

**MINUTES OF CITY COUNCIL MEETING
ARTESIA, NEW MEXICO
April 24th, 2018**

The City Council of the City of Artesia, New Mexico met in the City Council Chambers at City Hall on Tuesday, April 24, 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
Bill Rogers	Jeff Youtsey
Terry Hill	Raul Rodriguez
Manuel Madrid Jr.	

The following were absent:

Kent Bratcher

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.

New requests for City Facilities

None.

City Departments and Employees

- A. Report on acquisition of CPO certification by Gabrielle Cronopulos and consideration and approval to temporarily appoint Gabrielle Cronopulos as the City of Artesia CPO in the absence of a Purchasing Agent.

Councilor Rodriguez moved to approve Gabrielle Cronopulos as the City of Artesia CPO in the absence of a Purchasing Agent. The motion was seconded by Councilor Hill. Upon vote, the motion carried 7-0.

Consent Agenda

Councilor Rodriguez moved to approve the Consent Agenda as written. The motion was seconded by Councilor Rogers. Upon vote, the motion carried 7-0.

The consent agenda includes:

CONSENT AGENDA

April 24, 2018

1. **Approval of Minutes:**
 - * March 27, 2018 – corrected minutes
 - * April 6, 2018 – Special meeting
 - * April 10, 2018

2. **Consideration of Bids:**
 - A. *Approval of award of bid to provide asbestos services for the Community Development Department to G.W.C Construction Inc., Lovington, NM
 - B. *Approval of award of bid to provide demolition services for the Community Development Department to G.W.C Construction Inc., Lovington, NM

3. **Contracts, Leases and Agreements:**
 - A. *Approval of the Amendment to Yates Farms Master Plan and 2008 Agreement
 - B. *Approval of the amended lease agreement for Warren Development, LLC, at 203 Fletcher Road, Tract Z of the Amended Replat III Industrial Park of Artesia – Phase III, less the western forty (40) feet of the tract

4. **Appointments:**

5. **Resignations:**
 - A. Accept the resignation of Alfredo Osornio, Cemetery Equipment Operator, effective April 16, 2018
 - B. Report the resignation of Carrie Herring, Municipal Court Specialist, effective May 2, 2018
 - C. Accept the retirement of Richard Earnest, Water Operator IV, effective June 1, 2018
 - D. Accept the resignation of Delilah “Vanessa” Coss, Cashier, effective May 2, 2018

6. **Dates of Hearing:**

7. ***Travel and Training:**
 - A. Library – Ratification of Mayor Miller’s approval for one (1) employee to attend the STEM to Read Workshop in Las Cruces, NM
 - B. Police – Permission for two (2) employees to attend the Law Enforcement Coordinators’ Symposium in Albuquerque, NM
 - C. Police – Ratification of Mayor Miller’s approval for six (6) employees to attend the Emotional Response for Diverse Situations training in Artesia, NM
 - D. Police – Ratification of Mayor Miller’s approval for one (1) employee to attend the Instructor Refresher training in Artesia, NM
 - E. Recreation – Permission for one (1) employee to attend the Certified Pool Operator Certification Program in Roswell, NM

8. **Routine Requests for City Facilities:**
 - A. *Artesia Chamber of Commerce has requested the use of Jaycee Park from 8:00 am – 11:30 pm Wednesday, July 4, 2018 for the Annual 4th of July Celebration and Fireworks Extravaganza. Request use of city services and road closures as stated on application and waiver of fees. *Contingent upon proof of security and insurance*
 - B. *Artesia Chamber of Commerce has requested the use of Eagle Draw from Saturday, November 3, 2018 thru Sunday, November 4, 2018 for the Annual Balloons & Tunes Festival. Request use of city services as stated on application and waiver of fees. *Contingent upon proof of insurance and security*

9. **Budgeted Items:**

10. **Non-budgeted Items:**

11. ***Payment of Bills:**

Public Hearings

Including consideration of final passage of any ordinance as to which proper notice has been published.

A. Consideration and approval of 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)

Mayor Miller called the Public Hearing open for public input.

