



COUNCIL MEETING
Wednesday, May 17, 2017
103 Water St. Elephant Butte, NM 87935
ACTION MINUTES

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Pro-Tem Skinner called the Meeting to order at 2:00pm, and Councilor Rogers led the Pledge of Allegiance.

ROLL CALL

Clerk Rieth called the roll.
Mayor Pro-Tem Skinner, Councilor Lafont, Councilor Trager and Councilor Rogers were all present.
Mayor Kent was not present
Clerk Rieth declared a quorum was present.
Also in attendance were two members of the Press and twelve members of the Public

STATEMENT OF OPEN MEETINGS RESOLUTION AND THREE MINUTE LIMIT PER SPEAKER ON ALL ISSUES

PUBLIC COMMENT

Manager Lucero stated that it is Law Enforcement Week. Council observed a moment of silence for all fallen officers.

PRESENTATIONS

No Presentations at this time

APPROVAL OF AGENDA –

Councilor Rogers made a motion to approve the Agenda

Councilor Lafont seconded.

A Roll Call Vote was held:

Mayor Pro-Tem Skinner voted yes.

Councilor LaFont voted yes.

Councilor Rogers voted yes.

Councilor Trager voted yes.

Motion carried.

MAYOR AND COUNCIL REPORT

Councilor Trager stated that National Pet day is August 26, 2017. Also the 4th Annual Kayak Tourney will be held this Saturday.

Councilor Rogers stated that Councilor Rogers attended a SCRDA Meeting yesterday, this meeting was well attended, in which the preliminary Budget was approved and the City of Elephant Butte contribution is \$11,112 for the next fiscal year. Mayor Pro-Tem asked Councilor Rogers to explain how this figure was come up with. Council Rogers explained that figures are calculated by counting the calls made to or responded to in the City of Elephant Butte. From that calculation a percentage of total operating response is calculated.

Councilor LaFont had nothing to report at this time

Mayor Pro-Tem Skinner stated that Mayor Pro-Tem Skinner attended the New Mexico Governor's Conference on Hospital and Tourism. Social Media is trending. Mayor Pro-Tem Skinner met with tourism Department which they are rolling out Coop Program.

BOARDS AND COMMITTEE REPORTS

Mayor Pro-Tem also stated that John Bokich resigned from the Hospital Governing Board. In the Interim Mayor Kent and Mayor Pro-Tem Skinner would like to appoint Manager Lucero to the Sierra Vista Hospital Board until there is time to legally advertise in the papers, and interview, and subsequently appoint someone.

**Councilor LaFont made a motion to approve the Manager Lucero as Interim Hospital Board Member
Councilor Rogers seconded.**

Manager's Report

Manager Lucero stated that things at the Golf Course have started to settle down after a month that it has been under the City's Ownership. The main thing at this time is getting all the bills changed over. The Golf Course deals with several different companies so it is taking time getting all the bills changed over. Golf Carts are scheduled to arrive on May 30, 2017. Since the carts are gas. Manager Lucero is looking at changing out the tanks at the Golf Course. Manager Lucero would like to thank all the staff because everyone's work load increased tremendously. Manager Lucero reported attending a P&Z Training in Albuquerque. Chief Boone has drafted and Ordinance recommended by P&Z regarding R3 Properties. Manager Lucero and Clerk Rieth are working on finalizing the budget and getting all extra schedules to send to DFA for the 2017-2018 Fiscal Year.

Clerk-Treasurer's Report

Clerk Rieth stated that at looking things related to the Golf Course and at the transition the Credit Card Processing System has been tested and that system is not PCI compliant. The Golf Course is using outdated software as well as unencrypted card readers. The consequences of not being PCI Compliant could range from \$5,000 to \$500,000 which is levied by banks and credit card institutions should a breach occur. This is a huge liability that the city is trying to resolve as soon as possible. In addition to the compliance issues the current credit card Processor is through Open Edge the contract fees are higher than the contract fees through ETS which is the cities Credit Card Processor. ETS uses a secure tunnel within the operating software it is embedded and uses encrypted card readers and is PCI Compliant. The transition from one software system to another is an easy switch so the process has begun; equipment is being delivered to complete the transition. The City will be saving money on every transaction plus the System will now be PCI Compliant. Clerk Rieth stated just as a reminder no purchases or purchase orders will be processed from May 21, 2017 to July 1, 2017, which allows the finance department to close out the Outstanding Accounts Payable for the Fiscal year so that way numbers will be accurate for the 4th Quarter Reports to DFA, and our Final Budget for the new Fiscal Year. Clerk Rieth also stated that Deputy Clerk Apodaca is for the Webinar for Tourism Co-op.

CONSENT ITEMS

**Councilor Rogers made a motion to approve the Consent Items: Approval of Regular Meeting Minutes;
May 3, 2017**

Councilor Lafont seconded

A Roll Call Vote was held:

Councilor Trager voted yes.

