

VILLAGE OF BOSQUE FARMS

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Bosque Farms, NM 871068

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Chris Gillespie, Mayor

Council:
Ronita Wood
Michael Cheromiah
Erica DeSmet
Tim Baughman

THE GOVERNING BODY OF THE VILLAGE OF BOSQUE FARMS WILL HOLD ITS REGULAR MEETING ON THURSDAY, SEPTEMBER 19TH, 2024 IN THE COUNCIL CHAMBERS, 1455 WEST BOSQUE LOOP, BOSQUE FARMS, NM AT 6:00PM.

CALL TO ORDER & ROLL CALL

PLEDGE OF ALLEGIANCE

EXECUTIVE SESSION PURSUANT TO 10-15-1(2) NMSA, 1978 HIRING OF A CODE ENFORCEMENT OFFICER, AND TWO POLICE OFFICERS.

APPROVAL OF AGENDA

PUBLIC COMMENT FOR NON-AGENDA ITEMS

(Comments are limited to 1 ½ Minutes, time cannot be distributed to peers in attendance)

DEPARTMENTAL REPORTS

MAYOR & COUNCIL REPORTS

COUNCIL TO REVIEW & TAKE ACTION PREVIOUS MINUTES

[Attachment A - 08-15-24 Regular Meeting Minutes.pdf](#)

COUNCIL TO REVIEW AND TAKE ACTION ON CONTRACT WITH FABLE CHENEY-HOESCH FOR TRAINING SERVICES

[Attachment B - Fable Cheney Hoesch agreement.pdf](#)

COUNCIL TO REVIEW AND TAKE ACTION ON HIRING CODE ENFORCEMENT OFFICER

COUNCIL TO REVIEW AND TAKE ACTION ON HIRING TWO POLICE OFFICERS

“PRESERVING RURAL AMERICA”

COUNCIL TO REVIEW AND TAKE ACTION ON RESOLUTION 1053-24 SIGNATURE AUTHORITY FOR NMED GRANT F-2401 WWIMP

Attachment C – Resolution 1053-24 Signature Authority for F-2401.pdf

COUNCIL TO REVIEW AND TAKE ACTION ON RESOLUTION 1053-24 SIGNATURE AUTHORITY FOR NMED GRANT H-2511 ARSENIC REMOVAL

Attachment D – Resolution 1054-24 Signature Authority for H-2511.pdf

COUNCIL TO REVIEW AND TAKE ACTION ON TREASURER’S REPORT

COUNCIL TO HOLD A PUBLIC HEARING FOR DOLORES TORRES LOCATED ON 3671 STATE HWY 47 PERALTA, NM REGARDING WATER SERVICES.

COUNCIL TO TAKE ACTION ON PROVIDING WATER SERVICES TO DOLORES TORRES LOCATED ON 3671 STATE HWY 47 PERALTA

TIME AND PLACE OF NEXT MEETING

THE NEXT MEETING OF THE VILLAGE OF BOSQUE FARMS GOVERNING BODY WILL BE HELD ON THURSDAY, OCTOBER 17, 2024.

ADJOURNMENT

PLEASE NOTE: *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 needs 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 three (3) 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.*



**MINUTES
VILLAGE OF BOSQUE FARMS
REGULAR COUNCIL MEETING
THURSDAY, AUGUST 15, 2024 AT 6:00 P.M.
COUNCIL CHAMBERS**

1. **Call to Order**

Meeting called to order at

Please turn off cell phones or set to silent mode

2. **Pledge of Allegiance**

Mayor Gillespie led those in attendance in the Pledge of Allegiance.

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

RW	✓	MC	✓	ED	✓	TB	✓
Quorum present		Yes	No				

4. **Executive Session Pursuant to 10-15-1(2) NMSA, 1978 Hiring of Water Utility Clerk, and an Administrative Assistant.**

The council reconvened in open session approximately at 6:20 PM. Clerk Limon stated to the Public that the only items discussed in the Executive session were only those items listed on the agenda and no action was taken in Executive Session.

5. **Approval of Agenda**

A C T I O N	Motion	Approval of Agenda	
	Made by:	Baughman	
	Second by:	Cheromiah	
	Motion carried?	PASSED	FAILED

6. Public Comment

Anett (Resident) Spoke regarding issues with Star Paving and traffic control. Would like for Council to have a resolution to never allow Star Paving to bid on Village projects again.

