

**CITY OF BELEN REGULAR COUNCIL MEETING**

July 18, 2016  
6:00 PM

**CALL TO ORDER** Mayor Pro-Tem Darleen Aragon called the Regular Meeting of the Belen City Council to order at 6:00 P.M. Roll call taken by Leona Vigil, City Manager/City Clerk.

**PRESENT:** Councilor Frank Ortega  
Mayor Pro-Tem Darleen Aragon  
Councilor David Carter  
Councilor Wayne Gallegos

Absent Mayor Jerah Cordova

**CITY MANAGER/** Leona Vigil, CMC

**CITY CLERK:**

**REPORTER:** Clara Garcia, VC News Bulletin

**OTHERS:** See attached sign-in sheet

**PLEDGE OF ALLEGIANCE**

Mayor Pro -Tem Darleen Aragon led the Pledge of Allegiance.

**APPROVAL OF AGENDA**

Mayor Pro-Tem Darleen Aragon requested that the agenda be amended to delete the July 5, 2016 minutes. Approval of minutes would be limited to May 16, 2016 and June 20, 2016. Councilor David Carter motioned to approve the agenda as amended. Councilor Wayne Gallegos seconds the motion. Roll Call Vote:

Councilor David Carter Yes  
Councilor Darleen Aragon Yes  
Councilor Frank Ortega Yes  
Councilor Wayne Gallegos Yes Motion Carries

**APPROVAL OF MINUTES**

Mayor Pro-Tem Darleen Aragon asked for an approval of the minutes dated May 16, 2016. Councilor Frank Ortega motioned to approve. Councilor Wayne Gallegos seconds the motion. Roll Call Vote:

Councilor David Carter Abstain  
Councilor Darleen Aragon Yes  
Councilor Frank Ortega Yes

Councilor Wayne Gallegos Yes Motion Carries

**APPROVAL OF MINUTES**

Mayor Pro-Tem Darleen Aragon asked for an approval of the minutes dated June 20 2016. Councilor Frank Ortega makes a motion to approve the June 20, 2016 minutes Councilor Darleen Aragon seconds the motion. Roll Call Vote:

Councilor David Carter	Abstain
Councilor Darleen Aragon	Yes
Councilor Frank Ortega	Yes
Councilor Wayne Gallegos	Yes Motion Carries

**PUBLIC COMMENT 3 MINUTE PRESENTATIONS:**

Margarita Sanchez addressed the Mayor Pro-Tem and Council she wanted to discuss the Water Rates Workshop. She offered several ideas and suggestions. She has also provided city staff with emails regarding her ideas. Mayor Pro-Tem Darleen Aragon thanked Ms. Sanchez for her comments and reminded her that she would be an active participant in the workshop committee representing the citizens of Belen. She will be notified as soon as the workshop is scheduled.

**PRESENTATIONS:**

**EMPLOYEE OF THE QUARTER: DARLEEN ARAGON, MAYOR PRO-TEM**

Mayor Pro-Tem Darleen Aragon read the proclamation declaring Leona Vigil as the Employee of the Quarter. Ms. Vigil was invited to approach the podium; she was very surprised to receive the recognition. Councilor David Carter expressed his appreciation to Ms. Vigil for her hard work and dedication. He jokingly suggested she take the following Sunday off. Councilor Wayne Gallegos commented that he remembered when Ms. Vigil first started working and was impressed with her advancement. He stated that he was very proud of her. He commented that he appreciated her management style. He stated that he had complete confidence in her as the newly appointed City Manager. Mayor Pro-Tem Darleen Aragon mentioned that she remembers Ms. Vigil working in the water department; she was a joy to work with. She stated that she was so proud of her accomplishments and wished her well. Councilor Frank Ortega commented that Ms. Vigil was very deserving of this award; He mentioned that she is doing a great job, “the hiccups will work out”. Again he stated that this recognition was well deserved. He congratulated Ms. Vigil. Ms. Vigil accepted the award and thanked everyone for their kind words. She said she was humbled. A copy of the proclamation is attached hereto and made an integral part of these minutes by reference.

**NEW EMPLOYEE INTRODUCTIONS: LORENZO CARRILLO HR DIRECTOR**

Lorenzo Carrillo addressed the Mayor and Councilor. He stated that the City has hired 20 permanent employees, 20 temps (this includes the Summer Youth Programs) and 1 volunteer firefighter.

