

**MINUTES OF CITY COUNCIL MEETING
ARTESIA, NEW MEXICO
March 28, 2017**

The City Council of the City of Artesia, New Mexico met in the City Council Chambers at City Hall on Tuesday, March 28, 2017 at 6:00 p.m. in regular session with Mayor Phillip Burch presiding, and the following present to wit:

Luis Florez	Kent Bratcher
Terry Hill	Nora Sanchez
Manuel Madrid Jr.	Jeff Youtsey
Raul Rodriguez	

The following were absent:

Bill Rogers

Also present:

Joanne Jones, Records Supervisor – filling in for Aubrey Hobson, City Clerk
John Caraway, City Attorney

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

Consent Agenda

Councilor Rodriguez moved to approve the Consent Agenda as written with one correction to the March 14th, 2017 Minutes regarding an incorrectly listed Councilor name. The motion was seconded by Mayor Pro Tem Hill and upon vote, the motion passed.

The consent agenda includes:

**CONSENT AGENDA
March 28, 2017**

1. **Approval of Minutes:** *March 14, 2017
2. **Consideration of Bids:**
3. **Contracts, Leases and Agreements:**
4. **Appointments:**
5. **Resignations:**
 - A. Accept the resignation of Dwayne Oliver, Wastewater Operator, effective March 17, 2017
6. **Dates of Hearing:**
7. ***Travel and Training:**
 - A. Police – Permission for one (1) employee to attend the Law Enforcement Coordinators' Symposium in Albuquerque, NM

- B. Fire – Permission for one (1) employee to attend the Paramedic Refresher course in Ruidoso, NM
- C. Police – Permission for one (1) employee to attend the Pepperball Instructor/Armorer training in Artesia, NM
- D. Fire – Permission for eleven (11) employees to attend the Fire Academy Burns & Written Exam in Socorro, NM

8. Routine Requests for City Facilities:

- A. *First United Methodist Church – Request to use Woodbine Cemetery on Sunday, April 16, 2017 from 6:00 am – 6:45 am for Easter Sunrise Service. *Contingent upon proof of insurance*
- B. *Pecos Valley Baptist Association – Request to use Veteran's Memorial Park on Thursday, May 4, 2017 from 12:15 pm – 12:45 pm for National Day of Prayer 2017
- C. Ratification of Mayor Burch's approval for a standby ambulance for the NM High School and Junior High School Rodeo Association's Rodeo held on March 25 and 26, 2017 at the Eddy County Fairgrounds and waiver of fees.

9 Budgeted Items:

10. Non-budgeted Items:

11. *Payment of Bills

Public Hearings:

There were no scheduled public hearings.

Visitors:

Vernon Nelson addressed the council regarding the restrooms at Jaycee Park near the girls' softball area. He stated that the restrooms have been locked and the girls have been unable to use them. Mayor Burch and Public Works Director Byron Landfair explained that during the season the softball organization should oversee the facilities but that the city would look into the issue and assured Mr. Nelson that the problem would be corrected.

Committee Reports:

Planning

Mayor Phillip Burch discussed the adoption of the Fair Housing Proclamation that would recognize April as Fair Housing Month. Mayor Burch indicated that the proclamation would be signed within the week.

Recreation

Councilor Rodriguez discussed the recently ended Basketball program and was appreciative of the efforts and outcome of the program. Councilor Rodriguez indicated that the program has become popular and as a result, there is limited space for spectators.

Infrastructure

Mayor Pro Tem Hill reported that the committee is continuing to meet regarding the water rate issue.

Government

Mayor Burch informed the council of the recent Legislative session in which the Budget bill was rejected and would be brought back to session. Mayor Burch also indicated that House Bill No. 174 Local Election Act had passed but that it had been amended to allow municipalities to opt out. Mayor Pro Tem Hill inquired about how council elections would be affected if the municipality did not opt out. Mayor Burch indicated that election years would change from even to odd years and some councilors terms would be affected until the following cycle.

Personnel

Hiring

A.

1. Mayor Pro Tem Hill moved, upon recommendation of the Mayor, to hire Aaron Marquez to the position of Equipment Operator II, at a salary of \$2406 per month (CA25), subject to the successful completion of required pre-employment testing. The motion was seconded by Councilor Rodriguez and upon vote, the motion passed.

2. Councilor Rodriguez moved, upon recommendation of the Mayor, to hire Brenda Meek to the position of Equipment Operator I, at a salary of \$2234 per month (CA22), subject to the successful completion of required pre-employment testing. The motion was seconded by Mayor Pro Tem Hill and upon vote, the motion passed.

3. Councilor Rodriguez moved, upon recommendation of the Mayor, to hire Sarah Jones to the position of Librarian II, at a salary of \$2951 per month (CA29), subject to the successful completion of required pre-employment testing. The motion was seconded by Mayor Pro Tem Hill and upon vote, the motion passed.

4. Councilor Rodriguez moved, upon recommendation of the Mayor, to hire Marcella Sanchez to the position of Certified Police Officer, at a salary of \$3849 per month (CA32), subject to the successful completion of required pre-employment testing. The motion was seconded by Councilor Florez and upon vote, the motion passed. There was discussion regarding Marcella Sanchez's starting rank.

Promotion

B.

1. Mayor Pro Tem Hill moved to promote Anthony Urban to the Position of Equipment Operator I, at a salary of \$2234 per month (CA22). The motion was seconded by Councilor Rodriguez and upon vote, the motion passed.

