

REGULAR CITY COUNCIL MEETING

October 7, 2013

6:00 P.M.

Mayor Rudy Jaramillo called the Regular Meeting of the Belen City Council to order at 6:00 P.M. Roll call taken by Leona Vigil, Deputy Clerk.

PRESENT: Councilor David Carter
Mayor Pro-Tem Jerah Cordova
Mayor Rudy Jaramillo
Councilor Audrey Torres-Vallejos
Councilor Wayne Gallegos

CITY MANAGER, CMC: Mary Lucy Baca, City Manager

DEPUTY CLERK: Leona Vigil, Deputy Clerk

CITY STAFF: See Attached Sign-In Sheet

REPORTER: Barron Jones, VC News Bulletin

OTHERS: See attached sign-in sheet

PLEDGE OF ALLEGIANCE:

Mayor Rudy Jaramillo led the Pledge of Allegiance.

APPROVAL OF AGENDA

Mayor Jaramillo stated that Lenore Pena was unable to present at tonight’s meeting, and he asked to delete 7B from the Agenda. Mayor Jaramillo asked for a motion to approve the Agenda with the said change. Councilor Audrey Torres-Vallejos moved approval of tonight’s Agenda with the said change. Mayor Jaramillo asked if there was a second. Councilor Wayne Gallegos seconds the motion. Roll Call Vote:

Councilor Wayne Gallegos Yes
Councilor Audrey Torres-Vallejos Yes
Councilor Jerah Cordova Yes
Councilor David Carter Yes Motion carried

APPROVAL OF THE MINUTES DATED SEPTEMBER 16, 2013

Mayor Rudy Jaramillo asked for a motion to approve the minutes dated September 16 & 23, 2013. Councilor Wayne Gallegos moved approval of the minutes dated September 16, 2013. Councilor Jerah Cordova seconds the motion. Roll Call Vote:

Councilor Wayne Gallegos Yes
Councilor Audrey Torres-Vallejos Yes
Councilor Jerah Cordova Yes
Councilor David Carter Yes Motion carried

PUBLIC COMMENTS

Mayor Rudy Jaramillo asked if there was anyone with public comment. There were no public comments at this time, and Mayor Jaramillo closed this portion of the meeting.

PRESENTATIONS

INTRODUCTION OF NEW HIRES: MARY LUCY BACA, CITY MANAGER, CMC

Mary Lucy Baca called up Fire Chief Manny Garcia to introduce his new employees. Chief Garcia reported that this year he has been able to bring in 10 new volunteers; Nate Jaramillo; Jonathan Kidd; Jeremy Olivas; Donald Thomas, Diana Lester, Matthew Esquibel, Angela Galvan, Shaylynn Snipes, Paul Diecama, Roman Turran. Police Chief Dan Robb introduced Keith Miller who started on June 17th; Martin Pino started on July 1st and began the Police Academy on July 28th. The Police Department has one vacancy; he is hoping to fill it by the next academy in January. Judge Kathy Savilla introduced her new employee Elizabeth Gonzales. Bertha Flores introduced Leandra Chavez. Marcia Amaro introduced Ashley Mirabel. Stephanie Eagle introduced 5 new employees, Valene Mitchell, Catherine Biancardi, Ronnie Torres, Mike Moreno, Corey Meyer, and Elaine Compton. Hermann Madrid introduced Steve Pettit and Linda Gonzales. The Mayor and Council welcomed all the new employees.

FIRE PREVENTION WEEK PROCLAMATION: RUDY JARAMILLO, MAYOR

Mayor Rudy Jaramillo read and presented the Fire Prevention Week Proclamation to Fire Chief Manny Garcia. A copy of the proclamation is attached hereto and made an integral part of these minutes by reference.

DISCUSSION

ADELANTE PROPOSED GRANT OPPORTUNITIES: Krista Kelly

Krista Kelly, a representative from Adelante, began by giving the Council a brief history of Adelante. A fire occurred at Adelante in May of 2013, and the insurance company is still accessing the damage. At this point, Adelante is not sure if they are going to have to renovate the building or rebuild it completely. Krista believes the insurance company will have them rebuild the building. If they are forced to rebuild, the insurance company will only pay to the extent that the building was in when the fire occurred. Adelante would like to partner with the City of Belen to apply for a CDBG Grant to help aid in the funding for rebuilding. Adelante will provide the staff to administer and apply for the grant. They would like to apply for the \$500,00 which is the full amount, and also look at other projects that might be of interest to the City. The Mayor and council stressed their full support in this effort.

