

**MINUTES OF CITY COUNCIL MEETING
ARTESIA, NEW MEXICO
March 27, 2018**

The City Council of the City of Artesia, New Mexico met in the City Council Chambers at City Hall on Tuesday, March 27th, 2018 at 6:00 p.m. in regular session with Mayor Raye Miller presiding, and the following present to wit:

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

The following were absent:
Bill Rogers

Also present:
Matt Byers, City Attorney
Aubrey Hobson, City Clerk

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

Comments from Public Officials and Contracted Services

Councilor Rodriguez motioned to move item 8A from the agenda to this point at the meeting. The motion was seconded by Mayor Pro tem Hill, the motion passed 7-0.

JJ Griego of Griego Professional Services presented a report of the 2016- 2017 audit for the City of Artesia. Mr. Griego thanked the staff of the City of Artesia for their cooperation with the audit process. He stated he completed 3 reports, he went into discussion about what the reports entailed.

There was discussion among the Councilors regarding the 2016-2017 audit.

Mayor Pro tem Hill moved to accept the report of the 2016- 2017 Audit as given. The motion was seconded by Councilor Mullen.

Upon vote, the motion passed.

New requests for City Facilities

None.

City Departments and Employees

City Clerk Aubrey Hobson introduced City Hall's new receptionist Deborah Brazas.

Consent Agenda

Councilor Rodriguez moved to approve the Consent Agenda as written. The motion was seconded by Councilor Madrid.

The consent agenda includes:

CONSENT AGENDA

March 27, 2018

1. Approval of Minutes: *March 13, 2018
2. Consideration of Bids:
3. Contracts, Leases and Agreements:
 - A. *Approval of Memorandum of Understanding between Artesia General Hospital and the City of Artesia on the use of the Artesia Center
4. Appointments:
 - A. Approval of the re-appointment of Councilor Raul Rodriguez to the Recreation Advisory Commission (term to expire March 2022)
5. Resignations:
6. *Dates of Hearing:
 - A. Ratification of Mayor Miller's approval to set a public hearing for April 24, 2018 on the question of whether the Alcohol and Gaming Division of the NM Regulation and Licensing Department should approve or disapprove the proposed transfer of ownership(s) of:
 - 1) State Liquor License No. 0578/Application No. 1052215 Brewer Oil Co. dba Brewer 26th Street, 2601 W. Main St., Artesia, NM. (Public hearing required by the State due to change of stockholders/ownership)
 - 2) State Liquor License No. 1051/Application No. 1052235 Brewer Oil Co. dba Western Way Shell, 101 N. 1st St., Artesia, NM. (Public hearing required by the State due to change of stockholders/ownership)
 - 3) State Liquor License No. 0789/Application No. 1052222 Brewer Oil Co. dba Brewer Hermosa, 1304 S. 1st St., Artesia, NM. (Public hearing required by the State due to change of stockholders/ownership)
7. *Travel and Training:
 - A. Police – Permission for five (5) employees to attend the Instructor Refresher course in Artesia, NM
 - B. Police – Permission for one (1) employee to attend the Verbal Judo Instructor Refresher course in Fort Collins, CO
 - C. Police – Permission for one (1) employee to attend the Forensic Technician by TEEX training in Amarillo, TX
 - D. Police – Permission for three (3) employees to attend the NASRO conference in Reno, NV. Request mileage – Costs will be reimbursed by the Artesia Public Schools
 - E. Wastewater – Permission for (1) employee to attend the Compost class in Albuquerque, NM
 - F. Police – Permission for one (1) employee to attend the Law Enforcement Coordinator's Symposium in Albuquerque, NM
 - G. Police – Permission for two (2) employees to attend the Executive Leadership Institute in Hobbs, NM
8. Routine Requests for City Facilities:
 - A. *Changing Lives Coalition has requested the use of Martin Luther King Park on Friday, May 25, 2018 from 11:00 am – 4:00 pm for the Annual School's Out Summer Splash. Request for use of city services and road closures as stated on application. Contingent upon proof of current insurance policy
 - B. *Changing Lives Coalition – request the use of Jaycee Park on Wednesday, July 4, 2018 from 6:30 am – 8:30 am for the 2018 Star Spangle Dash. Request use of city services and road closures as stated on application and waiver of fees. Contingent upon proof of current insurance policy
9. Budgeted Items:
10. Non-budgeted Items:

11. *Payment of Bills

Mayor Pro tem Hill moved to consider agenda items 16- A, B and C at this time. The motion was seconded by Councilor Rodriguez and upon vote, the motion passed 7-0.

Mayor

Mayor Miller stated that in accordance with Section 3- 11- 5 NMSA 1978, he submitted the following names of Appointive Officers for confirmation by the City Council:

Matthew T. Byers – City Attorney
Byron Landfair – Infrastructure Director
Aubrey Hobson – Clerk/Treasurer
Kevin Hope – Fire Chief
Kirk Roberts – Police Chief
Sandi Countryman – Human Resources Director
Jim McGuire – Community Development Director

Councilor Youtsey moved to confirm the appointive officers as presented by the Mayor and Section 3-11-5 NMSA 1978, all current full time and part time regular employees, as well as all probationary and as-needed employees of the City of Artesia, as of March 27, 2018. The motion was seconded by Mayor Pro tem Hill and upon vote, the motion passed 7-0.

