

**REGULAR CITY COUNCIL MEETING**

**December 7, 2015**

**6:00 P.M.**

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 Clerk.

**PRESENT:** Councilor Darleen Aragon  
Mayor Pro-Tem Wayne Gallegos  
Mayor Jerah Cordova  
Councilor Frank Ortega

**ABSENT:** Councilor David Carter

**CITY MANAGER:** Jay Ruybalid

**CITY CLERK:** Leona Vigil, 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 asked for a motion to approve the agenda. Councilor Wayne Gallegos made a motion to approve the agenda. Mayor Jerah Cordova asked for a second. Councilor Darleen Aragon seconds the motion. Roll Call Vote:

Councilor Frank Ortega Yes  
Councilor Wayne Gallegos Yes  
Councilor Darleen Aragon Yes Motioned Carried

**APPROVAL OF MINUTES**

Mayor Jerah Cordova asked for an approval of the minutes dated November 6, 2015. Councilor Wayne Gallegos motioned to approve the minutes. Mayor Cordova asked for a second. Councilor Darleen Aragon seconds the motion. Roll Call Vote:

Councilor Frank Ortega Yes  
Councilor Wayne Gallegos Yes  
Councilor Darleen Aragon Yes Motioned Carried

Mayor Jerah Cordova asked for an approval of the minutes dated November 16, 2015. Councilor Frank Ortega motioned to approve the minutes. Mayor Cordova asked for a second. Councilor Wayne Gallegos seconds the motion. Roll Call Vote:

Councilor Frank Ortega Yes  
Councilor Wayne Gallegos Yes  
Councilor Darleen Aragon Yes Motioned Carried

**PUBLIC COMMENTS**

Mayor Cordova asked if there was anyone with a public comment.

There were no public comments at this time and Mayor Cordova closed this portion of the meeting.

## **PRESENTATIONS**

### **WEB-SITE UPDATE: Lawrence Kaneshiro, IT**

Lawrence Kaneshiro informed the Council that Belen contracted with Real Time Solution, out of Albuquerque, for the new web-site project. Michelle, a representative from Real Time Solution, reported that the project is 75-85% complete. She apprised the Council that they are waiting on more content from some of the City's departments. Once the content is received, the site should launch by the end of December or beginning of January. The unofficial site can be seen on belen-nm.sks.com

### **BELEN'S 275<sup>TH</sup> ANNIVERSARY PROCLAMATION: Jerah Cordova, Mayor**

Mayor Jerah Cordova read the attached proclamation in honor of Belen's 275<sup>th</sup> Anniversary. Mayor Cordova asked the Council if they had any ideas on ways to celebrate throughout the year, to let him know. Mayor Cordova would like to re-establish the Belen Land Grant and has ideas for the Airport.

### **BUSINESS INCUBATOR UPDATE: Steve Tomita, P & Z Director**

Steve Tomita reported that he has been working on the maintenance of the old armory building. He advised the Council that the UNM Small Business Development Center has been set up in the front south side of the building. The heating system is up and running. He wants to remove the raised floors to meet ADA regulations. He pointed out that the electric will not be in compliance once they start with the construction. He has called a couple of contractors to give him some quotes on a miniature design build. Steve has set a budget of \$50,000 for the design-build. He has called Century Link to replace the hub for internet service. Steve mentioned that he placed an ad in the paper announcing the opening of the center. He also sent out an announcement through the Chamber. Once the renovation is complete, he will plan for a grand opening. Councilor Frank Ortega stressed that Steve should let the contractors know what we need. Councilor Gallegos and Councilor Ortega stressed that the City should come up with the scope of work. Councilor Frank Ortega suggested using the City engineers to do the scope of work.

## **DISCUSSION**

### **CASTILLO ROAD TRAFFIC FLOW CONFIGURATION: Steve Tomita, P & Z Director**

Steve proposed increasing the parking from Main Street to 9<sup>th</sup> Street. He informed the Council that the only way to increase the parking is to keep parallel parking on one side of the street and diagonal parking on the other side. He stated that the street is not wide enough to do diagonal on both sides of the street. He explained that with the proposed parking spaces, the road becomes too narrow for two way traffic. He informed the Council that in order to provide the proposed parking, the street would have to be turned into a one-way. Councilor Gallegos asked if the one-way would be one way in or one way out. Steve answered one-way in. Councilor Gallegos asked Steve who would look at this proposal, an engineer. Steve answered that he would be submitting an application to the State Highway. Steve mentioned that he already talked to the State Highway and they liked the idea. Steve apprised the Council that John Best is doing a layout. Councilor Gallegos asked if all the business in that area were aware of this. Steve answered yes and several of them showed up to the P & Z Meeting. Comments were made at the P & Z to take the parking up to 9<sup>th</sup> Street. Councilor Gallegos asked what the recommendation of P & Z was. Steve answered that they recommended moving forward for approval. Mayor Cordova apprised the Council that this issue was prompted by businesses in that area, because they have had an access problem for years. Steve will have the P & Z Minutes and the diagram at the next meeting.

