



**City of Bayard**  
**CITY COUNCIL REGULAR MEETING**  
**August 14, 2023 at 5:30 PM**  
**Bayard City Hall**

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**AGENDA**

**WORK SESSION**

**CALL TO ORDER:** Mayor Chon S. Fierro

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**APPROVAL OF THE AGENDA**

**PUBLIC INPUT**

**CONSENT AGENDA**

1. Approval of Regular Meeting Minutes on July 24, 2023 and Special Meeting Minutes on July 31, 2023.
2. Approval of Accounts Payable Report for August 14, 2023.
3. Approval of Wastewater Treatment Plant Report.
4. Approval of Bayard Municipal Court Report.
5. Approval of Bayard Library Report for July 2023.
6. Approval for Robert Ruiz to attend the NMWWA "Fred Ragsdale Memorial" Central School September 11-14, 2023 in Albuquerque.
7. Approval for Manuel Galaz to attend First Line Supervision and Management September 18-22, 2023 in Albuquerque.
8. Approval for Trevor Jensen to attend Instructor Development Course August 21-25, 2023 in Albuquerque.
9. Approval of the Fire Department Report for July 2023.

**NEW BUSINESS**

10. Approval of the Cobre High Homecoming Parade.
11. Approval of the Traffic Control Plan for the Railroad Project.

12. Discussion of New Fire Dept. Recruitment Incentives.

13. Approval for Copper Little League to have a Fall Ball Season.

**ACTION FOR PERSONNEL**

[14.](#) Approval for city staff increase of \$0.25 for Certification as a Notary.

**DEPARTMENT HEAD REPORTS**

**MAYOR AND COUNCILORS REPORTS**

**NEXT MEETING DATE:**

**Regular Meeting** – August 28, 2023

**ADJOURNMENT**



**City of Bayard**  
**CITY COUNCIL REGULAR MEETING**

**July 24, 2023 at 5:30 PM**

**Bayard City Hall**

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**MINUTES**

**WORK SESSION**

Mayor Fierro asked if anyone had any comments on minutes from last meeting and Councilor Gonzales stated that the corrections, she had asked for were done.

Councilor Diaz wanted to know about a few vendors that are repeatedly on the accounts payable list and wanted to know if these are yearly or monthly. Also asked Clerk Ramos to look into what contracts we have with vendors so we can see what bills we can put together instead of paying multiple vendors for one service.

Councilor Gonzales asked about the 24-hour coverage from the Police Dept. Clerk Ramos stated that with six employees in the department we will try our best to make sure we are 24/5 on coverage.

Chief Carrillo discussed with the Council and Mayor that he finalized the Bayard PD Policy and Procedures, He did get it from Silver City and added our modifications. This has been looked over by the Municipal League and Silvers attorneys as well.

Jenny Castanon asked the council if anyone had any volunteers or ideas for the Bayard Welcome sign. She would like to take over on that project.

Councilor Gonzales let the council know that Code Enforcement Officer Gomez attended the last Planning and Zoning meeting and did let them know about a training that is available yearly for codes and Animal Control as well.

**CALL TO ORDER:** Mayor Chon S. Fierro

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**PRESENT**

Mayor Chon Fierro  
Councilor Eloy Medina  
Councilor Frances Gonzales  
Councilor Jose Diaz

**ABSENT**

Mayor Pro-tem Raul Villanueva

Councilor Villanueva was absent but asked Clerk Ramos to let the public know that he did want to thank the Mayor and the Council. He served for 10 years and wanted to express his gratitude to the community for always accepting him and helping him do great things here.

Others in attendance were Sonya Dixon, Jenny Castanon, Mikey Paez, Hector Carrillo, Marlena Valenzuela, Euphemio Gonzales, Mike Armendariz, Gary Arrellano, Ralph Jimenez, Dolores Charon, Joann and Jesus Perez, Mark Diaz, Jade Wilson.

### **APPROVAL OF THE AGENDA**

Councilor Diaz made a motion to approve with the corrections of adding 1-2023 Negligence and Abandoned Residential and Commercial Properties Ordinance as well as the correction of Hiring Certified Officer Jenson at \$27 an hour.

Motion made by Councilor Diaz, Seconded by Councilor Medina.

Voting Yea: Mayor Fierro, Councilor Medina, Councilor Gonzales, Councilor Diaz

1. Swearing of Appointed Officials/ City Clerk.

### **PUBLIC INPUT**

There was no Public Input.

Clerk Ramos stated that the Public Input would be limited to three minutes and sign in. Public Input is only for discussion about an item not on the agenda. If anyone would like to further discuss in more detail they can be put on the next agenda and must reach out to the Mayor or Councilor about the subject and have them request as a sponsor to be put on the agenda.

### **CONSENT AGENDA**

Motion made by Councilor Diaz.

Voting Yea: Councilor Medina, Councilor Gonzales, Councilor Diaz

2. Approval of Regular Meeting Minutes on June 26, 2023 and Regular Meeting Minutes on July 10, 2023.
3. Approval of Accounts Payable Report for July 24, 2023.
4. Approval of Bayard Police Dept. Report for June 2023.
5. Approval of the Wastewater Report for June 2023.
6. Approval for Anthony Macias to attend Operational Red Flags for Narcotics Investigations in Las Cruces on July 26, 2023.
7. Approval for Mayor, City Council, and City Staff to attend 66th NMML Annual Conference in Farmington from August 30, 2023-September 01, 2023.

### **OLD BUSINESS**

8. Approval of Bayard Police Dept. Policy and Procedures.

Motion made by Councilor Diaz, Seconded by Councilor Medina.  
Voting Yea: Councilor Medina, Councilor Gonzales, Councilor Diaz

## NEW BUSINESS

9. Discussion from Jade Wilson for Public Relations.

Jade Wilson discussed that at the last meeting she addressed the board with an issue of inappropriate comments that were made by the Fire Dept. Her domestic partner also works for the city and was told by his supervisor to go to the Fire Dept. It is then that the Chief was waiting to serve her partner a letter dismissing him from the volunteer Fire Department. The claim in the letter is that her partner did not attend 70% of the trainings. This claim came after she had questioned the Fire Dept. at the last meeting. In the past year she has attended council meetings and witnessed the Chief speak over and speak profanely about the Mayor and Council members and most recently retaliate on a member of the Fire Dept. With this behavior she is questioning what are the requirements to be a Fire Chief and, on the volunteer, dept. Wants to know if there are any licensing and certificate requirements.

Councilor Medina asked for the bylaws and requested a copy.

Ms. Wilson stated that since there is an opening in the Fire Dept. how can she apply or where can she pick up an application.

Chief Gonzales stated she can go to the Fire Dept.

Councilor Diaz said we need to have all the records kept in one place and in the past, they requested the dept. bring all files to the City Hall. He also has not seen any waivers received from the department that was previously asked of the department.

10. Approval of SWNM Council of Governments 2023-2024 Agreement.

Clerk Ramos wanted to update the public just for information it will cost for the year \$2,331.19.

Motion made by Councilor Diaz, Seconded by Councilor Gonzales.  
Voting Yea: Councilor Medina, Councilor Gonzales, Councilor Diaz

11. Update for Ralph Jimenez Copper Little League President.

Mr. Jimenez stated that the Little League season is a wrap. He has had numerous people reach out about a Fall League this year. This hasn't been done for 5 years. He would like to ask for permission and it would run from August to mid-October. He wanted to let everyone know the air conditioners have been installed and windows will be installed by next week. The little league board is willing to help out with the bottom field that the city just took over.

Mayor Fierro said that fall ball is a great idea. He did notice that there has been some damage done to the restrooms and Maintenance superintendent Mike P. stated that the partitions were not installed correctly. Mr. Jimenez stated that they are having issues with the flooring up top and it separating. He knows we hired the YCC to help install the floors but they are installed incorrectly.

Councilor Eloy Gonzales asked how the District Tournaments are assigned. Mr. Jimenez stated that the district admin will assign those. Mr. Jimenez is trying to get a state tournament back in our town and Councilor Eloy Gonzales wants to make sure we are equipped to hold a state tournament. Councilor Eloy Gonzales thanked Mr. Jimenez and said they are doing a great job and appreciate everything they are doing.

Councilor Diaz thanked him for being the president for the past six years. He wanted to let him know about concerns he had. He wants the league and the city's maintenance to work together on getting jobs done. He noticed some expenses were high for a conference table and chairs and wanted to know where it came from. Mr. Diaz stated that he was informed that it came out of the Recreation Fund and we would be getting that money back. Would like anything over \$200 to come through the Council. Mr. Diaz said he talked to Ms. Valenzuela about the price of the chair and assured her they did not need anything that nice. He stated it wasn't what they requested but was told that the money was there and needed to be spent before the city lost it. Councilor Diaz stated that he would like to know exactly where \$500,000 of Recreation money has gone. Councilor Diaz stated that in the future if anyone wants to use the field for football or anything else it needs to be brought to the council so they know when and what the lights are being used for.

Mr. Jimenez wanted to clarify before moving forward with fall ball that they do have the approval to use the field for the season. Board said they will put it on the next agenda for approval.

12. Update from Bayard Housing Authority.

Councilor Frances Gonzales stated she is the liaison for the Bayard Housing Authority. She stated that at the last fire meeting they discussed that the Housing Authority felt the fire was not put out correctly the first time. The Housing Authority Board felt that Fire Chief Gonzales was not empathetic. They talked with Mr. Gonzales and with the Fire Marshall and were told the Fire Marshall would not come down. They had concerns about the Fire Marshall not coming down. She stated the board was concerned if there was another fire would there be retaliation or would the dept. want to work with them.

