

**CITY OF TUCUMCARI  
MINUTES**

October 9, 2008

The Tucumcari City Commission met for their regular meeting on Tuesday, October 9, 2008, at 6:00 p.m. in the City Commission Chambers. Members present constituting a quorum were Jimmy Sandoval, Jim Lafferty, Antonio Apodaca, Robert Lumpkin, and Jim Witcher.

City staff members present were John R. Sutherland, Jr., City Manager; Jeannette Maddaford, City Clerk; Doug Powers, Community Development Director; Roger Hatcher, Police Chief; Kalon Lafferty, Deputy Fire Chief and EMS Director; and Ron Wilmot, Convention Center Director.

Mayor Pro Tem Witcher, Pastor of the First Christian Church, gave the invocation and led the group in the Pledge of Allegiance.

**Consideration of Deletions to Agenda**

None

**Approval of Minutes**

A motion was made by Commissioner Lafferty and seconded by Commissioner Lumpkin to approve the minutes of the September 25, 2008 regular Commission meeting with the correction of the word "asked" added to the second line of the second paragraph on page six. Roll Call:

Apodaca	Lumpkin	Witcher	Sandoval	Lafferty
Yes	Yes	Abstain	Yes	Yes

**Approval of Vouchers**

A motion was made by Commissioner Lumpkin and seconded by Mayor Pro Tem Witcher to approve the City vouchers. Roll Call:

Lumpkin	Witcher	Sandoval	Lafferty	Apodaca
Yes	Yes	Yes	Yes	Yes

**Items from Citizens**

Sharon Quarles, representing MainStreet, reported the Six Shooter Siding Festival sponsored by the MainStreet Program and City of Tucumcari was a total success as they met their goal and raised over \$1,600 through fundraisers. She thanked the Fire Department and Elks for putting on a wonderful display of fireworks. She reported many of the vendors sold out and had to get additional supplies.

**Proclamation**

Mayor Apodaca read a Proclamation declaring October 23 - 31 Red Ribbon Week.

**City Manager's Report**

City Manager John Sutherland invited Police Chief Roger Hatcher to give September statistics on the Animal Control Department and an update on the Police Department. Hatcher reported the Animal Control Department had only 343 calls and citations during September, which represented a downturn compared to the prior months, while the Police Department had 569 calls during September. He noted his officers are doing an excellent job maintaining as they have one officer in the academy with nine weeks left before he will graduate.

Mayor Pro Tem asked how the Central Dispatch was working. Hatcher reported that a Dispatch Policy and Procedure Manual adopted in 2006 was found in his office and now copies have been distributed to County, City Dispatch, and Mike Cherry. He reported at first review, it looks like a very comprehensive policy. There is a regularly schedule meeting of the Emergency Management Board set for October 22 and he encouraged anyone interested to attend the meeting where they will be discussing staffing and procedures.

Commissioner Sandoval inquired how the new telephone system was working at the Police Department. Hatcher reported they were working through a few glitches, but for the most part they are working very well. They found that some of their problems were in the programming rather than mechanical. The Department has obtained a battery back up in dispatch that is working well, too. Also they have installed an electrical switch that enables a generator to run the entire Police Department building.

Mayor Apodaca asked what it costs to send a policeman to the Academy. Hatcher guessed it was \$60,000 due to paying the half-year salary while the officer was attending the academy, plus the training in-house, equipment, clothing, etc. He reported the State Academy has come up with a new program where they will allow agencies to do a big part of the training at their own facility through their FTO Program. The next Academy in Santa Fe will be 16 weeks with six weeks training at the local law enforcement facility. He stated the new program will benefit Tucumcari due to the trainee being gone less time, which will cost the City less overall.

Kalon Lafferty, Deputy Fire Chief and EMS Director, reported in September, EMS had 85 calls with 49 being 911 calls and 19 out of town transfers. Total fire calls were 5 with two being structure fires. Lafferty reported they had been working on the warning sirens in town. The downtown siren is working after putting the pulley and belt back on and lubricating the parts. He noted the ladder truck is a big help in reaching the sirens. He reported the siren on Second Street needs some electrical work.

Convention Center Director Ron Wilmot gave the Convention Center statistics stating they held nine events in September and took in \$555.00 plus bar revenue of \$2,365.90. He noted the events sponsored by the City do not generate revenue. Already in October, they have had a large conference and October 27 - 30 will be the 62nd Annual Association of Conservation Districts of New Mexico, then next week the Mesalands Foundation Dance. During November, the Convention Center will be closed for painting as it has not been painted since 1994. Mayor Pro Tem Witcher reported that Eastern Plains Council of Governments has decided to meet every other month rather than monthly. Commissioner Lumpkin noted that he had attended several events and conferences at the Convention Center during the last two months and everyone he talked to from out of town is very envious that Tucumcari has such a nice facility. Wilmot noted that Tucumcari's prices are much lower than surrounding states. Mayor Apodaca inquired if the fee waiver had been worked out for the Senior Citizens to use Del Norte. Wilmot stated that it had been worked out plus he is working to get an electrician to fix the Del Norte outside lighting

City Manager John Sutherland noted that he had placed the Manager's written report in the packet, but reported a letter was received from the New Mexico Department of Health stating the Tucumcari Municipal Laboratory has passed its on-sight inspection and has been certified for three more years. The 2007-2008 financial and compliance field audit is scheduled to begin next Tuesday, October 14. CDBG Asset/Planning Grant work is moving forward with Wilson & Company. Computer equipment purchased through the grant was installed in the Community Development Office.

