

CITY OF AZTEC
COMMISSION MEETING MINUTES
November 25, 2014

I. CALL TO ORDER

Mayor Burbridge called the Meeting to order at 6:00pm at the Aztec City Commission Room, City Hall, 201 W. Chaco, Aztec, NM.

II. INVOCATION

The Invocation was led by Police Chief, Mike Heal

III. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was let by General Services Director, Steve Mueller

IV. ROLL CALL

Members Present: Mayor, Sally Burbridge; Mayor Pro-Tem, Sherri Sipe; Commissioner, Katee McClure; Commissioner, Roberta Locke; Commissioner, Sheri Rogers

Members Absent: None

Others Present: City Attorney, Larry Thrower; City Clerk, Karla Saylor; (see attendance sheet)

V. AGENDA APPROVAL

MOVED by Mayor Pro-Tem Sipe, SECONDED by Commissioner Locke
Approve the Consent Agenda as Presented

VI. CITIZEN RECOGNITION

Fabie Rice and Sabrina Hood introduced themselves representing Leadership San Juan.

VII. EMPLOYEE RECOGNITION

Sabrina Hood was presented with a plaque for 3 years of service with the City of Aztec Library as the Library Director.

VIII. CONSENT AGENDA

MOVED by Commissioner Locke, SECONDED by Mayor Pro-Tem Sipe to Approve the Consent Agenda As Presented

- A. Commission Workshop Meeting Minutes, November 11, 2014
- B. Commission Meeting Minutes, November 11, 2014
- C. Travel Requests
- D. RFQP 2014-444 As Needed Construction Management, Geotechnical Engineering, Surveying and Construction Testing Services
- E. Memorandum of Understanding between the City of Aztec and the State of New Mexico, Human Service Division, LIHEAP

IX. ITEMS FROM CONSENT AGENDA

None

X. CITIZENS INPUT

None

XI. BUSINESS ITEMS

- A. Intent to Adopt Ordinance 2014-440 Amending Chapter 1 General Provisions, Section 12. Mandatory Penalty and Fees.

Judge Carlton Gray mentioned this is a penalty assessment at the State level and that if we don't pass this Ordinance citizens would have to appear in court because of the way the code is now that it is not a penalty assessment.

MOVED by Commissioner McClure, SECONDED, Mayor Pro-Tem Sipe to Approve Intent to Adopt Ordinance 2014-440: Amending Chapter 1, General Provisions, Section 12, Mandatory Penalty and Fees

A Roll Call Was Taken: Motion Passed 5-1

- B. Intent To Adopt Ordinance 2014-441 Amending Ordinance 2013-423 Authorizing City of Aztec NM Loan Agreement with New Mexico Environment Department Clean Water State Revolving Fund, Wastewater Interceptor Line

Kathy Lamb, Finance Director reported that the City applied for a NMED CWSRF (New Mexico Environment Department Clean Water State Revolving Fund) loan and was notified of approval for a loan of \$3,599,564 and a grant of \$350,000. The loan ordinance was adopted and interim loan agreement with

NMED is approved by City Commission in June 2013. Design work continued through 2013 with final design and engineer's probable estimate of construction costs provided in August 2014. Including an estimate for construction management services, the City requested if additional CWSRF funds were available. The City's finances were reviewed and additional funds were approved by NMED in November 2014. Additional loan funds in the amount of \$1,450,436 have been authorized by NMED requiring an ordinance amending the original for the new amount of \$5,050,000. The first debt payment on the loan will be due one year after full reimbursement of the loan funds or completion of the project. The loan may be prepaid at any time. The loan is secured by net system revenues of the Joint Utility Fund. Net system revenues are defined as gross revenues less operation and maintenance expenses, debt obligations, approved indirect charges, capital replacements and repair of the system and required set asides for the debt service reserve requirement and replacement reserve requirement. A public hearing specific to the loan ordinance will be scheduled for the December 9, 2014. Utility rates, specifically wastewater, will require review during the year to ensure sufficient revenues to meet the debt obligation. There will possibly be an increase to customers on utility bills in the next 18 months.

