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2 **MINUTES OF A REGULAR MEETING**
3 **OF THE GOVERNING BODY OF THE TOWN OF BERNALILLO**
4 **HELD AT THE TOWN HALL**
5 **January 08, 2018**
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7 The Governing Body of the Town of Bernalillo met in a regular session within the law and rules
8 of the Town on January 08, 2018, at 6:30 P.M.
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10 Upon roll call the following members were found to be present:

11
12 **PRESENT:** **ALSO PRESENT:**
13 Councilor Jaramillo Mike Kloeppe
14 Councilor Dominguez
15 Councilor Sisneros
16 Councilor Prairie
17 Mayor Torres
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22 **ABSENT:** **Others Present Not Identified**
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25 **APPROVAL OF AGENDA: 4a)**

26 Councilor Prairie moved to approve the agenda as presented. The motion was seconded by
27 Councilor Dominguez and the motion carried unanimously.
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29 **PRESENTATIONS: 5a) Update on Water Issues. Presenter: Carole Christiano**

30 Carole Cristiano of Lee Wilson and Associates presented a Water Rights Management Project
31 Summary for the Town of Bernalillo.
32

33 **Overall Water Rights**

34 The Town currently has rights adequate to divert 2278 AFY
35 In 2016, the Town diversion was 1308 AFY.
36

37 **Water Rights Supply**

38 There are a number of water credit holders; at this time, most have an asking price which is
39 above \$18,000/AF. Greenstone has water credits that slowly sell to commercial projects; price is
40 lower than \$18,000/AF.

41 The Town is currently leasing 100 AFY to Audubon for in-stream flows; Leases may increase as
42 Los Lunas contracts expire.
43

44 **Possible Reductions in Supply**

45 Water rights may be impacted by San Juan Chama Project (SJCP) shortage.

46 If 50 % of the SJCP rights are available, diversion would be limited to 1878 AFY; however, the

47 Town has 400 AFY shortage allocated in Abiquiu.
48 Town may need to provide up to 90 AFY of JUCP allocation to Santa Ana and Sandia Pueblos.
49 These are limited to 3 times in a rolling 10 year period.
50 Bernalillo has finalized a lease with Bureau of Reclamation for 129 AFY of consumptive use
51 rights for the Town to benefit the silvery minnow. The application for the permit to use these
52 rights should be approved by spring 2018. The Town will be paid \$12,900 for each year the
53 lease is in effect.

54

55 Water Operations

56 Unaccounted use was 20% in 2016; appears too similar in 2017.
57 Some unaccounted use is result of deficiencies in billing software for compound meter at
58 Sandoval County Detention Center.

59

60 **PRESENTATIONS: 5b) Bosque de Bernalillo Drainage. Presenter: Chuck Thomas**
61 **and Chairman James Fahey of SSCAFCA**

62

63 Chuck Thomas presented the Town with a brief summary of the Bosque de Bernalillo Drainage
64 project on Sandoval Lane on the west side of Bernalillo. Chuck Tomas presented the Governing
65 Body with a framed poster that summarizes the project along with picture of the finished Bosque
66 de Bernalillo Drainage project.

67

68 **PRESENTATIONS: 5c) Update on Bernalillo Blues Festival Impact on Business.**
69 **Presenter: Chris Cordova**

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71 Chris Cordova gave a brief overview on the impact of the 2017 Enchantment Blues Festival that
72 took place on October 7, 2017. There were 1,600 in attendance. There were discount coupons on
73 the back of the brochure for the event that had discounts to various locations in Bernalillo. 87
74 Coupons were redeemed. Nearly 60% of the businesses stated that the event increased traffic to
75 their business and would support the event again next year.

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77 **APPROVAL OF MINUTES: 6a) Regular Meeting of December 26, 2017**

78 Mayor Torres stated that on line 210 "Duran should be Horan" and on line 211 "400 should be
79 4."

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81 Councilor Sisneros moved to approve the minutes of December 26, 2017 as amended. The
82 motion was seconded by Councilor Dominguez and the motion carried unanimously.

