

**MINUTES OF CITY COUNCIL MEETING
ARTESIA, NEW MEXICO
April 9th, 2019**

The City Council of the City of Artesia, New Mexico met in the City Council Chambers at City Hall on Tuesday, April 09th, 2019, at 6:00 p.m. in regular session with Mayor Raye Miller presiding, and the following present to wit:

George G. Mullen	Luis Florez
Jeff Youtsey	Bill Rogers
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.

City Departments and Employees

Patrol Commander Pete Quinones addressed the Council on training he attended at North Western University. Commander Quinones stated the management course is one of the top three in the nation and was ten weeks. Mr. Quinones also thanked Council and Chief Roberts for the opportunity to attend the management course.

Special Reports

A. RBC Capital - Report on the Bond refinancing.

Erik Harrigan of RBC Capital Markets gave an update regarding the Gross Receipt Bonds and Joint Utility Bonds. Mr. Harrigan stated the refunding was successful and the City saved a little over \$1.6 million.

B. Griego Professional Services - Presentation of the 17-18 City Audit and approval of a resolution accepting the 17-18 audit.

JJ Griego of Griego Professional Services LLC presented the Council with the 2017-2018 City audit report. Mr. Griego stated there are three reports he submitted, and there were only two findings in the audit, but they have been there over the years. The findings are regarding dated transactions and accounts receivable estimated allowance.

Councilor Rodriguez moved to approve the 2017-2018 audit. Councilor Hill provided a second and upon vote, the motion carried 7-0.

RESOLUTION 1698

Consent Agenda

Councilor Rodriguez moved to approve the consent Agenda as written removing items 5 G and 5 H 3 for separate consideration. Councilor Hill provided a second and upon vote, the motion carried 7-0.

CONSENT AGENDA April 9, 2019

1. **Approval of Minutes** **March 26, 2019 – CDBG Public Hearing**
March 26, 2019 – Regular meeting

 2. **Consideration of Bids:**

 3. **Contracts, Leases and Agreements:**
 - A. *Approval of Airport Hangar Lease with Donald Archer for Hangar No. 213
 - B. *Agreement to be the fiscal agent for the Artesia Chamber of Commerce for the "Museum Arts Project"

 4. **Appointments:**
 - A. Approval of the re-appointment of Jimmy Bustamante to the Woodbine Cemetery Board (*term to expire April 2021*)
 - B. Approval of the re-appointment of Pat Perez to the Woodbine Cemetery Board (*term to expire May 2021*)
 - C. Approval of the re-appointment of Gary Sims to the Planning and Zoning Commission (*term to expire April 2021*)
 - D. Approval of the re-appointment of Aleene Ivy to the Planning and Zoning Commission (*term to expire April 2021*)
 - E. Approval of the re-appointment of Dean Chumbley to the Planning and Zoning Commission (*term to expire April 2021*)
 - F. Approval of the re-appointment of Steve Moreno to the Planning and Zoning Commission (*term to expire April 2021*)

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

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

<u>Name</u>	<u>Department</u>	<u>Position</u>	<u>Rate of Pay</u>
1. John Perez	Solid Waste	Equipment Operator II	\$2808 per month CA25

B. Hire:

<u>Name</u>	<u>Department</u>	<u>Position</u>	<u>Rate of Pay</u>
1. Mike Perez	Water	Technician	\$2482 per month CA22
2. Rachel Martinez	F&A	Receptionist	\$2037 per month CA14

C. Accept the resignation of Danyle Romero, Solid Waste Equipment Operator, effective March 29, 2019

D. Accept the resignation of Aaron Gear, Police Officer, effective April 5, 2019

E. Accept the resignation of Louis Jaramillo, Planning and Zoning Administrator, effective April 12, 2019

F. Accept the resignation of Benny Casares, Water Operator, effective April 5, 2019

G. Accept the retirement of Peggy Swafford, Librarian, effective May 18, 2019 - **Removed for separate consideration**

H. Permission to advertise and fill:

- 1) Solid Waste Equipment Operator
- 2) Street Department Equipment Operator
- 3) Planning and Zoning Administrator (ratification of Mayor Miller's approval to post)
Removed for separate consideration
- 4) Water Technician
- 5) Librarian

