



**CITY OF MORIARTY
CITY COUNCIL MEETING
May 14, 2025, 7:30 P.M.
201 Broadway St. S-Moriarty, NM 87035**

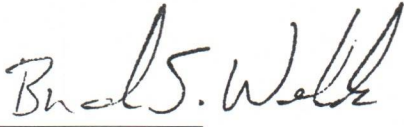
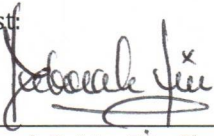
TIME, PLACE AND ATTENDANCE		The Moriarty City Council met at a Regular Council Meeting on May 14, 2025, with the following members present: Brandon Webb, Steve Anaya, and Jeremy Trujillo (on the telephone from 7:55pm until 8:34pm) then continued his attendance in-person. Kim Garcia was absent.
CALL TO ORDER		Mayor Brandon Webb called the meeting to order at 7:33 pm
ADD TO AGENDA FOR DISCUSSION ONLY		<p>Steve Anaya addressed the serious state of streets' potholes and requested Public Works Director, Jeff Tapia, to bring an update back to Council at the regular Council meeting scheduled for May 28th, 2025.</p> <p>Steve Anaya requested Mayor Webb to add the landscaping projects amended quotes and final design proposal presentations for Grissom Park, Mt. Carmel and Mountain View Cemeteries to the City Council Agenda scheduled for May 28th, 2025.</p> <p>Steve Anaya addressed the City's receipt of an OSHA letter on May 8, 2025, requiring improvements to City Hall which include: the ventilation system, addition of hot water, plumbing, fixing tile floors, etc. He requested Mayor Webb to create a plan where possibly monthly building maintenance walk-throughs are done. Mayor Webb mentioned the possible creation of a maintenance crew that would be tasked to keep facilities in working condition.</p> <p>No Actions Taken.</p>
MATTERS FROM THE GOVERNING BODY		None.
CONSENT AGENDA		<p>CONSIDERATION AND APPROVAL OF CONSENT AGENDA ITEM:</p> <ul style="list-style-type: none"> i. Approval of Monthly Bills ii. Minutes from the Regular Special City Council Meeting of April 23, 2025. iii. Moriarty Historical Society and Museum Visitor Totals Update iv. Call for Public Hearing for a Liquor License for La Hacienda de Nacho's, LLC. v. Utility Billing Adjustments: <ul style="list-style-type: none"> Account # 8301600 – Mora \$44.08 Account # 1070300 – Ortiz \$10.07 Account # 2098701 – Barela \$7.80 <p>Steve Anaya moved to approve the consent agenda. Bobby Ortiz Seconded. Mayor Brandon Webb voted to have quorum. All members present voted AYE. Motion Carried.</p>
HEALTHY TORRANCE COMMUNITY PREVENTION DIRECTOR COORDINATOR DEBBIE ORTIZ		<p>UPDATE BY THE PARTNERSHIP FOR A HEALTHY TORRANCE COMMUNITY.</p> <p>Debbie Ortiz presented the challenges the local community is experiencing with marijuana, drugs and alcohol consumption and the measures being taken to assist such individuals.</p> <p>No Action Taken.</p>
PUBLIC WORKS DIRECTOR JEFF TAPIA BOHANNAN HOUSTON DONZIL WORTHINGTON		<p>UPDATE BY BOHANNAN HOUSTON REGARDING THE WASTEWATER PLANT AND TASK ORDER FOR THE PRELIMINARY ENGINEERING REPORT (PER).</p> <p>Presented the Agreement to enter a PER with a grant of \$75,000. Recommended the City to enter into a month-to-month or as needed contract with Rocky Mountain Water in Edgewood, NM, to assist with the sludge removal. Informed that NM received \$360M in funds for water clean-up and conservation, thus the availability of grants that could cover 90% of the cost of design and grants that pay 100% of a designated project through the Water Trust Fund.</p> <p>The council requested the need for a sludge removal plan by the end of May 2025.</p>

