MINUTES OF THE REGULAR RATON CITY COMMISSION
MEETING HELD ON TUESDAY, JUNE 14, 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 and Mayor Pro-tem Linde’ Schuster. Commissioners: Ronald Chavez, Donald Giacomma and Lori Chatterley. Also present were City Manager Scott Berry, Deputy Clerk Desire’e Trujillo, Clerk/Treasurer Michael Anne Antonucci, Public Works Director Jason Phillips and 1 visitor.

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:

- Next Regular Commission Meeting Tuesday, June 28, 2022 at 6:00 p.m.

V. ITEMS FROM CITIZENS PRESENT: None

VI. 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. DELIBERATE AND ACT on Approval of May 24, 2022 Regular Meeting Minutes and June 7, 2022 Special Meeting Minutes

A motion was made by Commissioner Lori Chatterley to approve the May 24, 2022 Regular Meeting Minutes. The motion was seconded by Commissioner Donald Giacomma and carried 3-0 with all voting “aye”. Mayor Pro-tem Linde’ Schuster and Commissioner Ronald Chavez abstained from the vote. A motion was made by Mayor Pro-tem Linde’ Schuster to approve the June 7, 2022 Special Meeting Minutes. The motion was seconded by Commissioner Ronald Chavez and carried 4-0 with all voting “aye”. Commissioner Lori Chatterley abstained from the vote.
B. DELIBERATE AND ACT on Amendment No. 3 Memorandum of Agreement Between the City of Raton and Shuler Restoration Corporation, Inc.

City Manager Scott Berry stated there has been an agreement between the City of Raton and the Shuler Restoration Corporation for the management of the Shuler Theater for a number of years and that it has worked out great. He noted that he spoke with the Shuler Restoration Committee and that they are requesting to postpone any action on the agreement to further discuss revenue and cleaning services. A motion was made by Mayor Pro-tem Linde’ Schuster to postpone Amendment No. 3 Memorandum of Agreement Between the City of Raton and Shuler Restoration Corporation, Inc. until the June 28, 2022 meeting. The motion was seconded by Commissioner Lori Chatterley and carried 5-0 with all voting “aye”.

C. DELIBERATE AND ACT on Operating Agreement Between the City of Raton and Colfax County Seniors, Inc.

Mayor Neil Segotta stated this is an operating agreement, agreeing to provide services to the City of Raton senior citizens. The agreement states the agreed upon units of projected services to be provided to the community by the Non-Profit Agency in lieu of cash. He noted the agreement is done every year which is required by the Aging and Long Term Services Department, as part of their budget process. Upon approval the agreement beginning date is July 1, 2022 and will remain in full force and effect until June 30, 2023. After a brief discussion, a motion was made by Commissioner Lori Chatterley to approve the Operating Agreement Between the City of Raton and Colfax County Seniors, Inc. The motion was seconded by Mayor Pro-tem Linde’ Schuster and carried 4-0 with all voting “aye”. Mayor Neil Segotta abstained from the vote.


Public Works Director, Jason Phillips stated the current steam boiler at the Arthur Johnson Memorial Library was installed in the 1990’s and is aged out. The proposal is to replace the boiler with a hybrid boiler system until the budget can support a new dual boiler. It would consist of replacing the existing boiler with new boilers, replacing the boiler flues with new flues, and replacing the existing boiler room piping with new piping. The proposed fee for the architectural and engineering services is $16,400 plus NMGRT. A motion was made by Commissioner Lori Chatterley to approve the Engineering Services Proposal from High Tech E&D LLC for Arthur Johnson Memorial Boiler Replacement authorizing City Manager Berry and Public Works Director Phillips to sign. The motion was seconded by Commissioner Donald Giacomo and carried 5-0 with all voting “aye”.
E. **DELIBERATE AND ACT on Aquatic Center Repairs and Maintenance Project Change Orders #2 and #3**

City Manager Scott Berry stated change order number two is to replace three main bearings on the roof top HVAC, diagnose and replace the low-water cutoff pool heater and remove and replace the exhaust fan. The proposed change order contract amount is $18,372.10 excluding NMGRT, to project #COR11092021, with contractor Mosark, LLC. Change order number three is to install and start Lockinvar replacement boiler for pool heating, including cupro-nickel heat exchanger upgrade, freight, labor, piping and plumbing fittings. The proposed change order contract amount is $32,533 excluding NMGRT, to project #COR11092021, with contractor Mosark, LLC. A motion was made by Commissioner Donald Giacomo to approve Aquatic Center Repairs and Maintenance Project Change Orders #2 and #3. The motion was seconded by Mayor Pro-tem Linde’ Schuster and carried 5-0 with all voting “aye”.