No public input.

Councilor Rogers moved to approve the transfer of ownership(s) of liquor licenses. The motion was seconded by Councilor Hill. Upon vote, the motion carried 7-0.

B. *Consideration and approval of an Ordinance to amend Ordinance No. 801, Amending the Master Plan of the Yates Farms Planned Unit Development (PUD) located in Section 7, T.17 S., R.26 E./ Bowman Drive and J.J. Clark Avenue, change the land use designated for three parcels of land, being a total of 8.6 acres, from "Public Use" to "Commercial and Multi-Residential", and designating one parcel of land, being 10 acres, for "Public Use"

Director Jim McGuire explained Ordinance 801 was approved but not for land use. The Aquatic Center foundation and Yates Farm LLC would like to consolidate three areas for public land use.

There was discussion regarding the street, entrance and exit to the Aquatic Center.

Mayor Miller called the Public Hearing open for public input. There was none.

Councilor Rodriguez moved to approve the ordinance 1025 amending the Master Plan of the Yates Farms Planned Unit Development (PUD). The motion was seconded by Councilor Mullen. Upon vote with the following votes recorded; Yay: Councilor Rogers, Mayor Pro tem Florez, Councilors Mullen, Hill, Youtsey, Madrid, Rodriguez. Nay: None. The motion passed 7- 0.

ORDINANCE NO. 1025

Period for Hearing Visitors

None.

Comments from Public Officials and Contracted Services

None.

Committee Reports:

Budget & Finance

Councilor Rogers stated at the next budget and finance meeting the committee will be discussing property tax.

Personnel

A. Promote

1. Councilor Rodriguez moved, upon recommendation of the Mayor, to promote: Clarissa Cabezuela to the position of Detention Officer, Police 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 Mullen. Upon vote, the motion passed 7-0.
2. Councilor Rodriguez moved, upon recommendation of the Mayor, to promote Dana Dean to the position of Administrative Assistant, Police Department, at a salary of \$2673 per month (CA25), subject to the successful completion of required pre-employment testing. The motion was seconded by Councilor Mullen. Upon vote, the motion passed 7-0.

B. Hire

1. Councilor Mullen moved, upon recommendation of the Mayor, to hire Gonzalo Montoya to the position of Facility Maintenance, Community Improvement, at a salary of \$1988 per month (CA13), subject to the successful completion of required pre-employment testing. The motion was seconded by Councilor Rodriguez. Upon vote, the motion passed 7-0.
2. Councilor Rodriguez moved, upon recommendation of the Mayor, to hire Veronica Castillo to the position of Detention Officer, Police 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 Rodriguez. Upon vote, the motion passed 7-0.
3. Councilor Rodriguez moved, upon recommendation of the Mayor, to hire Peter Newman to the position of IT Administrator, HR, at a salary of \$5000 per month (CA43), subject to the successful completion of required pre-employment testing. The motion was seconded by Councilor Hill. Upon vote, the motion passed 7-0.

C. Openings

Councilor Mullen moved to advertise and fill the positions of:

- 1 Community Service Officer
- 2 Cemetery Equipment Operator
- 3 Water Technician
- 4 Cashier
- 5 Professional Standards & Training Coordinator

The motion was seconded by Councilor Rodriguez. Upon vote, the motion passed 7- 0.

- D. Report posting of Municipal Court position: Court Specialist
- E. Consideration and approval of a temporary 5% pay increase for Greg Hall, Police Corporal, for additional duties in the absence of Police Sergeant(s)

Councilor Rodriguez moved for the approved of a 5% pay increase for Greg Hall, Police Corporal, for additional duties in the absence of Police Sergeant(s). The motion was seconded by Councilor Rogers. Upon vote, the motion passed 7-0.

Public Safety

Police

Chief Roberts stood for questions.

Fire

Chief Kevin Hope stood for questions.

Community Development

- A. Direct staff to begin the process of negotiating the sales of properties at 406 W. Missouri Ave., 914 S. Second St., 309 W. Cleveland Ave., and 309 S. Fortieth St.