Fire Chief Gonzales stated that the Fire Marshall did say he would not come down. Councilor Medina asked if the dept. has thermal imaging and if it was used. Chief Gonzales stated they do and it was used and showed nothing.

13. Update from Bruce Ashburn, PNM for new street lights on Hurley Ave.

Mr. Ashburn was not present but Clerk Ramos updated the council about the status of getting new light poles up on Hurley Ave. He stated that PNM in December, is waiting for an approval and with this goes through they will redo every light pole in Bayard at no cost. If we want light poles now, they are \$2500 not including installation. Would like to wait before we purchase any poles.

14. Discussion from Jenny Castanon about Bayard Welcome Sign.

Jenny Castanon wanted to know if there was anyone wanted to help with The Welcome to Bayard Sign by Snell Middle School. Mark Diaz stated that the Beautification committee noticed that the boards and the poles are no good. It will take a lot of work. They are working on themes and ideas for the sign. Mr. Diaz asked if maybe the city could help with some funding for the sign. Jenny Castanon brought up an alternative and possibly asking J&J Signs to help with the sign.

15. Update from Clerk on FY 2022-2023 Audit.

Clerk Ramos sat with Mr. Stone and our only finding on the audit is that it was late. Mr. Ramos looked into getting another auditor and with the process of putting out an RFP he feels we could end up late again. He is recommending that we stay with Stone McGee for one more year. Mayor Fierro agrees with the recommendation and stated that we have used Mr. Stone for years and in the past as well and he has never been late. Councilor Diaz did agree with the recommendation as well.

## **ORDINANCES/RESOLUTIONS**

16. Approval of Resolution 4-2023 Adoption of Required CDBG Certifications and Commitments.

Motion made by Councilor Medina, Seconded by Councilor Diaz.  
Voting Yea: Councilor Medina, Councilor Gonzales, Councilor Diaz

17. Approval of Resolution 11-2023 4th Quarter Budget Adjustments.

Mr. Ramos stated these are the final adjustments for the fourth quarter to be completed. Final budget will be getting submitted for the special meeting on Monday, July 31, 2023.

### **RESOLUTION 11-2023**

WHEREAS, the Bayard City Council in regular session on July 24, 2023 did propose to make certain budgetary adjustments; and

WHEREAS, the Council does hereby authorize the attached listing of budgetary adjustments for the June 30, 2023 financial statements as listed in Exhibit A.

WHEREAS, the Council does hereby approve the June 30, 2023 budget adjustments as presented.

NOW THEREFORE, the Council does hereby accept and approve the budgetary adjustments for the period ending June 30, 2023.

Done at Bayard, New Mexico, this 24<sup>th</sup> day of July 2023.

\_\_\_\_\_  
Chon Fierro  
Mayor

ATTEST:

\_\_\_\_\_  
Gabriel Ramos  
Clerk-Treasurer

Motion made by Councilor Medina, Seconded by Councilor Diaz.  
Voting Yea: Councilor Medina, Councilor Gonzales, Councilor Diaz

18. Approval of Ordinance 1-2023 Neglected Vacant Residential and Commercial Buildings.

**CITY OF BAYARD, GRANT COUNTY, NEW MEXICO**  
**ORDINANCE No. 1-2023**

AN ORDINANCE CONCERNING THE REGISTRATION AND MAINTENANCE OF NEGLECTED VACANT RESIDENTIAL AND COMMERCIAL STRUCTURES WITHIN THE CORPORATE LIMITS OF THE CITY OF BAYARD,

WHEREAS the City of Bayard requested the City Council to enact an ordinance pursuant to their statutory authority under N.M.S.A. 1978, Section 3-17-1, which ordinance would require the registration and payment of an annual fee where a vacant residential or commercial structure is certified in writing by the City Police Chief or Fire Chief to be neglected;

WHEREAS the Clerk of the City of Bayard published timely notice in the Silver City Daily Press, a newspaper of general circulation in Grant County, and gave timely notice to interested parties in accordance with the provisions of N.M.S.A. 1978, Section 3-17-3; and

WHEREAS the City Council conducted public meetings on June 28, 2023, July 3, 2023, and July 7, 2023, and duly considered all statements presented as well as written commentary provided.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BAYARD, GRANT COUNTY, NEW MEXICO, THAT:

**SECTION 1. PURPOSE.** The purpose of this ordinance is to help protect the health and safety of the residents of the City of Bayard so that vacant structures do not constitute a public nuisance, by ensuring appropriate maintenance of vacant residential and commercial structures to prevent the development of insanitary conditions, unsafe deterioration of the structure, and unauthorized entry. This ordinance will help promote the City's public welfare by preventing blight and protecting property values and neighborhood integrity and safety.

**SECTION 2. DECLARATION OF PUBLIC NUISANCE.** It is declared a public nuisance for any owner to cause, permit, or fail to maintain any vacant residential or commercial structure in a manner contrary to the provisions of this ordinance.

**SECTION 3. APPLICABILITY.** The provisions of this ordinance shall apply to all vacant residential and



commercial structures within the corporate boundaries of the City of Bayard, as those boundaries may be altered from time to time by annexation.

**SECTION 4. DEFINITIONS.** For purposes of this ordinance, the following terms are defined as follows.

LOT	A measured parcel of land having fixed boundaries designated on a survey under one ownership as shown on the last assessor's roll of Grant County or the records of the City, whichever is the most recent.
NEGLECTED VACANT STRUCTURE	A structure which is vacant and is not maintained in accordance with the provisions of this ordinance and certified in writing to be neglected by the City Police Chief or Fire Chief.
OCCUPANCY	The act of residing in the structure with full utilities service or conducting a legal business, properly registered, from the structure with full utilities service.
OWNER:	The owner of record based on the public records of the Grant County clerk and office of the Grant County assessor and any person with legal, financial, or equitable interest in the structure, land, or premises at the time of the determination that the vacant structure is a neglected structure under the provisions of this ordinance.
REGISTRATION	The process of providing name, present address, and other contact information of the owner of a vacant structure for protection of the subject premises and the owner's investment.
STRUCTURE:	A combination of any materials fixed to the ground and having a roof, enclosed within exterior walls, and constructed as a dwelling for the shelter of persons, including a building for the conduct of a legal business. A structure shall include any mobile home or manufactured home, as those homes are defined in NMSA. 1978, Section 3-21A-2(A) and -(B) (2001), whether used for residential or commercial purposes.
VACANT STRUCTURE:	<ol style="list-style-type: none"><li>(1) A residential or commercial structure that has remained unoccupied for a period of more than thirty (30) days.</li><li>(2) A structure is not deemed to be vacant for purposes of this ordinance if any of the following circumstances exist:<ol style="list-style-type: none"><li>a. Any unit or portion of the structure is occupied by authorized persons;</li><li>b. Any other structure on the same lot is occupied by authorized persons; or</li><li>c. Construction or alteration of the structure is in progress, and where a state permit is required such unexpired permit must be posted. If a required state permit is not posted or has expired, then the structure shall be considered a vacant structure and subject to the requirements of this ordinance.</li></ol></li></ol>

**SECTION 5. REGISTRATION OF NEGLECTED VACANT STRUCTURE.**

- A. Notification of Determination of Neglect and Required Registration. When a vacant structure is determined to be neglected, and certified in writing, the City Clerk shall notify the owner by certified mail, return receipt requested, of the neglect determination and the requirement to register the neglected vacant structure with the City. Said notice shall contain a registration form.
- (1) The owner must register the neglected vacant structure within thirty (30) calendar days of receipt of the notice.
  - (2) The owner must pay the neglected vacant structure fee with the registration.
- B. Registration Information. Registration shall be on a form available from the City Clerk, which includes but is not limited to the following information:
- (1) Name, address (physical and mailing), and contact telephone number of the owner;
  - (2) Name, address (physical and mailing), and contact telephone numbers of the local agent or representative for the structure /property, if other than the owner.
- C. Keep Registration Information Current. Upon any change in the facts provided in the initial registration, the owner shall file up-dated information within ten (10) business days of such change.
- D. Neglected Vacant Structure Fee. Upon notification of the neglected vacant structure determination, the owner must pay a prorated fee as established below, and continue to pay an annual fee on or before July 1 of each calendar year the vacant structure continues to be classified as a neglected vacant structure.
- (1) Initial fee shall be prorated from the month following the receipt of notice of the neglected vacant structure determination, which shall be based on a first year annual fee of \$300.00 (\$25.00/month).
  - (2) First full calendar year annual fee, where the structure is still designated as a neglected vacant structure, shall be \$300 (three hundred dollars).
  - (3) For each additional full calendar year the premises remains designated as a neglected vacant structure, the fee shall increase an additional \$100.00 (one hundred dollars) per year up to a maximum of \$500.00 (five hundred dollars) per year.
- E. Owner Not Exempt from Complying with Standards Upon Payment of Fee. Payment of the neglected vacant structure fee does not exempt the owner from complying with this ordinance and other applicable laws. Upon a showing that the vacant structure and lot are in full compliance with this ordinance, the City will vacate the neglected vacant structure fee. No further fee will be due provided the vacant structure and lot continue to be in compliance with this ordinance.

