

Regular Meeting of the Infrastructure Committee  
Held in the Conference Room at City Hall  
January 23, 2017

Notice of this meeting was given to the public in compliance with Sections 10-15-1 through 10-15-4, NMSA 1978 and Resolution 16-69.

**ROLL CALL:**

The meeting convened at 4:00 p.m. with Chair Best presiding and Councilors Oropesa, Grant, and Sanchez being present.

**Staff Present:**

Kevin Dillon, Louis Najar, Ryan Porter, Bill Morris, Paula Hertwig-Hopkins , Mayor Dennis Kintigh, Michael Mayes, Steve Miko, and Bernadette Lopez.

**Guest(s) Present:**

Joan Park, Trinity Park, Darrel Bethany, Jery Bethany, Larry Connolly, Chris Thweatt, Joe E. West, Lisa Dunlap, and Mac Rogers.

**APPROVAL OF AGENDA:**

***Councilor Grant moved to approve the Agenda for the Regular Infrastructure Committee as presented. Councilor Sanchez seconded the motion. A voice vote was unanimous and the motion passed.***

**APPROVAL OF MINUTES:**

1. December 19, 2016:

***Councilor Grant moved to approve the December 19, 2016 Minutes for the Regular Infrastructure Committee as presented. Councilor Sanchez seconded the motion. A voice vote was unanimous and the motion passed.***

**NON-ACTION ITEM(S):**

2. Discussion of Memory Lawn Cemetery:

Mr. Najar discussed the follow up information that was requested by the Committee from last month's meeting and Attorney Marion Craig written response regarding the Memory Lawn Cemetery. Mr. Najar also discussed the project estimate. As directed by the Infrastructure Committee, Engineering staff will prepare a second option, minimal maintenance, to present to the Finance Committee for review and approval to go before the City Council.

3. Discussion of Disposal Process of City Properties:

Councilors were given a procedure flow chart concerning disposal of city properties. Some discussion was held. Due to current city staff workload, budget and strategic planning of this topic will be held at a later date.

4. Project Dashboard Update:

Roswell Adult & Recreation Center:

Mr. Dillon stated the expected date of completion is in a couple of weeks.

Cemetery Roads:

Mr. Najar stated the materials have been received and this project will be done in the spring.

Railroad Crossings:

Councilor Grant brought up topic of railroad crossings. Mr. Najar stated Burlington Northern Santa Fe (BNSF) has taken back maintenance and operations of railroad tracks. Mr. Najar stated repairs were scheduled for tomorrow at the following locations: College, Second, Walnut, and Alameda. Mr. Najar also spoke with B.N.S.F. regarding safety issue at Country Club railroad crossing and BNSF stated they would look into it.

5. Update 36" Water Main Repair:

Mr. Najar stated digging started today and J & H Services plan to have it completed in a couple of weeks.

6. ADA Transition Plan 2017 Update Process:

NMDOT (New Mexico Department of Transportation) requires all funded entities to have a current update with current requirements for the Americans with Disabilities Act Transition Plan. Mr. Najar stated Ryan Porter, P.E., City Engineer, has been designated by the City of Roswell as the person responsible for the development and implementation of the City of Roswell's ADA Transition Plan. A public hearing will be held in the future to solicit citizen concerns.

7. Request for Potential Purchase of the Fisk Building:

Mr. Morris discussed the letter of interest to purchase the Fisk Building that was received from a potential buyer. The Fisk Building is currently occupied by the Hispano Chamber, Teen Court, and DWI program.

8. Discussion of RIAC Water Tower Tank Replacement:

City Engineering and Public Works are proposing 2 – 1 million gallon reservoirs be built at RIAC. Mr. Najjar stated two reservoirs would provide needed reservoir capacity and redundancy protection if one fails. Mr. Najjar has initiated an application for a Federal EPA Drinking Water Revolving Loan, striving for 75% forgiveness on a \$4 million loan.

9. McGaffey – Mill & Fill – Union to Richardson:

Mr. Najjar discussed the need of maintenance for W. McGaffey Ave. from Union Ave. to Richardson Ave. It will be funded by concentrating overlay and road repair monies from FY 2017 Road Fund into this section of roadway. This will mean sacrificing the spring “slurry seal” program due to prior budget cuts to the Road Fund.

10. Del Norte Park to RISD:

Mr. Najjar discussed the request received by the Roswell Independent School District (RISD) that Del Norte Park be transacted over to RISD to allow construction of new Del Norte School. Mr. Najjar handed out a Draft Agreement between RISD and the City of Roswell where the City will donate the land with the stipulations outlined in contract.

**Regular Item(s) (Action Items):**

11. Consider Award – Rebid ITB-17-007 -300 gallon Trash Receptacles:

***Councilor Grant moved to award the rebid of ITB-17-007, 300 Gallon Trash Receptacles to send to full City Council on consent agenda. Councilor Sanchez seconded the motion.*** Discussion was held. As a follow-up to this item, regarding lids for trash receptacles, Roswell, New Mexico, Code of Ordinances, Chapter 21 – Solid Wates does not address this issue. ***A voice vote was unanimous and the motion passed.***

**OTHER BUSINESS (Non-Action):**

Mr. Najjar discussed the update for the public restrooms at the old Conoco Building. Mr. Dillon said the City will only have to contribute around \$ 1,000 for the 1% of C.E.S.

12. Public Comments:

None.

**ADJOURN:**

The meeting adjourned at 5:11 p.m. The next scheduled meeting is February 27, 2017.