

# CITY OF BELEN REGULAR COUNCIL MEETING

August 1, 2016

6:00 PM

**CALL TO ORDER** Mayor Jerah Cordova 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  
Mayor Jerah Cordova  
Councilor Wayne Gallegos  
Councilor David Carter

**CITY MANAGER/** Leona Vigil, CMC

**CITY CLERK:**

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

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

## PLEDGE OF ALLEGIANCE

Mayor Jerah Cordova led the Pledge of Allegiance.

## APPROVAL OF AGENDA

Mayor Jerah Cordova stated that he had received a request to amend the agenda as follows. Item #8b (out of state training) needs to move down under item 8d (restructuring /recalling 2008 Bond), pushing up 8c (EMS-MOA) and 8d (2008 Bonds). The reason for this change is to accommodate Councilor Frank Ortega, who needs to leave early today. Mayor Cordova asked for a motion to approve the agenda as amended. Councilor Frank Ortega motioned to approve the agenda. 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 Jerah Cordova asked for approval of the minutes dated July 5, 2016.

Councilor Wayne Gallegos motioned to approve the minutes dated July 5, 2016.

Councilor Frank Ortega seconds the motion. Roll Call Vote:

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

**PUBLIC COMMENT 3 MINUTE PRESENTATIONS:**

Michelle Moore addressed the Mayor and Council. She then realized that she was on the agenda under Presentations 7 (b). Mayor Cordova invited her to continue her presentation. She represents the United Blood Services of New Mexico. She wanted to recognize and honor the fire fighters and police department (law enforcement) from our community for their participation in the “Battle of the Badges”. The Battle of the Badges is a friendly competition between law enforcement and fire fighters to see which department collects the most blood. She stated that local hospitals require approximately 300 units of blood per day to meet their needs. This is the 4<sup>th</sup> yr. that this competition has been conducted. It is however, Belen’s 3<sup>rd</sup> yr participating in this competition. She stated that she was honored to announce this year’s winner; the Belen Fire Department. The firefighters donated 34 units of blood. She continued to share that the Belen Fire Department had won the competition in 2014, 2015 and 2016. She challenged the Police Chief for the 2017 competition. She reported that 1215 units were collected state wide during this competition. She commented that 1 unit saves 3 lives, so on behalf of those patients and families she expressed their sincere gratitude. She thanked the Mayor and Council for their continued support and the Fire Fighters and Police Dept for their participation.

**PRESENTATIONS:**

**Belen Main Street Partnership and Belen Chamber of Commerce Update: Rhona Espinoza**

Rhona Espinoza addressed the Mayor and Council and thanked them for the opportunity to present on behalf of the Belen Main Street Partnership and The Belen Chamber of Commerce. She provided handouts outlining the projects that the Main Street Partnership had completed or are nearing completion. She stated that she has served as Executive Director for the past 4 yrs. She reported that there has been a lot of excitement and energy in this group. The Board is focusing on the revitalization of Main Street which encompasses Reinken to Baca and Main Street to 1<sup>st</sup> Street. She stated that they have completed several great projects, totaling over \$282K. She proceeded by reading the “Mission Statement”. She stated that now that Main Street has been declared a “Certified Main Street” (a process which has been ongoing since 2011) they will be able to apply for other types of grants, and may be eligible for up to \$75k in additional grant money. They are currently working on the Great Blocks Grants, this money will be used to improve signage, lighting, way finders, etc. New Mexico Main Street personnel are assisting them in the grant writing process and will guide them to other grants, and help them find the funding. Ms. Espinoza reported that she recently ordered banners to help promote the Main Street District and the Shop Local Campaign. They are also planning a Food, Fun and Fashion event in October 14th. She expressed appreciation to the City of Belen for their continued support, she assured them that the Main Street Project is making good use of the money. Councilor Wayne Gallegos asked if the MOU is still in effect. She stated that it is in effect for 2 yrs. He also asked about the \$25K City Match.

She replied that they receive an additional \$10K-15K from misc. grants. She again stated that since Main Street has been declared a “Certified Main Street” more grant money will be available. Councilor Gallegos asked if they had a long range plan in place. She assured him that they did. She said they hold an annual retreat where committee members are invited to share their ideas, and together they come up with a plan of the best use of the money to make the City of Belen better. Councilor Darleen Aragon mentioned the flowers that had been planted on Main Street and the Corazon de Belen were sponsored by the Main Street Partnership. She stated that everybody works hard. She also stated that Main Street is a very important part of Belen. Ms. Espinosa added that the \$1,200 that paid for those pots and plants was part on the New Mexico Resilience Grant. Councilor Ortega stated that the City was in the process of giving the Harvey House and Water Tank a facelift. Ms. Espinoza stated that since both of these properties are a part of Main Street they may be eligible for a Resilience Grant (it’s a facade/beautification grant).

