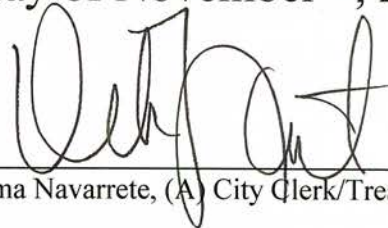


NOTICE OF POTENTIAL QUORUM

In accordance with Section 10-15-1 NMSA 1978 (2001 Cumulative Supplement), notice is hereby given that a quorum of the Board of Trustees of the City of Anthony, New Mexico may be in attendance at the Public Involvement Meeting: NM 460 Drainage Improvement Project – Miller St. to Acosta Road - at the Anthony Water & Sanitation District Conference Room, 1155 N. 4th Street, Anthony, NM 88021.
Thursday, November 1, 2012 from 5:30pm – 8:00pm.

This notice is posted because there may be a potential quorum present. The members of the Board will take no official vote or other action at this meeting.

I hereby certify that this notice was posted at all approved posting locations including the Municipal Building, 320 Lincoln Street, Anthony, NM on this 1st day of November , 2012.



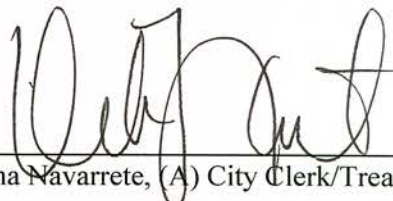
Velma Navarrete, (A) City Clerk/Treasurer

NOTICE OF POTENTIAL QUORUM

In accordance with Section 10-15-1 NMSA 1978 (2001 Cumulative Supplement), notice is hereby given that a quorum of the Board of Trustees of the City of Anthony, New Mexico may be in attendance at the Newly Elected Public Officials Institute, Senior Citizen Center located at 1000 McNutt, Sunland Park, NM 88063, on Saturday, November 3rd, 2012 from 8:00am to 5:00pm .

This notice is posted because there may be a potential quorum present. The members of the Board will take no official vote or other action at this meeting.

I hereby certify that this notice was posted at all approved posting locations including the Municipal Building, 320 Lincoln Street, Anthony, NM on this 1st day of November, 2012.



Velma Navarrete, (A) City Clerk/Treasurer

REGULAR MEETING
City of Anthony Board of Trustees
Municipal Building / 824 Anthony Drive
Anthony, NM 88021

Wednesday, November 7, 2012
6:00 P.M.

AGENDA

1. CALL TO ORDER BY HONORABLE MAYOR ARNULFO CASTAÑEDA

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

THOSE ITEMS ON THE AGENDA INDICATED BY AN ASTERISK (*) ARE ON THE CONSENT AGENDA AND WILL BE VOTED ON BY ONE MOTION UNLESS A TRUSTEE REQUESTS THAT A SPECIFIC ITEM BE REMOVED AND PLACED ON THE REGULAR AGENDA FOR DISCUSSION PURPOSES.

4. APPROVAL OF AGENDA ORDER

5. APPROVAL OF CONSENT AGENDA

6. APPROVAL OF MINUTES

- * July 26, 2012 Special Meeting
- * August 1, 2012 Special Meeting
- * October 12, 2012 Special Meeting
- * October 19, 2012 Special Meeting

7. ITEMS FROM THE FLOOR

8. PUBLIC MEETING

Consideration and Action

A. Consideration and action to approve *A Proclamation by the Board of Trustees, the Governing Body of the City of Anthony, New Mexico proclaiming November 14, 2012 as "Go Blue on the Border Day in the City of Anthony, New Mexico."*

9. CLOSED SESSION

B. Pursuant to 10-15-1H(2), NMSA 1978, limited personnel matters in regards to the positions of City Clerk, Purchasing Agent, and FT Temporary Codes Enforcer.

