



CITY COUNCIL MEETING
Wednesday, OCTOBER 4, 2017
103 Water St. Elephant Butte, NM 87935
ACTION MINUTES

WORKSHOP

Mayor Kent called the Workshop to order at 1:00pm

Mayor Kent stated that the Workshop will be discussing the possible expansion for the Maintenance Department as well as loan options for City Hall Annex. Public Works Director Cole stated that he and Maintenance Supervisor Burlage visited 3 different locations and compared them as potential locations for the Maintenance Department expansion. One location being on 1161 Butte Blvd, which sits on $\frac{3}{4}$ of a lot, with fencing on 95% of that property, this location, has a concrete slab and structure that includes 3 garage doors, the structure is a 60' X 40" building on a $\frac{1}{2}$ acre lot, with access from the fenced in side of the lot. It has a 3 walk in entry points, restrooms with a septic tank on the lot; electricity is present along with water and internet. This lot is sufficient in size to fit the maintenance needs. The building is sufficient in size for our needs with a few upgrades and a few modifications would be needed. The modifications would be office area structure, A/C upgrades, electrical wiring upgrades, garage door modification, a few structural repairs to doors and entry ways. This facility is turnkey ready. It would fit our needs for future growth. It is located a little less centralized than anticipated, but it is located in a commercial area and would have little impact on residential areas. The asking price is \$175,000; this property is unique as they are offering a lease option on an annual basis or terms for a longer than annual lease could be arranged. Public Works Director Cole thinks this is a good option since there is already a structure, fenced yard, and most necessary amenities to suit the needs of the Maintenance Department. Public Works Director Cole made a recommendation of getting the property appraised would be the next step to see what the value is of this piece of property. Another location that was looked at was on Michigan, this option is several broken up pieces of land. Public Works Director Cole stated running into issues with addressing within the current system and also with the county identification of these lots, also these lots are actually not adjacent to the water well as initially assumed, there is a small portion that touches the North West corner of the lot but this is not a beneficial location. The size of the lots would be beneficial and would accommodate the needs of the department, but the financial impact to get them into a usable condition would be extreme. There are no facilities, no structures, no utilities currently set or ready to use. This would be a large undertaking for the City and would also require at least 2 years for planning and securing funding. A third option would be on Warm Springs Blvd, there is a small storage building for sale with a large fenced in lot approximately a $\frac{3}{4}$ acre lot. This Building has 4 bays with low doors, the roof shows visible damage, and the building appears to have stucco on the exterior which would suggest a 2X4 build or stick-built facility. The cost is \$175,000.

Public Works Director Cole stated that after looking at several options the recommended piece of property would be at 1161 Butte Blvd, Public Works Director has spoken with the owner of the facility about an agreement where a lease can be made for 2 years for \$20,000 to make sure it fits the needs of the Department and is to the liking of the Department before the actual purchase is made. This cost is down from the initial asking price of \$1000/month lease. The caveat to that would be that the payment would have to be made for those two years in advance with some of that value going toward a purchase option at the end of the 2 years if the City chooses to move forward with what as the chosen facility.

Public Works Director Cole has done some research into the gas and electrical split at the Sierra Del Rio buildings. It is understood that the cost is about \$1000 per level to split the electrical into sub metered panels that would then breakout from the full metered bill provided by Sierra Electric Coop based on kw/hr. prices, with that being done fairly accurate billing would be based on usage. Public Works Director Cole also checked into the gas split and similar products were found, which would be inline meters that would register usage on each location that are chosen. The same would happen more accurate reading would be given in order to bill more efficiently and accurately according to usage. The cost for the inline metering would be \$880 per location.

Manager Lucero has called NMFA regarding the possible expansions for the Annex but has no new information because NMFA has not returned Manager Lucero's phone call. Mayor Kent stated that a question has come up on what the cost would be to level it out and start over with a completely new building for the Annex. Mayor Kent suggested that the Public Works Director Cole look into the Annex for the possibility of using the Annex building as a potential Maintenance facility. Mayor Kent stressed that anything the city does or chooses has to be presentable.

