



**BOARD OF TRUSTEES
TOWN OF MESILLA
WORK SESSION**

MONDAY, JULY 13, 2020

5:30 P.M.

VIA TELECONFERENCE 1-346-248-7799

MEETING ID 983-7900-0389

PASSWORD 971704.

TRUSTEES: Nora L. Barraza, Mayor
Carlos Arzabal, Mayor Pro Tem
Jesus Caro, Trustee
Veronica Garcia, Trustee
Stephanie Johnson-Burick, Trustee

STAFF: Cynthia Stoechner-Hernandez, Town Clerk/Treasurer
Kevin Hoban, Fire Chief
Eddie Lerma, Marshal
Dorothy Sellers, Special Events Coordinator
Gloria Maya, Recorder

1. Discussion regarding the FY 2020-2021 Budget.

Ms. Stoechner-Hernandez presented an update on the FY 2020-2021 Budget by line item. She stated that during the Special Legislation Session it was decided that there would not be a 3% increase in benefits due to pandemic, money was moved back into the department's operational account.

Mayor Barraza clarified that the monies to cover the 3% increase in benefits will be put back into each department's operational fund where it was taken from. She asked why there is a difference of -56% budgeted in the Correction Fund; does it have anything to do with fines.

Ms. Stoechner-Hernandez responded Judge Frieze always projected high; never changed it. This revenue does not have anything to do with fines, it is from the Department of Corrections.

Mayor Pro Tem Arzabal asked if Las Cruces Public Schools have approved their budget regarding the SRO.

Ms. Stoechner-Hernandez responded that will depend on when they put it on their agenda.

Mayor Pro Tem Arzabal asked if there is a shortfall, where will it come from.

Ms. Stoechner-Hernandez responded adjustments will be made to fund 10 in the Marshal's Department.

Mayor Pro Tem Arzabal stated looks like a balance budget. He wants to be assured that the town has money to make up any shortfalls from outside agencies and Ms. Stoechner-Hernandez has assured him we do.

Mayor Barraza stated we will have a better picture at mid-year. She is confident things will flatten out in the state. She will be scrutinizing everything and will share the information with the board.

Mayor Pro Tem Arzabal stated he just wants to keep the employees employed.

Mayor Barraza stated we will be seeing less in GRT the next two months. We will look at making sure staff has the tools and supplies to do their jobs.

Trustee Caro stated he feels comfortable with the budget. Thanked Ms. Stoechner-Hernandez for an outstanding job.

Trustee Garcia agreed Ms. Stoechner-Hernandez did an awesome job staying on top of everything.

Mayor Barraza agreed with the board.

Ms. Stoechner-Hernandez thanked the board for their appreciation. She could not do it without Ms. Maya who takes phone calls and assist others so that she can get the job done.

Mayor Barraza stated it is truly a team effort. Thanked Ms. Maya for her assistance.

Worksession ended at 5:47 p.m.

**BOARD OF TRUSTEES
TOWN OF MESILLA
REGULAR MEETING
MONDAY, JULY 13, 2020
6:00 P.M.**

**VIA TELECONFERENCE 1-346-248-7799
MEETING ID 983-7900-0389
PASSWORD 971704.**

TRUSTEES: Nora L. Barraza, Mayor
Carlos Arzabal, Mayor Pro Tem (6:13 p.m.)
Jesus Caro, Trustee
Veronica Garcia, Trustee
Stephanie Johnson-Burick, Trustee

STAFF: Cynthia Stoechner-Hernandez, Town Clerk/Treasurer
Kevin Hoban, Fire Chief
Eddie Lerma, Marshal
Dorothy Sellers, Special Events Coordinator
Gloria Maya, Recorder

1. PLEDGE OF ALLEGIANCE

Mayor Barraza led the Pledge of Allegiance.

2. ROLL CALL & DETERMINATION OF A QUORUM

Roll Call.

Present: Mayor Barraza, Mayor Pro Tem Arzabal (6:13 p.m.), Trustee Caro, Trustee Garcia, Trustee Johnson-Burick.

3. CHANGES TO THE AGENDA & APPROVAL

Motion: To approve agenda, Moved by Trustee Garcia, Seconded by Trustee Johnson-Burick.

Roll Call Vote: Motion passed (summary: Yes =3).

Trustee Caro Yes

Trustee Garcia Yes

Trustee Johnson-Burick Yes

4. PUBLIC INPUT – The public is invited to address the Board for up to 3 minutes.

Public input in writing shall be received at cynthias-h@mesillanm.gov at by 5:00 p.m., the day of the meeting and will be read into the record. You will also be given an opportunity to speak during this time by pressing *9 while in the teleconference. You will be prompted when to begin speaking.

Ms. Stoechner-Hernandez read Mr. Taylor's letter.

5. *APPROVAL OF CONSENT AGENDA:

(The Board will be asked to approve by one motion the following items of recurring or routine business. The Consent Agenda is marked with an asterisk *):

Motion: To approve consent agenda, Moved by Mayor Pro Tem Arzabal, Seconded by Trustee

Johnson-Burick.

Roll Call Vote: Motion passed (**summary:** Yes =4).

