



City of Bayard
CITY COUNCIL REGULAR MEETING
March 14, 2022 at 1:30 PM
Bayard City Hall

AGENDA

WORK SESSION

CALL TO ORDER: Mayor Chon S. Fierro

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF THE AGENDA

PUBLIC INPUT

CLOSED SESSION

ACTION ITEMS RESULTING FROM CLOSED SESSION

CONSENT AGENDA

1. Approval of Minutes of Regular Minutes of February 28, 2022.
- [2.](#) Approval of Public Hearing Minutes March 1, 2022 and March 7, 2022
3. Approval of Accounts Payable Report March 14, 2022
- [4.](#) Approval of Wastewater Report for February, 2022.
- [5.](#) Approval of Police Report for January, 2022.
- [6.](#) Approval to attend NMML Elected Officials training for Council April 7-8, 2022.
- [7.](#) Approval of attendance to conducting Pre-employment Background Investigations for Jesus Lopez in Albuquerque on June 14-15, 2022.

OLD BUSINESS

- [8.](#) Approval for De-Chlorination Amendment to Engineering Fees.

NEW BUSINESS

- [9.](#) Approval of the Inclement Weather Policy.

10. Approval to pay small project debt from water and wastewater projects.
11. Legislative update from Senator Siah Correa Hemphill
12. Grant County Assessor update by Raul Turrieta.

COMMITTEES/ BOARD

13. Appointment of Kathryn Allen for the Library Board.

ACTION FOR PERSONNEL

14. Approval to remove Joe Sierra from introductory period effective April 26, 2022.

MAYOR AND COUNCILORS REPORTS**NEXT MEETING DATE:**

Regular Meeting – March 28, 2022

ADJOURNMENT

CITY OF BAYARD

CITY COUNCIL

Colonias Public Hearing

1:00 P.M.

MARCH 1, 2022

The City of Bayard conducted a Colonias Infrastructure Fund work session on Tuesday, March 1, 2022 at 1:00 p.m. at the Bayard City Hall.

Individuals in attendance were Kristina. No public was in attendance.

Kristina Ortiz, MMC
Clerk Treasurer

CITY OF BAYARD

CITY COUNCIL

USDA Public Hearing

2:00 P.M.

MARCH 7, 2022

The City of Bayard conducted a USDA Public Hearing on Monday, March 7, 2022 at 2:00 p.m. at the Bayard City Hall.

Individuals in attendance were Kristina, Tanya Ortiz, and Hannah Dumas.

Information within the public hearing was for the following projects:

1. Public Safety Building – purchase decontamination unit for fire gear and build a storage building to house the unit and additional equipment for both fire and police departments.
2. Water System Improvements – upgrade pressure reducing vaults, SCADA System and construct power redundancy.
3. Sewer System Improvements – upgrade lift station, sewer collection lines/manholes, SCADA System and construct power redundancy.

Kristina Ortiz, MMC
Clerk Treasurer

City of Bayard Wastewater Treatment Plant

February 2022

02-01-2022: Plant staff pulled the sludge out of the #2 drying bed and added it to the stockpile. Plant staff changed out the turbidity hose in the rec plant.

02-02-2022: Plant staff covered up the hole after repairing the water leak by the head works and filled in the hole by the aerated grit chamber.

02-03-2022: Plant staff had to go and get tubing to change out the tubing on the chemical pumps at the North Hurley lift station.

02-04-2022: Dumped the #2 digester to the #1 drying bed. Plant staff installed the meter in the rec plant, meter had been out for calibration.

02-07-2022: Turned the #1 #2 and #3 drying beds. Plant staff started to install the #4 aeration blower. Tom Kochvar with ICI came down to the plant to work on the plants computer.

02-08-2022: Hauled sludge to the Silver City landfill. Finished installing the #4 aeration blower, unit is out of operation until cabinet gets rebuilt. Tom Kochvar at plant working on the computer.

02-09-2022: Hauled sludge to the Silver City landfill. Plant staff cleaned up around the clarifiers and then made a dump run.

02-10-2022: Hauled sludge to the Silver City landfill. Turned the #1 #2 and #3 drying beds. Dement Electric came down to the plant and installed the #2 aeration blower motor and got unit back online. Dement Electric also installed a new weather pack

on the rec plant meter so the meter could be brought back on line, the calibration company had removed the old weather pack and didn't send it back with the meter. Calls have been placed to the company but they have remained unanswered. Dement also repaired a TVSS in the garage that had been taken out by a power surge. Tom Kochvar at plant working on the plant computer.