Ms. Espinoza proceeded with the Chamber of Commerce Presentation. She provided a packet to the Mayor and Council. She stated that she had served 6 yrs. As Executive Director. She stated that in 2010 when she started there were 65 registered members, to date there are 286 registered members, thus making this the largest Chamber in Valencia County. She thanked the City of Belen for their support. She said that the \$15K she receives from the Lodgers Tax supports the visitors’ center and tourism. She stated that she serves as secretary on the Lodger’s Tax Board Committee. She said she actively participates in planning and execution on all city sponsored events. She said she is honored to represent the City of Belen as needed for Ribbon Cuttings, Welcoming New Businesses etc. She stated that the Chamber currently receives \$1,250.00 monthly compensation from the City of Belen and at this time they are not requesting an increase in compensation. Councilor Frank Ortega complimented her on doing a great job, and expressed his appreciation on behalf of the City of Belen. Councilor Wayne Gallegos also thanked her and said, “Keep up the good work, you are definitely the right person for this job.” Councilor Darleen Aragon commented that the Chamber of Commerce and the News Bulletin had produced a very professional brochure. She thanked her for all her support and guidance. Ms. Espinoza stated “The Chamber is very successful because of your support.” Mayor Cordova said that they had a previous discussion regarding future projects and stated that he looked forward to working closely with the Chamber. Ms. Espinoza thanked the Mayor and Council for their time and the opportunity to present to them.

#### **APPROVAL OR DISSAPPROVAL OF THE JUA BETWEEN THE CITY OF BELEN AND THE USAF MIKE PROVINE**

Mike Provine with Molzen Corbin addressed the Mayor and Council he provided the final proposal from the USAF regarding the Joint Use Agreement for the Belen Alexander Airport Crosswinds run way. He stated that negotiations had been ongoing for quite some time, between the City of Belen, the City Attorney and the USAF. The document presented outlines the use of the airport by the 58<sup>th</sup> Special Operations Wing out of Kirtland AFB, it will be used for operations and training. Contract details were reviewed and discussed regarding estimated costs, allowable costs, termination and

renegotiation clauses etc. Councilor Wayne Gallegos stated that he had been at the last meeting and stated that the USAF is anxious to get this project started. The Federal fiscal year ends in September, and they have money set aside to begin this project immediately. Mike Provine stated that the Air Force is ready to provide rescue training to the Fire Department, he stated that Chief Manny Garcia was also in attendance at the last meeting and is looking forward to getting the training. Councilman Frank Ortega asked City Manager Leona Vigil what her recommendation was. She stated that she had been actively involved in the negotiation process and after reviewing the numbers and contract stipulations with the attorney, Mike Provine and the Council she was in favor of accepting the proposal. City Attorney Renee Barela-Gutierrez reminded the Mayor and council that there was a stipulation in the contract that allowed for termination if needed. She felt that the contract was legally sound. Mayor Cordova, wanted assurance that either party could terminate if an agreement was not reached during negotiations. Renee Barela Gutierrez assured him that that was a provision. Belen citizen Margarita Sanchez asked about noise pollution and if the exhaust would have an impact on the air quality. Mr. Provine stated that an environmental assessment had been prepared according to the National Environment Protection Act. He also stated that the 58<sup>th</sup> Special Operations Wing unit was critical in conducting rescue missions and covert operations.

Mayor Jerah Cordova asked for a motion to approve the JUA as presented. Councilor David Carter motioned that we “Support USAF in their endeavor to defend our country.” Councilor 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 EMS GRT MOA: ADRIENNE KOZACEK, VALENCIA COUNTY**

Adrienne Kozacek addressed the Mayor and Council. She presented an update to the 2009 MOA. She stated that at the time of its inception the MOA served its purpose. However in 2013 Rio Communities came into existence. Rio Communities had not been included in the original MOA for EMS services. The new MOA was created using 2010 census data and 2013 MRCOG census data thus providing accurate population by districts. Projected GRT revenue for 2017 is one million dollars. 60% goes directly to EMS-911 services. The remaining 40% is broken down based on population between municipalities and the unincorporated areas in the county. This MOA will become effective once all entities have signed the document. Councilor Wayne Gallegos questioned if the language stayed along the same lines as the original intent and purpose. Because the citizens voted for it based on the original language he said it was important that the language stays the same. Ms. Kozacek assured him that the language was the same stating “The body is the same, it was just updated.” It appears that the 2009 MOA

was signed by all entities yet did not get recorded at the County Clerk's office. Councilor Frank Ortega noted that there was a clause stating that according to the NM Tort Claims all agencies assume responsibility for liability regarding personal injury or damages. Ms. Kozacek stated that the liability is based on the fact that money is provided to each entity for their use, because they do not hire the staff, they simply provide the entity the money the liability rests on the entity. Ms. Kozacek thanked the Mayor and Council.