GO BOND ELECTION YEAR: JERAH CORDOVA, COUNCILOR

Councilor Jerah Cordova informed the Council that under State Law, municipalities are allowed to issue General Obligation (GO) Bonds. The GO Bonds must be included with an election so that the decision is up to the voters. He would like to pursue placing a question on the voter’s ballot this year to let the public decide if they would like to support various City project(s). The questions could relate to specific City projects to include streets, sidewalks, alleyways, and building improvements or purchases. Councilor Wayne Gallegos expressed that he is fully in support of the GO Bond questions, and he mentioned that the City needs to keep on top of the time frame. Mary Lucy suggested forming a committee to pick the questions for the ballot. Councilor Carter asked what the City’s capacity was. Mary Lucy did not know at this time and stated she would check with Roseann in Finance.

DISCUSSIONS WITH ACTION REQUIRED

APPOINTMENT OF AIRPORT COMMISSION MEMBERS: RUDY JARAMILLO, MAYOR

Mayor Rudy Jaramillo made a recommendation to appoint Martin Marchi, Insurance Agent; Vicky Husbands, business owner at the airport; Tammi Wiggins, Blue Skies Consulting; Dan Robb, Police Chief; and Rhona Espinoza, Belen Chamber Executive Director to the Airport Commission.

Councilor Audrey Torres-Vallejos made a motion to approve the recommended individuals to be appointed to the Airport Commission. Councilor Jerah Cordova mentioned that the newly appointed individuals should be cautious of a conflict of interest when the individual is representing their business; with that, he seconds the motion. Roll call Vote:

- Councilor Wayne Gallegos Yes
- Councilor Audrey Torres-Vallejos Yes

Councilor Jerah Cordova Yes
Councilor David Carter Yes Motion Carries

APPOINTMENT OF THE P & Z BOARD MEMBERS: RUDY JARAMILLO, MAYOR

Steve Tomita advised the Council that a year ago the Council approved the new Planning & Zoning Board Ordinance. The Ordinance requires a new chairman to be elected every year. There are some vacant seats on the Board as well. At this point the Commission is looking at reorganizing and appointing a new Commission.

Mayor Rudy Jaramillo made a recommendation to appoint Rod Storey and Selma Martinez for a two year term on the P & Z Commission and Tom Greer, Gordon Reeves, and Steve Ethridge for a four year term on the Commission. Councilor Jerah Cordova made a motion to approve the recommended members to the Commission. Mayor Jaramillo asked for a second. Councilor Wayne Gallegos seconds the motion. Roll Call Vote:

Councilor Wayne Gallegos Yes
Councilor Audrey Torres-Vallejos Yes
Councilor Jerah Cordova Yes
Councilor David Carter Yes Motion Carries

APPROVAL OR DISAPPROVAL OF THE AMENDMENTS TO THE EMPLOYEE INCENTIVE PLAN: MARY LUCY BACA, CITY MANAGER

Mary Lucy Baca advised the Council that the amendments to the Employee Incentive Plan include a correction to the spelling of “transfer” and adding a certification for a Landfill Operating Technician at a pay increase of \$800.00 annually.

Mayor Jaramillo asked for a motion to approve or disapprove the amendments to the Employee Incentive Plan. Councilor Wayne Gallegos made a motion to approve the amendments. Mayor Jaramillo asked for a second. Councilor David Carter seconds the motion. Roll Call Vote:

Councilor Wayne Gallegos Yes
Councilor Audrey Torres-Vallejos Yes
Councilor Jerah Cordova Yes
Councilor David Carter Yes Motion Carries

APPROVAL OR DISAPPROVAL OF THE CHANGES TO THE CITY’S PERSONNEL POLICY MANUAL: MARY LUCY BACA, CITY MANAGER

Mary Lucy Baca advised the Council that this issue has been before the Council for discussion and a public hearing has been held. She added that a workshop was held with representatives from each department for discussion and negotiations. Tonight she is seeking approval and adoption of the amended Personnel Policy Manual. Mary Lucy reported that she will meet with each department to go over the new Personnel Policy.

