



**MINUTES**  
**VILLAGE OF BOSQUE FARMS**  
**REGULAR COUNCIL MEETING**  
**THURSDAY, APRIL 15<sup>TH</sup>, 2025 AT 6:00 P.M.**  
**COUNCIL CHAMBERS**

1. **Call to Order**

|                                 |
|---------------------------------|
| Meeting called to order at 6:15 |
|---------------------------------|

2. **Pledge of Allegiance**

Mayor Gilliespie led those in attendance in the pledge of allegiance.

3. **Roll Call/Determination of Quorum**

|                |   |     |    |    |   |    |   |
|----------------|---|-----|----|----|---|----|---|
| RW             | ✓ | MC  | ✓  | ED | X | TB | ✓ |
| Quorum present |   | Yes | No |    |   |    |   |

4. **Approval of Agenda**

|                            |                 |                                                                                    |        |                                                                                                    |  |
|----------------------------|-----------------|------------------------------------------------------------------------------------|--------|----------------------------------------------------------------------------------------------------|--|
| A<br>C<br>T<br>I<br>O<br>N | Motion          | Approval of the Agenda with removal of the Treasurer’s Report and the ARPA Funding |        |                                                                                                    |  |
|                            | Made by:        | Baughman                                                                           |        | Councilor Wood-Yes<br>Councilor Cheromiah-Yes<br>Councilor DeSmet-Absent<br>Councilor Baughman-Yes |  |
|                            | Second by:      | Wood                                                                               |        |                                                                                                    |  |
|                            | Motion carried? | PASSED                                                                             | FAILED |                                                                                                    |  |

5. **Public Comment**

Girl Scout Troop 91(Debra Spokeswoman) stated the troop would like to donate cookies to staff and the Council for the efforts and kindness of the allowing them to host an event recently with the Village facilities.

Rick Babcock stated he had questions regarding wastewater funding and what the latest efforts are by the Council to communicate or issue investments within the past 8 months sent the last workshop with Prodigy.

Councilor Baughman stated the Clerk's office has not provided any updates to the Council regarding the efforts of Prodigy.

Deputy Clerk Shaline Lopez shared updates regarding some expenditure items such as grinder pumps to Mr. Babcock.

## 6. **Mayor & Council Reports**

*(Mayor and the Council began conversations with their respective reports first as several department heads were missing due to the response to active fires in the area)*

### Council

- i. Mayor stated he has received emergency communications that the active fire is not currently contained and he will look to provide updates as he receives them.
- ii. Councilor Cheromiah stated he had communications with Councilor DeSmet who was not attending due to the Fires happening in the Rio Grande and affecting Bosque Farms properties. Councilor Cheromiah commended Councilor DeSmet for her efforts in assisting with the community. Councilor Cheromiah stated that he believes the Village should look to keep the fire department in their collective thoughts and prayers.
- iii. Councilor Baughman shared updates regarding his frustrations with the Clerk's office and how information is not being provided to the Council in a timely manner regarding several issues not just wastewater. Councilor Baughman believes this has created frustration with staff at WWTP and wants the information quickly to assemble to the Council.
- iv. In response prior to updates the Clerk Administrator responded to the comments made by Councilor Baughman and resident Babcock. The statement was as follows:
- v. The Clerk's office is aware of funding priorities and Prodigy goals of operations as much as the Council and public are currently aware. All funding resources have been recapped and made public, per recommendation of Clerk's office if Council is having one on one discussions with Prodigy the Clerk's office should be made aware so that Chain of command is properly followed. The Clerk Administrator has experienced several issues where the contractor has been avoiding communication with staff and instead requesting purchasing or project direction from the governing body, which would be a direct violation of Article 3.

## 7. **Departmental Reports**

Clerk- Clerk Limon shared the following updates:

