

CITY OF AZTEC  
COMMISSION MEETING MINUTES  
November 17, 2015

**I. CALL TO ORDER**

Mayor Burbridge called the Meeting to order at 6:05pm 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 led by Community Development Director William Homka

**IV. ROLL CALL**

Members Present: Mayor Sally Burbridge; Mayor Pro-Tem Sherri Sipe; Commissioner Sheri Rogers;

Members Absent: Commissioner Katee McClure; Commissioner Roberta Locke

Others Present: City Attorney Larry Thrower; City Manager Joshua Ray; City Clerk Karla Sayler; Project Manager Ed Kotyk (see attendance sheet)

**V. AGENDA APPROVAL**

MOVED by Mayor Pro Tem Sipe, SECONDED by Commissioner Rogers to Approve the Agenda as Presented

**VI. PRESENTATION**

San Juan County Historical Society-Zang Wood

Zang presented commission with Iron Ladies of San Juan County New Mexico book by Marilu Waybourn. He gave an update to commission on San Juan County Historical Society for 2015.

**VI. CITIZEN RECOGNITION**

None

## **VII. EMPLOYEE RECOGNITION**

Josh recognized citizen Renee Doherty. Jose recognized Bob Carmen, Code Compliance Officer for being a member of the American National Conference Committee Association. He mentioned that the City got recognition from the American Association of Code Enforcement for National Sick of Signs Campaign. Josh recognized Anita Velasquez and Anna Valdez in Motor Vehicle Department for good Customer Service. Josh recognized Larry Thrower for practicing law for 40 years and finally Josh recognized Chief Mike Heal for becoming Vice President of the Chiefs Association.

## **VIII. CONSENT AGENDA**

MOVED by Mayor Pro-Tem Sipe, SECONDED by Commissioner Rogers to Approve the Consent Agenda as presented

- A. Commission Workshop Meeting Minutes, October 27, 2015
- B. Commission Meeting Minutes, October 27, 2015
- C. Travel Requests
- D. Resolution 2015-972 Surplus
- E. Resolution 2015-973 NMDOT Control No. C5150949 East Aztec Arterial Funding Agreement
- F. Resolution 2015-974 Regular Municipal Election Resolution of March 1, 2016
- G. Bid 2016-538 Aerial Lift-Bucket Truck
- H. Resolution 2015-975 NMDOT Control No. C5142088 East Aztec Arterial Funding Agreement
- I. Intergovernmental Agreement With San Juan County for Detention Center Services Amendment Seven
- J. Bid 2016-0526 S. Church Ave Reconstruction (Paving) Change Order #1 (Final)
- K. FAA Revenue Use Letter
- L. Resolution 2015-976 Application to BLM for Surface ROW for East Aztec Arterial
- M. Resolution 2015-977 Application to BLM for Waterline ROW for East Aztec Arterial

## **IX. ITEMS FROM CONSENT AGENDA**

None

## **X. CITIZENS INPUT**

None

## **XI. BUSINESS ITEMS**

- A. Final Adoption of Ordinance 2015-447 Amending Chapter 17, Section 17-3 Safety Policy

Josh mentioned that there have been no changes since intent to adopt.

MOVED by Commissioner Rogers, SECONDED by Mayor Pro Tem Sipe to Approve Final Adoption of Ordinance 2015-447 Amending Chapter 17-3 Safety Policy

All Voted Aye: Motion Passed Three to Zero

B. Final Adoption of Ordinance 2015-448 Amending Chapter 17, Section 17-1 Personnel Policy

Josh mentioned that there have been no changes from intent to adopt ordinance.

MOVED by Mayor Pro-Tem Sipe, SECONDED by Commission Rogers to Approve Final Adoption of Ordinance 2015-448 Amending Chapter 17, Section 17-1 Personnel Policy

All Voted Aye: Motion Passed Three to Zero

C. Intent to Adopt Ordinance 2015-449 Amending Section 16-15 Golf Course Fees

Josh mentioned that due to the nature of the Golf Course business, staff has determined that adjustment of fees via ordinance can be problematic. Staff recommends that golf course fees be added or amended via Resolution expediting Commission approval and allowing the golf course to be more competitive with other local golf courses and have the ability to institute special and promotional event fees in a timely manner.

MOVED by Mayor Pro-Tem Sipe, SECONDED by Commissioner Rogers to Approve Intent to Adopt Ordinance 2015-449 Amending Section 16-15 Golf Course Fees

All Voted Aye: Motion Passed Three-Zero

## **XII. LAND USE HEARINGS**

A. 2015 Mankin Land Group-New Drill Site Permit

Mayor Burbridge opened the Land Use Hearing for 2015 Mankin Land Group-New Drill Site Permit. Mayor Burbridge stated that this hearing would be conducted under Procedures mandated by the New Mexico Court of Appeals in Battershell versus the City of Albuquerque, which were intended to protect the due process rights of our parties. Mayor Burbridge subsequently identified the parties and City Staff. Mayor Burbridge then asked Commission if they would accept the parties and they did. She reviewed the procedures and then asked if any members of the Commission had a

conflict of interest, bias, or engaged in ex parte communication, there were none. Mayor Burbridge then swore in the parties and reviewed the Order of Presentation.

Bill Homka, Community Development Director mentioned that this request seeks approval of drill on a new gas well by Mankin Land Company LLC on behalf of BP America. The proposed site is in the City's eastern area but north of Navajo Dam Road.

MOVED by Mayor Pro-Tem Sipe, SECONDED by Commissioner Rogers to approve 2015-11, an Oil & Gas Well Application submitted by the Mankin Land Company, LLC on behalf of BP America Production Company for permission to construct a new well at the location indicated per Findings of Fact 1 Through 11

### **XIII. CITY MANAGER/COMMISSIONERS/ATTORNEY REPORTS**

Josh mentioned the Conoco Breakfast would be on January 6, 16 if any of the commissioners are interested in attending. He mentioned that the new fuel tank at the airport will be installed in January, and mentioned that the Thanksgiving potluck will be in the commission room on Thursday and invited commission to attend. Josh finally mentioned that the food collected for ECHO will be taken in on Wednesday to be weighed.

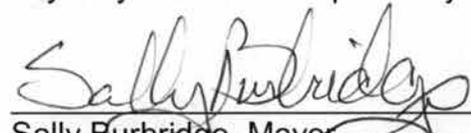
Mayor Burbridge mentioned that she will be attended the National League of Cities Conference in Nashville, TN . Mayor Burbridge reviewed schedule for Aztec Sparkles event on December 12th.

Mayor Pro-Tem Sipe mentioned that she was asked if herself or any of the other commissioners would be interested in judging a chili contest at First Baptist Church. She also mentioned that she would be attending EDAB meeting on Thursday.

### **XIV. DEPARTMENT REPORTS**

### **XV. ADJOURNMENT**

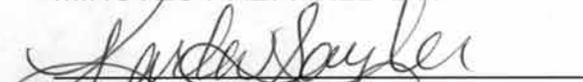
Moved by Mayor Burbridge, SECONDED by Mayor Pro-Tem Sipe to adjourn the meeting at 7:05 pm.

  
Sally Burbridge, Mayor

ATTEST:

  
Karla Sayler, City Clerk

MINUTES PREPARED BY:

  
Karla Sayler, City Clerk