

MINUTES
TOWN OF EDGEWOOD
REGULAR COUNCIL MEETING – February 15, 2017 @ 6:30 P.M.
EDGEWOOD COMMUNITY CENTER - 27 E. FRONTAGE ROAD

• **CALL TO ORDER.**

Mayor Bassett called the meeting to order at 6:30 p.m.

Councilors Present: Chuck Ring, Sherry Abraham, Rita Loy Simmons, John Abrams

Also Present: Clerk/Treasurer Juan Torres, Deputy Clerk Carla Salazar and Rebecca Sanchez

• **PLEDGE OF ALLEGIANCE.**

1. **APPROVAL OF AGENDA.**

MOTION: Councilor Abrams made a motion to approve the Agenda with the removable of Item 14C.

Councilor Ring seconded the motion.

VOTE: All Councilors voted aye. The motion carried.

2. **RECOGNITION AND PROCLAMATION**

a. Recognition of Officer David Lovato and other first responders.

Mayor Bassett introduced Police Chief Ron Crow who asked Officer David Lovato and all first responders present who responded to a call on June 26th, 2015 to come forward and be recognized. He also asked Ms. Hill and her husband Dr. Baker to join them at the podium. Chief Crow then stepped aside to let Mayor Bassett present the proclamation which read as follows:

Town of Edgewood PROCLAMATION

WHEREAS, on June 26, 2015 at 5:39 a.m., Santa Fe Regional Emergency Communications Center received a call for service in reference to an unconscious and not breathing female; and

WHEREAS, Santa Fe Regional Emergency Communications Center quickly and professionally assisted the caller while dispatching First Responders to the scene; and

WHEREAS, the Edgewood Police Department arrived on scene first and assessed that the victim needed immediate intervention and started rescue breathing (CPR) on the patient; and

WHEREAS, Santa Fe County Sherriff's Office and Santa Fe County Fire Department arrived on scene and continued to provide medical resuscitation to the patient until she could be transported to the closest medical facility; and

WHEREAS, Decisions made by all First Responders that morning to continue to protect and serve the community were lifesaving. The patient is alive today because of the quick thinking, professionalism, and ability to assess the situation;

NOW, THEREFORE, I, John Bassett, as Mayor of Edgewood, do hereby proclaim that February 15, 2017, be designated in the Town of Edgewood as:

“Local Heroes Day”

As a way to honor Edgewood Police Department, Santa Fe County Sheriff’s Office, Santa Fe County Fire Department, and Santa Fe Regional Emergency Communications Center for their heroic lifesaving service performed in the line of duty and for their dedication, sacrifice and commitment to the Town of Edgewood.

Following the proclamation, Ms. Hill spoke directly to the first responders who helped her, first introducing herself to them and then thanking them individually.

3. APPROVAL OF MINUTES.

- a. Approval of the Draft Special Council Meeting Minutes of January 28, 2017
- b. Approval of the Draft Special Workshop Council Meeting Minutes of January 30, 2017
- c. Approval of the Draft Regular Council Meeting Minutes of February 1, 2017 with changes to Item 8 – PUBLIC COMMENTS OF GENERAL MATTERS as noted in the addendum

MOTION: Councilor Abrams made a motion to approve the Agendas with the addendum to the Draft Regular Council Meeting Minutes of February 1, 2017.
Councilor Abraham seconded the motion with a change.

VOTE: All Councilors voted aye. The motion carried.

4. ACKNOWLEDGEMENT OF CONSENT AGENDA

- a. Acknowledge Receipt of the Draft Library Board Meeting Minutes and Library Report for the month of January, 2017
- b. Acknowledge Receipt of the Draft Parks & Recreation Committee Meeting Minutes for the month of January, 2017
- c. Acknowledge Receipt of the Draft Animal Control Advisory Board Meeting Minutes for the month of January, 2017

MOTION: Councilor Abrams made a motion to approve the consent agenda
Councilor Ring seconded the motion.

VOTE: All Councilors voted aye. The motion carried.

5. ACKNOWLEDGEMENT AND DISCUSSION OF PLANNING AND ZONING COMMISSION MEETING MINUTES

- a. Discuss and acknowledge receipt of the Planning & Zoning Commission Meeting Minutes of January 23, 2017

MOTION: Councilor Abraham made a motion to acknowledge the Planning and Zoning Commission Meeting Minutes
Councilor Abrams seconded the motion.

VOTE: All Councilors voted aye. The motion carried.