10. OPEN SESSION

Consideration and Action

C. Consideration and action to appoint Velma Navarrete to the position of Acting City Clerk. (Letter attached) *Presented by Honorable Mayor Castañeda*

D. Consideration and action to appoint Christy Sifuentes to the position of Acting Purchasing Agent. (Letter attached) *Presented by Honorable Mayor Castañeda*

E. Consideration and action to approve the hire of Mr. Julio Alcantar to the position of Temporary Codes Enforcer. *Presented by Honorable Mayor Castañeda*

11. ITEMS FROM THE ACTING CITY CLERK

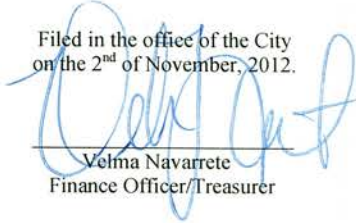
12. ITEMS FROM THE MAYOR AND TRUSTEES

13. ADJOURNMENT

POSTED:

City of Anthony City Clerk Office
El Paso Electric Company
NM Gas Company
Anthony Post Office
Senior Citizen Center
Anthony Water & Sanitation District

Filed in the office of the City
on the 2nd of November, 2012.


Velma Navarrete
Finance Officer/Treasurer

PLEASE NOTE: *If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact Office of the City Clerk at 575-882-2983 at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact Office of the City Clerk at 575-882-2983, if a summary or other type of accessible format is needed.*

**REGULAR MEETING
City of Anthony Board of Trustees
Municipal Building / 824 Anthony Drive
Anthony, NM 88021**

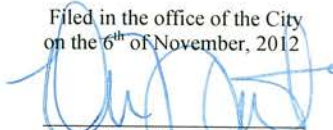
**Wednesday, November 7, 2012
6:00 P.M.**

MEETING CANCELLED

POSTED:

City of Anthony City Clerk Office
El Paso Electric Company
NM Gas Company
Anthony Post Office
Senior Citizen Center
Anthony Water & Sanitation District

Filed in the office of the City
on the 6th of November, 2012



Velma Navarrete
Finance Officer/Treasurer

PLEASE NOTE: *If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact Office of the City Clerk at 575-882-2983 at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact Office of the City Clerk at 575-882-2983, if a summary or other type of accessible format is needed.*

REGULAR MEETING
City of Anthony Board of Trustees
Municipal Building / 824 Anthony Drive
Anthony, NM 88021

Wednesday, November 14, 2012
(In place of 11/21/2012)
6:00 P.M.

AGENDA

- 1. CALL TO ORDER BY HONORABLE MAYOR ARNULFO CASTAÑEDA**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**

THOSE ITEMS ON THE AGENDA INDICATED BY AN ASTERISK (*) ARE ON THE CONSENT AGENDA AND WILL BE VOTED ON BY ONE MOTION UNLESS A TRUSTEE REQUESTS THAT A SPECIFIC ITEM BE REMOVED AND PLACED ON THE REGULAR AGENDA FOR DISCUSSION PURPOSES.

4. APPROVAL OF AGENDA ORDER

5. APPROVAL OF CONSENT AGENDA

- * July 26, 2012 Special Meeting Minutes
- * August 1, 2012 Special Meeting Minutes
- * October 12, 2012 Special Meeting Minutes
- * October 19, 2012 Special Meeting Minutes
- * Municipal Court Monthly Report
- * Police Department Monthly Report

7. ITEMS FROM THE FLOOR

8. PUBLIC MEETING

Consideration and Action

A. Consideration and action to approve *A Proclamation by the Board of Trustees, the Governing Body of the City of Anthony, New Mexico proclaiming November 14, 2012 as "Go Blue on the Border Day in the City of Anthony, New Mexico."*

9. CLOSED SESSION

B. Pursuant to 10-15-1H(2), NMSA 1978, limited personnel matters in regards to the positions of City Clerk, Purchasing Agent, FT Temporary Codes Enforcer, and Temporary Receptionist.

