



**MINUTES OF THE REGULAR RATON CITY COMMISSION**  
**MEETING HELD ON TUESDAY, MAY 12, 2020 AT 6 PM**

**I. CALL TO ORDER:**

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

**II. ROLL CALL/ATTENDANCE:**

Answering roll call was: Mayor Neil Segotta and Mayor Pro-tem Linde' Schuster. The following Commissioners were present via conference call: Lori Chatterley, Ron Chavez and Don Giacomo. Also present were City Manager Scott Berry, Fire Chief Espinoza, Deputy Chief Anthony Burk and Clerk/Treasurer Michael Anne Antonucci. There were no visitors present. All persons in attendance maintained a 6-foot social distance to comply with the COVID-19 restrictions and to ensure public safety.

**III. 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 on May 25, 2020 in observance of Memorial Day
- Next Regular Commission Meeting Tuesday, May 26, 2020 at 6 p.m.

**IV. ITEMS FROM CITIZENS PRESENT**

None.

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

***A. Approval of April 28, 2020 Regular Commission Meeting Minutes***

A correction was made to the minutes to add that Mayor Pro-tem Schuster attended the Housing Authority Annual Board Meeting remotely on April 14<sup>th</sup> and to correct Commissioner Chatterley's report to state that she attended the NMML District Meeting via conference call the previous Friday and reported that the legislative session was discussed. A motion was made by Mayor Pro-tem Schuster to approve the April 28, 2020 Regular Commission Meeting Minutes as amended. The motion was seconded by Commissioner Chatterley and carried 5-0 with a roll call vote of "yes" from each Commissioner.

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**B. *Discussion on City of Raton FY2021 Interim Budget.***

City Manager Berry stated that after further discussion it was decided that it was important to draft an interim budget, rather than upload the same budget as last year, in order to budget the upcoming capital projects. He also noted that there is still no good guidance on forecasting revenues therefore the City may consider non-union staff increases effective either September or possibly January depending on the revenue scenario. All other increases per the union contracts would be budgeted for FY2021. Clerk/Treasurer Antonucci stated that the Interim Budget would need to be approved at the next meeting and submitted by June 1<sup>st</sup> to meet the statutory deadline. She further noted that the City would conduct public hearings in June and submit a final budget by July 31<sup>st</sup> which would give the City time to work on the budget utilizing better revenue data.

**C. *Deliberate and Act on Resolution 2020-28: Approving Support to Raton MainStreet for FY2020-2021.***

City Manager Berry stated there will be a Lodgers' Tax shortfall this year due to the decrease in travel, but the City is still unsure how much it will be. He stated that the proposed financial support for Raton MainStreet would be \$40,000 which is the same as last year. City Manager Berry stated that there is also a Biennial Memorandum of Understanding that will need to be approved at a later meeting. He suggested that the Commission could act on the resolution tonight or postpone until we have the MOU. Raton MainStreet President, Christine Valentini was present via phone and told the Commission that Raton MainStreet appreciates the continued support of the City and that they look forward to extending their services to the City of Raton. She also reported that Raton MainStreet is working on an Economic Vitality Project that will include some grants to assist businesses. A motion was made by Mayor Pro-tem Schuster to postpone approval of the resolution until the MOU is ready. The motion was seconded by Commissioner Giacomo and carried 5-0 with a roll call vote of "yes" from each Commissioner.

**D. *Deliberate and Act on Resolution 2020-29: Authorizing and Approving the Submission of a Completed Application for Financial Assistance and Project Approval to the New Mexico Finance Authority for Refunding 2009 PPRF-2332 and PPRF-2333.***

City Manager Berry introduced the item and explained that the original loans were for the Wartsila & Burro Canyon Line and the Electric Substation Upgrade. He also noted that interest rates have declined enough to justify the refunding which will be a net savings to the rate payers of 17% or \$611,373.81. The term will be for 10 years with a maturity date of May 2029 and a 1.275746% interest rate. A motion was made by Commissioner Chatterley to approve Resolution 2020-29: Authorizing and Approving Submission of a Completed Application for Financial Assistance and Project Approval to the New Mexico Finance Authority for Refunding 2009 PPRF-2332 and PPRF-2333. The motion was seconded by Commissioner Chavez and carried 5-0 with a roll call vote of "yes" from each Commissioner.

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***E. Deliberate and Act on Purchase of Chest Compression System for Raton Fire and EMS.***

City Manager Berry introduced the item. Fire Chief Espinoza and Deputy Chief Burk were both present also and gave a detailed description of the equipment and the advantages of having this system in the ambulance which they stated would free up the EMT's hands and provide uninterrupted CPR to the patient. City Manager Berry discussed the pricing and noted that the low quote from Stryker for 2 units plus the accessory pieces was \$28,719.68. Chief Espinoza also noted that the funding source for the purchase would be 75% Federal reimbursement with 12.5% from the State and 12.5% City match from the Fire Protection Fund. A motion was made by Mayor Pro-tem Schuster to approve Purchase of Chest Compression System for Raton Fire and EMS. The motion was seconded by Commissioner Giacomo and carried 5-0 with a roll call vote of "yes" from each Commissioner.