6. UPDATE ON EDGEWOOD ELEMENTARY REMODEL – BRUCE MARTIN

Mr. Bruce Martin introduced himself as a General Contractor with Basic IDIQ. He stated he had been asked to do a general design and cost proposal for the Administration and Library remodel of the old Edgewood Elementary school. He stated that as of today he had 100% design and by the end of the week should have a preliminary cost proposal. He then stood for questions.

Councilor Abraham had a question about visibility in the proposed Library with the two classrooms on the west end and suggested we perhaps close the doors down there and prevent access to the meeting room as a way of taking care of that problem.

Mr. Martin said he could make any changes the council wanted on the drawings. He also said the way he was proposing the whole Library side of the building was that there would be full camera observation of the whole area. He did say the doors could not be sealed because of egress issues. He did say all exterior doors could be alarmed.

Councilor Abraham then asked if Mr. Martin could also add a proposal to change the orientation of the proposed council chambers on the Administration side of the building so the public could have easier access.

Mr. Martin did indicate that that change could be costly but did indicate he would look into that and present it as a cost option. Councilor Abrams and Mr. Juan Torres both participated in the conversation and pointed out some of the difficulties in making this change including budget considerations and room restraints.

Mayor Bassett asked if we would have budget numbers next week. Mr. Martin answered in the affirmative.

Mayor Basset asked when construction. Mr. Martin answered that would be about a month after the Town gave the go ahead.

7. MATTERS FROM THE MORIARTY-EDGEWOOD SCHOOL DISTRICT – MR. SULLIVAN

Mr. Tom Sullivan, Superintendent of the Moriarty Edgewood School District said he had done a number of projects with Mr. Bruce Martin over the last few years and has been satisfied with all them.

Mr. Sullivan then stated that himself, the Board President and another Board Member went to Santa Fe earlier today. He noted that cuts the legislators have had to make will be impacting the school district. However, they are talking to legislators trying to minimize cuts. Finally, he mentioned the school district is kicking off one of their major fundraiser – a truck raffle.

8. RESOLUTION NO 2017-02.: DESIGNATION OF INDIVIDUAL AUTHORIZED TO SIGN

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GRANT AGREEMENT, DESIGNATION OF INDIVIDUAL AS THE GRANTEE REPRESENTATIVE AND DESIGNATION OF INDIVIDUALS AS THE SIGNATORY AUTHORITY TO THE NEW MEXICO ENVIRONMENT DEPARTMENT (NMED) FOR SPECIAL APPROPRIATIONS PROJECT 16-A2305-STB

MOTION: Councilor Simmons made a motion to pass Resolution No. 2017-02 designating individuals authorized to sign grant agreements for Special Appropriations Project 16-A2305-STB

Councilor Abrams seconded the motion.

ROLL CALL VOTE:

Councilor Ring: Aye

Councilor Abraham: Aye

Councilor Simmons: Aye

Council Abrams: Aye

The motion carried.

9. RESOLUTION NO. 2017-03 IMPOSING A PROPERTY TAX MILL LEVY OF 3 MILLS ON ALL RESIDENTIAL AND NON-RESIDENTIAL PROPERTIES IN THE TOWN OF EDGEWOOD.

Mr. Juan Torres presented the resolution as discussed in previous meetings and restated the purpose would be for the roads

MOTION: Councilor Simmons made a motion to pass Resolution No. 2017-03 imposing a property tax mill levy of 3 mills on properties in the Town of Edgewood

Councilor Ring seconded the motion.

ROLL CALL VOTE:

Councilor Abrams: Aye

Councilor Simmons: Aye

Councilor Abraham: Aye

Council Ring: Aye

The motion carried.

10. MATTERS FROM THE MAYOR.

a. Approval to ratify hire of Code Enforcement Officer/Planning Assistant

The Mayor introduced Michelle Schmidt and asked for the council to ratify her hire as Code Enforcement Officer/Planning Assistant. Ms. Schmidt came forward and introduced herself to the council and then stood for questions.

Councilor Ring welcomed her.

Councilor Abraham asked if we had a form online where people could submit complaints.

Ms. Schmidt answered in the negative but said she had created one that would be going up. She also said she was working on policies and procedures and then described how she would put that in place.

The Mayor then asked for a motion to ratify the hire of Ms. Schmidt.

 Initials

MOTION: Councilor Abrams made a motion to ratify the hire of Michelle Schmidt as Code Enforcement Office/Planning Assistant
Councilor Simmons seconded the motion.