MOVED by Mayor Pro-Tem Sipe, SECONDED by Commissioner Locke to Approve the Intent To Adopt Ordinance 2014-441, NMED Clean Water State Revolving Fund

A Roll Call Was Taken: Motion Passed 5-1

XII. CITY MANAGER/COMMISSIONERS/ATTORNEY REPORTS

Mayor Burbridge reported that the Commission meeting on December 23 will be cancelled. There will be a Special meeting scheduled for sometime in December to make up for the meeting being cancelled. She also mentioned that the expenses made for her travel with the New Mexico Municipal League will be reimbursed by them because she is a Officer of their Board.

Mayor Pro-Tem Sipe mentioned that she attended the EDAB meeting and mentioned that Felix Chavez was the guest Business owner at the meeting. She mentioned that Bil Homka, Community Development Director is reviewing the Economic Development strategy and that they will be redefining the goals of the EDAB board.

Commissioner Rogers mentioned that she missed the San Juan County Safe Communities meeting. She mentioned that she attended the Leadership San Juan meeting and that the topic of the meeting was on Education.



ATTENDANCE SHEET

COMMISSION MEETING

DATE: 11-25-14

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NAME	ADDRESS OR AFFILIATION
STEVE MUELLER	COA
PEGGY LOYD	Blomfield Public Library
CARTON GRAY	COA
Debra George	COA
Sue Carter	citizen of Astoria
Fabie Rice	Leadership San Juan
Sabrina Hoop	Leadership San Juan
MIKE HEAL	
WALLACE BROWN	COA IT
James Fenton	DT
Cindy Gabeitto	COA
Max McIntosh	COA

Commissioner Locke reported that she attended the Chamber luncheon. She mentioned that Brian Vincent was the guest speaker from Aztec Urgent Care. She congratulated the City of Aztec for their participation in the ECHO food drive.

Commissioner McClure reported that she sat in on the Auditors exit review for the City. She mentioned that the City is in good shape. She thanked the finance department for their hard work. She mentioned that she went to the Chamber luncheon and mentioned that there was informational discussion on the Affordable Care Act. She mentioned that she attended Coffee with the Chief. She mentioned that there are 58 businesses signed up for the Christmas light competition which will be judged on December 5.

Larry reported that he will be attending the Attorney's Annual Association Meeting on December 10-12 in Albuquerque.

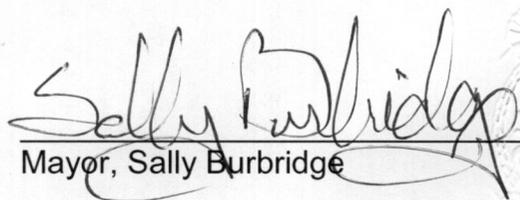
XIV. DEPARTMENT REPORTS

Chief mentioned that there was right at 3800 lbs of food donated to the ECHO food bank by the City employees during the food drive.

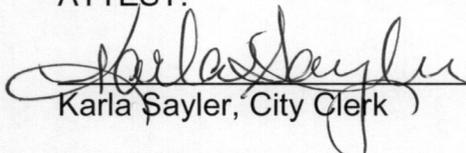
Cindy Iacovetto, Community Center Director thanked City employees for donating food items for the Thanksgiving meal and she also invited Commission to stop by the Center on Thanksgiving.

XV. ADJOURNMENT

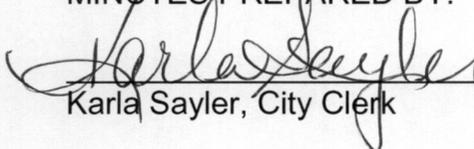
MOVED by Mayor Burbridge, SECONDED Mayor Pro-Tem Sipe to adjourn the meeting at 6:34 pm.


Mayor, Sally Burbridge

ATTEST:


Karla Sayler, City Clerk

MINUTES PREPARED BY:


Karla Sayler, City Clerk