

MINUTES
TOWN OF EDGEWOOD
REGULAR COUNCIL MEETING – JANUARY 20, 2016 @ 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.

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

Also Present: Steve Shepherd, Estefanie Muller, and Rebecca Sanchez.

• **PLEDGE OF ALLEGIANCE.**

1. APPROVAL OF AGENDA.

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

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

Mayor Hill stated that he excused Legal Counsel from tonight's meeting.

2. APPROVAL OF CONSENT AGENDA.

A. Approval of the Draft Emergency Council Meeting Minutes of December 30, 2015.

B. Approval of the Draft Regular Council Meeting Minutes of January 6, 2016.

C. Acknowledge Receipt of the Draft Planning & Zoning Commission Meeting Minutes of January 5, 2016. (Meeting was cancelled)

D. Acknowledge Receipt of the Draft Library Board Meeting Minutes and Library Report for the month of December, 2015.

E. Acknowledge Receipt of the Draft Parks & Recreation Committee Meeting Minutes for the month December, 2015.

F. Acknowledge Receipt of the Draft Animal Control Advisory Board Meeting Minutes for the month of December, 2015.

Mayor Hill requested Item 2A be tabled until the next meeting to clarify language.

MOTION: Councilor Simmons made a motion to approve the Consent Agenda withholding Item 2A. Councilor Abraham seconded the motion.

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

3. MATTERS FROM THE MAYOR.

Mayor Hill stated that two Commissioners terms have expired, and they have chosen not to continue due to professional duties are Commissioner Brad Gabel and Commissioner Leonard Navarre. Mayor Hill stated that they have done an excellent job, thanked them

for their service, and wished them well on their endeavors. He then introduced two long time citizens of Edgewood and was pleased that these community members were willing to stand up to serve the community. He also stated that there is a brief biography of these two individuals in the packet.

A. Appointment of Garry Bryant to the Planning & Zoning Commission.

MOTION: Councilor Abrams made a motion to approve the appointment of Garry Bryant as Planning and Zoning Commissioner. Councilor Simmons seconded the motion.

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

B. Appointment of Cheryl Huppertz to the Planning & Zoning Commission.

MOTION: Councilor Simmons made a motion to approve the appointment of Cheryl Huppertz as Planning and Zoning Commissioner. Councilor Ring seconded the motion.

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

C. Status of First Choice project.

Mayor Hill stated he would like to report there is significant progress with the First Choice Project. He received a telephone call to be in the Governor's Office to meet with Senator Sue Wilson-Beffort and Senator Ted Barela along with Representatives from Santa Fe County. This meeting was to request funds for the First Choice Project in the Governor's Capital Outlay Funding which would be Severance Tax Bonds. If approved it would allow the First Choice Project to move forward approximately July 1, 2016.

Mayor Hill stated Sandia Laboratory Federal Credit Union will be having a ribbon cutting ceremony February 6, 2016 from 10:00 am until Noon.

Mayor Hill received a press release from KXNM the local radio station asking for volunteers for their Advisory Committee. If interested, please contact Estefanie Muller, the Town Clerk.

4. **MATTERS FROM THE COUNCILORS and/or ANNOUNCEMENTS.**

Councilor Abraham reported that Edgewood/Moriarty School District still has Edgewood's Library in the works.

Councilor Ring stated that the Road Crew has done a great job during the snowstorm also stated he would like to point out a problematic road, Church Street. He stated there is a puddle of water at the east end of the road, and the north end there is a flooding of properties after every rain or snowstorm. Councilor Ring is asking for a resolution before the situation worsens. Mayor Hill stated that Church Street is in the preliminary design

for an engineering study and the resolution is costly. Councilor Ring stated that Church Street is a school bus route and requests speaking to the Bassett Family for an easement or temporary solution. Mayor Hill stated he would bring forth the engineering estimate along with trying to find a temporary solution. Councilor Ring indicated at one point, the Town of Edgewood had a chance to partnership with the Department of Transportation in which they were willing to match funds; unfortunately, the funding never came through during a previous Administration.

5. MATTERS FROM THE ATTORNEY.

None.