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86 **PERSONNEL: 7a) Discussion, Consideration, Action and Approval of Emergency**
87 **Hire for Part Time Library Aide. Presenter: Troy Martinez**

88 Troy Martinez, Human Resources Director, stated that due to the hiring of Barbara Marquez as
89 the full time Administrative Clerk the request is being made to fill the position of the Part Time
90 Library Aide as emergency hire to assist the library with staffing. The individual hired would
91 come before you on the 22nd of January for ratification.

92
93 Councilor Jaramillo moved to approve the emergency hiring of the Part Time Library Clerk for
94 the Town of Bernalillo Martha Liebert Library. The motion was seconded by Councilor Sisneros
95 and the motion carried unanimously.

96
97 **NEW BUSINESS: 8a) Discussion, Consideration, Action, Approval and Adoption of**
98 **Resolution 1-08-18 Open Meeting Act. Presenter: Ida Fierro**

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100 **TOWN OF BERNALILLO** **STATE OF NEW MEXICO**

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RESOLUTION NO. 1-08-18

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107 **WHEREAS, the Governing Body of the Town of Bernalillo, New Mexico met in**
108 **regular session at the Town Hall on Monday, January 08, 2018, at 6:30 p.m. as per**
109 **law; and**

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111 WHEREAS, section 10-15-1(B) of the open meetings act (sections 10-15-1 through 10-15-4
112 NMSA 1978) states that, except as may be otherwise provided in the constitution or the
113 provisions of the Open Meetings Act, all meetings of a quorum of members of any Board,
114 Council, Commission or other policy-making body of any state or local public agency held for
115 the purpose of formulating public policy, discussing public business or for the purpose of taking
116 any action within the authority of or the delegated authority of such body, are declared to be
117 public meetings open to the public at all times; and

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119 WHEREAS, any meetings subject to the Open Meetings Act at which the discussion or adoption
120 of any proposed resolution, rule, regulation or formal action occurs shall be held only after
121 reasonable notice to the public; and

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WHEREAS, section 10-15-1 (D) of the Open Meetings Act requires the Governing Body of the Town of Bernalillo to determine annually what constitutes reasonable notice of its public meetings;

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Town of Bernalillo, New Mexico, that:

1. All meetings of the Governing Body shall be held at the Town Hall at 6:30 p.m. in the council chambers or as indicated on the meeting notice.
2. Regular meetings shall be held on the 2nd and 4th Monday each month. A proposed agenda will be available the Thursday before the meeting from the Town Clerk whose office is located in Bernalillo, New Mexico. Notice of any other regular meetings will be given ten (10) days in advance of the meeting date.
3. Special meetings may be called by the Mayor or a majority of the members of the Governing Body upon three (3) days' notice. The notice shall include an agenda for the meeting or information on how members of the public may obtain a copy of the agenda. The agenda shall be available to the public at least twenty-four (24) hours before any special meeting.
4. Emergency meetings will be called only under circumstances, which demand immediate action to protect the health, safety and property of citizens or to protect the Governing Body of the Town of Bernalillo from substantial financial loss. The Governing Body of the Town of Bernalillo will avoid emergency meetings whenever possible. Emergency meetings may be called by the Mayor or a majority of the members of the Governing Body upon twenty-four (24) hours' notice, except in case of extreme emergency, when no notice is required. The notice for all emergency meetings shall include an agenda for the meeting or information on how the public may obtain a copy of the agenda.
5. For the purpose of regular meetings described in paragraph 2 of this resolution, notice requirements are met if notice of the date, time, place and general subject matter to be discussed is placed in newspapers of general circulation in the state. The Town Clerk shall also forward copies of written notice to those broadcast stations licensed by the Federal Communications Commission and newspapers of general circulation which have made a written request for notice of public meetings.