02-11-2022: Dumped the #1 and #2 digesters to the #2 drying bed.

02-14-2022: Turned the #1 #2 and #3 drying beds.

02-15-2022: Power surge at 10:12 am. Hauled sludge to the Silver City landfill. Plant staff repaired the door strip on the door for the ras/was room and added a door stopper to prop door open. Power surge at plant at 3:45pm.

02-16-2022: Hauled sludge to the Silver City landfill, Plant staff worked on a berm around the west side of the Rec Plant fence to try and control the water coming off of the hill.

02-17-2022: Turned the #1 #2 and #3 drying beds. Aerzen called stating that they had not received the blower that had been sent in yet. They asked if it had been picked up, they were informed that the blower had been picked up two weeks prior to their phone call. They stated they would try to locate the blower and see where it was.

02-22-2022: The #1 digester refused to dewater, turned on the air to give a few more days of cook time. The Blower motor was picked up so that it could be rebuilt and put back into the garage for a spare. Plant staff started to clean out the drainage by the Rec plant and on the south side of the fence of the plant.

02-23-2022: Plant staff worked on the turbidity meter and the eyewash station in the Rec plant.

02-24-2022: Turned the #1 #2 and #3 drying beds. Plant staff finished cleaning out the drainage areas around the plant ras/was room.

02-28-2022: Turned the #1 #2 and #3 drying beds.

BAYARD POLICE DEPARTMENT
MONTHLY REPORT
January, 2022

Item 4.

Traffic Activity

Accidents	3
Citations Issued	9
Municipal: 5	
Written warnings: 4	
Stop Sign Citations: 1	
DWI	0
Motorist Assists	2
Suspicious Activity -vehicle or person	22
Reckless driver	2
Missing or Stolen vehicle	1
Traffic stops	30
Traffic complaints	1

Criminal Activity

Arrests	5
Burglary/Larceny	2
Criminal damage	1
Domestic calls	4
Narcotics violations	1
Inj./Tamp. with vehicle	2
Harassment	1
Unwanted subject	4
Shoplifting	1
Disturbance	3
Missing person	1

General Activity

Abandoned 911	3
Civil stand by	2
Welfare check	9
Follow up investigations	6
Citizen contacts	5
Alarm	4
Citizen assists	9
Shots fired	1
Attempt to locate	1
Requests for public service	7
Suicide threat	1
Civil matter	1
Child exchange	1

Juvenile Activity

Arrests	1
Fights	2

Animal Control Activity

Complaints Answered	14
Canines picked up	6
Felines picked up	6
Citations issued	3
Skunks	0
Other: Written warnings	3

Code Enforcement Activity

Complaints Answered	1
Complaints Pending	
Complaints Completed	
Citations Issued	
Letters Sent	

NOTES:

Offense/Incident reports generated

24

Domestic Disturbance
 Burglary
 Citizen assists
 Follow up
 Citizen assist
 Citizen assist
 Assault
 Criminal damage to property
 Missing person
 Burglary
 Welfare check
 Warrant arrest
 Domestic disturbance-verbal
 Injuring or tampering with vehicle
 Welfare check informational
 Disorderly conduct-informational
 Criminal damage to property
 Aggravated battery; evading an officer; public affray
 Disorderly conduct; mental evaluation
 Informational-Fight/Bullying
 Criminal trespass; Possession of drug paraphernalia
 Warrant arrest
 Miscellaneous death
 Warrant x2

Calls in Bayard handled by Grant County Sheriff's Department

Suspicious activity	3
Alarms	4
Noise complaints	2
Loud music	1
Domestics	2
Abandoned 911	1
Reckless drivers	2
Custodial interference	1
Fight	2
Unwanted subject	3
Shoplifting	1
Child exchange	1
Citizen assists	1
Criminal damage	1
Warrant arrest	1
Child exchange	1
Welfare check	3
Animal calls	<u>1</u>
TOTAL	35

2022 MOLI/NEWLY ELECTED OFFICIALS TRAINING APRIL 7TH – 8TH – DRURY PLAZA HOTEL, SANTA FE REGISTRATION FORM

[Click here to register online](#)

