

**MINUTES  
TOWN OF EDGEWOOD  
COUNCIL MEETING  
APRIL 22, 2020 @ 6:30 PM  
TOWN OF EDGEWOOD COUNCIL CHAMBERS – 171A STATE ROAD 344**

**This will be a Teleconference Meeting.**

**We encourage members of the public to listen in by calling:  
1(646)749-3112, Access Code 173-680-757#**

**or watch on**

**The Independent's Facebook Page <https://www.facebook.com/news.ind.llc/>**

**CALL TO ORDER.**

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

Councilors Present (*Telephonically*): John Abrams, Sherry Abraham, Linda Holle, Audrey Jaramillo  
Also Present: Clerk/Treasurer Juan Torres, and Administrative Assistant Amelia Alderete

**PLEDGE OF ALLEGIANCE.**

**I. APPROVAL OF AGENDA**

Mayor Bassett suggested moving Item IV B. up right before Item III. Discussion Items.

**MOTION:** Councilor Abrams made a motion to approve the agenda moving Item IV. B. to be heard before Item III. Discussion Items. Councilor Holle seconded the motion.

**VOTE:** Councilor Abrams voted aye. Councilor Jaramillo voted aye. Councilor Holle voted aye.  
Councilor Abraham voted aye. The motion carried.

**II. CONSENT AGENDA**

- A. Town Council Meeting Minutes for March 11, 2020
- B. Town Council Meeting Minutes for April 9, 2020
- C. Planning and Zoning Permits of 2019
- D. Planning and Zoning Reports for the months of December 2019, January 2020, February 2020 and March 2020
- E. Code Enforcement Reports for the months of December 2019, January 2020, February 2020 and March 2020
- F. Court Report for the months of February and March 2020
- G. Police Report for the months of February 2020 and March 2020
- H. Animal Control Report for the months of February 2020 and March 2020
- I. Parks and Recreation Report for the month of February 2020

Councilor Abraham requested to remove Item B., the Town Council Meeting Minutes for April 9, 2020 for discussion. Councilor Holle requested a correction be made to Item A. the Town Council Meeting Minutes for March 11, 2020 regarding the Adoption date on page 4 be changed to April 22, 2020.

**MOTION:** Councilor Abrams made a motion to approve the Consent Agenda removing Item B. for discussion and making the correction to Item A. Councilor Holle seconded the motion.

**VOTE:** Councilor Abraham voted aye. Councilor Abrams voted aye. Councilor Jaramillo voted aye. Councilor Holle voted aye. The motion carried.

Councilor Abraham stated that she would like the Town Council Meeting Minutes for April 9, 2020 to reflect that during the Mayor's discussion that her point of order was called and ignored and before the vote she

would like to add in that when Councilor Abrams called for the question, there was never a second to that motion and Council did not vote.

**MOTION:** Councilor Abrams made a motion to approve the Town Council Meeting Minutes for April 9, 2020 as is. Councilor Holle seconded the motion.

Councilor Abraham asked for a friendly amendment to Councilor Abrams motion to include the changes she has requested. Councilor Abrams stated that he does not accept the amendment.

**MOTION:** Councilor Abraham made a motion to approve the Town Council Meeting Minutes for April 9, 2020 with the changes that she suggested. Councilor Jaramillo seconded the motion.

Councilor Abraham stated that she went back and listened to the audio to verify these changes. Councilor Holle stated that she believed that she seconded Councilor Abrams motion to call for the question.

**VOTE:** Councilor Jaramillo voted aye. Councilor Holle voted nay. Councilor Abrams voted nay. Councilor Abraham voted aye. The motion died for a lack of majority.

Mayor Bassett called for a roll call vote of the original motion, motioned by Councilor Abrams to approve the minutes as it.

**VOTE:** Councilor Abraham voted nay. Councilor Holle voted aye. Councilor Abrams voted aye. Councilor Jaramillo voted nay. Mayor Bassett voted aye. The motion carried.

#### IV. ACTION ITEM

- B. Discussion, Consideration and Action on the Mayor's recommendation to hire Loretta Easterling as a Police Officer for the Town of Edgewood

Councilor Holle asked Ms. Easterling about her background and why she decided to become a Police Officer at this point in her life. Ms. Easterling introduced herself and spoke about her background. She stated that she has always wanted to be a Police Officer and she was encouraged by many to reach her goal.

**MOTION:** Councilor Abrams made a motion to accept the Mayor's recommendation to hire Loretta Easterling as a Police Officer for the Town of Edgewood. Councilor Jaramillo seconded the motion.

**VOTE:** Councilor Holle voted aye. Councilor Jaramillo voted aye. Councilor Abrams voted aye. Councilor Abraham voted aye. The motion carried.

