

**MINUTES OF CITY COUNCIL MEETING
ARTESIA, NEW MEXICO
November 23, 2021**

The City Council of the City of Artesia, New Mexico met in the City Council Chambers at City Hall on Tuesday, November 23, 2021 at 5:00 p.m. in regular session with Mayor Raye Miller presiding, and the following present to wit:

Mayor Pro Tem Hill
Sam Hagelstein
Ignacio Mariscal
George Mullen

Jarrold Moreau
Jeff Youtsey
Raul Rodriguez

Also, present:

Aubrey Hobson, City Clerk/Treasurer
Summer Valverde, City Assistant Clerk/Treasurer

Absent:

Councilor Kent Bratcher

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

New Requests for City Facilities:

A. *Pecos Running Club – Request the use of Jaycee Park for the 2nd Annual Santa 5K/10K Run on Saturday, December 18, 2021 from 6:00 am – 11:00 am (*Contingent upon proof of insurance*)

Katrina gave an overview on the use of Jaycee Park for the 2nd Annual Santa Pecos Running Club 5k/10k Run.

Councilor Rodriguez made a motion to approve the use of Jaycee park 2nd Annual Santa 5k/10k Run. Second by Councilor Moreau and upon vote, the motion passed 7-0.

City Departments and Employees

None.

Special Reports

None.

Consent Agenda

Councilor Rodriguez moved to approve the consent agenda as written. Second by Mayor Pro Tem Hill and upon vote, the motion carried 7-0.

CONSENT AGENDA November 23, 2021

1. **Approval of Minutes** *November 9, 2021
2. **Consideration of Bids:**
3. **Contracts, Leases and Agreements:**
 - A. *Approval of Memorandum of Understanding with the Artesia Public Schools – Artesia Aquatic Center Future Maintenance and Restoration Fund
 - B. *Ratification of approval of Special Dispenser Permit Application for Hotel Artesia for December 2, 2021 event
4. **Appointments:**
 - A. Approval of appointment of Ottie Speir to the Planning and Zoning Commission (term to expire April 2023)
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>David Saenz</u>	Streets/Parks	Equipment Operator II	\$2700 per month CA25
2. <u>Rick Fidone</u>	Streets/Parks	Equipment Operator	\$2507 per month CA22
 - B. Accept the resignation of Ryver Rogers, Part-time Airport Attendant, effective November 19, 2021
 - C. Permission to advertise and fill Part-time Airport Attendant
 - D. Christina Losoya, Police Department, Position Eliminated effective November 12, 2021
6. **Dates of Hearing:**
 - A. Ratification of Mayor's approval to set a public hearing on December 14, 2021 for Case No. 21-09: 6th Street Approx. 10' Westerly Vacation, Park Avenue Approx. 25' Northerly Vacation, Lot 1, Block 57, Artesia Improvement Company. A vacation of a portion of 6th Street and a portion Park Avenue along Lot 1 of Block 57 of the Artesia Improvement Company Subdivision; Location: 601 W. Washington Avenue; Owners: Adrian & Jerilyn Lee Munoz, and the City of Artesia

- B. Permission to set a public hearing on December 14, 2021 for consideration and approval of an ordinance amending section 7-3-2 of the Artesia City Code: Sewer User Rates and Charges

7. *Travel and Training:

- A. Police – Ratification of approval for two (2) employees to attend the Defensive Tactics Instructor course in Hobbs, NM
- B. Police – Permission for two (2) employees to attend the FBI-LEEDA Media and Public Relations training in Trinidad, CO
- C. Police – Permission for four (4) employees to participate in the online training Recruiting & Hiring for Law Enforcement
- D. F&A – Permission for two (2) employees to attend the Government Finance Officers ASSC training in Albuquerque, NM

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:

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 - None.
- B. Personnel – None.
- C. Police and Fire – None.
- D. Planning (*Project Management, Code Enforcement, Permits and Inspections*) – None.
- E. Recreation – None.
- F. Infrastructure (Streets, Garage, Cemetery, Parks, Water, Wastewater, Solid Waste, Facility Maintenance) – None.
- G. Government – None.

Personnel

Human Resource Director Sandi Countryman stated that employee appreciation date will be December 8, 2021 that is provided by Smith Engineering. Sandi then stood for questions.

Public Safety

Police Department:

Police Chief Roberts greeted everyone; has nothing on the agenda and then stood for questions.

Fire Department:

- 1) *Approval of request to submit for Fiscal Year 2021 Assistance to Firefighters Grant (AFG) Program

Fire Chief Hope greeted the Mayor and Council and had one item on the agenda as stated last year when applied for the assistance firefighter grant; they have made it to round two of the process and have not gotten- to round 3, which this is the new period of applying for this grant. Chief Hope stated he would keep the grant the same as last year \$300,000-with a 5% match for the City of the radio equipment requested. Mayor Miller stated that approval will be needed and asked if there were any questions.