10. OPEN SESSION

Consideration and Action

C. Consideration and action to appoint Velma Navarrete to the position of Acting City Clerk. (Letter attached) *Presented by Honorable Mayor Castañeda.*

- D. Consideration and action to appoint Christy Sifuentes to the position of Acting Purchasing Agent. (Letter attached) *Presented by Honorable Mayor Castañeda.*
- E. Consideration and action to approve the hire of Mr. Julio Alcantar to the position of Temporary Codes Enforcement Officer. (Letter attached) *Presented by Honorable Mayor Castañeda.*
- F. Consideration and action to appoint Guadalupe Olivas to the position of (Temp) Receptionist. (Letter Attached) *Presented by Honorable Mayor Castañeda.*

11. ITEMS FROM THE ACTING CITY CLERK

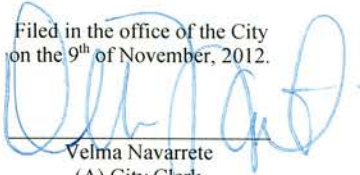
12. ITEMS FROM THE MAYOR AND TRUSTEES

13. ADJOURNMENT

POSTED:

City of Anthony City Clerk Office
El Paso Electric Company
NM Gas Company
Anthony Post Office
Senior Citizen Center
Anthony Water & Sanitation District

Filed in the office of the City
on the 9th of November, 2012.


Velma Navarrete
(A) City Clerk

PLEASE NOTE: *If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact Office of the City Clerk at 575-882-2983 at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact Office of the City Clerk at 575-882-2983, if a summary or other type of accessible format is needed.*

REGULAR MEETING
City of Anthony Board of Trustees
Municipal Building / 824 Anthony Drive
Anthony, NM 88021

Wednesday, November 14, 2012

(In place of 11/21/2012)

6:00 P.M.

MINUTES

1. CALL TO ORDER BY HONORABLE MAYOR ARNULFO CASTAÑEDA @ 6:02pm

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL: *Trustee Murillo: ABSENT Trustee Gonzales: PRESENT Trustee Madrid: PRESENT Trustee Scott: PRESENT*

4. APPROVAL OF AGENDA ORDER – *Motion made by Trustee Madrid to approve the agenda order, second by Trustee Gonzalez, unanimous vote, motion carried.*

5. APPROVAL OF CONSENT AGENDA

- * July 26, 2012 Special Meeting Minutes
- * August 1, 2012 Special Meeting Minutes
- * October 12, 2012 Special Meeting Minutes
- * October 19, 2012 Special Meeting Minutes – *not approved yet*
- * Municipal Court Monthly Report
- * Police Department Monthly Report

Discussion: Trustee Gonzalez stated minutes are an important part of the City, she suggests staff make a list of meetings with the appropriate dates and list those that are missing. Mayor Castañeda responded stating that task has been done, we have a list of minutes that need to be drafted, edited, proofread, and approved. Trustee Scott wants to be able to approve ALL the minutes at the same time at the first meeting in December. Mayor Castañeda stated that was not feasible considering all the work we currently have; the audit, Tyler (Incode) implementation, etc. Trustee Gonzalez made a motion to strike out the minutes for 10/19/2012, it was seconded by Trustee Scott. Trustee Scott made a motion to approve the consent agenda as amended, seconded by Trustee Madrid, unanimous vote, motion carried.

6. ITEMS FROM THE FLOOR - NONE

7. PUBLIC MEETING

Consideration and Action

- A. Consideration and action to approve *A Proclamation by the Board of Trustees, the Governing Body of the City of Anthony, New Mexico proclaiming November 14, 2012 as “Go Blue on the Border Day in the City of Anthony, New Mexico.”*

Trustee Madrid stated this is something they should do on their own. Trustee Scott likes the idea of making Anthony healthier. A motion was made by Trustee Scott approving the Proclamation by the Board of Trustees, the Governing Body of the City of Anthony, New

Mexico proclaiming November 14, 2012 as "Go Blue on the Border Day in the City of Anthony, New Mexico." , seconded by Trustee Gonzalez. Roll Call Vote: Trustee Gonzalez: YES Trustee Scott: YES Trustee Madrid: NO, motion carried, proclamation approved.