#### III. DISCUSSION ITEMS

- A. Public Comment on General matters

The Governing Body entertained Public Comment from the following:

Karen Kiser

Jerry Powers

- B. Matters from the Councilors

a. **Councilor Audrey Jaramillo**

Councilor Jaramillo thanked IT Administrator Jesus Velazquez and Clerk/Treasurer Juan Torres for the setup of the GoToMeeting as it is working well. She stated that she doesn't remember Councilor Holle seconding Councilor Abrams motion of the call for the question. She also stated that she would like Council to be more respectful of each other's time and voices. She stated that Council is not always going to agree, but they should be respectful of each other.

**b. Councilor Sherry Abraham**

Councilor Abraham stated that she received a phone call from the person interested in purchasing the Old Town Hall and she wanted to know the status. Mayor Bassett stated that per the recommendation of the Attorney General, the Town needs to hold off on holding any Public Hearings during the time of the closure. He stated that the public should be able to physically attend the public hearings to avoid any issues. Mayor Bassett stated that they are still interested in selling the building, but it is difficult to do at this time. Councilor Abraham requested that the Town tentatively schedule the Public Hearing for a date certain and go from there. Mayor Bassett agreed. Mr. Torres suggested possibly scheduling a Special Meeting for the Public Hearing. Councilor Abraham also asked about a special meeting with the attorney via a video meeting. Mr. Torres stated that the Resolution 2020-07: Emergency Declaration would allow for that without breaking any rules. Councilor Abraham also asked about the status of the Wastewater Treatment Plant. Mr. Torres stated that the current Wastewater Treatment Plant Operator is preparing a status report that is due by the end of the month that Mr. Torres will provide to Council as soon as it is received.

**c. Councilor John Abrams**

Councilor Abrams thanked the Healthcare Workers.

**d. Councilor Linda Holle**

Councilor Holle announced that the Edgewood Police Department donated Easter Eggs to the Grab and Go lunches due to the cancellation of the Easter Egg hunt. She also stated that the Community has been donating PPE (Personal Protective Equipment) to the Edgewood Police Department to help combat COVID-19. She announced that back in February, Officer Marez was awarded a Certificate for raising \$1,000 for the Special Olympics. She also thanked Mr. Velazquez and staff for their hard work during this time.

Councilor Abraham also stated that Governor Michelle Lujan Grisham announced that Santa Fe County has done a stellar job with handling COVID-19. Councilor Abraham gave a shout-out to the community for staying home and doing their part in the fight against COVID-19.

**C. Matters from the Clerk/Treasurer**

Clerk/Treasurer Juan Torres stated that he sent an email to Council regarding the District Meeting that is set to take place this Friday at 2:00 p.m. He also stated that he received a notification that the ICIP deadline has been extended to September 18, 2020. He stated that he has had a difficult time ordering PPE for staff and thanked everyone who donated to the Police Department.

**D. Matters from the Mayor**

Mayor Bassett thanked the community during this difficult time. He also stated that the Governor has extended the stay at home order into May.

**IV. ACTION ITEMS**

**A. Discussion, Consideration and Action on Town of Edgewood Resolution No. 2020-07; A Resolution declaring a Coronavirus Emergency/Disaster Declaration**

Mayor Bassett suggested a correction be made to page 1 where it says, "while children are at school", needs to say, "while children are at home".

Councilor Abraham stated that on page 2, number 3, she requested to include a link to the Attorney General's guidelines.

Councilor Jaramillo asked if we needed to pass this Resolution to obtain funding. Mayor Bassett stated yes.

Councilor Jaramillo also suggested suspending the section for Closed Session of the Operating Resolution.

Mr. Torres suggested suspending sections of the Operating Resolution as you go and as needed. Councilor

Abraham suggested looking at the Operating Resolution on a monthly basis. Councilor Abrams suggested

adding the words, "parts of the" to section 3 of Resolution 2020-07, which will then read, "The Governing

Body may suspend *parts of the* Operating Resolution 2020-02 to facility to use of virtual meetings for time-sensitive matters.”

**MOTION:** Councilor Abrams made a motion to approve Resolution No. 2020-07; A Resolution declaring a Coronavirus Emergency/Disaster Declaration with the discussed changes. Councilor Holle seconded the motion.

**VOTE:** Councilor Jaramillo voted aye. Councilor Abrams voted aye. Councilor Holle voted aye. Councilor Abraham voted aye. The motion carried.

