

MINUTES
TOWN OF EDGEWOOD
REGULAR COUNCIL MEETING – JUNE 19, 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: Sherry Abraham, John Abrams, Linda Holle, Audrey Jaramillo.

Also Present: Clerk/Treasurer Juan Torres, Deputy Clerk Carla Salazar, Planning and Zoning Administrator Tawnya Mortensen, and Staff Amelia Alderete and Courtney LaBrum.

PLEDGE OF ALLEGIANCE.

I. APPROVAL OF AGENDA

Mayor Bassett requested to remove item IV. C. the Animal Control Ordinance from the Agenda.

MOTION: Councilor Abrams made a motion to approve the Agenda with the amendment of removing Item IV. C.. Councilor Holle seconded the motion.

VOTE: All Councilors voted aye. The motion carried.

II. CONSENT AGENDA

- A. Town Council Meeting Minutes for June 5, 2019
- B. Planning and Zoning Commission Meeting Minutes for May 28, 2019
- C. Court Report for the month of May 2019
- D. Planning and Zoning report for the months of March - May 2019
- E. Police Report for the month of May 2019
- F. Wastewater Report for the month of May 2019
- G. Call for a Public Hearing on Ordinance No. 2019-01 the Parks and Recreation Advisory Committee Ordinance which will repeal and replace Ordinance No. 2007-14

Councilor Holle requested to remove item II. A. the Town Council Meeting Minutes for June 5, 2019 for further work.

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

VOTE: All Councilors voted aye. The motion carried.

III. DISCUSSION ITEMS

- A. Bethel House Annual Report to the Community: Linda Smith, Executive Director, Bethel Community Storehouse

Linda Smith, Executive Director gave the annual report for the Bethel Community Storehouse. She spoke about the number of citizens the Bethel Community Storehouse has assisted and about the many dedicated volunteers. She stated that this year marks Bethel Community Storehouse's 32nd birthday.

- B. Public Comment on General Matters

Carol VanDusen spoke about the Animal Control Ordinance and nuisance dogs in her neighborhood.

Karen Kiser stated that she heard Councilor Abrams speak about the Town going solar at a previous meeting and asked for a status update. Councilor Abrams stated it is being reviewed at this time. She also stated that she believed that the Town should focus on paving Church Road instead of extending the sewer collection system. Lastly, she asked about the status of the acquisition of the water system.

Heather Michell spoke about the Wastewater Collection System Expansion Project and stated her opposition to extending down Ridgewood Road.

Janelle Turner stated that she noticed per the Capital Asset list, Square H was listed as paved in 2005, which it is not. She also spoke about the Comprehensive Land Use Plan and associated survey. She stated that Council needed to focus more on Economic Development Review, the Town needs better enforcement of the Subdivision and Zoning Ordinances, she would like to see all elected officials support Town employees when enforcing ordinances, she would like to see better road design standards, she would like the Town to stay the course on Wastewater, and work towards a source of high-quality water.

Cheryl Huppertz stated the Planning and Zoning Commission is discussing an Industrial Zone and will be bringing to Council soon. She stated that this development would bring jobs to the community. Lastly, she stated that she believed that in order for this to happen, the Town needs to have sewer and water to help bring revenue to the Town.

Chris Orr stated that the water quality at his home was affected on Saturday, June 15th and per a conversation with EPCOR Water, he was told that the Town of Edgewood was responsible for the poor water quality and to contact the Town.

Paula Sucher spoke about Horton Road and stated her concern about the chip seal project. She also stated that she was concerned about the water quality issue and asked about the notification process for contaminated water.

Tom Torres with EPCOR Water stated that the Town held a Water Fun Day on Saturday, June 15th which disrupted the water quality. He stated that the Santa Fe County Fire Department pulled water from multiple hydrants that caused a disturbance in the water. He stated that EPCOR would work with Santa Fe County Fire Department to coordinate so this disturbance does not happen again.