**DISCUSSION WITH POSSIBLE ACTION**

**APPROVAL OR DISAPPROVAL OF THE VARIOUS OPTIONS FOR CITY OWNED PROPERTIES, INCLUDING POSSIBLE SALE: Steve Tomita, P & Z Director**

Councilor Carter sent an email that stated his thoughts on the City properties, “sell them”. Steve started off with the two properties on Aragon. He stated that there are a couple of options. One option is to keep them, but we are obligated to renovate and restore the buildings. The other option is to give them back to the State. He advised the Council that the State has not responded to the City’s letters or phone calls. The State has advised Jay Ruybalid that they will come down and do an assessment on the properties. Steve continued, the third option is to sell them, but the City will have to pay the State back their purchase price. If the amount the City sells the properties for is less than the purchase amount, the City will have to compensate the difference. The property addresses are 105, 125 & 229 Aragon. Councilor Gallegos recommends selling the properties and using the money in that area. Councilor Ortega recommends selling them; he stressed that they are falling down. Jay’s recommendation is to send a letter to DOT advising them that City Council has agreed to proceed with selling the properties, so that they have official notice. Councilor Ortega suggested adding photos to the letter. Councilor Gallegos suggested being specific where the monies will be going after the sale of the properties. Councilor Aragon asked how the sale of property would take place. Leona answered that the sale will have to be offered to everyone; if there are no offers, the properties can go to auction.

Mayor Cordova articulated what has been discussed. The properties at 105 and 125, the City will proceed with a sale, retaining and reinvesting the money from those sales for use directly in the area of those properties. A letter is going to be issued to NMDOT that contain photographs of the properties, letting them know that we are going to sell those properties. Councilor Aragon asked how we know what the fair market value is. Mayor Cordova answered that it will have to be appraised.

Mayor Jerah Cordova asked for a motion to that affect he just articulated. Councilor Frank Ortega made a motion to move on the properties at 125 and 105 Aragon. Mayor Jerah Cordova asked for a second. Councilor Wayne Gallegos seconds the motion. Roll Call Vote:

Councilor Frank Ortega	Yes	
Councilor Wayne Gallegos	Yes	
Councilor Darleen Aragon	Yes	Motioned Carried

Mayor Jerah Cordova articulated the direction of 229 Aragon (Carter Park). We want to retain and renovate it as a park. Mayor Cordova asked for a motion to that affect. Councilor Frank Ortega so moved. Mayor Cordova asked for a second. Councilor Wayne Gallegos seconds the motion. Roll Call Vote:

Councilor Frank Ortega	Yes	
Councilor Wayne Gallegos	Yes	
Councilor Darleen Aragon	No	Motioned Carried

Mayor Cordova reported that the next set of properties are south of town which are on the map that Steve provided. A copy of that map is attached hereto and made an integral part of these minutes by reference. Steve reported that Parcels 2, 3, and 4 have a condition on them. If the City does not use them they will revert back to the Conservancy District. Steve informed the Council that the property was picked up by the City, some time ago, for the intent of an industrial park. Parcels 1, 5 and 6 can be sold; they can be leased them all out for potential agricultural use. Councilor Gallegos suggested, any sales, put the money back in that area. Councilor Gallegos reported that Parcel Number 7 was the old landfill. Councilor Gallegos pointed out that to the left of that parcels, there is a whole other section of city property that is not showing up on this map. Councilor Ortega asked Steve if the City owns water rights on Parcels 1, 5, 6. Steve answered no.

Mayor Cordova asked if the Council wanted to take action on any of these properties today. Councilor Wayne Gallegos replied, “We need to wait, sir”.

Mayor Cordova asked Steve to reach out to Casa de Vida Nueva to let them know the properties the City have available. Councilor Gallegos emphasized, “Let’s make for sure what we have and let everyone know what properties we have”.

Mayor Cordova mentioned that the City has more property underneath the Bluffs. Councilor Gallegos stated that that property used to be a landfill and it was later a baseball field.

