

**MINUTES OF CITY COUNCIL MEETING
ARTESIA, NEW MEXICO
October 13, 2015**

The City Council of the City of Artesia, New Mexico met in the City Council Chambers at City Hall on Tuesday, October 13, 2015 at 6:00 p.m. in regular session with Mayor Phillip Burch presiding, and the following present to wit:

Kent Bratcher	Bill Rogers
Manuel Madrid Jr.	Nora Sanchez
Raul Rodriguez	Jeff Youtsey

The following were absent:

Jose Luis Aguilar (*joined the meeting at 6:05 p.m.)
Terry Hill

Also present:

Aubrey Hobson, City Clerk-Treasurer
John Caraway, City Attorney

It was determined that a quorum was present. The invocation was given by Councilor Rodriguez, and all joined in the Pledge of Allegiance.

New Requests for City Facilities

Councilor Aguilar joined the meeting at 6:05 p.m.

Luis Reyes, representing the Artesia Recreation Department, requested permission to use the Artesia Recreation Center on Saturday, October 31, 2015 from 6:00 p.m. to 10:00 p.m. for the 1st Annual Trunk or Treat. Councilor Bratcher moved to approve the request. The motion was seconded by Councilor Rogers and upon vote, the motion passed.

Elizabeth Jackson, representing Artesia MainStreet, requested permission to hold a Trick-or-Treat Main Street even on Saturday, October 31, 2015 on Main Street between First and Seventh Streets, from 4:00 p.m. to 8:00 p.m. They also requested city services and street closures as stated on the application, and a request to waive fees. Councilor Rodriguez moved to approve the request, use of services and waiver of fees. The motion as seconded by Councilor Bratcher and upon vote, the motion passed.

City Departments and Employees

Human Resources Director Sandi Farley introduced Jeremy Rodriguez, IT Technician.

Community Development Director Jim McGuire reported that Mike Christenson has passed his Flood Plain Manager test.

Consent Agenda

Councilor Youtsey moved to approve the Consent Agenda, with a correction to the minutes to change Mayor Burch to Mayor Pro tem Hill. The motion was seconded by Councilor Sanchez upon vote, the motion passed.

The Consent Agenda includes:

1. Approval of Minutes: *September 22, 2015
2. Consideration of Bids:
 - A. *Approval of award of bid to provide an eight (8) year contract for vehicle and equipment fuels to Pilot Thomas Logistics, 606 W. Richey, Artesia, NM
 - B. *Approval of award of bid to construct Thirteenth Street Phase II to AUI, Inc., Albuquerque, NM
3. Contracts, Leases and Agreements:
4. Appointments:
 - A. Approval of appointment of Mayor Burch as Voting Delegate and Councilor Youtsey and Councilor Madrid as Alternate Voting Delegates for the NLC 2015 Congress of Cities and Exposition in Nashville, TN
 - B. Approval of the reappointment of George Mullen to the Recreation Advisory Board (*term to expire August 2018*)
 - C. Approval of the reappointment of Cooper Henderson to the Recreation Advisory Board (*term to expire July 2018*)
 - D. Approval of the appointment of John Anguiano to the Recreation Advisory Board (*term to expire January 2018*)
 - E. Approval of the appointment of Aaron Solares to the Recreation Advisory Board (*term to expire August 2018*)
 - F. Approval of the appointment of Johnny Knorr to the Lodger's Tax Advisory Board
5. Resignations:
 - A. Accept the resignation of Sarah Bassett, Evidence Technician, effective October 30, 2015
 - B. Accept the resignation of Estephanie Hernandez, Street/Parks Equipment Operator, effective September 23, 2015
 - C. Accept the resignation of Elizabeth Aranda, Cashier, effective October 7, 2015
 - D. Accept the voluntary resignation of James Hill, Solid Waste Equipment Operator, effective October 2, 2015
6. Dates of Hearing:
 - A. *Ratification of Mayor Burch's approval to set a public hearing for October 27, 2015 for consideration and approval of an ordinance adopting the 2015 amendments to the Uniform Traffic Ordinance
 - B. *Ratification of Mayor Burch's approval to set a public hearing for October 27, 2015 for consideration and approval of an ordinance amending Chapter 2 (Penalty Assessment) of Title 12 (Motor Vehicles and Traffic) of the Artesia Municipal Code
7. *Travel and Training:
 - A. Police & IT – Ratification of Mayor Pro Tem Hill's approval for two (2) employees to attend the Premier One Users conference in Henderson, NV
 - B. Police – Permission for two (2) employees to attend the Field Training Officer training in Lovington, NM
 - C. F&A – Ratification of Mayor Burch's approval for one (1) employee to attend the NMMCFOA meeting in Santa Fe, NM. Request mileage
 - D. Purchasing – Permission for one (1) employee to attend the NMPPA Fall conference in Las Cruces, NM
 - E. Executive – Permission for one (1) employee to attend the NMML/NMSIF annual safety conference in Albuquerque, NM
 - F. Water – Permission for one (1) employee to attend the New Mexico Rural Water Association Fall conference in Las Cruces, NM
 - G. Streets/Parks – Permission for two (2) employees to attend the SW Turfgrass Association meeting in Ruidoso, NM
 - H. Recreation – Permission for two (2) employees to attend the NM Recreation & Parks Association State conference and Board meeting in Farmington, NM

