

**MINUTES OF CITY COUNCIL MEETING  
ARTESIA, NEW MEXICO  
February 8, 2022**

The City Council of the City of Artesia, New Mexico met in the City Council Chambers at City Hall on Tuesday, February 8, 2022 at 5:00 p.m. in regular session with Mayor Raye Miller presiding, and the following present to wit:

Mayor Pro Tem Hill	Kent Bratcher
Sam Hagelstein	Raul Rodriguez
Ignacio Mariscal	Jarrod Moreau
George Mullen	

Also, present:  
Summer Valverde, City Clerk/Treasurer  
City Attorney Jay Francis

Mayor Miller stated that Councilor Youtsey would be joining us at about 5:30. It was determined that a quorum was present. The invocation was given by Councilor Rodriguez and all joining in the Pledge of Allegiance.

**New Requests for City Facilities:**

None.

**City Departments and Employees**

None.

**Special Reports**

None.

**Consent Agenda**

Councilor Rodriguez made a motion to approve the consent agenda as written. Second by Councilor Moreau and upon vote, the motion carried 7-0.  
Councilor Rodriguez made a comment on Item 5.) G and would like to thank Commander Beasley for his community service and wished him well in his next endeavor.

**CONSENT AGENDA**  
**February 8, 2022**

1. **Approval of Minutes** \*January 25, 2022

2. **Consideration of Bids:**

3. **Contracts, Leases and Agreements:**

A. \*Approval of the 2021/2022 Outside Request PSAs

- 1) Artesia Advocacy/Chaves County CASA 02082022-1 (\$12,500)
- 2) Artesia Paws and Claws PSA Number 02082022-2 (\$4,990.50)
- 3) Artesia Clean & Beautiful PSA Number 02082022-3 (\$21,250)
- 4) Artesia Main Street PSA Number 02082022-4
  - a) For Downtown and Community Revitalization services not to exceed (\$21,375)
  - b) For MainStreet holiday expenses (\$9,975)
  - c) For MainStreet maintenance expenses (\$25,250)
  - d) For Greenway Project expenses (\$20,000)
- 5) Artesia Community Crime and Drug Coalition PSA Number 02082022-5 (\$7,500)
- 6) Artesia Department of Development PSA Number 02082022-6 (\$17,500)
- 7) Greater Artesia Foundation/dba My Neighborhood PSA Number 02082022-7 (\$8,000)

4. **Appointments:**

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

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.	<u>Jonathan Reese</u>	Community Development	Code Enforcement Officer I	\$2700 per month CA25

B. \*Promote:

1.	<u>David Rodriguez</u>	Police	Commander	\$6407 per month CA43
2.	<u>Jamie Imai</u>	Police	Sergeant	\$5467 per month CA39

C. Accept resignation of Carlos Rodriguez, Cemetery Equipment Operator, effective February 1, 2022

D. Accept the resignation of Chad Boadway, Apprentice Mechanic, effective February 9, 2022

E. Ratification of approval to advertise and fill Cemetery Equipment Operator

F. Permission to advertise and fill Apprentice Mechanic position

G. Accept the retirement of John Beasley, Police Commander, effective March 31, 2022

6. **Dates of Hearing:**

7. **\*Travel and Training:**

A. Police – Permission for one (1) employee to attend the 2022 National School Safety Conference in Aurora, CO

B. Police – Permission for one (1) employee to attend the Police Use of Force – Officer Involved Lethal Force Investigations training in Hobbs, NM