- On April 7<sup>th</sup> the Clerk's office notified Margaret Haynes of NMDOT of issues with stop lights not fully functional along the North Loop and South Loop. Estevan Gonzales of signal & Bobby Anaya were dispatched and stated the issue was related to PNM and that there were no further efforts they could perform. The Clerk's office will continue to work with PNM & DOT contacts to identify issues and establish proper maintenance protocols.
- In the month of January Clerk Administrator met with Los Lunas School District regarding a special event request to hang graduating senior flyers on the poles along 47. The Clerk Administrator informed the superintendent that the Village has no issue with the event and would allow its maintenance crew to assist within our jurisdiction of Highway 47. It was emphasized to the school superintendent that she would need to file the event permit with NMDOT, and the Village would offer support. When checking in with Margaret Haynes about the stops lights the Clerk's also inquired if any permit had been filed regarding their jurisdiction to which we were informed they did not have record. The Clerk's will once again reach out to the superintendent to see if they need further support or if they have abandoned the idea altogether.
- An increase in new property developments is occurring for homes in Bosque Farms, currently 3 residents and 1 business have inquired about GIS and rural addressing. The current administration does not have the software or certifications/training to assign addresses within our current jurisdiction. The Clerk's office has reached out the Valencia County to discuss an MOU to help with this matter until The Clerk or the Code enforcement officer could attend courses in August. Also, the Clerk's office has reached out to Mr. Sanchez at VRECC regarding his GIS software if it is something through joint powers or modification of his current fiscal agent agreement that we could utilize.
- The Clerk's office conducted interviews for a wastewater/water operator in the beginning of April, prior to bringing the applicant who was selected to council he is pending his background release and investigation. Once submitted and completed the individual will be brought before Council.
- Prodigy has scheduled a meeting with the Village Council and has a workshop regarding their agreements/contracts. This will take place on April 29<sup>th</sup>, 2025, at 1PM. Physical notice has been posted on the Village digital notices will go out Monday.
- The Village will need to host a special meeting prior to April 28<sup>th</sup> due to a request from the Office of the State Auditor. They are requesting that this year the municipalities provide a resolution and drafted minutes regarding the Village's annual Audit. The Clerk's office has reached out to Pattillo, Brown & Hill LLP (our auditing firm) to schedule the presentation in which they will go over our audit findings. Please be mindful of emails regarding this notice.
- The Clerk's office is scheduled to speak with the NMML regarding the request for annexation of land from the town of Peralta, however this meeting was cancelled due to scheduling conflicts of ongoing municipal league training. The contact Rebecca Martinez has asked the Clerk's office to reschedule the meeting in which she can provide information related to state statues that the Village may find helpful and provide clarity to some of the Clerk's comments made in the last hearing. Once this meeting is concluded and information provided to Council the Clerk intends to have a joint workshop with the

town of Peralta governing body and the village of bosque farms so the two entities could discuss and answer one another's requests, concerns or legal questions with legal counsel present.

- The Clerk Administrator completed the overhaul of the Village website. Document links are no longer broken and updated documents related to current operations are visible. One page related to the Volunteer Fire department is pending updates of listed members, but the Fire Chief and Natalie are currently working on providing this information once provided this too will be updated. The Clerk even included links to voter registration and how and where to identify rights of the public in the election tab.
- Clerk's office is expanding its search for an EMS Director and has been made aware that the town of Peralta would like to aid in a joint powers agreement if the Village is unable to locate a director in time before funds are to be returned to the state(Fire/EMS Retention funds) Leading the charge on these discussions is the Fire Chief and his assistant chiefs. the Clerks will look to discuss further with Clerk of the Town of Peralta once more headway and logistics have been made.
- The Clerk's office has reached out to Fred Black regarding declaring an emergency need for funding for our wastewater treatment plant. The need for the emergency is that the Village's funding amounts have been promised and taken back several years in a row now while our facility continues to operate at high demand. The Emergency declaration is in hopes that members of the legislature or the Governor herself will finally begin to take Bosque Farms seriously that those funds are needed to maintain not only our own facility but the safety and well-being of residents and members along the Rio Grande.
- The Clerk's office at the end of the month will be creating RFP for engineering for clean water state revolving fund loans and grants. The Clerk Administrator has reached out to several municipalities for draft RFPs however none are to the level of detail the Clerk would like to have for this project therefore an RFP would be designed from scratch by the Clerk Administrator and posted prior to May 15<sup>th</sup>.
- Megan Price, one of our newly onboarded members of our Wastewater treatment plant, has achieved her CDL and will begin hauling sludge for Village saving us costs of outside vendors. Megan's efforts in achieving above and beyond what was originally tasked for her is showcased at the highest level and appreciation of her peers. Megan is an excellent asset to the Village and is an excellent representation of the new employees brought on this Fiscal.
- Evaluations for Exempt employees in the front office and the maintenance team have been reviewed by the Clerk Administrator and provided to the Mayor, Mayor Pro Tempore and Treasurer for review. Once approved the Clerk will schedule dates of sit downs with employees to begin the one-on-one process. Earlier today Reviews for supervisors were sent out for those employees to begin self-evaluating. The Clerk has asked for those to be completed no later than April 28<sup>th</sup>. The Clerk's evaluation is scheduled for May 15<sup>th</sup> in an executive session where the council will be able to review staff comments about the Clerk's performance and review his scores rated by his peers. Should the review not be prepared prior Council will be made aware via email.
- In the month of May, the Village Council will be asked by the Deputy Clerk to update our ICIP requests as the due date for submission will be later that month.

