



**BOARD OF TRUSTEES  
TOWN OF MESILLA  
REGULAR MEETING  
MONDAY, APRIL 13, 2020  
6:00 P.M.**

**VIA TELECONFERENCE 1-346-248-7799, MEETING ID 308-193-527#**

**TRUSTEES:** Nora L. Barraza, Mayor  
Carlos Arzabal, Mayor Pro Tem  
Jesus Caro, Trustee (absent)  
Veronica Garcia, Trustee  
Stephanie Johnson-Burick, Trustee

**STAFF:** Cynthia Stoechner-Hernandez, Town Clerk/Treasurer  
Kevin Hoban, Fire Chief  
Eddie Lerma, Marshal  
Rod McGillivray, Public Works Director

**PUBLIC:**

**1. PLEDGE OF ALLEGIANCE**

Mayor Barraza led the Pledge of Allegiance.

**2. ROLL CALL & DETERMINATION OF A QUORUM**

**Roll Call.**

**Present:** Mayor Barraza, Mayor Pro Tem Arzabal, Trustee Garcia, Trustee Johnson-Burick.

**3. CHANGES TO THE AGENDA & APPROVAL**

Mayor Barraza requested removing items c, d, and e from the consent agenda.

**Motion:** To approve agenda as amended, **Moved by Mayor Pro Tem Arzabal, Seconded by Trustee Garcia.**

**Roll Call Vote:** Motion passed (**summary:** Yes =3).

Mayor Pro Tem Arzabal Yes

Trustee Garcia Yes

Trustee Johnson-Burick Yes

**4. PRESENTATIONS:**

a) A presentation of the Town of Mesilla's 2019 Audit – **Mariam Tall, Harshwal &**

1                   **Company, LLP.**

2 Ms. Tall reviewed the Town of Mesilla’s 2019 Audit.

3  
4 Mayor Pro Tem Arzabal feels the audit findings are minor and are being taken care of.

5  
6 Mayor Barraza stated per diem finding has been rectified.

7  
8 Trustee Johnson-Burick asked why it was not recognized in previous audits that the town was not  
9 taking inventory of town property.

10  
11 Ms. Tall referred to page 97 and 105; there were modified opinions and now they are findings.  
12 These are state requirements

13  
14 Trustee Johnson Burick stated so that was missed by the previous auditors.

15  
16 Ms. Tall responded auditors are required to follow the state requirements.

17  
18 Trustee Johnson-Burick asked why the trustees were not invited to the exit interview on December  
19 10<sup>th</sup>.

20  
21 Ms. Stoechner-Hernandez responded there was some scheduling issues so that is why it was so  
22 rushed.

23  
24 Trustee Garcia responded she will attend a meeting even on a one-day notice.

25  
26 Ms. Tall indicated the audit was submitted and approved at the state level.

27  
28  
29 **5. PUBLIC INPUT** – The public is invited to address the Board for up to 3 minutes.

30 **Public input shall be received at [cvnthias-h@mesillanm.gov](mailto:cvnthias-h@mesillanm.gov) at by 5:00 p.m., April 13th**  
31 **and will be read into the record.**

32  
33 Ms. Stoechner-Hernandez read input received; see attached.

34  
35  
36 **6. \*APPROVAL OF CONSENT AGENDA** – (The Board will be asked to approve by one motion the  
37 following items of recurring or routine business. The Consent Agenda is marked with an asterisk \*):

38 **Motion:** To approve consent agenda, **Moved by Mayor Pro Tem Arzabal, Seconded by Trustee**  
39 **Garcia.**

40  
41 **Roll Call Vote:** Motion passed (**summary:** Yes =3).

42 Mayor Pro Tem Arzabal Yes

43 Trustee Garcia Yes

44 Trustee Johnson-Burick Yes

45  
46  
47 **a) \* BOT Minutes** – Minutes of a Work Session & Regular Meeting on March 9, 2020.  
48 *Approved by consent agenda*

49  
50  
51 **\*Building Permits:**

52 **b) \*PZHAC Case 061024** – 2000 Calle de Parian, submitted by Julienne Hadfield; a request  
53 for a zoning permit to renovate the second floor of a commercial building at this address.  
54 Zoned: Historical Commercial (HR). *Approved by consent agenda*

1 c) **\*PZHAC Case 061028** – 2305 Calle de Colon, submitted by Gerard Nevarez; a request for  
2 a zoning permit to install a decorative panel at this address; Zoned: Historic Residential  
3 (HR).