Keith Callison stated that Horton Road needs to be upkept. He asked that the road be graded in the meantime while waiting for the road to be chip sealed.

Julia Wood stated her opposition to the expansion of the sewer system.

C. Matters from the Councilors

a. **Councilor Audrey Jaramillo**

Councilor Jaramillo thanked Tom Torres for answering the question of why the water was interrupted. She spoke about the process for notification and suggested the Town put a Policy into place. She also stated that to her knowledge of the EPCOR status, administration is moving forward based on the decision made by formal Council two years ago, but no actions have been taken. She spoke about Horton Road and stated that the Town is trying to find a contractor to complete the chip seal project.

b. **Councilor Sherry Abraham**

Councilor Abraham stated that she will be attending the Resolutions Committee Meeting for the Municipal League.

c. Councilor John Abrams

Councilor Abrams spoke about Horton Road and stated that Council approved to purchase the materials to complete the chip seal project on Horton Road. He also stated that North Horton has been graveled and would like to see it compacted down.

d. Councilor Linda Holle

None.

D. Matters from the Clerk/Treasurer

Clerk/Treasurer Juan Torres stated that the Road Crew has been placing gravel around town which has pushed back their normal maintenance routines while the gravel is placed. He stated that the Town is still trying to get quotes for a contractor to get the hard surfacing done on Horton Road. He also stated that the Financial Statement for the month of May will be in the next meeting's agenda.

E. Matters from the Mayor

Mayor Bassett stated that he spoke with Senator James White regarding Capital Outlay. He stated that Senator White recommended that the Town get any Capital Outlay Projects under contract as soon as possible because there is money, but contractors are limited. He stated that the Town is in search of a contractor to complete the Horton Road project and hopes to get it done soon.

He also stated that he would like to have a Parliamentary training and asked Council about a possible training date of July 12th.

IV. ACTION ITEMS

A. Discussion, Consideration and Action on the recommendation to hire Nina McCracken as the Administrative Assistant for the Town of Edgewood Police Department

Nina McCracken spoke about her background and current employment with Santa Fe County Sheriff's Department. Councilor Holle asked what she does in her current position. Ms. McCracken spoke about her current position and her duties within the Sheriff's Department.

MOTION: Councilor Abraham made a motion to hire Nina McCracken as the Administrative Assistant for the Town of Edgewood Police Department. Councilor Abrams seconded the motion.

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

B. PUBLIC HEARING: Discussion, Consideration and Action on amending the Sewer Ordinance of the Town of Edgewood specifically as it relates to exemptions for mandatory connections for residential customers

Council discussed making some formatting and grammatical corrections to the ordinance.

Ray Seagers spoke about including a hardship provision to the ordinance.

Heather Mitchell stated her opposition to the expansion of the sewer system collection line to Ridgewood Road.

Ron Seagel stated that he felt that Council is adding too many exemptions to the Ordinance, which will lead to most residents being exempt from hooking up to the system.

Karen Kiser stated the Ordinance still needs work to better fit the community and stated that she would like to see a hardship provision included. She also asked about the billing system for the

wastewater services. Clerk/Treasurer Juan Torres stated that the Town will have a new billing system by the end of July. Ms. Kiser asked if every customer was paying a wastewater bill and Mr. Torres stated yes, all customers are paying a bill.

Janelle Turner asked about the current sewer collection line and the current and future plans of the Wastewater Treatment Plant. She stated in her opinion she didn't think we needed to include a hardship provision as there are already plenty of exemptions. She also stated that there should be a variance or appeals procedure included in the ordinance.

Heather Mitchell asked when her daughter inherits her home if she would be required to hook up to the system. Mayor Bassett stated that according to the ordinance, no.

MOTION: Councilor Abrams made a motion to amend Ordinance 2015-03 as given adding Section 2.03 b. *Mandatory Residential Sewer Connection Required* as amended and adding Section 2.12 a. *Residential Sewer Service Connection Exemptions* with the corrections to punctuation and adding numbering 1, 2, 3, and 4, and adding the six-month notification timeframe as stated in Section 2.03 b. Councilor Jaramillo seconded the motion.