	<p>The council also requested Public Works to come back to the next regular Council Meeting on May 28th, 2025, with a quote from a vendor that can remove sludge. In addition, a request was made for a proposal and cost of removing the entirety of the sludge which has been sitting in the same field location for the last 17 years.</p> <p>Jeremy Trujillo moved to approve the PER contingent of funding. Steve Anaya Seconded. Steve Anaya, Bobby Ortiz and Jeremy Trujillo voted AYE. Motion Carried.</p>
LIBRARY DIRECTOR NATALIE BOTT	<p>REQUEST APPROVAL TO USE THE CIVIC CENTER FOR SUMMER READING PROGRAM FOR FRIDAY, JULY 18, 2025.</p> <p>Bobby Ortiz moved to approve the use of the Civic Center for Summer reading program for Friday, July 18, 2025. Steve Anaya Seconded. Steve Anaya, Bobby Ortiz, and Jeremy Trujillo voted AYE. Motion Carried.</p>
PLANNING AND ZONING MANAGER MARIA MARTINEZ	<p>Ms. Martinez was absent with an authorized leave from Mayor Webb.</p>
POLICE DEPARTMENT CHIEF ADAN URBINA	<p>REQUEST APPROVAL TO START THE HIRING PROCESS FOR ONE OFFICER.</p> <p>Steve Anaya moved to approve the request to start hiring one police officer. Bobby Ortiz Seconded. Steve Anaya, Bobby Ortiz, and Jeremy Trujillo voted AYE. Motion Carried.</p>
POLICE DEPARTMENT CHIEF ADAN URBINA	<p>REQUEST APPROVAL TO PURCHASE ONE 2025 FORD EXPLORER SUV FROM ESU PURSUITS IN KANSAS FOR \$57,575.00. FUNDING ALLOCATED FROM THE LAW ENFORCEMENT PROTECTION FUND.</p> <p>Bobby Ortiz moved to approve the purchase of one, 2025 Ford Explorer SUV from ESU Pursuits in Kansas for \$57,575.00. Funding is allocated from the Law Enforcement Protection Fund. Jeremy Trujillo Seconded. Steve Anaya, Bobby Ortiz, and Jeremy Trujillo voted AYE. Motion Carried.</p>
POLICE DEPARTMENT CHIEF ADAN URBINA	<p>REQUEST APPROVAL TO PURCHASE THREE EAGLE III DUAL RADARS FROM KUSTOM SIGNALS FOR \$8,636.88. FUNDING ALLOCATED FROM THE LAW ENFORCEMENT PROTECTION FUND. THE VENDOR HAS A NEW MEXICO PREFERRED VENDOR CONTRACT.</p> <p>Chief Adan Urbina tabled this item for the next scheduled City Council Meeting on May 28, 2025, due to finding better priced radars.</p> <p>Bobby Ortiz moved to table the approval to purchase three Eagle III dual radars from Kustom Signals for \$8,636.88 and accept Chief Urbina to address a separate purchase for different radars at a lesser cost during the next Council scheduled meeting. Steve Anaya Seconded. Steve Anaya, Bobby Ortiz, and Jeremy Trujillo voted AYE. No Action was Taken.</p>
POLICE DEPARTMENT CHIEF ADAN URBINA	<p>REQUEST APPROVAL TO PURCHASE THREE KENWOOD VIKING 8000 DUAL BAND MOBILE RADIOS FROM CODE 3 FOR \$19,826.48. FUNDING ALLOCATED FROM THE LAW ENFORCEMENT PROTECTION FUND. THE VENDOR HAS A NEW MEXICO PREFERRED VENDOR CONTRACT.</p> <p>Bobby Ortiz moved to approve the purchase of three Kenwood Viking 8000 dual band mobile radios from code 3 for \$19,826.48. Funding is allocated from the Law Enforcement Protection Fund. Jeremy Trujillo Seconded. Steve Anaya, Bobby Ortiz, and Jeremy Trujillo voted AYE. Motion Carried</p>

POLICE DEPARTMENT CHIEF ADAN URBINA	<p>CHIEF ADAN URBINA PRESENTED A GENERAL ACTIVITY UPDATE.</p> <p>Chief Urbina informed that another police officer resigned bringing the department down to four officers. Councilor Bobby Ortiz asked Chief Urbina to consider providing a sign-in bonus or incentives to attract certified officers while conducting recruitment efforts.</p>