4 Mayor Barraza stated the request is for an 8 ft. high panel; normally the approved height of a  
5 fence is 6 ft. She asked how far this panel is going to be from the existing fence.  
6

7 Mr. Shannon responded the panel will not be part of the fence; it will be 2 to 3 feet from the fence. It  
8 is not a permanent structure. The house being built next to Mr. Nevarez has several windows that  
9 face his patio; this is more of a privacy panel.

10  
11 Trustee Garcia stated she feels a fence is for privacy. We need to prevent from opening a can of  
12 worms.  
13

14 Mayor Barraza agreed and noted that the only difference is the painting on the panel. If this is  
15 approved, we would be opening it up for everyone to have something similar.  
16

17 Mayor Pro Tem Arzabal stated it needs to comply with the ordinance as to not set precedence. He is  
18 concerned that the Planning and Zoning approved the application with a 3-0 vote. He will approve  
19 the application with the condition that the panel does not exceed 6 ft. in height per ordinance.  
20

21 **Motion:** To approve PZHAC Case 061028 – 2305 Calle de Colon, submitted by Gerard Nevarez; a  
22 request for a zoning permit to install a decorative panel at this address; Zoned: Historic Residential  
23 (HR); with condition, **Moved by Mayor Pro Tem Arzabal, Seconded by Trustee Garcia.**  
24

25 **Roll Call Vote:** Motion passed (**summary:** Yes =3).

26 Mayor Pro Tem Arzabal Yes

27 Trustee Garcia Yes

28 Trustee Johnson-Burick Yes  
29

30 Mayor Barraza stated if the board continues to receive these types of cases they will be sent back to  
31 the Planning and Zoning Commission for future review. The ordinance is the ordinance; how this  
32 was approved is beyond her. The board is constantly being put in a difficult position.  
33  
34

35 **\*Sign Permits:**

36 d) **\*PZHAC Case 061023**– 2488 Calle de Guadalupe, submitted by Joseph Foster for  
37 “Psychology Consulting Options”; a request for a sign permit for a therapist practice at this  
38 address. Zoned: Historical Commercial (HC).

39 Mayor Barraza asked if this case had been brought to the Board of Trustees before.  
40

41 Mr. Shannon responded this case went before the Planning and Zoning who determined it did not  
42 comply with the ordinance. Reviewed the application.  
43

44 Mayor Barraza stated a directory sign is when there are multiple businesses in a building. She does  
45 not feel this is a directory sign since this is the only business being advertised.  
46

47 Mr. Shannon responded each psychologist will have their own office.  
48

49 Mayor Barraza asked if that is the same area where there are other businesses which is owned by the  
50 same person.  
51

52 Mr. Shannon responded it is one owner; rents out the spaces to different businesses.  
53

54 Mayor Barraza understands each business would have a sign over their door and a directory sign

1 would list businesses in the building.

2  
3 Mayor Pro Tem Arzabal recommends sending this back to the Planning and Zoning for further  
4 discussion.

5  
6 Trustee Johnson-Burick reviewed page 24. Agrees this case needs to be send back to Planning and  
7 Zoning for further review.

8  
9 **Motion:** To return Case #061023 to PZHAC for further review, **Moved by Mayor Pro Tem**  
10 **Arzabal, Seconded by Trustee Garcia.**

11  
12 **Roll Call Vote:** Motion passed (summary: Yes =3).

13 Mayor Pro Tem Arzabal Yes

14 Trustee Garcia Yes

15 Trustee Johnson-Burick Yes

- 16  
17 e) **\*PZHAC Case 060125** – 2601-3 Calle de Santiago, submitted by Kerry Carman for “Co-  
18 Lab Artisan’s Loft”; a request for a zoning permit to install a hanging sign at this address.  
19 Zoned: Historic Commercial (HC).

20  
21 Trustee Johnson-Burick stated she is not comfortable approving a case when there are redlines  
22 through the application.

23  
24 Mayor Pro Tem Arzabal recommended sending it back to the Planning and Zoning.

25  
26 **Motion:** To return Case #061025 to PZHAC for further review, **Moved by Mayor Pro Tem**  
27 **Arzabal, Seconded by Trustee Garcia.**

28  
29 **Roll Call Vote:** Motion passed (summary: Yes =3).