B. Heard before Item III. Discussion Items.

C. Discussion, Consideration and Action on Approval of the Financial Report for the month of February 2020

Clerk/Treasurer Juan Torres presented the Financial Report for the month of February 2020. Councilor Abraham asked why there are no invoices for the Wastewater Treatment Plant Operator and the cost per month. Mr. Torres stated that they will begin to see those invoices next month and they will be approximately \$5,000 a month. Councilor Jaramillo asked about the payment to Helena Chemical Company. Mr. Torres stated that the Town uses Helena for their weed spray and fertilizers. Councilor Jaramillo also asked where all the base course is going. Mr. Torres stated that it is being placed on Square H, Madole, Lacy, and Steeplechase, E. Venus, Nugent are the next ones scheduled.

**MOTION:** Councilor Holle made a motion to approve the Financial Report for the month of February 2020. Councilor Abraham seconded the motion.

**VOTE:** Councilor Holle voted aye. Councilor Abraham voted aye. Councilor Abrams voted aye. Councilor Jaramillo voted aye. The motion carried.

D. Discussion, Consideration and Action on Approval of the Financial Report for the month of March 2020

Clerk/Treasurer Juan Torres presented the Financial Report for the month of March 2020.

**MOTION:** Councilor Holle made a motion to approve the Financial Report for the month of March 2020. Councilor Abrams seconded the motion.

**VOTE:** Councilor Jaramillo voted aye. Councilor Holle voted aye. Councilor Abraham voted aye. Councilor Abrams voted aye. The motion carried.

E. Discussion, Consideration and Action on Town of Edgewood Resolution No. 2020-08; A Resolution adopting the Interim Budget for FY 2020-2021

Mr. Torres stated that DFA (Department of Finance and Administration) realized that at this time there is no way to forecast revenue and that DFA has recommended moving forward with the 2020 budget and passing as the 2021 interim budget and make adjustments as needed.

Councilor Abraham suggested holding off on hiring replacements for Town staff that are going to retire this year. Mr. Torres stated that the personnel that are retiring are critical services such as the Road Department Supervisor and the Financial Specialist. Hiring for the Parks and Recreation Administrator is on hold at this time. Councilor Abraham suggested an interim place holder in that position until we know what is going to happen with the budget. Mr. Torres stated that it is a possibility, but it may be difficult.

Councilor Jaramillo stated that the Mayor in Farmington is going to reopen following the CDC guidelines. She stated that the closure is killing the small businesses and has asked about the option of reopening. Mayor Bassett stated that there is a conference call with the Mayors tomorrow for an update.

**MOTION:** Councilor Abraham made a motion to approve Resolution No. 2020-08; A Resolution adopting the Interim Budget for FY 2020-2021. Councilor Abrams seconded the motion.

**VOTE:** Councilor Jaramillo voted aye. Councilor Holle voted aye. Councilor Abrams voted aye. Councilor Abraham voted aye. The motion carried.

**V. CALENDAR REVIEW**

- A. Town Offices will remain closed to the public
- B. Next Regular Council Meeting – May 13, 2020 @ 6:30 pm

Mr. Torres asked about the option of changing the meeting time for the next regular Council Meeting so the Town does not have to pay staff overtime. Council discussed the options and suggested leaving the meeting time as is.

**VI. ADJOURN**

**MOTION:** Councilor Abraham made a motion to adjourn the meeting. Councilor Holle seconded the motion.

**VOTE:** Councilor Jaramillo voted aye. Councilor Abrams voted aye. Councilor Holle voted aye. Councilor Abraham voted aye. The motion carried.

Mayor Bassett adjourned the meeting of April 22, 2020 at 7:53 p.m.

**PASSED, APPROVED, and ADOPTED this 13<sup>th</sup> day of May 2020.**

\_\_\_\_\_  
John Bassett, Mayor

**ATTEST:**

\_\_\_\_\_  
Juan Torres, Clerk/Treasurer

**MINUTES  
TOWN OF EDGEWOOD  
SPECIAL MEETING  
OF THE GOVERNING BODY  
SATURDAY MAY 16 @ 10:00 AM  
EDGEWOOD TOWN COUNCIL CHAMBERS – 171A STATE RD 344**

**This will be a Teleconference Meeting.**

**We encourage members of the public to listen in and participate by calling:  
1(646)749-3112, Access Code 173-680-757#**

**or watch on**

**The Independent's Facebook Page <https://www.facebook.com/news.ind.llc/>**

**1. Call to Order.**

Mayor Bassett called the meeting to order at 10:00 a.m.

