



# Town of Mesilla, New Mexico

## BOARD OF TRUSTEES (BOT)

### TOWN OF MESILLA

### SPECIAL MEETING

TUESDAY, MAY 31, 2022

### MINUTES

**TRUSTEES:** Nora Barraza, Mayor  
Stephanie Johnson-Burick, Mayor Pro Tem  
Biviana Cadena, Trustee  
Veronica Garcia, Trustee (2:21 p.m.)  
Adrianna Merrick, Trustee

**STAFF:** Rani Bush, Town Clerk/Treasurer  
Kevin Hoban, Fire Chief  
Enrique Salas, Marshal  
Gloria Maya, Recorder

**PUBLIC:** Algernon D'Ammassa

Mayor Barraza held a Moment of Silence for the children and families from Uvalde, Texas.

#### 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 Johnson-Burick, Trustee Cadena, Trustee Garcia (2:21 p.m.), Trustee Merrick.

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

**Motion:** To approve agenda, Moved by Mayor Pro Tem Johnson-Burick, Seconded by Trustee Merrick.

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

Mayor Pro Tem Johnson-Burick Yes  
Trustee Cadena Yes  
Trustee Merrick Yes

#### 4. PUBLIC INPUT – The public is invited to address the Board for up to 3 minutes.

No Public Input

#### 5. EXECUTIVE SESSION

- a) Pursuant to NMSA 1978 Chapter 10-15-1(H)(2): Discussion limited to the hiring of someone in the Utility Clerk-Receptionist Position

**Motion: To close Regular Meeting and enter into Executive Session Pursuant to NMSA 1978 Chapter 10-15-1(H)(2): Discussion limited to the hiring of someone in the Utility Clerk-Receptionist Position, Moved by Mayor Pro Tem Johnson-Burick, Seconded by Trustee Merrick.**

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

Mayor Pro Tem Johnson-Burick Yes

Trustee Cadena Yes

Trustee Merrick Yes

**Entered Executive Session at 2:09 p.m.**

**Motion: To enter Regular Meeting after limited discussion to the hiring of someone in the Utility Clerk-Receptionist position, Pursuant NMSA 1978 Chapter 10-15-1(H)(2); no action taken, Moved by Mayor Pro Tem Johnson-Burick, Seconded by Trustee Merrick.**

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

Mayor Pro Tem Johnson-Burick Yes

Trustee Cadena Yes

Trustee Merrick Yes

**Entered Regular Meeting at 2:15 p.m.**

## **6. NEW BUSINESS**

### **a) Approval: Hiring of the Utility Clerk-Receptionist**

Mayor Barraza recommended hiring Ms. Betty Clark as Utility Clerk-Receptionist.

**Motion: To approve the hiring of a Utility Clerk-Receptionist, Moved by Mayor Pro Tem Johnson-Burick, Seconded by Trustee Merrick.**

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

Mayor Pro Tem Johnson-Burick Yes

Trustee Cadena Yes

Trustee Merrick Yes

### **b) Approval: Service Agreement between the Las Cruces Public School District and the Town of Mesilla for School Resource Officer Services**

Mayor Barraza stated Mesilla this agreement is with the Las Cruces Public Schools for an SRO, July, 2022 thru June, 2023. The amount of the agreement is \$106,469.00 which does include the 5% COLA and benefits.

**Motion: To approve Service Agreement between the Las Cruces Public School District and the Town of Mesilla for School Resource Officer Services, Moved by Mayor Pro Tem Johnson-Burick, Seconded by Trustee Merrick.**

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

Mayor Pro Tem Johnson-Burick Yes

Trustee Cadena Yes

Trustee Merrick Yes

Mayor Barraza stated she will be meeting with Marshal Salas regarding safety concerns and to ensure we are prepared for emergencies.

## 7. UNFINISHED BUSINESS

### a) **Presentation:** Fiscal Year 2022-2023 Budget

Ms. Bush reviewed the proposed budget by department and line item. The budget must be submitted to the state by 12:00 a.m. on Tuesday, May 31<sup>st</sup>.

Trustee Merrick asked if the budget includes people we need to hire.

Ms. Bush responded yes.

Mayor Barraza stated she calculated pay according to date when an increase will go into effect.

Trustee Merrick stated stipends are not included in the totals.

Mayor Barraza stated those will be reviewed and corrected.

Trustee Garcia asked about the vacant position listed as Accounts Payable; isn't Ms. Maya Accounts Payable.

Mayor Barraza responded that position has been kept in the budget just in case there is a need to hire someone. Ms. Bush has indicated there is a need for an Admin Assistant and/or file clerk. That will be listed as a vacancy.

Ms. Bush responded there is a need for a file clerk who will be helping all the departments.

Trustee Garcia asked about a stipend for Mr. Rodriguez.

Mayor Barraza stated she would like to look at the salaries for our Public Works employees. The Dona Ana County summer interns will be making more than our Public Work employees.

Mayor Pro Tem Johnson-Burick stated those interns are paid through grant funding which allows them to be paid \$15.00 an hour. Last year the person overseeing the program was making \$50.00 an hour.

Mayor Barraza stated they are looking at putting \$800,000.00 into operating expenses.

Mayor Pro Tem Johnson-Burick asked if there are any funds that can be used for the reserve.

Mayor Barraza responded that would be carryover money. Once current fiscal year is closed, we will know how much will be put into the reserve fund.

Ms. Bush reviewed the accounts, reserve, and investments.

Mayor Pro Tem Johnson-Burick stated she feels comfortable with the 5% COLA, the fact that we are being cautious. She asked if they had allocated the \$10,000.00 for the film project.

Mayor Barraza responded no; we are currently working on operating expenses. We will look at budget adjustments once the preliminary budget is submitted to the state.

**b) Approval: Interim Fiscal Year 2022-2023 Budget**

**Original Motion: To approve Interim Fiscal Year 2022-2023 Budget, Moved by Mayor Pro Tem Johnson-Burick, Seconded by Trustee Garcia.**

**Roll Call Vote:** Motion passed (summary: Yes =4).

Mayor Pro Tem Johnson-Burick Yes  
Trustee Garcia Yes  
Trustee Cadena Yes  
Trustee Merrick Yes

**Amended Motion: To approve Interim Fiscal Year 2022-2023 Budget; ensuring the stipends are included in final totals, Moved by Mayor Pro Tem Johnson-Burick, Seconded by Trustee Garcia.**

**Roll Call Vote:** Motion passed (summary: Yes =4).

Mayor Pro Tem Johnson-Burick Yes  
Trustee Garcia Yes  
Trustee Cadena Yes  
Trustee Merrick Yes

Ms. Bush will provide information to the board.

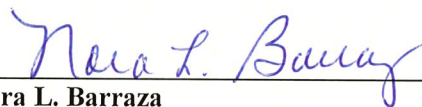
Trustee Garcia stated there will be an appreciation breakfast at Andele's on June 9<sup>th</sup>

**8. ADJOURNMENT**

The Town of Mesilla Trustees unanimously agreed to adjourn the meeting. (Summary: Yes-4).

**MEETING ADJOURNED AT 2:40 P.M.**

**APPROVED THIS 13th DAY OF JUNE, 2022.**



Nora L. Barraza  
Mayor

**ATTEST:**



Rani Bush  
Town Clerk/Treasurer