30 Mayor Pro Tem Arzabal Yes

31 Trustee Garcia Yes

32 Trustee Johnson-Burick Yes

33  
34  
35 **7. NEW BUSINESS:**

- 36 a) Discussion regarding budget for FY 2020. – **Nora L. Barraza, Mayor.**

37 Mayor Barraza stated she has frozen the FY 2019 budget; only emergency items will be allowed.  
38 The Gross Receipt Taxes (GRT) had been coming in at projection which will help us get through  
39 till the end of the fiscal year. Due to the closures of the business there will be very little, if any,  
40 come June. The mayors meet regularly by conference calls and have been advised to submit FY  
41 2021 with the same budget for FY 2020.

42  
43 Mayor Pro Tem Arzabal requested the board is informed on the town’s status on a regularly bases;  
44 he does not want to go back to 2008.

45  
46 Mayor Barraza stated our reserves can cover around 3 months. There will be a 3% increase imposed  
47 for health benefits.

48  
49 Ms. Stoechner-Hernandez stated she will send out a budget update every 2 weeks.  
50

1 Trustee Johnson-Burick stated she is also very concerned and suggested departments cut their  
2 budgets.

3  
4 Mayor Barraza stated all the New Mexico State mayors are in the same situations. Mr. AJ Forte,  
5 New Mexico Municipal League Acting Executive Director, is checking to see if there will be  
6 financial assistance for small municipalities. If need be the budget will continue to be frozen next  
7 fiscal year.

8  
9 Mayor Pro Tem Arzabal stated we are saving money in certain areas; also, the town will be  
10 receiving Small City Assistance which should help.

11  
12 Mayor Barraza responded she does not want to be in the 2008 situation again. She does not want to  
13 lay off employees. We are doing everything we can to help us through this.

14  
15 Trustee Johnson-Burick stated entities are looking at different ways to get refunds for Worker's  
16 Comp, vehicles not in use, etc.

17  
18 Mayor Barraza responded if the declaration passes tonight, we will be able to tap into FEMA  
19 funding.

20  
21 **b) Resolution 2020-07: Acceptance of the Town of Mesilla 2019 Audit. – Cynthia Stoechner-**  
22 **Hernandez, Clerk/Treasurer.**

23 Ms. Stoechner-Hernandez read Resolution 2020-07: Acceptance of the Town of Mesilla 2019 Audit.

24  
25 **Motion:** To approve Resolution 202-07: Acceptance of the Town of Mesilla 2019 Audit, **Moved by**  
26 **Mayor Pro Tem Arzabal, Seconded by Trustee Johnson-Burick.**

27  
28 **Roll Call Vote:** Motion passed (summary: Yes =3).

29 Mayor Pro Tem Arzabal Yes

30 Trustee Garcia Yes

31 Trustee Johnson-Burick Yes

32  
33 **c) Resolution 2020-08: A resolution declaring an emergency as a result of COVID-19. – Nora**  
34 **L. Barraza, Mayor.**

35 Ms. Stoechner-Hernandez read Resolution 2020-08: A resolution declaring an emergency as a result  
36 of COVID-19.

37  
38 **Motion:** To approve Resolution 2020-08: A resolution declaring an emergency as a result of  
39 COVID-19, **Moved by Mayor Pro Tem Arzabal, Seconded by Trustee Garcia.**

40  
41 **Roll Call Vote:** Motion passed (summary: Yes =3).

42 Mayor Pro Tem Arzabal Yes

43 Trustee Garcia Yes

44 Trustee Johnson-Burick Yes

45  
46 **d) Resolution 2020-09: A resolution extending a moratorium on construction in the Historic**  
47 **Residential Zone until April 28, 2020. – Nora L. Barraza, Mayor.**

1 Mayor Barraza stated she does not object to extending the moratorium until the end of May but  
2 would not like to extend it any further. It is not fair to those applicants that have been waiting for 6  
3 months. The trustees have been working on this ordinance and have listen to the public's  
4 recommendations.

5  
6 Mayor Pro Tem Arzabal stated we have received a lot of feedback; recommends voting on the  
7 ordinance by May 25<sup>th</sup>.

8  
9 Mayor Barraza responded that date would adhere with the date Ms. Stoechner-Hernandez had  
10 originally brought forth.

11  
12 Trustee Garcia asked if we will still be open for public input.

13  
14 Mayor Barraza responded we will continue to accept public input.

15  
16 Trustee Johnson-Burick commented we need to ensure the residents are given the opportunity to  
17 voice their opinion.

18  
19 Trustee Garcia asked if something can be on the bills to notifying the residents.