Community Development Director Jim McGuire informed the Council that Planning and Zoning Department did not receive any bids for the properties for sale. He requested the Council to direct staff to start the negotiations for the property.

Councilors discussed where the bids are being advertised.

Director McGuire indicated the advertisements were located online and in the local newspaper. Director McGuire also indicated they will be contacting the neighbors next to the property and local realtors.

Councilor Rodriguez approved to direct staff to begin the process of negotiating the sale of properties. The motion was seconded by Councilor Rogers. Upon vote, the motion passed 7-0.

Infrastructure Department

- A. *Consideration and approval of lane striping and potential parking on Mahone Dr. and JJ Clarke Ave.

Infrastructure Director Byron Landfair presented the council with the details involving the lane striping detail and potential parking. There was discussion regarding how the public would be able to park and the traffic.

Councilor Youtsey thanked the residents for their continued dedication to the issue.

Councilor Rodriguez approved to direct staff to begin the process of lane striping and parking on Mahone Dr. and JJ Clarke Ave. The motion was seconded by Councilor Madrid. Upon vote, the motion passed 7-0.

City Attorney:

City Attorney Matt Byers stood for questions.

City Clerk:

- A. Resolution Amending the Open Meetings Resolution

City Clerk Aubrey Hobson presented the proposed resolution and went over the changes with the Council.

Councilor Rogers moved to approve the Open Meetings Resolution. The motion was seconded by Hill. Upon vote, the motion passed 7-0.

RESOLUTION 1662

- B. Discussion and possible action on the make-up of the consent agenda.

City Clerk Hobson explained the proposed change to add on personal matters and quarterly journal entries on the consent agenda. City Clerk Hobson indicated the Councilors will be able to remove items off the consent agenda for separate consideration. City Clerk Hobson informed the council it can be temporarily.

Councilor Hill recommended a 6-month temporary basis.

Councilor Hill moved to approve a 6-month trial basis on the make-up of the consent agenda. The motion was seconded by Rodriguez and upon vote, the motion passed 7-0.

- C. Resolution Establishing Appointive Officers.

City Clerk Hobson explained the proposed change to the City Attorney.

Councilor Rodriguez moved to approve the changes.

The motion was seconded by Mullen and upon vote, the motion passed 7-0.

RESOLUTION 1663

D. Discussion of 2018 Retreat.

City Clerk Hobson addressed the idea of having a one-day retreat in May and a one day retreat in July. He mentioned in May we don't have final figures like we do in July. Councilor Rogers suggested to wait until after the upcoming budget meeting to decide.

Mayor:

A. Consideration and approval to change the June 26, 2018 council meeting date and/or time.

Mayor Miller informed the Council the County Commission meeting will be held on the night of June 26, 2018. Mayor Miller recommended to reschedule the City Council meeting to June 25, 2018 at 6:00pm allowing councilors to attend the County Commission meeting.

Councilor Rogers moved to change the June 26, 2018 to June 25,2018. The motion was seconded by Hill and upon vote, the motion passed 7-0.

New or other business from Councilors

Councilor Rogers moved that in accordance with 10-15-1-H (2) and (7), the Council and Mayor go into executive session regarding the purchase or lease of real property. The motion was seconded by Councilor Rodriguez and upon roll call vote, with the following votes recorded:

Aye: Mayor Pro tem Florez, Councilors Madrid, Youtsey, Rogers, Rodriguez, Mullen, Hill.

Nay: None.

the motion passed 7-0.

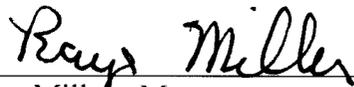
Council recessed to executive session at 6:35 p.m.

Council reconvened at 6.55 p.m.

Councilor Rodriguez moved that the only matters discussed in executive session pertained to the sale or lease of real property and no action was taken. The motion was seconded by Councilor Hill. Upon vote, the

motion passed 7-0.

There being no further business, the meeting was adjourned at 6: 57 pm on April 24th, 2018.



Raye Miller - Mayor

ATTEST:



Aubrey Hobson - City Clerk