Mayor Pro Tem Arzabal Yes

Trustee Caro Yes

Trustee Garcia Yes

Trustee Johnson-Burick Yes

- a) ***BOT Minutes** – Minutes of a regular (rescheduled) Meeting of June 29, 2020. *Approved by consent agenda*
- b) ***PZHAC Case 061069** – 2330 Calle de Santiago, submitted by Patrick Taylor for the Taylor-Barela Reynolds Mesilla Historic Site; a request for a zoning permit to conduct restoration on the adobe and plaster on the historic dwelling at this address. Zoned: Historic Commercial (HC). *Approved by consent agenda*
- c) ***PZHAC Case 061070 w/condition that the door latch meet CID requirements for the current occupancy** – 1985 Calle de Colon, submitted by Sylvia Fierro; a request for a zoning permit to allow the installation of two exterior security doors on a commercial building at this address. Zoned: Historical Commercial (HC). *Approved by consent agenda*
- d) ***PZHAC Case 061071** – 2305 Calle de Colon, submitted by Jerry Nevarez; a request for a zoning permit to allow the installation of an aluminum gutter on a dwelling at this address to connect two canales to a ponding area. Zoned: Historical Residential (HR). *Approved by consent agenda*

6. NEW BUSINESS:

- a) Discussion regarding correspondence received from Mr. Pat Taylor July 7, 2020. – **Nora L. Barraza, Mayor.**

Trustee Johnson-Burick stated she reviewed the ordinance and would support what the town expects from the property owners regarding the easements and maintenance. She asked how this will be addressed.

Mayor Barraza stated Chapter 12.05 refers to town easements/town property. This is something that needs to be addressed as it is becoming a big issue. She wants to inform residents that they are responsible for the maintenance, permission must be obtained prior to planting anything and if town staff must remove anything there will be a cost applied. She was not aware that the area Mr. Taylor was talking about was town property. The town was going to buy the brick and he was going to install it. Mr. Taylor did some work without notifying the town.

Trustee Johnson-Burick stated these are safety concerns. She is concerned what will happen when the property is sold, who will be responsible.

Mayor Barraza stated that is an issue. Town staff is having to do the trimming around town which is becoming a burden on the Town of Mesilla.

Mayor Pro Tem Arzabal recommended adding something to the ordinance and would it be legal.

Mayor Barraza stated we need to remember that it is town property. Residents are not maintaining their properties, so it grows into town property.

Mayor Pro Tem Arzabal stated this will have to apply to all residents. Trustee Caro brought this forward

years ago.

Mayor Barraza responded this will take time; but when do we say enough is enough.

Trustee Caro stated the liability and responsibility will fall back on the town. This needs to go across the board and apply to all.

Mayor Barraza stated last week during when the wind was so strong it knocked the tree near the pergola over. Had there been any vehicles parked at that time they would have been damaged; there would have been tort claims. The tree has been removed as it could not be saved.

Trustee Garcia stated she was approached regarding her pecan trees and she told Mr. McGillivray that once the Tortilla Factory, who had trees going into the street, did theirs she would take care of hers.

Mayor Barraza responded we do not have the manpower to handle this so it may need to be contracted out which will be expensive. This will need to be done a section at a time. We need to educate our residents regarding the ordinance.

Trustee Garcia asked if there is a proper way to dispose of the yucca plant which is the state plant.

Mayor Barraza responded she will investigate that. She is willing to work with Mr. Taylor, but the trees need to be removed.

Trustee Johnson-Burick stated people should be given the opportunity to take responsibility with possibly a signed document. If they do not adhere to that the town will step in at a cost. She reiterated this is a safety issue.

b) Discussion regarding Codes Enforcement and Animal Control positions. – Nora L. Barraza, Mayor.

Mayor Barraza stated we have an employee that is the Community Service Officer (CSO) and does Animal Control. In Community Development we have an employee that is currently doing codes. She would like to combine Animal Control and Codes positions. The employee that is currently doing codes will be reduced to 32 hours a week; the funding will be moved to cover the salary for the new Codes employee.

Mayor Barraza asked Marshal Lerma to explain how this will be handled.

Marshal Lerma responded a schedule will need to be developed that is conducive to him meeting the needs of these positions as we do not have the funds to hire extra staff. If we do not do something this will go untasked and we will stay Status Quo. If we do not try it, we will not know if this is going to work.

Marshal Lerma responded how do we ask an employee to perform three different tasks without compensation. Many issues could develop such as the motivation to complete tasks creating other issues.

Trustee Johnson-Burick stated an employee with additional duties needs to be compensated appropriately. There needs to be a job description that encompasses all duties.

Mayor Barraza asked if Trustee Johnson-Burick wants one job description encompassing all the positions.

Trustee Johnson-Burick responded if that is direction the Mayor and the Marshal want to go. She understands this to be long term.

Mayor Barraza responded hiring a part time person to do perform this duty will cost more with benefits and we do not have the funds to that.

Trustee Johnson-Burick recommends working on job descriptions and ensure we are compensating appropriately.

Mayor Barraza responded there will not be an increase in the budget.

Trustee Johnson-Burick responded this will be done internally.