Mayor Jerah Cordova asked for a motion to approve the MOA as presented. Councilor Wayne Gallegos motion to approve. 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

**APPROVAL OR DISAPPROVAL OF THE RESTRUCTURING AND THE RECALLING OF THE 2008 BOND: JOHN ARCHULETA, GEORGE K. BAUM**

John Archuleta addressed the Mayor & Council he stated that he had presented some information to them at the July 18<sup>th</sup> meeting concerning options available to the city. He stated that one option available is to refinance the 2008 bonds that were issued at a 5+% interest rate. He stated that those bonds can now be refinanced at a 3+ % interest rate, creating a savings of a 2 %. This would allow new bonds to be issued to pay off the existing bonds. He suggested creating an escrow account creating an overall economic benefit to the city. He requested permission to follow up on the options and provide the Mayor and Council more detailed information. Discussion was held.

Mayor Jerah Cordova asked for approval to restructure and recall the 2008 Bonds. Councilor 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

John Archuleta thanked the Mayor and Council and advised them that the follow up information would be presented in the near future.

**APPROVAL OR DISAPPROVAL OF THE OUT-OF-STATE TRAINING FOR IT AND RISK & SAFETY STAFF TO ATTEND THE ANNUAL CASELLE TRAINING: LORENZO CARRILLO, HR MANAGER**

Leona Vigil addressed the Mayor and Council she stated that she would be presenting for Mr. Carrillo. She stated that out of state travel had been previously approved for 4 other staff members, 2 employees were inadvertently omitted they are Tommy Sanchez IT and Ashley Perez Risk Management. She requested that the approval be extended to include these two employees. The training is Oct 12-13 Las Vegas NV. At a cost of \$ 475.00 per. Councilor Wayne Gallegos stated that he had attended the recent IT meeting; He stated the IT department looks into the meat of the program, also Risk and Safety has an entire component. He felt that it was critical that they get this training, and at this time there is money available for training. Councilor Frank Ortega shared the importance of staff training.

Mayor Cordova asked for a motion to approve the out of state travel. Councilor Wayne Gallegos 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

**APPROVAL OF DISAPPROVAL OF THE IT CONTRACT AGREEMENTS: TOMMY SANCHEZ, IT**

Tommy Sanchez addressed the Mayor and Council he stated that the contracts presented were not new contracts, one of them is adding a new Bizhub to the existing contract for the Belen Business Center. The fee for the new Bizhub will be \$219.96 per month. The second contract for Plateau is to turn on the service at the Business Center, that will have a one-time fee of \$100.00 fee, thereafter the rate will be \$195.00 per month. The second Plateau shows an amount of 28k, this amount has already been paid. The original agreement was signed 2015 but was misplaced. Plateau needs new signatures to get the paperwork filed. Councilor Frank Ortega asked the City Manager for her recommendation. She stated that recurring utility bills are usually signed administratively, but she reiterated that because she wants everything to be transparent, all information, approvals and contracts will be presented to the Governing body.

Mayor Cordova asked for a motion to approve the contracts. Councilor Frank Ortega so moved. Councilor 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

**As previously discussed: Councilor Frank Ortega left at this point.**

**APPROVAL OR DISAPPROVAL OF THE DISPOSAL OF THE UNUSABLE MISCELLANEOUS TANGIBLE ITEMS FROM THE POLICE DEPARTMENT: SCOTT CONNER, POLICE CHIEF**

Chief of Police, Scott Conner addressed the Mayor and Council he stated that the governing body had received pictures of chairs, and other items that he was cleaning out. He said most of these items had been in storage for several years. He said there are several seats that came out of old police cars. He spoke with people from NHQ who provide outfitting for units statewide. They stated that there is no market for these car seats. He said he had received an email from Ashley Perez who stated that she would like to try to auction the chairs. If they are not sold they will be disposed of accordingly. Councilor Wayne Gallegos stated that he had been in contact with a local recycling business in the area, Alliance Recycling. This individual would like to meet with administration regarding handling the recycling for the city. Councilor Gallegos asked that this process be looked into. Councilor David Carter asked about the process of procurement and recycling. Roseann Peralta stated that she would research the process and make everyone aware. Chief Conner stated that there will be more items available for auction.

