

City of Tucumcari
City Commission Meeting Minutes
March 26, 2015

The Tucumcari City Commission met in a regular meeting on Thursday, March 26, 2015 at 6:00 p.m. in the City Commission Chambers, Members present constituting a quorum were: John Mihm, Ruth Ann Litchfield, Robert Lumpkin, Amy Gutierrez, and Rick Haymaker.

City Staff members present were: Jared Langenegger, City Manager; Doug Powers, Assistant City Manager; Dennis Dysart, Finance Director; Pete Rivera, Deputy Chief of Police; Ralph Lopez, Project Manager; Mark Martinez, Project Manager; Vicki Strand, Community Development Director; Shannon Shay, HR Director; Robin Alden, Admin. Asst./Project Manager; Delmarie Fields, Foster Grandparents Manager; Mary Ann Dominguez, Senior Center Site Manager; Charlotte Marquart, Senior Center Director; and Angelica Gray, City Clerk.

Invocation presented by Pastor Rick Haymaker with Agape West Church and Mayor Lumpkin led us in the Pledge of Allegiance.

Consideration of Changes for Deletions to the Agenda

Commissioner Gutierrez made the motion to approve the agenda and Commissioner Mihm seconded the motion. Roll Call:

Haymaker	Mihm	Litchfield	Lumpkin	Gutierrez
Yes	Yes	Yes	Yes	Yes

Items from Commissioners

Commissioner Mihm welcomed everyone and he hopes everyone is enjoying this good weather. He stated the City has hired a new code enforcement officer and he suggests everyone get after the weeds.

Commissioner Litchfield also welcomed everyone. She welcomed some of the new employees in the City.

Commissioner Haymaker also welcomed everyone. He thanked everyone for listening at home and thanked KTNM and Mr. Braziel for bringing us into your homes. He stated he was “tickled” to see the street sweeper out today. He thanked the police department, he sees the business cards in the doors and glad to they are watching over our properties at night.

Commissioner Gutierrez welcomed everyone. She gave a special thanks to Shane Warner with Mesalands College and stated he was a tremendous help at the Mays of Life at the College. President Newsom wanted to thank him. In addition, she recognized Chris Sandoval, Elk’s Student of the Month.

Mayor Lumpkin thanked everyone for coming tonight. He stated the City Manager and he traveled to Clovis to visit with the group for the Ute Lake water pipeline project and he made a presentation and discussed the City’s side of the issue and that the City would like make sure the project would

not drain Ute Lake and it was received very well. He appreciates Mr. Langenegger traveling with him.

Approval of Minutes

Mr. Langenegger stated that on page 4, of the work session notes, in the fifth paragraph reads “estimated implementation cost is \$340.00” however it should read \$340,000.

In addition, Mayor Pro Tem stated that on page 5, paragraph 4 reads “imposed” and it should read opposed.

Commissioner Gutierrez made the motion to approve the March 12, 2015, commission work session notes as amended and Commissioner Haymaker seconded the motion. Roll Call:

Litchfield	Haymaker	Gutierrez	Mihm	Lumpkin
Yes	Yes	Yes	Yes	Yes

Mayor Pro Tem Litchfield stated that on page 1, paragraph 1 states she was not present, however, she was.

Mayor Pro Tem Litchfield made the motion to approve the March 12, 2015 Commission Meeting Minutes as amended and Commissioner Mihm seconded the motion. Roll Call:

Lumpkin	Gutierrez	Litchfield	Haymaker	Mihm
Yes	Yes	Yes	Yes	Yes

Commissioner Haymaker made the motion to approve the March 19, 2015 Special Commission Meeting Minutes and Commissioner Gutierrez seconded the motion. Roll Call:

Haymaker	Lumpkin	Mihm	Gutierrez	Litchfield
Yes	Yes	Yes	Yes	Yes

Proclamations, Memorials, or Petitions

Mayor Lumpkin declared April 7, 2015 as Mayors Day of Recognition of National Service. The Proclamation was accepted by volunteers from the Foster Grandparents Program, Senior Companion Program, and the Senior Center.