NAME: _____ TITLE: _____

MUNICIPALITY: _____

MAILING ADDRESS: _____
Including City/State/Zip

BILLING ADDRESS: _____
Including City/State/Zip

EMAIL: _____ PHONE: _____
For Registration Confirmation

☐ Vegetarian ☐ Gluten Free For **ADA needs**, contact Mariah at (800) 432-2036

REGISTRATION FEE: \$250.00

PAYMENT INFORMATION: *Check made payable to NMML.*

☐ Check Enclosed ☐ Will Bring to Meeting *Include member ID on check/stub.*
☐ Purchase Order Attach copy or provide PO# _____
☐ Charge registration fee to: ☐ Visa or ☐ Master Card listed below.

NMML is authorized to use the card below to pay registration fee(s) in the amount of \$ _____

Card #: _____ Exp. Date: _____

Name of Card Holder: _____
If different from Registrant Name

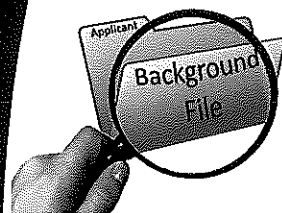
REGISTRATION/CANCELLATION POLICY:

- After April 4th you must register on-site.
- Cancellations must be received in writing by April 4th.
- \$50.00 fee charged for all cancellations.
- No refunds after April 4th
- Pre-registered no shows are responsible for full registration fee.
- Credit card transaction(s) processed immediately.
- Receipts available upon registration check-in.
- Registration confirmations will be emailed.
- Weather related no shows will be charged \$50.00.
- By submission of the registration form, I agree to all registration/cancellation policies.

Return To:
 registrar@nmml.org
 Fax: 505-984-1392
 Phone: 800-432-2036 or 505-982-5573

Conducting Pre-Employment Background Investigations

for Law Enforcement, Public Safety, & Government Agencies



JUNE 14-15, 2022

ALBUQUERQUE, NM

Sponsored by:

Bernalillo County Sheriff's Department

This comprehensive 2-day training class focuses on identifying past performance and behaviors to verify suitable and qualified candidates to serve in law enforcement, public safety, and other government agency and safety sensitive positions. Participants engage in discussion, Q&A, work through case studies and practical exercises throughout the course.

Course Topics



Hiring the Right Person is a Key Factor for Reducing Future Liability



Selection & Hiring Process

- ✓ Creating a Sound Process
- ✓ Organizational Responsibility
- ✓ Reasons for Background Investigations
- ✓ Departmental Selection Systems
- ✓ Current & Emerging Trends

Legal & Liability Implications

- ✓ Legal Requirements
- ✓ Mitigating Negligence & Liability
- ✓ Applicant Qualifications
- ✓ Social Media & Hiring Law
- ✓ Qualified Privilege & Employer References

- ✓ Employment & Background Legal Liability Implications— *Employment Civil Rights, PDA, ADA, ADEA, EEOC, GINA, USERRA, FCRA.*
- ✓ Criminal Records Expungement & Civil Rights Relief Act Implications
- ✓ Selection, Background & Hiring Procedures & Liability

Background Investigation Process

- ✓ Organizational Process
- ✓ Personal History Statements (PHIS)
- ✓ PHIS Review Process & Red Flags
- ✓ Interview Tactics & Strategies
- ✓ Verification & Checking Data
- ✓ Comparison & Analysis of Applicant Information

Sources of Information

- ✓ Government & Public Sources
- ✓ Military Service Records (DD214)
- ✓ Records Verification
- ✓ Internet Investigative Sources & Websites

Forms, Reports, & Recordkeeping

- ✓ Example Standardized Procedures, Forms, & Checklists
- ✓ Investigative Reports
- ✓ Background Files & Access Laws

Who Should Attend

Personnel in Law Enforcement, Public Safety, Communications, Detention/Corrections, HR and Legal Departments, Fire, EMS, or other Government staff who conduct or oversee hiring, background investigation, and selection processes. Participants receive a comprehensive training manual and background investigation resource materials.



**NMDPS-LEA
Accredited Training**

Other State's POST may also accept this training as well.

Cost:

\$295 early registration
\$335 after June 6th, 2022

To Register- Click Here

or go to:
www.technicontraining.com
or contact us for additional information, thank you.