Mayor Cordova asked for a motion to approve the disposal of these items. Councilor David Carter so moved. Councilor 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

**DISCUSSION DAHL SHEEP FARM: JERAH CORDOVA, MAYOR & DONALD CHAVEZ**

Mayor Cordova stated that Mr. Chavez was not able to attend tonight's meeting so he and the City Attorney Renee Barela-Gutierrez would be providing the information and background. Mr. Chavez is interested in providing the City with a conservation land trust. Mr. Chavez owns 20 acres of property just east of the City limits off Jarales Road. He currently farms DAHL Sheep. He is interested in creating a conservation land trust and entrusting it to some deserving entity. He does not want to sell the property he merely wants someone to care for his sheep when he is unable to. This property is part of the original Belen Land Grant. His main interest is preserving the property and the sheep for the residents of the City of Belen and Valencia County. Former City Attorney Charles Rennick researched the property. Current City Attorney Renee Barela-Gutierrez has continued the research and the conversation. She stated that she had several conversations with Mr. Chavez regarding the conditions of granting the land and the sheep. She advised the Mayor and Council that their primary decision was to determine if they were interested in taking over the conservation of this property and the sheep. She stated that the process of creating a conservation easement land trust was pretty simple. She cautioned them that there would be an added expense in caring for the sheep. She stated that she was prepared to proceed as directed. Mayor Cordova stated that he had toured the area. He said it is a fairly large piece of land where Mr. Chavez breeds and

sells the sheep. Councilor David Carter stated that he did not think the City was in a position to take over a conservation of this sort, but stated that he was willing to check with the FFA at the Career Academy. He said they might consider the project as an agricultural training center. He said he would rather see Vocational Ag kids be given the opportunity to use this as a learning tool. Councilor Wayne Gallegos stated that Mr. Chavez had put his heart and soul into this property, and that it is a very important project and needs to continue to provide the good service that Mr. Chavez has worked so hard for. He stated that if Mr. Chavez needed a fiscal agent to allow him to pursue federal grants, the City of Belen would be happy to oblige. He also stated that FFA or 4H might be a better avenue. Councilor Carter said he would be willing to contact the necessary personnel. Councilor Darleen Aragon agreed that the City of Belen would not be interested in raising sheep. She said animals and plants depend on people to take care of them, and she did not feel that the City was in a position to provide these services. The governing body agreed that the schools might be the best option. Mayor Cordova stated that he would be in contact with Mr. Chavez and offer the idea of working with the schools.

### **INFORMATIONAL ITEMS:**

#### **Leona Vigil, City Manager Reports:**

The ICIP meeting has been scheduled for Wednesday August 3<sup>rd</sup> @ 1:00 p.m. Staff from Molzen Corbin will be presenting a list and timeline of current/ongoing projects. The list will also be reviewed and updated at that time.

The “On call engineering bid opening” was held today. Roseann Peralta, Finance Manager will be presenting the information at the next meeting.

Department Meeting Surveys have been reviewed. They provided some really good input.

There was an electrical fire last week at City Hall. The air conditioners in the Council Chambers “shorted out”.

Three new employees started this week; Deputy Clerk, Finance Clerk, and Street Dept.

An “Emergency Plan Meeting” has been scheduled for Tuesday August 2<sup>nd</sup> @ 10:00 a.m. This meeting is to review processes and procedures for the upcoming monsoon season.

The Union election was conducted last week and passed 10-4.

The City Hall Remodeling Committee will meet on Thursday August 4<sup>th</sup>, Roseann will sit in this committee, she has the money, Steve Tomita, he and Jim Rendi can draw up our vision, and Elena Garcia, she has the flair.

The VIVA III, a non-profit event is scheduled for the weekend of August 5, 6 and 7<sup>th</sup>. This year’s proceeds will go to a local Girl Scout Troop. The event had requested the baseball fields be “tournament ready” since we did not have the manpower to

accommodate this request organizer, Wayne Trujillo stated that he had the equipment and the manpower to get it done, therefore we allowed him to get it done as an “in kind match”.

The Water Rates Committee meeting has been scheduled for August 12<sup>th</sup> @ 9:00 a.m. The committee will consist of a utility clerk, Police Dept. staff, City Councilor, a member of management, a business owner and a citizen. Margarita Sanchez, Belen resident will sit on this committee as a citizen, however, she questioned the committee composition. She wants more citizens as part of the group. She was advised that there are steps that need to be followed. Once the ground work is set it will be open to the public.

