

**MINUTES OF CITY COUNCIL MEETING
ARTESIA, NEW MEXICO
December 11, 2018**

The City Council of the City of Artesia, New Mexico met in the City Council Chambers at City Hall on Tuesday, December 11, 2018, at 6:00 p.m. in regular session with Mayor Raye Miller presiding, and the following present, to wit:

Bill Rogers	Kent Bratcher
Manuel Madrid Jr.	Jeff Youtsey
Terry Hill	George G. Mullen
Mayor Pro tem Luis Florez	

The following were absent:
Raul Rodriguez

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

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

New requests for City Facilities

None.

City Departments and Employees

None.

Special Reports

None.

Consent Agenda

Councilor Hill moved to approve the consent agenda. Councilor Rogers provided a second and upon vote, the motion carried 7- 0.

**CONSENT AGENDA
December 11, 2018**

- 1. Approval of Minutes**
November 13, 2018
November 26, 2018

2. Consideration of Bids:

- A. *Approval of award of bid for the Hermosa Dr. Project to Constructors Inc., Carlsbad, NM

3. Contracts, Leases and Agreements:

- A. *Approval of Airport Hangar Lease for Hangar No. 104 with Ross Duncan Properties, LLC

4. Appointments:

- A. Approval of the reappointment of Richard Price to the Planning & Zoning Commission (term to expire August 2020)
- B. Approval of the reappointment of Mike Deans to the Planning & Zoning Commission (term to expire August 2020)
- C. Approval of the reappointment of Paul Alvarez to the Planning & Zoning Commission (term to expire August 2020)
- D. Approval to appoint Hannah Hagelstein to the Historical Museum Commission (term to expire January 2020)

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

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

- A. Ratification of Mayor Miller's approval to Hire:

<u>Name</u>	<u>Department</u>	<u>Position</u>	<u>Rate of Pay</u>
1. Sergio Velo	Street	Equipment Operator I	\$2482 per month CA22
2. Kenneth Kilness	Fire	Firefighter/EMT-B	\$2809 per month CA22
3. Isaac Bejarano	Fire	Uncertified Firefighter	\$2482 per month CA22
4. Kiana Lucero	Fire	Uncertified Firefighter	\$2482 per month CA22
5. Mario Samaniego	Fire	Uncertified Firefighter	\$2482 per month CA22

- B. Promote:

<u>Name</u>	<u>Department</u>	<u>Position</u>	<u>Rate of Pay</u>
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|----|--------------|-------|----------------------|-----------------------|
| 1. | Adam Madrid | Fire | Lieutenant Paramedic | \$4537 per month CA33 |
| 2. | Drake Giacco | Fire | Lieutenant Paramedic | \$4537 per month CA33 |
| 3. | Luis Leon | Parks | Foreman | \$3025 per month CA30 |

C. Hire:

	Name	Department	Position	Rate of Pay
1.	Jacob Cobos	Wastewater	WW Assistant	\$2363 per month CA20
2.	Ashley Roberts	Police	Records Clerk	\$2037 per month CA14
3.	<u>Rigo Chavez</u>	Police	Corporal	\$4767 per month CA35
4.	Ricardo Serrano	Police	Police Officer Cert by Waiver	\$3178 per month CA325

Personnel Resignations, Hirings, Promotions, and Transfers (con't):

- D. Accept the resignation of Vernardo Romero, Water Technician, effective November 13, 2018
- E. Accept the resignation of Jonathon Harelson, Water Technician, effective December 7, 2018
- F. Accept the resignation of Devin Trujillo, Firefighter/EMT, effective December 15, 2018
- G. Accept the resignation of Eli Vasquez, Solid Waste Equipment Operator, effective December 14, 2018
- H. Accept the resignation of Chris Archuleta, Wastewater Assistant, effective December 28, 2018
- I. Permission to advertise and fill:
 - 1) Water Technician (Ratification of Mayor Miller's approval to post)
 - 2) Wastewater Assistant
 - 3) Solid Waste Equipment Operator