8. CLOSED SESSION

B. Pursuant to 10-15-1H(2), NMSA 1978, limited personnel matters in regards to the positions of City Clerk, Purchasing Agent, FT Temporary Codes Enforcer, and Temporary Receptionist.

A motion was made to table this item until meeting of December 5th by Trustee Scott, seconded by Trustee Madrid. Roll Call Vote: Trustee Gonzalez: YES Trustee Madrid: YES Trustee Scott: YES. Motion carried, item tabled.

9. OPEN SESSION

Consideration and Action

- C. Consideration and action to appoint Velma Navarrete to the position of Acting City Clerk. (Letter attached) *Presented by Honorable Mayor Castañeda.*
 - D. Consideration and action to appoint Christy Sifuentes to the position of Acting Purchasing Agent. (Letter attached) *Presented by Honorable Mayor Castañeda.*
 - E. Consideration and action to approve the hire of Mr. Julio Alcantar to the position of Temporary Codes Enforcement Officer. (Letter attached) *Presented by Honorable Mayor Castañeda.*
 - F. Consideration and action to appoint Guadalupe Olivas to the position of (Temp) Receptionist. (Letter Attached) *Presented by Honorable Mayor Castañeda.*
- Items C, D, E, and F tabled due to Item 8 above.*

11. ITEMS FROM THE ACTING CITY CLERK

B.O.T. questionnaires for the audit; if the BOT could get them turned in as soon as possible. Announcement of the Thanksgiving Luncheon. Received check/grant from Department of Transportation for one of the Co-op grants in the amount of \$37,594.00. Also received the check for the Teen Advisory Council/Youth for Action in the amount of \$1,190.00.

12. ITEMS FROM THE MAYOR AND TRUSTEES

Trustee Gonzalez – Is the lighting project only going up to Landers? Mayor answered, contract states it's from O'Hara to Acosta. Trustee Gonzalez asked if we could please check the contract to confirm it is indeed from O'Hara to Acosta. Asked also when the audit was due, (A) City Clerk answered it is due December 3rd.

Trustee Madrid – no comments

Trustee Scott – Commented on the Dept. of Transportation meeting held at Anthony Water & Sanitation District; he saw they did not acknowledge the city had become incorporated. He suggested any future meetings of that sort be held at City Hall please, Mayor concurs with this. Also commented on Trustee Murillo being ill, and what would happen if both Mayor and Mayor Protem (Murillo) are both out? City should not find itself in a situation where there is no one in charge. Please find out when Trustee Murillo can return.

Mayor Castañeda – Board of Finance next meeting is 12/04/2012, we plan on going up to the meeting to request the transfer of ownership to the City of Anthony. The Capital Outlay Request is scheduled for 12/11/2012 at the Women's Intercultural Center from 11am to 2pm.

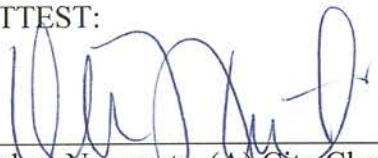
13. ADJOURNMENT – Motion made by Trustee Scott to adjourn, second by Trustee Madrid, unanimous vote, meeting adjourned at 6:49pm.