Police Chief Scott Conner introduced his new staff. He mentioned that 5 new recruits would be attending a 16 week academy.

Debra Abingdon New Airport Manager was introduced.

Fire Chief Manny Garcia introduced his new staff.

Lorenzo Carrillo introduced the Payroll/Benefits Clerk.

City Manager Leona Vigil welcomed the new employees and commented that it had been "like a roller coaster ride" trying to fill all the vacant positions. She stated that she was very pleased with the new hires and is looking forward to a great working relationship.

Mayor Pro-Tem Darleen Aragon and Councilors David Carter, Wayne Gallegos and Frank Ortega welcomed the new hires.

#### **RESTRUCTURING AND RE CALLING 2008 GO BONDS: JOHN ARCHULETA**

John Archuleta addressed the Mayor and Council. He handed out a presentation and provided a brief summary regarding the 2008 GO Bonds. He stated that the City has a couple of options available at this point, and requested an opportunity to prepare a more detailed presentation. Mayor Pro-Tem Darleen Aragon and Councilors David Carter, Wayne Gallegos and Frank Ortega agreed that it would be best to have him provide a detailed summary of the options available and to be brought forward at a future council meeting. Mr. Archuleta thanked the Governing Body and said he would proceed with the presentation, and make it available in the near future. A copy of the presentation is attached hereto and made an integral part of these minutes by reference.

#### **FIRE DEPT CONSTRUCTION PLANS: FIRE CHIEF MANNY GARCIA**

Fire Chief Manny Garcia addressed the Mayor & Council. He provided a packet which contained 3 different options for the new Fire Station, developed by Molzen Corbin. The designs were discussed. Mr. Garcia stated that he had discussed the options with Mayor Cordova (via conference call) and they had agreed that Option 3 provided the best opportunity for future expansion. A copy of the presentation is attached hereto and made an integral part of these minutes by reference.

#### **DISCUSSION WITH POSSIBLE ACTION**

#### **APPROVAL OR DISAPPROVAL OF THE P & Z BOARD MEMBER: MAYOR PRO-TEM DARLEEN ARAGON**

Mayor Pro-Tem Darleen Aragon nominated Pete Armstrong to serve on the P & Z Board. Councilor David Carter commented that Mr. Armstrong would be an ideal addition to the Commission. Steve Tomita, Economic Development Director strongly agreed that Mr. Armstrong would be an asset to the P&Z Board

Mayor Pro-Tem Darleen Aragon asked for a motion to approve the nomination. David Carter motioned to approve. Councilor Wayne Gallegos seconds the motion. Roll Call Vote:

Councilor David Carter	Yes	
Councilor Darleen Aragon	Yes	
Councilor Frank Ortega	Yes	
Councilor Wayne Gallegos	Yes	Motion Carries

**APPROVAL OR DISAPPROVAL OF THE ZONE CHANGE REQUEST R-1 TO C-1**  
**STEVE TOMITA**

Steve Tomita addressed the Mayor Pro-Tem and Council. He presented a zone change request for property located at 318 N. Sixth St. He stated that the issue had come before the Planning and Zoning Commission and had been approved. All paperwork relating to this zone change has been attached hereto and made an integral part of these minutes by reference.

Mayor Pro-Tem Darleen Aragon asked for a motion to approve the zone change. Councilor Wayne Gallegos motioned to approve. Councilor David Carter seconds the motion. Roll Call Vote

Councilor David Carter	Yes	
Councilor Darleen Aragon	Yes	
Councilor Frank Ortega	Yes	
Councilor Wayne Gallegos	Yes	Motion Carries

**APPROVAL OR DISAPPROVAL OF THE 6<sup>TH</sup> STREET ALLEY CLOSURE: STEVE TOMITA**

Steve Tomita addressed the Mayor Pro-Tem and Council. He stated that this issue had been previously presented and partially approved; apparently the gate was installed incorrectly. However, it turned out that the incorrect placement provided a better outcome. The current gate placement provides a more secure parking area for both the Health Department and the Police Department. So it will not be relocated.