4) Parks Department Equipment Operator

6. Dates of Hearing:

- A. Approval to set a public hearing on January 8, 2019 for consideration of an ordinance for Case No. 18-11 Zone Change from General Residential District "R-2" to Business District "C". Tract 2 of the Beardemphl Land Division being 3.986 acres in size; Located in the SE1/4 SE1/4 of Section 13, T.17 S., R 25 E. within the Stonegate Subdivision with access onto Remington Street; Owner- Escudilla Drive LLC
- B. Approval to set a public hearing on January 8, 2019 for consideration of an ordinance for Case No. 18-12 Final Plat-West Grand Subdivision Phase 1 A proposed residential development consisting of 12 lots, Tracts A and B, right-of-way for a 25' wide and a 50' wide alley; Zoned "SA-2" Suburban Acreage-type 2; Located in the NW1/4 NE1/4 of Section 13, T.17 S., R.25 E. on the north side of the 2800-3200 block of W. Grand Ave.; Owner- Habitat for Humanity; Agent- Smith Engineering
- C. Approval to set a public hearing on January 8, 2019 for consideration of an ordinance for Case No. 18-13 Zone Change from Suburban Acreage -2 type "SA-2" to Single Family District "R1-B". Lots 1 through 12 and Tract B of West Grand Avenue Subdivision Phase 1; Located in the NW1/4 NE1/4 of Section 13, T.17 S., R.25 E. on the north side of the 2800-3200 block of W. Grand Ave.; Owner- Habitat for Humanity; Agent- Smith Engineering
- D. Approval to set a public hearing on January 8, 2019 for consideration of an ordinance for Amending Title 10-1-12, 10-3-1, 10-4-1, 10-4-2, 10-4-3, AND 10-5-2 of the Artesia City Code
- Purpose of the amendment is to distinguish a "Minor" subdivision from a "Major" subdivision by definition and process
- E. Approval to set a public hearing on January 8, 2019 for consideration of an ordinance replacing Ordinance No. 1024. Purpose of the amendment is to reference the New Mexico Existing Building Code, and extend the life of the International Property Maintenance Code, 2018 edition, by removing references to state statute and specific years and replacing with "latest edition of"
- F. Approval to set a public hearing on January 8, 2019 for consideration of an ordinance approving Case No. 18-14 A Vacation and Replat of the Replat Industrial Park of Artesia Phase III Block 4, Block 5 & Block 6. The creation of Tracts A and B and Lot 1A with the replat of Lots 1-5 of Block 3, Lot 1 of Block 4 and Lot 8 of Block 6 of the Replat Industrial Park of Artesia Phase III, Lots 2A and 3A of Block 4, Lots 4A and 5A of Block 5 and Lot 9A of Block 6 of the Industrial Park of Artesia-Phase III, and Tract 1 of the Lot 6A and 7A Artesia Industrial Park-Phase III; the designation of utility easements; and vacating public rights-of-way for a portion of Fletcher Road and all of Parkway Road, Parkland Road and Railway Avenue located in the Artesia Industrial Park; Owner- City of Artesia
- G. Approval to set a public hearing on January 8, 2019 for protest of the amendment to the delinquent utility liens

7. Travel and Training:

- A. Police – Permission for three (3) employees to attend the Street Crimes training in Roswell, NM
- B. Police – Permission for one (1) employee to attend the Advanced Roadside Impaired Driving Enforcement training in Carlsbad, NM

8. Routine Requests for City Facilities:

9. Routine Resolutions (to be assigned a number by staff):

- A. *Approval of 2019 Open Meetings Resolution

RESOLUTION 1686

10. Budgeted Items:

11. Quarterly Journal Entries

12. Non-budgeted Items:

13. *Payment of Bills:

- A. Approval to pay bills thru December 31, 2018

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

None.

Period for Hearing Visitors

Mr. Ignacio Mariscal wished the Council and Mayor a Merry Christmas and Happy New Year.

Comments from Public Officials and Contracted Services

None.

Committee Report

Planning

Councilor Madrid informed the Council the committee met and discussed adjusting the city codes and had discussion regarding the surplus properties.

Personnel

Human Recourse Director Sandi Countryman invited the council and Mayor to the employee luncheon on December 12th, 2018.

Public Safety

Police

Chief Kirk Roberts presented stats and stood for questions.

Councilor Bratcher commended Commander L. Smith for doing a great job at the neighborhood meeting for the 2100 block of Clayton Avenue.

Fire

Chief Kevin Hope presented stats and stood for questions.

Community Development

- A. Consideration and approval of recommendation from real estate review committee on surplus of real properties.

Community Development Director Jim McGuire informed the Council and Mayor of the offers for the surplus properties. Director McGuire stated 406 W. Missouri Avenue received two offers, and the final offer is \$3,500, he also stated 309 W. Cleveland Avenue received an offer of \$6,500. The Real Estate Review Committee recommended to Council to accept the offers on the properties.

Councilor Hill moved to approve the recommendation from Real Estate Review Committee on Surplus of Real Properties. Councilor Mullen provided a second and upon vote, the motion carried 7- 0.

- B. Consideration and approval of proposed declaration of surplus real properties.

Community Development Director Jim McGuire asked for approval to declare 816 W. Mann Avenue and Lot 1, Block 5 of the Tyles Addition surplus real properties.

Councilor Mullen moved to approve the proposed declaration of surplus real properties. Mayor Pro tem Florez provided a second and upon vote, the motion carried 7- 0.

Infrastructure Department

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

City Attorney

City Attorney Matt Byers wished everyone a Merry Christmas.

City Clerk

A. Records Destruction Certificate.

City Clerk Aubrey Hobson informed Council the annual records destruction certificate is just an informational item and once the records are destroyed he will provide a finalized list.

B. Records Retention Resolution.

City Clerk Aubrey Hobson informed Council the New Mexico Municipal League created a records and email retention schedule for municipalities and recommends Council to adopt the resolution.

Councilor Bratcher moved to approve the records retention resolution. Councilor Mullen provided a second and upon vote, the motion carried 7- 0.

RESOLUTION 1687

Mayor

A. Smith Engineering – City employee appreciation luncheon.

Mayor Raye Miller invited the Council to attend the employee luncheon provided by Smith Engineering on December 12, 2018.

New or other business from Councilors

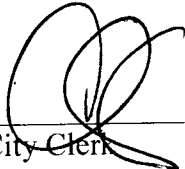
The Council wished everyone a Merry Christmas and Happy New Year.

There being no further business, the meeting was adjourned 6:34 p.m. on December 11th, 2018.



Raye Miller, Mayor

ATTEST:



Aubrey Hobson - City Clerk