Ordinances and Resolutions

Resolution 2015-10, NMDOT Surplus Vehicle Auction– Ralph Lopez presented this item to the commission. He stated that each year the NMDOT gives a grant under emergency conditions to auction surplus vehicles and if we can show that we meet financial assistance we may qualify for their grant and purchase their equipment. They require a resolution that states that we have financial hardship with the city.

Commissioner Gutierrez made the motion to approve Resolution 2015-10 and Mayor Pro Tem Litchfield seconded the motion. Roll Call:

Mihm	Litchfield	Lumpkin	Gutierrez	Haymaker
Yes	Yes	Yes	Yes	Yes

City Manager's Report

Mr. Langenegger welcomed the City's new Human Resource Director, Shannon Shay. He stated that last commission meeting we implemented the compensation and classification plan for the City. He stated there have been several questions. He sent letters out to all the staff outlining how the plan impacts their positions and what it means for them. He clarified that when this item was voted on at the meeting, he did not give a long description or present it very well and he figured the commission knew what was discussed because he had just gone through the hour long work session and discussed it. However, that did not convey it to the public or the other people.

He stated the commission implemented a compensation and classification system for the City. He stated the goal of this system was not to give raises to anyone but it was to insure that we were compensating our employees for the work they were doing and compensating them appropriately and competitively with other municipalities and other organizations. He stated a part of that was figuring out each position of the City and where it should be classified at by giving a job description an outline of their duties and what that position contributes to the City and then we used US Bureau of Labor Statistics Guidelines to figure out a scoring system and place those positions into a pay band and assign a pay band for each position as far as what their compensation should be. He stated that in implementing this, we found out there were several employees who were being paid appropriately and fell within the pay band where they should have. However, there were several employees who were doing work they were not being compensated for. He stated in implementing this we brought every employee to the minimum of the pay band where they were assigned for that position. However, along with that we did implement a 2% raise across the board for those employees who did not receive additional compensation for being brought to their pay band. He also stated the 2% is something we would like to do every year. The way the compensation is set up, if an employee starts with the City they can retire in 30 years. If we go through and every year we give them a 2% raise they will reach the top of that pay band within 30 years and retire at that pay band. He stated the system we put in place is a starting point. He stated it is not perfect or the end of our system. He stated he and Commissioner Haymaker discussed the need to compensate people for taking on additional duties, where they step in for a vacant position and take additional duties, well this plan allows us to do this. He stated with this system we can see they are stepping outside of their classification to do other things. It also allows us to take into account several of those things and make the City's pay system and compensation system better overall.

He stated there was a State Transportation meeting on Wednesday, which was well attended and the State Transportation Commission and their staff were very pleased. He gave a special thanks to Larry Moore, Ronnie Sanders, Franklin McCasland, Bob McClelland, Richard Primrose, Gail Sanders and Ellen White for preparing the shrimp boil, which took place the night before the meeting. He also thanked the EDC for funding the dinner and Rte. 66 Museum for hosting the event. The commission and their staff were very pleased to be in the museum and they were impressed with it. He thanked Patsy Gresham and the Chamber of Commerce for providing the commissioners with souvenirs and snacks the next day. Mr. Langenegger prepared certificates of appreciation to all from the City of Tukumcari and presented them to Bob Beaulieu with Rte. 66 Museum, Patsy Gresham with Chamber of Commerce, and Pat Vanderpool with EDC. All others were unable to be present at the meeting.

Bids and Contracts

Requesting Approval of 2015 New Mexico Clean & Beautiful Grant – Robin Alden presented this item to the commission. She stated they are seeking for \$90,000.00 to go toward the Great American Cleanup Day, Toss No Mas, and the Outdoor Classroom presentations. Mayor Lumpkin added this is a 100% grant.

Mr. Langenegger introduced Ms. Alden who is a newer employee and started a month ago at Community Development. He added she is doing a great job looking for grants and seeking out new opportunities for new grants.

