

MINUTES
TOWN OF EDGEWOOD
REGULAR COUNCIL MEETING – JUNE 19, 2013 @ 6:30 P.M.
EDGEWOOD COMMUNITY CENTER - #27 E. FRONTAGE ROAD

- **CALL TO ORDER.**

Mayor Hill called the meeting to order at 6:30 P.M.

Councilors Present: Chuck Ring, Sherry Abraham, John Abrams.

Councilors Absent: Rita-Loy Simmons.

Also present was Ms. Kay Davis, Administrator, and Ms. Estefanie Muller, CMC, Clerk-Treasurer.

- **PLEDGE OF ALLEGIANCE.**

1. **APPROVAL OF AGENDA.**

MOTION: Councilor Abrams made a motion to approve the Agenda as presented. Councilor Ring seconded the motion.

VOTE: Councilor Abraham voted aye. Councilor Ring voted aye. Councilor Abrams voted aye. The motion carried.

2. **APPROVAL OF CONSENT AGENDA.**

A. Approval of the Regular Council Meeting Minutes of June 5, 2013.

B. Acknowledge Receipt of Planning & Zoning Commission Meeting Minutes of May 28, 2013. (This meeting was rescheduled from May 21, 2013 due to lack of a quorum).

C. Acknowledge Receipt of Planning & Zoning Commission Meeting Minutes of June 4, 2013.

D. Acknowledge Receipt of the Police Department Report for the month of May, 2013.

E. Acknowledge Receipt of the Animal Control Report for the month of May, 2013.

F. Acknowledge Receipt of the Library Board Minutes and Report for the month of May, 2013.

G. Acknowledge Receipt of Judge White's Report for the month of May, 2013.

MOTION: Councilor Abrams made a motion to approve the Consent Agenda. Councilor Abraham seconded the motion.

VOTE: Councilor Abrams voted aye. Councilor Ring voted aye. Councilor Abraham voted aye. The motion carried.

3. **MATTERS FROM THE MAYOR.**

A. Letter of Approval from Department of Finance & Administration for Interim Budget.

Mayor Hill reviewed this item for the Council stating the Town had received approval from Department of Finance and Administration and they would need to call for a Public

B. Call for Public Hearing at the Meeting of July 17, 2013 - Approval of Final Budget for 2013-14.

MOTION: Councilor Ring made a motion to call for a Public Hearing at the meeting of July 17, 2013. Councilor Abrams seconded the motion.

VOTE: Councilor Simmons voted aye. Councilor Abraham voted aye. Councilor Ring voted aye. Councilor Abrams voted aye. The motion carried.

C. Update on Status of Turn Lane at 344 & Church Street.

Ms. Muller stated construction is scheduled to begin next spring and will involve some lane closure as far south as the frontage road.

Mayor Hill stated if they determine the failure was caused by the Town sewer, then the Town will be responsible for remediating it. He added there is no indication that it was caused by the sewer line, but if it is the Town's we are responsible.

Councilor Ring stated there were a number of failures between this location and Highway 66 and he was sure those were not the Town's responsibility.

4. MATTERS FROM THE COUNCILORS and/or ANNOUNCEMENTS.

Councilor Abrams discussed the changes to our email system and no one can contact him because his email address was changed. He added that being an IT person if he changed someone's email address he would be out of a job and found this to be outside of any kind of scope. He asked about the plans for training on Office 365 and if the Town currently has any contractual arrangements to protect the Town's information. He stated Office 365 is the Cloud which means our data is off site, something needs to be in place to protect the Town and its information. He is concerned particularly with the ownership of data and wants to be sure that what the Town has in place is iron clad and it needs to be done immediately.

Ms. Davis responded at a recent training an FBI Agent had said he was comfortable with the Cloud.

Councilor Abrams stated he would like to see some documentation from the FBI on that because currently Office 365 does not meet HIPA or FERPA requirements and any DOE contracts are null and void if you put information in there. Once data leaves the physical presence ownership becomes an issue. The Town does not own the hardware nor do we know where it is. The Cloud is less expensive but it could jeopardize things.

Ms. Davis stated she would forward this information to him.

Councilor Abrams asked about the plans for training on Office 365.

Ms. Davis responded they will be getting it scheduled.

The Council and staff entered into discussion regarding email and Office 365 applications.

Mayor Hill stated he was concerned about the change to Councilor Abrams email address stating that is inexcusable and they needed to stay on top of this.

Councilor Abrams indicated he had received the go ahead for Department of Transportation to place crusher fines on the trail. He would be contacting the interested parties and begin forming a schedule to have the work done.

Councilor Ring discussed the Father's Day Car Show stating it was a success and guessed there had been 4000 people that attended throughout the day. The proceeds will benefit the Edgewood Food Pantry.

Councilor Abraham discussed the Route 66 Revitalization stating things were steadily moving forward. She reminded everyone to purchase their banners before the end of the month.

5. MATTERS FROM THE ATTORNEY.

None.

6. PUBLIC COMMENTS OF GENERAL MATTERS.

Ms. Janelle Turner asked if the Town was putting personnel information into the Cloud system.

Council and staff responded they were not.