## SECTION 6. REQUIREMENTS AND STANDARDS.

- A. Maintenance in Accordance with all Applicable Laws. The owner of a vacant structure shall maintain it and its lot(s) in accordance with all applicable local ordinances and the state sanitary codes, building codes, and fire codes pertaining to the lot and the external (visible) parts of the structure.
- B. Security Standards. The owner shall maintain the vacant structure in a way that secures the structure from any unauthorized entry and shall comply with the following minimum security standards:
- (1) Promptly cover, secure, or repair all broken windows, doors, other openings, and any unsafe conditions at a vacant structure. Boards or coverings must be fitted and sized to the exterior opening.
  - (2) There shall be at least one operable door into each vacant structure, secured with a suitable lock.
  - (3) The lot(s) upon which a vacant residential or commercial structure is located shall be appropriately secured based on the conditions and surroundings, and maintained in a manner that eliminates any public safety hazard. Said lot(s) must be free of all combustible materials.
- C. Appearance Standards. The owner of a vacant structure shall comply with the following minimum

appearance standards:

- (1) All vacant structures must be maintained in a manner that minimizes the appearance of neglect and deters unauthorized occupation. Owners shall promptly remove graffiti from the vacant structure and any fencing and immediately repair damage from attempted or actual intrusions into the vacant structure.
- (2) All exterior surfaces, including any boarded windows or doors, shall be applied with sufficient paint, siding, stucco, or other finishes in the same color or similar color to blend with the structure's existing exterior color scheme. All exterior surfaces, including roofs, shall be of sufficient construction to weatherproof the vacant structure.
- (3) The lot(s) upon which the vacant structure is situated, including all landscaping, shall be kept in such condition as not to create the appearance of an unsecured, unoccupied structure. Said lot(s) shall be free of litter, which includes debris and garbage.

**SECTION 7. PARTIAL OR COMPLETE DESTRUCTION OF STRUCTURE.** An owner of a structure rendered vacant as a result of catastrophic fire or act of nature shall: (i) immediately secure the premises with appropriate fencing and no trespass signs, (ii) within two calendar weeks from the catastrophic event clear the premises of all litter and debris; and (iii) within four calendar weeks from the catastrophic event demolish any remaining parts of the structure and clear the site or show proof to the Code Enforcement Officer of completed and filed application for appropriate state permits for rebuilding the partially destroyed structure.

**SECTION 8. PENALTIES.**

- A. Penalties: It is unlawful for any person who owns controls, or is the responsible agent of a vacant structure to fail to register and pay the requisite fee as provided in this ordinance, and to maintain, or cause or permit the maintenance of the vacant structure in a condition defined as a "neglected vacant structure" in this ordinance. Violations of this ordinance are in addition to any other violation established by law.
- B. Penalties. The court may impose fine of not more than \$500 (five hundred dollars) or imprisonment of more than ninety days or both upon finding any person in violation of any provision of this ordinance.
- C. Remedies Not Exclusive. This ordinance shall not be interpreted as limiting the penalties, actions, or summary abatement procedures that may be taken by the City under existing laws, ordinances, or rules, including perfecting a lien upon the premises and foreclosure thereof.

**SECTION 9. REPEALER.** All ordinances or parts of ordinances in conflict with this ordinance are repealed.

**SECTION 10. SEVERABILITY.** Should any provision of this ordinance be rendered invalid by a court of law, the remaining provisions shall continue in force and effect until amended or repealed by action of the City Council.

**Findings:**

1. The presence of unmaintained vacant residential and commercial structures creates a negative impression and has been shown to have an adverse economic impact on neighboring properties and businesses by depressing property values;
2. It is the property owner's responsibility to maintain a vacant structure to minimize the appearance of neglect and to secure the vacant structure from unauthorized entry, and such responsibility should not be a burden placed upon the entire community;
3. Trespassers find vacant structures to be attractive places to conduct criminal activities, and

unauthorized access can lead to vandalism and even fires that put the structure and surrounding area at risk;

4. Neglected vacant and unsecured residential and commercial structures can become an attractive but dangerous play area for children and can harbor wild animals, pests, and vermin;
5. Vacant structures that have deteriorated or been neglected are a threat to public safety, health, and welfare of the community.
6. The City of Bayard has an interest in identifying and registering property owners of neglected and unsecured vacant residential and commercial structures located within the corporate limits of the City of Bayard; and
7. To provide for the safety, preserve the health, promote the prosperity and improve the morals, order, comfort and convenience of the City of Bayard and its inhabitants, it is necessary to establish a process whereby the City can identify neglected vacant structures and impose a fee upon the owners thereof in order to monitor compliance with applicable laws.

PASSED, ADOPTED, AND APPROVED by vote of the City Council of the Bayard, Grant County, New Mexico, this 10<sup>th</sup> day of July 2023.

\_\_\_\_\_  
Chon Fierro, Mayor  
City of Bayard

Attest:

\_\_\_\_\_  
Tanya Ortiz  
City of Bayard

## **BOARDS AND COMMITTEES**

19. Approval to Extend Planning and Zoning Board to Seven Members.

Motion made by Councilor Medina, Seconded by Councilor Diaz.  
Voting Yea: Councilor Medina, Councilor Gonzales, Councilor Diaz

20. Approval of Letter of Interest for Ricardo Aguirre to be on the Planning and Zoning Board.

Motion made by Councilor Gonzales, Seconded by Councilor Diaz.  
Voting Yea: Councilor Medina, Councilor Gonzales, Councilor Diaz

## **ACTION FOR PERSONNEL**

21. Approval to Hire Certified Officer Trevor Jenson at the Rate of \$24.00 an hour.

Motion made by Councilor Diaz, Seconded by Councilor Medina.  
Voting Yea: Councilor Medina, Councilor Gonzales, Councilor Diaz

22. Approval to Hire Louis Gomez Jr. as an Un-Certified Officer at the Rate of \$18.00 an hour.

Motion made by Councilor Diaz, Seconded by Councilor Medina.  
Voting Yea: Councilor Medina, Councilor Gonzales, Councilor Diaz

23. Approval of Resignation Letter from parks & Rec Christopher Bencomo.

Motion made by Councilor Diaz, Seconded by Councilor Gonzales.  
Voting Yea: Councilor Medina, Councilor Gonzales, Councilor Diaz

## **CLOSED SESSION**

24. Pursuant to 10-15-1 (H-2) NMSA 1978 for limited personnel matters for Fire Department.

## **BOARDS AND COMMITTEES REPORTS**

Beautification Committee- Two members parted ways with the board. The events they have coming up is their annual Trunk or Treat. They are talking about maybe having Music in the Park the same night. Mr. Diaz also invites the public to attend the meetings that are held every third Wednesday of the month at the Bayard Community Center.

Planning and Zoning- Councilor Frances Gonzales stated that their next meeting is August 3, 2023 at the Bayard Public Library. She is suggesting to bring Sheila in and to talk with Silver to see how everyone runs things. Also appreciated that Mr. Ramos attended the last meeting. Councilor Frances Gonzales stated they need good clear maps of the city and zones for each of the members and will be getting with Jenny Castanon to see what funding is available for Planning and Zoning.

## **DEPARTMENT HEAD REPORTS**

Maintenance- Mikey P. updated the Mayor and Council on the Railroad Project. They have submitted a Traffic Control Plan to get approved and the state is hoping to get started towards the end of August.

Wastewater Treatment Plant- Bar screen was ordered and tie in with the effluent line will begin and be at 100% flow by Thursday.

Police Dept.- Chief Carrillo wanted to thank everyone with helping getting the dept. fully staffed. They will be helping with the Summerfest and will be having a meeting on operational plans to focus on safety because this event will be a lot bigger than last year. He has tasked Valerie Barboa as the liaison on getting neighborhood watch going.

Clerk Ramos stated he attended a Beautification meeting as well as a Planning and Zoning meeting and also met with the maintenance supervisor and they need repairs done for the sweeper and they are also in need of a heavy duty trailer. They did start on weed clean ups and also got hot mix ordered to start patching up holes on Mayo St. He also went and saw the wells and also checked on the chlorinator and spoke with an engineer to get a substitute to run the chlorinator and that is running a little under \$10,000. Met with Police Chief and they are in need of storage which he noticed all depts. are in need of storage. Fire Chief also needs storage for old fire truck and washroom. Mr. Ramos also met with Librarian Sonya Dixon and

there needs to be some work done on the wall. There is water run off that goes towards the building and needs to be rerouted. Met with Mr. Terrazas to go over needs for the wastewater treatment plant and to start utilizing matching funds. Mr. Ramos would like to have a small retreat with the council and Directors to get a move on ICIP. Wants to discuss our top projects. Mr. Ramos also stated that he really appreciated the Fire Dept.

### **MAYOR AND COUNCILORS REPORTS**

Mr. Eloy Gonzales wanted to thank the Mayor and Council for having him on the board. As a council member his priority is Bayard. As a member he wants to be responsible for a lot of things that happen and be able to help.

Councilor Diaz stated that things are taking a good turn and wanted to thank everyone for attending the meeting. Would like to see that the ACO position be posted soon.

Mayor Fierro said he did meet with Mr. Ramos to see what needed to be done and improved and he feels we are getting to where we need to be. Wanted to thank the Maintenance Superintendent and Wastewater Superintendent for their work. Wanted to express that we need to Pray for Mr. Terrazas and his Wife and Family.

### **NEXT MEETING DATE:**

**Regular Meeting - August 14, 2023**

### **ADJOURNMENT**

Motion made by Councilor Medina, Seconded by Councilor Diaz.  
Voting Yea: Councilor Medina, Councilor Gonzales, Councilor Diaz

Adjournment 8:37 p.m.

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Chon Fierro  
Mayor

ATTEST:

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Gabriel Ramos  
Clerk Treasurer



**City of Bayard**  
**SPECIAL MEETING**  
**July 31, 2023 at 5:00 PM**  
**Bayard City Hall**

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**MINUTES**

**WORK SESSION**

**CALL TO ORDER:** Mayor Chon S. Fierro

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**APPROVAL OF THE AGENDA**

**ORDINANCES/RESOLUTIONS**

1. Approval of Resolution 12-2023 4th Quarter Budget.

Motion made by Councilor Diaz, Seconded by Councilor Medina.  
Voting Yea: Councilor Medina, Councilor Diaz

2. Approval of Resolution 13-2023 Final Budget FY2024.

Clerk Ramos stated that revenues are less than expenditures but we have not received certain revenue that comes throughout the year. He is still very concerned about the expenditures. would like to work on tightening our belts and no overspending.