PUBLIC WORKS DIRECTOR – JEFF TAPIA	<p>REQUEST APPROVAL TO AMMEND AND INCREASE THE SALARY OF NEW EMPLOYEE MR. JERROD BALASKOVITS TO \$19.54 BASED ON HAVING A WATER SUPPLY I CERTIFICATE.</p> <p>Bobby Ortiz moved to approve to amend and conduct a 3-step increase to the salary of new employee Mr. Jerrod Balaskovits to \$19.54 based on having a Water Supply I certificate.</p> <p>Steve Anaya Seconded.</p> <p>Steve Anaya, Bobby Ortiz, and Jeremy Trujillo voted AYE.</p> <p>Motion Carried</p>
PUBLIC WORKS DIRECTOR – JEFF TAPIA	<p>REQUEST APPROVAL TO REBUILD PUMPS FOR THE MARTINEZ LIFT STATION DUE TO THE WARRANTY ALREADY EXPIRED WITH A TOTAL OF \$15,277.10</p> <p>Bobby Ortiz moved to approve to rebuild pumps for the Martinez lift station due to the warranty already expired with a total of \$15,277.10</p> <p>Steve Anaya Seconded.</p> <p>Steve Anaya, Bobby Ortiz, and Jeremy Trujillo voted AYE.</p> <p>Motion Carried</p>
PUBLIC WORKS DIRECTOR – JEFF TAPIA	<p>MR. TAPIA PRESENTED A GENERAL ACTIVITY UPDATE.</p> <p>Reported the activities of 5 funerals in the last week; the road paving start-up project; median cleanup; parks cleanup completed; addressed the road potholes and stated that Public Works is ready to move forward with the MOU with Torrance County to begin fixing city roads.</p>
FIRE DEPARTMENT CHIEF TODD HART	<p>REQUEST APPROVAL TO RENEW RFP CONTRACT #2023-01 (ON-SITE INSPECTION, REPAIRS AND MAINTENANCE OF FIRE DEPARTMENT VEHICLES) FOR UP TO THREE YEARS, WHICH 2025-2026 WILL BE THIRD YEAR.</p> <p>The Council requested further contract expiration information and follow-up with Procurement and City Attorney.</p> <p>No Action was Taken.</p>
FIRE DEPARTMENT	<p>CHIEF HART PRESENTED A GENERAL ACTIVITY UPDATE.</p> <p>The Council was informed that a firefighter was injured on the job this afternoon. He spoke about the staff's most recent training in Socorro, NM, and the different activities EMS transport have conducted.</p>
FINANCE AND ADMINISTRATION CLERK DEBORAH LIU	<p>REQUEST CONSIDERATION OF RESOLUTION #24-25-17 ACCEPTING THE 2025 REGULAR LOCAL ELECTION WHICH WILL BE HELD ON NOVEMBER 4, 2025, UNTO WHICH TWO CITY COUNCILORS WILL BE ELECTED FOR A FOUR-YEAR TERM.</p> <p>Steve Anaya asked if the municipal judge is also part of the election process for this coming election and requested the City Clerk to consult with Torrance County Clerk for clarification. The request was made for this item to be brought back to Council on the scheduled meeting of May 28, 2028.</p> <p>Bobby Ortiz moved to table the approval of Resolution #24-25-17 until clarification is provided regarding the municipal judge election term, and if an amendment was needed, for the City Clerk to present revised Resolution on the upcoming Council regular meeting scheduled for May 28, 2025.</p> <p>Steve Anaya Seconded.</p> <p>Steve Anaya, Bobby Ortiz, and Jeremy Trujillo voted AYE.</p> <p>Motion tabled to May 28th.</p>
FINANCE AND ADMINISTRATION CLERK	<p>REQUEST APPROVAL TO REIMBURSE THE US TREASURY DEPARTMENT \$262,256.86 FOR FUNDING NOT UTILIZED, GRANTED TO THE CITY DURING THE CORONAVIRUS PANDEMIC.</p>

DEBORAH LIU	<p>Bobby Ortiz moved to approve to reimburse the US Treasury Department \$262,256.86 for funding not utilized, granted to the city during the Coronavirus pandemic. Jeremy Trujillo Seconded. Steve Anaya, Bobby Ortiz, and Jeremy Trujillo voted AYE. Motion Carried</p>