Mayor Pro-Tem Darleen Aragon asked for a motion to approve the closure. Councilor Frank Ortega motioned to approve. Councilor Wayne Gallegos seconds the motion. Roll Call Vote

Councilor David Carter	Yes	
Councilor Darleen Aragon	Yes	
Councilor Frank Ortega	Yes	
Councilor Wayne Gallegos	Yes	Motion Carries

**APPROVAL OR DISAPPROVAL OF THE AWARDED CDBG PROJECT: STEVE TOMITA**

Steve Tomita again addressed the Mayor Pro-Tem and Council. He stated that the CDBG Grant had been awarded. The grant was discussed in detail. Mr. Tomita mentioned that he would be attending a workshop on Friday July 22, 2016 with the State CDBG staff and Molzen Corbin, he assured the Board that all areas would be discussed in detail; including but not limited to: Infrastructure, Scope of Work, Matching Funds, Time Lines, Budgets, and Phases etc. A copy of the grant is attached hereto and made an integral part of these minutes by reference.

Mayor Pro-Tem Darleen Aragon asked for a motion to approve the CDBG Grant. Councilor Wayne Gallegos motioned to approve. Mayor Pro-Tem Darleen Aragon seconds the motion. Roll Call Vote

Councilor David Carter	Yes	
Councilor Darleen Aragon	Yes	
Councilor Frank Ortega	Yes	
Councilor Wayne Gallegos	Yes	Motion Carries

**APPROVAL OR DISAPPROVAL OF THE RESOLUTION TO ELIMINATE REINSTALLATION FEES ON WATER METERS; LEONA VIGIL, CITY MANAGER**

Ms. Vigil addressed the Mayor Pro-Tem and Council she informed them that the resolution that was included in the packet was incorrect. The new resolution was provided and read. She mentioned that the resolution was a temporary solution. A Water Rates Review Committee has been created to include a citizen, (Ms. Margarita Sanchez) a business owner (TBD), a utility clerk, (Alicia Godfrey) Police Dept (Scott Conner), Water Supervisor (Ralph Jaramillo), Councilor Frank Ortega, City Manager (Leona Vigil) City of Belen Staff (TBD). The purpose for this committee is to determine the best way to handle issues currently plaguing the water department. Shut offs, late fees, reconnect charges, pulling meters vs. placing locks on the meters, meter tampering, landlord liability. Again she stated that the resolution being presented was a temporary solution. She does however expect to have a solution by October 2016 and no later than December, 2016. A copy of the resolution is attached hereto and made an integral part of these minutes by reference.

Mayor Pro-Tem Darleen Aragon asked for a motion to approve the resolution as presented. Councilor Frank Ortega motioned to approve. Councilor Wayne Gallegos seconds the motion. Roll Call Vote

Councilor David Carter	Yes	
Councilor Darleen Aragon	Yes	
Councilor Frank Ortega	Yes	
Councilor Wayne Gallegos	Yes	Motion Carries

**APPROVAL OR DISAPPROVAL OF THE THREE-WAY STOP INSTALLATION ON EAST ARAGON; FRANK ORTEGA, COUNCILOR**

Councilor Frank Ortega addressed the Mayor Pro-Tem and Council. He mentioned that he and Councilor Wayne Gallegos had conducted extensive ground work and were pleased with the outcome. Councilor David Carter commented that he appreciated the fact that this item was presented to the council for approval by resolution. A copy of the resolution is attached hereto and made an integral part of these minutes by reference.

Mayor Pro-Tem Darleen Aragon asked for a motion to approve the installation of the three-way stop. Councilor Frank Ortega motioned to approve. Councilor Wayne Gallegos seconds the motion. Roll Call Vote

Councilor David Carter	Yes	
Councilor Darleen Aragon	Yes	
Councilor Frank Ortega	Yes	
Councilor Wayne Gallegos	Yes	Motion Carries

**INFORMATIONAL ITEMS**

**CITY MANAGER'S REPORT: LEONA VIGIL**

City Manager, Leona Vigil again expressed her surprise at being selected as Employee of the Quarter. She thanked the Mayor Pro-Tem and Council for their support.

She reported that she had recently conducted a Director's meeting. It went very well. Directors were provided an opportunity to discuss issues within their departments or within the City. All participants were very receptive. Several Directors thanked Ms. Vigil for providing them the opportunity to meet. Follow up meetings will be scheduled at each job site.

She was delighted that most of the vacancies had been filled. She said she was looking forward to working with the new staff.

She met with Molzen Corbin regarding the Dennis Chavez Sewer Line Project Extension. The engineering phase is almost complete.

She reported that Marcia Amado had resigned from the Water Department.

She stated that she had been in contact with Donald Chavez, Dahl Sheep. He wanted to know if the city would be interested in fostering his sheep. He will be added to the next agenda for further discussion.