Councilor Jose Diaz asked if this Final Budget included all positions and Mr. Ramos informed him it did include all positions. Mr. Ramos stated he would like to put a hold on hiring two other positions for the Maintenance Dept. until at least December. There is also talks about possibly doing away with Parks and Rec. position and just hiring as maintenance.

Motion made by Councilor Diaz, Seconded by Councilor Medina.  
Voting Yea: Councilor Medina, Councilor Diaz

**NEXT MEETING DATE:**

**Regular Meeting - August 12, 2023**

**ADJOURNMENT**

Adjourned at 5:43 p.m.

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Chon Fierro  
Mayor

ATTEST:

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Gabriel Ramos  
Clerk Treasurer



**ACCOUNTS PAYABLES****14-Aug-23****GENERAL FUND - 10**

Bank of America	Summer Fest Items-PD	\$ 666.72
Bank of America	Graffiti Remover-Parks	\$ 21.30
Morning Star	Polo Shirt-Gabriel Ramos	\$ 42.00
Morning Star	Polo Shirt-Trevor Jenson	\$ 40.00
Wal-Mart	Janitorial Supplies-City Hall	\$ 32.76
Wal-Mart	Janitorial Supplies-PD	\$ 32.76
Ace Hardware	Lithium Batteries-PD	\$ 32.42
Quill	Center Pull Towels-City Hall	\$ 56.69
Quill	Center Pull Towels-PD	\$ 56.69
Quill	Center Pull Towels- Animal Control	\$ 56.68
Quill	Office Supplies-City Hall	\$ 73.45
Quill	Office Supplies-PD	\$ 34.84
Wal-Mart	Office Supplies-City Hall	\$ 118.18
Wal-Mart	Office Supplies-PD	\$ 48.06
Home Depot	Lift Rod Drain/Faucet-City Hall	\$ 167.24
Home Depot	Steel Door/Concrete-Parks	\$ 1,366.76
<b>TOTAL:</b>		<b>\$ 2,846.55</b>

**JNT W/S O&M FUND - 150**

O'Reilly Auto Parts	Vehicle Batteries	\$ 192.90
Ace Hardware	Brush Cutter Bike Handle	\$ 979.98
Quill	Office Supplies	\$ 25.49
Wal-Mart	Office Supplies	\$ 14.44
Harbor Freight	Tool Cabinet, Socket Trays	\$ 1,126.37
Circle Heart	Steel Toe Work Boosts	\$ 750.00
Sam's Club	Bleach for Boosters	\$ 1,138.80
Home Depot	Side Notch/Drill Bits	\$ 113.75
Grainger	Safety	\$ 525.22
<b>TOTAL:</b>		<b>\$ 4,866.95</b>

**JNT WASTEWATER FUND - 170**

O'Reilly Auto Parts	Vehicle Batteries	\$ 343.00
Sun Treat	Salt	\$ 420.00
Wal-Mart	Janitorial Supplies	\$ 32.75
Keenan Supply	Water Filter Housing	\$ 48.84
Quill	Center Pull Towels	\$ 56.68
Dement Electric	Troubleshoot Effluent Pump	\$ 504.49
Aquionics	Quartz Sleeve, UV Wipers	\$ 1,202.61
<b>TOTAL:</b>		<b>\$ 2,608.37</b>

**COMMUNITY CENTER FUND - 200**

Wal-Mart	Janitorial Supplies	\$ 32.75
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Quill	Center Pull Towels	\$ 56.68
Home Depot	Roof Repair Fabric/Wet Patch	\$ 114.94
<b>TOTAL:</b>		<b>\$ 204.37</b>

**LIBRARY FUND - 210**

Wal-Mart	Janitorial Supplies	\$ 32.75
Quill	Center Pull Towels	\$ 56.68
Quill	Office Supplies	\$ 10.57
<b>TOTAL:</b>		<b>\$ 100.00</b>

**Water and Sewer Fund- 230**

Badger Western	Well #10 Repair	\$ 37,313.55
Coolers Maintenance Service	Install two Mini splits	\$ 3,814.38
<b>TOTAL:</b>		<b>\$ 41,127.93</b>

**MUNICIPAL STREET FUND - 240**

O'Reilly Auto Parts	Heater Hose & Clamp	\$7.76
<b>TOTAL:</b>		<b>\$ 7.76</b>

**MUNICIPAL COURT FUND - 20**

Wal-Mart	Janitorial Supplies	\$ 32.76
Quill	Center Pull Towels	\$ 56.68
Quill	Office Supplies	\$ 108.89
<b>TOTAL:</b>		<b>\$ 32.76</b>

**FIRE FUND- 30**

Wal-Mart	Janitorial Supplies	\$ 32.76
Quill	Center Pull Towels	\$ 56.68
Quill	Office Supplies	\$ 109.65
<b>TOTAL:</b>		<b>\$ 199.09</b>

**LAW ENFORCEMENT FUND - 60**

Bank of America	Duty Belts	\$ 227.98
Axon	Taser Training	\$ 532.74
<b>TOTAL:</b>		<b>\$ 760.72</b>

<b>TOTAL:</b>		<b>\$ 11,626.57</b>
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**ACCOUNTS PAID****14-Aug-23****GENERAL FUND - 10**

Samsara	GPS Service-City Hall	\$ 150.67
Samsara	GP's Service-PD	\$ 150.68
SWNM Council of Gov	FY Member Dues-City Hall	\$ 388.53
SWNM Council of Gov	FY Member Dues-PD	\$ 388.53
The UPS Store	Shipping of Package-PD	\$ 22.10
SBA Monarch Towers	Tower Site Rent-PD	\$ 289.41
AT&T Mobility	Cell Phone Service-City Hall	\$ 192.07
AT&T Mobility	Cell Phone Service-PD	\$ 485.08
PNM	Electric Service- Animal Shelter	\$ 20.53
Gila Health Resources	Drug Screen-Gabriel Ramos	\$ 313.00
Gila Health Resources	Drug Screen- Michelle Holguin	\$ 85.00
SC Daily Press	Special Meeting	\$ 27.23
NM Gas Company	Natural Gas Services-PD	\$ 9.96
NM Gas Company	Natural Gas Services-City Hall	\$ 30.30
PNM	Electric Service-Unit STAR	\$ 16.78
PNM	Electric Service- Unit PKLOOP	\$ 78.60
PNM	Electric Service- Unit X_MAS	\$ 16.95
PNM	Electric Service- Parks	\$ 349.86
PNM	Electric Service- City Hall	\$ 757.08
PNM	Electric Service-PD	\$ 158.20
SC Daily Press	Notice of Intent to Adopt	\$ 264.96
SC Daily Press	Letter of Interest for Council	\$ 176.64
SC Daily Press	Work Session & Special Meeting	\$ 33.86
Abila	Monthly Sub for Accounting-City Hall	\$ 123.74
Abila	Monthly Sub for Accounting-PD	\$ 123.74
Virginia Lozano	Defensive Driving Course-PD	\$ 195.00
Ricoh	Printer Services-City Hall	\$ 32.29
Ricoh	Printer Services-PD	\$ 32.28
Xfinity	Internet for Fire Dept	\$ 10.23
Comcast	Internet Service- City Hall	\$ 312.46
GC Pest Control	Monthly Spray-City Hall	\$ 39.24
GC Pest Control	Monthly Spray-PD	\$ 14.55
GC Pest Control	Monthly Spray-Animal Control	\$ 29.32
GC Pest Control	Monthly Spray- Parks	\$ 17.51
Century Link	Phone & Fax Services-City Hall	\$ 309.26
Century Link	Phone & Fax Services-PD	\$ 473.82
Vivint	Security System	\$ 60.67
Krystal Mountain Water	Drinking Water-City Hall	\$ 30.30
Krystal Mountain Water	Drinking Water-PD	\$ 19.22
<b>TOTAL:</b>		<b>\$ 6,229.65</b>

**JNT W/S O&M FUND - 150**

Samsara	GPS Service	\$150.68
SWNM Council of Gov	FY Member Dues	\$388.53
PNM	Electric Services	\$118.04
Gila Health Resources	Drug Screen- William Level	\$313.00
NM Gas Company	Natural Gas Services	\$ 30.74
PNM	Electric Service-Cameron Creek Wells	\$ 215.64
PNM	Electric Service-Wells	\$ 4,028.50
Badger Meter	Beacon Services	\$ 290.64
Abila	Monthly Subscription for Accounting	\$ 123.74
Virginia Lozano	Defensive Driving Course	\$ 195.00
AT&T Mobility	Cell Phone Services	\$ 91.44
GC Pest Control	Monthly Spray	\$ 17.52
Century Link	Phone & Fax Services	\$ 78.92
Vivint	Security System-City Hall	\$ 72.21
Krystal Mountain Water	Drinking Water	\$ 72.25
<b>TOTAL:</b>		<b>\$6,186.85</b>

**Sewer Operations Fund- 155**

Abila	Monthly Subscription for Accounting	\$123.74
Virginia Lozano	Defensive Driving Course	\$195.00
<b>TOTAL:</b>		<b>\$318.74</b>