### **Planning & Zoning updates for April 17, 2025**

- Eight building permits for the timespan of March 25<sup>th</sup> – April 16 have been filed.
  1. 1700 Carpenter Drive is a barn.
  2. 2115 Murray loop requested a storage shed.
  3. 2435 Brian Lane requested a accessory structure.
  4. 1430 Caballo lane is replacing existing fencing.
  5. 2095 Murray Loop is adding an accessory structure.
  6. 9913 Green Avenue requested property expansion.
  7. 1715 Pearl loop is removing and replacing exiting fencing.
  8. 715 Calle Del sol has requested to replace the existing fencing, however, is having boundary issues with her neighbor. The Clerk Administrator has a scheduled call for after the holiday with Chavez engineering to help service the matter.
- The Planning & Zoning Commission has enacted Ordinance 10-1-23 Section B Instruction of Code Enforcement & Planning and Zoning Administrator to investigate a property suspected of holding a salvage yard. The Clerk Administrator is typing up correspondence to provide to the property owner of 1290 Truchas trail in which he will be served with a request by code enforcement to examine his property to ensure no violation of ordinances have occurred.
- A new business license will need to come before the review of the planning and zoning commission at the upcoming May meeting. An applicant by the name of Carlos B Salcedo Varela would like an appliance sale and repair shop at 600 Bosque farms Blvd. It is the understanding of the Clerk's office that in ordinance this would qualify mechanical repair therefore being a regulated business. The Clerk's office has reached out to the business owner via email however, it has no hearing back regarding application and lease info needed. Once acquired and proper notice is posted this will appear on an agenda.

Judge Eldridge provided updates regarding court operations for the month of April.

8. **Council to Review and Take Action on Treasurer's Report**

9. **Council to Review and Take Action on Previous Minutes.**

|                            |                 |                      |                                                                                                       |  |
|----------------------------|-----------------|----------------------|-------------------------------------------------------------------------------------------------------|--|
| A<br>C<br>T<br>I<br>O<br>N | Motion          | Approval of Minutes. |                                                                                                       |  |
|                            | Made by:        | Cheromiah            | Councilor Wood-Yes<br>Councilor Cheromiah- Yes<br>Councilor DeSmet- Absent<br>Councilor Baughman- Yes |  |
|                            | Second by:      | Baughman             |                                                                                                       |  |
|                            | Motion carried? | PASSED               |                                                                                                       |  |

**10. Council to Review and Take action on Purchase of Two Command Units for Bosque Farms Volunteer Fire Department.**

Deputy Clerk stated that the Bosque Farms Fire Chief followed all procurement law and sought permissions from the state correctly and has no further comments other than asking for the item to be passed as is.

|                            |                 |                      |                                                                                                       |  |
|----------------------------|-----------------|----------------------|-------------------------------------------------------------------------------------------------------|--|
| A<br>C<br>T<br>I<br>O<br>N | Motion          | Approval of Purchase |                                                                                                       |  |
|                            | Made by:        | Wood                 | Councilor Wood-Yes<br>Councilor Cheromiah- Yes<br>Councilor DeSmet- Absent<br>Councilor Baughman- Yes |  |
|                            | Second by:      | Cheromiah            |                                                                                                       |  |
|                            | Motion carried? | PASSED               |                                                                                                       |  |

**11. Council to Review and Take Action on Resolution 1068-25 Updated Log and Authorization to Dispose of Police Vehicles via Auction.**

Clerk Limon recapped that the maintenance team needs an updated resolution to dispose of vehicles that inventory has been misplaced via the previous administration. Clerk Limon went further to describe the details, listening to them as former PD units so no other department's former vehicles would be improperly disposed of.

|                            |                 |                             |        |                                                                                                      |
|----------------------------|-----------------|-----------------------------|--------|------------------------------------------------------------------------------------------------------|
| A<br>C<br>T<br>I<br>O<br>N | Motion          | Approval of Resolution 1068 |        |                                                                                                      |
|                            | Made by:        | Baughman                    |        | Councilor Wood- Yes<br>Councilor Cheromiah- Yes<br>Councilor DeSmet-Absent<br>Councilor Baughman-Yes |
|                            | Second by:      | Cheromiah                   |        |                                                                                                      |
|                            | Motion carried? | PASSED                      | FAILED |                                                                                                      |

**12. Council to Review and Take Action on Approval of Expenditure of ARPA Funding**

**ADJOURNMENT**  
**7:16PM**

The Governing Body may revise the order of the agenda items considered at this Open Meeting. If you are an individual with a disability who is in need of a reader, 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 office of the Village Clerk at (505) 991-6611 at least four (4) calendar days prior to the meeting. Public documents including the agenda and minutes can be provided in digital or hardcopy format. The Village of Bosque Farms strictly prohibits any form of unlawful discrimination based on race, color, religion, gender identity, sexual orientation, sex, national origin, age, disability, or political affiliation in any program, activity, or service sponsored by the Village. Contact the office of the Village Clerk/administrator for more information.

The proceeding minutes were transmitted to Village Council for the Hearing on July 24, 2025. The Village Council requested changes be made to the minutes and the Village Council voted to approve them as amended. The requested changes are reflected in the proceeding minutes.

The amendments are:

1. Item 11, change vote to Absent for Councilor DeSmet she was not there.
2. The meeting was held on April 17, 2025. Neither staff nor council members noticed this error.