Mayor Pro Tem Arzabal stated he agrees the position should get paid for the extra duties.

Mayor Pro Tem Arzabal stated he wants a report every month if we go forward with this. He does not want this swept under the rug.

Trustee Garcia asked for clarification on the process that will be followed.

Mayor Barraza responded we will advertise internally only. Additional duties will be added to the CSO and removing duties from another employee.

Trustee Johnson-Burick stated all job descriptions involved will also need to be revised.

- c) **RESOLUTION 2020-12:** a resolution authorizing participation in the Local Government Road Fund Program and Request for match Waiver administered by New Mexico Department of Transportation—**Rod McGillivray, Public Works Director.**

Ms. Stoechner-Hernandez stated this is a resolution authorizing participation and a request for a match waiver. The total project cost for Calle de Picacho, Los Arenales and Camino Castillo is \$40,000 making our match \$10,000 and NMDOT's \$30,000. If we are awarded the match waiver Department of Transportation would cover the full \$40,000.

Motion: To approve Resolution 2020-12: a resolution authorizing participation in the Local Government Road Fund program and Request for match Waiver administered by New Mexico Department of Transportation, Moved by Mayor Pro Tem Arzabal, Seconded by Trustee Garcia.

Roll Call Vote: Motion passed (summary: Yes =4).

Mayor Pro Tem Arzabal Yes

Trustee Caro Yes

Trustee Garcia Yes

Trustee Johnson-Burick Yes

Mayor Barraza allowed public comment from Mr. Taylor due to technicalities of not hearing him during item 6(a).

Mr. Taylor stated he has invested a lot of money in restoring the house and the trees make up some of that character. There is a need to remove the incline, which leads to removing the tree. He was the one who communicated to the town that it was their right of way and encourages the board to review his letter.

***STAFF REPORTS:**

Community Development
Community Programs

Finance Department
Fire Department
Marshal's Department
Public Works Department

7. BOARD OF TRUSTEE COMMITTEE REPORTS

Trustee Johnson-Burick: MPO Special Meeting July 15th at 8:30 a.m.- approval of Mobility 2045 Resolution. Mr. McGillivray is working with agencies on other projects.

Mayor Barraza asked if she had contacted Andrew with regards to providing information that can be placed on our website.

Ms. Stoechner-Hernandez stated she reached out to Andrew after our last meeting.

Trustee Garcia: MPO meeting July 15th; NMML Resolution meetings July 15th & 16th, conflict on the 15th with the MPO Meeting.

Mayor Barraza stated she will get back to her to see which one she will attend. She asked what committee Ms. Stoechner-Hernandez was on.

Ms. Stoechner-Hernandez responded she is on the Finance, Intergovernmental Relations & Taxation (FIRT) Policy Committee.

Trustee Caro: Water and Energy Resolutions meeting July 16th at 10:00 a.m. Co-Chairman with Ms. Romero

Mayor Barraza: NMML Mayor Caucus (weekly updates); OEM (weekly updates); SSCOG meeting on Friday; MPO July 15th; Public Safety meeting on Tuesday; RTD meeting next week.

8. BOARD OF TRUSTEE/STAFF COMMENTS

Ms. Sellers reviewed Summer Rec and Mercado. She stated Mercado is going well, observing social distancing, making sanitizer available and the wearing of masks. Summer Recreation first session went well; second session opened today.

Trustee Johnson-Burick gave Kudos to Ms. Stoechner-Hernandez and Ms. Maya for all they have done. She appreciates Ms. Sellers communication with the merchants and board. The Firework display was great. Thanked Public Safety for keeping them safe. Mr. McGillivray and Public Work staff for all their hard work; the plaza and parks are looking great.

Trustee Garcia thanked all staff and the Mayor for all they do.

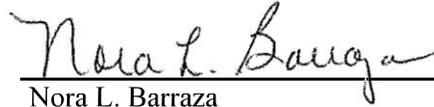
Mayor Barraza stated restaurants will be closing indoor eating. We are working with our restaurants who are wanting to close off streets to set up outdoor dining. She will be visiting with the Fire Chief to discuss this further to help our restaurants. One idea presented was to open the plaza for their use. There is a possibility of more shutdowns. Marshal Lerma was able to purchase Body Cams for the officers which are mandatory 90 days from when the bill was signed through Capital Outlay funding. The bigger expense will be for the storage of information. We will bring forth policies to discuss how they will be address for legal purposes. She has been working with the Health Department and the governor's office on getting a testing site in Mesilla. She also has had residents call her pleading for a testing site as they do not want to go into Las Cruces. If we do not hear back, she will continue to call the governor's office. We started a new fiscal year; she is going to be very diligent with regards to spending. These first few months spending will be kept to bare necessities to keep the town functioning.

9. ADJOURNMENT

The Town of Mesilla Trustees unanimously agreed to adjourn the meeting. (Summary: Yes-3)

MEETING ADJOURNED AT 7:30 P.M.

APPROVED THIS 27th DAY OF JULY, 2020.



Nora L. Barraza
Mayor

ATTEST:



Cynthia Stoeher-Hernandez
Town Clerk/Treasurer