ROLL CALL VOTE:

Councilor Ring: Aye
Councilor Abraham: Aye
Councilor Simmons: Aye
Council Abrams: Aye
The motion carried.

b. Update on the Red Fire Station

A sketch plan was presented to the council as a handout

The Mayor indicated Mr. Torres and himself have been to Santa Fe to talk to Katherine Miller and Terry Lease, but since that time the Police Department had indicated they might be interested in the old Fire Station building. He then invited Chief Crow to speak to council about that idea. Chief Crow indicated that allowing the Police Department to move into the old Fire Station building would address needs and voids the Police Department has right now without having to move fence lines or tear up the parking lot to expand their current space. The space would allow them to have a fully operating armory, a property room and a functioning training room. He noted that they have no storage room in their current facility and that their training room is too small.

The Mayor then indicated that the plan would be that if the county is amenable, the Police Department would move into the red Fire building. Municipal Court would move into the current Police Department building. There was then some discussion of the small changes that would need to be made to the Police Department to accommodate the court room space. Finally, if the Court moved over to the Police Department Building they would not have to be in the remodeled Administrative building and that would open up some changes to the plan for the council chambers.

Councilor Ring asked if they had offices set aside for P & Z in the plans
Mayor Bassett answered yes.

Councilor Ring said the one thing he did not like about the Fire Station is that it looked like a Fire Station

Mr. Martin indicated they could work on that.

Mr. Torres spoke to the timeframe issue on moving into the repurposed facilities. He laid out that once we got the budget proposals from Mr. Martin he would prepare a letter and send that to NMFA to repurpose the loan. NMFA has a meeting in March and we should hear back from them shortly after that. In the meantime, we can move forward with the library.

As an aside and on a separate topic but also within the topic of the New Mexico Finance Authority Mr. Torres also mentioned we have the Geo Bond portion we are trying to get repurposed so we can still use that on the roads which was the original intent. He mentioned that will take a little more time.

 initials

Councilor Simmons said all of these buildings we are talking about have been paid for with taxpayer money and for them to not be used would be criminal.

Councilor Simmons asked how the insulation was in the building.
Mayor Bassett answered ok.

Councilor Simmons indicated there were a lot of artists in the community and indicated maybe we could dedicate a wall for to them to paint.

Mayor Bassett indicated that even with all the maneuvering nothing will stall the Library moving over,

11. MATTERS FROM THE COUNCILORS and/or ANNOUNCEMENTS.

Councilor Ring: Councilor Ring mentioned the funding for the Medical Center is still going forward and they are looking at doing a CDBG application. The Mayor said he and Councilor Ring also will be visiting Torrance County and Bernalillo County to ask for funding. Councilor Ring mentioned that Bernalillo has helped a lot with the First Choice facility in Bernalillo county. Councilor Simmons indicated she would like to go along on any meetings they have.

Councilor Abraham: Councilor Abraham stated the hearing for EVCA is tomorrow and they may get an answer on their charter right then or it could be up to 30 days before they hear. Councilor Ring added that they are selling tables for the EVCA BBQ. Councilor Abraham then mentioned there were some new businesses in Town mentioning specifically Country Critters and AA Mountain Supply. She loves to see small businesses come and be successful in our community.

Councilor Simmons: Councilor Simmons mentioned her folks left a small foundation dedicated to education and the foundation has in the past supported the two charter schools in the east mountain. She also mentioned that she liked that we are repurposing old buildings

Councilor Abrams – Councilor Abrams mentioned that The Santa Fe County Health Planning and Policy Commission did not meet in February but He has been asked to sit on a group that will work towards the development of an accountable health community in Santa Fe County. An accountable health community means service providers talking to each other with regularity and common effort. Santa Fe County has a huge problem with opioids and having an accountable health community will work towards care agencies and providers coming together to provide that care.

Councilor Simmons then brought up the matter of the different boards we have and thinks we need to visit the chain of comminutions between those boards and the departments they serve.

12. TOWN OF EDGEWOOD POLICE REPORT – CHIEF RON CROW
a. Police Report and Animal Control Report for the month of January 2017

 Initials

Chief Crow did mention the Survey Monkey survey on the Police Department is still active and they are getting responses.

Chief Crow then presented his police report for the month of January which he stated had the highest number of dispatch activities we have had since he has been here. He stated all the departments around us saw spikes as well and then presented the statistics for the month of January, 2017. He also stated that the Animal Control Department is ready to present ordinances changes to the animal control ordinance. He also stated the Law Enforcement Officers Veterans Outreach will be at the Police Department on Saturday. Finally, he mentioned the Annual Easter Egg Hunt will be coming up on April 15th, 2017. He then stood for questions.

Councilor Ring asked how the hiring of the Police Officer was coming.

Chief Crow said it was coming along. He was doing background checks.

Councilor Ring asked if he thought maybe it was a good idea to contact delivery drivers and set up a Crime Reporting System.

Chief Crow agreed it would be and said he would contact them.

