

**MINUTES OF CITY COUNCIL MEETING
ARTESIA, NEW MEXICO
June 27, 2017**

The City Council of the City of Artesia, New Mexico met in the City Council Chambers at City Hall on Tuesday, June 27th, 2017 at 6:00 p.m. in regular session with Mayor Phillip Burch presiding, and the following present to wit:

Kent Bratcher	Bill Rogers
Terry Hill	Luis Florez
Manuel Madrid Jr.	Jeff Youtsey
Raul Rodriguez	

The following were absent:

Nora Sanchez

Also present:

John Caraway, City Attorney
Aubrey Hobson, City Clerk/Treasurer

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

New Requests for City Facilities

There were none

City Department and Employees

Community Development Director, Jim McGuire reported the new electrical inspector had begun work and both the contractors and the State were pleased.

Consent Agenda

Councilor Rodriguez moved to approve the consent agenda pulling item 5 (B), Councilor Rogers seconded and upon vote the motion passed.

Item 5 (B) Councilor Rodriguez asked if duties of Mr. Chavarria have been covered to which the Human Resources Director answered in the affirmative. A motion was made by Councilor Rodriguez with a second by Councilor Rogers to approve Item 5(B). Upon vote, the motion passed 7-0.

The consent agenda includes:

**CONSENT AGENDA
June 27, 2017**

- 1. Approval of Minutes:** *June 13, 2017
- 2. Consideration of Bids:**

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

4. **Appointments:**

5. **Resignations:**

- A. Accept the retirement of Clifford Steece, Solid Waste Equipment Operator, effective June 12, 2017
- B. Accept the resignation of Guy Chavarria, Police Corporal/Bailiff, effective June 13, 2017
- C. Accept the retirement of Pete Esquibel, Mechanic, effective June 30, 2017

6. **Dates of Hearing:**

7. ***Travel and Training:**

- A. Police – Permission for one (1) employee to attend the KEL-TEC Armorer's course in Immokalee, FL
- B. Police – Permission for one (1) employee to attend the Grants Management training in Albuquerque, NM
- C. Police – Permission for one (1) employee to attend the AR-15/M16 Armorer course in Santa Fe, NM
- D. Executive – Permission to attend the NMML Resolutions Committee meeting in Albuquerque, NM
- E. Wastewater – Permission for one (1) employee to attend the Microsoft Excel training in Roswell, NM

8. **Routine Requests for City Facilities:**

9. **Budgeted Items:**

10. **Non-budgeted Items:**

11. ***Payment of Bills**

Public Hearings:

There were none.

Committee Reports:

There were no committee reports.

Personnel

Openings

A. Human Resources Director Sandi Farley presented all three of the positions to advertise and fill for one motion.

After the list had been read, Councilor Rodriguez moved and Mayor Pro Tem Hill seconded to advertise and fill the vacant positions of:

- Solid Waste Equipment Operator
- Police Officer/Corporal
- Mechanic

Upon vote, the motion passed 7-0.

Public Safety

There was no report from the Police Department

Fire

Kevin Hope thanked Navajo for sponsoring two Artesia Firefighters to attend Industrial Fire Brigade training at TEEX.

The Mayor asked if there were any changes in procedures for the 4th and the Chief responded, no their research had indicated that since banning fireworks and open fires at the Park, calls had gone down dramatically with no major issues.

Community Development

Community Development Director Jim McGuire presented an update on the Miguel Anchondo petitions regarding Desert Springs Subdivision. He stated he had spoken to Mr. Anchondo's representative who had discussed the cost alternatives. She informed him they would be speaking to the other owners.

Director McGuire also gave an update on Roselawn Manor which would have inspection on the 28th.

McGuire also reported the Summer Recreation Program was going well with 132 registered with an average attendance of 82. The Meal program has seen daily meal counts up to 228 participants

Infrastructure Department

Public Works Director Byron Landfair presented three alternatives addressing the drive through lane for utility payments. The alternatives would cost either \$65,000, \$70,000 or \$94,000. After discussion the matter was referred to the Infrastructure Committee for a final recommendation and action at the next Council meeting.

Landfair gave an update on North Park and Halliburton.

Councilor Rodriguez reported a citizen could not use their dumpster because of tree limbs. He asked if we could publicize correct manner of disposal of these items.

City Attorney

City Attorney Caraway stood for questions.

City Clerk

- (A) City Clerk Hobson presented the Internal Controls Policy for consideration. He explained this was required by the State Auditor and the Finance Department had adapted a policy from Tucumcari. Hobson explained that he had made several changes since the first draft the Council had seen last meeting. Mayor Burch stated since the Council had not seen the changes until Friday, he would like to postpone consideration until the next meeting so Councilors could provide their comments. A motion was made by Councilor Youtsey with a second by Councilor Rodriguez to postpone action until the July 11th Council meeting. Upon vote, the motion passed 7-0.
- (B) Hobson gave a report on the 2017 delinquent Utility Accounts. He stated the Councilors had again been provided only accounts with a balance of over \$100.00. Hobson requested

permission to contact the property owners before the names were published in the newspaper. The Mayor and Council directed the Clerk to proceed.

(C) Hobson presented a Bad Debts Resolution for Utility Accounts and Ambulance Billing Accounts for 2012-2013. Accounts over four years old were included.

A motion was made by Councilor Rodriguez with a second by Councilor Rogers to approve Resolution 1636 Bad Debts Resolution. Upon vote, the motion passed 7-0.

Resolution 1636

New or other business from Councilors

Councilor Rodriguez thanked the Recreation Department for help with the football camp. He also reported he had seen a magazine in Lubbock entitled "Lubbock" that had an article on Southeast New Mexico and had some very nice pictures and comments about Artesia.

Mayor Pro Tem reported on the petitions being circulated against the County's Gross Receipts taxes. If enough signatures can be obtained, the County will have to submit the taxes to a vote.

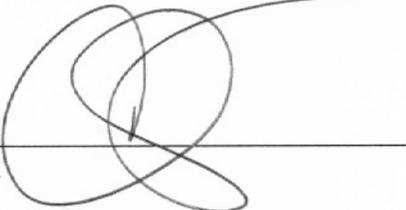
Mayor Burch reiterated the fact that this is a very important issue for Artesia residents and urged everyone to support the petition.

There being no further business, the meeting was adjourned at 7:10 pm.



Mayor

ATTEST:



City Clerk