Commissioner Lafferty inquired about the City's phone system as he is still getting calls from citizens who are having problems reaching City Hall. Sutherland reported that Mike Cherry had found a former Qwest employee who resides in the community and he thought the problem was fixed. He noted that this was a stopgap solution until the City could get a new phone system. He reported ENMR Plateau submitted a good proposal last week, but upon review, ENMR realized they could give an even better proposal for the City. So they will be bringing it back at a later date. Sutherland stated that the City was in a "darn if you do and darn if you don't situation" as the City has submitted an application for E-Rate Grants for the software and hardware for a phone system which if the City is awarded the grant will provide the City approximately 90% percent funding for acquiring a phone system, but the balance of the funding may not be awarded in the next few months. If the City wants to address this phone system in the near future, the City needs to come up with a different solution rather than waiting for the grant money, so that is why he has been exploring options with ENMR Plateau. He stated ENMR has come up with a more cost effective solution than the quote from Qwest. He said a suggestion was made by the Commissioners that maybe it is worth using some of the capital money that has been set-aside in the budget by the City in a new phone system.

Commissioner Lafferty inquired about the engineer report on the Sands Dorsey building. Mr. Sutherland stated the engineer does not seem to be forthcoming with the report. He reported that he had talked to W.H. Pacific Engineering last week and they stated they have not received their environmental and soil test results from their consultants. As soon as they do, they will try to put the report together and get it to the City. Lafferty inquired if any penalty options were included in the contract and Mr. Sutherland stated that he did not believe there were any.

**Bids and Contracts**

Community Development Director Doug Powers presented the New Mexico Tourism Department Cooperative Marketing Grant Agreement No. 09-418-3002-0036 for a \$10,000 match to promote New Mexico and Tucumcari through outdoor and print advertising. He noted the grant has been received for several years with the award allocated for billboards with Lodgers Tax providing the match. Commissioner Lafferty inquired about the decrease in the allocation from last year and Powers noted there is more competition for funds than before. A motion was made by Commissioner Lumpkin and seconded by Mayor Pro Tem Witcher to approve the Cooperative Marketing Grant Agreement. City Manager Sutherland recommended the Grant Agreement. Roll Call:

Witcher	Sandoval	Lafferty	Apodaca	Lumpkin
Yes	Yes	Yes	Yes	Yes

**Old Business**

Mayor Apodaca acknowledged the Lodgers' Tax Advisory Board minutes of August 12 and August 19, 2008 and the Library Board minutes of August 22, 2008.

**New Business**

Doug Powers, Community Development Director, presented the revised proposal for design services with Design Plus, LLC for the Tucumcari Railroad Depot. He reported that this agreement will allow them to start the next phase on the depot. Currently they have completed asbestos and lead paint abatement and placed two coats of primer on the building. A letter of recommendation has been received from Wilson & Co. for Design Plus, LLC. There are three different phases to try to fit in with the City's funding. So he recommended the revised proposal starting with the roof. They will remove the tile and fix what is underneath whether it is deteriorated wood or leaks and then add insulation. Design Plus recognizes that there are funding constraints on the project and are willing to work with the City. He noted that everyone is impressed with the building since it had been cleaned and disinfected. Commissioner Lafferty asked if this was staying within the procurement regulations by not rebidding. Powers stated that the project is still under \$50,000 and did not require going out to bid. City Manager Sutherland recommended approval. A motion was made by Mayor Pro Tem Witcher and seconded by Commissioner Lumpkin to approve the revised proposal for design services with Design Plus, LLC. Roll Call:

Sandoval	Lafferty	Apodaca	Lumpkin	Witcher
Yes	Yes	Yes	Yes	Yes

The Library Advisory Board received the resignation of Vicki Frost. The position was advertised with no applications received, so word was put out through the Library which produced two applicants. A motion was made by Mayor Pro Tem Witcher and seconded by Commissioner Lumpkin to appoint Jana Rogers to the Library Advisory Board. Roll Call:

Lafferty	Apodaca	Lumpkin	Witcher	Sandoval
Yes	Yes	Yes	Yes	Yes

**EXECUTIVE SESSION**

A motion was made by Mayor Pro Tem Witcher and seconded by Commissioner Lafferty to go into executive session for the purpose of threatened or pending litigation by Robert Hengstenberg pursuant to the Open Meetings Act NMSA 10-15-1(H)7. Time noted 6:34 p.m. Roll Call:

Apodaca	Lumpkin	Witcher	Sandoval	Lafferty
Yes	Yes	Yes	Yes	Yes

A motion was made Commissioner Lumpkin and seconded by Mayor Pro Tem Witcher that no action was taken in Executive Session and the only thing discussed was threatened or pending litigation. Time noted 6:50 p.m. Roll Call:

Witcher	Sandoval	Lafferty	Apodaca	Lumpkin
Yes	Yes	Yes	Yes	Yes

**Items from Commissioners**

Commissioner Lumpkin noted that Mrs. McAtee wanted to address the Commission. Mrs. McAtee questioned the availability of funds to get the street paved in her area of Turner and Lake Street as it is just a dirt street. She also noted the weeds on Heman and the big potholes around town. She also inquired about extra trash bins. She was asked if she had visited with the City Manager and acknowledged not on these issues, but had mentioned it to Mayor Apodaca. She stated that she would get with the City Manager to discuss these issues. She thanked the Commissioners for the street light.

**Adjournment**

There being no further business, a motion to adjourn was made by Mayor Pro Tem Witcher and seconded by Commissioner Lumpkin. Time noted 6:55 p.m. Roll Call:

Lumpkin	Witcher	Sandoval	Lafferty	Apodaca
Yes	Yes	Yes	Yes	Yes

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Antonio Apodaca, Mayor

ATTEST:

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Jeannette Maddaford, City Clerk