Ms. Turner discussed her request to have an updated version of the Zoning Ordinance posted to the website. She added it was her understanding the updated Ordinance had not been transmitted to the Planning & Zoning Commission and it had been approximately 1 year since the R-3 Zoning was modified. Things appear to picking up in P & Z and the Commission will need the use of the updated Ordinance.

Mayor Hill requested that staff make this a priority.

7. PUBLIC HEARING.

Legislative Procedure: Certification that Public Notice of this Meeting has been posted as required:

Ms. Muller certified that public notice had been posted as required.

A. Proposed Ordinance No. 2013-01 An Ordinance Declaring Hazardous Fire Conditions and Imposing Restrictions on Open Fires, Smoking and Other Ignition Sources.

Mayor Hill reviewed this item stating this is a companion to the Resolution and will impose restrictions for 90 days. He asked Council if they had any questions or comments. There were none.

Mayor Hill reviewed the Ordinance for the public describing the restrictions and then called for public comment.

Mr. Johnny Walker asked for clarification regarding off road vehicles.

Mayor Hill explained where they would not be allowed.

Ms. Muller asked about restriction on the Town's soccer field.

Mayor Hill responded they would need to get authority from the Fire Marshall to have Barbeque's or open fires.

Ms. Muller then asked about the use of a chainsaw.

Mayor Hill stated the restrictions are only on Town property, roadways and wild lands and suggested any questions be deferred to the Fire Marshal.

_____Initials

MOTION: Councilor Simmons made a motion to approve Ordinance No. 2013-01 Declaring Hazardous Fire Conditions and Imposing Restriction on Open Fires, Smoking and Other Ignition Sources. Councilor Abrams seconded the motion.

Mayor Hill stated that if this is approved tonight it will go into effect immediately and will extend to September 19, 2013.

VOTE: Councilor Simmons voted aye. Councilor Abraham voted aye. Councilor Ring voted aye. Councilor Abrams voted aye. The motion carried.

8. MATTERS FROM THE ADMINISTRATOR/PLANNER.

A. Update on Public Works Building.

Ms. Davis reviewed this item for the Council stating they had received their Certificate of Occupancy and since then have been working to remedy the last few items on the punch list. She would inspect the interior tomorrow as it is complete but there are still some repairs required on the outside.

Councilor Ring suggested the storage pods be located at the far west end of the Lot for safety.

Ms. Davis responded she would make that happen.

Councilor Simmons asked if there was another way to water the trees so the water truck can be used strictly for roads.

Ms. Davis stated watering the trees is not very time consuming because they only need to deliver water into the reservoir that services the trees, in one location.

Mayor Hill stated the request for bids on the solar array for the public works building has been posted and the closing is next Friday, June 28, 2013.

Councilor Ring asked where the water to fill the water truck comes from and if they had to drive back to the wastewater plant every time to fill up.

Ms. Muller responded they have a meter for EPCOR water and they also use affluent from the wastewater plant.

Ms. Davis responded she would look into it but thinks they have a meter and can use it access fire hydrants near the area they are working in.

Mayor Hill stated he would look into this as well.

9. APPROVAL OF THE FINANCIAL REPORT FOR THE MONTH OF MAY, 2013.

Mayor Hill reviewed this item stating Gross Receipts Taxes were up over May of last year.

MOTION: Councilor Simmons made a motion to approve the Financial Report for the month of May, 2013. Councilor Ring seconded the motion.

VOTE: Councilor Abrams voted aye. Councilor Ring voted aye. Councilor Abraham voted aye. Councilor Simmons voted aye. The motion carried.

10. ANNOUNCEMENTS and/or CALENDAR REVIEW.

_____Initials

Page 4 of 5

June 19, 2013

- A. Regular Council Meeting – July 3, 2013 @ 6:30 P.M.
- B. Regular Council Meeting – July 17, 2013 @ 6:30 P.M.

Mayor Hill reviewed this item for the Council stated final budget approval will be on the agenda for the meeting of the 17th.

11. FUTURE AGENDA ITEMS.

- A. Presentation by Paul Cassidy, RBC Marketing.
- B. Signing of the Joint Planning Agreement with Commissioner of Public Lands on July 12th at the Edgewood Community Center.
- C. Code of Conduct Training.

Mayor Hill reviewed this item stating the signing of the JPA with the Commissioner of Public Lands on July 12th will be a big event which will include media coverage.

Councilor Ring discussed an email he received regarding a Public Hearing that took place at the last Planning & Zoning Meeting and asked if there is some merit to the issue that it be re-heard as soon as possible.

Mayor Hill stated legal counsel was looking into it and they will take any corrective action that is required. He added there is a joint training effort for the Council and the Commission and this training is critical. Procedural as well as code of conduct training will be scheduled jointly with the Commission in late July or August.

Mayor Hill stated he and Ms. Davis have a meeting tomorrow with the Santa Fe County Manager to discuss fiscal year matters including lease agreements on County properties.

After the budget it approved they will be moving forward aggressively with the paving project.

12. ADJOURN.

MOTION: Councilor Simmons made a motion to adjourn the meeting. Councilor Ring seconded the motion.

VOTE: All Councilors voted aye.

Mayor Hill adjourned the meeting at 7:10 P.M.

PASSED, APPROVED and ADOPTED this 3rd day of JULY, 2013

Brad E. Hill, Mayor

ATTEST:

Estefanie B. Muller, Clerk-Treasurer