- I. Legislative – Permission to attend the NM Infrastructure conference in Albuquerque, NM. Request actual expenses and mileage
 - J. F&A – Permission for one (1) employee to attend the NMML Election School in Albuquerque, NM. Request mileage
 - K. Facility Maintenance – Permission for two (2) employees to attend the Pump Repair & Maintenance workshop in Albuquerque, NM
 - L. HR – Permission for one (1) employee to attend the NMML/NMSIF annual safety conference in Las Cruces, NM
 - M. Fire – Permission for one (1) employee to attend the Critical Care Paramedic course in Las Vegas, NV
 - N. Artesia Clean & Beautiful – Permission to attend the NM Clean & Beautiful board meeting in Roswell, NM. Request mileage
 - O. Museum – Permission for one (1) employee to attend the NM Association of Museums annual conference in Carlsbad, NM
 - P. Police – Permission for one (1) employee to attend the COPS National Conference on L.E. Wellness and Trauma in Grapevine, TX
 - Q. Police – Permission for one (1) employee to attend the Legal and Liability Issues in Schools training in Las Vegas, NV
 - R. Police – Permission for one (1) employee to attend the Female Enforcers training in Albuquerque, NM
 - S. Fire – Permission for two (2) employees to attend the Corporate Fire School in College Station, TX
8. Routine Requests for City Facilities:
- A. *Yates Petroleum Corporation – Permission for the partial closure of Fourth Street as indicated on application for a company party on Friday, October 30, 2015 from 8 am – 3 pm
 - B. *Elite Well Services – Permission for use of the west shelter and restrooms at Jaycee Park on Saturday, October 24, 2015 from 10 am – 4 pm for a company picnic (*contingent upon proof of State of NM Inflatable Games license*)
 - C. *Boy Scout Troop 219 – Permission to use the Heritage Walkway on Saturday, October 31, 2015 from 2 pm – 6 pm for the Annual Pumpkin Glow
- 9 Budgeted Items:
- A. *Consideration and approval of Lodgers Tax requests:
 - 1) Artesia Arts Council/Ocotillo Performing Arts Center Annual Request - \$50,000
 - 2) Artesia MainStreet Annual Request - \$20,000
 - B. *First quarter general ledger entries
10. Non-budgeted Items:
11. *Payment of Bills

Public Hearing

Mayor Burch declared the meeting open for public hearing for the following:

1. Consideration and approval of an ordinance for Case No. 15-42, Zone Change from SA-2 to MH; 2800-3200 block of W. Missouri Ave. and Dallas Ave. All of Lots 1-18 of Blocks 3, 4, 5, and 6 of O'Donnell Addition; owners – Terry and Sammy Stoneman.

Community Development Director Jim McGuire stated that this is a large area with lots of mobile homes (both singlewide and doublewide) in a SA-2 zone. The owner would like to be able to continue allowing mobile homes and has requested the zone change from SA-2 to MH.

Planning and Zoning recommended approval.

Mr. McGuire stated that he had received a letter opposed to the zoning change as they would prefer to see single family homes or another zoning option.

Sammy Stoneman, the owner of the property stated that it was already zoned as SA-2 and in the city limits when he acquired the property. He would like the change to permit him the maximum number of options for the lots he has in this area.