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161 6. For the purposes of special meetings and emergency meetings described in paragraphs 3 and
162 4 of this resolution, notice requirements shall be met by posting notices on the front doors to
163 Town Hall. The Town Clerk shall provide telephonic or facsimile notice to those broadcast
164 stations licensed by the federal communications commission and newspapers of general
165 circulation that have made a written request for notice of public meetings.
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168 7. In addition to the information specified above, all notices shall include the following
169 language:
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171 If you are an individual with a disability who is in need of a reader, amplifier, qualified sign
172 language interpreter, or any other form of auxiliary aid or service to attend or participate in the
173 meeting, please contact the Town Clerk at 771-7128 at least one (1) week prior to the meeting or
174 as soon as possible. Public documents, including the agenda and minutes, can be provided in
175 various accessible formats. Please contact Ida Fierro at 771-7128 if a summary or other type of
176 accessible format is needed.
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178 8. Pursuant to section 10-15-1(H) NMSA 1978, the Governing Body of the Town of Bernalillo
179 may close a meeting to the public only if the subject matter of such discussion or action is
180 included in subsection 10-15-1(H) of the Open Meetings Act.
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182 (a) If any meeting is closed during an open meeting, such closure shall be approved by a
183 majority vote of a quorum of the Governing Body of the Town of Bernalillo taken during the
184 open meeting. The authority for the closure and the subjects to be discussed shall be stated in the
185 motion for closure and the vote on closure of each individual member shall be recorded in the
186 minutes. Only those subjects specified in the motion may be discussed in a closed meeting;
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189 (b) If the decision to hold a closed meeting is made when the Governing Body of the
190 Town of Bernalillo is not meeting, the closed meeting shall not be held until public notice,
191 appropriate under the circumstances and stating the specific provision of law authorizing the
192 closed meeting and the subjects to be discussed with reasonable specificity, is given to the
193 members and to the general public.
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195 (c) Following completion of a closed meeting, the minutes of the open meeting that was
196 closed, or the minutes of the next open meeting if the closed meeting was separately scheduled,
197 shall state whether the matters discussed in the closed meeting were limited only to those
198 specified in the motion or notice of closure.
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200 (d) Except as provided in section 10-15-1 (H) any action taken as a result of discussions in
201 a closed meeting shall be made by vote of the Governing Body of the Town of Bernalillo in an
202 open public meeting.

203
204 Mayor Torres entertained a motion.

205
206 Councilor Prairie moved to adopt Resolution 1-08-18 Open Meetings Act. The motion was
207 seconded by Councilor Dominguez and the motion carried unanimously.

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209 **NEW BUSINESS: 8b) Discussion, Consideration, Action of Award of Contract for**
210 **Aeration Basin Wastewater Treatment Plant to TLC Plumbing and Utility. Presenter:**
211 **Andy Edmondson**

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213 Andy Edmondson, Public Works Director, stated the Public Works Department request authorization
214 for the Town into a contract with TLC Plumbing and Utility for construction of the Aeration Basin
215 Wastewater Treatment Plant. The project bid opening was December 18, 2017 and three bids were
216 received.

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218 Bidder	Base Bid	NMGRT	Ranking	Add Ranking
219 TLC Plumbing and Utility	\$230,125.50	\$49,915.50	1	1
220 RMCI, INC	\$249,330.00	\$43,467.38	2	2
221 Anderson-Brown, Inc	\$274,661.00	\$77,834.44	3	3
222 Engineers Estimate	\$148,234.00	\$27,916.55		

223
224 Smith Engineering has reviewed the bid document and provided the Town with as Recommendation
225 of Award to TLC Plumbing and Utility.

226
227 Mayor Torres entertained a motion.

228
229 Councilor Jaramillo moved to approve the award of contract to TLC Plumbing and Utility for the
230 Aeration Basin Wastewater Treatment Plant. The motion was seconded by Councilor Sisneros
231 and the motion carried unanimously.

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235 **NEW BUSINESS: 8c) Discussion, Consideration, Action, and Approval of Utility**
236 **Contract for US 550 with New Mexico Department of Transportation. Presenter: Andy**
237 **Edmondson**

238 Andy Edmondson, Public Works Director, explained the NMDOT plans to reconstruct the
239 roadway on US 550 from NM 313 to NM 528 and this contract is for the water line to be
240 relocated. There is a 6% administrative fee the Town must pay, NMDOT will run the project we
241 will pay for the project. The money for the project must be placed in an escrow account prior to
242 advertisement of bids for the Project's Construction contract.

