



VILLAGE OF HATCH BOARD OF TRUSTEES

Minutes

Tuesday, April 12, 2022 at 6:00 pm

Trustees Chambers - 133 North Franklin St, Hatch New Mexico

1. Call to Order/ Roll Call/ Pledge of Allegiance/ Moment of Silence

Minutes:

Members Present: Mayor Whitlock, Mayor Pro Tem Torres, Trustee Atencio and Trustee Martinez

Members Absent: Trustee Crist

Others Present: Maria Burciaga, Ramona Olvera, Silda Quintana, Carolina Valois, Zulma Mendoza, Marisol Diaz, Karina Ramirez, Tim Thornton, Seth Hyatt, Candace Hyatt, Mike Castillo, Charles Wendler, Christian Wendler, David Shields, Rebecca Galvan, Ben Backwirtz, Michael Chavez, Juana Salcido, Arnold Ruiz, Phyllis Sims, Madai Hernandez, Alfredo Holguin, Samantha Barncastle, Elizabeth Porras

A regular meeting of the Board of Trustees of the Village of Hatch was held in the Trustees Chambers located at 133 N. Franklin Street, Hatch, NM, on the above date.

Mayor Whitlock, asked the Clerk Treasurer for roll call as follows: Mayor Whitlock – Present, Mayor Pro-Tem Torres – Present, Trustee Atencio – Present, Trustee Crist – Absent, and Trustee Martinez – Present. There being a quorum, Mayor Whitlock called the meeting to order at 6:00 p.m.

Trustee Torres led all in attendance in the pledge of allegiance and Trustee Martinez gave the opening prayer.

2. * Approval of Agenda

Minutes:

Trustee Atencio moved to approve the agenda as presented. Seconded by Trustee Martinez. Motion carried with all Trustees voting aye.

3. * Consent Agenda (Police, Fire, Museum, Planning & Zoning, Parks & Rec, Library, Cemetery, Court Reports, Approved Bills List, Delinquent List, Utility Applications, Regular Meeting Minutes March 8, 2022).

Minutes:

Trustee Martinez moved to approve the consent agenda as presented. Seconded by

Trustee Atencio. Motion carried with all Trustees voting aye.

4. *Proclamations

Minutes:

Mayor Whitlock presented the proposed Proclamations and asked the Council for approval of the following proclamations as follows:

a. National Public Safety Telecommunications Week April 10-16

Minutes:

Proclamation proclaiming the week of April 10 - April 16, 2022, as National Public-Safety Telecommunications Week in Hatch, New Mexico.

b. National Day of Prayer

Minutes:

Proclamation proclaiming May 5th, 2022 as a Day of Prayer throughout the Village of Hatch, New Mexico, and we commend this observance to all of our citizens.

c. Dia De Los Niños

Minutes:

Proclamation proclaiming April 30th , 2022 as Dia De Los Niños throughout the Village of Hatch, NM and urges all citizens to join in recognizing and commending parents, advocates, service providers, and other child serving organizations in our region for providing their everyday contribution and commitment to improving the lives of the children in the community.

5. Public input

6. Bohannon Huston Report

Minutes:

David Shields gave a brief project status update for all ongoing services provided by Bohannon Huston. The Hatch Gateway Signs project was publicly advertised twice. Both public advertisements received no responsible bidders. Upon receiving no bids through the competitive bidding process, the project was put on the open market and actively pursued qualified bidders to provide a cost quote for the project. Of the four eligible contractors requested an open market cost proposal from, only one responded. The apparent low bidder is Caliper Construction. BHI recommends that the Board of Trustees award the project to Caliper Construction.

7. *Consideration and approval to award the Gateway Signs Project to Caliper Construction in the amount of \$246,625.00 plus GRT.

Minutes:

Trustee Atencio moved to award the Gateway Signs Project to Caliper Construction in the amount of \$246,625.00 plus GRT. Seconded by Trustee Martinez. Motion carried with all Trustees voting aye.

8. Wilson & Company Report

Minutes:

Alfredo Holguin gave a brief project status update for all ongoing services provided by Wilson & Company. The Rodey Lift Station Rehabilitation and New Chile Capital lane Lift Station Project, Design Analysis Report comments from NMED-CPB were addressed and report was submitted to NMED-CPB on March 8, 2022, for approval. On the Placitas Water System Improvements the Design Analysis Report comments from NMED were addressed and report was submitted to NMED-CPB on April 4, 2022, for approval. The Comprehensive Plan Update Wilson has received crash data and working on crash analysis, and have also received tube counts along Franklin Street. The Village Wide Sidewalk Improvements 2021 Topographic Survey and Geotechnical Investigation scheduled for April. Design underway. The Hero's Park Multi-Purpose Flood Control Planning & Design Topographic survey completed. Hydrology/Hydraulics wrapping up by end of April 2022. Concept draft master site plan by end of May 2022. Public engagement tentatively schedule for the month of June. Topographic survey completed. Utility, easement, and property information being gathered. Geotechnical services being procured. 30% plans, outline spec and estimate planned by June 9, 2022. The 2021 NMED CWSRLF Village Accepted Award Offer and is working on closing documents. NOA issued to Wilson & Company on 4-6-2022. Coordination with NMED on project scope. WCI to prepare draft NMED Agreement.