Eddie Renteria stated that he owns the block next to this area and that he would prefer a zone change to R-2, otherwise he would request that the zoning stay at SA-2.

Councilor Bratcher moved to approve Case 15-42, zone change from SA-2 to MH for portions of the O'Donnell Addition. The motion was seconded by Councilor Youtsey and upon roll call vote, with the following votes recorded:

Aye: Aguilar, Bratcher, Madrid, Rodriguez, Rogers, Sanchez, Youtsey

Nay: none

the motion passed.

ORDINANCE NO. 977

2. Consideration and approval of an ordinance for Case No. 15-43, Vacation and Redivision – Wells of Artesia; the north side of the 1900 block of W. Richey Ave; All of Parc Subdivision and Artesia Parc Subdivision #2; Owner – Johnny Cope; Agent-Emily Moore – Century 21 Home Planning.

Mr. McGuire stated that this is currently a paper subdivision and the request is to vacate a right-of-way, and to replat four lots.

Mr. McGuire stated that if this is approved, a request for rezoning would follow.

Planning and Zoning recommended approval.

Emily Moore, representing Century 21 stated that many cities have a commercial zoning for the street-front lots, with the other lots having a residential zoning.

Councilor Rodriguez moved to approve Case 15-43, vacation and redivision of Wells of Artesia, including Artesia Parc and Artesia Parc #2 subdivisions. The motion was seconded by Councilor Sanchez and upon roll call vote, with the following votes recorded:

Aye: Aguilar, Bratcher, Madrid, Rodriguez, Rogers, Sanchez, Youtsey

Nay: none

the motion passed.

ORDINANCE NO. 978

3. Consideration and approval of an ordinance for Case No 15-44, Zone Change from R-1B to Commercial and R-2'; the north side of the 1900 block of W. Richey Ave.; all of Artesia Parc Subdivision and Artesia Parc Subdivision #2; Owner – Johnny Cope; Agent – Emily Moore, Century 21 Home Planning

Mr. McGuire stated that the zoning would be commercial for the parcel on Richey Avenue, with the other three parcels with R-2 zoning.

Planning and Zoning recommended approval.

Councilor Rodriguez moved to approve Case 15-44, Zone change from R-1B to Commercial and R-2 for Artesia Wells, Artesia Parc and Artesia Parc #2. The motion was seconded by Councilor Sanchez and upon roll call vote, with the following votes recorded:

Aye: Aguilar, Bratcher, Madrid, Rodriguez, Rogers, Sanchez, Youtsey

Nay: none

the motion passed.

ORDINANCE NO. 979

4. Consideration and approval of an ordinance for Case 15-47, Summary Plat; 1301 and 1303 W. Grande Avenue' a tract of land between 279.5 feet by 158.7 feet located 50 feet south and 30 feet west of the NW corner of the SE/4NE/4 Section 18, T 17 S, R26 E; Owner – Jovaire LLC; Agent – Harcrow Surveying.

Mr. McGuire reported that the property owner requested to split the tract of land.

Planning and Zoning recommended approval.

No public comment was received.

Councilor Rodriguez moved to approve Case 15-47, Summary replat for 1301 and 1303 W. Grande Ave. The motion was seconded by Councilor Madrid and upon roll call vote, with the following votes recorded:

Aye: Aguilar, Bratcher, Madrid, Rodriguez, Rogers, Sanchez, Youtsey

Nay: none

the motion passed.

ORDINANCE NO. 980

Councilor Aguilar left the meeting at 6:45 p.m.

5. Consideration and approval of an ordinance for Case 15-48, Final Plat – Mahone Blue Quail Subdivision Phase 2, 1200 block W. Mahone Ave' Tract A of Mahone Blue Quail Subdivision. Owner – Blue Quail LLC, Agent – Harcrow Surveying.

Mr. McGuire reported that the request is to plat the strip of land for 8 residential lots and dedicate land for 15th Street.

No public comment was received.

Councilor Rodriguez requested that Infrastructure review Mahone Drive and consider making it only one lane in this area, to allow for parking along the street.