**JNT WASTEWATER FUND - 170**

The UPS Store	Mail Sample	\$ 668.79
American Linen	Laundry Service	\$ 145.56
Samsara	GPS Service	\$ 150.68
SWNM Council of Gov	FY Member Dues	\$388.54
AT&T Mobility	Cell Phone Services	\$145.02
HughesNet	Internet Service	\$ 138.35
PNM	Electric Services	\$ 9,620.41
Xerox Corporation	Printer Services	\$ 65.60
Abila	Monthly Subscription for Accounting	\$ 123.74
Virginia Lozano	Defensive Driving Course	\$ 195.00
Hall Envir Analysis Lab	Plant Testing	\$ 425.74
GC Pest Control	Monthly Spray	\$ 47.79
Century Link	Phone & Fax Services	\$ 350.62
Krystal Mountain Water	Drinking Water	\$ 37.89
<b>TOTAL:</b>		<b>\$ 12,503.73</b>

**COMMUNITY CENTER FUND - 200**

NM Gas Company	Natural Gas Services	\$ 41.21
PNM	Electric Service	\$ 402.54
GC Pest Control	Monthly Spray	\$ 39.33
Century Link	Phone & Fax Services	\$ 232.62
<b>TOTAL:</b>		<b>\$ 715.70</b>

**LIBRARY FUND - 210**

LC Sun News	Subscription Dues	\$ 17.00
Comcast	Internet Services	\$ 290.99
NM Gas Company	Natural Gas Services	\$ 28.79
PNM	Electric Services	\$ 662.77
Ricoh	Printer Services	\$ 32.29
AT&T Mobility	Cell Phone Services	\$ 40.31
GC Pest Control	Monthly Spray	\$ 29.33
Century Link	Phone & Fax Services	\$ 171.04
Vivint	Security System	\$ 56.06
Krystal Mountain Water	Drinking Water	\$ 15.16
<b>TOTAL:</b>		<b>\$ 1,343.74</b>

**MUNICIPAL STREET FUND - 240**

PNM	Electric Services	\$ 2,914.21
Abila	Monthly Subscription for Accounting	\$122.45
<b>TOTAL:</b>		<b>\$ 3,036.66</b>

**MUNICIPAL COURT FUND - 20**

NM Gas Company	Natural Gas Services	\$ 9.95
SC Daily Press	New Hours	\$ 62.27
PNM	Electric Service	\$ 141.25
Abila	Monthly Subscription for Accounting	\$ 123.74
AT&T Mobility	Cell Phone Services	\$40.31
NM Municipal League	Court Clerk Association	\$ 60.00
Blue 360 Media	NM Criminal & Traffic Law Manual	\$ 73.95
GC Pest Control	Monthly Spray	\$ 14.54
Century Link	Phone & Fax Services	\$ 135.60
Caselle	Software Services	\$ 179.00
Admin Office of Courts	Monthly Fee Report	\$ 119.00
<b>TOTAL:</b>		<b>\$ 959.61</b>

**FIRE FUND- 30**

NM Gas Company	Natural Gas Services	\$9.95
PNM	Electric Service	\$265.56
Abila	Monthly Sub for Accounting	\$123.74
AT&T Mobility	Cell Phone Services	\$40.31
GC Pest Control	Monthly Spray	\$ 14.55
Century Link	Phone & Fax Services	\$ 138.00
<b>TOTAL:</b>		<b>\$592.11</b>

**Solid Waste -160**

Samsara	GPS Service	\$150.67
SWNM Council of Gov	FY 2023 Member Dues	\$ 388.53
Abila	Monthly Subscription for Accounting	\$ 123.74
<b>TOTAL:</b>		<b>\$662.94</b>

**GRAND TOTAL:**

**\$ 32,549.73**

## City of Bayard Wastewater Treatment Plant

August 2023

07-03-2023: Turned the #1, #2, and #3 drying beds, Turn Stock pile, Dewatered the #1 digester, check N hurley lift station

07-04-2023: Clean and straightening out shelf at shop and rec plant, cut weeds at rec plant and check N hurley lift station

07-05-2023: Collect All Water Samples, Do Plant Test, Take Water Samples to UPS in Silver, check N hurley lift station

07-06-2023: Turned the #1, #2, and #3 drying beds, Turn Stock pile, check N hurley lift station, sweep and mop lab Building, wash Filters

07-10-2023: Jump start fuel truck & Tahoe and Fuel up Bobcat, swap out bucket with forks and move salt in Rec Plant and Turned the #1, #2, and #3 drying beds.

07-11-2023: Plant staff worked on the weeds around the plant, Turned the #1, #2, and #3 drying beds and Check N Hurley lift station and grease Bobcat

07-12-2023: Pull Lab samples and run E-coli tests and open middle Bar Screen Valve & Run samples to Silver UPS and drop off receipts at City Hall

07-13-2023: Turned the #1, #2, and #3 drying beds, Turn Stock pile, check N hurley lift station, sweep and mop lab Building, wash Filters

07-17-2023: Turned the #1, #2, drying beds, Dewatered the #3 digester, check N hurley lift station and did an acid wash on chlorine system at Rec Plant

07-18-2023: Spent all Day at Rec plant trying to start chlorine system and found out we had a bad cell

07-19-2023: Plant staff pulled the sludge out of the #3 drying bed, Collect All Water Samples, Do Plant Test, Take Water Samples to UPS in Silver, check N hurley lift station

07-20-2023: Turned the #1, #2, and #3 drying beds, Turn Stock pile, check N hurley lift station, sweep and mop lab Building, wash Filters

07-24-2023: Plant staff rebuilt the #1 drying bed and turned the #1, #2, and #3 drying beds.

07-25-2023: Sent water to the cemetery, Dropped the #2 digester to the #1 drying bed.



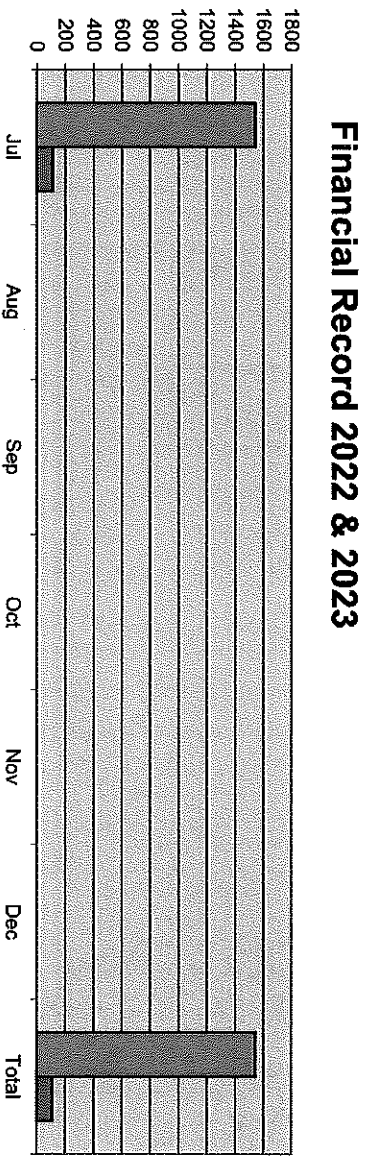
07-26-2023: Hauled sludge to the Silver City landfill,  
Worked on leak on polymer system.

07-27-2023: Turned the #1, #2, and #3 drying beds, Turn  
Stock pile, check N hurley lift station, sweep and mop lab  
Building, wash Filters

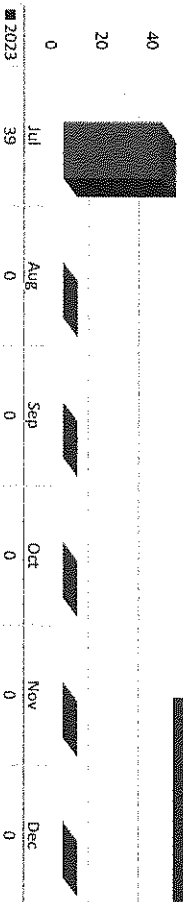
7-31-2023: Turn one and three drying beds, pull out  
sludge of # two drying bed and cut weeds at N Hurley lift  
Station and dump sludge out of Dump Truck

# Bayard Municipal Court Month Report

Month	2022	2023
Jan	\$0	Jan \$0
Feb	\$0	Feb \$0
Mar	\$0	Mar \$0
Apr	\$0	Apr \$0
May	\$0	May \$0
Jun	\$0	Jun \$0
Jul	\$112	Jul \$1,541
Aug	\$0	Aug \$0
Sep	\$0	Sep \$0
Oct	\$0	Oct \$0
Nov	\$0	Nov \$0
Dec	\$0	Dec \$0
Total	\$112	Total \$1,541



Month	2022	2023
July	0	39
August		0
September		0
October		0
November		0
December		0



## Warrant Notice Letter Sent Out

COURT COST  
BENCH WARRANT ISSUED  
DEFENDANT FAILED TO APPEAR  
COURT FOUND DEFENDANT GUILTY  
PENALTY ASSESSMENT  
WARRANT ISSUED  
AUTOMATION FEE  
COURT FEE  
JUDICIAL FEE  
TOTAL SURCHARGES

[illegible]

**July 2023 Library Report for council meeting: 8/14/23**

1. Jenny and Sonya are working on a new order to place after spending re-opens.
2. Jenny has made contact with NM Dept. of Labor regarding an intern program to see if they can offer someone for the library.
3. James E. has offered to become a volunteer at the library and will fill in days while Jenny is at City Hall.
4. Mary D. will offer volunteer help when she is here with her caregiver one day a week.
5. The library hosted Wonder on Wheels July 25<sup>th</sup> with a special exhibit of Gustave Baumann works. The bus had 55 visitors and the library saw most of those visitors inside the library.
6. Jenny and Sonya had a booth at the Summerfest and gave away 168 pencil pouches, over 300 books, and had a raffle for a craft basket. Gabriel A. won the basket.
7. Sonya is working on a LWCF federal grant with NM Parks Dept.
8. The library is working with two landscapers to develop proposals to complete the park using capital outlay recreation funds. Proposals will be forthcoming.
9. Sonya attended a zoom meeting with officials from the NM State Library concerning the proposed endowment funding postcard program they are launching in Aug-Sept. 2023.