Councilor Youtsey nominated Councilor Florez for Mayor Pro tem. The motion was seconded by Councilor Rodriguez.
Councilor Rodriguez moved that nominations cease with and undetermined second. Upon vote, the motion passed 7-0.

Upon vote of the original motion, Councilor Florez was elected Mayor Pro Tem 7-0.

Mayor Miller distributed the committee guidelines and the committee assignments for 2018-2020.

The committee assignments are:

Budget & Finance	Bill Rogers (Chair) Terry Hill Jeff Youtsey Raul Rodriguez
Infrastructure	Terry Hill (Chair) Luis Florez Bill Rogers Kent Bratcher
Personnel	Jeff Youtsey (Chair) George Mullen Bill Rogers

Planning Manuel Madrid, Jr. (Chair)
 Terry Hill
 Raul Rodriguez (Recreation Commission)

Police & Fire Kent Bratcher (Chair)
 George Mullen
 Manuel Madrid, Jr.
 Luis Florez

Public Hearings

- A. 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 the Artesia City Code (*postponed from the February 13, 2018 meeting*)

Community Development Director Jim McGuire summarized what had been discussed at the previous meeting as well as went over some additional proposed changes and his concerns with the signs. He recommended to have a council workshop on the proposed ordinance.

There was discussion about roof signs, sign separation, and on premises signs.

Several Councilors expressed they would like to have the workshop be open to public input.

Mayor Miller scheduled the special council meeting Friday April 6, 2018 at 6:00pm in the Council Chambers at City Hall.

Mayor Raye Miller declared the Public Hearing open to public input.

No public input.

Councilor Rodriguez moved to continue the public hearing on the proposed Ordinance to amend Chapters 1, 2 and 11 of Section 9 of the Artesia City Code until the special council meeting. Councilor Youtsey provided a second and upon vote, the motion passed 7-0.

Period for Hearing Visitors

Hayley Klein invited the councilors and Mayor Miller to an Chamber of the Commerce workshop. She presented the Councilors with information regarding the workshop.

Mr. Ignacio Mariscal addressed the Council on the parking on Mahone Drive.

There was discussion about the parking on Mahone Street and similar streets in Artesia.

The council discussed parking on Hermosa Street. Mayor Miller proposed the two appropriate committees discuss the parking at their committee meeting.

Committee Reports:

Budget & Finance

City Clerk Aubrey Hobson presented the Councilors with information from the last Budget and Finance meeting. He proposed to have an additional meeting with the committees to discuss this year's budget estimates.

Recreation

Councilor Rodriguez asked the Councilors to consider the goffer holes expense for the next budget.

Personnel

A. Hiring

1. Councilor Rodriguez moved, upon recommendation of the Mayor, to hire Jonathan Harelson to the position of Technician, Water Department, at a salary of \$2363 per month (CA20), subject to the successful completion of required pre-employment testing. The motion was seconded by Councilor Hill. Upon vote, the motion passed 7-0.
 2. Councilor Rodriguez moved, upon recommendation of the Mayor, to hire Bernadette Castaneda to the position of Assistant Supervisor, Commission on Aging, at a salary of \$2249 per month (CA18), subject to the successful completion of required pre-employment testing. The motion was seconded by Mayor Pro tem Florez. Upon vote, the motion passed 7-0.
- B. Councilor Rodriguez approved a temporary 5% pay increase for Gabrielle Cronopulos, Records Clerk, for additional duties in the absence of an Assistant City Clerk Treasurer/Records Supervisor, the motion was seconded by Councilor Hill, the motion passed 7-0.

Public Safety

Police

Chief Roberts stood for questions.

Councilor Bratcher thanked Chief Roberts for his assistance with the transfer to the Jive phone system.

Fire

Chief Kevin Hope stood for questions.

Community Development

Community Development Director Jim McGuire presented the Councilors with a feasibility study to do an additional rail spur. Mr. McGuire indicated there are companies that would like to lease additional and new properties from the City. Mr. McGuire explained the two propositions he presented to the Councilors.

Several Councilors discussed their feelings on the decision.

Mayor Miller stated to the Councilor that the matter will be on the upcoming Council agenda to vote.

Infrastructure Department

Infrastructure Director Byron Landfair gave project updates and stood for questions.

Councilor Rodriguez asked for an update on the 1st Street project.

He discussed to the council the new state requirements for the A.D.A ramp.

City Attorney

City Attorney Matt Byers stood for questions.

City Clerk

A. *Records Destruction Report and Certificate of Destruction
City Clerk Aubrey Hobson presented the Councilors with the annual records destruction certificate and reports. Mr. Hobson stated to the Councilors he will present them with the final report when the invoice is received.

New or other business from Councilors

Councilor's congratulated Councilor Florez as the newly elected Mayor Pro tem for 2018-2020. Mayor Pro tem Florez thanked the Councilors.

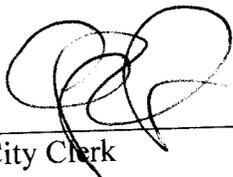
Mayor Miller invited everyone to Faith Baptist Church for Easter Service.

There being no further business, the meeting was adjourned at 7: 18 pm on March 27th, 2018

Raye Miller

Raye Miller - Mayor

ATTEST:



Aubrey Hobson - City Clerk