Councilor Rodriguez moved to approve Case 15-48, Final Plat for Mahone Blue Quail Subdivision Phase 2 – 1200 block W. Mahone Ave. The motion was seconded by Councilor Youtsey and upon roll call, with the following votes recorded:

Aye: Bratcher, Madrid, Rodriguez, Rogers, Sanchez, Youtsey

Nay: none

the motion passed.

ORDINANCE NO. 981

Personnel

Councilor Rodriguez moved, upon recommendation of the Mayor, to hire Jerry Burns to the position of Police Detention Officer I, at a salary of \$2,599 per month (CA20), subject to the successful completion of required pre-employment testing. The motion was seconded by Councilor Rogers and upon vote, the motion passed.

Councilor Rodriguez moved, upon recommendation of the Mayor, to hire Antonio Baca to the position of Police Corporal, at a salary of \$4,641 per month (CA35), subject to the successful completion of required pre-employment testing. The motion was seconded by Councilor Sanchez and upon vote, the motion passed.

Councilor Rodriguez moved, upon recommendation of the Mayor, to hire Thomas Blackenship to the position of Police Community Service Officer I, at a salary of \$2,037 per month (CA14), subject to the successful completion of required pre-employment testing. The motion was seconded by Councilor Madrid and upon vote, the motion passed.

Councilor Aguilar rejoined the meeting at 6:50 p.m.

Councilor Rodriguez moved, upon recommendation of the Mayor, to hire Terry Woods to the position of Finance & Administration Cashier I, at a salary of \$2,037 per month (CA14), subject to the successful completion of required pre-employment testing. The motion was seconded by Councilor Youtsey and upon vote, the motion passed.

Councilor Rodriguez moved, upon recommendation of the Mayor, to hire Jerrod Davis to the position of Streets/Parks Equipment Operator I, at a salary of \$2482 per month (CA22), subject to the successful completion of required pre-employment testing. The motion was seconded by Councilor Youtsey and upon vote, the motion passed.

Human Resources Director Sandi Farley presented a proposal to change the Bailiff position at the Municipal Court to a sworn officer position. The change will add approximately \$21,000 to the budget to allow for the difference in salary and benefits. Councilor Youtsey moved to approve the reclassification of the Municipal Court Bailiff position to a sworn officer position. The motion was seconded by Councilor Bratcher and upon vote, the motion passed.

Ms. Farley reported that the Customer Service Training would be conducted October 21st and 22nd.

Ms. Farley distributed the Safety statistics for the month of September.

Public Safety
Police

Chief Raley reported on the department statistics for September.

Fire

Chief Hummingbird reported on the department statistics for September.

Community Development

City Clerk Auberey Hobson presented a resolution to begin the process to accept the armory building and property from the National Guard. Mr. Hobson reported that the resolution was the first step to getting the property transferred. Councilor Aguilar moved to approve the resolution to accept the armory building and property, Resolution No. 1591. The motion was seconded by Councilor Rodriguez and upon vote, the motion passed.

RESOLUTION NO. 1591

Mr. McGuire stated that there were five city-owned properties that should be declared surplus for disposal (406 W. Missouri, 803 S. 3rd, 903 S. 2nd, 916 S. 5th and 2110 W. Dallas). Mr. McGuire recommended that the properties be submitted to local real estate agencies to market for sale, with the minimum acceptable price for each property. Councilor Bratcher moved to declare the five properties as surplus, and to allow the local real estate agencies to market them for sale, with the proposed minimum acceptable price. The motion was seconded by Councilor Madrid and upon vote, the motion passed.

Mr. McGuire distributed the department statistics for September.

Infrastructure

Councilor Rogers moved to declare a street sweeper as surplus, and to approve the donation of that street sweeper to the Town of Hagerman. The motion was seconded by Councilor Sanchez and upon vote, the motion passed.

Infrastructure Director Byron Landfair distributed the facilities Maintenance statistics for September.

City Clerk

Councilor Rodriguez moved to set the one meeting in December for December 8th. The motion was seconded by Councilor Youtsey and upon vote, the motion passed.

Mayor

Mayor Burch introduced Elizabeth Lewis, the new reported for the Artesia Daily Press.

New and Other Business from Councilors

Councilor Youtsey reported that the Community Garden Project (My Neighborhood), recently held a pallet planter box workshop.

There being no further business to come before the Council, the meeting adjourned at 8:43 p.m. October 13, 2015.



Mayor

ATTEST:



City Clerk