August 9 ,2023

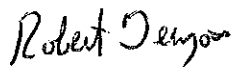
To: Mayor and City Council Members

RE: School for Robert Ruiz

Dear Mayor and City Council Members,

The NMWWA is holding school from September 11 to September 14 in Albuquerque, NM at the Marriott Pyramid North Hotel. I would like to request that Robert Ruiz attend this school for needed credits for his certification.

Sincerely,

A handwritten signature in black ink that reads "Robert Terrazas". The script is cursive and fluid.

Robert Terrazas

Bayard Wastewater Supervisor

Item 6.

**NM Water & Wastewater Association**  
**2023 "Fred Ragsdale Memorial" Central School**  
**PRE-REGISTRATION FORM**  
**September 11-14, 2023 (27) credits**

NMWWA CENRAL SCHOOL  
September 11-14, 2023  
Marriott Pyramid North Hotel  
5151 San Francisco Rd. NE  
Albuquerque, NM

Payment in full must accompany this registration form or it will NOT be processed. Please call 505-753-8840 for payment arrangements.

NAME: Robert Ruiz Jr OPERATOR ID# (No SSN#): \_\_\_\_\_  
ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ STATE: NM ZIP: \_\_\_\_\_  
EMPLOYED BY: City of Bayard OPERATOR CELL PHONE#: \_\_\_\_\_  
E-MAIL ADDRESS (REQUIRED, PRINT CLEARLY): \_\_\_\_\_  
Are you a member of NMWWA: ☒ YES ☐ NO CURRENTLY CERTIFIED: ☐ YES ☒ NO

NOTE: Call (505) 753-8840 to confirm registration or email Caroline Sanchez at [csmartinez@windstream.net](mailto:csmartinez@windstream.net) or Rose at [rtnmwwa@gmail.com](mailto:rtnmwwa@gmail.com). Note: Study Guides will not be provided at the school. If you already have a water and / or wastewater study guide, please bring it with you to the school. Study guides are available online on the [www.nmwwa.org](http://www.nmwwa.org) website. Refunds apply ONLY if cancellations are received one week before the specified school (Refunds do NOT apply to credit card payments) \$25 processing fee for all cancellations. (Classes: 8:00 – 5:00 Monday-Thursday). (27 Credits)

**REGISTRATION FEES:** ( ☒ what you are paying)

Member Fee: \$300 ☒  
Non-Member Fee: \$350 \_\_\_\_\_

**CLASSES:**

Due to Covid and CDC Health Guidelines, space is limited.

You MUST ☒ the category of classes that you will be attending in order for this form to be complete. You may attend 1 or 2 categories of classes.

**NMWWA State & Section Dues:** (if not yet paid):

☒ Form of payment: Active \$55 \_\_\_\_\_  
Check: \_\_\_\_\_ Corporate \$53 \_\_\_\_\_  
P.O.: \_\_\_\_\_ Associate \$50 \_\_\_\_\_  
TOTAL: \_\_\_\_\_  
Click here to pay by Credit Card: \_\_\_\_\_

**ENROLLMENT:**

60 people	Basic Water (I – II & SS)	_____
60 people	Basic Wastewater (I – II & SS)	<input checked="" type="checkbox"/>
40 people	Advanced Water (III – IV & SS)	_____
40 people	Adv. Wastewater (III – IV & SS)	_____
30 people	Workshops (III-IV)	_____
(27 credits for the school)		

**CATEGORY**

**Make check payable to:**

N.M. Water & Wastewater Association  
or pay online on the NMWWA website  
(fees apply)

**Accommodation Information:**

Hotel(s) offering your special group rate:

\*Albuquerque Marriott Pyramid North for \$115 per night  
Call 1-800-262-2043 or click on the link below.

Book your group rate for New Mexico Water & Waste Water Association

**Mail form & check to:**

N.M. Water & Wastewater Association  
P. O. Box 819  
Española, NM 87532

**Pre-Registration Deadline:**

September 8, 2023

E-mail registration form to:

[rtnmwwa@gmail.com](mailto:rtnmwwa@gmail.com)

**Last Day to Book: Monday, August 28, 2023**

Visit the nmwwa website for all training information: [nmwwa.org](http://nmwwa.org)

# First Line Supervision & Management

for Law Enforcement and Public Safety Personnel



**SEPTEMBER 18-22, 2023**

**ALBUQUERQUE, NM**

Sponsored by:

**Bernalillo County Sheriff's Department**

*Manuel Galaz*

This comprehensive 5-day training class focuses on current, effective, and best practices for good supervision, leadership, direction, and influence of staff that will create higher levels of professionalism and help reduce liability within an organization. Participants engage in discussion, Q&A, practical exercises, and case studies throughout the course.

## Course Topics

### Supervision & Management

- ✓ Role of Supervisor
- ✓ Transitioning to Supervisor
- ✓ Coaching & Counseling Strategies
- ✓ Influence of Ethics & Integrity
- ✓ Bias Awareness & Profiling

### Leadership

- ✓ Principles of Leadership
- ✓ Leadership Behavior Styles
- ✓ Communication Skills
- ✓ Motivational Factors of Staff
- ✓ Management & Personnel Social Styles

### Performance Management

- ✓ Informal/Formal Discipline Process
- ✓ Changing Unwanted Behaviors
- ✓ Dealing with Problem Employees
- ✓ Performance Appraisal Process
- ✓ Supervisor Documentation

### Legal & Liability Implications

- ✓ Employment & Civil Rights Law
- ✓ Discrimination & Retaliation
- ✓ ADEA, ADA, FLSA, HIPPA
- ✓ Negligence & Civil Torts
- ✓ Legal Responsibilities
- ✓ Legal Updates & Case Laws

### Problem Solving & Decision Making

- ✓ Problem Identification Process
- ✓ Types of Decisions
- ✓ Decision Making Process
- ✓ Follow-Up & Analysis
- ✓ Effective Decision Making

### Conflict & Confrontation Resolution

- ✓ Conflict Identification
- ✓ Healthy vs. Damaging Conflict
- ✓ Consequences of Conflict
- ✓ Stages of Conflict
- ✓ Conflict Management Styles
- ✓ Steps of Resolution Process

## Who Should Attend

Personnel in Law Enforcement, Public Safety, Communications, Detention/Corrections, Fire, EMS, Government, and Administration who anticipate promotion, have been promoted, or already serving in this capacity as well as FTOs, CTOs, DTOs and Basic Instructors.



**NMLEA Accredited  
Training Course**

Other State's POST may also accept this training-

### Cost:

**\$435** early registration

**\$475** after September 11<sup>th</sup>, 2023

### To Register- Click Here

or go to:

[www.technicontraining.com](http://www.technicontraining.com)

or contact us for additional

information, thank you.

### Class Times:

8:15 am - 5:00 pm Daily

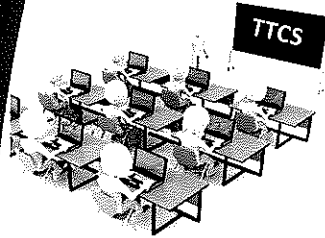
### Training Location:

**BCSD Regional Training Center**  
415 Tijeras NW  
Albuquerque, NM 87102

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

# Instructor Development (BASIC INSTRUCTOR TRAINING) Course

for Law Enforcement, Public Safety, & Government Personnel



**AUGUST 21-25, 2023**

**ALBUQUERQUE, NM**

Sponsored by:

**Pueblo of Sandia Police Department**

*Trevor Jensen*

This comprehensive 5-day training course focuses on current, effective, and practical methods for developing and delivering instructional materials in today's law enforcement and public safety learning environments. Participants engage in discussion, Q&A, and practical skills application throughout the training course. Training meets NMLEA Basic Instructor Certification Requirements.

## Course Topics

### Curriculum Development

- ✓ Identifying Training Needs
- ✓ Understanding Learning and Taxonomy Domains
- ✓ Writing Goals and Objectives
- ✓ Developing and Writing Lesson Plans

### Evaluation & Testing Strategies

- ✓ Methods of Instructional Evaluation
- ✓ Strategies for Evaluation
- ✓ Considerations for Testing
- ✓ Forms of Written Testing
- ✓ Forms of Skills Testing

### Instructional Media & Technologies

- ✓ Types of Media & Visual Aids
- ✓ PowerPoint® Application
- ✓ Using Video & Audio Materials
- ✓ Developing Handouts & Manuals
- ✓ Instructional Organization

### Instructional Roles

- ✓ Instructor Responsibilities
- ✓ Instructor Traits & Qualities
- ✓ Instructor Roles including Planning, Problem Solving, Communication and Public Speaking, and Leading / Motivating Students in a Learning Environment

### Principles of Adult Learning

- ✓ Cone of Learning
- ✓ Adult Perspective of Learning
- ✓ Sensory Learning Experiences

### Methods & Techniques of Instructing

- ✓ Choosing Appropriate Methods
- ✓ Basic Methods of Teaching
- ✓ Q&A Strategies

### Legal Liability & Ethics in Training

- ✓ Training Liability Implications
- ✓ Training Negligence
- ✓ Title VII & Other Implications
- ✓ Ethical Considerations

### NMLEA Training Requirements

- ✓ NMAC Rules
- ✓ Instructor Certification Process
- ✓ Course Accreditation Process

## Who Should Attend

Personnel in Law Enforcement, Public Safety, Communications, Detention/Corrections, Fire, EMS, Government, or the Private Sector needing a BIT Certification as well as FTOs, CTOs, DTOs, and Supervision/Management Staff.