**APPROVAL OR DISAPPROVAL OF THE 2016 WATER TRUST BOARD APPLICATION: Jay Ruybalid, City Manager**

Jay Ruybalid reported that he was insured by Molzen & Corbin as well as by the Water Trust Board that the application process does not delay the project of the redrilling of Well # 5. Councilor Gallegos stressed his concern, “When we self-fund a project there are certain things that we don’t have to do than when we use state money”. Dale agreed with Councilor Gallegos, “We would have to do a lot more testing, and environmental studies”. Councilor Gallegos mentioned, “By the time we start doing the work the costs is going to go up quite a bit”. Jay concurred that there would be costs associated to us for not self-funding the project, but those costs are not equivalent to the total cost of the project. Jay projected the cost to be about 100,000 on top of self-funding the project. Jay emphasized, if we get the funds, which is \$800,000 and subtract a 100,000 from that, we would still be getting \$700,000 worth of funds. Jay advised the Council that the preliminary qualification is in January, and after the Legislative Session in April, we will find out exactly what monies we are receiving. The project should be ready to go out for bid in April and May and construction should begin in late April early May. Jay explained, “If we self-fund it, the final design would be ready in late March or early April”. He reiterated what he said earlier; There will be a difference of \$1000,00 in cost going through a grant. Jay reported that the money from the Water Trust Board is 60% grant and 40% loan. Councilor Frank Ortega believes we should self- fund our well, and use the water trust for Martha Jean.

Mayor Jerah Cordova asked for a motion. Councilor Wayne Gallegos motioned to approve. Mayor Jerah Cordova asked for a second. Councilor Frank Ortega asked if the motion was to approve Martha Jean. Mayor Cordova advised Councilor Ortega that the motion is to approve the resolution for the application which is for specifically for 956,000 from the 2016 Water Project Fund for replacement of Well #5. Councilor Ortega asked if we go for that, can we use the self-funding into Martha Jean. Mayor Cordova replied that the money they would be using to self-fund will be set aside for other projects. Councilor Ortega seconds the motion. Roll Call Vote:

Councilor Frank Ortega wants an estimate on water and sewer lines for Martha Jean at the next meeting.

Councilor Frank Ortega	Yes	
Councilor Wayne Gallegos	Yes	
Councilor Darleen Aragon	Yes	Motioned Carried

**APPROVAL OR DISAPPROVAL OF THE JOINT RESOLUTION IN SUPPORT OF THE DENNIS CHAVEZ ELEMENTARY SCHOOL SEWER LINE PROJECT: Frank Ortega, Councilor**

Councilor Frank Ortega introduced Max Cordova, Belen School Member, who was in the audience. Councilor Ortega reported that this issue came up in 2010, because the school was close to one million gallons of sewer. The Belen Council, Belen Schools, and the County met to discuss designing something at the school site, where they can put up lift stations. The sewer line would start from Sheriff’s Posse, which is approximately 12,000 linear feet with 4 lift stations, 4 vacuum sewer pumps, 6 vacuum sewer mains and 8 vacuum sewer areas 8”. They will also place division valves. Councilor Ortega stressed that this is going to be a group effort between the City, County, Schools and the DOT. The total cost in 2012 for this project was about 3.1 million dollars. When the plan was first proposed, they planned on just doing it for the schools, but people wanted stub outs in that area. Councilor Ortega stated that the City will take responsibility for the lift stations and maintenance. Councilor Wayne Gallegos informed the Council that there is a moratorium that the City cannot provide

service, unless they are in the City limits, so there is a chance for the City to annex north. Councilor Ortega reported that the first Phase of the project is to run the sewer line from the Sheriff's Posse to Dennis Chavez School. Phase II will be setting stub outs, to include 281 service areas.

Clara Garcia asked if this would only be on one side of Hwy 314. Councilor Ortega answered no, that is why they need permission from the DOT. Councilor Ortega and Gallegos agreed that this is a win-win situation for the School and the City.

Max Cordova mentioned that there is a School Bond Election coming up and he is hoping some of the bond will go towards this project.

Mayor Cordova asked Dale Tafoya, Public Works Director if the Waste Water Treatment Plant can handle this. Dale answered that the plant can handle the School, but he is not sure if it could handle any other additions. Dale suggested installing a grinder station, which will save a lot of money. Councilor Ortega pointed out that taking in more flow opportunities gives opportunity for more funding.

Mayor Jerah Cordova reported that the resolution requires three things from the City of Belen; the City will participate in formally requesting special appropriations from NM State Legislation in the amount of 3,840,000, the City will support the project and cooperate as needed, the City will make sure the legislature gets a copy of this resolution. With that, Mayor Jerah Cordova asked for a motion. Councilor Frank Ortega motioned to approve. Mayor Jerah Cordova asked for a second. Councilor Wayne Gallegos seconds the motion. Roll Call Vote:

Councilor Frank Ortega	Yes	
Councilor Wayne Gallegos	Yes	
Councilor Darleen Aragon	Yes	Motioned Carried

**APPROVAL OR DISAPPROVAL OF THE 2016 PAID HOLIDAY SCHEDULE: Leona Vigil, City Clerk**

Leona asked Mayor Cordova to table the item. She apprised the Council that the State has not yet approved their Holiday Schedule and Belen usually follows their schedule. Mayor Cordova indicated that no action will take place.