6. Dates of Hearing:

7. *Travel and Training:

- A. Executive and Planning – Permission to attend the Community Revitalization and Brownfields workshop in Ruidoso, NM
- B. Wastewater – Permission for one (1) employee to attend the NMWWA Northern School in Espanola, NM
- C. F&A – Permission for two (2) employees to attend the How to Supervise People training in Roswell, NM

- D. Fire – Permission for three (3) employees to attend the Fire-Rescue Med conference in Las Vegas, NV
- E. Water – Permission for one (1) employee to attend the NMWWA Northern School in Espanola, NM
- F. Police – Permission for one (1) employee to attend the Animal Cruelty Investigations training in Albuquerque, NM
- G. Police – Permission for one (1) employee to participate in the Front Desk Safety and Security webinar

8. Routine Requests for City Facilities:

- A. *First United Methodist Church – request use of Woodbine Cemetery on Sunday, April 21, 2019 from 6:00 am – 7:00 am for their Annual Easter Sunrise Service
- B. *Pecos Valley Baptist Association – request use of Veteran's Park on Thursday, May 2, 2019 from 12:15 pm – 12:45 pm for the 2019 National Day of Prayer
- C. *Elidia Bolanos representing Senior Salute – request a waiver of fees for use of the Artesia Recreation Center the week of May 20-25, 2019 for the Annual Senior Salute after graduation celebration

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

Consent Agenda – Item #5 G

Accept the retirement of Peggy Swafford, Librarian, effective May 18, 2019.

Councilor Rodriguez commended Peggy Swafford and congratulated her on her retirement and wished her good luck.

Consent Agenda – Item #5 H 3

Planning and Zoning Administrator (ratification of Mayor Miller's approval to post)

Councilor Hill asked to refer the item to the personnel committee for discussion.

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

F. Infrastructure

Councilor Hill stated the Infrastructure Committee met regarding the take home vehicle policy.

Personnel

Human Resource Director Sandi Countryman stood for questions.

Public Safety

Police

Police Chief Kirk Roberts presented stats and stood for questions.

- A. Consideration and approval to donate four (4) Taser X-2s, batteries and accessories to the Torrance County Sheriff's Office.

Chief Roberts stated the Police Department has a contract to replace the tasers every five years and the tasers to be donated have already been replaced with new ones.

Councilor Rodriguez moved to approve the donation of four tasers to Torrance County Sheriff's office. Councilor Mullen provided a second and upon vote, the motion carried 7-0.

Fire

Fire Chief Kevin Hope stood for questions.

- A. Consideration and approval to donate thirty-seven (37) Honeywell self-contained breathing apparatus to Hope Volunteer Fire Department.
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Kevin Hope reported the Honeywell self-contained breathing apparatus are not being used by the Fire Department and have been sitting in storage for five years, Chief Hope also mentioned the Hope Volunteer Fire Department have been using the same equipment for the past twenty-five years.

Councilor Rodriguez moved to donate thirty-seven (37) Honeywell self-contained breathing apparatus to Hope Volunteer Fire Department. Councilor Hill provided a second and upon vote, the motion carried 7-0.

Community Development

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

Infrastructure Department

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

A. Discussion of utility rates

Director Landfair gave an update regarding the utility rates. Director Landfair stated he will be doing reports on the water production and usage.

City Attorney

City Attorney Matt Byers informed the Council he will be absent at the April 23rd, 2019 meeting.

City Clerk

City Clerk Aubrey Hobson stood for questions.

A. Budget Adjustment Resolution for the Aquatic Center Operation through June 30, 2019.

City Clerk Hobson stated there will be additional adjustments to the Aquatic Center Operations budget.

Councilor Rogers moved to approve the budget adjustment resolution as amended for the Aquatic Center operation through June 30, 2019. Councilor Rodriguez provided a second and upon vote, the motion carried 7-0.

RESOLUTION 1699

Mayor

Mayor Raye Miller reported he was approached to discuss solar powered projects for City property.

New or other business from Councilors

There being no further business, the meeting was adjourned at 7:09 p.m. on April 9th, 2019.

Raye Miller
Raye Miller - Mayor

ATTEST:

Aubrey Hobson
Aubrey Hobson - City Clerk