F. **DELIBERATE AND ACT on Lamar Billboard Proposal**

After a brief discussion, it was decided to postpone the Lamar Billboard Proposal in order to give the Lodgers’ Tax Advisory Board the opportunity to decide which billboard they preferred, due to it initially being their suggestion. A motion was made by Commissioner Ronald Chavez to postpone the Lamar Billboard Proposal until the June 28th Commission meeting. The motion was seconded by Commissioner Lori Chatterley and carried 5-0 with all voting “aye”.


City Clerk/Treasurer Michael Anne Antonucci stated that Human Resource Development Associates attended the Advisory Board meeting last week and notified them that they will no longer be able to fulfill the agreement and that they will be closing the Raton office. She noted that the grant is secure for fiscal year 2023/2024 and that she would be putting out a request for proposals this week for a new subcontractor and once a selection is made, it will be submitted to CYFD. A motion was made by Mayor Pro-tem Linde’ Schuster to approve Human Resource Development Associates, Inc. Notice of Subcontract Termination for Services Provided under CYFD Agreement 21-690-3200-20841-03. The motion was seconded by Commissioner Lori Chatterley and carried 5-0 with all voting “aye”.

H. **DELIBERATE AND ACT on Stantec Consulting Services Contract for Brownfield Program Services**

City Manager Scott Berry stated a request for bids was issued by the City of Raton in which the City Commission awarded the contract to Stantec Consulting Services. For the cost of $2,000, Stantec proposes to prepare a single grant application package to assist the City of Raton in applying for EPA Brownfield Community-wide Assessment grant funding as part of the Fiscal Year 2023 grant competition. Following the award of grant funding,
Stantec will provide grant implementation services in accordance with the scope of work described in the Cooperative Agreement Workplan to be approved by the EPA. After a brief discussion, a motion was made by Commissioner Ronald Chavez to approve Stantec Consulting Services Contract for Brownfield Program Services authorizing City Manager Scott Berry to sign. The motion was seconded by Commissioner Lori Chatterley and carried 5-0 with all voting “aye”.

I. **DELIBERATE AND ACT on Resolution 2022-32: Participation in Municipality Cooperative Agreement with New Mexico Department of Transportation (Department) Grant Agreement L400598**

City Manager Scott Berry stated a $150,000 grant application was submitted to the New Mexico Department Transportation as discussed in March. The grant application was accepted, and the amount awarded was $50,000 with the City of Raton’s share being $16,667. City Manager Berry proposed chip sealing Lopez Street, Buena Vista Street, Boundary Street, East Seventh Street, and East Eighth Street using city crew and equipment. He noted that this project is a priority to the improvement of the community transportation system and that the 5th Street Project was very successful. A motion was made by Mayor Pro-tem Linde’ Schuster to approve Resolution 2022-32: Participation in Municipality Cooperative Agreement with New Mexico Department of Transportation (Department) Grant Agreement L400598. The motion was seconded by Commissioner Ronald Chavez and carried 5-0 with all voting “aye”.

J. **PUBLIC HEARING/DELIBERATE AND ACT on Resolution 2022-23: Budget Adjustment #15 FY22**

City Clerk/Treasurer Michael Anne Antonucci went over some line item adjustments in the general fund due to the Civil Site Improvement Project and the Vehicle Charging Station reimbursements not being received before the end of the fiscal year. She also went over some line item adjustments in the capital projects fund. After a brief discussion, a motion was made by Commissioner Lori Chatterley to approve Resolution 2022-23: Budget Adjustment #15 FY22. The motion was seconded by Mayor Pro-tem Linde’ Schuster and carried 5-0 with all voting “aye”.

K. **CITY MANAGER REPORT**

- City Manager Berry reported on the extension of the Fireworks Proclamation that was approved at the June 7th Special Commission Meeting, for an additional 30 days due to the current drought that Colfax County is in. He cautioned the citizens on fires, fireworks, and vehicles having the ability to start fires.

- City Manager Berry reported the services have commenced at the new Solid Waste Convenience Center on 410 Hereford Avenue. He invited the Raton Citizens to bring their waste and recyclables. He also requested no one dump any items on Armstrong Lane.

- City Manager Berry reported concrete paving will be taking place this week on Clark Avenue and Third Street.
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- City Manager Berry reported the construction on Byron Avenue and Whittier Street has commenced and will have several road closures for the next few weeks.
- City Manager Berry reported the Greenhouse Project construction is going great and is expected to be finished by mid-July.
- City Manager Berry reported the Hanger Project is looking great and is expected to be completed this October.
- City Manager Berry reported the Airport Armory Project is delayed due to the contractor having to wait on additional electrical components.
- City Manager Berry reported the Senior Center’s Paint/Stucco Project and Roofing Project are expected to start in one week to ten days.

VII. ADJOURNMENT:

The meeting adjourned at 6:50 p.m.

CITY OF RATON

James Neil Segott Jr., Mayor

ATTEST:

Michael Anne Antonucci, City Clerk