

**MINUTES OF CITY COUNCIL MEETING  
ARTESIA, NEW MEXICO  
July 22, 2008**

The City Council of the City of Artesia, New Mexico met in the City Council Chambers at City Hall on Tuesday, July 22, 2008, at 7:00 p.m. in regular session with Mayor Burch presiding, and the following present to wit:

Manuel Barragan	Raul Rodriguez
Terry Hill	J.B. Smith
George Holmes	Antonio Torrez
Raye Miller	Nora Sanchez (7:03 p.m.)

The following were absent:

George Holmes

Also present:

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

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

**Old Business**

Mayor Burch presented the name of Nora Sanchez to fill the vacant position of Councilor District 2 until the next municipal election in March of 2010. A motion to affirm was made by Councilor Hill with a second by Councilor Torrez. Upon vote, the motion passed.

The oath of office was administered by City Clerk Aubrey Hobson, and Councilor Sanchez joined the meeting.

**Visitors**

Pat Williams appeared before the Council requesting an extension of the condemnation at 806 West Centre Avenue. It was reported that the water and electricity had been connected and the City's lien had been paid. A motion to approve a six month extension was made by Councilor Barragan with a second by Councilor Hill. Upon vote, the motion passed.

Diana Bustamante appeared before the Council to request an extension of condemnation at 901 West Dallas Avenue and 604 South 9<sup>th</sup> Street. It was reported that Ms. Bustamante was purchasing the structures from Charles Clarke and requested to be allowed to continue working on the property. Councilor Bustamante wanted to make sure Ms. Bustamante understood what was being required. A motion was made by Councilor Torrez with a second by Councilor Barragan to postpone a decision for one month to allow Ms. Bustamante to acquire the permits, clean up the appliances, secure the property and bring a schedule of work to be done within the following three months. Upon vote the motion passed.

Deanne Connelly, Project Manager for the Federal Law Enforcement Center requested permission to use City right of way on 13<sup>th</sup> Street to install lights at the entrance to their facility.

A motion to approve the request was made by Councilor Torrez with a second by Councilor Rodriguez. Upon vote the motion passed.

Linda Stevens, representing Artesia Clean and Beautiful presented a report on the first e-waste collection project. Ms. Stevens stated that two semi-trailers were filled with electronics and that additional collections would be scheduled in the future.

### **City Departments and Employees**

Mayor Burch presented a certificate of appreciation and acknowledgement to Rick Burks for 15 years of service.

### **Consent Agenda**

Human Resources Director Bill Thalman requested a change to the minutes of the special meeting of July 15, 2008. Mr. Thalman stated the letter of recommendation should be changed to read letter of resignation. Councilor Rodriguez asked that items 7-A and 7-J be removed from the consent agenda. Councilor Torrez moved to approve the consent agenda as amended, minus Items 7-A and 7-J. The motion was seconded by Councilor Hill and upon vote the motion passed.

The Consent Agenda includes:

1. Approval of Minutes:
  - \* July 8, 2008 - Regular meeting
  - \* July 15, 2008 – Special meeting
  - \* July 15, 2008 – Special meeting
2. Consideration of Bids:
3. \*Contracts, Leases and Agreements:
  - A. Approval of PSA #072208-1 with Artesia Clean & Beautiful (\$52,000)
  - B. Approval of PSA #072208-2 with Artesia Main Street (\$40,000)
  - C. Approval of PSA #072208-3 with Artesia Community Crime & Drug Coalition (\$50,000)
  - D. Approval of PSA #072208-4 with Esperanza House (\$25,000)
  - E. Approval of PSA #072208-5 with Artesia Department of Development (\$40,000)
  - F. Approval of PSA #072208-6 with Artesia Paws and Claws (\$15,000)
  - G. Approval of renewal of video arraignment contract between Eddy County and the Office of the Courts
  - H. ✓Approval to enter into an agreement with Scott Day to revise the City Sign Ordinance
4. Appointments:
5. Resignations:
6. Dates of Hearing:
7. \*Travel and Training:
  - A. Pulled for separate consideration.
  - B. Police – Permission for one (1) employee to attend the Field Training Officer course in Carlsbad, NM.
  - C. Police – Permission for four (4) employees to attend a DWI seminar in Roswell, NM.
  - D. Permission for interested City personnel to attend the NMML 51<sup>st</sup> Annual Conference in Clovis, NM. Request actual expenses.
  - E. Executive and Legislative – Permission for interested elected officials to attend the NLC Congress of Cities Exposition in Orlando, FL. Request actual expenses and mileage.