FINANCE AND ADMINISTRATION CLERK DEBORAH LIU	<p>REQUEST APPROVAL TO ENTER INTO A CONTRACT WITH BANK OF AMERICA FOR CORPORATE CREDIT CARD SERVICES.</p> <p>Bobby Ortiz requested the City Clerk to create a policy and procedure manual for the City on the upcoming Council regular meeting scheduled for May 28, 2025.</p> <p>Steve Anaya moved to table the approval to enter into a contract with Bank of America for corporate credit card services. Bobby Ortiz Seconded. Steve Anaya, Bobby Ortiz, and Jeremy Trujillo voted AYE. Motion tabled to May 28th.</p>
FINANCE AND ADMINISTRATION CLERK DEBORAH LIU	<p>REQUEST TO ADDRESS A PUBLIC COMPLAINT REGARDING OPEN MEETINGS ACT MATTER # NMDJ-ECS-20250213-8B89 FILED BY MR. JAMES JONES ON APRIL 28, 2025, REGARDING THE REGULAR CITY COUNCIL MEETING HELD ON FEBRUARY 12, 2025, WHERE THE COMPLAINT ALLEGES THAT THE CITY CLOSED THE MEETING TO DISCUSS ISSUES NOT COVERED UNDER ONE OF THE OPEN MEETING ACT EXCEPTIONS. TO CORRECT AND CURE THIS VIOLATION, THE CITY IS DIRECTED TO ADDRESS THE FIVE AGENDA ITEMS FROM THE FEBRUARY 12, 2025, CLOSED SESSION DURING A PROPERLY NOTICED OPEN PUBLIC MEETING.</p>
	<p>12a) Subject: PRESENTATION OF MUNICIPAL POSITIONS JOB DESCRIPTIONS, RESPONSIBILITIES AND COMPENSATION STUDIES. BASED ON FINDINGS, REQUEST COUNCIL APPROVAL TO AUTHORIZE AN URGENT STAFF RETENTION SALARY INCREASE</p> <p>Bobby Ortiz moved to not approve the retention salary increase. Steve Anaya Seconded. Steve Anaya, Bobby Ortiz, and Jeremy Trujillo voted AYE. Motion Declined.</p>
	<p>12g) Subject: REQUEST APPROVAL TO ADVERTISE AND HIRE THREE VACANT PUBLIC WORKS MAINTENANCE WORKERS WITH STARTING SALARIES OF \$18.00 AN HOUR.</p> <p>Steve Anaya moved to table the approval to advertise and hire three vacant Public Works maintenance workers with starting salaries of \$18.00 an hour. Bobby Ortiz Seconded. Steve Anaya, Bobby Ortiz, and Jeremy Trujillo voted AYE. Motion Carried</p>
	<p>12h) Subject: REQUEST FOR APPROVAL TO PROVIDE A MERIT RAISE EQUIVALENT TO A NEXT STEP INCREASE FOR PUBLIC WORKS EMPLOYEES NATE MADRID, ANDY ELIAS AND DAVID HAMMOND FOR OBTAINING CERTIFICATIONS FOR "TRENCHING AND EXCAVATION SAFETY" PROVIDED BY THE ASSOCIATED CONTRACTORS OF NEW MEXICO. CERTIFICATES ARE ALREADY IN PERSONNEL FILES.</p> <p>Note: Mr. Nate Madrid is no longer employed with the City of Moriarty, Public Works.</p> <p>Steve Anaya moved to remove Mr. Nate Madrid from the request and approve to provide a merit raise equivalent to a next step increase for public works employees, Andy Elias and David Hammond for obtaining certifications for "Trenching and Excavation Safety." Bobby Ortiz Seconded. Steve Anaya, Bobby Ortiz, and Jeremy Trujillo voted AYE. Motion Carried</p>
	<p>12i) Subject: REQUEST APPROVAL TO POST AND HIRE ONE (1) 50/50 MUSEUM/LIBRARY ASSISTANT WITH A RECOMMENDED STARTING SALARY OF \$19.00 PER HOUR. FUNDING IS AVAILABLE FOR THIS POSITION UNDER FY24-25 APPROVED FISCAL BUDGET AND FROM INCOMING GRANTS.</p>

	<p>Steve Anaya moved to approve to post and hire one (1) 50/50 Museum/Library Assistant with a recommended starting salary of \$19.00 per hour. Funding is available for this position under FY24-25 approved fiscal budget and from incoming grants.</p> <p>Bobby Ortiz Seconded.</p> <p>Steve Anaya, Bobby Ortiz, and Jeremy Trujillo voted AYE.</p> <p>Motion Carried</p>