Mayor Jaramillo asked for a motion to approve or disapprove the amendments to the Personnel Policy. Councilor Audrey Torres-Vallejos made a motion to approve the Personnel Policy. Mayor Jaramillo asked for a second. Councilor Wayne Gallegos seconds the motion. Roll Call Vote:

Councilor Wayne Gallegos Yes
Councilor Audrey Torres-Vallejos Yes
Councilor Jerah Cordova Yes
Councilor David Carter Yes Motion Carries

NM DOT CO-OP AGREEMENT: MARY LUCY BACA, CITY MANAGER, CMC

Mary Lucy advised the Council that the CO-OP Agreement has already been approved. A resolution is needed to go along with the Agreement. The Agreement and Resolution were not approved at the same time, because she was advised that a resolution is not needed if the match is waived. However, the match was not waived; therefore the resolution must now be approved and submitted. This Resolution is for various roads, and the match is \$60,333.00.

Councilor Audrey Torres-Vallejos stressed that she was concerned because the Resolution was listed on the Agenda as a CO-OP Agreement approval and not a resolution approval. She was also concerned because the Resolution did not have any descriptive information. She suggested tabling the resolution.

Mayor Jaramillo asked for a motion. Councilor Jerah Cordova made a motion to table the approval of the Co-OP Resolution. Mayor Jaramillo asked for a second. Councilor David Carter seconds the motion. Roll Call Vote:

Councilor Wayne Gallegos	Yes	
Councilor Audrey Torres-Vallejos	Yes	
Councilor Jerah Cordova	Yes	
Councilor David Carter	Yes	Motion Carries

Before we went into Informational Items, Mayor Rudy Jaramillo advised the Council if they receive citizen complaints they should refer the citizen to City Hall so the appropriate Department can handle their situation.

INFORMATIONAL ITEMS

City Manager’s Report: A copy of the City Manager’s Report and the Project’s Report is attached hereto. Mary Lucy advised that there will be a City of Belen and Rio Communities Workshop to discuss police patrol and other items. Roseann has turned in the City’s ICIP. Rio Abajo Days was a big success. She had a meeting with Tony Abo from NM DOT where they discussed road millings and the road transfer; Tony Abo will be retiring in December. Ergonomic & Pathogen Training was held here at City Hall last week. She purchased a couple of ads to be placed in the News Bulletin Locals Edition. Mike Moreno a volunteer for the Harvey House will be presenting at the next City Council Meeting. Celebrate Belen is working on the “Pilgrimage” to take place at Christmas time. Community Gardens received a \$10,000 grant; MainStreet will administer the grant. Leona and Roseann will be attending Clerk’s School next week; she will be attending Clerk School Wednesday-Friday. She will also be attending the Infrastructure Class in October and Election School in November. There will be a Lodger’s Tax Meeting on the 10th. Residents from Bensen Street are content with their road. Mr. Matthew Orneleas’ concern with the sewer issue has been taken care of. The City is flying a pink New Mexico flag in honor of Breast Cancer month. The Council will be honoring former P & Z Commission Members at the next meeting.

QUESTIONS

Cordova: He asked for a final report from P & Z regarding business licenses. He also asked if a notice had been sent out to the newly vacated buildings (subway and lotaburger). Mary Lucy advised that she will check with P & Z and advise the Council. He also stressed that the Celebrate Belen Team must be completely separated from the City of Belen, and it must be a legal entity obtaining a non-profit certificate.

Torres-Vallejos: She wanted to know if the street crew was going to put gravel on First Street. Mary Lucy answered that she just sent a letter requesting road millings. Councilor Torres-Vallejos reported that on Aragon Street, just between the Mesa Rd and the Cemetery, there is a large “drop-off” missing a lot of dirt. Councilor Torres-Vallejos reminded Lucy that all purchasing should go thru the purchasing office; she was referring to the HVAC system at the Harvey House. She mentioned that it is still dark on South Main Street; there still may be some lights out. She commended the Street Staff for their work down Aragon Street. She thanked everyone for their work on the Employee Personnel Policy Handbook.

Carter: He commended the two workers from the Street Department that worked on the Willie Chavez Park. He asked where the City was with the Noise Ordinance. Lucy answered that Steve was going to hold a meeting with the interested parties before amending the ordinance.

Gallegos: He thanked Lucy and all the City Crews for all their work. The fences around some of the City ponds are in disarray and need to be fixed.

