

MINUTES
TOWN OF EDGEWOOD
REGULAR COUNCIL MEETING – APRIL 10, 2019 @ 6:30 P.M.
TOWN OF EDGEWOOD COUNCIL CHAMBERS – 171A State Rd. 344

CALL TO ORDER.

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

Councilors Present: Audrey Jaramillo, Sherry Abraham, John Abrams, and Linda Holle.

Also Present: Clerk/Treasurer Juan Torres, Deputy Clerk Carla Salazar, Planning and Zoning Administrator Tawnya Mortensen, Chief of Police Ron Crow, Attorney Randy Autio, Attorney Taylor Rahn, and Staff Amelia Alderete and Courtney LaBrum.

PLEDGE OF ALLEGIANCE.

I. APPROVAL OF AGENDA

Mayor Bassett requested item V.G. Ordinance 2019-01 the Town of Edgewood Parks and Recreation Advisory Committee Ordinance be removed from the Agenda.

MOTION: Councilor Abrams made a motion to approve the Agenda with the amendment of removing item V.G. Councilor Jaramillo seconded the motion.

VOTE: All Councilors voted aye. The motion carried.

II. CONSENT AGENDA

- A. Town Council Meeting Minutes for February 6, 2019
- B. Town Council Meeting Minutes for March 20, 2019
- C. Court Report for the month of March 2019
- D. Police Report for the month of March 2019
- E. Wastewater Report for the month of March 2019
- F. Call for a Public Hearing: Amending Ordinance 2018-06; the Animal Control Ordinance of the Town of Edgewood regarding Section 5.8 Nuisance and Noise Violations to be heard May 15, 2019

Councilor Holle requested item B. the Town Council Meeting Minutes for March 20, 2019 be removed for further work.

MOTION: Councilor Abrams made a motion to approve the Consent Agenda with the amendment of removing item B. Councilor Holle seconded the motion.

VOTE: All Councilors voted aye. The motion carried.

III. DISCUSSION ITEMS

- A. Santa Fe County Treasurer: Patrick Varela

Santa Fe County Treasurer, Patrick Varela spoke about the Property Tax Outreach Program. The program will be held at the Edgewood Satellite Office located at 114 Quail Trail on April 10th and April 24th from 10:30 a.m. to 1:00 p.m. Mr. Varela also introduced the new Deputy Treasurer, Jennifer Manzanarez.

- B. Parks and Recreation Department Update: Roger Holden

Parks and Recreation Program Manager, Roger Holden gave an update and showed a slide show presenting his project priority list. Councilor Jaramillo thanked Mr. Holden for all he has done for the Town.

- C. National Volunteer Appreciation Week Presentation: Andrea Corvin

Librarian, Andrea Corvin spoke about the volunteers at the Edgewood Community Library. She stated that over the last ten years, the volunteers have donated at total of 25,868 hours to the library. She thanked the volunteers for their time and dedication.

D. Public Comment on General Matters.

Cheryl Huppertz spoke about how she would like to see an after-school program and a summer program in the community. She also spoke about the job description for the Parks and Recreation Administrator. Ms. Huppertz asked about survey information that she picked up at the last meeting regarding the potential EPCOR water system acquisition by the Town. Lastly, she spoke about respect at Council meetings and that she felt that during the March 20, 2019 Council Meeting, Representative McQueen was disrespected, and she asked that everyone be more respectful of others.

Louis Abraham spoke about the Special Council Meeting that took place on Friday, April 5, 2019 and the Parks and Recreation Administrator position.

E. Matters from the Councilors

a. **Councilor Audrey Jaramillo**

None.

b. **Councilor Sherry Abraham**

Councilor Abraham addressed Ms. Huppertz question regarding the survey. Councilor Abraham stated that she created the survey for her own personal information that she posted online, she stated it was nothing official.

c. **Councilor John Abrams**

Councilor Abrams thanked Roger Holden for all his hard work and dedication. He stated that he hopes the new hired Parks and Recreation Administrator can complete the project list the Mr. Holden presented during this meeting.

d. **Councilor Linda Holle**

Councilor Holle also thanked Roger Holden for all his hard work and dedication. She also announced the Garden Kickoff Festival that is taking place on May 11, 2019.

F. Matters from the Clerk/Treasurer

Administrative Assistant, Amelia Alderete presented to Council handouts of the 2018 and 2019 Ordinances and Resolutions for Council records. She stated she will continue to provide these records to Council as Ordinances and Resolutions are approved.