	<p>12j) Subject: REQUEST APPROVAL TO TAKE MS. TAMARA ANDERSON OFF OF CADET STATUS AND PLACE HER ON FIREFIGHTER/EMT STATUS WITH THE RECEIPT OF HER EMT LICENSE. THIS WILL BE A 7-STEP PAY INCREASE FROM \$15.65 TO \$18.60, TO TAKE EFFECT FEBRUARY 17, 2025.</p> <p>Bobby Ortiz moved to approve to take Ms. Tamara Anderson off of cadet status and place her on Firefighter/EMT status. This will be a one-step pay increase from \$15.65 / hour to \$16.04 / hour, to take effect February 17, 2025.</p> <p>Steve Anaya Seconded.</p> <p>Steve Anaya, Bobby Ortiz, and Jeremy Trujillo voted AYE.</p> <p>Motion Carried</p>
<p>FINANCE AND ADMINISTRATION CLERK DEBORAH LIU</p>	<p>FINANCE AND ADMINISTRATION DEPARTMENT UPDATE</p> <p>The Council was informed that no available financial reports to the governing body were available until general accounts reconciliation can occur and findings can be listed with the assistance of the contracted CPA and financial analysts.</p> <p>After obtaining a copy of the OSHA violations and request for corrective measures for addressing that City Hall does not have running hot water; tiles that are coming up off the floors, creating trip hazards; HVAC vents that blow air onto employees which have mildew and dust buildup; a bug infestation and smell of sewage throughout the building, the Council requested the City Clerk Office to communicate all non-compliance notices as soon as they are delivered to the City via email to all the governing body when received so they did not find about them via informal meetups while conducting personal business.</p> <p>The City Council requested a Special Meeting to be scheduled for May 28, 2025, at 5pm to discuss fiscal findings and corrective action plan to get the City to be able to produce budget and state reports as soon as possible.</p>
CLOSED SESSION	<p>Bobby Ortiz moved to go into closed session pursuant to SS 10-15-1 H (2) limited personnel matters regarding finance and administration employee(s) in particular to position title, and salaries adjustments.</p> <p>Steve Anaya Seconded.</p> <p>Steve Anaya voted YES, Bobby Ortiz voted YES, and Jeremy Trujillo voted YES.</p> <p>Motion Carried</p>
OPEN SESSION	<p>Bobby Ortiz moved to go back into open session.</p> <p>Jeremy Trujillo Seconded.</p> <p>Steve Anaya voted YES, Bobby Ortiz voted YES, and Jeremy Trujillo voted YES.</p> <p>Motion Carried</p> <p>The discussion focused only on both the hourly rate and effective date of such compensation for Ms. Joycelyn Martinez for a full-time position within the Finance and Administration, City Clerk Office.</p> <p>No Action was Taken.</p>
RECORD ACTION FROM CLOSED SESSION	<p>Bobby Ortiz moved to approve Ms. Joycelyn Martinez, the current employee's hourly rate of \$25.01/ hour effective May 14, 2025, for the full-time position of Accounting Manager within the Finance and Administration, City Clerk Office with the condition that she fully trains the next Civic Center Administrator / Event Coordinator staff member upon employment.</p> <p>Steve Anaya Seconded.</p> <p>Steve Anaya, Bobby Ortiz, and Jeremy Trujillo voted AYE.</p> <p>Motion Carried</p>
ADJOURNMENT	<p>Meeting was adjourned by Mayor Webb at 10:33pm.</p>

APPROVED	PASSED, ADOPTED and approved this 28th day of May 2025.
	 Brandon S. Webb, Mayor Attest:  Deborah R. Liu, City Clerk