243
244 Mayor Torres entertained a motion.

245
246 Councilor Prairie moved to approve the Utility Cooperative Agreement between: NMDOT
247 Division and the Town of Bernalillo. The motion was seconded by Councilor Jaramillo and the
248 motion carried unanimously.

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250 **Attachment A: Agreement**

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253 **FINANCIAL SECTION: 9a) Approval of Accounts Payable Voucher List.**

254 Mayor Torres asked for a motion to approve the accounts payable voucher list in the amount of
255 \$243,750.92.

256
257 Mayor Torres entertained a motion.

258
259 Councilor Sisneros made a motion to approve the accounts payable voucher list in the amount of
260 \$243,750.92. The motion was seconded by Councilor Prairie and the motion carried
261 unanimously.

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263 **MISCELLANEOUS SECTION: 10a) Public Comment.**

264 None

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266 **INFORMATION ON BREWFEST: 10b) Presenter: Michael Kloeppe**

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268 Michael Kloeppe, Community Development Director presented the following.

269
270 On December 19, 2017, Maria Santillan, Ida Fierro and myself met with the following
271 Breweries/Distilleries:

- 272 • Broken Trail
- 273 • Bosque
- 274 • Drafty Kilt (name will change)
- 275 • Rio Bravo
- 276 • Sandia Hard Cider

- 277 • Desert Valley
- 278 • Kaktus
- 279 • Palmer
- 280 • Left Turn

281
282 We discussed this past Mountain West Brew Fest and asked a number of questions to find out if they
283 would be interested in continuing to participate in 2018's Mountain West Brew Fest. The following
284 were discussed and supported by the Breweries:

- 285 • Change the date from Labor Day weekend to earlier in the summer
- 286 • Change the price of a ticket from \$20 to \$15 on-line/\$20 at the door
- 287 • Keep the \$5 designated driver ticket
- 288 • Change the number of FREE SAMPLES from 15 to 7-10
 - 289 ○ Use a punch card and turn in if ALL breweries were visited for a prize
- 290 • Keep the Sale of Growlers/Crowlers/Pints/merchandise
- 291 • Keep the sale of tickets at their establishments and share the profit at 50/50 (we tried
- 292 this)
- 293 • Advertise as soon as possible
- 294 • Create a poster for the event to distribute at ALL Brewers
- 295 • Have a few events sponsored by the Town at each establishment to encourage ticket
- 296 sales
- 297 • Add more activities/games to the schedule (i.e., "cornhole tournaments", "axe-
- 298 throwing contests")

299 Some other ideas discussed:

- 300
- 301 • One day instead of two day event with longer hours of operation
- 302 • Family-friendly with kid activities
- 303 • Keep the music schedule

304 All brewers agreed they would participate if we held it again!

305 Also, St. Claire Winery has reached out to us and would like to participate in Mountain West Brew
306 Fest as well.

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308 A brief discussion ensued about the Brewfest with various questions the end result was the
309 Governing Body would like staff to proceed working on the Brewfest.

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MISCELLANEOUS SECTION: 10b) Announcements. Presenter: Mayor Torres


Ida Fierro gave everyone the information for Municipal Day which is February 2nd. Please let her know if you are interested in going by January 19th.

Mayor Torres thanked the Police Officers for their great work this morning and staff handled the situation the best way they could, we are glad that everyone is safe.

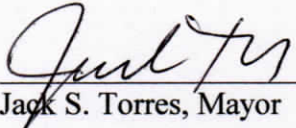
There being no further business, Councilor Dominguez moved to adjourn the meeting at 7:59 p.m. The motion was seconded by Councilor Prairie and carried unanimously.

Done this 08th day of January 2018.

ATTEST:



Ida Fierro, Town Clerk
(Seal)



Jack S. Torres, Mayor