

CITY OF AZTEC
COMMISSION MEETING MINUTES
December 17, 2019

I. CALL TO ORDER

Mayor Victor Snover called the Meeting to order at 6:01 pm at the Aztec City Commission Room, City Hall, 201 W. Chaco, Aztec, NM.

II. INVOCATION AND PLEDGE OF ALLEGIANCE

- A. Invocation (led by Judge Gray)
- B. United States Pledge of Allegiance (led by Mayor Snover)
- C. New Mexico pledge of Allegiance (led by Mayor Snover)

III. ROLL CALL

Members Present: Mayor Victor Snover; Mayor Pro-Tem Fry;
Commissioner Sipe; Commissioner Austin Randall;
Commissioner Mark Lewis

Members Absent: None

Others Present: City Manager Steve Mueller; City Attorney Tyson Gobble;
Project Manager Ed Kotyk; City Clerk Karla Sayler (see
attendance sheet)

IV. APPROVAL OF AGENDA ITEMS

MOVED by Commissioner Lewis to approve the agenda as given; SECONDED
by Mayor Pro-Tem Fry

All Voted Aye: Motion Passed Five To Zero

V. CONSENT AGENDA

- A. Commission Special Workshop Meeting Minutes November 19, 2019
- B. Commission Meeting Minutes November 26, 2019
- C. Resolution 2019-1165 Authorizing Signatures On Municipal Court Cash Bond
Checking Account
- D. City Manager Employee Agreement Amendment
- E. Resolution 2019-1166 Write Off of Uncollected Utility Accounts
- F. Resolution 2019-1167 Municipal Surplus (Golf Carts)
- G. RFP 2014-225 SEH (formerly Russell Planning & Engineering) Contract-N.
Main Corridor Design

H. Approval of ITB 2019-703 Water Plants 3 & 4 Upgrade Change Order No. 1

MOVED by Commissioner Randall to Approve the Consent Agenda as given with the exception of item (G) SECONDED by Commissioner Lewis

All voted Aye: Motion passed five to zero

VI. ITEMS REMOVED FROM CONSENT AGENDA

G. RFP 2014-225 SEH (formerly Russell Planning & Engineering) Contract-N. Main Corridor Design

Commissioner Randall asked about the \$27,000 for the survey and if this was a new survey. City Manager Steve Mueller explained that this is a new survey that will contain the easements and due to the time span between the original designs it also needs to be updated. Finance Director Kathy Lamb explained that even though the property owners may choose to donate the easements we still need to go through the whole process of surveys on each one and there are 6 total. We have to do this before we can even approach the property owner. This is all money that we received from the 2019 legislature.

MOVED by Commissioner Randall to Approve RFP 2014-225 SHE (formerly Russell Planning & Engineering) Contract N. Main Corridor Design SECONDED by Commissioner Lewis

All Voted Aye: Motion Passed Five To Zero

VII. PRESENTATIONS

A. Employee Recognition

Chief Heal introduced Jerry Blake and mentioned that he had been with the City for 23 years. Chief Heal introduced and thanked his family for supporting Jerry for 23 years. He stated that Jerry will be missed around the department and he thanked him for his service and everything he has done for the Police Department. Commission gave him a standing ovation and thanked him for his service.

Judge Gray recognized his court administrator Theresa Archuleta who has put in 17 years with the City. He stated that Theresa has been instrumental to making positive changes to help the court run smoothly.

B. Aztec Farmers Market

Pauline Pao presented information to the Commission and explained that she requested funds from the City in February. She explained that not all of the money received was spent because of advertising falling through. She would like to keep the money for the 2020 season. She explained the finances in detail. Commission felt that she can just keep the unused funds for the upcoming year.

C. Steamers and Dreamers

Cindy Iacovetto with the Steamers and Dreamers presented the financials for the event in September. She explained that this was created to fund and support the Good Neighbors Campaign. She explained that the event was September 24th and tried to combine with the truck show. She had a low turnout, vendors didn't show up the bands guitar was stolen and she decided to cancel the rest of the show. She explained that she has \$2,000 left. She would like to keep it for the Good Neighbors fund. The Mayor felt like this would be a separate funding request. She will keep \$400 and get Red Apple Transit settled with payment and return the unused portion to the City of Aztec.