***F. Deliberate and Act on Purchase of Fire Hose Utilizing Master Price Agreement with the Public Procurement Authority extended to Qualified Government Members of the National Purchasing Partners, LLC dba FireRescue GPO .***

City Manager Berry turned the item over to Deputy Fire Chief Burk who reported that they received a grant to purchase fire hose for all apparatus and ladder trucks. Deputy Chief Burk also explained to the Commission that the 1.88 diameter hose would not kink and would allow them to decrease the flow rate thus decreasing water usage. Deputy Chief Burk also noted that the quote was revised for 100-foot hose lengths increasing the price to \$99,770 and no shipping charges. He also stated that the City received a grant that would cover 90% of the expense and that the City would match the remaining 10% from the Fire Protection Fund. The Fire Department will proceed with the purchase as quickly as possible since State Funding could be in jeopardy due to the anticipated state budget shortfall. A motion was made by Commissioner Chavez to approve Purchase of Fire Hose Utilizing Mater Price Agreement with the Public Procurement Authority extended to Qualified Government Members of the National Purchasing Partners, LLC dba FireRescue GPO. The motion was seconded by Mayor Pro-tem Schuster and carried 5-0 with a roll call vote of "yes" from each Commissioner.

***G. Deliberate and Act on Audit Services Recommendation for the FY20 Audit.***

City Manager Berry introduced the item and referred to the memo in the packet from Clerk/Treasurer Antonucci. The memo stated that initially the City anticipated issuing an RFP for audit services this year because of the auditor rotation requirement but requested and was granted an exception to the rule as a result of the COVID-19 public health emergency to utilize Carr, Riggs and Ingram LLC for another year. The memo also stated that under normal circumstances, changing audit firms is a challenging process that adds additional time and effort on City staff. City Manager Berry stated that the quote from Carr, Riggs and Ingram LLC is the same amount as last year \$59,950 plus NMGRT and includes fees for the City of Raton, Raton Water Works and Raton Public Service Financial Statement Audit, Financial Statement Preparation, Federal Single Audit and Lodgers' Tax AUP.

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Clerk/Treasurer Antonucci stated that if approved the contract would be forwarded to the State Auditor by the May 15<sup>th</sup> deadline and a final contract would be issued for signatures. A motion was made by Commissioner Giacomo to approve the Audit Services Recommendation for the FY20 Audit. The motion was seconded by Commissioner Chatterley and carried 5-0 with a roll call vote of “yes” from each Commissioner.

**H. *Deliberate and Act on Bid Award for Raton Municipal/Crews Field Airport Precision Approach Path Indicator (PAPI)***

City Manager Berry stated that the project was designed by Molzen-Corbin and explained that the Precision Approach Path Indicator is a visual approach aide. He also reported that two bids were received, and that Molzen-Corbin submitted the bid tabulation and recommended award to Bulldog Energy Solutions in the amount of \$57,082.50 plus tax. City Manager Berry stated that he concurred with the recommendation. He also noted that the FAA will pay 100% of the project. A motion was made by Commissioner Giacomo to approve the bid award to Bulldog for the Raton Municipal/Crews Field Airport Precision Approach Path Indicator (PAPI). The motion was seconded by Mayor Pro-tem Schuster and carried 5-0 with a roll call vote of “yes” from each Commissioner.

**I. *Deliberate and Act on Resolution 2020-30: Budget Adjustment #13 FY20.***

Clerk/Treasurer Antonucci reviewed the budget adjustment and requested approval with an amendment to the Fire Fund State Grant amount for purchase of the fire hose in the amount of \$99,770 and to also adjust the supply line item to balance the adjustment. A motion was made by Mayor Pro-tem Schuster to approve Resolution 2020-30: Budget Adjustment #13 FY20 as amended. The motion was seconded by Commissioner Giacomo and carried 5-0 with a roll call vote of “yes” from each Commissioner.

**J. *City Manager’s Report.***

- City Manager Berry reported that he conducted a pre-bid conference for the Solid Waste Convenience Center Project and that there were five (5) contractors present. He also stated that sealed bids for the project are due on May 19<sup>th</sup> and will be awarded at the second meeting in May.
- City Manager Berry reported that Raton MainStreet received funds for a Small Business Sustainability program and that INBANK will provide matching funds. He also reported that Raton businesses were successful in obtaining other short-term support measures such as the PPP and CARES.
- City Manager Berry reported that the Governor will call a Special Session in June to address the State budget shortfall. He also stated that the City will need to move the projects along quickly and obligate the funds to secure the funding.

Mayor Segotta stated that the Governor may make an announcement tomorrow with regards to gating criteria for reopening businesses. He also commented on the NM Municipal League meeting held last week and stated that New Mexico was awarded \$6 million in CARES Act Funding. Mayor Segotta stated that FY 2022-2023 may be the worst year which means it could

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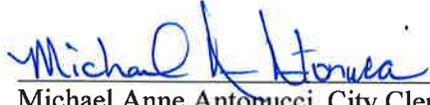
be a long time before the City of Raton and the State recover.

Commissioner Ron Chavez encouraged everyone to go downtown to cheer on the graduating seniors and see the banners on the light poles.

**VI. ADJOURNMENT:**

The meeting adjourned at 6:53 p.m.

**ATTEST:**

  
Michael Anne Antonucci, City Clerk

**CITY OF RATON**

  
James Neil Segotta Jr., Mayor