The “Sidewalk Workshop” has been scheduled for August 17<sup>th</sup> @ 5:30 in the Council Chambers. This workshop is open to the public. Notices were mailed out in the July water bills. Because the monies for the sidewalks were obtained through a “General Obligation Bond” the Mayor and Council requested that we hold a public workshop.

A Ribbon Cutting has been scheduled for the Belen Business Center on Wednesday August 17<sup>th</sup> @ 1:30. Steve Tomita has worked very hard to make this project a reality.

#### **COMMUNICATION FROM CITY COUNCIL**

##### **Councilor Darleen Aragon reports:**

She has been involved in the Great Blocks Grant meeting. They are getting assistance from the New Mexico Main Street personnel to help write the Grant.

She attended the Economic Development meeting.

She attended a Main Street Partnership meeting at the armory, this is a possible site for its annual Food, Fun and Fashion Show in mid-October.

She served as Mayor Pro-Tem for the past 3 weeks, and Thanked Mayor Cordova for coming back.

##### **Councilor Wayne Gallegos reports:**

He was involved in the pre-audit conference with the auditors. He asked that everyone cooperate with the auditors requests.

On July 21<sup>st</sup> he attended an Older American’s meeting in Santa Fe. He stated that the Tucumcari and Lordsburg office had been combined due to budget cuts. This resulted in all new staff, the old staff was given an opportunity to relocate, but, for most of the existing staff it was not an option.

On July 25<sup>th</sup> he attended the Special Council meeting dealing with budget reviews.

On July 26<sup>th</sup> there was an issue with solid waste. He was getting a lot of complaints and after talking with Hermann Madrid, Streets Supervisor and Alicia Godfrey, Utilities Specialist it was discovered that Waste Management had an issue with a truck that blew

the engine. They had started the route, and were not able to complete it. Waste Management tried different options but were unsuccessful. The City Wide alert notified all residents of the situation, and asked everyone to have their trash out the following day. Everything eventually worked out.

July 28<sup>th</sup> he attended the IT Committee meeting.

Tuesday August 3<sup>rd</sup> is National Night Out. He encourage everyone to attend, stating that it was a great family event. Lots of prizes will be given out. Councilor Gallegos commended former Mayor, Rudy Jaramillo for taking the lead on this project. He stated that Mr. Jaramillo has a partnership with US Foods, who donates the food for this event. This event usually feeds a couple hundred people. Chief Scott Conner added that he would be a participant in the “Dunk Tank” and invited everyone to take a chance at dunking him. Councilor Carter stated that he would be ready to “dunk” the Chief. Roseann Peralta, Finance manager said she will take the first shot.

#### **Councilor David Carter Reports:**

He stated that he had received the text advising citizens about the solid waste issue.

He requested that the Dennis Chavez Sewer Line Extension Town Hall meeting be scheduled. He asked City Manager, Leona Vigil to schedule a date and he would ensure that the gym would be available. Ms. Vigil commented that she spoke with Dale Tafoya, Public Works Director about the meeting, and he had suggested waiting until Molzen Corbin has more concrete information. Councilor Carter stated that the Los Chavez residents just want to be informed, as to the ground breaking date, the costs, the process etc. Ms. Vigil said she would follow up

He mentioned that at the July 18<sup>th</sup> Council meeting, Police Chief, Scott Conner had challenged the Belen High School Girls Soccer Team. He joked that by now, everyone was aware that Chief Conner came in 3<sup>rd</sup>, behind two 10<sup>th</sup> grade girls; Councilor Carter’s granddaughter and Officer Valdez’ daughter. Chief Conner graciously admitted defeat.

He attended the Valencia County Fair Board Banquet and Dance. He said it was a very enjoyable event.

#### **Mayor Jerah Cordova Reports:**

Mayor Cordova stated that he had been out of town, and thanked Darleen Aragon for sitting in as Mayor Pro-Tem.

He also attended the Valencia County Fair Board Banquet and Dance. He said he flew in at 4:00 p.m. and headed over to the event. He said that it was nice to see so many people involved in this event. He was pleased that Lincoln Hill accepted the nomination to sit on the Lodger’s Tax Board.

#### **ADJOURNMENT:**

Mayor Jerah Cordova asked for a motion to adjourn tonight’s Regular City Council

Meeting. Councilor David Carter motioned to adjourn. Councilor Darleen Aragon 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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Jerah Cordova, Mayor

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Leona Vigil, City Clerk, CMC



