CITY OF AZTEC
COMMISSION MEETING MINUTES
October 24, 2017

I. CALL TO ORDER

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

II. INVOCATION

The Invocation was led by Commissioner Austin Randall

III. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Commissioner Sheri Rogers

IV. ROLL CALL

Members Present:	Mayor Sally Burbridge; Mayor Pro-Tem Sipe; Commissioner Austin Randall; Commissioner Katee McClure; Commissioner Sheri Rogers
Members Absent:	None
Others Present:	Interim City Manager Steve Mueller; City Attorney Larry Thrower; City Clerk Karla Sayler; Project Manager Ed Kotyk (see attendance sheet)

V. AGENDA APPROVAL

MOVED by Commissioner Randall, SECONDED by Mayor Pro-Tem Sipe to Approve the Agenda with the exception of Consent Item L, RFP 2018-624 General Airport Engineering Services Award and Master Agreement and Business Item B, RFP 2018-630 Interim City Manager Recruitment Services

All Voted Aye; Motion Passed Five to Zero

VI. CITIZEN RECOGNITION

None

VII. EMPLOYEE RECOGNITION

Commissioner McClure mentioned that a citizen in Aztec contacted her to let her know that she received very good customer service from Anita Velasquez at the Motor Vehicle Department.

VIII. CONSENT AGENDA

MOVED by Mayor Pro-Tem Sipe, SECONDED by Commissioner Randall to Approve the Consent Agenda with the exception of Items E, J, and K

A. Commission Workshop Meeting Minutes, October 10, 2017
B. Commission Meeting Minutes, October 10, 2017
C. GO Bond Agreement
D. Resolution 2017-1064 Surplus
E. Fast Track Communications Inc. Pole Attachment Agreement (Pulled)
F. Aging Long Term Services Department Senior Employment Program Host Agency Agreement
G. Resolution 2017-1065 Authorizing Signatures on City Operating Account
H. Bid 2018-629 Ute Avenue Sewer Reconstruction Bid Award
I. Bid 2018-631 Animas River Diversion Project Bid Award
J. Bid 2016-549 Sanitary Sewer Interceptor Project Final Construction Change Order (Pulled)
K. RFP 2018-625 Downtown MRA Master Plan(Pulled)
L. PULLED FROM AGENDA
M. Appointment of San Juan Water Commission Representative

All Voted Aye: Motion Passed Five to Zero

IX. ITEMS FROM CONSENT AGENDA

E. Fast Track Communications Inc. Pole Attachment Agreement

Commissioner Randall questioned what the reduction is going to be on this agreement. Ken George, Electric Director mentioned that this item was approved in October and that FastTrack has asked for the City to reconsider the fee proposed in the first agreement. Ken mentioned that he met with FastTrack and both parties have agreed on new attachment fees reducing the first 5 years from $22.25 per pole per year to $18.00 and from $26.50 the second five year term to $22.50 and from $30.25 to $26.50 per pole per year for years 10-15.

MOVED by Mayor Pro-Tem Sipe, SECONDED by Commissioner Randall to Approve Bid 2017-606 Western Dr. Reconstruction, Paving Phase, Change Order #1 in the amount of $13, 293.80 plus tax.

All Voted Aye; Motion Passed Five to Zero

J. Bid 2016-549 Sanitary Sewer Interceptor Project Final Construction Change Order

Commissioner McClure mentioned that she struggles with having to pay the fees associated with this loan. She also commended that the bid was down almost half a million dollars.

MOVED by Commissioner Randall, SECONDED by Commissioner McClure to Approve Bid 2016-549 Final Change Order to Smithco Construction Inc reducing total contract amount to $3,064,549.37 not including tax and extending contract time to 349 days for substantial completion and 40 days for final completion.

All Voted Aye; Motion Passed Five to Zero

K. RFP 2018-625 Downtown MRA Master Plan

Commissioner McClure asked for clarification on the dollars that were granted through the grant and dollars being used from the City of Aztec.

MOVED by Mayor Pro-Tem Sipe, SECONDED by Commissioner Rogers to Approve the award of RFP 2018-625 to Consensus Planning in the amount of $50,000 plus tax and approve the Planning Services Agreement.