Karen (Resident) via phone complained about issues with craft vendors at the fair (Mayor Gillespie informed the residents in attendance that the Village is not associated or have any control over the rodeo association. They are in fact two separate entities.)

Debra (new resident) stated she is delighted to be living in Bosque farms and wanted to introduce herself as well as provide thanks for the Village's participation in the parade.

Lily McNabb (resident) stated thanks to the Village for finally addressing weed issues and requested someone in the office contact NMDOT for a traffic light out on 47/South Loop.

7. Departmental Reports

a. Police Chief

- i. Chief Owen shared updates regarding Police activity for the month of July.
- ii. Chief Owen also shared a letter of appreciation directed at Officers Morales & Jaramillo for a welfare check they performed.
- iii. Chief Owen shared a calendar update for the Cops & Rodders event scheduled for September 28th.

b. Court

- i. Clerk Limon read updates on behalf of Judge Eldridge regarding court cases and citations.

c. Clerk

- iii. Clerk Limon shared updates regarding Clerk certification for Shaline Lopez Deputy Clerk
- iv. Clerk Limon shared updates regarding his work on job descriptions and ordinances.
- v. Clerk Limon shared updates regarding funding for Wastewater Treatment facilities funding and a upcoming workshop.
- vi. Clerk Limon shared updates regarding construction on the west loop.
- vii. Clerk Limon shared updates on compliance with the drinking water bureau.

8. Mayor & Council Reports

a. Mayor

- i. No updates.

Council

- ii. Councilor Baughman shared updates regarding a planned first responders memorial. Councilor Baughman thanked members of staff who participated in the parade and gave thanks to the fair board for hosting a fantastic event over the weekend.
- iii. Councilor Wood shared Councilor Baughman’s comments to staff regarding the parade and thanks residents for attending.
- iv. Councilor DeSmet requested a moment of silence for an officer who passed away recently in ABQ. Officer was born and raised in Los Lunas. Councilor DeSmet shared updates regarding her attendance of Newly Elected Officials training. Councilor DeSmet thanked staff for meeting with resident who was experiencing issues with Water Bill.

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

A C T I O N	Motion	Approval of Minutes 07-18-24 / 07-25-24 with Amendments to missing Adjournment, & Spelling Errors of employee’s name.	
	Made by:	Baughman	Councilor Wood-Yes Councilor Cheromiah- Yes Councilor DeSmet- Yes Councilor Baughman- Yes
	Second by:	DeSmet	
	Motion carried?	PASSED	

10. **Council to Review and Take Action on Contract with Fable Cheney – Hoesch for Training Services.**

A C T I O N	Motion	Approval of contract with amendments to terminology regarding work responsibilities & establishing duties of the Utilities clerk.	
	Made by:	Baughman	Councilor Wood- Yes Councilor Cheromiah- Yes Councilor DeSmet-Yes Councilor Baughman-Yes
	Second by:	Cheromiah	
	Motion carried?	PASSED	

11. **Council to Review and Take Action on Hiring Water Utility Clerk.**

A C T I O N	Motion	Approval of Mellisa Gerge as Water utility Operator	
	Made by:	DeSmet	Councilor Wood- Yes Councilor Cheromiah- Yes Councilor DeSmet- Yes Councilor Baughman- Yes
	Second by:	Wood	
	Motion carried?	PASSED	

12. Council to Review and Take action on Hiring Administrative Assistant.

A C T I O N	Motion	Approval of hiring one police officer		
	Made by:	Cheromiah		Councilor Wood- Yes Councilor Cheromiah- Yes Councilor DeSmet- Yes Councilor Baughman- Yes
	Second by:	Baughman		
	Motion carried?	PASSED	FAILED	

13. Council to Review and Take Action on Adding Shaline Lopez with Bank with signature Authority

A C T I O N	Motion	Approval of adding Shaline Lopez with signature authority		
	Made by:	Baughman		Councilor Wood- Yes Councilor Cheromiah- Yes Councilor DeSmet- Yes Councilor Baughman- Yes
	Second by:	Wood		
	Motion carried?	PASSED	FAILED	

14. Council to Review and Take Action on hiring Water/Wastewater

A C T I O N	Motion	Approval of Steven J. Rains		
	Made by:	Baughman		Councilor Wood- Yes Councilor Cheromiah- Yes Councilor DeSmet- Yes Councilor Baughman- Yes
	Second by:	Cheromiah		
	Motion carried?	PASSED	FAILED	

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

Clerk Administrator Limon explained that there is currently an issue with bank recon that is upholding the Treasurer's Report. Once solved the report for August and September shall be heard together. Clerk Limon recommended that the Council table this item until the next agenda.