She met with Wayne Trujillo and Chris Solis from VIVA III. They discussed several possibilities of "In-Kind Services" that would benefit both the City and the VIVA project. The event is scheduled for August 5, 6 & 7<sup>th</sup>. The Activity Request Form was reviewed and agreed upon.

## COMMUNICATION FROM CITY COUNCIL

**DAVID CARTER REPORTED:** Councilor Carter began his report by expressing his full support to both the Police and Fire Departments. He stated that he truly respects their professions and thanked them for doing a great job, protecting the citizens of the City of Belen.

He reported that on July 7<sup>th</sup> he and Roseann Peralta, Finance Director had met with the Bond Advisors.

He stated that on July 12<sup>th</sup> he met with the Celebrate Belen-Non Profit Organization regarding “Follow the Star”

**WAYNE GALLEGOS REPORTED:** He, Fire Chief Manny Garcia and Gloria Sanchez had met regarding the upcoming 911 Ceremony.

On July 18<sup>th</sup> he attended the Audit Entrance meeting. He commented that we have a new auditor this year.

He attended the Airport Planning Committee meeting.

**DARLEEN ARAGON REPORTED:** She met with the Main Street Committee. They discussed the Building Blocks Grant. She also stated that they are planning their Food, Fun and Fashion Show. They are thinking of having it at the old Armory building.

She also met with the Airport Planning Committee.

She too expressed her support and appreciation to the Police and Fire Departments. She said “All Lives Matter” she stated “people in these professions, run towards danger”. She proceeded to thank them for their service.

**FRANK ORTEGA REPORTED:** He met with PNM at the Library. They discussed getting approval from the PRC regarding raising rates, adjusting rates etc. They discussed seniors on fixed incomes and programs that are available to help them.

On July 18 he met with Molzen Corbin to discuss “smart meters”

He commented that the Dennis Chavez Sewer Line Extension would be ready for ground breaking in September, and construction should begin in November.

He met with Steve Tomita and discussed the CDBG Grant

He discussed the GO Bonds, and the need to prioritize the list of sidewalks repairs needed.

He expressed his support for Police and Fire Departments; (First Responders). He stated “Police are not the enemy; they have to make life decisions in a split second. We depend on you guys, you run towards the fire, we support you.”

**MAYOR JERAH CORDOVA REPORTED:**  
**(Absent)**

**EXECUTIVE SESSION**

An executive session to discuss pending or threatened litigation, as allowed per the Open Meetings Act Section 10-15-1 (H-7)

Mayor Pro-Tem Darleen Aragon asked for a motion to enter into executive session. Councilor Wayne Gallegos so moved. asked for a second Councilor David Carter seconds the motion. Roll Call Vote:

Councilor David Carter	Yes	
Councilor Darleen Aragon	Yes	
Councilor Frank Ortega	Yes	
Councilor Wayne Gallegos	Yes	Motion Carries

Mayor Pro-Tem Darleen Aragon asked for a motion to re-enter into an open meeting from a closed meeting. Councilor David Carter so moved. Councilor Frank Ortega seconds the motion. Roll Call Vote:

Councilor David Carter	Yes	
Councilor Darleen Aragon	Yes	
Councilor Frank Ortega	Yes	
Councilor Wayne Gallegos	Yes	Motion Carries

Mayor Pro-Tem Darleen Aragon asked for attestation that discussion was limited to discussions of pending or threatened litigation, as allowed per the Open Meetings Act Section 10-15-1 (H-7) and no action was taken. Councilor Wayne Gallegos so moved. Councilor David Carter seconds the motion. Roll Call Vote:

Councilor David Carter	Yes	
Councilor Darleen Aragon	Yes	
Councilor Frank Ortega	Yes	
Councilor Wayne Gallegos	Yes	Motion Carries

**ADJOURNMENT:**

Mayor Pro-Tem Darleen Aragon asked for a motion to adjourn tonight’s Regular City Council Meeting. Councilor Frank Ortega motioned to adjourn. Councilor Wayne Gallegos seconds the motion. Roll Call Vote:



Councilor Frank Ortega	Yes	
Councilor David Carter	Yes	
Councilor Darleen Aragon	Yes	
Councilor Wayne Gallegos	Yes	Motion Carries

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Darleen Aragon, Mayor Pro-Tem

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Leona Vigil, City Clerk, CMC