Councilors Present (Telephonically): John Abrams, Sherry Abraham, Linda Holle, Audrey Jaramillo

Also Present: Clerk/Treasurer Juan Torres, and Secretary Courtney LaBrum

**2. Approval of Agenda.**

**MOTION:** Councilor Abrams made a motion to approve the agenda. Councilor Holle seconded the motion.

**VOTE:** All councilors voted aye. The motion carried.

**3. Action Items.**

- a. PUBLIC HEARING. Discussion, Consideration and Action on Ordinance 2020-01, AN ORDINANCE OF THE TOWN OF EDGEWOOD AUTHORIZING THE SALE OF REAL PROPERTY OWNED BY THE TOWN, WHICH WAS FORMERLY UTILIZED AS THE TOWN HALL, AND WHICH IS LOCATED AT 1911 HISTORIC ROUTE 66, EDGEWOOD, NEW MEXICO.

Purchaser of the property Janette Raver expressed her excitement to have her business in Edgewood.

**MOTION:** Councilor Abraham made a motion to approve Ordinance 2020-01, An ordinance of the Town of Edgewood Authorizing the sale of real property owned by the Town, which was formerly utilized as the Town Hall, and which is located at 1911 Historic Route 66, Edgewood, New Mexico. Councilor Abrams seconded the motion.

**VOTE:** Councilor Abrams voted aye. Councilor Abraham voted aye. Councilor Jaramillo voted aye. Councilor Holle voted aye. The motion carried.

**4. Adjourn.**

**MOTION:** Councilor Holle made a motion to adjourn the meeting. Councilor Abrams seconded the motion.

**VOTE:** All Councilor voted aye. The motion carried.

Mayor Bassett adjourn the meeting of May 16, 2020 at 10:07 a.m.

**PASSED, APPROVED, and ADOPTED this 27<sup>th</sup> day of May 2020.**

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**John Bassett, Mayor**

**ATTEST:**

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**Juan Torres, Clerk/Treasurer**

## Edgewood Municipal Court

User: KSMITH

## Monthly Activity Report

April 2020

Citations and Non-Citations By Disposition Date

Financial Type: Fines and Fees

Citations	Last Month	This Month	Change	Last YTD	This YTD	Change
ANIMAL CONTROL	4	2	-2	23	9	-14
CRIMINAL 2006-10	1	0	-1	2	1	-1
OPEN SPACE	0	0	0	2	0	-2
PLANNING & ZONING	0	1	1	5	4	-1
TRAFFIC	125	27	-98	329	493	164
<b>Totals:</b>	<b>130</b>	<b>30</b>	<b>-100</b>	<b>361</b>	<b>507</b>	<b>146</b>
<b>Non-Citations</b>						
CRIMINAL 2006-10	0	0	0	10	0	-10
PLANNING & ZONING	5	0	-5	0	5	5
TRAFFIC	0	0	0	0	1	1
<b>Totals:</b>	<b>5</b>	<b>0</b>	<b>-5</b>	<b>10</b>	<b>6</b>	<b>-4</b>
<b>Fines and Fees</b>						
Correction Fee	1,847.00	580.00	(1,267.00)	3,676.00	5,124.00	1,448.00
Court Automation Fee	540.00	170.00	(370.00)	1,102.00	1,526.00	424.00
Fine	5,160.50	2,555.50	(2,605.00)	11,022.00	14,329.56	3,307.56
Judicial Education Fee	270.00	87.00	(183.00)	549.00	765.00	216.00
Victim Restitution	0.00	0.00	0.00	750.00	0.00	(750.00)
<b>Totals:</b>	<b>\$7,817.50</b>	<b>\$3,392.50</b>	<b>\$(4,425.00)</b>	<b>\$17,099.00</b>	<b>\$21,744.56</b>	<b>\$4,645.56</b>



Fine Fee Summary

From 04/01/2020 12:00 AM to 04/30/2020 11:59 PM  
All Case Types and Sub-Types  
All Clerks

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**Receipts**

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**Case Payment**

Case Payment Overage	15.00
Correction Fee	580.00
Court Automation Fee	170.00
Fine	2,555.50
Judicial Education Fee	87.00

Subtotal: 3,407.50

**Total Receipts:** 3,407.50

**Report Total:** 3,407.50

**Edgewood Municipal Court**

User: KSMITH

**Disbursement Memo Detail**  
**Disbursement Memo Number: 26948**

**Paid to:** Clifford, Dianna  
PO Box 584  
McIntosh, NM 87032

Fifteen and 00/100

**For: Unapplied Receipt Disbursement**      **15.00**

Kathryn Smith, Municipal Court Administrator

**By:** \_\_\_\_\_  
Deputy Clerk

Clerk: KSMITH

**NOT NEGOTIABLE**

# Edgewood Police Department

Making Edgewood Better Together

Ronald L. Crow, Chief of Police



**April 2020**  
Council Report