**Students are required to attend 100% of class, meet all course requirements, develop a lesson plan and visual presentation materials, pass a written and practical competency skills evaluation test in order to receive a certificate of completion.**



**NMLEA Accredited  
Training Course**

Other State's POST may also accept this training.

### Cost:

**\$435** early registration

**\$475** after August 14<sup>th</sup>, 2023

### To Register- Click Here

or go to:

[www.technicontraining.com](http://www.technicontraining.com)

or contact us for additional  
information, thank you.

### Class Times:

8:15 am - 5:00 pm Daily (schedule may be modified  
for student course work time)

### Training Location:

**Sandia Pueblo Police Department**

10600 Apache Plume Drive

Albuquerque, NM 87113

Just West of I-25 off Tramway Exit / Roy Ave

Training Location, Student Preparation, and Area Hotel  
will be included with registration confirmations.

# Bayard Fire Department

## Monthly Report

July 2023

**Monthly Fire Calls:** There were 8 fire calls for service in June.

7-1-23: dispatched to 718 Lusk St for a grass fire, fire was out on arrival.

7-5-23: dispatched to 206 Cactus reference to a smoke alarm going off, contact with home owner stated was a false alarm.

7-7-23: conducted a retime fire training at Hurley Animal Shelter.

7-11-23: dispatched to Cobre High School in reference to a one vehicle roll over, looked for hazards and secured scene.

7-12-23: dispatched to 713 Guinanan St in reference to house fire, extinguished fire.

7-20-23: dispatched to Santa Clara in reference to a possible house fire, canceled while responding.

7-20-23 dispatched to end of Maple St in reference to smoke, canceled by PD while responding.

7-28-23: dispatched to Blakes in refence to power line being down, secured scene

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### **Monthly EMS calls:**

There were 25 reported EMS calls for the month of June.

<u>Bayard</u>	18 Calls
<u>Hurley</u>	6 Calls
<u>North Hurley</u>	1 Calls
<u>Hanover</u>	0 Calls
<u>Fierro</u>	0 Calls
<u>Santa Clara</u>	0 Calls

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# COBRE HIGH SCHOOL

1300 Tom Foy Blvd  
P.O. Box 749  
Bayard, New Mexico 88023  
Office: (505) 537-4020  
Fax: (505) 537-5503

July 20, 2023

Bayard City Council Members,

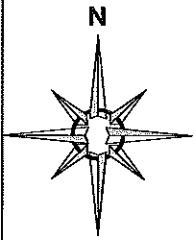
Let me start by thanking you for the continued support you have given Cobre High School. This year Cobre is having the homecoming football game on September 29, 2023. Cobre is requesting police and fire department assistance with the annual painting of the C on Thursday, September 28<sup>th</sup>, and with the parade on Friday, September 29<sup>th</sup>. The parade will begin at 2:00pm. Thank you for your continued support.

Thank you,

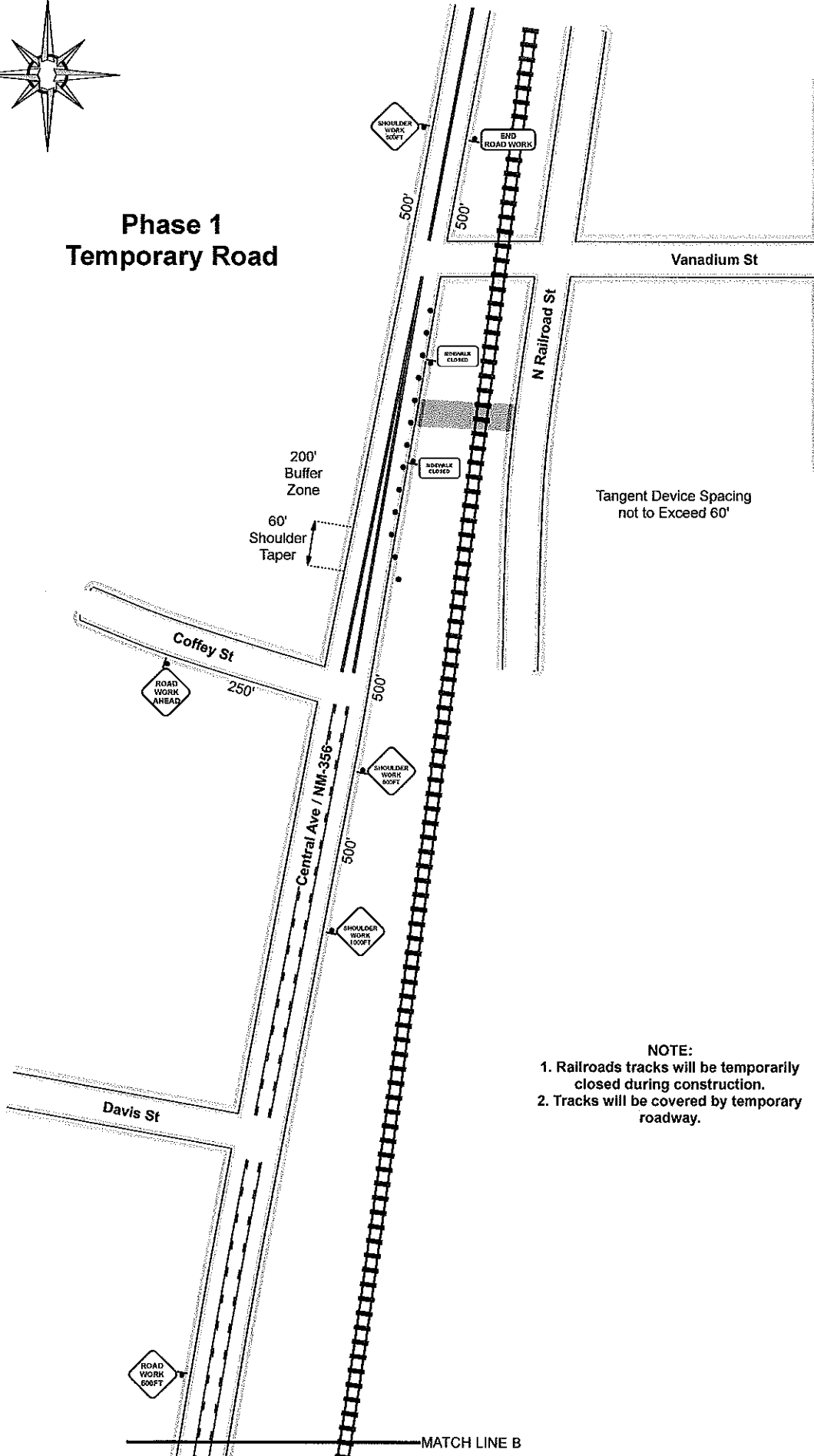
A handwritten signature in black ink, appearing to read "Artie S.", with a long, sweeping flourish extending to the right.

Artie Sanchez

Cobre High Athletic Director





# Phase 1 Temporary Road



Tangent Device Spacing  
not to Exceed 60'

- NOTE:**
- 1. Railroads tracks will be temporarily closed during construction.
  - 2. Tracks will be covered by temporary roadway.

This plan is drafted in accordance with local standards/specifications and the MUTCD. If the customer self-performs traffic control, Road Safe Traffic Systems shall not be liable for any accidents, claims or loss.



<b>Designed By</b>  (505) 345-8295 P Index #058353	<b>Author:</b> Isaac Sparks x111 <b>Notes/Comments:</b> <ul style="list-style-type: none"><li>- Posted Speed Limit: 30 MPH</li><li>-  = WORK ZONE</li><li>- Adjustments to sign spacing &amp; channelization devices, for vertical and horizontal curves, side roads and driveways shall be made in field.</li><li>- All advanced warning signs should be double indicated when feasible.</li><li>- If speed limit is reduced existing speed limit signs need to be covered.</li><li>- NOT TO SCALE</li></ul>	<b>Date:</b> 7/18/23 <b>Sheet:</b> 1/4	<b>Revisions</b>		<b>Designed For</b> <b>Cody's Wedge &amp; Hedge LLC</b>
			<b>No.</b>	<b>Date</b>	

