



MINUTES OF THE REGULAR RATON CITY COMMISSION
MEETING HELD ON TUESDAY, OCTOBER 24, 2023 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 and Donald Giacomo. Commissioner Lori Chatterley was absent. Also present were City Manager Rick Mestas, City Clerk Desire'e Trujillo, City Treasurer Michael Anne Antonucci, and 10 visitors.

III. MAYOR NEIL 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 Friday, November 10th in Observance of Veteran's
- Next Regular Commission Meeting Tuesday, November 14, 2023 at 6:00 p.m.
- Introduction of New Employees

V. Committee Reports from Commissioners:

Commissioner Ronald Chavez had nothing to report.

Commissioner Donald Giacomo reported he attended the RPS Board of Directors meeting on October 23rd and they approved financials, transfers, and vouchers.

Mayor Pro-tem Linde' Schuster reported she attended the Domestic Violence Awareness Walk/Run on October 7th which had a great turnout, the ED Summit on October 13th which was attended by Senator Campos and very successful, the Candidate Forum on October 17th, the Zoning 101 & Commission Workshop on October 18th, and the Licensure Board meeting on October 20th and discussed medical licenses.

Mayor Neil Segotta attended the RPS Board of Directors Meeting, ED Summit, Candidate Forum, the Candle Light Vigil for Domestic Violence Awareness, and met with the County Commission. He will be attending the NMSIF meeting next month.

VI. Items from Citizens Present: None

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VII. 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 October 10, 2023 Regular Meeting Minutes*

Minutes were approved as written.

B. *PUBLIC HEARING: EPA Brownfield Funding Application Process and Potential Sites*

City Manager Rick Mestas stated the properties being considered for the Brownfield Grant are La Mesa Park, the old Miner's Hospital, and Milly's Market. Code Enforcement Officer George Riley stated he is currently reviewing the grant application and working on getting it submitted. They have identified 30 sites that may be eligible for this grant. No action was taken.

C. *DELIBERATE AND ACT on Resolution 2023-68: Declaring Dangerous Building Located at 220 South 1st Street described as Lot Seven (7) in Block Nine (9) of the Original Townsite*

City Manager Rick Mestas stated this building is located on First Street, South of the Coors Building. The structure has been inspected and determined to be a dangerous building pursuant to Section 151.20 of the Raton City Ordinances. The roof drainage has been flooding the foundation causing it to settle and is causing damage to the surrounding buildings. The drainage gutters need to be redirected to the alley in order to properly drain, and the chimney needs to be removed. A motion was made by Commissioner Ronald Chavez to approve Resolution 2023-68: Declaring Dangerous Building Located at 220 South 1st Street described as Lot Seven (7) in Block Nine (9) of the Original Townsite. The motion was seconded by Mayor Pro-tem Linde' Schuster and carried 4-0 with all voting "aye".

D. *DELIBERATE AND ACT on Mutual Assistance Agreement for Inmate Confinement between the City of Raton and Colfax County*

City Manager Rick Mestas stated this is an agreement entered into annually by the City of Raton and Colfax County. The agreement is for a one-year term. The City of Raton shall pay Vigil Maldonado Detention Center \$99.75, per full or partial calendar day for a City of Raton detainee confined at the facility. A motion was made by Mayor Pro-tem Linde' Schuster to approve the Mutual Assistance Agreement for Inmate Confinement between the City of Raton and Colfax County. The motion was seconded by Commissioner Donald Giacomo and carried 4-0 with all voting "aye".

E. *DELIBERATE AND ACT on Engineering Analytics Fee Proposal for Design and Construction Phase Services for Pickleball Court*

City Manager Rick Mestas stated that Engineering Analytics submitted a proposal for the design and construction phase services for the Pickleball Court located near the Raton Aquatic Center. The cost estimate is \$117,500.

