

**MINUTES OF CITY COUNCIL MEETING
ARTESIA, NEW MEXICO
March 22, 2022**

The City Council of the City of Artesia, New Mexico met in the City Council Chambers at City Hall on Tuesday, March 22, 2022 at 5:00 p.m. in regular session with Councilor Rodriguez presiding, and the following present to wit:

Kent Bratcher	Jarrod Moreau
Sam Hagelstein	Jeff Youtsey
Ignacio Mariscal	George Mullen

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

Absent:
Mayor Miller
Mayor Pro Tem Hill

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 Hagelstein made a motion to approve the consent agenda as written. Second by Councilor Bratcher and upon vote, the motion carried 6-0.

**CONSENT AGENDA
March 22, 2022**

1. **Approval of Minutes** *March 8, 2022
2. **Consideration of Bids:**
3. **Contracts, Leases and Agreements:**
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>Brian Shetterly</u>	Wastewater	Assistant	\$2507per month CA22
2. <u>Michael Ingram</u>	Wastewater	Assistant	\$2507 per month CA22
 - B. Accept the resignation of Jason Decker, Police Corporal, effective March 21, 2022
 - C. Accept the resignation of Noel Carlos, Wastewater Assistant, effective March 22, 2022
 - D. Accept the resignation of Justin Hack, Apprentice Mechanic, effective March 18, 2022
 - E. Accept the resignation of Kathryn Webb, Librarian, effective March 29, 2022
 - F. Permission to advertise and fill position for item 5D
 - G. Ratification of approval to advertise and fill position for item 5E
 - H. Reclassification: Clerk I/II currently performing payroll will be reclassified: Benefits/Payroll Technician II – pulling benefits from the A/P Clerk and assigning it to the new position, along with payroll. This will eliminate the new position approved and funded in the mid-year budget and reduce the A/P Clerk to part time
 - I. Approval of a Resolution for the Revised Comp schedule
 - J. Request permission to fill the Accounts Payable position (at ½ time)
6. **Dates of Hearing:**
 - A. Approval of a public hearing on April 12, 2022 for consideration and approval of an ordinance for Case No. 22-05: Smith Subdivision, Block 4 Vacation. A vacation plat of the Smith Subdivision, Block 4, including the alley between Roselawn Avenue and 4th Street, and between Logan Avenue and Cannon Avenue; Location: 1105 N. Roselawn Avenue; Legal: Smith Subdivision, Block 4; Owners: Our Lady of Grace Parish, Artesia, Inc., and City of Artesia
 - B. Approval of a public hearing on April 12, 2022 for consideration and approval of an ordinance for Case No. 22-04: Special Use Permit for Retail Cannabis Dispensary. A special use permit for a retail cannabis dispensary; Location: 501 S. 1st Street; Legal: Blair Addition, Block 9, Lots 1 and 3, North 50' of Lots 2 and 4, Vacated Alley, and South 40' of Vacated Missouri Avenue; Owner: Morton Family Trust
7. ***Travel and Training:**
 - A. Police – Permission for one (1) employee to attend the FBI LEEDA command training in Las Cruces, NM
 - B. Police – Permission for one (1) employee to attend the Field Training Officer (FTO) training in Roswell, NM

- C. Police – Permission for one (1) employee to participate in the online Street Survival Calibre Press training
- D. Police – Permission for one (1) employee to attend the Leadership for Troubling Times training in Albuquerque, NM
- E. Police – Permission for one (1) employee to attend the Detective and New Criminal Investigator training in Albuquerque, NM
- F. F&A – Permission for one (1) employee to participate in the online Payroll Law seminar

8. Routine Requests for City Facilities:

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

10. Budgeted Items:

11. Quarterly Journal Entries:

12. Non-budgeted Items:

- A. *Accept donation of items to the Artesia Aquatic Center (list provided) from the Artesia Aquatic Center Foundation

13. *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 an ordinance for Case No. 22-03: Final Plat for Campbell Summary Division (County). A final plat for 5 lots; Location: 117, 119 and 121 E. Compress Road; Legal: The east 50 feet for the W ½ E ½ NW ¼ of the Section 33, and that part of the E ½ E ½ NW ¼ of Section 33, in Township 16 South, Range 26 East, N.M.P.M., Eddy County, New Mexico; Owners: Elvira and Charles M. Campbell

Community Development Director Jim McGuire presented the consideration and approval of Ordinance – 1096, Case No. 22-03 for property on 121 E. Compress Road to make 3 lots out of them each a little over an acre and the County will need to assign the addresses. Jim stated that the Planning & Zoning Commission and staff are unanimously in approval of this request.

