



REGULAR COUNCIL MEETING
Wednesday, August 3, 2016
103 Water St. Elephant Butte, NM 87935
ACTION MINUTES

WORKSHOP 1:00pm

Manager Finzen discussed with Council different aspects of step pay plans and the possibility of separating the sick leave bank from the PTO bank. After finding more about how these types of plans function, Mayor Pro-Tem Skinner stated that this type of plan will not work well for such a small City. Councilor Lafont agreed that we should not utilize a step plan. Mayor Kent also agreed, but stated that it would be beneficial to have Manager Finzen plot each employee's current rate of pay on the chart to see where everyone falls, and then take another look.

Manager Finzen Discussed with Council some issues that have occurred with the current PTO structure. Manger Finzen would like Council to consider breaking out PTO and Sick leave into separate banks, in order to alleviate the problem of employees not following policy regarding 48 hour prior approval for PTO.

REGULAR COUNCIL MEETING - 2:00pm

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Kent called the Meeting to order at 2:01pm, and Mayor Pro-Tem Skinner led the Pledge of Allegiance.

ROLL CALL

Clerk Rieth called the roll.

Mayor Kent, Mayor Pro-Tem Skinner, Councilor LaFont, Councilor Rogers and Councilor Trager were all present.

2 Members of the press and 3 members of the public were in attendance.

STATEMENT OF OPEN MEETINGS RESOLUTION AND THREE MINUTE LIMIT PER SPEAKER ON ALL ISSUE

PUBLIC INPUT

None.

PRESENTATION

Mayor Kent introduced Susan Brandt, Out of the Box Creative Services. Susan presented information about a "non-athletic", "Cobble & Stone" triathlon on August 12, 2017. Events will include "anything that floats", and an obstacle course, as well as other events in the planning.

APPROVAL OF AGENDA

Mayor Kent asked for a motion to approve the Agenda.

Councilor Rogers made a motion to approve the Agenda.

Councilor Lafont seconded.

Motion carried unanimously.

BOARD AND COMMITTEE REPORTS

None.

MAYOR & COUNCIL REPORTS

Mayor Kent reminded everyone of the Sierra Vista Hospital Clinic opening on August 24 from 10-12, stating that the Clinic reported seeing 362 people in 1 week, confirming the need for a Clinic in Elephant Butte. Mayor Kent reported that work has begun on the Corner of Warm Springs & Butte Blvd. for the Family Dollar. Mayor Kent stated she will be unable to attend the Municipal League conference in Hobbs the end of August.

Councilor Trager had nothing to report at this time.

Mayor Pro-Tem Skinner reported attending the annual Workforce Connection meeting, which focused on looking at last year's financials & approving the budget for the new fiscal year. Mayor Pro-Tem Skinner reported attending the annual JPC meeting. There will be a fundraising dance on August 27. Mayor Pro-Tem Skinner reminded everyone that the SVH Clinic is open on Sundays.

Councilor Rogers had nothing to report at this time.

Councilor Lafont had nothing to report at this time.

MANAGER'S REPORT

Manager Finzen reported that work has been completed on the LED sign. Electrical work is done, and IT is in the process of hooking it up. The sign is expected to be completely operational by next week.

Manager Finzen stated that parts for the French drain on Rock Canyon Road are still on back order, but should be in soon.

Manager Finzen reported that the Family Dollar is expected to be open for business in 90 – 100 days.

Manager Finzen stated that the auction for the Annex Accessory building is still open, and the deadline to bid is August 13.

Manager Finzen reported that the final budget has been submitted to DFA. Mayor Kent and Manger Finzen met with Trent Doolittle and Harold Love regarding the NMDOT Road Transfer of Rock Canyon Road. An agreement can be reached once the survey has been completed.

Mayor Kent reported making arrangements to secure millings for City roads, as NMDOT donates millings and fines. The City may also be able to tap into price lists for projects.

CLERK-TREASURER'S REPORT

Clerk Rieth reported looking into Health Insurance options that might be better coverage and less expensive for employees. Clerk Rieth has received several quotes, and will bring them before Council at the next meeting.

Clerk Rieth reported reviewing the record retention schedules with the clerks in order to prepare for a records destruction between now and the end of the calendar year, and will update Council as more information becomes available.

Clerk Rieth reported tentatively scheduling the Annual Audit for the week of September 19.

CONSENT ITEMS

Mayor Kent asked for a motion to approve the Consent Items:

- Approval of Minutes – Regular Meeting Minutes July 20, 2016

**Councilor Rogers made a motion to approve the Consent Item(s) as submitted.
Councilor Lafont seconded.**

**A Roll Call vote was held:
Mayor Pro-Tem Skinner voted yes.
Councilor Lafont voted yes.
Councilor Rogers voted yes.
Councilor Trager voted yes.
Motion carried.**

REGULAR ITEMS

Discussion of sponsorships for Elephant Days

Mayor Kent explained that the City has committed to a \$10,000 purse for the BBQ Cook-off Contest, and these funds cannot come from public monies, but rather must come from sponsorships. Mayor Kent asked Clerk Rieth to explain the sponsorship levels, and advertising opportunities. Clerk Rieth explained that there are 3 levels of sponsors, platinum (\$5,000), Gold (\$2500), and Silver (\$1500). Each Level gets marketing opportunities. There are also advertising spots available in the Event guide, as well as Banners around the Beer Garden. Mayor Kent asked each of the Councilors to help with getting large sponsors, and each Councilor was given a sample event guide, and 10 sponsor forms.

Discussion/Possible Action: Infrastructure Capital Improvement Plan

Manager Finzen explained the 10 current objectives for the ICIP and discussed priorities with Council.

Mayor Kent would like to put together an overall plan of priorities, including widening Warm Springs, possibly with MAP money.

Mayor Kent stated that the City is long overdue in raising water & sewer rates, and would like Manager Finzen to bring the issue before the Council at the next meeting.

Discussion of financing options for \$600,000 loan for new City Hall project.

Manager Finzen explained that payment for a \$600,000 loan amortized over 30 years would be \$34,300 per year. Council agreed that it would be better long term to try to secure a loan to be able to do the entire project in one phase.

Mayor Kent instructed Clerk Rieth to set up a meeting with ASA Architects to discuss making changes to the plans for the new City Hall to include a one phase project and better workflow.

EXECUTIVE SESSION

At 3:07pm, Councilor Rogers made a motion to go into executive session pursuant to NMSA 10-15-1(H)(2) limited Personnel matters relating to Water Operator, Code Enforcement position, and Deputy Clerk; and NMSA 10-15-1(H)(8) the purchase, acquisition or disposal of real property.

**A Roll Call vote was held:
Mayor Pro-Tem Skinner voted yes.
Councilor Lafont voted yes.
Councilor Rogers voted yes.
Councilor Trager voted yes.
Motion carried.**

Council came out of executive session at 4:15pm.

Councilor Lafont certified that only matters on the agenda were discussed during executive session, and no decisions had been made.

ADJOURNMENT

**Councilor Lafont made a motion to adjourn.
Councilor Trager seconded.
Meeting adjourned at 4:15pm.**

Minutes approved and adopted at the regular meeting of the City Council on August 17, 2016.



Karen Rieth, City Clerk