Councilor Rogers voted yes.

Councilor LaFont voted yes.

Mayor Pro-Tem Skinner voted yes.

Motion carried.

REGULAR ITEMS

Public Works Director Cole reported that the Water Smart Grant is a grant through BOR. This is a new round of funding that BOR is introducing. It is Federal Funding the city would be applying for the grant, once the Resolution is approved. The grant would be for \$75,000 and would be a \$75,000 dollar match for the City so it would be a total of \$150,000. This will be a One year Project beginning October 2017 through October 2018. This Project is to replace all 479 Water Meters in Elephant Butte and any location where the City provides water services by replacing the Manual Read Meter with Electronic Meters that would also Double check Valve Assemblies and Lead Free Components. Included in this grant would be Electronic Readers which would be pointed at the meter and it would send the read to the device which would in then be uploaded to the computer system for billing. This process would cut manual labor time from two men reading the meter taking approximately 2 days to one man reading all 479 meters in 4 hours.

Councilor Rogers made a motion to approve Resolution 16-17-122 application to Bureau of Reclamation for Water Smart Grant; Councilor Lafont seconded

A Roll Call Vote was held:

Councilor Trager voted yes.

Councilor Rogers voted yes.

Councilor LaFont voted yes.

Mayor Pro-Tem Skinner voted yes.

Motion carried.

Councilor Rogers made a motion to approve The Joint Powers Agreement Establishing a minimum pools at the Elephant Butte Reservoir; Councilor Lafont seconded

A Roll Call Vote was held:

Councilor Trager voted yes.

Councilor Rogers voted yes.

Councilor LaFont voted yes.

Mayor Pro-Tem Skinner voted yes.

Motion carried.

Public Works Director Cole stated that rates have been discussed several months ago. There is a rate increase which is introduction awaiting public input. Projected increase date is July 1st. Rates are the only item that will be changed. The base rate for water was \$18.47 which would increase to a base rate of \$22.59 and the waste water base rate was \$23.10 which would increase to \$40.00. Also, there will be a new commercial rate which never was in the past all commercial sites would pay residential rates. Also, another change would be connection rates for waste water would be \$1,000 for all residential hook ups. Rates were supposed to go into effect in January 2017, but projected date for this change to go into effect will be July 1, 2017. A public Hearing will be advertised scheduled for June 2017 in order for the changes to become effective July 1, 2017

Fire Report

Chief Boone stated that as of April 1st 34 Emergency and Fire Calls in the City of Elephant Butte, 3 in the Lake Shore area, 1 being on State Parks, 3 of these calls were Fire related the other 31 were Emergency Calls. As far as Code Enforcement as of January 1st there have been 47 Violations, 17 of those have received Notice of Violation, approximately 75% of those are considered closed cases, meaning that they have been flagged and since then have become compliant. Of the open cases 2 are on Calle del Sol, 1 on Nambe Loop. As far as additional Fire Report the Department will be staging in an area just behind the Comfort Station this Memorial Day Weekend, staging will begin Friday May 26th and continue to May 29th. Tuesday May 23rd Chief Boone will be meeting with State Parks, State Police, Department of Game and Fish, Sierra Vista Hospital Ambulance and Border Patrol at 10:00AM for a Briefing on how everything will play out Memorial Day Weekend. This past month Chief Boone, Travis Atwell, and Michelle Howard attended an EMS Training in Region 3 Ruidoso.

Chief Boone stated it is required by State Fire Marshall's Office to pass Resolution in changing Boundaries, combining districts, additional 20,000 acres belonging to Lake Shore Fire District and with the merger now

became part of Elephant Butte's district. This information was presented to the county Commission in which it was signed off on. And was also approved by the State Fire Marshalls Office

Councilor Rogers made a motion to approve Resolution 16-17-123 Changing Boundaries of the Lakeshore and Elephant Butte Fire Departments; Resolution; Councilor Lafont seconded

Chief Boone stated that this is actually a Transfer of Tangible Property which is required by DFA on a merger similar to this one. As we transfer Tangible Property it has to be recorded by DFA which will include inventory. The next Resolution will include the lot and the building just to differentiate the Real Property and the Tangible Property.

Councilor Rogers made a motion to approve Resolution 16-17-124 Redefining Lakeshore Volunteer Fire District; Resolution 16-17-125 Transfer of Fire Equipment and Real Property to City of Elephant Butte; Councilor Lafont seconded

ADJOURNMENT:

**Councilor LaFont made a motion to adjourn.
Councilor Rogers seconded.**

Meeting adjourned at 2:44pm.

Minutes approved and adopted at the Regular meeting of the City Council on:

June 7, 2017



Melissa Apodaca, Deputy Clerk

Attest:



Karen Rieth, CMC
Clerk-Treasurer