Deputy Clerk, Carla Salazar spoke about the Capital Outlay requests. She stated that the Town received a little over one million dollars in Capital Outlay funding this year. Ms. Salazar gave a breakdown of the projects in which the funding will be used.

Clerk/Treasurer, Juan Torres stated that the Town has received requests to safeguard the Post Office cluster boxes that were vandalized. He stated that these boxes are located in DOT right-of-way. The Town contacted DOT and requested DOT do something to prevent this from happening in the future.

G. Matters from the Mayor

Mayor Bassett made an announcement about the Unclaimed Property Sale hosted by the Edgewood Police Department to take place on April 13, 2019. He also announced the CNMEC Annual Election of Trustees is to take place on April 13, 2019. Lastly, he stated that Edgewood was ranked Number 5 of the safest cities in New Mexico for 2019 per a report released by SafeWise. More information can be found on the Town of Edgewood website.

IV. CLOSED SESSIONS

- A. As per motion and roll call vote and pursuant to NMSA 1978 Section (§ 10-15- 1(H)(8)) the following will be discussed in closed session: Purchase, acquisition or disposal of real property or water rights. Specifically, proposed potential acquisition of property.
- B. As per motion and roll call vote and pursuant to NMSA 1978 Section (§ 10-15- 1(H)(7)) the following will be discussed in closed session: Pending Litigation. Specifically, an update to the members of the Governing Body on on-going Litigation.
- C. As per motion and roll call vote and pursuant to NMSA 1978 Section (§ 10-15- 1(H)(2)) the following will be discussed in closed session: Limited Personnel Matters. Specifically, the discipline of a public employee.

MOTION: Councilor Abrams made a motion to go into Closed pursuant to NMSA 1978 Sections (§ 10-15- 1(H)(8)), (§ 10-15- 1(H)(7)), and (§ 10-15- 1(H)(2)) to discuss acquisition or disposal of real property or water rights. Specifically, proposed potential acquisition of property. Also Pending Litigation. Specifically, an update to the members of the Governing Body on on-going Litigation. Also Limited Personnel Matters. Specifically, the discipline of a public employee. Councilor Abraham seconded the motion.

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

Council left for Closed Session at 7:19 p.m.

Council returned to Open Session at 8:44 p.m.

MOTION: Councilor Abrams made a motion to return to Open Session, returning from Closed Session where only the topics of (§ 10-15- 1(H)(8)), (§ 10-15- 1(H)(7)), (§ 10-15- 1(H)(2)) were discussed and no decisions were made. Councilor Holle seconded the motion.

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

Councilor Jaramillo affirmed that no decisions were made and only the items noted on the Agenda were discussed. Councilor Abraham so affirmed that no decisions were made and only the items noted on the Agenda were discussed. Councilor Abrams so affirmed. Councilor Holle so affirmed. Mayor Bassett so affirmed.

V. ACTION ITEMS

- A. Discussion, Consideration and Action on the demotion, suspension or dismissal of a public employee.

MOTION: Councilor Abraham made a motion based upon the information that was presented during Closed Session to dismiss Traci Hutson from the Edgewood Police Department. 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.

- B. Discussion, Consideration and Action on the 2018 Town of Edgewood Audit

Audit Manager, Mariem Tall of Harshwal & Company LLP presented the 2018 Town of Edgewood Audit results.

Councilor Jaramillo asked about her concerns regarding the Sunshine Laws and the Completeness of Capital Assets. Ms. Tall stated that there were findings noted in the 2018 Audit results regarding the completeness of the Capital Assets.

MOTION: Councilor Abrams made a motion to approve the 2018 Town of Edgewood Audit. Councilor Holle seconded the motion.

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

Councilor Jaramillo stated that she submitted a Resolution on the acceptance and approval of the audit to be submitted to DFA (Department of Finance and Administration). Clerk/Treasurer Juan Torres stated that it will be included in one of the next Council meetings.

C. Discussion, Consideration and Action on Resolution No. 2019-07 A Resolution Regarding Public Use Requirements for the Edgewood Bachelor Draw Pedestrian Bridge and Trail

Deputy Clerk Carla Salazar presented Resolution 2019-07: A Resolution Regarding Public Use Requirements for the Edgewood Bachelor Draw Pedestrian Bridge and Trail. She stated that the Town has received federal funding to complete the project through FHWA (Federal Highway Administration) and they need to be assured that the trails will always be open to public use.

