



**MINUTES OF THE REGULAR RATON CITY COMMISSION
MEETING HELD ON TUESDAY, JANUARY 11, 2022 AT 6 PM**

I. CALL TO ORDER:

Mayor Neil Segotta called the meeting of the Raton City Commission to order at 6:00 p.m.

II. ROLL CALL/ATTENDANCE:

Answering roll call was: Mayor Neil Segotta, Mayor Pro-tem Linde' Schuster. Commissioners: Ronald Chavez, Donald Giacomo and Lori Chatterley. Also present were City Manager Scott Berry, Deputy Clerk Desire'e Trujillo, Clerk/Treasurer Michael Anne Antonucci and 5 visitors.

III. MAYOR SEGOTTA LED EVERYONE IN THE PLEDGE OF ALLEGIANCE:

IV. RECOGNITION OF VISITORS, CITIZEN OF THE MONTH AND/OR PRESENTATION OF PROCLAMATION, SERVICE AWARD, CONGRATULATIONS, CONDOLENCES, HOLIDAY SCHEDULES, AND CITY/MUNICIPAL EVENTS:

- All City offices will be closed January 17th in Observance of Martin Luther King
- Next Regular Commission Meeting Tuesday, January 25, 2022 at 6:00 p.m.

V. ITEMS FROM CITIZENS PRESENT:

Brian Williams with Spectra Comm was present and spoke of the plans they have to upgrade the tower on Goat Hill that they recently purchased from C & C Communications. He stated that they would be tying into the services they already provide to Northern New Mexico as well as upgrading anything Wi-Fi related and that they are talking to BACA Valley to get fiber optics connected for a bigger attraction. He also stated they would offer mobile radio but will not have a local fulltime employee due to not enough demand at this time.

VI. ACTION ITEMS/ PUBLIC HEARINGS/ORDINANCES/ RESOULTIONS/ CITY MANAGER'S REPORT- The City Commission may discuss and/or take actions on the following agenda items:

A. DELIBERATE AND ACT on re-organization of the City Commission

A motion was made by Commissioner Ronald Chavez to keep the appointments of Mayor Neil Segotta and Mayor Pro-tem Linde' Schuster the same. Commissioner Lori Chatterley made a motion to close the nominations. The motion carried 5-0 with a unanimous roll call vote of "yes".

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B. *DELIBERATE AND ACT on Appointment of Commission Members to the City Boards*

The Commission discussed which board the Mayor and Mayor Pro-tem automatically serve on and who would like to stay on the boards that they currently serve on and who would like to change. After going through this process the following board appointments were decided:

Raton Public Service: Mayor Segotta and Commissioner Giacomo
Raton Water Board: Mayor Pro-tem Schuster and Commissioner Chavez
Senior Center Board: Commissioner Chatterley
Financial Advisory Board: Commissioner Chavez
ETZ Zoning Authority: Mayor Segotta
North Central NM Economic Development District: Commissioner Chatterley with Mayor Pro-tem Schuster as an alternate
Library Board: Commissioner Giacomo
Lodgers' Tax Liaison: Mayor Segotta and Mayor Pro-tem Schuster

There was no further discussion as all concurred with the changes to the boards.

C. *DELIBERATE AND ACT on Approval of Minutes for Regular Meeting held on December 14, 2021*

A motion was made by Mayor Pro-tem Linde' Schuster to approve the Minutes for Regular Meeting held on December 14, 2021 with one minor correction. The motion was seconded by Commission Donald Giacomo and carried 4-0 with all voting "aye". Mayor Segotta abstained from the vote due to not being present at the meeting.

D. *DELIBERATE AND ACT on Resolution 2021-74: Adopting Travel Policy Relating to the Reimbursement and Travel for Per Diem and Mileage Expenses for Public Officers and Employees of the City While on Official City Business (action postponed on 12/14/21)*

City Manager Scott Berry stated due to needing more time to gather additional information he requested postponing any action taken on Resolution 2021-74 Adopting Travel Policy Relating to the Reimbursement and Travel for Per Diem and Mileage Expenses for Public Officers and Employees of the City While on Official City Business until the January 25th Commission meeting. A motion was made by Commissioner Ronald Chavez to postpone Resolution 2021-74. The motion was seconded by Mayor Pro-tem Schuster and carried 5-0 with all voting "aye".

E. *DELIBERATE AND ACT on Resolution 2022-01: Public Meeting Policy*

City Manager Scott Berry stated the Public Meeting Policy is something that is reintroduced at the beginning of every year to stay in compliance with the State of New Mexico's Open Meetings Act. He also noted it is to give adequate notice to the citizens of Raton of the Commission meetings day, time and place. City Clerk/Treasurer Michael Anne Antonucci pointed out that there was some additional language added to the policy in regard to an

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emergency meeting stating the City Clerk will notify the Attorney General's Office within ten (10) days of any action taken. There was some discussion on what may transpire if the pandemic continues and zoom meetings are required. A motion was made by Commissioner Lori Chatterley to approve Resolution 2022-01 Public Meeting Policy. The motion was seconded by Commissioner Donald Giacomo and carried 5-0 with all voting "aye".

F. *DELIBERATE AND ACT on Appeal to City Commission on Vacant Building Determination for Property Located at 1101 S. 2nd Street (action postponed on 12/14/21)*

City Manager Scott Berry stated this appeal was postponed at the December 14th meeting to allow the property owners to speak to the Commission on their behalf. He noted that the property owners were notified of the hearing at tonight's meeting, and neither were present. Commissioner Chavez stated that the property owners have been given an ample amount of time to address the reasoning behind their appeal and failed to contact or reach out in any way to any of the Commissioners. There was some discussion on the positive effects of this ordinance and the great need for it, to improve our town. Commissioner Ronald Chavez made a motion to uphold the City's determination regarding the Appeal to the City Commission on Vacant Building Determination for Property Located at 1101 S. 2nd Street. The motion was seconded by Commissioner Lori Chatterley and carried 5-0 with a unanimous roll call vote of all voting "yes".