APPROVED:



Arnulfo Castañeda, Mayor

ATTEST:



Velma Navarrete, (A) City Clerk

{SEAL}

*Prepared by Velma Navarrete, (A) City Clerk
Approved at Regular Meeting held on December 5, 2012*

**SPECIAL MEETING / WORK SESSION
City of Anthony Board of Trustees
Municipal Building / 824 Anthony Drive
Anthony, NM 88021**

**Thursday, November 15, 2012
9:00 A.M.**

AGENDA

1. CALL TO ORDER BY HONORABLE MAYOR ARNULFO CASTAÑEDA

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

THOSE ITEMS ON THE AGENDA INDICATED BY AN ASTERISK () ARE ON THE CONSENT AGENDA AND WILL BE VOTED ON BY ONE MOTION UNLESS A TRUSTEE REQUESTS THAT A SPECIFIC ITEM BE REMOVED AND PLACED ON THE REGULAR AGENDA FOR DISCUSSION PURPOSES.*

4. APPROVAL OF AGENDA ORDER

5. ITEMS FROM THE FLOOR

6. WORK SESSION

A. Training session by Randy VanVleck of New Mexico Municipal League regarding separation of powers.

B. Continue discussion of City of Anthony Employee Handbook.

C. Discussion of placement of street lights.

7. ITEMS FROM THE ACTING CITY CLERK

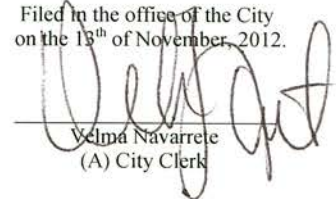
8. ITEMS FROM THE MAYOR AND TRUSTEES

9. ADJOURNMENT

POSTED:

City of Anthony City Clerk Office
El Paso Electric Company
NM Gas Company
Anthony Post Office
Senior Citizen Center
Anthony Water & Sanitation District

Filed in the office of the City
on the 13th of November, 2012.


Velma Navarrete
(A) City Clerk

PLEASE NOTE: *If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact Office of the City Clerk at 575-882-2983 at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact Office of the City Clerk at 575-882-2983, if a summary or other type of accessible format is needed.*

SPECIAL MEETING / WORK SESSION
City of Anthony Board of Trustees
Municipal Building / 824 Anthony Drive
Anthony, NM 88021

Thursday, November 15, 2012
9:00 A.M.

MINUTES

1. CALL TO ORDER BY HONORABLE MAYOR ARNULFO CASTAÑEDA @ 9:04am

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL *Trustee Murillo: ABSENT Trustee Gonzalez: PRESENT Trustee Madrid: PRESENT Trustee Scott: PRESENT*

4. APPROVAL OF AGENDA ORDER – *Motion made by Trustee Scott to approve agenda order, seconded by Trustee Gonzalez, unanimous vote, agenda order approved.*

5. ITEMS FROM THE FLOOR - none

6. WORK SESSION

A. Training session by Randy VanVleck of New Mexico Municipal League regarding separation of powers.

Discussion:

Randy stated “teamwork is the natural consequence of shared expertise.”

Trustee Gonzalez asked if it was a good idea to have a work session when there is conflict.

Trustee Madrid stated the BOT needs to share ideas/comments with one another.

Trustee Scott asked that as trustees, do they have the right to place items on the agenda?

Mayor stated that he was going to do the best he could to place items on the agenda per the request of the trustees. Every trustee has questions/concerns/etcetera, and we must prioritize. His door is always open. However, stated his power has been infringed upon in the recent past and that is part of the reason Mr. Randy VanVleck (Randy) was present at this work session.

Trustee Scott stated that it was his philosophy since day one to let the mayor make executive decisions, and “get in line behind the mayor.”

Trustee Gonzalez stated the townspeople don’t necessarily come/go to the Mayor, if and when that happens, the trustee must bring this item forth to the Mayor.

Trustee Scott stated townspeople should attend the meetings.

Mayor stated that when the budget was prepared, the B.O.T. collectively agreed on the budget, they voted, and it was approved. If there is money in the budget in certain line items, and the money is spent appropriately, why should that be questioned? Randy commented that it may be questioned due to the kind of expense it is.

Trustee Scott commented on City Clerk salary; it was approved at a certain amount, and what if that clerk doesn’t have the experience to merit that salary? Randy explained part of the hiring process should include salary negotiations.