- C. Police – Permission for four (4) employees to attend the Background Investigations training in Artesia, NM
  - D. Facilities Maintenance – Permission for one (1) employee to attend the Electrical Troubleshooting & Preventive Maintenance Seminar in Denver, CO
  - E. Police – Permission for one (1) employee to participate in the Death Investigation online training
7. **\*Travel and Training (con't):**
- F. Wastewater – Permission for one (1) employee to participate in the NM Rural Water Association online line courses Basic Wastewater and Pump & Motor Maintenance
  - G. Library – Permission for one (1) employee to attend the Adult & Pediatric CPR/AED/First Aid training in Albuquerque, NM
  - H. Police – Permission for one (1) employee to attend the NM Legislative Session in Santa Fe, NM
8. **Routine Requests for City Facilities:**
9. **Routine Resolutions (to be assigned a number by staff):**
- A. \*Approval of Resolution to Adopt Procurement Code for CDBG Grant Program
10. **Budgeted Items:**
11. **Quarterly Journal Entries:**
12. **Non-budgeted Items:**
13. **\*Payment of Bills**

**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:**

- A. Budget and Finance – Had a meeting.
- B. Personnel – Is extremely thankful for the leadership of Ms. Countryman.
- C. Police and Fire – None.
- D. Planning (*Project Management, Code Enforcement, Permits and Inspections*) – Held a meeting last Thursday that will be discussed later.

- E. Recreation – Sign up for Summer recreation programs are still going on. They need to get prepared for Summer rec and the advertisement out.
- F. Facility Maintenance) – Will try and get a meeting set up for next week or the week after.
- G. Government – None.

## Personnel

- A. \*Discussion, and possible action, for consideration/reconsideration of half time/full time Code Enforcement Officer. With action on this position, we would also eliminate the position of Planning & Zoning Administrator.

Sandi stated that there has been some confusion over the second position in Code Enforcement and what can be done with the second position that Community Development has asked for and would like to bring that discussion up again. Mayor Miller stated what he would like is clarification from Council through an action as to whether we are recommending on the additional position being part-time and also we are planning on taking the Planning Administrator position out. Additionally, it is up to Council on whether we would make a motion if it is a part-time, full-time, or either-or position. Community Development Director Jim McGuire stated that it is his understanding that the position is budgeted for full-time and that we could advertise for part or full-time but some of the Councilors thought it was budgeted for part-time.

Councilor Rodriguez made a motion for reconsideration of the Code Enforcement Officer full-time position for discussion. Second by Councilor Bratcher.

Councilor Bratcher stated that for those on the Personnel Committee he was under the impression that it was a part-time position and that at the previous meeting the assumption was that he voted for a part-time position; he knows that the money is budgeted as full-time and that we could go for a full-time position. Councilor Hagelstein stated from his recollection from the Council meeting he was thinking that we approved it the same as the IT position primarily because there were not full-time applicants so it was thought by advertising for a part-time applicant there might be a different pool. So that we were going to approve a full-time with direction to search for a part-time initially and should there not be success they would be able to hire full-time. Councilor Rodriguez stated that he agreed with Councilor Hagelstein. Councilor Mullen stated that his understanding was that we were trying to replace Jesse's as a full-time position but that the second position of Planning Administrator we were dropping and looking at making the Code Enforcement position part-time that could eventually lead to full-time if necessary. Mayor Pro Tem Hill's understanding was that Jim had requested a second Code Enforcement Officer and it was decided that we were going to have a part-time as well.

Councilor Rodriguez made a motion to withdraw his motion. Second by Councilor Bratcher and upon vote, the motion passed 7-0.

Councilor Rodriguez made a motion to fund a Code Enforcement position at full-time advertised as part-time employee. Second by Mayor Pro Tem Hill and upon vote, the motion passed 7-0.

B. \*Safety stats

Sandi stated that they have the stats and will have a change that did not get on the report that she received today there was another single car accident where police patrol was damaged that will be on the next report.

Human Resource Director Sandi Countryman stood for questions.

**Public Safety**

**Police Department:**

Police Chief Roberts greeted everyone and stated that stats are normal. There are 8 people in background for hiring. Chief Roberts then stood for questions. Councilor Bratcher stated that since the retirement of Commander Beasley who would be filling the SRO position. Chief Roberts stated that it would be filled by Jeff Letcher as Commander.

**Fire Department:**

Fire Chief Hope greeted the Mayor and Council and has nothing on the agenda that and call volume is the same as it has been throughout the year.