20  
21 Mayor Barraza stated that can be done on the next billing cycle. We have been working on this  
22 since November; residents have been given the opportunity to give their input. The town has done a  
23 good job informing the residents; we cannot make them respond.

24  
25 Ms. Stoechner-Hernandez read Resolution 2020-09: A resolution extending a moratorium on  
26 construction in the Historic Residential Zone until May 25, 2020.

27  
28 **Motion:** To approve Resolution 2020-09: A resolution extending a moratorium on construction in  
29 the Historic Residential Zone until May 25, 2020, **Moved by Mayor Pro Tem Arzabal, Seconded**  
30 **by Trustee Johnson-Burick.**

31  
32 Mayor Barraza stated we will have a public hearing on April 23<sup>rd</sup> at 10:30 a.m.; public input and first  
33 reading on May 11<sup>th</sup>; public input and approval on May 25<sup>th</sup>.

34  
35 **Roll Call Vote:** Motion passed (**summary:** Yes =3).

36 Mayor Pro Tem Arzabal Yes

37 Trustee Garcia Yes

38 Trustee Johnson-Burick Yes

39  
40 **8. \*STAFF REPORTS:**

41 Community Development

42 Community Programs

43 Finance Department

44 Fire Department

45 Marshal's Department

46 Public Works Department

47

48

1           **9. BOARD OF TRUSTEE COMMITTEE REPORTS**

2 Trustee Johnson-Burick has been talking to Andrew regarding MPO meetings virtually. She will  
3 keep everyone posted.  
4

5           **10. BOARD OF TRUSTEE/STAFF COMMENTS**

6 Fire Chief Hoban stated meetings are being held on a regular basis with OEM. There have been a  
7 couple of exposures and are taking appropriate measures. He is proud of his firefighters for  
8 obtaining supplies for the residents. We can be reached out to on our Facebook page or reach out to  
9 him.

10  
11 Trustee Garcia thanked the Fire Department for their hard work.

12  
13 Mayor Barraza asked that they let them know if they need donations.

14  
15 Fire Chief Hoban responded they have received donations across the spectrum.

16  
17 Marshal Lerma gave commendations to Lieutenant Salas and Sergeant Shepan for their excellent  
18 work on the vehicle and foot pursuit regarding a stolen vehicle. Sergeant Shepan injured his knee  
19 and Lieutenant Salas injured his foot during this pursuit.  
20

21 Mr. McGillivray gave a report on projects.  
22

23 Ms. Stoechner-Hernandez state she will get the first financial report by next Friday to the Board of  
24 Trustees.  
25

26 Mayor Barraza stated we never expected anything like this to happen. We are trying to stay abreast  
27 on what is happening. We conference call with different agencies on a weekly basis. She has asked  
28 that municipalities be notified if there is a confirmed COVID-19 case in their jurisdiction so that our  
29 first responders are aware of possible community spread. Stressed social distancing and staying at  
30 home to help us get through this. She reviewed the different funding available small municipalities,  
31 closure of parks, hotel agreement for quarantine, domestic violence, special legislative session, and  
32 budget cuts. Mr. McGillivray is working on getting work started on prior funded projects as to not  
33 lose those monies. Dona Ana County is setting up a unified area to be manned by emergency  
34 personnel for the surge that is expected April 27<sup>th</sup> through May 1<sup>st</sup>. Employees are working on a  
35 rotation schedule to avoid having more than 5 people at a time. A trash container for Mesilla  
36 residents only has been placed at the park across from the Community Center. We will continue  
37 holding our meetings through Zoom.  
38

39 Trustee Johnson-Burick commended staff and her leadership.  
40

41 Mayor Barraza everyone has been awesome. Everyone is taking care of their staff and ensuring  
42 things are been taken care of. The public restrooms have been closed. The Fire and Marshal  
43 Departments are responding to calls. Ms. Sellers is getting the information out to everyone. Thanked  
44 everyone for working together.  
45

46           **11. ADJOURNMENT**

47           **The Town of Mesilla Trustees unanimously agreed to adjourn the meeting. (Summary: Yes-**  
48           **3)**

49  
50           **MEETING ADJOURNED AT 8:00 P.M.**

51  
52           **APPROVED THIS 27th DAY OF APRIL, 2020.**  
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12

*Nora L. Barraza*  
\_\_\_\_\_  
Nora L. Barraza  
Mayor

**ATTEST:**

*Cynthia Stoehner-Hernandez*  
\_\_\_\_\_  
Cynthia Stoehner-Hernandez  
Town Clerk/Treasurer