VIII. CITIZENS INPUT (3 Minutes Maximum)

NONE

IX. BUSINESS ITEMS

A. RFP 2020-723 Sale of Real Property

City Manager Steve Mueller mentioned that March 2019 the Commission declared the HUB building as surplus, an appraisal was completed and an RFP was issued. One RFP was submitted and it came in under the appraised value. The RFP was reviewed by committee and their recommendation was to accept the proposal.

MOVED by Commissioner Randall to Approve RFP 2020-723 Sale of Real Property SECONDED by Commissioner Sipe

A Roll Call was taken; All voted Aye: Motion passed five to zero

B. Intent to Adopt Ordinance 2019-498 Amending Chapter 26, Article III and IV

Community Development Director Steven Saavedra explained that they want to remove the section on gravel parking lots, he explained that gravel should not be the standard. He explained that this goes against our subdivision requirements in Chapter 23. Gravel tends to end up in the right of ways causing bigger issues. This will also make to the change to define a parking space. There is also a discrepancy between Chapter 16 and 26 and this will just clean that up.

MOVED by Commissioner Sipe to Approve Intent to Adopt Ordinance 2019-498 Amending Chapter 26, Article III & IV SECONDED by Commissioner Randall

A Roll Call was taken; All voted Aye: Motion passed five to zero

X. QUASI JUDICIAL HEARINGS (Land Use)

NONE

XI. COMMISSIONER, CITY MANAGER, DEPARTMENT REPORTS

City Manager Steve Mueller mentioned that he had attended the NMML Managers meeting and also attended the Colorado River Users Association Conference. He will be out of the office the week after Christmas.

City Attorney Tyson Gobble mentioned that he has attended training on the Open Meetings Act and the Public Information Request Act. He has submitted his application to become a member of the NMML.

Commissioner Sipe attended the NWNM Seniors meeting they are still dealing with a lack of funding. EDAB was canceled this month. Thanked staff, citizens and business for the decorations all around town. Christmas party on Friday and candidate filing day coming up.

Commissioner Lewis also attended the San Juan Water Commission and the Colorado River Users Association Conference.

Commissioner Randall also gave staff a shout out for the lights on Main Street and the park.

Mayor Pro-Tem Fry has been participating in interviews for San Juan County Partnership the Director is retiring after 30 years.

Mayor Snover mentioned that this is the 2nd year as Mayor for the Sparkles Parade. Downtown looks amazing.

Steven Saavedra mentioned that in 2020 looking to have the first public meeting for CDBG, he mentioned that he would get dates out at the beginning of the year.

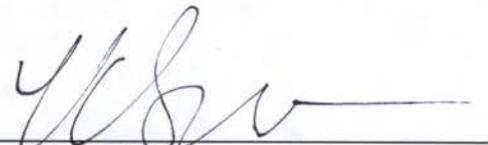
Cindy Iacovetto thanked Employees for their donations to help with the Thanksgiving dinner, they served over 200 people. She thanked Ed Kotyk and his wife and Steve Mueller for helping serve.

Chief Heal mentioned that Santa was here yesterday and it was a great event.

XII. ADJOURNMENT

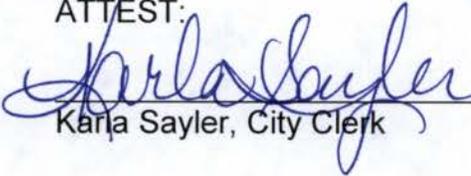
Mayor Snover moved to adjourn the meeting at 7:15 pm SECONDED by
Commissioner Sipe





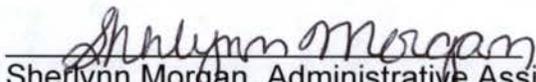
Mayor, Victor Snover

ATTEST:



Karla Sayler, City Clerk

MINUTES PREPARED BY:



Sherlynn Morgan, Administrative Assistant