**INFORMATIONAL ITEMS**  
**CITY MANAGER'S REPORT**

Jay reiterated what Dale Tafoya reported earlier on the sewer line extension; the cost will be significantly lower with the installation of a grinder pump. Jay reported that the Legislation Dinner went really well. He attended the Follow the Star Event, which was fantastic. He thanked the crews for cleaning the City parking lot. He announced that there is a Valencia Council Government Meeting a week from today. He further reported that the Camino de Llano Ponds Project is complete and the parking lot project behind the Senior Center will start Thursday. The Airport Runway Ribbon Cutting went well. The Mesa Rd Drainage Project is almost complete, two more service drains need to be installed. The work on the lights on the Aragon Bridge is done; they are just waiting on the lights. There will be a National Education Association Town Hall Meeting with Senator Sanchez this Thursday at City Hall at 6:00 P.M.

**COMMUNICATION FROM CITY COUNCIL**

**Councilor Darleen Aragon:** She attended the Legislative Dinner and The Follow the Star Event. She invited everyone to go see the Bugg Lights Display at the Harvey House.

**Councilor Wayne Gallegos:** He attended the Ribbon Cutting at the Airport, which was well attended. He reported that the Miracle on Main Street Event was moved to First Street. He stated that the parade needs some attention and some issues on safety and parking need to be addressed. On the 30<sup>th</sup> he met with Camino Real Authority, their audits went well. He too mentioned the Legislative Dinner went well. He mentioned that Follow the Star was great. He attended the Fire Department Award Banquet which went well. On the 6<sup>th</sup> the Pastorela was at Our Lady of Belen.

**Councilor Frank Ortega:** He did everything that everyone else did. He added that he attended the Town Hall Meeting with State Rep Kelly Fajardo at Ribs Restaurant, which was well attended. He asked the question on the driver's license issue. They assured Councilor Ortega that they are working on the problem. He attended the County Commission Meeting. There were two groups at the Commission Meeting, and they want their money back. Councilor Ortega wanted to state for the record that Belen has done quite a bit to retain the hospital here; The City has provided property, a new street, a sewer line and a completed airport.

**Mayor Jerah Cordova:** He went to a MRCOG Legislation Priorities Meeting. The thing that stood out the most at the meeting was that Valencia County is the only County in the mid-region that does not have an Economic Development Organization. He emphasized that we need to get an Economic Development Organization that covers the entire County and that is independent. He had a complaint regarding a sewer line in the alley way off of Castillo. He attended the Legislative Dinner, Follow the Star, Fire Department Banquet. He distributed some information to a high school student who is writing a scholarship on the City of Belen and the nativity issue.

**EXECUTIVE SESSION:**

Mayor Jerah Cordova asked for a motion to go into executive session to discuss pending or threatened litigation in reference to the hospital as allow per the Open Meetings Act. Councilor Wayne Gallegos so moved. Councilor Aragon seconds the motion. Roll Call Vote:

Councilor Frank Ortega	Yes	
Councilor Darleen Aragon	Yes	
Councilor Jerah Cordova	Yes	Motion Carried

Mayor Jerah Cordova asked for a motion to return to an open meeting from a closed meeting. Councilor Darleen Aragon so moved. Councilor Wayne Gallegos seconds the motion. Roll Call Vote:

Councilor Frank Ortega	Yes	
Councilor Darleen Aragon	Yes	
Councilor Jerah Cordova	Yes	Motion Carried

Mayor Jerah Cordova asked for attestation that discussion was limited to pending and threatened litigation in reference to the hospital and no action was taken. Councilor Wayne Gallegos so moved. Councilor Frank Ortega seconds the motion. Roll Call Vote:

Councilor Frank Ortega	Yes	
Councilor Darleen Aragon	Yes	
Councilor Jerah Cordova	Yes	Motion Carried

**ADJOURNMENT:**

Mayor Jerah Cordova asked for a motion to adjourn tonight's Regular City Council Meeting. Councilor Frank Ortega motioned to adjourn. Councilor Darleen Aragon seconds the motion. Roll Call Vote:

Councilor Frank Ortega	Yes
Councilor Darleen Aragon	Yes

Councilor Jerah Cordova    Yes    Motion Carried

/s/ \_\_\_\_\_  
Jerah Cordova, Mayor

/s/ \_\_\_\_\_  
Leona Vigil, City Clerk, CMC