Class Times:

8:15 am - 5:00 pm Daily

Training Location:

Bernalillo County Sheriff's Department
Regional Training Center
415 Tijeras NW
Albuquerque, NM 87102

Training Location and Area Hotels will be included with registration confirmations.

SUGGESTED FORM OF
TASK ORDER

This is Task Order No. Item 7.
Rev. 2____, consisting of
__2__ pages.

Task Order

In accordance with Paragraph 1.01 of the Agreement Between Owner and Engineer for Professional Services – Task Order Edition, dated November 6, 2017 ("Agreement"), Owner and Engineer agree as follows:

1. Specific Project Data
 - A. Title: City of Bayard Wastewater Treatment Plant De-Chlorination Equipment System Design
 - B. Description: Design of de-chlorination equipment at the City of Bayard Wastewater Treatment Plant.
 - C. Number of Construction Contracts - NA
2. Exhibit A - Services of Engineer
 - a. Design of equipment, piping, and required enclosure.
 - b. Electrical design.
 - c. Construction services not provided under this Task Order.
3. Payments to Engineer
 - A. Owner shall pay Engineer for services rendered as follows:

<i>Category of Services</i>	<i>Compensation Method</i>	<i>Estimated</i>
Civil Design	Standard Hourly Rates	\$27,625.00
Electrical/Controls Design	Standard Hourly Rates	\$2,275.00

Reimbursable Expenses

No.	Item	Unit	Unit Price
1	In-House Copies	Ea.	\$0.10
2	Mileage**	Miles	\$0.585
3	Per Diem	Day	\$151.00

Mileage - Current IRS per mile allowance

Per Diem rates per GSA allowance for ZIP CODE 88023 (\$155/day for 2022; lodging/meals)

- B. The terms of payment are set forth in Article 4 of the Agreement and in Exhibit C.
6. Consultants: As required

7. Other Modifications to Agreement: None
8. Documents Incorporated By Reference: Contract dated November 6, 2017, Exhibits A,B,C,D,G,H,I.
9. Terms and Conditions: Execution of this Task Order by Owner and Engineer shall make it subject to the terms and conditions of the Agreement, which Agreement is incorporated by this reference. Engineer is authorized to begin performance of requested task(s) upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order is _____, _____.

OWNER: City of Bayard

ENGINEER: MBI, Inc. – Trumm Engineering

By: _____

By: _____

Name: Chon S. Fierro

Name: Joe Trumm, P.E.

Title: Mayor

Title: President

DESIGNATED REPRESENTATIVE FOR
TASK ORDER:

DESIGNATED REPRESENTATIVE FOR TASK
ORDER:

Name: Kristina Ortiz

Name: Joe Trumm, P.E.

Title: City Clerk/Treasurer

Title: President

Address: P.O. Box 728
800 Central Avenue
Bayard, NM 88023

Address: 416 Bryn Mawr Dr. SE
Albuquerque, NM 87106

E-Mail
Address: cityclerk@cityof bayardnm.com

E-Mail
Address: jtrumm@trummengineering.com

Phone: (575) 537-3327

Phone: (505) 681-0637

Fax: (575) 537-5271

Fax: NA

City of Bayard

Inclement Weather Policy

The Mayor will evaluate weather situations and whether work times are delayed or whether City offices will be closed depending on the severity of the weather. The decision whether to delay work times or closed offices is in the complete discretion of the Mayor and the Mayor's decision is final. Each department head will call their employees to inform them of a delay. Employees in the following departments are expected to report as scheduled: Police, Fire, Water, Wastewater and Municipal Administrative employees. If the offices are closed, employees receive straight time for the time off, and employees required to stay are paid overtime, for the actual time worked.

Need to have Council determine which departments are essential to work regular schedules.

City of Bayard

P. O. Box 728
800 Central Avenue
Bayard, New Mexico 88023

Phone 575 - 537-3327
Fax 575 - 537-5271
cityofbayard@cityofbayardnm.com

COMMUNITY COMMITTEE/BOARD MEMBER

LETTER OF INTEREST

I, KATHRYN ALLEN, would like to serve as a
committee/board member for the following:

<u> </u>	Planning & Zoning Board
<u> </u>	Beautification Board
<u> </u>	Housing Authority Board
<u>X</u>	Library Board
<u> </u>	Cemetery Board

I reside at 601 ERIE ST. BAYARD, NM

NM. My contact number is 575 537-3332

Kathryn Allen
Signature