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

Councilor Abrams stated that this ordinance is a working document and if the public has suggestions to submit them to Council for consideration.

- C. PUBLIC HEARING: Discussion, Consideration and Action on ordinance 2018-06; the Animal Control Ordinance of the Town of Edgewood as it relates to Section 5.8 Nuisances/Noise Violation.

Item removed from Agenda.

- D. Discussion, Consideration and Action on Resolution 2019-11: A Resolution Repealing and Replacing Resolution 2019-04 which adopted the Comprehensive Plan Goals and Objectives

MRCOG Regional Planner, Maida Rubin stated that she wanted to address the hold harmless topic. She stated that she spoke with the COG's Attorney and she stated that there are exemptions to hold harmless for communities that have a population of less than 10,000, meaning Edgewood is exempt at this time. Currently, the Town of Edgewood's population is around 6,100. She also stated that no changes were made to Resolution 2019-11 and it is presented as is from the previous Council meeting of June 5, 2019. She also stated that she wanted to clarify that the goals and objectives are laid out in no particular order as this was a concern for some Council members. She stated the Ranking will dictate the priority.

Councilor Jaramillo asked about Goal C. Objective 1. as it states the Town will study development of additional water resources and asked exactly what this objective means. Ms. Rubin stated that this objective is a general statement as this Resolution is not the place to take the stance to overtake a water system. It simply states that it is important for the Town to consider where the water is going to be coming from in the future as this is something that came up during the Comprehensive Land Use Plan public workshops. Councilor Abraham asked about Goal J. Objective 4 and asked to include adding funding for code enforcement. Councilor Abrams stated that fits more as an Action Strategy.

MOTION: Councilor Holle made a motion to call for a vote for Resolution 2019-11.

Councilor Abrams seconded the motion.

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

MOTION: Councilor Abrams made a motion to approve Resolution 2019-11: A Resolution Repealing and Replacing Resolution 2019-04 which adopted the Comprehensive Plan Goals and Objectives. Councilor Holle seconded the motion.

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

E. Discussion, Consideration and Action on Resolution 2019-12: A Resolution adopting Comprehensive Plan Action Strategies

MRCOG Regional Planner, Maida Rubin presented Resolution 2019-12 and stated that these are proposed Action Strategies and is not a legally binding document. Councilor Jaramillo asked about what was discussed in the Comprehensive Land Use Plan workshops regarding Goal C. Objective 1. seeking out funding sources for water infrastructure. Ms. Rubin and Ms. Mortensen stated that they included this language throughout the document to leave it open to ideas, but not too specific as this is a visionary document. Councilor Jaramillo suggested adding language stating that the Town will work with the existing local water resource providers. Councilor Abrams stated that the language currently is very general and open to that suggestion. Councilor Holle stated that she would like to keep the language as general as possible to allow for more flexibility.

Councilor Abraham asked about Goal G. Objective 1. the design of Section 16 and where the funding for redesign would come from as it belongs to the State Land Office. Ms. Rubin stated that this subject came up many times during the workshops and the State Land Office would have to be part of the process. Councilor Abraham also suggested including language about seeking funding for or seeking cost effective ways for Town clean up under Goal J. Objective 4. Councilor Jaramillo stated she would like to see language added to Goal C. Objective 1 stating the Town will work with private entities where appropriate.

MOTION: Councilor Jaramillo made a motion to approve Resolution 2019-12 with the changes as discussed in Goal C. Objective 1., Goal J. Objective 4. Councilor Abraham seconded the motion.

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

F. Discussion, Consideration and Action on Ranking the Comprehensive Plan Goals and Objectives

Ms. Rubin stated that she will send to Council via email the Ranking list for Council to rank the Goals and Objectives and return them to Ms. Rubin. Council decided to have their rankings back to Ms. Rubin by Wednesday, June 26, 2019.