COMMUNICATION FROM THE COUNCIL

Councilor Jerah Cordova: He attended the Belen MainStreet Meeting where they discussed opportunities to make improvements to the Tommy's Lounge Property. They are also looking into a rotating car show to be held at the Lardner Property located next to the Post Office. NM MainStreet removed the vigas from Old City Hall; they will be able to restore most of the vigas, however, 6 will need to be replaced. In addition, they will hold a training on how to restore vigas on October 19th. They continue to discuss and work on the Harvey House Gift Store. They will be bringing a Lease Agreement to the City for approval. They are working on a grant for old city hall in the amount of \$20,000.00 for additional restoration. He continues to work with Steve on a downtown planning grant. He was at Rio Abajo representing the Hispano Chamber promoting the Annual Matanza. The Hispano Chamber discussed the Matanza at their last meeting; one of the issues was where to get the pigs and where to have them butchered. He had a meeting last week with Coast Range Investments to discuss Rancho Cielo and the North Belen Interchange; they are staying positive. He is moving into a new house, and has been able to experience first-hand City services; everything is working really well. The only issue is there are no signs on the way to the Transfer Station.

Mayor Rudy Jaramillo: There will be a meeting with Rio Communities at the Belen Public Library to discuss many issues. He attended the ICIP Workshop and the Albuquerque Economic Development Luncheon to keep abreast what is going on in the metropolitan area. He was a participant in the Walk-Through on Christopher Road; there were no issues with the busses. Rio Abajo was a great event; he came in 3rd on the Arm Wrestling Contest. Belen won Los Alamos at the last high school football game; this Friday Belen vs. Los Lunas. BNSF has a check for Celebrate Belen and will present it to them tomorrow. Little League is still working on the fields up at Eagle Park; a tournament will take place this weekend. He was asked to present, and he did present, a proclamation to the Catholic Daughters on Saturday. The new Parish Hall has been a big improvement to the School and the City.

Councilor Wayne Gallegos: He attended the DOT Meeting that was held with Tony Abo. His wife is doing well, and he thanked everyone for their concerns. Rio Abajo Days had a great turn out.

Councilor David Carter: He sat on the Hospital Evaluation Committee; the Committee will be bringing its findings forward at the next meeting. He participated in the ICIP Workshop where they approved 3 top City projects. He attended the Special Council Meeting on 9-13. He attended the Rio Abajo Days. On 10-01 he met with the Westside Developer for an update and the developer is still positive. He along with Councilor Torres-Vallejos met with Leona to go over the City's Procurement Policy and suggest amendments.

Councilor Audrey Torres: She attended the ICIP Workshop. She met with the Chamber Board to discuss Rio Abajo Days. On September 20th she attended the RSVP Luncheon that was held at the Center for Ageless Living. She attended the Chamber Luncheon at the Belen Library on September 30th; they had the Mansion Players perform. She met with Councilor Carter and Leona to participate in the proposed amendments to the City's Procurement Policy. The Belen Art League will be decorating pumpkins on October 31st from 3:30 to 5:50 PM.

EXECUTIVE SESSION:

Mayor Rudy Jaramillo asked for a motion to leave an open meeting and go into an executive session to discuss limited personnel matters, pending litigation and land acquisition.

Councilor Jerah Cordova so moved the motion. Councilor Wayne Gallegos seconds the motion. Roll Call Vote:

Councilor Wayne Gallegos	Yes	
Councilor Audrey Torres-Vallejos	Yes	
Councilor Jerah Cordova	Yes	
Councilor David Carter	Yes	Motion Carries

Mayor Rudy Jaramillo asked for a motion to leave an executive session and return to the open meeting. Councilor David Carter moved the motion. Councilor Audrey Torres-Vallejos seconds the motion. Roll call Vote:

Councilor Wayne Gallegos	Yes	
Councilor Audrey Torres-Vallejos	Yes	
Councilor Jerah Cordova	Yes	
Councilor David Carter	Yes	Motion Carries

Mayor Rudy Jaramillo asked for a motion to attest that discussion was limited to limited personnel matters, pending litigation and land acquisition and that no action was taken. Councilor Wayne Gallegos so moved the motion. Councilor Jerah Cordova seconds the motion. Roll Call Vote:

Councilor Wayne Gallegos	Yes	
Councilor Audrey Torres-Vallejos	Yes	
Councilor Jerah Cordova	Yes	
Councilor David Carter	Yes	Motion Carries

Mayor Rudy Jaramillo asked for a motion to adjourn tonight’s meeting. Councilor David Carter motioned to adjourn the meeting. Councilor Jerah Cordova seconds the motion.

Councilor Wayne Gallegos	Yes	
Councilor Audrey Torres-Vallejos	Yes	
Councilor Jerah Cordova	Yes	
Councilor David Carter	Yes	Motion Carries

/s/ _____
Rudy Jaramillo, Mayor

ATTEST:

/s/ _____
Mary Lucy Baca, City Manager, CMC