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Due to the large cost estimate City Manager Mestas recommended that this item be postponed until the City of Raton receives the results of the Quality of Life Grant Application. A motion was made by Mayor Pro-tem Linde' Schuster to postpone the Engineering Analytics Fee Proposal for Design and Construction Phase Services for Pickleball Court. The motion was seconded by Commissioner Ronald Chanez and carried 4-0 with all voting "aye".

F. *DELIBERATE AND ACT on Quote for City Hall Phone System Upgrade*

City Engineer Jaden Welch stated the current phone system is over twenty-years old and that many of the parts and phones are obsolete. Based on his research he recommended the City of Raton switch to Voice Over Internet Protocol (VoIP) which is a modern technology that allows phone calls using a broad band internet connection instead of a regular (or analog) phone line. He noted that the estimated cost savings of switching to VoIP is \$700 per month and would be a five-year agreement. A motion was made by Commissioner Ronald Chavez to approve the Quote for the City Hall Phone System Upgrade. The motion was seconded by Commissioner Donald Giacomo and carried 4-0 with all voting "aye".

G. *DELIBERATE AND ACT on Consensus Planning Proposal for GIS Services*

City Manager Rick Mestas stated the City of Raton needs Consensus Planning GIS to digitize the 2009 Zoning Map , identify any updates or changes to the zoning, and provide the City of Raton with a GIS Shapefile to upload into the iWorQ System. A motion was made by Mayor Pro-tem Linde' Schuster to approve the Consensus Planning Proposal for GIS Services. The motion was seconded by Commissioner Donald Giacomo and carried 4-0 with all voting "aye".

H. *DELIBERATE AND ACT on Agreement between the City of Raton and Department of Finance and Administration for Appropriation No. 23-XH5050-16 for Local Match Assistance for Shuler NEH Federal Grant*

City Manager Rick Mestas stated this has been discussed for quite some time but has been on hold due to a misunderstanding with the previous audit. The appropriation amount is \$100,000 for state and local match assistance for federal grants. A motion was made by Commissioner Ronald Chavez to approve the Agreement between the City of Raton and Department of Finance and Administration for Appropriation No. 23-XH5050-16 for Local Match Assistance for Shuler NEH Federal Grant. The motion was seconded by Mayor Pro-tem Linde' Schuster and carried 4-0 with all voting "aye".

I. *DELIBERATE AND ACT on Capital Appropriation Agreement No. 23-H2941 Between the City of Raton and Department of Finance and Administration for Public Works Equipment*

City Manager Rick Mestas stated the appropriation is for the amount of \$60,000 and will be used to purchase public works equipment. A motion was made by Mayor Pro-tem Linde' Schuster to approve the Capital Appropriation Agreement No. 23-H2941 Between the City of Raton and Department of Finance and Administration for Public Works Equipment. The motion was

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seconded by Commissioner Donald Giacomo and carried 4-0 with all voting “aye”.

J. *DELIBERATE AND ACT on Recommendation of Award for Kearny School RFP Specialized Professional Services for the Renovation of Historic Kearny School Facility*

City Manager Rick Mestas stated the City of Raton solicited proposals from qualified firms to provide professional services for the renovation of the Historic Kearny School Facility with a deadline of September 27, 2023. Two (2) proposals were received and evaluated by a proposal committee with a unanimous recommendation of award of contract to Vigil & Associates Architectural Group, P.C. A motion was made by Mayor Pro-tem Linde’ Schuster to approve the Recommendation of Award for Kearny School RFP Specialized Professional Services for the Renovation of Historic Kearny School Facility. The motion was seconded by Commissioner Ronald Chavez and carried 4-0 with all voting “aye”.