Trustee Madrid stated that when the board is going to approve the hire of someone, they should have more time to approve/disapprove. She asked if the board can be involved in the interview

process? Randy stated it would then give them a “false sense of power.” He stated that a board member may like a candidate, but the final decision is made by the Mayor.

Trustee Gonzalez asked if the board can go through the applications.

Trustee Madrid stated, what if that person is the Mayor’s friend?

Trustee Scott stated that there has to be qualified candidates in Anthony, he inquired on getting the “word out” when there is a job opening within the City. Randy stated Trustee Scott needs to speak to Mayor regarding his concerns, post the open position everywhere agendas are posted. He also stated the process the City undergoes is however much they want to involve the board.

Mayor commented on interviewee packets and comments made directly on these packets.

Trustees were taken out of interview process due to certain comments made. Randy stated the board needs more information on candidates, they need to know why the Mayor is selected that specific person.

Trustee Madrid stated that when Gloria was working for the City, the hiring and interview process was done properly. Randy stated that problems occur, such as the comments written in the packets, when people are untrained, and that if it was up to him, he would not involve the City Clerk in the interview process.

Trustee Scott stated that problems occurred before the vote when the previous City Clerk, Ms. Rascon was hired.

Trustee Madrid stated that this doesn’t mean the Mayor is always right, not just because he is the executive.

Trustee Scott stated interviewees should disclose any relation they have to people who already work for the City. He also commented on Andy Borunda’s application for the Public Works position; he received a ‘thank you for your interview’ letter, and he never interviewed for the position.

Trustee Gonzalez stated the hire of the (previous) clerk was the Mayor’s decision and the board went along with it. They put a stop to it, however, they don’t want to keep doing that, and that is why they want to be involved. Randy stated it was a reasonable request, but you have to draw the line somewhere. The board may be involved; however, the Mayor holds the final decision.

Trustee Scott stated he wants to have influence on who is chosen.

Randy asked the Mayor if he had a problem sharing all the applicants? Mayor stated it was not a problem. He asked to what extent can the board narrow down the applicants? Mayor stated he believes it’s his choice. He asked if the board could comment or suggest? Mayor said yes, they can suggest. So Randy asked the board, if you have the information, what else do you want?

Trustee Scott stated to disclose that information to the board.

Randy asked the mayor if/when people are taken off the list, does he disclose to the board why? Mayor stated he has not done that. Randy stated a closed session can take place with a candidate.

Mayor stated he is willing to let the board sit in during interviews, but only if the board and the mayor attend a human resources training.

Trustee Gonzalez stated the hiring of City Clerk was announced prematurely.

Trustee Scott stated the salary of the (previous) Clerk was too much based on her quality of work. Randy stated the salary is the Mayor’s decision, or it should be. However, the Mayor should keep the board involved, there is nothing wrong with that. All of this is a learning process.

Trustee Gonzalez stated the board needs to refine the handbook. Randy stated communication is the key to the City’s success.

B. Continue discussion of City of Anthony Employee Handbook. This item was tabled

until further notice.

C. Discussion of placement of street lights.

Discussion: Mayor stated the street lights should be spread out throughout the city. As per the Chief of Police, crime is highest in most of the unlit alleys. Also, lights should be placed at most school bus stops, if not all. Trustee Gonzalez stated the forty street lights should be placed where they are needed the most and the police reports are the best indicators. Trustee Scott stated we have \$40,000 allocated for this in the budget and it must be maintained from year to year.

7. ITEMS FROM THE ACTING CITY CLERK – NONE

8. ITEMS FROM THE MAYOR AND TRUSTEES - NONE


9. ADJOURNMENT – *Motion made by Trustee Scott to adjourn and seconded by Trustee Gonzalez, unanimous vote, motion carried, meeting adjourned at 11:40AM.*

APPROVED:



Arnulfo Castañeda, Mayor

ATTEST:



Velma Navarrete, (A) City Clerk

{SEAL}

*Prepared by Velma Navarrete, (A) City Clerk
Approved at Regular Meeting held on December 5, 2012*