Mayor Pro Tem Litchfield made the motion to approve the 2015 New Mexico Clean & Beautiful Grant and Commissioner Gutierrez seconded the motion. Roll Call:

Haymaker	Mihm	Litchfield	Lumpkin	Gutierrez
Yes	Yes	Yes	Yes	Yes

Requesting Approval of 2015 Youth Conservation Corps Governmental Services Agreement – Mark Martinez presented this item to the commission. He stated this is the contract for the grant we requested earlier in the year. He stated nothing has changed and is still \$40,524.30 at 100% grant. He stated there is an in-kind portion that we match in providing our manager as far submitting for reimbursement and tools. He stated the date of hire for the youth will be June 2, 2015 that will continue for 10 weeks and completed by August 11, 2015. He added that the agreement allows the City to hire 7 employees between the ages of 15-25 years of age.

Mayor Lumpkin commented that in the past the youth of Tucumcari do a great job and receive experience. He thinks it’s a great program.

Commissioner Gutierrez made the motion to approve the 2015 Youth Conservation Corps. Governmental Services Agreement as presented by Mr. Martinez and Commissioner Mihm seconded the motion. Roll Call:

Litchfield	Haymaker	Gutierrez	Mihm	Lumpkin
Yes	Yes	Yes	Yes	Yes

New Business

Requesting Approval of Change Order for Well Rehab Project– Mark Martinez presented this matter to the commission. He stated this change order is for the rehabilitation of well #5. This will allow the City to develop higher quality of water from a reliable source and to supply water from a well that has been out of operation. He stated the project consists of up to three wells in the City of Tucumcari Metropolitan Well Field. He stated we originally started the contract for the drilling of Well #8 however, with this contract we are also able to supply three wells. At this time, we would like to get this approved and start investigating Well #5. He stated it is an increase of \$45,710.00.

Commissioner Haymaker made the motion to approve the Change Order for Well Rehab Project and Mayor Pro Tem Litchfield seconded the motion. Roll Call:

Lumpkin	Gutierrez	Litchfield	Haymaker	Mihm
Yes	Yes	Yes	Yes	Yes

New Mexico Mainstreet 2014 Service Delivery Report – Gail Houser, Mainstreet Director, presented this item to the commission. He stated this report from the New Mexico Mainstreet Organization which is the division of the New Mexico Economic Development Corporation receives annually and recounts the services provided to each of the 19 states by Mainstreet programs in the State of New Mexico such as the one we have here. He stated they provide three key areas which are technical assistant, professional development in education and the quarterly leadership meetings network assistance national Mainstreet center membership programs and publications. He stated the totals for these three service areas for 2014 amounted to \$32,885.00. He wants everyone to realize that the amount paid to the New Mexico Mainstreet organization last year by the City of Tucumcari was zero, which makes the state Mainstreet program an exceptional investment.

He updated the commissioners on several activities of the Tucumcari Mainstreet Organization. They are getting close to kicking off a citywide campaign to replace the light poles for Christmas decorations within the City. We are working on relocating the farmer’s market at the depot facility beginning in July. We have initiated writing grant proposal the most recent, brought to our attention by Mayor Lumpkin, for Art Space America. This application is in cooperation with the Eastern New Mexico Arts & Cultural Center and amounted to \$3,000,000. They are continuing support in developing the Tucumcari Railroad Museum by serving on their board of directors, developing new walking trails in each of the five commission districts for both residence and visitors to our town. They are also involved in the Quay County Health Council in their new marketing team in establishing a one-stop Facebook page to better locate services for residence in the City. They are constantly cold calling Mainstreet businesses in an effort in getting to the owners and better understand their concerns. They have recently freed up \$30,000 in loan funding for small businesses operating in the district through our USDA microloan program. He attended the kick off meeting for our tourism group, which he thinks is an excellent idea, and volunteered to help on its arts & cultural team. They continue to support the Mainstreet businesses in any way that they can. He stated the planning has already begun for their fifth annual Fired Up! festival scheduled for the last Saturday in September. He stated this year’s event will involve many more Mainstreet businesses and extensively promoted in the paper and radio within a 100 mile radius of Tucumcari. He hopes we can see they have been very busy at the depot. He believes the City will see the benefits of these efforts in the very near future.