X. CITIZENS INPUT

Jacynn Fallon mentioned that she is interested in the petition process for Sunday Liquor Sales and was wondering why the item is not on the agenda tonight for discussion. Larry Thrower, City Attorney mentioned that he researched all avenues on the subject and mentioned that he determined that the Commission cannot place the question on the ballot at a general election. It has to be done through a special election so he felt it did not need to be placed on the agenda since no action or vote can be taken by commission.

\

XI. CITY MANAGER/COMMISSIONERS/ATTORNEY REPORTS

Steve mentioned that he will be out of the office October 25 to November 6.

Mayor Burbridge has asked that Steve rescind Administrative Regulation 2012-33/Vacation-Sick Leave Payout. She mentioned that next week is the Four Corners Future Forum and asked if any commissioners will be attending.

Mayor Pro-Tem Sipe mentioned that EDAB meeting was cancelled due to no quorum. She attended MPO meeting and had a meeting with members of the NWNMS on fundraising. She mentioned the She will be out of town beginning November 6.

Commissioner Rogers mentioned that Airport Advisory was cancelled due to lack of quorum. She attended San Juan Safe Communities meeting and San Juan County Commission meeting she mentioned that next year fees per inmate will increase.

Commissioner Randall attended Lodger's Tax Meeting and mentioned that there was a funding request for Aztec Sparkles. He mentioned that he may not be in attendance at the next Commission meeting. Commissioner Randall mentioned that we need to appoint somebody to the Council of Governments seat and thanked Commissioner Rogers for taking the San Juan Water Commission seat.

Commissioner McClure mentioned that ECHO food bank is accepting food donation and you can also donate at City Hall and the Library. She mentioned that she was a judge for San Juan County has talent and San Juan College. She met with Steve and Cindy Iacovetto at the Senior Center. She mentioned that she is concerned that the City Animal Shelter is understaffed.

XII. DEPARTMENT REPORTS

None

XIII. BUSINESS ITEMS

A. Final Adoption of Ordinance 2017-467 Amending Chapter 5, Article VI, Section 433 Animal Defecation; Cleanup

Steve mentioned that this will make the owner of animals frequently clean and dispose of the waste in a watertight and fly tight receptacle, which shall be emptied daily and in such a manner so as to prevent a nuisance, noxious smells, or other health hazards. The intent of this amendment is to elucidate maintenance standards for animals on property owned or leased in the City.

MOVED by Commissioner Randall, SECONDED by Commissioner McClure to Final Adoption of Ordinance 2017-467 Amending Chapter 5, Article VI, Section 433 Animal Defecation; Cleanup

A Roll Call Was Taken: All Voted Aye; Motion Passed Five to Zero

XIV. ADJOURMENT

Moved by Mayor Burbridge, SECONDED by Mayor Pro-Tem Sipe to adjourn the meeting at 6:56 p.m.

Mayor, Sally Burbridge

ATTEST:

Karla Sayler, City Clerk

MINUTES PREPARED BY

Karla Sayler, City Clerk

COMMISSION

Meeting

ATTENDANCE SHEET

DATE: 10-24-17

PAGE: 1 **OF** 2

---------**PLEASE PRINT**--------

NAME	Address or Affiliation
STEVE MUELLER	COA
Carlton Gray	COA
Ken George	706 French Drive Aztec
Kate Stuwe	COA
BILL WATSON	COA
Christie Viss	COA
Carl Bickford	COA
Victor Snover	208 N Church Aztec NM
Debbie Israel	TALON
Helen Shay	510 Orchard Aztec.
Tom Ballew	County
Aubrey Baird	52 Rd 2400
Katie Baird	52 Rd 2400
Mathew Baird	52 Rd 2400
Joshua Baird	52 Rd 2400
Brad R. Cole	52 RD 2400
Thomas W. Ballew	[illegible] County
Bastjan Paschall	Aztec Highschool
James T. Ballew	16771 US hwy 550
Jaelynn Fallon	410 S Main Ave
Deb22 / Billy	400 N Light Plant Rd
Greta Quintana	14 Road 3008 Aztec

COMMISSION

Meeting

ATTENDANCE SHEET

DATE: 10/24/17

PAGE: 2 **OF** 2

---------PLEASE PRINT--------

NAME	Address or Affiliation
David Quintana	14 Road 3008
Luke Durham	1144 Graceland
Billy Smart	201 N. ASH
Alex [illegible]	Flora Vista
David Williams	Aztec HUB
Cindy Galaventto	COA ASCC
Kaz [illegible]	COFA