MOTION: Councilor Abrams made a motion to approved Resolution 2019-07. Councilor Abraham seconded the motion.

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

D. Discussion, Consideration and Action on issuing an RFP for Engineering Services for the Installation of Screens at the WWTP and the Lift Station.

Clerk/Treasurer Juan Torres stated that all the documents are in place and the funding is secure and the next step is to now go out for RFP after Council approval. The Town is working with NMED on the wording of the RFP, then it will be submitted to PTAB (Professional Technical Advisory Board) for approval, then the RFP will be issued.

Councilor Jaramillo asked about the RFP process and the RFP Review Committee. Councilor Abraham also asked about the RFP process. Mr. Torres stated that per the Procurement Ordinance, Council must authorize the issuing of the RFP. Councilor Abrams discussed the RFP process.

MOTION: Councilor Abrams made a motion to approve the issuing of an RFP for Engineering Services for the Installation of Screens at the WWTP and the Lift Station and have the RFP for Council review. Councilor Jaramillo seconded the motion.

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

E. Discussion, Consideration and Action on the Financial Report for the month of March 2019

Clerk/Treasurer Juan Torres presented the Financial Report for the month of March 2019.

MOTION: Councilor Holle made a motion to approve the Financial Report for the month of March 2019. 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.

- F. Discussion, Consideration and Action on Resolution 2019-08: A Resolution Authorizing Budget Adjustments

Clerk/Treasurer Juan Torres presented Resolution 2019-08: A Resolution Authorizing Budget Adjustments. Councilor Jaramillo asked about excess funds. Mr. Torres stated that it is Council discretion at budget time to decide what they would like to put funds towards.

MOTION: Councilor Abraham made a motion to approve Resolution 2019-08: A Resolution Authorizing Budget Adjustments. Councilor Jaramillo seconded the motion.

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

- G. PUBLIC HEARING: Discussion, Consideration and Action on Ordinance 2019-01, Town of Edgewood Parks and Recreation Advisory Committee Ordinance, which updates, rescinds, and replaces Ordinance 2007-14

Item removed from agenda.

VI. CALENDAR REVIEW

- A. New Mexico Municipal League District 8 Meeting – Rio Rancho Inn on April 11th @ 10:00 a.m. (*As multiple members of the Governing Body have indicated interest in going, a notice of quorum has been posted*).
- B. Town of Edgewood Comprehensive Plan Workshop – Town Council Chambers at Town Hall: April 13th @ 9:00 a.m.
- C. Town Offices Closed – April 19, 2019 for Good Friday
- D. Eggstravaganza @ the Soccer Field Park: April 20, 2019 starting at 9:00 a.m.
- E. Sewer Ordinance Workshop – Proposed Date & Time: April 26, 2019 @ 6:30 p.m.
- F. Budget Workshop – May 1, 2019 @ 9:00 a.m.
- G. Next Regular Council Meeting – May 1, 2019 @ 6:30 p.m.
- H. Planning Commissioners Workshop – Friday, May 31, 2019 at MRCOG (Mid Region Council of Governments) @ 9:00 a.m. (*Even though it is a Workshop for Planning Commissioners, MRCOG has extended the invitation to this workshop to members of Governing Bodies as well*)

Councilor Abraham requested that the Budget Workshop be rescheduled to a time in which the public could attend. Council discussed the option of moving the Budget Workshop. It was decided that the workshop is to remain on May 1st at 9:00 a.m. and the during the May 1st regular Council meeting the agenda will allow for public input.

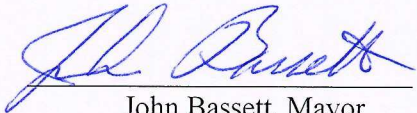
VII. ADJOURN

MOTION: Councilor Jaramillo made a motion to adjourn the meeting of April 10, 2019. Councilor Holle seconded the motion.

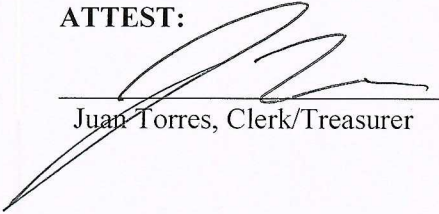
VOTE: All Councilors voted aye. The motion carried.

Mayor Bassett adjourned the meeting of April 10, 2019 at 9:37 p.m.

PASSED, APPROVED, AND ADOPTED THIS 1ST DAY OF MAY 2019.


John Bassett, Mayor

ATTEST:


Juan Torres, Clerk/Treasurer