6. TOWN OF EDGEWOOD POLICE REPORT – Chief Radosevich.

A. Police Report and Animal Control Report for the month of December, 2015.

Chief Radosevich presented his report. Councilor Ring asked Chief Radosevich where the Police Department was with their Recognition and Certifications, completion with the Standardized Operating Procedure (SOP's), and if he had an Evidence Custodian Technician. Chief Radosevich stated that they are still working on the Policy and Procedures, and the Recognition Program would hopefully be completed in early July. He stated that Officer Chris Crespin would be the Evidence Custodian Technician and that he is waiting for training closer to New Mexico. In the meantime, he has been receiving in-house training.

B. Annual Report Presentation.

Chief Radosevich presented the 2015 Annual Report: which included calls for service, incident reports, citations, traffic crashes, and arrests. He stated that the Town of Edgewood's Police Officers have completed 514 Training in Active Shooter and Crisis Intervention. Currently the Police Department has ten vehicles and Animal Control has two vehicles.

Chief Radosevich reported on the Animal Control Department. He stated there were 208 animals, (cats and dogs) that were strays, surrendered, or were in protective custody. Of those, 68 animals were reclaimed, 118 adopted, 22 transferred, 34 were wildlife relocations (including skunks & snakes), and 14 were euthanized animals.

Councilor Ring asked how many in progress burglaries there were. Chief Radosevich stated there was none, but they had solved two of the nineteen burglaries.

Councilor Simmons commented on the Police Department vehicles and the high mileage. Chief Radosevich stated that two of these vehicles used as back-up vehicles. Mayor Hill stated that just recently, Edgewood was 6th on New Mexico's top 10 safest places to live. He believed that a lot factors played a role, who lives in Edgewood, where we are located, and Town of Edgewood's Police Force. This would be the second consecutive year that the Town of Edgewood has made this list.

Chief Radosevich stated that annual Christmas “Shop with the Cops” was a success. He added that the luncheon with the children at Chili Hills was payed for by a local resident and another resident payed for the tip.

MOTION: Councilor Abrams made a motion to approve the Police Report and Animal Control Report for the month of December 2015 and the Annual Report Presentation. Councilor Abraham seconded the motion.

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

7. **PUBLIC COMMENTS OF GENERAL MATTERS. Limit to 2 minutes per person.**
Mr. John Bassett presented some pictures of Church Street and the conditions there.

8 **PUBLIC HEARING.**

A. Amendment to Wastewater Ordinance No. 2015-03.
(Request approval to continue to the Council Meeting of February 3, 2016)

Mayor Hill asked to continue the Amendment to Wastewater Ordinance until the next Council Meeting so Council may review the draft handout.

MOTION: Councilor Ring made a motion to table the Amendment to Wastewater Ordinance No. 2015-03. Councilor Simmons seconded the motion.

MOTION: Councilor Abrams amended the motion to table the Amendment to Wastewater Ordinance No. 2015-03 to the next Council Meeting of February 3, 2016. Councilor Abraham seconded the motion.

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

Mayor Hill asked Ms. Muller if the notice was posted for this Public Hearing. Ms. Muller stated that it was not properly noticed.

Councilor Abrams stated that the motion should state, “to table the Amendment to Wastewater Ordinance No. 2015-03, due to improper posting”. He stated his concern of meeting the posting time for the next Council Meeting. Ms. Muller stated it has been properly posted.

Councilor Simmons asked Mayor Hill if anyone in the audience was attending tonight in reference to the Wastewater Ordinance No. 2015-03. Mr. John Bassett requested a copy of the Amendment handout. Councilor Abraham requested this Amendment to the Wastewater Ordinance be placed on the Town’s website. Councilor Abrams stated that the Amendment to the Wastewater Ordinance must say “draft” when posting on the website.

9. **LOGO DESIGN AND STYLE GUIDE DEVELOPMENT REQUEST FOR PROPOSALS – Mr. Roger Holden.**

A. Committee Recommendation of Award.

Mr. Roger Holden gave some background on how the Town of Edgewood applied for the Frontier Community Status through the New Mexico Main Street Program and through the New Mexico Economic Development Department. When being awarded this opportunity, it allowed the Town of Edgewood access for many things, one being image development and branding assistance, which led to the new logo design and the slogan, “Escape to Edgewood”.

The Committee recommends award to “Running Brook Studios.”

Mr. Roger Holden stated that the intent is to have a Logo Design by early April 2016.