A C T I O N	Motion	Approval to table the Treasurer's Report until the 9/19/24		
	Made by:	Baughman		Councilor Wood- Yes Councilor Cheromiah- Yes Councilor DeSmet- Yes Councilor Baughman- Yes
	Second by:	Cheromiah		
	Motion carried?	PASSED	FAILED	

Time and Place of Next Meeting

*THE NEXT MEETING OF THE VILLAGE OF BOSQUE FARMS
GOVERNING BODY WILL BE HELD ON THURSDAY, SEPTEMBER
19, 2024.*

ADJOURNMENT

7:33 PM

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.

AGREEMENT

THIS AGREEMENT is made and entered into by and between the Village of Bosque Farms, NM (Village) and Fable Cheney-Hoesch (Contractor).

IT IS AGREED BETWEEN THE PARTIES:

1. Scope of Work

The Contractor will, at the request of the Village, perform the following work:

- a. Provide advice regarding utilities billing;
- b. Provide advice regarding computer programs pertaining to utilities billing;
- c. Provide advice and training to a new Utilities Billing Clerk;
- d. Take such actions as are requested by the Village related to the performance and administration of the duties of the Utilities Billing Clerk.

2. Compensation

The Village will pay to the Contractor in full payment for services satisfactorily performed such compensation not to exceed \$12,000 (twelve thousand dollars and no cents) at a rate of \$25 (twenty-five) dollars per hour plus applicable gross receipts tax. The New Mexico gross receipts tax levied on the amounts payable shall be paid by the Village to the Contractor, but the Contractor is solely and completely responsible for payment of all taxes associated with compensation received herein. The total amount payable to the Contractor under this agreement shall not exceed twelve thousand dollars. This amount is a maximum and not a guarantee that the work assigned to be performed by the contractor under this Agreement shall equal the amount stated herein. The parties do not intend for the Contractor to continue to provide services without compensation when the total compensation amount is reached; Contractor is responsible for notifying the Agency when the service provided under this Agreement reaches the total compensation amount. In no event will the Contractor be paid for services provided in excess of the total compensation amount without this Agreement being amended in writing prior to those services in excess of the total compensation amount being provided.

3. Term

This Agreement will terminate on December 31, 2024.

4. Termination

This Agreement may be terminated immediately upon written notice to the Contractor if the Contractor becomes unable to perform the services set forth herein, if the Village in its

sole discretion deems the services unnecessary, or if the Village in its discretion deems that it no longer has the fiscal resources to devote to the contract.

Except as provided elsewhere in this agreement, the Village will give Contractor written notice of termination thirty days prior to the intended date of termination.

5. Liability

Except as otherwise expressly allowed or provided under this Agreement, the Village's sole liability under this Agreement shall be to pay for acceptable work performed by the Contractor.

6. Status of Contractor

The Contractor is an independent contractor performing professional services for the Agency and is not an employee of the Village. Contractor shall not accrue leave, retirement, insurance, bonding, use of Village vehicles, or any other benefits afforded to Village employees as a result of this agreement. The Contractor acknowledges that all sums received hereunder are reportable by the Contractor for tax purposes, including without limitation, self-employment and business income tax. The Contractor agrees not to purport to bind the Village unless the Village has given the Contractor express written authority to do so, and then only with the strict limits of that authority.

7. Assignment

The Contractor shall not assign or transfer any interest in this Agreement or assign any claims for money due or to become due under this Agreement without the prior written approval of the Village.

8. Subcontracting

Contractor shall not subcontract any portion of the services to be performed under this Agreement without the prior written approval of the Village.