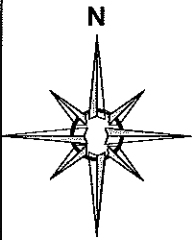


**NOTE:**

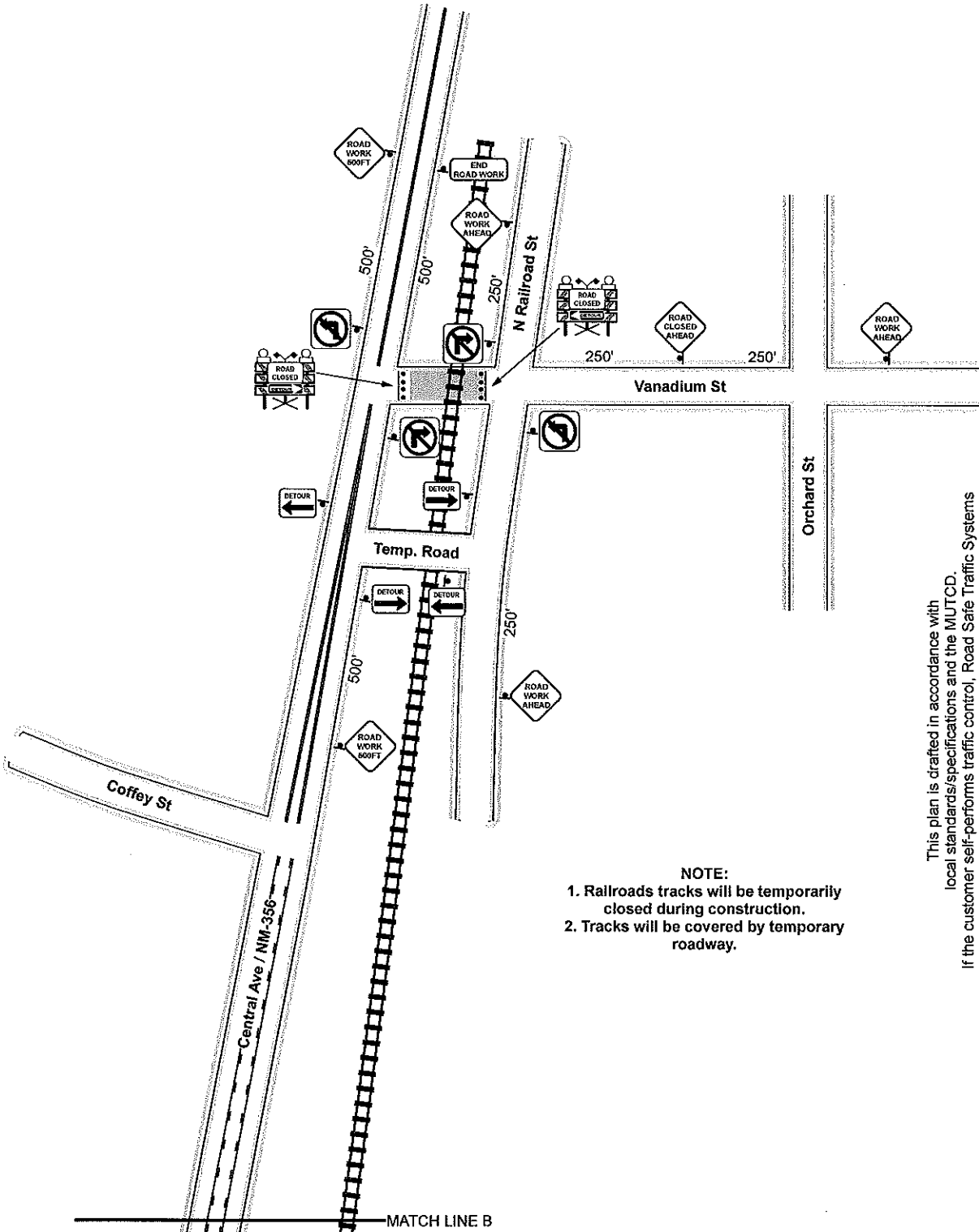
1. Railroads tracks will be temporarily closed during construction.
2. Tracks will be covered by temporary roadway.

This plan is drafted in accordance with local standards/specifications and the MUTCD. If the customer self-performs traffic control, Road Safe Traffic Systems shall not be liable for any accidents, claims or loss.

Designed By	Author: Isaac Sparks x111	Date: 7/18/23	Sheet: 2/4	Revisions			Designed For
 <b>RoadSafe</b> <small>TRAFFIC SIGNALS</small> <small>Live on the Road</small>	<b>Notes/Comments:</b> - Posted Speed Limit: 30 MPH  = WORK ZONE - Adjustments to sign spacing & channelization devices, for vertical and horizontal curves, side roads and driveways shall be made in field. - All advanced warning signs should be double indicated when feasible. - If speed limit is reduced existing speed limit signs need to be covered.	No.	Date	By			
				Cody's Wedge & Hedge LLC			
				TCP Index #058353			




## Phase 2 Road Closure



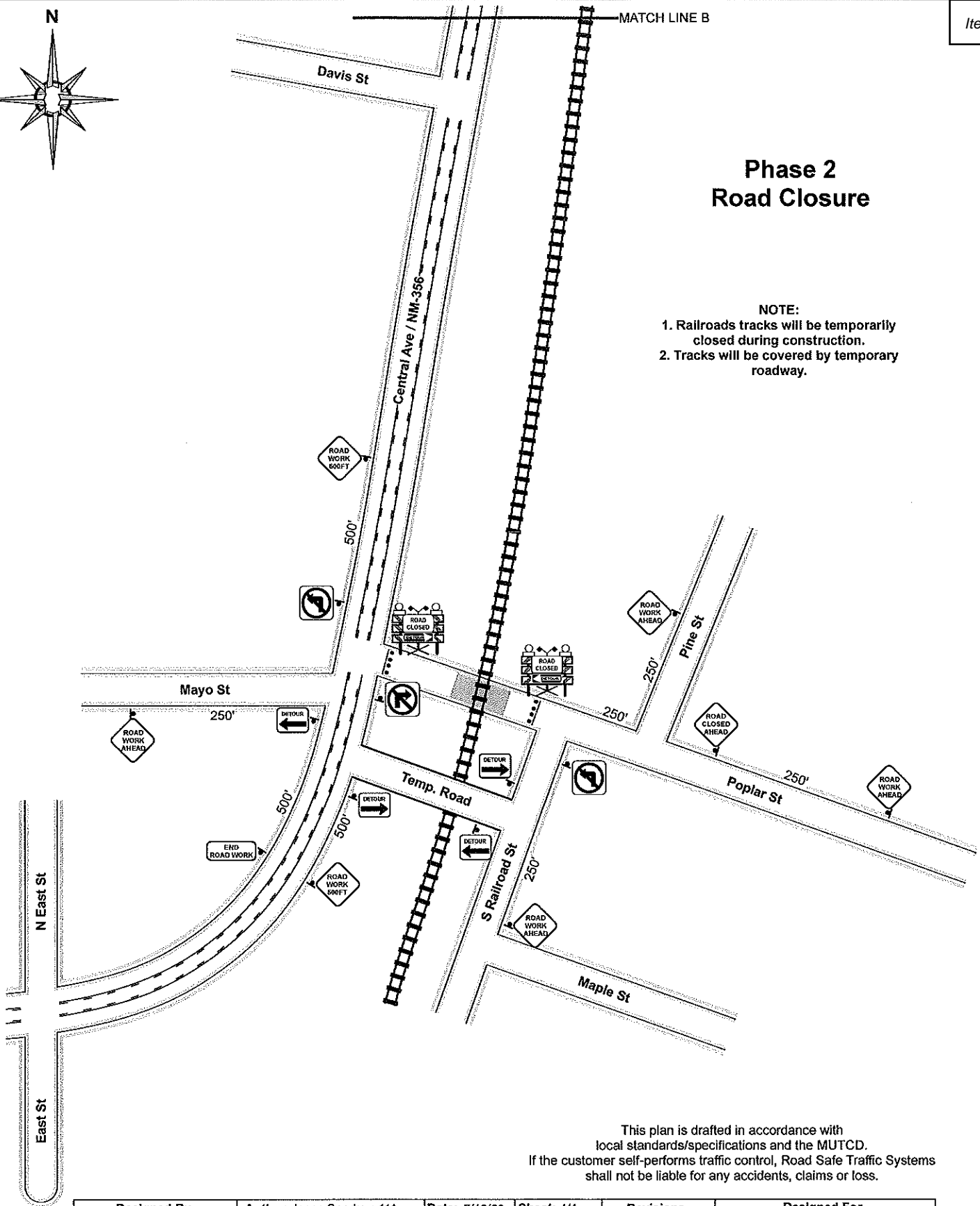
- NOTE:**
1. Railroads tracks will be temporarily closed during construction.
  2. Tracks will be covered by temporary roadway.

This plan is drafted in accordance with local standards/specifications and the MUTCD. If the customer self-performs traffic control, Road Safe Traffic Systems shall not be liable for any accidents, claims or loss.

Designed By	Author: Isaac Sparks	Date: 7/18/23	Sheet: 3/4	Revisions	Designed For
<b>RoadSafe</b> <small>TRAFFIC SYSTEMS LLC</small> (505) 345-8295 <b>CP Index #058353</b>	<b>Notes/Comments:</b> - Posted Speed Limit: 30 MPH -  = WORK ZONE - Adjustments to sign spacing & channelization devices, for vertical and horizontal curves, side roads and driveways shall be made in field. - All advanced warning signs should be double indicated when feasible. - If speed limit is reduced existing speed limit signs need to be covered. - NOT TO SCALE	No.	Date	By	<b>Cody's Wedge &amp; Hedge LLC</b>

**NOTE:**

1. Railroads tracks will be temporarily closed during construction.
2. Tracks will be covered by temporary roadway.



This plan is drafted in accordance with local standards/specifications and the MUTCD. If the customer self-performs traffic control, Road Safe Traffic Systems shall not be liable for any accidents, claims or loss.

Designed By	Author: Isaac Sparks x111	Date: 7/18/23	Sheet: 4/4	Revisions			Designed For
<div>RoadSafe</div> <div>TRAFFIC SYSTEMS</div> <div>(505) 345-8295</div>	<div>Notes/Comments:</div> <div>- Posted Speed Limit: 30 MPH</div> <div><div></div> = WORK ZONE</div> <div>- Adjustments to sign spacing &amp; channelization devices, for vertical and horizontal curves, side roads and driveways shall be made in field.</div> <div>- All advanced warning signs should be double indicated when feasible.</div> <div>- If speed limit is reduced existing speed limit signs need to be covered.</div> <div>- NOT TO SCALE</div>	No.	Date	By	<div>Cody's</div> <div>Wedge &amp; Hedge</div> <div>LLC</div>		
TCP Index #058353							

# Proof of Completion

Michelle Holguin

has successfully completed the

## New Mexico State-Required Notary Education and Exam

Completion of this course and exam satisfies the New Mexico's Notary Public education requirements and indicates that the learner has achieved a sound knowledge and understanding of state Notary laws, rules, and standards of practice necessary to competently perform notarial acts.

Completed on August 3, 2023



**Steven Bastian**  
Vice President, NNA



NATIONAL  
NOTARY  
ASSOCIATION

2359468