

**VILLAGE OF WILLIAMSBURG**  
**309 VEATER / PO BOX 150**  
**WILLIAMSBURG, NEW MEXICO 87942**

**MINUTES OF THE REGULAR MEETING OF JANUARY 14, 2021**

**Mayor Stubblefield** called the meeting to order at 4:00 pm in the Village Hall meeting room,  
**Clerk Cardona** took roll call:

|  |                |
|--|----------------|
| <b>Deborah Stubblefield, Mayor</b>           | <b>Present</b> |
| <b>Majorie Powey, Mayor Pro-Tem</b>          | <b>Present</b> |
| <b>Guillermo Hernandez, Trustee</b>          | <b>Present</b> |
| <b>William Frazier, Trustee</b>              | <b>Present</b> |
| <b>Lee Wedgwood, Trustee</b>                 | <b>Present</b> |
| <b>Amanda B. Cardona, Clerk of the Board</b> | <b>Present</b> |

**Mayor Stubblefield** declared a quorum, and led the Pledge of Allegiance.

**APPROVAL OF AGENDA:**

**Trustee Hernandez** made a motion to approve the agenda as presented. **Trustee Wedgwood** seconded the motion, with no nays motion carried unanimously.

**APPROVAL OF MINUTES:**

**Trustee Hernandez** made a motion to approve the minutes of December 10, 2020 Regular Meeting as presented. **Trustee Wedgwood** seconded the motion, with no nays motion carried unanimously.

**RECOGNITION OF VISITORS: None**

**Mayor Stubblefield** thanked everyone for attending the meeting.

**PUBLIC COMMENT: (Three Minute Rule): None**

**DISCUSSION: (DISCUSSION/ACTION):**

**1. CIF (2021 Colonias Infrastructure) Notice of Intent to Apply:**

Mario Juarez-Infante, (Wilson & Co.) reported before the Trustee's, information regarding the Colonias program and gave a brief review of the original plans. The Notice of intent to apply for this cycle (2021) is due January 19<sup>th</sup>; the application opens on January 28<sup>th</sup> through March 3<sup>rd</sup>. The purpose for this funding is to continue and complete construction on Mona Ave., and Doris Ave.

Mr. Juarez-Infante stated Mona Ave., and Doris Ave., are not part of the USDA Wastewater System project. Therefore, the Colonias Infrastructure funds and Capital Outlay funds may be used to match the 5% CDBG match (37,500.00) hence virtually at no additional Village cost.

A site location map has been provided along with the Engineer's estimate as a whole project including both streets and as separate projects. The estimated amount is \$ 1.7 million; for both Mona and Doris Ave.



After a lengthy discussion a motion was made.

**Pro-tem Powey** made a motion to approve CIF 2021 Colonias Infrastructure Notice of Intent to Apply. **Trustee Wedgwood** seconded the motion, with no nays the motion carried unanimously.

## **2. 2021 CDBG (Community Development Block Grant) Intent to Apply:**

**Trustee Wedgwood** made a motion to approve 2021 CDBG (Community Development Block Grant) Intent to Apply and to focus primarily on the completion of Mona Ave., and Doris Ave. **Trustee Frazier** seconded the motion, with no nays the motion carried unanimously.

### **a. CDBG Public Hearing Notice January 7, 2021:**

Two Public Hearings were held on Thursday, January 7, 2021 at 12:00 pm, and at 5:30 pm on the same day and at the same location (Village Hall). The purpose of these meetings is to report on past CDBG program activities and to receive public input on community development needs for future projects. There was no public attendance.

