

REGULAR MEETING
City of Anthony Board of Trustees
Conference Call
Wednesday, October 21st, 2020
6:00 P.M.
MINUTES

You can join meeting using your phone by dialing.
United States: +1 (224) 501-3412
Access Code: 541-228-325

All members of the public entity participating remotely must identify themselves whenever they speak and must be clearly audible to the other members; public will be allowed 3 minutes presentation on agenda number 7.

1. CALL TO ORDER by Mayor Diana M. Trujillo
2. PLEDGE OF ALLEGIANCE led by Diana M. Trujillo
3. ROLL CALL

Present: MPT Fernie Herrera	YES	NO
Trustee Gloria Gameros	YES	NO at 6:09pm
Trustee Elva Flores	YES	NO
Trustee Javier Silva	YES	NO
Mayor Diana M. Trujillo	YES	NO
Quorum Established	YES	NO

Traduccion del ingles al español y del español al ingles esta disponible a petición.

4. CONFLICT OF INTEREST
- Mayor Trujillo: If anyone has a conflict of interest on any of the items presented, please refrain from voting.

5. APPROVAL OF AGENDA ORDER
1st Motion: Trustee Silva 2nd Motion: MPT Herrera
MPT Fernie Herrera YES NO
Trustee Gloria Gameros YES ~~NO~~ Absent
Trustee Elva Flores YES NO 3 to 0 votes, motion passed.
Trustee Javier Silva YES NO
Mayor Diana M. Trujillo ~~YES~~ NO

6. APPROVAL OF MINUTES
 - a) Regular Meeting – 09/02/2020
 - b) Reconvened Meeting- 9/30/2020
 - c) Reconvened Meeting – 10/5/2020
 1st Motion: MPT Herrera 2nd Motion: Trustee Silva
 MPT Fernie Herrera YES NO
 Trustee Gloria Gameros YES ~~NO~~ Absent
 Trustee Elva Flores YES NO 3 to 0 votes, motion passed.
 Trustee Javier Silva YES NO
 Mayor Diana M. Trujillo ~~YES~~ NO

7. ITEMS FROM THE FLOOR - NONE
8. PRESENTATION

- a) Presentation of draft bulletin board installation and maintenance agreement with Anthony Water & Sanitation District. *Presented by City Clerk*
 - *City Clerk: draft agreement presented to the Board was done by Clerk, City Manager & City attorney with addition from office Manager AWSD. The agreement was approved by AWSD Board on 10/20/2020 as a resolution. This is to provide more space to post City notices as required by Open Minutes Act.*
 - *MPT Herrera: Request staff to send agenda to Mr. Baca to post agenda on their marquee.*
 - *City Manager: Open Meetings Act requires that the agenda itself be physically posted and that sign would not meet those requirements.*
 - *MPT Herrera: Suggest amending posting places on resolution.*
 - *Trustee Flores: Request staff to look into placing bulletin board by Anthony drive walking path.*
 - *Trustee Silva: suggested to bring item back to the board at a later date.*

9. **CONSIDERATION AND ACTION**

a) Consideration and Action to accept grant funding between Department of Transportation Traffic safety Division for Anthony Police Department FY 20/21 Budget as ENDWI-\$3,883.00 to Fund 265; BKLUP- \$4,008.00 to Fund 266; STEP - \$5,010.00 to Fund 223. **Presented by Chief of Police**

- **Chief Ordonez:** *This is the Safer New Mexico grant that we get annually every October and DWI program funds overtime enforcement for DWI-directed patrol programs and the funds are also used to maintain vehicles as the funding allows PD to expand patrols to areas with high rates of DWI.*

1st Motion Trustee Gamos 2nd Motion: Trustee Flores

MPT Fernie Herrera **YES** NO
Trustee Gloria Gamos **YES** NO - **Joined at 6:13 PM**
Trustee Elva Flores **YES** NO **4 to 0 votes, motion passed.**
Trustee Javier Silva **YES** NO
~~Mayor Diana M. Trujillo~~ ~~YES~~ ~~NO~~

b) Consideration and action to accept DFA Capital Appropriation grant agreement **20-E2540** for one hundred thirty-five thousand dollars (\$135,000) to purchase and equip police vehicles and equipment for Anthony in Dona Ana County. **Presented by Projects Coordinator**

- **Projects Coordinator:** *Grant will assist police department with the purchase of the vehicles and some equipment. Grant Reversion date is June 30th, 2022. Funds have to be obligated after we have a fully executed grant.*

1st Motion Trustee Gamos 2nd Motion: Trustee Silva

MPT Fernie Herrera **YES** NO
Trustee Gloria Gamos **YES** NO **4 to 0 votes, motion passed.**
Trustee Elva Flores **YES** NO
Trustee Javier Silva **YES** NO
~~Mayor Diana M. Trujillo~~ ~~YES~~ ~~NO~~

c) Consideration and action to approve **Resolution 2020-028** a resolution to extend the termination date of the local government road fund municipal arterial program cooperative agreement, CN: **HW2 L100405** from December 31, 2020 to December 31, 2021. **Presented by Projects Coordinator**

- **Projects Coordinator:** *This is to request Adams park project extension for a year.*

1st Motion Trustee Gamos 2nd Motion: Trustee Silva

MPT Fernie Herrera **YES** NO
Trustee Gloria Gamos **YES** NO **4 to 0 votes. Motion passed.**
Trustee Elva Flores **YES** NO
Trustee Javier Silva **YES** NO
~~Mayor Diana M. Trujillo~~ ~~YES~~ ~~NO~~

d) Consideration and action to approve **Resolution 2020-029** a resolution to amend the project route and termini of the local government road fund municipal arterial program cooperative agreement, CN: **L100449**. **Presented by Projects Coordinator**

- **Projects Coordinator:** *The City of Anthony is requesting to amend the route of McKinley St and the termini of 4th St to NM 460, to a proposed route of Morales Rd and a proposed terminus of Church St and Livesay St.*

1st Motion Trustee Gamos 2nd Motion: Trustee Silva

MPT Fernie Herrera **YES** NO
Trustee Gloria Gamos **YES** NO
Trustee Elva Flores **YES** NO **4 to 0 votes, motion passed.**
Trustee Javier Silva **YES** NO
~~Mayor Diana M. Trujillo~~ ~~YES~~ ~~NO~~

- e) Consideration and action for the approval to use the remaining proceeds from **PPRF-4815-A** to be used on Adams Park. **Presented by Projects Coordinator**
- **Projects Coordinator:** *This is one of the items that was discussed yesterday at the workshop. Remaining Bond proceeds will go to Adams park Project.*
 - **Trustee Flores:** *What is the exact amount?*
 - **Projects Coordinator:** *I believe Eric only had an estimate yesterday at the workshop meeting.*

1st Motion Trustee Gameros 2nd Motion: Trustee Silva

MPT Fernie Herrera	YES	NO	
Trustee Gloria Gameros	YES	NO	4 to 0 votes, motion passed.
Trustee Elva Flores	YES	NO	
Trustee Javier Silva	YES	NO	
Mayor Diana M. Trujillo	YES	NO	

- f) Consideration and action to approve the purchase of Neighborhood Service supervisor patrol laptop and vehicle mounting equipment for the amount of \$4,175.88 from Fund 101-11-63100. The amount will be increased from general funds. **Presented by City Manager**
- **Trustee Silva:** *Is that the amount going to be deducted from the general fund?*
 - **City Manager:** *Internally, there has to be a transfer out from general funds to the new Neighborhood Services Department for this equipment*
 - **MPT Herrera:** *What are they using currently that they can't use now or is it just a better system?*
 - **Neighborhood Services Supervisor:** *We do have one laptop that I've been using as an animal control officer. Once we hire another employee or when we combine positions, they will need a computer as well. Codes did not have a laptop before.*

1st Motion Trustee Gameros 2nd Motion: MPT Herrera

MPT Fernie Herrera	YES	NO	
Trustee Gloria Gameros	YES	NO	4 to 0 votes, motion passed.
Trustee Elva Flores	YES	NO	
Trustee Javier Silva	YES	NO	
Mayor Diana M. Trujillo	YES	NO	

- g) Consideration and action to approve Finance Policy and Procedures. **Presented by City Manager**
- **City Manager:** *This is the most recent version of the finance policy and procedures, which was discussed at length in a workshop by the board, with support from staff. The final step is adopting the document so that it can be formalized and utilized for day-to-day operations in the city.*
 - **Trustee Flores:** *Suggest to amend Section 13, to reduce \$5,000*
 - **Trustee Gameros:** *That used to be \$2,500 when we had the Mayor on policy. I'm fine going down to \$2,500 where we had it before.*
 - **Trustee Silva:** *If you change Section 13, change 13.2.1 as well.*
 - **Trustee Flores:** *Suggested to change Section 27.1 to add "Liaison"*
- Motion to amend Section 13 and 13.2.1 change from \$5,000 to \$2,500 and Section 27.1 to add HR Liaison.**

1st Motion Trustee Flores 2nd Motion: Trustee Gameros

MPT Fernie Herrera	YES	NO	
Trustee Gloria Gameros	YES	NO	4 to 0 votes, motion to amend passed.
Trustee Elva Flores	YES	NO	
Trustee Javier Silva	YES	NO	
Mayor Diana M. Trujillo	YES	NO	

Motion to approve Finance Policy and Procedures

1st Motion Trustee Gameros 2nd Motion: MPT Herrera

MPT Fernie Herrera YES NO
Trustee Gloria Gameros YES NO 4 to 0 votes, motion passed.
Trustee Elva Flores YES NO
Trustee Javier Silva YES NO
Mayor Diana M. Trujillo ~~YES~~ NO

h) Consideration and action to approve combined job description for animal control and codes enforcement position into neighborhood services officer. **Presented by City Manager**

- **City Manager:** The Neighborhood's Services Department is being restructured to combine the functions of the Code Enforcement Officer and the Animal Control Officer into one. At the next regular board, in November 4th staff will present an updated pay scale to add this. The coming fiscal year, the neighborhood services supervisor with supportive staff, including city manager, will ask the board to create another position that will duplicate the services delivered by this by position.
- **Trustee Gameros:** So, in the coming year you would have two positions open?
- **City Manager:** As city grows, there's going to be more need for code enforcement

Trustee Gameros: Motion to add "experience" under minimum qualifications

1st Motion: Trustee Gameros 2nd Motion: Trustee Silva

1st Motion Trustee Gameros 2nd Motion: Trustee Silva
MPT Fernie Herrera YES NO
Trustee Gloria Gameros YES NO 3 to 1 vote, motion passed.
Trustee Elva Flores YES NO
Trustee Javier Silva YES NO
Mayor Diana M. Trujillo ~~YES~~ NO

First Motion: Consideration and action to approve combined job description for animal control and codes enforcement position into neighborhood services officer.

1st Motion Trustee Gameros 2nd Motion: Trustee Silva

MPT Fernie Herrera YES NO
Trustee Gloria Gameros YES NO 3 to 1 vote, motion passed.
Trustee Elva Flores YES NO
Trustee Javier Silva YES NO
Mayor Diana M. Trujillo ~~YES~~ NO

i) Consideration and action to approve an amend **Resolution 2020-013**, a declaration of health emergency for the city of Anthony, New Mexico. **Presented by City Manager**

- **City Manager:** Item 10, highlighted in blue to outline the language to strongly discourage Halloween activities. This is really about helping our residents to make good choices during the first of a number of holidays coming in at the end of 2020.
- **Mayor Trujillo:** Request to have the resolution on Facebook if approved

1st Motion: Trustee Gameros 2nd Motion: Trustee Flores

MPT Fernie Herrera YES NO
Trustee Gloria Gameros YES NO 4 to 0 votes, motion passed.

Trustee Elva Flores **YES** NO
Trustee Javier Silva **YES** NO
Mayor Diana M. Trujillo ~~YES~~ NO

- j) Consideration and action to approve Wilson & Co. Task Order #:101620 for \$50,000 from Fund 294 for the City of Anthony Preliminary Engineering Report Realignment of Livesay St. funded by NMED. **Presented by Projects Coordinator**

Projects Coordinator: This is a task order from Wilson & Company for a Preliminary Engineering Report that will be prepared to realign Livesay Road. Situated along the New Mexico and Texas border, this will be done as part of Adams Park project.

1st Motion: Trustee Gameros 2nd Motion: Trustee Silva
MPT Fernie Herrera **YES** NO
Trustee Gloria Gameros **YES** NO 4 to 0 votes, motion passed.
Trustee Elva Flores **YES** NO
Trustee Javier Silva **YES** NO
Mayor Diana M. Trujillo ~~YES~~ NO

10. **ORDINANCE SECOND AMENDMENT READING**

- A. ORDINANCE 2019-002 an ordinance of the City of Anthony to provide for the hiring of a City Manager

First reading: October 7th, 2020

Notice of publication date: September 28th, 2020

Public Comments/Discussion: October 7th, 2020 and October 21st, 2020

Consideration and Action to pass: October 21st, 2020

1st Motion Trustee Gameros 2nd Motion: MPT Herrera
MPT Fernie Herrera **YES** NO
Trustee Gloria Gameros **YES** NO 4 to 0 votes, motion passed.
Trustee Elva Flores **YES** NO
Trustee Javier Silva **YES** NO
Mayor Diana M. Trujillo ~~YES~~ NO

11. **CLOSED SESSION: 7:45PM**

- A. NOTICE IS HEREBY GIVEN that the City of Anthony Board of Trustees will meet in Executive Session Pursuant to NMSA 1978, Section 10-15-(H)(2) to Discussion the following Limited Personnel Matters:

1. Employee Grievances
2. Potential pay changes for Police Department & MVD
3. Resignation of Codes Enforcement officer

1st Motion Trustee Gameros 2nd Motion: MPT Herrera

MPT Fernie Herrera **YES** NO
Trustee Gloria Gameros **YES** NO 4 to 0 votes, motion passed at 7:54 PM
Trustee Elva Flores **YES** NO
Trustee Javier Silva **YES** NO
Mayor Diana M. Trujillo ~~YES~~ NO

B. **OPEN SESSION**

Motion to return to open session

1st Motion Trustee Silva 2nd Motion: Trustee Gameros

MPT Fernie Herrera ~~YES~~ NO
Trustee Gloria Gameros **YES** NO 3 to 1 vote, motion passed at 9:01 PM
Trustee Elva Flores **YES** NO
Trustee Javier Silva **YES** NO
Mayor Diana M. Trujillo ~~YES~~ NO

12. CONSIDERATION AND ACTION

a. Consideration and action to approve City of Anthony, New Mexico Board of Trustees' Final Decision For The August 2020 Grievances of Bonnie Hidalgo

- *Alan Dahl: Madam Mayor, would you like me to read the content of the final decision for the record?*
- *Mayor Trujillo: Yes, please.*
- *Alan Dahl: Reads document as attached.*
- *Trustee Flores: Motion to strike the last part for Ms. Hidalgo*
- *Alan Dahl reads: "LASTLY, THE BOARD OF TRUSTEES ENCOURAGES employees of the City to follow the procedures for grievances laid out in the Personnel Handbook by directing their grievances to their direct supervisors".*
- *Mayor Trujillo: First Motion by Trustee Flores, any second?*
- *There being no second, motion dies.*

1st Motion Trustee Gameros 2nd Motion: Trustee Silva

MPT Fernie Herrera	YES	NO	
Trustee Gloria Gameros	YES	NO	3 to 1 vote, motion passed
Trustee Elva Flores	YES	NO	
Trustee Javier Silva	YES	NO	
Mayor Diana M. Trujillo	YES	NO	

Trustee Flores: My vote will be no because there are certain parts of the grievance that I don't agree.

b. Consideration and action to approve City of Anthony, New Mexico Board of Trustees' Final Decision for the August 2020 Grievances of Norma Chavira

Alan Dahl: Madam Mayor, would you like me to read the content of the final decision for the record?

Mayor Trujillo: Yes, please.

Alan Dahl: Reads document as attached.

Trustee Flores: Motion to strike the last part for Ms. Norma

Alan Dahl reads: "LASTLY, THE BOARD OF TRUSTEES ENCOURAGES employees of the City to follow the procedures for grievances laid out in the Personnel Handbook by directing their grievances to their direct supervisors".

Mayor Trujillo: First Motion by Trustee Flores, any second?

There being no second, motion dies.

1st Motion Trustee Gameros 2nd Motion: Trustee Silva

MPT Fernie Herrera	YES	NO	
Trustee Gloria Gameros	YES	NO	3 to 1 vote, motion passed.
Trustee Elva Flores	YES	NO	
Trustee Javier Silva	YES	NO	
Mayor Diana M. Trujillo	YES	NO	

c. Consideration and action to approve City of Anthony, New Mexico Board of Trustees' Final Decision For The August 2020 Grievances of Gloria Ramirez

Mayor Trujillo: Ok, Alan, can you go ahead and read?

Alan Dahl: Yes, Madam Mayor.

Alan Dahl: Reads document as attached.

Trustee Flores: Motion to strike the last part for Ms. Gloria Ramirez

Alan Dahl reads: "LASTLY, THE BOARD OF TRUSTEES ENCOURAGES employees of the City to follow the procedures for grievances laid out in the Personnel Handbook by directing their grievances to their direct supervisors".

Mayor Trujillo: First Motion by Trustee Flores, any second?

There be no second, motion dies. We go back to original motion, roll call please.

1st Motion Trustee Gameros 2nd Motion: Trustee Silva

MPT Fernie Herrera	YES	NO	
Trustee Gloria Gameros	YES	NO	3 to 1 vote, motion passed.
Trustee Elva Flores	YES	NO	
Trustee Javier Silva	YES	NO	
Mayor Diana M. Trujillo	YES	NO	

d. Consideration and action to approve City of Anthony, New Mexico Board of Trustees' Final Decision For The August 2020 Grievances of Chief Vanessa Ordonez

Mayor Trujillo: Ok, Alan, can you go ahead and read?

Alan Dahl: Yes, Madam Mayor.

Alan Dahl: Reads document as attached.

Trustee Flores: Motion to strike the last part for Chief Ordonez

Alan Dahl reads: "LASTLY, THE BOARD OF TRUSTEES ENCOURAGES employees of the City to follow the procedures for grievances laid out in the Personnel Handbook by directing their grievances to their direct supervisors".

Mayor Trujillo: First Motion by Trustee Flores, any second?

There be no second, motion dies. We go back to original motion, roll call please.

1st Motion: Trustee Gameros 2nd Motion: Trustee Silva

MPT Fernie Herrera	YES	NO	
Trustee Gloria Gameros	YES	NO	3 to 1 vote, motion passed.
Trustee Elva Flores	YES	NO	
Trustee Javier Silva	YES	NO	
Mayor Diana M. Trujillo	YES	NO	

13. ITEMS FROM THE CITY CLERK - None

14. ITEMS FROM THE CITY MANAGER - None

15. ITEMS FROM THE MAYOR AND TRUSTEES

- *Trustee Silva: Request City Manager to keep an eye on that grass at the soccer field this fall season.*
- *MPT Herrera: Suggest the sprinklers to be programed to water grass specific times.*
- *Trustee Flores: Attended MOLI training; Suggest to have budget meeting once a month where City Manager can go over the budget with the board.*
- *Trustee Gameros: Agrees with Trustee Flores budget meeting request. Suggests meeting same day with 1st meeting of the month at regular meeting, but at 5:00 PM.*
- *MPT Herrera: Dropped off at 9:22pm*

16. ADJOURNMENT

1st Motion Trustee Gameros 2nd Motion: Trustee Silva

MPT Fernie Herrera	YES	NO	
Trustee Gloria Gameros	YES	NO	3 to 1 vote, motion passed at 9:34PM
Trustee Elva Flores	YES	NO	
Trustee Javier Silva	YES	NO	
Mayor Diana M. Trujillo	YES	NO	


 Diana Murillo-Trujillo, Mayor

ATTEST:


 Esther Motongo, City Clerk

