



# THE CITY OF ARTESIA NEW MEXICO

511 W. TEXAS AVENUE (575) 746-3593 MAYOR  
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## AGENDA CITY COUNCIL MEETING

February 13, 2018  
 6:00 p.m.

1. **Determination as to whether quorum present**
2. **Invocation and pledge of allegiance**
3. **New Requests for City Facilities**
4. **City Departments and Employees**
5. **\*Approval of Consent Agenda**
6. **\*Public Hearings** – including consideration of final passage of any ordinance as to which proper notice has been published.
  - A. Consideration and approval of Case 18-01- Home Business (Occupation) License- Accounting practice 2406 Sierra Vista Road. Owner/Applicant- Chris Pruitt C.P.A.
  - B. Consideration and approval of the title and subject matter (Per State Statute 3-17-3.A.) of an Ordinance to amend Chapters 1, 2 and 11 of Section 9 of Artesia City Code
  - C. Consideration and approval of an ordinance amending Sections 7-1-2 A and 7-1-2 B (Water Rates) of the Artesia Municipal Code
  - D. Consideration and approval of an ordinance amending 7-1-2-1 (Service Outside the City Limits - specifically residents of Paris and York) of the Artesia Municipal Code
7. **Period for Hearing Visitors** (*3 minute time limit*)
8. **Comments from Public Officials and Contracted Services**
9. **Committee Reports:**
  - A. Budget and Finance
  - B. Personnel
  - C. Police and Fire
  - D. Planning (*Project Management, Code Enforcement, Permits and Inspections*)
  - E. Recreation
  - F. Infrastructure (*Streets, Garage, Cemetery, Parks, Water, Wastewater, Solid Waste, Facility Maintenance*)
  - G. Government

**10. Personnel:**

\*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.	_____	Fire	Uncertified Firefighter	\$2482 per month CA22
2.	_____	Police	Administrative Assistant I	\$2673 per month CA25
3.	_____	Commission on Aging	Supervisor	\$3339 per month CA34

\*Denotes material included in Council Packets or previously received material

**10. Personnel (con't):**

A. Hire:

	<u>Name</u>	<u>Department</u>	<u>Position</u>	<u>Rate of Pay</u>
4.	_____	Solid Waste	Equipment Operator II	\$2673 per month CA25
5.	_____	Police	Part-time DA Liaison	\$11.80 per hour PT32

B. \*Safety stats

C. Permission to advertise and fill:

- 1) Wastewater Lead Operator
- 2) Police Officer (2 positions)
- 3) Street/Park Equipment Operator (2 positions)
- 4) Receptionist/Clerk (Ratification of Mayor Burch's approval)
- 5) IT Administrator (Ratification of Mayor Burch's approval)
- 6) Firefighter
- 7) Water Technician

**11. Public Safety:**

**A. Police Department:**

- 1) \*Stats

**B. Fire Department:**

- 1) \*Stats

**12. Community Development:**

- A. \*Consideration and approval of an Addendum to the Subdivision Improvement Agreement for Stonegate Subdivision #1
- B. \*Stats

**13. Infrastructure:**

**14. City Attorney:**

**15. City Clerk:**

**16. Mayor:**

- A. Executive session: In accordance with the State of New Mexico Open Meetings Act, Section 10-15-1-(H)(8):
  1. Purchase of real property
- B. Action as a result of executive session

**17. New or other business from Councilors:**

**18. Adjournment**

# **CONSENT AGENDA**

## **February 13, 2018**

1. **Approval of Minutes:** \*January 23, 2018
2. **Consideration of Bids:**
3. **Contracts, Leases and Agreements:**
  - A. \*Approval of the Lease Agreement for Warren Development, LLC, at 205 Fletcher Road, Lot 2A of Block 2 of the Navajo Refining Replat
4. **Appointments:**
5. **Resignations:**
  - A. Accept the resignation of Kevin Schrader, Wastewater Lead Operator, effective January 19, 2018
  - B. Accept the resignation of Jorge Martinez, Police Corporal, effective February 9, 2018
  - C. Accept the resignation of Jarrod Davis, Street/Park Department Equipment Operator, effective January 30, 2018
  - D. Accept the resignation of James Hernandez, Receptionist/Clerk, effective February 16, 2018
  - E. Accept the retirement of Clarence "Buddy" Sentell, Street/Park Department Equipment Operator, effective March 6, 2018
  - F. Accept the resignation of Angela Schoonmaker, Firefighter, effective February 20, 2018
  - G. Accept the resignation of Lucio Ordonez, Water Technician, effective February 15, 2018
  - H. Accept the resignation of Gracie Gonzales, Police Corporal, effective February 23, 2018
6. **Dates of Hearing:**
  - A. Permission to set a public hearing for March 13, 2018 for consideration of an ordinance amending Section 8-1-7 "Existing Building Code" and Section 8-1-8 "Property Maintenance Code" of the Artesia City Code
7. **\*Travel and Training:**
  - A. Police – Permission for one (1) employee to attend the Basic Criminal Investigator training in Albuquerque, NM
  - B. Police – Permission for one (1) employee to attend the Administrative and Mid-Level Supervision (PATC) in Rio Rancho, NM
  - C. Police – Permission for one (1) employee to attend the Selective Traffic Enforcement Program (STEP) in Clovis NM
  - D. Fire – Permission for one (1) employee to attend the Critical Care Transport Medicine Conference and the Pittman Course in San Antonio, TX
  - E. Fire – Permission for one (1) employee to attend the Executive Leadership conference in Emmitsburg, MD
  - F. Fire – Permission for two (2) employees to attend the Instructors Development workshop in Socorro, NM
  - G. Fire – Permission for one (1) employee to attend the Fire Department Instructor conference in Indianapolis, IN
  - H. Police – Permission for one (1) employee to attend the Desert Snow Interdiction training in Albuquerque, NM
  - I. Fire – Permission for one (1) employee to attend the Rope Tech Test at the NM Fire Academy in Socorro, NM
  - J. Garage – Permission for three (3) employees to attend the NAPA Brake training clinic in Roswell, NM
  - K. Fire – Permission for two (2) employees to attend the NM Chapter of the International Association of Arson Investigator training in Los Alamos, NM
8. **Routine Requests for City Facilities:**
9. **Budgeted Items:**
10. **Non-budgeted Items:**
11. **\*Payment of Bills**