See Attached

## **3. Notice of Adoption Ordinance #126 – To Be Published; and Adopted on 2/11/2021:**

Authorizing the Execution and Delivery of a Bond Anticipation Note/Loan Agreement By and Between the Village of Williamsburg, New Mexico (The Village) and The Rural Community Assistance Corporation, Evidencing a Special, Limited Obligation of the Village to Pay a Principal Amount of \$605,273 for the Bond Anticipation Note/Loan Agreement, Together with Interest Thereon, for the Purpose of Acquiring, Extending, Enlarging, Bettering, Repairing or Otherwise Improving the Village's Wastewater System; Providing For The Payment of the Principal of and Interest on the Bond Anticipation Note/Loan Agreement Solely From Net Revenues to be Derived From the Operation of the Village's Wastewater System: Approving the Forms of the Bond Anticipation Note/Loan Agreement and Other Details and Closing Documents Concerning the Bond Anticipation Note/Loan Agreement; Repealing All Action Inconsistent With This Ordinance; and Authorizing the Taking of Other actions In Connection With The Execution and Delivery of The Bond Anticipation Note/Loan Agreement.

**Trustee Hernandez** made a motion to approve the publication of Ordinance #126 as presented. **Pre-tem Powey** seconded the motion, with no nays the motion carried unanimously.

## **FINANCE REPORTS:**

**Clerk Cardona** provided the finance report for the month of December 2020.

See Attached

## **ACCOUNTS PAYABLE: (ACTION REQUIRED)**

**Trustee Hernandez** made a motion to approve accounts payable for the month of December 2020. **Trustee Wedgwood** seconded the motion, with no nays the motion carried unanimously.

See Attached



## **MUNICIPAL COURT REPORT:**

**Mayor Stubblefield** gave the court report for the month of December 2020; the Court collected 1 traffic citation, for a total amount of \$44.00.

**POLICE REPORT: Chief Apodaca** reported a total of 0 citations (traffic/misdemeanor) for the month of December 2020. The total traffic related citations year to date is 66.

See Attached

## **REPORTS:**

**Mayor Stubblefield:** Reported, she gave Mr. Ben Young (Village Attorney) Sierra County's EAP for review and waits for his opinion moving forward.

**Mayor Pro-Tem Powey:** SCRTD virtual meeting;

**Trustee Hernandez:** None

**Trustee Frazier:** None

**Trustee Wedgwood:** None

**Clerk Cardona:** Received approval for successfully submitting FY 2020-2021 - 2<sup>nd</sup> Quarter Report to the Department of Finance Authority.; Governing Board meeting - virtually

**SJOA:** Clerk Cardona read the 2<sup>nd</sup> Quarter report on behalf of Finance Director Ms. Mattingly.

See Attached

**UNFINISHED BUSINESS: (ACTION REQUIRED) None**

## **NEW BUSINESS: (ACTION REQUIRED)**

1. Discuss/Approve Variance – Gary and Debbie Whitehead; 1998 16X80 Mobile Home (103 W. Valverde):

Pictures Attached

Mr. Whitehead telephonically requested a variance be granted for the removal of a 1973 mobile home with a newer 1998 mobile home. Mr. Whitehead explained all the “setbacks” are in compliance for the lot size that is required by the Village’s Ordinances. Once the mobile home has been placed, Protek contractors will complete all the necessary tasks.

**Trustee Hernandez** made a motion to approve Variance – Gary and Debbie Whitehead, 1998 16X80 Mobile Home as presented. **Trustee Wedgwood** seconded the motion, with no nays the motion carried unanimously.

**EXECUTIVE SESSION: None**

**NEXT REGULAR MEETING: (March 11, 2021).**

Next scheduled Regular Meeting, March 11, 2021 @ 4:00 pm, at the Village Hall meeting room.



**ADJOURNMENT: (5:06 pm)**

**Pro-tem Powey** made a motion to adjourn and **Trustee Wedgwood** seconded the motion. Motion carried.

**There being no further business to come before the Board, Mayor Stubblefield adjourned the meeting at 5:06 pm.**



**Dated this 11th day of February 2021**

ATTEST:

  
Amanda B. Cardona, Village Clerk

  
Deborah Stubblefield, Mayor