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Kent called the Meeting to order at 2:00pm, and Councilor Trager led the Pledge of Allegiance.

ROLL CALL

Clerk Rieth called the roll.

Mayor Kent, Councilor Lafont, Councilor Rogers, and Councilor Trager were all present.

Mayor Pro Tem Skinner was Present for the Workshop, was absent for Roll Call but arrived shortly after.

Clerk Rieth declared a quorum was present.

Also, in attendance were 2 members of the public and 2 members of the press

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

PUBLIC COMMENT

Don Sherder, 428 Mescal, Elephant Butte, reported that because of the recent rains "Lake Mescal" has been formed. This area fills up the middle of the road and is running into the garage and residence of one of the residents property Mr. Sherder has asked for many years for the city to do something in that area by raising priority for drainage. Residents of this area have their beds up on blocks to prevent their beds from ruining because every time it rains water goes into their homes. Mr. Sherder requests that the city needs to raise priority for drainage.

APPROVAL OF AGENDA –

Councilor Rogers made a motion to approve the Agenda

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.

MAYOR AND COUNCIL REPORTS

Mayor Pro Tem Skinner reported attending hearings at Spaceport Last Week. This training was about technological advances and new opportunities for industries like space planes, etc. 57% of the state of New Mexico is on public assistance. Virgin Galactic is relocating 100 families this year because of the need of more staff according to Dan Hicks. Mayor Pro Tem Skinner also reported attending the New Mexico Hospitality Summit in Las Cruces this meeting was regarded this expansion of the Convention Center and building a Hotel across the street all in Las Cruces.

Councilor Lafont reported attending the SCRTRD Meeting in Las Cruces. This meeting discussed reorganizing the Organization and getting more busses and transportation. The expectation is to see activity in the next year of some type of transportation and activity coming from Hatch.

Councilor Rogers had nothing to report at this time

Councilor Trager reported attending the SCCOG meeting in Hatch. Linda Dimarino presented programs Main Street is working on also looking at a grant to focus on water harvesting to capture water instead of moving it.

A representative from USDA spoke about some private and public grants. Jay Armijo spoke about discussions he had with Senator John Arthur Smith and Rebecca Dow regarding budget issues and their website "Travel NM" The next SCCOG meeting will be held December 1st in Elephant Butte in Council Chambers.

Mayor Kent reported attending the Legislative Finance Meeting where a discussion was held with Monique Jacobson of CYFD. There is a budget problem across the state. A discussion was held with Senator Smith regarding priorities.

BOARD AND COMMITTEE REPORTS AND APPOINTMENTS

Last Meeting the Board voted to advertise for a Code Enforcement Officer and would like to add Councilor Rogers to the hiring committee for that position

Mayor Pro Tem Skinner and Mayor Kent will be interviewing for the Governing Board at Sierra Vista Hospital in which there has been 3 resumes received.

MANAGER'R REPORT

Manager Lucero reported free labor is coming from the Youth Program. This will allow 3 hours per day for 5 weeks up to 700 hours. The office staff will find things for this person to do. Also, Manager Lucero reported that Planning and Zoning has filed a new Nuisance Ordinances. Manager Lucero spoke with the Judge regarding the Resolution vs. Ordinance. The City should repeal Ordinance and adopt the State Statutes by reference. Manager Lucero is waiting to hear back from Randy Van Vleck. Also, Planning and Zoning tabled the Ordinance regarding Drones. Councilor Trager stated the Federal Parks have outlawed the flying of drones. Comp Plan is almost revised the completion is expected by the end of the month. Manager Lucero emailed NMFA regarding the loan on the Annex but has had no response at this time. Manager Lucero will be in Ruidoso tomorrow to meet with the City Manager of Lovington to discuss billing for Ambulance Services.