Councilor Rodriguez made a motion for the approval of the request submittal for the Assistance to the Firefighters Grant Program. Second by Councilor Mariscal and upon vote, the motion passed 7-0.

Mayor Miller addressed both chiefs about a request for radios for public safety to be funded by the legislature that he was asked about by Representative Cathryn Brown at the Capital Outlay Hearings. The Mayor informed the chiefs that a request like this should have been brought before Council and expect that to be the case in the future.

Chief Hope also gave an update on personnel that the testing process was completed on Saturday and interviews on Sunday; they have five uncertified that passed the whole process and will present five names at the next council meeting, they are looking at mid-January when trainees will start.

Community Development

- A. *Consideration and approval for Case No. 21-10: Preliminary Plat for Desert Willow Estates (County). A preliminary plat for 61 lots; Location: Northeast corner of Richey Avenue and Savannah Drive; Owners: Hermosa LLC and Redeemed Holdings LLC

Community Development Director Jim McGuire greeted the Mayor and Council. Jim then presented the consideration and approval of Case No. 21-10 Preliminary Plat for Desert Willow Estates in the County a 61- plat acres on Savannah and Richey, each lot will be a minimum of 1 acre in size and will be designed for the drainage to go to the southeast that has a retention that

leads to the basin. Jim also stated that there will be addition dedications and a 20ft. alley, neither the City or the County will maintain the alley, they will have carts and city water serving this subdivision and septic tanks for their wastewater. In addition, Jim stated if the plat is approved when it comes back for final plat we will want a note on the plat that states a designed and engineered drainage plan must be adhered to for all lot development and must come up with a mechanism to include maintaining the alleys, drains and drainage basin with their submittal for final plat. The Planning & Zoning Committee reviewed this request on November 17th and unanimously recommended approval and staff is in agreement.

Councilor Rodriguez made a motion for consideration and approval for of Case No. 21-10 Preliminary Plat for Desert Willow Estates in the County a 61- acre plat on Savannah and Richey. Second by Councilor Hagelstein and upon rollcall vote, the motion passed 7-0.

Infrastructure

- A. *Consideration and approval of the 2021 Wastewater Service Agreement with Artesia PTU LLC ("APTU")

Infrastructure Director Byron Landfair greeted the Mayor and Council. Byron then presented the temporary discharge agreement with Artesia PTU, LLC., the committee has reviewed this agreement twice and does not have any issues. Byron stated this is basically a discharge agreement so that they can start up; the constituent list of the discharge is basically the same as the new ordinance that will be coming into place and they do not have any concerns with it. Byron then stood for questions. Mayor Miller stated this is for the Bioresource on the southside and asked if there were any questions.

Councilor Rodriguez made a motion for approval for the 2021 Wastewater Service Agreement with Artesia PTU, LLC. Second by Councilor Mullen and upon vote, the motion passed 7-0.

Byron also stated that there is work being done on Freeman Street that is going along well. In addition, 20th Street is out for bid and then stood for questions.

Councilor Hagelstein asked if there was any community discussion on 20th Street. Byron stated they had the Town Hall meeting and there was some feedback that was answered.

City Attorney

None.

City Clerk

- A. *Consideration and approval of a Resolution Changing Travel Policies

Assistant City Clerk/Treasurer Summer Valverde presented the consideration and approval of Resolution 1773 Changing Travel Policies and then stood for questions. Mayor Miller stated that the State passed legislation that raised per diem.

Councilor Rodriguez made a motion for approval of Resolution 1773 changing travel policies. Second by Mayor Pro Tem Hill and upon vote, the motion passed 7-0.

RESOLUTION 1773

Summer thanked everyone for allowing her to go the Institute training which she learned a lot and appreciates this.

City Clerk/Treasurer Aubrey Hobson spoke on the DFA Budget Trainings, Capital outlay and Infrastructure Plans. Aubrey also stated to get with AJ Forte to send in request for the airport; that there are funds to be allocated for 21 Municipal airports in NM.

Mayor

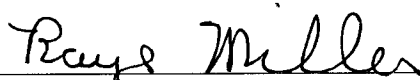
None.

New or other business from Councilors

Councilors wished everyone a Happy Thanksgiving and to be safe.

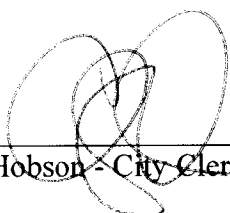
Adjournment

There being no further business, the meeting was adjourned at 5:36 p.m. On November 23, 2021.



Raye Miller, Mayor

ATTEST:



Aubrey Hobson - City Clerk