Openings

C.

1. Councilor Rodriguez moved to advertise and fill the vacant position of Wastewater Operator. The motion was seconded by Mayor Pro Tem Hill and upon vote, the motion passed.

2. Councilor Rodriguez moved to advertise and fill the vacant position of Wastewater Assistant. The motion was seconded by Mayor Pro Tem Hill and upon vote, the motion passed.

Other

Mayor Burch requested an update on an ongoing Information Technology Project. IT Administrator Aaron Jones provided the update stating that there had been more issues with the fiber lines than was anticipated but hoped to complete the project by the end of the week.

Public Safety

Police

Chief Don Raley had no items on the agenda but stood for questions.

A. Fire

Chief Kevin Hope had no items on the agenda but stood for questions.

Mayor Pro Tem Hill requested an update on the use of the new training tower. Chief Hope indicated that the inspection had taken place as well as a few live burns. He also indicated that the cadets had been rope training in the new tower as well.

Community Development

Community Development Director Jim McGuire had no items on the agenda but stood for questions.

Mayor Burch requested an update on the Roselawn Manor project. Director McGuire indicated that the weatherproofing should be completed by May and that they expect to fill up with tenants by September. He also indicated that the project is ahead of schedule.

Councilor Florez relayed constituent concerns regarding soil and drainage in residential streets due to the construction on the Roselawn Manor project. Director McGuire indicated that he would apprise the contractor of the concerns but that there was still cleaning and fixing to be done and the problem may be corrected during that time.

Mayor Burch requested information on the re-direction of water drainage for the Roselawn Manor project. Public Works Director Byron Landfair explained the layout of the storm drains and how it would pertain to the project.

Councilor Youtsey inquired as to whether applications were yet available for tenants. Director McGuire indicated that they were not yet accepting applications but that a waiting list for tenants had been started.

Councilor Sanchez requested the name of a contact person for tenant waiting lists. Director McGuire indicated that he would inquire about that information.

Infrastructure Department

Public Works Director Byron Landfair gave progress reports on the ongoing City projects and stood for questions.

Mayor Burch requested information regarding possible State or Federal funding for the North Park sewer line extension. Director Landfair indicated that the project was unlikely to receive funding from those institutions.

Councilor Sanchez inquired about the viability of putting in new lights at the Eagle Draw walkway. Director Landfair indicated that there isn't currently sufficient funding for the project but that it would likely be part of next year's budget consideration.

Mayor Burch requested information on the status of the Landfill area currently being classified by the State. Director Landfair indicated that the NM Environment Division has not officially classified it yet but when they do, they will inform the City of Artesia on the proper procedures to deal with it. Mayor Burch indicated that he would discuss the issue with the Environmental Protection Agency in May at the 2017 Chamber of Commerce Economic Development conference in Washington.

City Attorney

City Attorney Caraway stood for questions.

City Clerk

A. Records Supervisor Joanne Jones requested consideration and approval of a resolution to Adopt Required Community Development Block Grant Policies.

Mayor Pro Tem Hill moved to approve the resolution to Adopt Required Community Development Block Grant Policies. The motion was seconded by Councilor Rodriguez and upon vote, the motion passed.

RESOLUTION NO. 1629

B. Records Supervisor Jones requested consideration and approval of a Residential Anti-Displacement and Relocation Assistance Plan and Certification Resolution.

Councilor Rodriguez moved to approve the Residential Anti-Displacement and Relocation Assistance Plan and Certification Resolution. The motion was seconded by Mayor Pro Tem Hill and upon vote, the motion passed.

RESOLUTION NO. 1630

C. Records Supervisor Jones requested consideration and approval of a Citizen Participation Plan Resolution.

Councilor Rodriguez moved to approve the Citizen Participation Plan Resolution. The motion was seconded by Councilor Florez and upon vote, the motion passed.

RESOLUTION NO. 1631

D. Records Supervisor Jones requested consideration and approval of a resolution to Adopt Procurement Code.

Councilor Rodriguez moved to approve the resolution to Adopt Procurement Code. The motion was seconded by Mayor Pro Tem Hill and upon vote, the motion passed.

RESOLUTION NO. 1632

E. Records Supervisor Jones requested consideration and approval of a Section 3 Plan Resolution.

Councilor Rodriguez moved to approve the Section 3 Plan Resolution. The motion was seconded by Mayor Pro Tem Hill and upon vote, the motion passed.

RESOLUTION NO. 1633

F. Records Supervisor Jones requested consideration and approval of a resolution recognizing April as Fair Housing Month.

Councilor Rodriguez moved to approve the resolution recognizing April as Fair Housing Month. The motion was seconded by Mayor Pro Tem Hill and upon vote, the motion passed.

RESOLUTION NO. 1634

Records Supervisor Jones stood for questions.

New or other business from Councilors

Councilor Florez expressed pleasure at the return of Councilors who had been previously absent.

Councilor Sanchez discussed constituent inquiries as to a City run swimming pool and recycling program.

Councilor Rodriguez extended his thanks to local businesses and their handling of the influx of new people due to the turnaround in the oil industry.

Councilor Youtsey relayed a compliment from a constituent who indicated that they had been treated wonderfully in the City of Artesia.

Mayor Pro Tem Hill congratulated Councilor Florez on his pending retirement after 37 years with Parks Service.

There being no further business, the meeting was adjourned at 6:48 p.m. on March 28, 2017.



Mayor

ATTEST:



City Clerk