- F. F&A – Permission for one (1) employee to attend various State Auditor Task Force meetings at locations to be determined. Request actual expenses.
  - G. Permission for elected officials, department heads and City staff to attend the Annual City Council Retreat in Ruidoso Downs, NM. Request actual expenses and mileage.
  - H. Police – Permission for one (1) employee to attend the Law Enforcement Fitness Specialist training in Dallas, TX. Request actual expenses.
  - I. Fire – Permission for two (2) employees to attend the Annual Fire School in Socorro, NM. Request actual expenses.
  - J. Pulled for separate consideration.
  - K. Commission on Aging – Permission for two (2) employees to attend the NM Conference on Aging in Albuquerque, NM. Request actual expenses.
  - L. Purchasing – Permission for one (1) employee to attend the 2008 NMPPA Southern conference in Las Cruces, NM. Request actual expenses.
  - M. √RSVP – Permission for (1) employee to attend the NM Conference on Aging in Albuquerque, NM. Request actual expenses.
8. **Use of Facilities** (*approval contingent upon receipt of all applicable fees, license(s) and dept approvals*):
- A. Navajo Refining Company has requested the use of Central Park on Saturday, September 20, 2008 from 8 am – 6 pm for a company picnic. They have requested 2 power distribution panels.
  - B. Yates Petroleum has requested the use of the west shelter at Jaycee Park on Friday, August 22, 2008 from 8 am – 10 pm for a company picnic. They have requested the use of 3 barricades, 1 large power supply and 1 small power supply.
  - C. √Jana Gunderson has requested use of the gazebo at Central Park on Friday, August 8, 2008 from 3pm – 7 pm for a wedding ceremony
9. **Budgeted Items:**
- A. Ratification of Mayor Burch's approval of a task order to Smith Engineering to produce a set of standard public works specifications and drawings for infrastructure construction within the City of Artesia
  - B. Fire – Permission to purchase K-12 Saw and Chainsaw for new engine
10. **Non-budgeted Items:**
11. \*Payment of Bills

Councilor Rodriguez asked questions about whether the number of employees gone to the same training would cause shortages in the Police Department. Chief Raley answered that all shifts would be covered as these employees were mostly administrative. A motion was made by Councilor Rodriguez with a second by Councilor Hill to approve Items 7-A (Police – Permission for eight (8) employees to attend the Police Officer as Prosecutor course in Hobbs, NM.) and 7- J(Fire – Permission for two (2) employees to attend the International Association of Fire Chief's conference in Denver, CO. Request actual expenses.) from the consent agenda. Upon vote, the motion passed.

### **Visitors who did not request to be on the agenda**

Mayor Burch acknowledged that Commissioner Derreck had been in attendance but had left the meeting. Susie Taylor of the Artesia Drug and Crime Coalition addressed the Council on activities of the Coalition such as the Bible Campaign and Teen Challenge.

### **Committee Report**

#### **Planning**

The Planning Committee reported on their meeting of July 14.

### **Personnel**

Councilor Torrez moved, upon recommendation of the Mayor, to promote John M. Acosta to the position of Recreation Programmer I, at a salary of \$\_\_\_\_\_ per month (CA16), effective upon successful completion of required employment testing. The motion was seconded by Councilor Hill and upon vote, the motion passed.

### **Public Safety Police**

Chief Raley had nothing for the Council.

### **Public Safety Fire**

Chief Hummingbird reported that the Fire Department took possession of the Urban Pumper which was provided by Eddy County. He also reported receiving new SCBA's from the Eddy County Emergency Management Department. He stated the Department would be acknowledging Eddy County in a proper way in the near future. Chief Hummingbird reported on the status of the City's ambulances.

### **Community Development**

Community Development Director Tina Torres presented a request to allow MainStreet to hire, at no cost to the City, an architect to explore City Hall Annex options and to conduct a public input study. A motion to approve the request was made by Councilor Torres with a second by Councilor Miller. Upon vote, the motion passed.

Darrell Moore with Navajo Refinery presented a request for a Water Monitor Well Surface Easement for installation of three (3) water monitoring wells with revised locations. A motion to approve the easement with the revised locations was made by Councilor Miller with a second by Councilor Smith. Upon vote the motion passed. Councilor Barragan stated that he would have liked to have seen the well analysis for wells located within Eagle Draw.

A motion was made by Councilor Hill with a second by Councilor Torrez to pass Resolution 1307, condemnation of 802 ½ South 2<sup>nd</sup> Street. Upon vote, the motion passed.

## **RESOLUTION NO. 1307**

### **Infrastructure**

Robert Forrest, Infrastructure Director, presented reports on the ongoing construction projects.

### **City Attorney**

Nothing to report.

**City Clerk**

City Clerk Aubrey Hobson presented Resolution 1308 accepting a Legislative Grant of \$108,000 for wastewater improvements. A motion to approve was made by Councilor Rodriguez with a second by Councilor Hill. Upon vote, the motion passed.

**RESOLUTION NO. 1308**

The Clerk presented Resolution 1309 accepting a Legislative grant of \$25,000 for wastewater and water improvements. A motion to approve was made by Councilor Smith with a second by Councilor Rodriguez. Upon vote the motion passed.

**RESOLUTION NO. 1309**

Clerk Hobson presented Resolution 1310 to approve the agreement to continue membership in the Southeastern Economic Development District. Mr. Hobson pointed out the dues were lower than the previous year. A motion to approve was made by Councilor Hill with a second by Councilor Smith. Upon vote the motion passed.

**RESOLUTION NO. 1310**

Hobson presented Resolution 1311, 2007-08 Year-End Budget Adjustments. A motion to approve was made by Councilor Miller with a second by Councilor Torrez. Upon vote the motion passed.

**RESOLUTION NO. 1311**

**Mayor:**

Mayor Burch welcomed Councilor Sanchez.

**New or other business from Councilors:**

Councilors welcomed Ms. Sanchez to the Council. Councilor Rodriguez asked who was responsible for the lawn at the Municipal Judge's Office. It was believed it was the landlord's responsibility. Staff indicated they would follow up on the issue.

There being no further business to come before the Council, the meeting adjourned at 8:35 p.m., July 8, 2008.

  
Mayor

ATTEST:

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City Clerk