CODE ENFORCEMENT REPORT

Chief Boone is unavailable he is at a Fire Conference but left his report for Manager Lucero to present as of today we are at 90 complaints with action and 50 animals at large. Also, 46 Zoning permits have been issued.

CLERK-TREASURER REPORT

Clerk Rieth report that October 15 through October 20 Deputy Clerk Apodaca and Clerk Rieth will be out of the office for Clerk School in Albuquerque as well as November 1 through November 3 for Election School also in Albuquerque. Also, Manager Lucero and Clerk Rieth plan on attending Budget Conference on November 16th and 17th which is an important because of the crosswalk of the chart of accounts for the new system coming in the 2018-2019 Fiscal Year.

CONSENT ITEMS

Councilor Rogers made a motion to approve the Consent Items:

Approval of Regular Meeting Minutes for September 20, 2017

Mayor Pro Tem Skinner 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 HEARING

Public Hearing for Ordinance 169 Uniform Traffic Ordinance

At 2:40pm Mayor Kent opened the public hearing for Ordinance 169 Uniform Traffic Ordinance

Manager Lucero stated that this is the annual changes and the only major changes are UTV's and ATV's on streets.

There being no public comment,

**Councilor Rogers made a motion to adopt Ordinance 169; Uniform Traffic Ordinance:
Mayor Pro Tem Skinner 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.

Mayor Kent closed the public hearing at 2:43pm.

Public Hearing for Ordinance 170 Subdivision Code

At 2:44pm Mayor Kent opened the public hearing for Ordinance 170 Subdivision Code

Manager Lucero reported that this has been in existence since 2013 but had never been adopted. Some changes have been made to establish clarity. Planning and Zoning did approve this subdivision Code as presented

There being no public comment,

Mayor Kent closed the public hearing at 2:46pm.

Councilor Rogers made a motion to adopt Ordinance 170; Subdivision Code

Mayor Pro Tem Skinner 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

Resolution 17-18-108 Budget Adjustment to reconcile General Ledger with Pooled Cash

Clerk Rieth stated that were adjustments that were made from Internal Audits. Adjustments are made so that Pooled Cash matches with General Fund.

Mayor Pro Tem Skinner made a motion to approve Resolution 17-18-108 Budget Adjustment to

reconcile General Ledger with Pooled Cash

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.

Resolution 17-18-109 Budget Adjustment to Debt Services & Fire Funds

Mayor Pro Tem Skinner made a motion to approve Resolution 17-18-109 Budget Adjustment to Debt Services & Fire Funds

Councilor Rogers 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.

Resolution 17-18-110 Budget Adjustment to Transfer from LEPF to General Fund

Mayor Pro Tem Skinner made a motion to approve Resolution 17-18-110 Budget Adjustment to Transfer from LEPF to General Fund
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.

Discussion/Possible action – Meetings for October and November.

The October 18th meeting has to be cancelled or rescheduled since the Deputy Clerk and City Clerk will be out of town for Clerk School. This meeting is to be rescheduled for October 25th. The November 1st meeting will also have to be rescheduled due to the fact that the Clerk and the Deputy Clerk will be in Albuquerque for Election School. This meeting will be rescheduled for November 18th.

EXECUTIVE SESSION

At 3:01pm, Councilor Rogers made a motion to go into Executive Session pertaining to: NMSA 1978 10-15-1(H) (2) Limited personal matters; Sierra Del Rio, City Manager, and City Clerk.
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.

Council came out of executive session at 4:40pm.

Councilor Lafont certified that only matters on the agenda had been discussed, no decisions had been made, and no action had been taken.

ADJOURNMENT:

Councilor Lafont made a motion to adjourn.
Mayor Pro-Tem Skinner seconded.

Meeting adjourned at 4:40pm.

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

October 25, 2017

Melissa Apodaca

Melissa Apodaca, Deputy Clerk

Attest:



Karen Rieth

Karen Rieth, CMC
Clerk-Treasurer

Final Page of Special City Council Meeting Minutes for October 4, 2017