**Community Development**

Community Development Director Jim McGuire greeted the Mayor and Council and stated that the stats are in the packets. Jim stated that at their meeting they discussed a couple of properties, one in Industrial Park that they are having an issue there; they still need to discuss how to handle because of the history before bringing to Council. Jim then stood for questions. Councilor Bratcher asked about the status on a burn house on Dallas St. Jim replied that the property is going to be demolished.

**Infrastructure**

Infrastructure Director Byron Landfair greeted the Mayor and Council and stated that he does not have anything before us tonight, just a couple of updates. The Freeman line is completed, 20<sup>th</sup> Street went from the start of March to later in March which they are having trouble sourcing materials, the contractor will let him know within the next couple of weeks when the materials will be on hand to have an official start date. Byron then stood for questions.

**City Attorney**

None.

## City Clerk

### A. \*Consideration and approval of a Budget Adjustment Resolution

City Clerk/Treasurer Summer Valverde presented a Budget Adjustment Resolution - 1782 for consideration and approval. Then stated that she also has the adjustment for a position in there.

Councilor Bratcher made a motion to approve Budget Adjustment Resolution – 1782 for approval. Second by Councilor Mullen and upon vote, the motion passed 7-0.

## RESOLUTION - 1782

## Mayor

### A. Bureau of Land Management (BLM) shooting range concept

Mayor Miller spoke on the BLM shooting range concept and stated that many people were on the call around the area to be used for a shooting range that they might have money to develop the land. It is not anywhere near City limits and the City is not the managing party. The Mayor thought if the city showed enthusiasm it would be good. Mayor Miller asked if there were any questions about the BLM shooting Range Concept. Mayor Pro Tem Hill stated it would be an exciting concept and has been on the agenda for many years and with the proper guidelines and partnership it would take care of the mess that is out there. Councilor Moreau stated that he is excited to hear about this as being an avid shooter; is extremely interested and has been asked quite a bit about this. Additionally, would like to know if anyone would want to start a non-profit group to help maintain and do something like this. Mayor Miller stated he would meet with County Manager Davis and John Henry and mention on the radio tomorrow of this project if they would want to express support.

### B. Executive session: In accordance with the State of New Mexico Open Meetings Act, Section 10-15-1-(H)(7):

#### 1. Pending Litigation

5:44 PM Councilor Rodriguez made a motion to go into Executive Session in accordance with the State of New Mexico Open Meeting Act. Second by Councilor Moreau and upon rollcall vote, the motion passed 8-0.

5:52 PM Councilor Rodriguez made a motion to come out of Executive Session pending litigation was discussed no action taken in accordance with the State of New Mexico Open Meeting Act. Second by Councilor Hagelstein and upon vote, the motion passed 8-0.

### C. Action as a result of executive session

Councilor Rodriguez made a motion for the City of Artesia to join the Attorney General's proposed settlement agreement. Second by Councilor Moreau and upon vote, the motion was

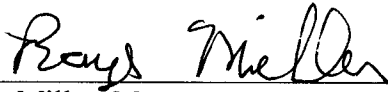
passed 8-0. Mayor Miller stated that Summer would be in charge of notifying the Attorney General of our action.

**New or other business from Councilors**

Councilor Mullen thanked Summer and Cynthia for all the work with the election process and thinks they are doing an outstanding job. Councilor Rodriguez thanked all the City employees and the candidates that are here tonight listening to how the meeting is conducted and if there are any questions to please feel free to ask.

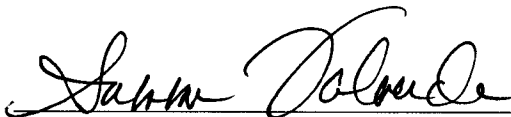
**Adjournment**

There being no further business, the meeting was adjourned at 5:55 p.m. On February 8, 2022.



\_\_\_\_\_  
Raye Miller, Mayor

ATTEST:



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Summer Valverde - City Clerk/Treasurer