Councilor Simmons said she appreciated the Executive Summary portion of the report.

MOTION: Councilor Simmons made a motion to accept the Police Report for the month of January, 2017

Councilor Ring seconded the motion.

VOTE: All Councilors voted aye. The motion carried.

13. PUBLIC COMMENTS OF GENERAL MATTERS. Limit to 2 minutes per person.

Mr. Tappan Mahoney with dennis ENGINEERING company spoke to the Governing Body and mentioned he had received the final letter of approval of the PER from NMED. He stated that if the council would like to discuss the approval on a future agenda that it not be the next council meeting as he will not be available. He would like to request formal approval of the PER from the Governing Body and also discuss some of the comments in the letter specifically those discussing repairs and other ideas to the existing facilities.

The Mayor asked if the 15th of March would be ok.

Mr. Mahoney answered that the 15th or later would be fine.

14. MATTERS FROM THE CLERK/TREASURER

a. Discussion and Adoption of Wastewater Operator Job Descriptions

Mr. Torres mentioned there were job descriptions available in the Councilors packets for them to view along with a spreadsheet showing salaries from other communities in New Mexico. He would like the

Council to consider approval of these job description and to perhaps go ahead and go out to advertise for the jobs.

Councilor Simmons said we have a Level IV and a Level II job description but what happens if we should in the future have a Level III Operator apply.

Mr. Torres said initially we need Level IV now to run the membrane system but we can create Level I and Level II Job Description.

Councilor Simmons asked however what would happen right now if a Level III applied for the Level II Job offering. She added that adding the wording "or better" to the current job description could suffice until we came up with a Level II job description.

Councilor Abraham had a question about the starting salary of the Level IV Chief Plant Operator and wanted to know if we were offering \$25.00 an hour or we could negotiate all the way to \$31.00 an hour.

Mr. Torres answered we would negotiate the salary with any prospective applicants.

Councilor Ring mentioned that the Town always tries to pay the best salaries we can offer to our staff.

The Mayor asked if Councilor Simmons wanted to see a Level I and Level II Job Description.

She answered that she would but did not want to hold things up tonight.

MOTION: Councilor Simmons made a motion to approve the Level IV and Level II Job Descriptions
Councilor Ring seconded the motion.

ROLL CALL VOTE:
Councilor Ring: Aye
Councilor Abraham: Aye
Councilor Simmons: Aye
Council Abrams: Aye
The motion carried.

b. Wastewater Operator(s) Job Discussion

Mr. Torres indicated he would like to see the Town advertise for the two Wastewater Operator positions which were just approved and if that did not happen he would recommend we go out with an RFP for a contract to run the Plant. Even if we did post the job descriptions, Councilor Abraham wanted to see some sort of Transition Contract to which Mr. Torres agreed.

MOTION: Councilor Abraham made a motion to advertise for two wastewater operators
Councilor Ring seconded the motion.

ROLL CALL VOTE:

 Initials

Councilor Abrams: Aye
Councilor Simmons: Aye
Councilor Abraham: Aye
Council Ring: Aye
The motion carried.

c. Budget Adjustments

Mr. Torres mentioned this item was deleted from this agenda tonight because we are waiting for a form from DFA

Mr. Torres also mentioned a request from Norton Henninger, Roads Supervisor. He mentioned Norton would like the councilors to look at the lights at Hwy 344 and Dinkle when the sun goes down. He is trying a different option for the illuminated street signs and would like to know what they think about it.

Councilor Abraham then asked about the Edgewood Elementary Sign and Andrea Corvin, Librarian asked about the portable building on the grounds of the school. Mayor Bassett, Councilor Abraham, Mr. Torres and Ms. Corvin precipitated in the discussion.

15. ANNOUNCEMENTS and/or CALENDAR REVIEW.

a. Regular Council Meeting – March 1, 2017 @ 6:30 p.m.

16. FUTURE AGENDA ITEMS.

The Mayor said we have a hearing set for the Library Advisory Board Ordinance on March 15th

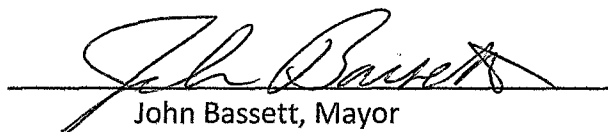
17. ADJOURN.

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

VOTE: All Councilors voted aye. The motion carried.

Mayor Bassett adjourned the meeting of February 15, 2017 at 8:15 p.m.

PASSED, APPROVED AND ADOPTED THIS 1st day of MARCH, 2017


John Bassett, Mayor

ATTEST:



Juan Torres, Clerk - Treasurer

 Initials