9. Conflicts of Interest

Contractor represents and warrants that she presently has no interest and, during the term of this Agreement, shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance or services required under this Agreement.

10. Governmental Conduct Act

Contractor is familiar with and agrees to comply with the provisions of the Governmental Conduct Act.

11. Amendment

This Agreement shall not be altered, changed or amended except by instrument in writing executed by the parties hereto.

12. Merger

This Agreement incorporates all agreements, covenants and understandings between the parties hereto concerning the subject matter hereof, and all such covenants. Agreements and understandings have been merged into this written Agreement. No prior Agreement or understanding, oral or otherwise, of the parties or their agents shall be valid or enforceable unless embodied in this Agreement.

13. Compliance with Law

Contractor agrees to abide by all federal and state law and rules and regulations pertaining to equal employment opportunity, workers compensation, the procurement code, and each and every other applicable law, regulation or ordinance.

14. Terms and Conditions

If any term of condition of this Agreement shall be held invalid or unenforceable, the remainder of this Agreement shall not be affected and shall be valid and enforceable.

If any dispute arises between the parties related to this Agreement, the parties agree to first mediate such dispute, and if such mediation is not successful, to arbitrate this matter before a mutually acceptable arbitrator. If the parties cannot agree on an acceptable arbitrator, the parties agree to have an arbitrator appointed by a judge of the Thirteenth Judicial District Court.

IN WITNESS HEREOF, the parties have executed this Agreement.

By:

Chris Gillespe, Mayor

Date

Fable Cheney-Hoesch

Date

Resolution Providing Signature Authority for NMED Grant F-2401 WWIMP

VILLAGE OF BOSQUE FARMS

RESOLUTION NO. 1053-24

WHEREAS, the Governing Body of the Village of Bosque Farms of Valencia County of the State of New Mexico shall enter into a loan Agreement with the State of New Mexico Environment Department, and;

WHEREAS, the Agreement is identified as NMED Grant F-2401 WWIMP.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE VILLAGE OF BOSQUE FARMS, NEW MEXICO, that:

1. Mayor Chris Gillespie or successor is authorized to sign the agreement for this project.
2. Michael Angelo Limon, Clerk Administrator or successor are OFFICIAL REPRESENTATIVES who are authorized to sign all other documents necessary to fulfill the Grant Agreement and the requirements (Project Description, Disbursements and Notice of obligations (NOO) and to act as the project contact and;
3. Michael Angelo Limon, Clerk Administrator or successor is the Capital Projects Monitoring System (CPMS) contact who is authorized to update the CPMS database on a monthly basis.

PASSED, ADOPTED, AND APPROVED BY THE GOVERNING BODY OF THE VILLAGE OF BOSQUE FARMS THIS 19th DAY OF JULY 2024.

(SEAL)

Chris Gillespie, Mayor

ATTEST:

Michael Angelo Limon, Clerk/Administrator

Resolution Providing Signature Authority for NMED Grant H-2511 Arsenic Removal

VILLAGE OF BOSQUE FARMS

RESOLUTION NO. 1054-24

WHEREAS, the Governing Body of the Village of Bosque Farms of Valencia County of the State of New Mexico shall enter into a loan Agreement with the State of New Mexico Environment Department, and;

WHEREAS, the Agreement is identified as NMED Grant H-2511 Arsenic Removal.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE VILLAGE OF BOSQUE FARMS, NEW MEXICO, that:

1. Mayor Chris Gillespie or successor is authorized to sign the agreement for this project.
2. Michael Angelo Limon, Clerk Administrator or successor are **OFFICIAL REPRESENTATIVES** who are authorized to sign all other documents necessary to fulfill the Grant Agreement and the requirements (Project Description, Disbursements and Notice of obligations (NOO) and to act as the project contact and;
3. Michael Angelo Limon, Clerk Administrator or successor is the Capital Projects Monitoring System (CPMS) contact who is authorized to update the CPMS database on a monthly basis.

PASSED, ADOPTED, AND APPROVED BY THE GOVERNING BODY OF THE VILLAGE OF BOSQUE FARMS THIS 19th DAY OF JULY 2024.

(SEAL)

Chris Gillespie, Mayor

ATTEST:

Michael Angelo Limon, Clerk/Administrator