K. *2ND READING OF ORDINANCE: Authorizing the City of Raton (“Borrower”) To Enter Into a Loan Agreement with the New Mexico Environment Department (“NMED”) for the Purpose of Obtaining Project Loan Funds in the Principal Amount of \$150,000 Plus 1% Accrued Interest and Loan Subsidy Grant Funds in the Amount of \$50,000; for a Total Funded Amount of \$200,000*

City Manager Rick Mestas stated this is the same ordinance that was introduced at the October 10th Commission Meeting for the purchase of a Solid Waste Sanitation truck. The ordinance is authorizing the City of Raton (“Borrower”) to enter into a loan agreement with the New Mexico Environment Department (“NMED”) for the purpose of obtaining project loan funds in the principal amount of \$150,000 plus 1% accrued interest and loan subsidy grant funds in the amount of \$50,000; for a total funded amount of \$200,000. No action was taken.

L. *DELIBERATE AND ACT on Resolution 2023-69: Disposal of Surplus Ladder Truck*

City Manager Rick Mestas stated the 1993 ladder truck is in poor shape and would be too costly to repair. It was recently sent out of town for repairs and upon inspection it was determined that the ladder is unsafe to operate. The Raton Fire and Emergency Services is in the process of acquiring a new ladder truck therefore the older unit will not be needed for the continued operations by the department. A motion was made by Mayor Pro-tem Linde’ Schuster to approve Resolution 2023-69: Disposal of Surplus Ladder Truck. The motion was seconded by Commissioner Donald Giacomo and carried 4-0 with all voting “aye”.

M. *DELIBERATE AND ACT on Resolution 2023-70: Approval of FY24 1st Quarter Financial Report*

City Treasurer Michael Anne Antonucci went over the ending cash balances as of September 30, 2023 in the General Fund, Special Revenue Fund, Capital Projects Fund, Debt Service Fund, Solid Waste Fund, Trust & Agency Fund,

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and the Landfill Trust Fund. She also went over the Gross year-to-date GRT, Lodgers' Tax Comparison, and Cannabis Excise Tax. A motion was made by Mayor Pro-tem Linde' Schuster to approve Resolution 2023-70: Approval of FY24 1st Quarter Financial Report. The motion was seconded by Commissioner Donald Giacomo and carried 4-0 with all voting "aye".

N. *DELIBERATE AND ACT on Resolution 2023-71: Approval of FY24 Budget Adjustment #3*

City Treasurer Michael Anne Antonucci went over the budget adjustment requests in the General Fund, Special Revenue Fund, and the Capital Project Fund. A motion was made by Commissioner Ronald Chavez to approve Resolution 2023-71: Approval of FY24 Budget Adjustment #3. The motion was seconded by Mayor Pro-tem Linde' Schuster and carried 4-0 with all voting "aye".

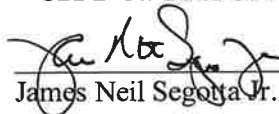
O. *CITY MANAGER REPORT*

- City Manager Mestas reported he is continuing to collaborate with Colfax with the five areas of focus being Economic Development, Infrastructure, Ports-to-Plains, Kearny School Film Project, and housing.
- City Manager Mestas reported he has been working closely with the Department Heads to prioritize and accelerate the completion of several projects so that the resources supporting them can redirect those efforts elsewhere.
- City Manager Mestas reported the "Big Rocks" are the City Treasurer's upcoming audit, RPD has two officers graduating from the academy on November 27th, RFD has acquired a new ambulance that should be outfitted by Nov. 30th, and the Clerk is developing a records management plan with the library to archive city records.
- City Manager Mestas reported the paving of Frontage Rd. is complete, the Filter Plant Tank Grant meeting in Santa Fe went well, there are several grants that are closing out, and the ED Summit on Friday, October 13th was a big success.
- City Manager Mestas reported Community Facilities Manager Jolene Greene is leaving the city to pursue other opportunities in the health care field, Officer James Protsman has left the Raton Police Department, City Clerk Desire'e Trujillo completed her Clerks Institute in Santa Fe last week, and he recognized Ann Theis for her contribution to the ED Summit and the Candidate forum.

ADJOURNMENT:

The meeting adjourned at 6:52 p.m.

CITY OF RATON


James Neil Segotta Jr., Mayor

ATTEST:


Desire'e Trujillo, City Clerk