Councilor Hagelstein made a motion to approve Ordinance – 1096 Case No. 22-03 Final Plat for Campbell Summary Division (County). Second by Councilor Mullen and upon rollcall vote, the motion passed 6-0.

ORDINANCE – 1096

Period for Hearing Visitors

None.

Comments from Public Officials and Contracted Services

None.

Committee Reports:

- A. Budget and Finance – Held a 3-hour meeting last Friday with Mayor Elect Jon Henry attending.
- B. Personnel – None.
- C. Police and Fire – None.
- D. Planning (*Project Management, Code Enforcement, Permits and Inspections*) – None.
- E. Recreation – Have Ideas and Basketball games going on.
- F. Facility Maintenance) – Met last Thursday about North Park.
- G. Government – None.

Personnel

Human Resource Director Sandi Countryman stood for questions.

Public Safety

Police Department:

Police Chief Roberts greeted everyone, has nothing on the agenda and stood for questions. Councilor Moreau wanted to know why there is a lot of training being held February through May. Chief Roberts replied that there is a lot of classes being offered after the holidays. Also, stating that the budget is set-up based on needs of the department. Additionally, based on training needs and justification. Councilor Rodriguez asked the Chief if information is shared when they get back from trainings. Chief Roberts stated they do trainings and touch on and share what was learned.

Fire Department:

Fire Chief Hope greeted everyone, stated he has nothing on the agenda and then stood for questions.

Community Development

Community Development Director Jim McGuire has nothing on the agenda and then stated there may be an appeal about a business license on Main St. that wants to sell packaged products and drinks. Jim stated that if more than packaged products are sold there are issues of parking and traffic. They will need to be put on the agenda for April and will wait for the new Council. Jim then spoke on North Park having a camper that is blocking the alley and they have been trying to determine who is the owner.

Infrastructure

Infrastructure Director Byron Landfair greeted everyone and has nothing on the agenda. Byron gave updates on the 20th Street project that they are still waiting on delivery date for materials.

The intersection between Hermosa and 1st are still waiting for the control switch and are estimating another six weeks. The 2016 annexed North Park utilities need to be put in before utility is taken over and the roads will be paved at a later time. Byron then stood for questions. Councilor Rodriguez asked if the Colonius money has been expired? Bryon stated that they have used the 1st half and are on the 2nd.

City Attorney

None.

City Clerk

City Clerk/Treasurer Summer Valverde stated that the budget process has been started and a meeting has been set-up for tomorrow with the Budget Committee. In addition, April 1st will be swearing-in of Elected Officials. Summer then stood for questions. Councilor Moreau asked what is the GRT? Summer replied 1.935.

Mayor

None.

New or other business from Councilors

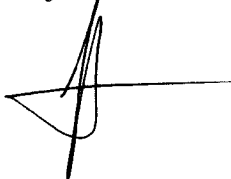
Councilor Youtsey wished good luck to Councilor Bratcher and then stated he enjoyed working with him.

Councilor Bratcher stated that he prays for everyone and the decisions made and wishes all the luck in the world.

Councilor Rodriguez wants to wish everyone well and looks forward to a new beginning and chapter. Then thanked everyone for their leadership and effort.

Adjournment

There being no further business, the meeting was adjourned at 5:30 P.M. On March 22, 2022.

Jon Henry for Raye Miller 
Raye Miller, Mayor

ATTEST:

Summer Valverde
Summer Valverde - City Clerk/Treasurer