Mr. Langenegger thanked Mr. Houser for his hard work and dedication. He stated Mr. Houser has been very active in keeping him informed and they have had several meetings in working toward developing the Mainstreet area. He appreciates him working with the Christmas light committee and getting that moving. He knows it was a big concern last year.

Requesting Approval of Quote for New & Old Landfill Groundwater Monitoring provided by Gordon Environmental, Inc. – Mr. Langenegger presented this item to the commission. He stated this bid is for monitoring of groundwater at the new and old landfill. He stated with our permit requirements we have a set timeline for the old landfill to continue monitoring on it and insure there is not contamination of groundwater and same with the new landfill. We have an ongoing contract

with Gordon Environmental who provides bids to provide this service every year. These bids are in-line with the bid from last year and there is no increase in cost.

Commissioner Haymaker made the motion to approve the quote for the new and old landfill groundwater monitoring provided by Gordon Environmental, Inc. and Mayor Pro Tem Litchfield seconded the motion. Roll Call:

Haymaker	Lumpkin	Mihm	Gutierrez	Litchfield
Yes	Yes	Yes	Yes	Yes

Public Comments

No public comments.

Items from Commissioners

Commissioner Gutierrez informed everyone that April 14 – 16 the bookmobile will be in Quay County. They have several times for different areas. She stated the point of contact would be Geri Marquez at 461-1206 and Mary Kuninski 505-476-9723. In addition, she wished everyone a Happy Easter. Patsy Gresham stated the Easter egg hunt is April 4th at the Tucumcari Elementary School grounds, which is a change in location. They will have 12,000 Easter eggs and from age groups from 0 to 5th grade beginning at 10:00 a.m.

Commissioner Haymaker thanked Pat Vanderpool and EDC for putting on the shrimp boil. He also welcomed Ms. Shannon Shay as our new HR director. He also thanked Pastor Amy Pospichal for inviting him to the Tea Party for Domestic Violence Awareness at the First Presbyterian Church. He thanked everyone for tuning in tonight and thanked Steve Hansen with Quay County Sun for joining us tonight.

Commissioner Mihm thanked everyone for coming out tonight. He stated it is good to see the enthusiasm of the volunteer workers. He stated it makes our community stronger. He also stated it is nice to see the participation with our Senior Center and the civic groups.

Mayor Pro Tem Litchfield welcomed Robin Alden to the City and Shannon Shay. She thanked Delmarie Fields and Charlotte Marquart, and Mary Ann Dominguez for all they do at the Senior Center. She appreciates Gale Houser’s hard work. She also thanked Russell Braziel and Steve Hansen for our publication and radio. She also thanked Mr. Langenegger for his hard work and appreciates all he is doing.

Mayor Lumpkin thanked everyone for coming from the Senior Center, Foster Grandparents, and the Senior Companion. He stated they perform a service for Tucumcari that is very needed. He also acknowledged the City Clerk. He stated her service is valuable to the commission. He also welcomed Ms. Shay and Ms. Alden to our team.

Mayor Pro Tem Litchfield added the Senior Advisory Board meets on Tuesday instead of Wednesday. She stated it was changed a while ago. She stated the next meeting will be April 8th instead of April 1st.

Mayor Lumpkin thanked Mayor Pro Tem Litchfield for her service with the Senior Center.

Adjournment

Mayor Lumpkin asked for a motion to Adjourn. Commissioner Mihm made the motion to adjourn and Mayor Pro Tem Litchfield seconded the motion. Roll Call:

Mihm	Litchfield	Lumpkin	Gutierrez	Haymaker
Yes	Yes	Yes	Yes	Yes

Meeting adjourned at 6:43p.m.

Robert C. Lumpkin, Mayor

ATTEST:

Angelica M. Gray, City Clerk