MOTION: Councilor Abrams made a motion to continue the Discussion, Consideration and Action on Resolution 2019-12: A Resolution adopting Comprehensive Plan Action Strategies to the next meeting of July 3, 2019. Councilor Jaramillo seconded the motion.

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

G. Discussion, Consideration and Action on the Capital Assets Inventory

Clerk/Treasure Juan Torres presented the Capital Asset Inventory. Councilor Abraham asked why the current infrastructure for Wastewater Treatment Plant wasn't listed. Mr. Torres stated that the final billing hasn't been submitted. Councilor Abraham pointed out the Police Department Land purchase date needs to be corrected to 2017. She also pointed out there are missing dates within the list. Mr. Torres stated this is an ongoing list from before he started working with the Town and it's something that needs to be investigated. Councilor Jaramillo stated she has an issue with approving something that is incomplete, and this needs further work.

MOTION: Councilor Abrams made a motion to approve the Capital Assets Inventory. Councilor Holle seconded the motion.

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

H. Discussion, Consideration and Action on the Capital Assets Policy

Clerk/Treasure Juan Torres presented the Capital Assets Policy. Council discussed changes and additions to the policy.

MOTION: Councilor Jaramillo made a motion approve the Town of Edgewood Capital Assets Policy with the changes on page 5 to remove the wording of 'easements will not be capitalized' and the easements types chart and on page 6 add 'improvements' to land for depreciation. 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.

I. Discussion, Consideration and Action on the Mileage & Per Diem Policy

Clerk/Treasure Juan Torres presented the Mileage & Per Diem Policy.

MOTION: Councilor Jaramillo made a motion to approve the Town of Edgewood Mileage and Per Diem Policy. Councilor Holle seconded the motion.

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

J. Discussion, Consideration and Action on the Bank Reconciliation Policy

Clerk/Treasure Juan Torres presented the Bank Reconciliation Policy. Council discussed including under Section B. of Policy the addition of item c. for language regarding the Mayor reviewing all bank statements.

MOTION: Councilor Abraham made a motion to approve the Town of Edgewood Bank Reconciliation Policy with the addition of item c. under Section B. of Policy as discussed. Councilor Abrams seconded the motion.

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

K. Discussion, Consideration and Action on the Journal Entry Policy

Clerk/Treasurer Juan Torres presented the Journal Entry Policy.

MOTION: Councilor Jaramillo made a motion to approve the Town of Edgewood Journal Entry Policy. Councilor Abrams seconded the motion.

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

L. Discussion, Consideration and Action on the IT Acceptable Use Policy

IT Administrator Jesus Velazquez presented the IT Acceptable Use Policy. Councilor Abrams recommended including in Section 8 of the Acceptable Use Policy language stating that it is strictly prohibited to use Town equipment for private business and personal gain.

MOTION: Councilor Abrams made a motion to approve the IT Acceptable Use Policy with the addition to Section 8 as discussed. Councilor Jaramillo seconded the motion.

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

V. CALENDAR REVIEW

A. Next Regular Council Meeting – July 3, 2019

B. Town of Edgewood Offices will be closed on Thursday, July 4, 2019 in observation of Independence Day

C. Water Fun Day and Movie Night – July 13, 2019

VI. ADJOURN

Councilor Abraham asked when the Public Hearing for the Animal Control Ordinance was going to be heard. Mr. Torres stated that when the ordinance was ready, the call for a Public Hearing will be re-advertised.

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

VOTE: All Councilors voted aye. The motion carried.

Mayor Bassett adjourned the meeting of June 19, 2019 at 9:02 p.m.

PASSED, APPROVED, AND ADOPTED ON THIS 3RD DAY OF JULY 2019.



John Bassett, Mayor

ATTEST:



Juan Torres, Clerk/Treasurer