

**MINUTES OF CITY COUNCIL MEETING  
ARTESIA, NEW MEXICO  
November 12<sup>th</sup>, 2019**

The City Council of the City of Artesia, New Mexico met in the City Council Chambers at City Hall on Tuesday, November 12<sup>th</sup>, 2019, at 6:00 p.m. in regular session with Mayor Raye Miller presiding, and the following present to wit:

Kent Bratcher	Raul Rodriguez
Bill Rogers	Manuel Madrid Jr.
George G. Mullen	Jeff Youtsey
Terry Hill	Luis Florez

The following were absent:  
None.

Also, present:  
Aubrey Hobson, City Clerk/Treasurer  
Matt Byers, 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**

None.

**City Departments and Employees**

None.

**Special Reports**

Hayley Klein, Chamber of Commerce Executive Director presented the Council with a summary of activity.

**Consent Agenda**

Human Resource Director Sandi Countryman asked Council to remove item 5 C from the consent agenda.

Councilor Rodriguez moved to approve the consent agenda removing item 5 C. Councilor Mullen provided a second and upon vote, the motion carried 8-0.

**CONSENT AGENDA  
November 12, 2019**

- 1. Approval of Minutes** **October 22, 2019**

2. **Consideration of Bids:**

3. **Contracts, Leases and Agreements:**

- A. \*Approval of Airport Ground Lease Contract with Brent Middleton for Hangar space 211A

4. **Appointments:**

5. **Personnel Resignations, Hirings, Promotions, and Transfers:**

Upon recommendation of the Mayor, subject to successful completion of required pre-employment testing, permission to:

A. Hire:

	<u>Name</u>	<u>Department</u>	<u>Position</u>	<u>Rate of Pay</u>
1.	Connor Barry	Recreation	Recreation Specialist I	\$2882 per month CA19
2.	Mathew Martinez	Police	Community Service Officer	\$2037 per month CA14
3.	Sarah Juarez	Community Development	Planning & Zoning Administrator	\$3339 per month CA34
4.	George Peterson	Wastewater	Lead Operator	\$5000 per month CA37

A. Ratification to hire:

	<u>Name</u>	<u>Department</u>	<u>Position</u>	<u>Rate of Pay</u>
1.	<u>Johnny Chazarreta</u>	Solid Waste	Equipment Operator III	\$3058 per month CA28

B. Accept the resignation of Preston Wilson, Firefighter, effective November 13, 2019

**C. Accept the resignation of Joshua Herrera, Firefighter, effective November 13, 2019 – Pulled off Consent Agenda.**

D. Accept the resignation of Jarvis Seamore, Police Officer, effective November 11, 2019

E. Accept the voluntary resignation of Chris Renteria, Street Department Equipment Operator, effective October 31, 2019

F. Accept the resignation of Amanda Keller, Police Officer, effective November 21, 2019

6. **Dates of Hearing:**

7. **\*Travel and Training:**

- A. Wastewater – Permission for one (1) employee to attend the 2019 Utility Operator Certification Exam in Las Cruces, NM

- B. Fire – Permission for one (1) employee to attend the Command & Control of Incident Operations training in Emmitsburg, MA
- C. Police – Permission for one (1) employee to participate in the IAPE Certified Property and Evidence Specialist on-line training.

- 8. **Routine Requests for City Facilities:**
- 9. **Routine Resolutions (to be assigned a number by staff)**
- 10. **Budgeted Items:**
- 11. **\*Quarterly Journal Entries**
- 12. **Non-budgeted Items:**
- 13. **\*Payment of Bills**

**Public Hearings** - including consideration of final passage of any ordinance as to which proper notice has been published.

None.

**Period for Hearing Visitors**

None.

**Comments from Public Officials and Contracted Services**

None.

**Committee Reports**

**Personnel –**

Councilor Youtsey stated there is a personnel meeting scheduled on November 21<sup>st</sup>, 2019.

**Police & Fire**

Councilor Bratcher mentioned he met with the Police & Fire Chiefs and the Police Department Sergeants. Councilor Bratcher voiced his concerns with the staff issues regarding the departments.

**Personnel**

- A. TransAmerica Distribution.

Human Resources Director Sandi Countryman presented Council with the TransAmerica distribution list from the forfeiture accounts.

Human Resource Director Countryman presented stats and stood for questions.

## **Public Safety**

### **Police**

Police Chief Kirk Roberts presented stats and stood for questions.

### **Fire**

Fire Chief Kevin Hope presented stats and stood for questions.

## **Community Development**

A. Consideration and approval of declaration of Surplus Real Properties.

Community Development Director Jim McGuire requested approval to declare three (3) City-owned properties as surplus properties. Director McGuire stated the P & Z Committee recommended for approval.

Councilor Hill moved to approve declaration of Surplus Real Properties. Councilor Rogers provided a second and upon vote, the motion carried 8-0.

B. Consideration and approval of offer on surplus real property – Lot A of Lot 1, Block 5 Replat Tyler Subdivision and Bullock Dedication.

Community Development Director Jim McGuire stated to Council he received an offer in the amount of three thousand dollars (\$3,000) for the property. Director McGuire stated he recommends for approval.

Councilor Hill moved to approve the offer on surplus real property – Lot A of Lot 1, Block 5 Replat Tyler Subdivision and Bullock Dedication. Councilor Mullen provided a second and upon vote, the motion carried 8-0.

C. Consideration and approval of offer on surplus real property – Portions of Lots 3 and 4 of Block 4 of the Amended Plat of the Hightower Re-division.

Community Development Director Jim McGuire stated there will be a new Plat for the property. Director McGuire stated he received interest in the property but not a formal offer.

Councilor Hill moved to postpone the declaration of Surplus Real Properties. Mayor Pro tem Florez provided a second and upon vote, the motion carried 8-0.

D. Stats

Community Development Director Jim McGuire presented stats and stood for questions.

**Infrastructure Department**

Infrastructure Director Byron Landfair presented stats and stood for questions.

**City Attorney**

City Attorney Matt Byers stood for questions.

**City Clerk**

A. Approval to set the December council meeting for December 10, 2019.

City Clerk Aubrey Hobson requested approval from Council to schedule the December Council meeting on December 10<sup>th</sup>, 2019.

Councilor Rogers moved to set the Council meeting on December 10<sup>th</sup>, 2019. Councilor Hill provided a second and upon vote, the motion carried 8-0.

B. Submittal of list for records destruction (informational item only).

City Clerk Aubrey Hobson stated records destruction list is informational only and will provide the record destruction certificate when it is finalized.

**Mayor**

A. Report the retirement of Kaye Kiper, Municipal Judge, effective December 31, 2019.

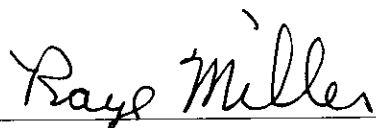
Mayor Raye Miller informed the public that he is requesting anyone interested in the Municipal Judges position to contact him by Friday, November 15<sup>th</sup>, 2019.

**New or other business from Councilors**

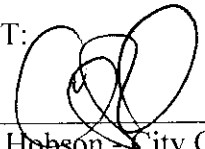
Mayor Pro tem Florez thanked everyone for their participation in the Veteran's Day program.

Councilor Rodriguez thanked the Mayor for accompanying the Congresswoman Xochitl Torres Small to Church

There being no further business, the meeting was adjourned at 7:10 p.m. on November 12<sup>th</sup>, 2019.

  
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Raye Miller, Mayor

ATTEST:

  
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Aubrey Hobson - City Clerk