G. *DELIBERATE AND ACT on Additional Capital Outlay Funding Priorities for 2022 Legislative Session*

City Manager Scott Berry stated that due to the amount of funding that is available for Capital Outlay requests this year he wanted to add two additional important projects for the 2022 Legislative Session. Kearny School Film Production Facility Project for building renovation, construction equipment, and furnishings ICIP ID No. 18054 in the amount of \$2,500,000. Raton Community Center Renovation/ Community Kitchen Expansion for building restoration and renovation as ICIP ID No. 9671 in the amount of \$1,500,000. He noted that if the Commission approves, he will be submitting these additional requests tomorrow, January 12th. There was some discussion on this being a great year with some great ideas. A motion was made by Commissioner Lori Chatterley to approve the Additional Capital Outlay Funding Priorities for 2022 Legislative Session. The motion was seconded by Commissioner Donald Giacomo and carried 5-0 with all voting "aye".

H. *DELIBERATE AND ACT on Grant Amendment Between the City of Raton and CYFD Agreement #21-690-3200-20841 for Short Cycle Funding*

City Clerk/Treasurer Michael Anne Antonucci stated she has been corresponding with CYFD about the agreement, which was approved, but has been delayed in the Legal Department. Due to the delay Clerk/Treasurer Antonucci requested to postpone Grant Amendment Between the City of Raton and CYFD Agreement #21-690-3200-20841 for Short Cycle Funding until the January 25th Commission Meeting. A motion was made by

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Commissioner Lori Chatterley to postpone. The motion was seconded by Commissioner Donald Giacomo and carried 5-0 with all voting "aye".

I. *DELIBERATE AND ACT on Amendment to Subcontract Between the City of Raton and Human Resource Development Associates Inc.*

Due to the Subcontract Amendment being held up in the CYFD Legal Department a motion was made by Commissioner Lori Chatterley to postpone until the January 25th meeting. The motion was seconded by Commissioner Donald Giacomo and carried 5-0 with all voting "aye".

J. *DELIBERATE AND ACT on American Rescue Act Funding Transfer Agreement Between the City of Raton and Raton Public Service for Hardship Waiver Program*

City Manager Scott Berry stated Resolution 2021-70 was brought to the Commission for their consideration at the December 14th meeting and was approved. The resolution was to allocate \$75,000 from the American Rescue Act Funding to help assist those in need of upgrading their meters but don't have the funds to do so due to the COVID pandemic. Raton Public Service Director Dave Piancino expressed his appreciation of the funding assistance due to the importance of the upgrade for safety reasons. A motion was made by Commissioner Lori Chatterley to approve the American Rescue Act Funding Transfer Agreement Between the City of Raton and Raton Public Service for Hardship Waiver Program. The motion was seconded by Commissioner Ronald Chavez and carried 5-0 with all voting "aye".

K. *DELIBERATE AND ACT on Resolution 2022-02: Approval of November 2021 Financial Report*

City Clerk/Treasurer Michael Anne Antonucci stated she was bringing the November 2021 Financial Report to this meeting due to no second meeting in December. She went over the ending cash balances of all the funds as of December 2021. She also went over the year-to-date GRT, current gas tax comparison, lodgers' tax comparison, and the unaudited financial statements. With no questions from the Commission a motion was made by Commissioner Donald Giacomo to approve Resolution 2022-2: Approval of November 2021 Financial Report. The motion was seconded by Mayor Pro-tem Linde' Schuster and carried 5-0 with all voting "aye".

L. *DELIBERATE AND ACT on Resolution 2022-03: Budget Adjustment #6 FY22*

City Clerk/Treasurer Michael Anne Antonucci went over the requested adjustments in the general fund, special revenue fund, lodgers' tax non promo fund, economic development fund, juvenile justice grant fund, capital outlay fund, and the buildings fund. With no questions from the Commission a motion was made by Commissioner Ronald Chavez to approve Resolution 2022-03: Budget Adjustment #6 FY22. The motion was seconded by Mayor Pro-tem Linde' Schuster and carried 5-0 with all voting "aye".

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M. CITY MANAGER REPORT

- City Manager Berry reported the notice to proceed was issued for the Greenhouse Construction Project which is expected to be operational by July 1st.
- City Manager Berry reported attending the preconstruction conference for the Airport Hangar and the notice to proceed was issued.
- City Manager Berry reported the Airport Taxiway Project is complete but that they are still needing to do the PAPI Precision Flight check.
- City Manager Berry reported all the paving projects are currently on hold and will be picking back up in the later winter months.
- City Manager Berry reported he met with NM Economic Development Representative Trisha Korbas on zoom for a preapplication meeting and is anticipating funding by January 28th for the Kearney School Project.
- City Manager Berry reported he is planning to attend the zoom Summit for City Infrastructure on Friday, January 14th which was organized by Governor Michelle Lujan Grisham in hopes to bring better broadband service city wide.
- City Manager Berry reported a schedule has been laid out for the bid and construction of the electrical improvements needed at the Armory as well as the Airport.
- Commissioner Chatterley stated she will not be able to attend the regular Commission meeting on January 25th, in person or by conference call.

VII. ADJOURNMENT:

The meeting adjourned at 7:03 p.m.

CITY OF RATON


James Neil Segotta Jr., Mayor

ATTEST:

Michael Anne Antonucci, City Clerk