9. *Consideration and approval of Resolution No. xxx - Confirming the Village of Hatch to Participate in the New Mexico Department of Transportation Project Fund Call for Projects.

Minutes:

Trustee Martinez moved to approve Resolution No. 1036 confirming the Village of Hatch to Participate in the New Mexico Department of Transportation Project Fund Call for Projects. Seconded by Trustee Atencio. The Board was polled as follows: Mayor Pro Tem Torres-aye, Trustee Atencio-aye, Trustee Crist-absent, Trustee Martinez-aye. Motion carried.

10. Hatch Comprehensive Plan Update

Minutes:

Ben Backwirtz with Wilson and Company presented progress update presentation to Village Council on the Hatch Comprehensive Plan Update, and informed them of the final plan to be submitted by June 30, 2022.

11. *Consideration and approval to amend the Village Code, Title 10, Vehicles and Traffic, by adding Chapter 10.14 Recreational Vehicle Storage.

Minutes:

After a lengthy discussion on item number eleven of the agenda, City Counsel recommended to table the item and have a work session for the Board of Trustees before making a decision.
Trustee Martinez moved to table item number eleven of the agenda. Seconded by

Trustee Atencio. Motion carried with all Trustees voting aye.

12. *Ratify the approval of the American Rescue Plan (ARPA) Grant to Public Libraries Agreement for FY 2022

Minutes:

Trustee Atencio moved to approve ratification of the American Rescue Plan (ARPA) Grant to Public Libraries Agreement for FY 2022. Seconded by Trustee Martinez. Motion carried with all Trustees voting aye.

13. *Personnel

a. *Consideration and approval to hire Carina Molina as part-time Court Clerk at \$14.00 hourly rate with a six month probationary period effective April 11, 2022.

Minutes:

Trustee Atencio moved to approve to hire Carina Molina as part-time Court Clerk at \$14.00 hourly rate with a six moth probationary period effective April 11, 2022. Seconded by Trustee Martinez. Motion carried with all Trustees voting aye.

14. Department Head Input

Minutes:

Mike Castillo, Public Works Director gave an update on all activities for the Utilities Department. Department continues to prepare the swimming pool facility for operations, and is now certified as a Pool Operator which is a state requirement to operate the pool. Candace Hyatt gave an update on the various activities that have been going on at the ball fields to prepare for the baseball season. There's 12 teams total adding up to 120 kids registered to play ball. There's still some things to get done like moving the bleachers from Airport to the ball fields, and finish installing the wiring at the new T-Ball field, but everything should be up and running on start date of April 26, 2022 with an open ceremony.

Tim Thornton, Chief of Police reported a busy month, officers are being more proactive and continue with training and taking care of the Village.

15. Trustees Input

16. Mayor's Report

17. Legal update in Closed Session

Minutes:

*7:45 p.m. Mayor Pro Tem Torres moved to convene in closed executive session to discuss limited personnel matters and threatened/potential litigation as authorized by the open meetings act § (H)(7). Seconded by Trustee Atencio. The Board was polled as follows: Mayor Pro Tem Torres-aye, Trustee Atencio-aye, Trustee Crist-absent, Trustee Martinez-aye. Motion carried.

*8:39 p.m. At this time Village Counsel dismissed Trustee Torres from the closed executive session, due to limited personnel matters.

*9:45 p.m. Trustee Atencio moved to reconvene in open session from closed executive

session where no decisions were made, but where guidance was provided to Village Counsel regarding moving forward with the limited personnel matters and threatened/potential litigation that were discussed. Seconded by Trustee Martinez. The Board was polled as follows: Mayor Pro Tem Torres-absent, Trustee Atencio-aye, Trustee Crist-absent, Trustee Martinez-aye. Motion carried.

18. * Adjourn

Minutes:

There being no further business Trustee Atencio moved to adjourn at 9:46 p.m. Seconded by Trustee Martinez. Motion carried with all Trustees voting aye.

Signed: _____, Mayor

ATTEST: _____ Date: _____

THE BOARD OF TRUSTEES MAY CONVENE IN CLOSED SESSION to discuss limited personnel matters; threatened or pending litigation, as authorized by the Open Meetings Act 10-15-1(H) (2), 10-15-1 (H) (7) and 10-15-1 (H) (5) respectively.

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the Village of Hatch office at (575)-267-5216 at least one (1) week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats.