



Oscar Dominguez
City Manager

REGULAR MEETING
City of Anthony Board of Trustees
Conference Call
Wednesday, May 20th, 2020
2:00 P.M.
MINUTES

Mayor Diana M. Trujillo
MPT Fernie Herrera
Trustee Elva Flores
Trustee Javier Silva
Trustee Gloria Gameros

You can join meeting using your phone by dialing.

United States: +1 (571) 317-3122

Access Code: 153-997-389

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 Trustee Silva.

3. **ROLL CALL**

Present: MPT Fernie Herrera	YES	NO
Trustee Gloria Gameros	YES	NO
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- if any member has conflict of interest, please recuse yourself from voting.

5. **APPROVAL OF AGENDA ORDER**

Alan Dahl – Request to delete closed session.

Motion to delete item 10A

1st Motion: Trustee Silva 2nd Motion: Trustee Flores **AIF**

Roll Call vote:

MPT Fernie Herrera	YES	NO
Trustee Gloria Gameros	YES	NO 3 to 0 vote, motion passed.
Trustee Elva Flores	YES	NO
Trustee Javier Silva	YES	NO
Mayor Diana M. Trujillo-Tie Breaker	YES	NO

Motion to approve agenda order as amended.

1st Motion: Trustee Silva 2nd Motion: Trustee Flores **AIF**

Roll Call vote:

MPT Fernie Herrera	YES	NO
Trustee Gloria Gameros	YES	NO 3 to 0 vote, motion passed.
Trustee Elva Flores	YES	NO
Trustee Javier Silva	YES	NO
Mayor Diana M. Trujillo-Tie Breaker	YES	NO

6. **APPROVAL OF MINUTES**

a) Regular Meeting 04/15/2020 –

Motion: Move to approve minutes for Regular Meeting 4/15/2020

1st Motion: Trustee Flores 2nd Motion: Trustee Silva **AIF**

Roll Call vote:

MPT Fernie Herrera	YES	NO
Trustee Gloria Gameros	YES	NO 3 to 0 vote, motion passed.
Trustee Elva Flores	YES	NO
Trustee Javier Silva	YES	NO
Mayor Diana M. Trujillo-Tie Breaker	YES	NO

- ❖ **Betty Gonzalez:** Requests the Board install a prominent sign or marquee for the City. Times like these so much going on: Residents need information/to be notified of City changes.
 - Sign could advertise Covid-19 safety practices. Many residents are not wearing a face mask or observing 6 ft social distance.
 - Appreciates that residents can now join Board meetings on phone.

8. PRESENTATION

a) Presentation of Employee Health Insurance. Presented by Journey Veronica

- ❖ **Veronica Journey** – They offer a GIS portal for online onboarding and enrollment with one streamlined solution. Can facilitate process in English and Spanish.
- ❖ Recommended renewal of United Healthcare health insurance as it was the least expensive, Blue Cross was 50% higher.
- ❖ Recommend maintaining Dental benefits but through Principal Option 1 saving the City \$4,113 compared to the current plan.
- ❖ Recommend maintaining same benefits for Vision, but enroll with Principal, saving the city \$884.
- ❖ Life AD&D is paid 100% by employer for all full-time employees. We recommend moving to Principal to save the City \$1,975.
- ❖ Recommend Short-Term and Long-Term Disability plans. Short term helps provide income when ill for more than 14 days. Recommending MetLife for Short-Term at \$258.41 per Month and Long-Term Disability at \$268.54 per month. This is noncontributory meaning it is paid by the employer at 100%.

b) Discussion of Longoria St. Presented by Mario Infante, PE Wilson & Company

- ❖ **Mario Infante:** Trustee Flores requested that they look at Longoria Street as residents signed a petition requesting roadway and drainage improvement.
Longoria is a non-improved street that runs north-south off Acosta Road. There are 13 parcels with dwelling units. According to Dona Ana County, Longoria is an “un-platted” street.
If City takes responsibility for maintaining this street, it will be setting a precedent and residents may deem their situation similar in the future.
The City has an obligation to provide adequate fire, police and EMS access. Suggests legal counsel look into this as existing roadway is inadequate to allow large vehicles such as fire trucks to turn.
- ❖ **Trustee Flores** – Residents signed a petition stating they will give Longoria Street to the City. These residents pay taxes and city bonds. They realize in case of an emergency, it will be difficult for help to get to their houses.
- ❖ **MPT Herrera:** It’s a private road and it will be extremely costly for drainage, curb, and gutter.
- ❖ **Mario Infante:** Correct: Longoria is a private road. There is a process to give City right of way.
- ❖ **MPT Herrera:** Concerned there is not enough turnaround North of a dead end. The property belongs to someone else.
- ❖ **Trustee Flores:** How do we stand legally if anything happened to the residents now that they brought to our attention? We need to improve the city for everyone not just for certain people.
- ❖ **Alan Dahl:** The city is not liable for what happens on a private road. The City is not obligated to accept these types of requests. It can accept or reject, just like County. There is no municipal liability.
- ❖ **Mayor Trujillo:** Its private. Residents requested the Board to put effort to have it paved. Madison street was paved with the previous Mayor. Residents think we are being selective on roads. There are 13 dwellings we should try look into it.
- ❖ **MPT Herrera:** Will it not be going against the anti-donation clause? It should be residents coming to us not Board to residents.
- ❖ **Alan Dahl:** There is no problem entering into a discussion. There is an anti-donation issue: If we provide for a private road, the City must have some ownership. A city can use eminent domain to acquire property. It’s up to the Board: They also can direct city engineers or City Manager to look into it.

- ❖ **Trustee Silva** – At some point we need to entertain the idea. There is another street requested west of Longoria which is private as well.
We can open a “can of worms”. People can argue that we have not paved all City-owned roads, but a paved private road, not that the private road is not important.

c) **Discussion on Capital outlay FY20/21. Presented by Projects Coordinator**

- ❖ **Project coordinator:** Due to the current economic situation related to COVID-19 and declining oil prices, the amount of severance tax bonds that the State will issue may be reduced and/or those bonds may be issued later than originally anticipated.
We received a questionnaire from DFA with two questions requesting a response by May 15th. We answered “yes” to both questions with city manager direction as the next Board meeting was not until May 20.
- ❖ **MPT Herrera** - This is for Police Department vehicles \$135,000 and \$1,533,500 in Park money?
- ❖ **Project Coordinator Gloria R.** – Yes, they are the new grants.
- ❖ **Trustee Silva** – Would have said “no” if the project was tied to other projects. Due to Covid-19 we need to be flexible if it is not a priority. He appreciates that staff had to make a decision at the last minute.

9. **CONSIDERATION AND ACTION**

- A. Consideration and Action to accept eleven arbitrators for police department from Dona Ana County Sheriff Office. **Presented by Chief Vanessa Ordonez**
- ❖ **Chief Ordonez:** Happy to announce Sherriff Kim Stewart and staff issued Arbitrators to City at no cost to us. The county approved the transfer of 11 Panasonic Arbitrators, with a retail market price of \$1,900. These are cameras that record the back seat of patrol units when police make an arrest.
 - ❖ **Trustee Silva** - Congrats job well done.
 - ❖ **Trustee Flores** – Congrats: Awesome job looking out not just officer but for City. This is big help. Keep protecting officers. Keep it up.
 - ❖ **MPT Herrera** – Any cost of installation?
 - ❖ **Chief Vanessa O.** – Working with IT to see. Its estimated to be about \$60 per unit. We have LEPP grant which can be used for the installation.
 - ❖ **MPT Herrera** – The reason we have good communication with county is because of Chief. We have heard good feedback with how you work well with everyone.
 - ❖ **Mayor Diana M. Trujillo** – Thank you for building relationship with other entities.

1st Motion: Trustee Silva 2ndMotion: Trustee Flores

Roll Call vote:

MPT Fernie Herrera	YES	NO	
Trustee Gloria Gameros	YES	NO	3 to 0 vote, motion passed.
Trustee Elva Flores	YES	NO	
Trustee Javier Silva	YES	NO	
Mayor Diana M. Trujillo Tie Breaker	YES	NO	

- B. Consideration and Action to accept ERATE funding of \$7,560 FY 20/21 for internet at the Library. **Presented by Projects Coordinator.**

- ❖ **Project Coordinator:** ERATE help us pay for internet in the Library for a year. This year we received \$7,560; City will match \$2,966.65.

1st Motion: Trustee Silva 2ndMotion: Trustee Flores

Roll Call vote:

MPT Fernie Herrera	YES	NO
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Trustee Gloria Gámeros	YES	NO	3 to 0 vote, motion passed.
Trustee Elva Flores	YES	NO	
Trustee Javier Silva	YES	NO	
Mayor Diana M. Trujillo Tie Breaker	YES	NO	

C. Consideration and Action to approve the use of match component from Colonia's 4104 of the total amount \$13,250 in addition to the CWSRF balance of \$65,705.35; totaling to \$78,955.35 to prepare the design plans and services and satisfy the readiness to proceed South Anthony Arroyo project. **Presented by Projects Coordinator.**

❖ **Projects Coordinator:** Last Board meeting we discussed the plan to use \$13,250 to be used with Clean Water State Revolving Fund for the design of South Anthony Arroyo.

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

Roll Call vote:

MPT Fernie Herrera	YES	NO	
Trustee Gloria Gámeros	YES	NO	3 to 0 vote, motion passed.
Trustee Elva Flores	YES	NO	
Trustee Javier Silva	YES	NO	
Mayor Diana M. Trujillo Tie Breaker	YES	NO	

D. Consideration and action to amend **Resolution 2020-013** a Declaration of Health Emergency for the city of Anthony, New Mexico.

❖ **City Manager:** Health declaration is reviewed every 30 days. At this point, it must be continually updated as the Covid-19 health crisis is a fluid situation. Staff suggests adding language to say "the City emergency health declaration will follow all New Mexico State Governor's public health orders".

1st Motion: _____ 2nd Motion: _____

Roll Call vote:

MPT Fernie Herrera	YES	NO	
Trustee Gloria Gámeros	YES	NO	
Trustee Elva Flores	YES	NO	3 to 0 vote, motion passed.
Trustee Javier Silva	YES	NO	
Mayor Diana M. Trujillo Tie Breaker	YES	NO	

E. Consideration and action to approve **Resolution 2020-015** a resolution approving a budget adjustment for the fiscal year 2019-2020 for the city of Anthony, nm.

❖ **City Manager:** This is second part of quarter 3 adjustment which will get us caught up with the current quarter.

❖ **Trustee Silva** – Is \$135,535 a combination of all departments.?

❖ **City Manager:** Yes.

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

Roll Call vote:

MPT Fernie Herrera	YES	NO	
Trustee Gloria Gámeros	YES	NO	3 to 0 vote, motion passed.
Trustee Elva Flores	YES	NO	
Trustee Javier Silva	YES	NO	
Mayor Diana M. Trujillo Tie Breaker	YES	NO	

F. Consideration and action to approve **Resolution 2020-016** a resolution approving preliminary fiscal year 2020-2021 budget

❖ **City Manager:** Preliminary budget deadline by **June 1st**. Staff made estimates with regard to revenue.
- Maintenance for Dos Lagos is estimated at about \$150,000 a year. Charter School maintenance budget and lease cost is not included.

❖ **Trustee Gámeros (arrived at 4:08PM)** – This is just a draft and it will come back in June?

❖ **City Manager** – Yes: At the next regular board meeting, June meeting, June 17 we should also have budget to actuals.

❖ **City Clerk:** Police vehicle and multi-generational we don't know when it will be adopted.

- Water trust board is pending Readiness to proceed to award the grant.
 - The next preliminary budget draft will have more details.
 - ❖ The numbers don't add up, suggest meeting next week for a workshop with the Board once we have good numbers.
 - ❖ **Trustee Silva:** when is the deadline for this?
 - ❖ **City Manager:** June 1, 2020
- Trustee Silva:** Motion to post pone item for further review.

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

Roll Call vote:

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

G. Consideration and action to approve the amended Resolution 2018-004 vehicle use policy.

- ❖ **City Clerk:** This resolution is to approve the changes passed April 15,2020. Trustee Flores recalled we had a similar resolution in 2018 that adopted changes to the vehicle policy. This is the same resolution amended to adopt the new changes.

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

Roll Call vote:

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

11. OPEN SESSION

Motion to return to open session.

1st Motion: _____ 2nd Motion: _____

Roll Call vote:

MPT Fernie Herrera	YES	NO	
Trustee Gloria Gameros	YES	NO	
Trustee Elva Flores	YES	NO	DELETED
Trustee Javier Silva	YES	NO	
Mayor Diana M. Trujillo Tie Breaker	YES	NO	

- A. Consideration and action to approve posting of finance director position.
- ❖ **City Manager** - Will be presenting an updated finance officer job description. It is simplified to reduce the current 5-page finance job description.
- ❖ **MPT Herrera** - We need to post this position asap.
- ❖ **Trustee Silva** - Deadline for this job posting is not mentioned. When do we expect it to go out?
- ❖ **City Manager**- After the Board approves Job description, staff will post the position.
- ❖ **Trustee Flores** - Suggests we use current finance job description. We have been using it for past 10 years.
- ❖ **City Manager** - The current job description is not easiest to follow and is mostly a list of characteristics. I would not recommends using it.
- ❖ **Trustee Silva** - Complete what you are working on. We don't want to post something we might regret later.
- ❖ **MPT Herrera** - Agree with Trustee Silva. Put it on special meeting agenda next week.
- ❖ **City Manager:** I also request a budget workshop.

- ❖ **City Clerk:** Will post agenda with finance job description and preliminary budget approval for May 28th at 5:30pm.

- ❖ **City Manager** - Its clear to staff that the board would like this position filed.

1st Motion: Trustee Silva 2nd Motion: MPT Herrera

Roll Call vote:

MPT Fernie Herrera	YES	NO
Trustee Gloria Gamos	YES	NO 4 to 0 vote, motion passed.
Trustee Elva Flores	YES	NO
Trustee Javier Silva	YES	NO
Mayor Diana M. Trujillo Tie-Breaker	YES	NO

B. Consideration and action to approve take home vehicle for ACO Edward Salazar & Ofc. Aaron Martinez.

- ❖ **City Manager** - These two employees do not currently comply with Section 2c of the vehicle use policy. Both reside outside of Dona Ana County.
- ❖ **MPT Herrera** - They don't leave within 20 miles?
- ❖ **Chief Ordonez:** They live in El Paso, Texas, but within 20 miles from the City. ACO lives 8 miles from the City. The officer lives 15 miles from the City. He is usually the first to arrive if requested to cover shift.
- ❖ **Trustee Gamos** - City Manager is doing what he was supposed to do. The policy says all employees with take home vehicles should reside within 20 miles of the City in Dona Ana County. Exemptions shall be submitted for approval to the Board.
- ❖ **Trustee Silva** - Suggest removing 20 miles.
- ❖ **Trustee Gamos** - Suggest to change language at the next BOT meeting.
- ❖ **Trustee Flores** - If it will change the vote today then we should wait for change of language next meeting.
- ❖ **MPT Herrera:** If we keep Dona Ana County only, they might live in Hatch and be talking vehicle home.
- ❖ **Trustee Silva** - It took us a while to get good officers. This being one of the perks. Let's not go back and take it away.
- ❖ **Trustee Gamos** - We can postpone item and bring SOP changes along with vehicle policy.
- ❖ **Trustee Silva** - Motion to post pone to next meeting.

1st Motion: Trustee Silva 2nd Motion: MPT Herrera

Motion to post pone item

Roll Call vote:

MPT Fernie Herrera	YES	NO
Trustee Gloria Gamos	YES	NO 4 to 0 Vote, motion passed.
Trustee Elva Flores	YES	NO
Trustee Javier Silva	YES	NO
Mayor Diana M. Trujillo Tie-Breaker	YES	NO

12. ITEMS FROM THE CITY CLERK

Requested to move Regular BOT meeting from June 3,2020 to June 4,2020

13. ITEMS FROM THE CITY MANAGER - None

14. ITEMS FROM THE MAYOR AND TRUSTEES

- ❖ **MPT Herrera:** We have streetlight funding available. Request streetlight on Elm & St. Anthony street.
- ❖ **Trustee Gamos** - None
- ❖ **Trustee Flores:** Ran into Mr. Cano. What is the status of his claim.
- ❖ **City Manager:** This is one of the items that was dropped when the health crisis started and I take ownership of that. Staff decided to contract out the trimming due to height of those trees. Procurement approved purchase order to start work. Wrought iron was bent by the falling tree branches. Mr. Cano's email set a deadline of 48 hours. I explained that it would be difficult for City to adhere to his deadline given that we are contracting out this service. Mr. Cano responded and was grateful for the prompt response.
- ❖ **Trustee Silva:** Public Works were at Lil' Adams Park trimming the trees. It looks really nice. Request that our employees wear harness for the purpose of safety when trimming the trees.

15. ADJOURNMENT - 5:42 PM

1st Motion: Trustee Silva 2nd Motion: MPT Herrera **AIF.**

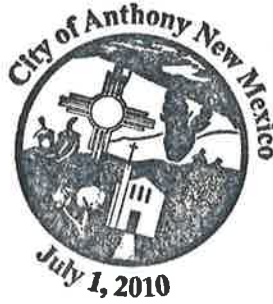
Roll Call vote:

MPT Fernie Herrera	YES	NO
Trustee Gloria Gameros	YES	NO- left at 5:40pm
Trustee Elva Flores	YES	NO 3 to 0 vote, motion passed.
Trustee Javier Silva	YES	NO
Mayor Diana M. Trujillo Tie Breaker	YES	NO

ATTEST:



Esther Motongo, City Clerk



Diana M. Trujillo, Mayor

BOT Regular Meeting Attendees Summary

GoToMeeting

Meeting Date
May 20, 2020 1:43 PM MDT

Meeting Duration
239 minutes

Number of Attendees
19

Meeting ID
153-997-389

Details

Name	Email Address	Join Time	Leave Time	Time in Session (minutes)
+15057152541		2:07 PM	3:23 PM	76
+15756409853		4:19 PM	5:41 PM	82
+15758822769		1:59 PM	5:42 PM	222
+15758823059		1:59 PM	2:19 PM	19
+15759977508		2:17 PM	2:22 PM	5
+15759977508		2:37 PM	3:32 PM	55
+19155883923		1:49 PM	5:42 PM	233
+19157270626		2:09 PM	2:25 PM	16
+19157270626		4:38 PM	5:42 PM	63
+19157996878		1:59 PM	5:06 PM	187
Alan Dahl		4:06 PM	5:42 PM	95
Alan Dahl		2:00 PM	4:05 PM	124
Alan J. Dahl		4:04 PM	5:42 PM	97
Esther Motongo		1:43 PM	5:42 PM	239
Mary HALL		2:19 PM	3:35 PM	75
Mayor Trujillo		1:58 PM	5:42 PM	224
Oscar Dominguez		1:53 PM	5:42 PM	229
TRUSTEE FLORES		1:53 PM	5:42 PM	229
TRUSTEE GAMEROS		4:04 PM	5:40 PM	95
Trustee Silva		1:46 PM	5:42 PM	235
Trustee silva		1:47 PM	5:42 PM	235
Veronica journey		2:00 PM	2:40 PM	39
gloria ramirez		1:46 PM	3:57 PM	131