

**MINUTES OF CITY COUNCIL MEETING  
ARTESIA, NEW MEXICO  
August 8<sup>th</sup>, 2017**

The City Council of the City of Artesia, New Mexico met in the City Council Chambers at City Hall on Tuesday, August 8<sup>th</sup>, 2017 at 6:00 p.m. in regular session with Mayor Phillip Burch presiding, and the following present to wit:

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

The following were absent:  
None

Also present:

Jay Francis – filling in for John Caraway, City Attorney  
Aubrey Hobson, City Clerk

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

**City Departments and Employees**

Mayor Phillip Burch thanked the staff of the Water Department for their diligence and hard work during the E. coli incident. He indicated that the State Department was very complimentary to the staff and was happy with their coordination efforts.

**Consent Agenda**

Councilor Rodriguez moved to approve the Consent Agenda as written. The motion was seconded by Councilor Rogers.

Mayor Burch asked that one date be changed on the consent agenda. Item #6 requests that a Public Hearing be set for August 22<sup>nd</sup>, 2017. That date should be changed to September 12<sup>th</sup>, 2017.

Councilor Bratcher requested a change be made to the July 28-29, 2017 Minutes. Councilors Rodriguez and Rogers' names had been omitted from those who attended. Councilor Bratcher requested that correction be made.

Upon vote, the motion passed.

The consent agenda includes:

**CONSENT AGENDA  
August 8, 2017**

- 1. Approval of Minutes:** \* July 28-29, 2017 - Retreat
- 2. Consideration of Bids:**

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

- A. Approval to add Tammy Brown, Police Department Administrative Assistant to account #21238510 State Forfeiture Account and # 0021237710 Federal Forfeiture Account at First American Bank
- B. \*Approval of the 2017/2018 Outside Request PSA
  - 1) Artesia Paws and Claws PSA Number 08082017-1
  - 2) Artesia Clean & Beautiful PSA Number 08082017-2
  - 3) Artesia Main Street PSA Number 08082017-3
  - 4) Artesia Community Crime and Drug Coalition PSA Number 08082017-4
  - 5) Artesia Department of Development PSA Number 08082017-5
  - 6) My Neighborhood PSA Number 08082017-6
  - 7) Artesia Advocacy Group/Chaves County CASA 08082017-7

**4. Appointments:**

- A. Approval of appointment of Mayor Phillip S. Burch as Voting Delegate for the 2017 NMML Annual Business meeting

**5. Resignations:**

**6. Dates of Hearing:**

- A. Ratification of Mayor Burch's approval to set a public hearing for August 22, 2017 for consideration of an ordinance amending Section 7-1-2(A)(1)(A) of the Artesia City Code removing the transport user rate matrix and allowing the rate to be set by resolution; Amending Section 7-3-2 (C) and (D) and allowing for setting of rates by resolution

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

- A. Police – Permission for one (1) employee to attend the Basic Crime Scene Investigations training in Roswell, NM
- B. Police – Permission for two (2) employees to attend the Interviewing Transnational Offenders in Artesia, NM
- C. Police – Permission for one (1) employee to attend the Conducting Pre-employment Background Investigations training in Albuquerque, NM
- D. Executive – Permission to attend the NMML Annual conference in Clovis, NM
- E. Garage – Permission for one (1) employee to attend the ASE recertification in Roswell, NM
- F. Police – Permission for one (1) employee to attend the NMML Annual conference in Clovis, NM
- G. Police – Ratification of Mayor Burch's approval for one (1) employee to attend the Intoxilyzer 8000 Key Operator Course in Albuquerque, NM
- H. Planning – Permission for one (1) employee to attend the APA NM Annual conference in Silver City, NM
- I. Executive – Permission to attend the Mayor's Summit in Albuquerque, NM

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

**9. Budgeted Items:**

**10. Non-budgeted Items:**

**11. \*Payment of Bills**

**Public Hearings:**

There were no scheduled public hearings.

### **Board of Appeals**

Council Youtsey moved to recess the regular City Council meeting and convene the Zoning Board of Appeals. The motion was seconded by Councilor Rodriguez and upon vote, the motion passed. The regular City Council meeting was recessed at 6:04pm.

Mayor Pro Tem Hill moved to reconvene the regular City Council meeting at 6:27pm. The motion was seconded by Councilor Rogers and upon vote, the motion passed.

Councilor Rogers moved to move Item #13 A Infrastructure – Discussion on Bulk Water Rates to this point in the agenda. The motion was seconded by Councilor Rodriguez and upon vote, the motion passed.

### **Infrastructure**

#### A. Discussion on Bulk Water Rates

Infrastructure Director Byron Landfair went over the current procedures on Bulk Water sales as well as city limits and selling to developers. There was discussion regarding Bulk Water sales within and outside of city limits, what constitutes resale, ensuring there is no competition against private companies, and how the current City Code wording is structured.

Director Landfair indicated that the main issue he would like the Council to consider is whether or not the Council wants to sell outside city limits at all or keep that resource to within city limits.

### **Period for Hearing Visitors:**

There was no public input.

### **Committee Reports:**

There were no Committee Reports.

### **Personnel**

#### Hiring

A.

1. Councilor Rogers moved, upon recommendation of the Mayor, to hire Jessica Paschal to the position of Teen Librarian II, Library, 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.

2. Councilor Rogers moved, upon recommendation of the Mayor, to hire Ryan Hagedorn to the position of Community Service Officer I, Police Department, at a salary of \$2037 per month (CA14), subject to the successful completion of required pre-employment testing. The motion was seconded by Mayor Pro Tem Hill.

Councilor Bratcher asked if Mr. Hagedorn had been previously employed by the city. Human Resources Director Sandi Countryman stated that he had. Commander Lindell Smith added that Mr. Hagedorn had left the city on good terms.

Upon vote, the motion passed.

3. Councilor Rodriguez moved, upon recommendation of the Mayor, to hire James Leachman to the position of Recreation Specialist I, Recreation Department, at a salary of \$2305 per month (CA19), subject to the successful completion of required pre-employment testing. The motion was seconded by Councilor Rogers and upon vote, the motion passed.

#### Openings

B. Councilor Rodriguez moved to advertise to fill the vacant position of Community Service Officer. The motion was seconded by Councilor Rogers and upon vote, the motion passed.

Director Countryman presented stats and stood for questions.

Councilor Rodriguez requested an update on the open position of Purchasing Agent.

#### **Public Safety**

##### Police

Commander Lindell Smith presented stats and stood for questions.

Councilor Bratcher inquired regarding staffing levels.

##### Fire

Chief Hope presented stats and stood for questions.

#### **Community Development**

Community Development Director Jim McGuire gave updates on ongoing projects, presented stats, and stood for questions.

Councilor Youtsey inquired regarding an update on foreclosure properties.

#### **Infrastructure Department**

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

Councilor Youtsey updated Director Landfair on some city street areas that require attention.

#### **City Attorney**

Attorney Jay Francis stood for questions.

**City Clerk**

City Clerk Aubrey Hobson presented a request to set a Special City Council meeting for 6:00pm on August 15<sup>th</sup>, 2017 to address an FAA Grant.

Councilor Youtsey moved to approve the request to set a Special City Council meeting for 6:00pm on August 15<sup>th</sup>, 2017. The motion was seconded by Councilor Florez and upon vote, the motion passed.

**New or other business from Councilors**

There being no further business, the meeting was adjourned at 7:07 p.m. on August 8<sup>th</sup>, 2017.

  
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Mayor

ATTEST:

  
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City Clerk