Councilor Ring asked if it was appropriate that he vote on this Item, as he was one of the persons on the ranking committee. Mayor Hill stated that it appropriate for him to vote as the recommendation was a blind review.

MOTION: Councilor Simmons made a motion to accept the Committee’s recommendation of award to “Running Brook Studios” and enter into negotiations. Councilor Abrams seconded the motion.

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

10. **RESOLUTIONS.**

A. Resolution No. 2016-01. A Resolution Adopting an Administrative Fee Schedule for Planning & Zoning.

Mr. Shepherd stated this is a new proposed fee schedule, and has been reviewed by the Planning & Zoning Commission. He stated the revisions would stabilize the fees for the applicants.

Councilor Abrams pointed out a discrepancy with the driveway access permit. The correct cost is \$35. Councilor Ring asked if this schedule follows similar fees in surrounding cities and towns. Mr. Shepherd stated that these fees are lower than the surrounding areas. He stated that in the future, he would do a time study to analyze the time and effort spent by staff in order to be consistent.

MOTION: Councilor Ring made a motion to adopt the Resolution No. 2016-01. Councilor Abrams seconded the motion with discussion.

Councilor Abrams discussed the correction on the fee schedule for the driveway access permit.

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

11. MATTERS FROM THE ADMINISTRATOR.

None.

12. APPROVAL OF THE MUNICIPAL ELECTION PRECINCT BOARDS.

Ms. Muller reviewed the names for the Precinct/Absentee Board Members and asked the candidates if any of the Precinct Board Members were related to them. All candidates stated no. She stated the Election School will be on February 22, 2016 and is open to the public. Ms. Muller also stated State Statute allows the Precinct Board Members be paid up to \$200.00 for their services and she is asking approval for the \$200.00.

MOTION: Councilor Ring made a motion to approve the pay of \$200.00 for the Precinct Board members. Councilor Abrams seconded the motion with discussion.

Councilor Abrams stated the Agenda is asking for approval for the Precinct Board Members and recommended the motion be amended.

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

MOTION: Councilor Simmons made a motion to approve the 2016 Municipal Election Precinct Board and the compensation of \$200.00. Councilor Abrahams seconded the motion.

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

13. APPROVAL OF THE FINANCIAL REPORT FOR THE MONTH OF DECEMBER, 2015.

Mayor Hill stated the gross receipts for the food distribution in November is lower by more than half and would like Ms. Muller to follow up on that.

MOTION: Councilor Ring made a motion to approve the Financial Report for the month of December 2015. Councilor Simmons seconded the motion.

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

14. ANNOUNCEMENTS and/or CALENDAR REVIEW.

A. Regular Council Meeting – February 3, 2016 @ 6:30 P.M.

B. Regular Council Meeting – February 17, 2016 @ 6:30 P.M.

Mayor Hill stated Municipal Day Reception is Thursday, January 28, 2016 and Municipal Day is Friday, January 29, 2016. Mayor Hill urged Councilors to attend, as it is very informative.

Mayor Hill stated that there is a conflict with the March Council Meeting schedule. He stated that it is tradition not to have a Council Meeting the day after Election Day. He asked Council if they would like the first Council Meeting to be March 9th and have the second meeting on March 16th. Council agreed to the change of the March meeting schedule.

15. FUTURE AGENDA ITEMS.

A. Town of Edgewood Review of the Town of Edgewood Facility Rental Policy and Procedure.

Mayor Hill stated the Facility Rental Policy is under review by Legal Counsel and should be coming forth soon once properly noticed. He added that an update on the Infill Annexation would be available at the next Council Meeting.


16. ADJOURN.

MOTION: Councilor Simmons made a motion to adjourn the meeting of January 20, 2016. Councilor Ring second the motion.

VOTE: All Councilors voted aye. The motion carried

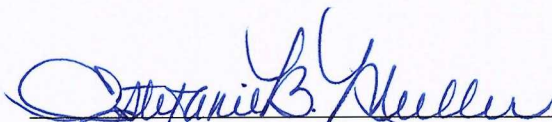
Mayor Hill adjourned the meeting of January 20, 2016 at 7:27 p.m.

PASSED, APPROVED AND ADOPTED THIS 20th day of JANUARY, 2016



Brad E. Hill, Mayor

ATTEST:



Stefanie B. Muller, CMC, Clerk - Treasurer