

**CITY OF AZTEC
COMMISSION MEETING MINUTES
February 11, 2014**

I. CALL TO ORDER

Mayor Burbridge called the Meeting to order at 6:02 p.m. at the Aztec City Commission Room, City Hall, 201 W. Chaco, Aztec, NM.

II. INVOCATION

The Invocation was led by Commissioner Sipe

III. PLEDGE OF ALLEGIANCE

The pledge of Allegiance was led by Commissioner Locke

IV. ROLL CALL

Members Present: Mayor Sally Burbridge; Commissioner Roberta Locke;
Commissioner Sherri Sipe; Commissioner Gene Current

Members Absent: Mayor Pro-Tem Jim Crowley

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

V. AGENDA APPROVAL

MOVED by Commissioner Current, SECONDED by Commissioner Locke to Approve the Agenda.

VI. CITIZEN RECOGNITION

Code Compliance Officer, Bob Carmen presented the Aztec Spirit Award for Yard of the Month to William Hall at 417 Parkland Drive, and Commercial Spirit Award of the Month to Four Corners Community Bank.

VII. EMPLOYEE RECOGNITION

None

VIII. CONSENT AGENDA

MOVED by Commissioner Current, SECONDED by Commissioner Locke to Approve the Consent Agenda with the exception of item H. RFP 2014-227 Legion Rd. Extension Design

All Voted Aye; Motion Passed Four to Zero

- A. Commission Meeting Minutes, January 28, 2014
- B. Travel Request
- C. Bid 2014-400 Hampton Arroyo Sewer Line Crossing-Final Change Order 2
- D. RFP 2014-230 City Attorney-contract Award
- E. Simonds Road Reconstruction Design Contract
- F. PERA Volunteer Firefighters Annual Reporting
- G. Resolution 2014-932 Concerning the Governing Body Meetings and Public Notice Requirements
- H. Pulled

IX. ITEMS FROM CONSENT AGENDA

H. RFP 2014-227 Legion Rd. Extension Design

Commissioner Sipe questioned that if the design fees will be from the General Fund Contingency Budget where will the money be coming from to do the construction of the project. Josh answered that the City did not foresee this because of the FHWA/NMDOT requirement and that the City hopes zero dollars comes for funding for the road, however the City has to have this engineered and ready for the City to have the money for the Arterial Project.

MOVED by Commissioner Sipe, SECONDED by Commissioner Current to approve RFP 2014- 227 to Huitt-Zollars in the amount of \$22,000.

X. CITIZENS INPUT

Pam Shenton, Owner of Vanilla Moose, proposed an idea on how to make citizens responsible for their yard sale signs. She mentioned that when code compliance is out they drive by the residence that the sign belongs to and he gives them a warning before they get fined.

XI. BUSINESS ITEMS

- A. Final Adoption of Ordinance 2014-432 Amending Chapter 1 General Administration

Josh mentioned that this is the final adoption of this ordinance, and there have been no changes or comments.

MOVED by Commissioner Sipe, SECONDED by Commissioner Current to approve the Adoption of Ordinance 2014-432 Amending Chapter 1 General Administration

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

B. Final Adoption of Ordinance 2014-433 Amending Chapter 2 Administration

Josh mentioned that this item is about the EDAB Board and the change to City Staff and Commission serving as members of the board instead of voting members and no other comments have been received. He also mentioned that the other change was updating the name of the Planning Department to Community Development Department.

MOVED by Commissioner Current, SECONDED by Commissioner Sipe to approve the Adoption of Ordinance 2014-433 Amending Chapter 2 Administrations

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

C. Intent to Adopt Ordinance 2014-435 Amending of Article 1, Section 17.1 of Chapter 17 Personnel

Josh stated that this Ordinance is for updates to the City Personnel Policy; it was reviewed through the HR Department and at Staff level that looked at the policy to see what needed to be updated. Commissioner Locke questioned why Tobacco is not included in Section 15 of the Policy. Josh stated that there was a long discussion with Staff and it was decided that Tobacco does not damage a city vehicle or city building.

MOVED by Commissioner Sipe, SECONDED by Commissioner Current to approve the Intent to Adopt Ordinance 2014-435 Amending Article 1, Section 17.1 of Chapter 13-Personnel

A Roll Call Was Taken; All Voted Aye; Motioned Passed Four to Zero

D. Intent to Adopt Ordinance 2014-436 Amending Chapter 5 Animals

Josh stated that these next three items all pertain to Animal Code updates and this intent is for the changes to the actual Ordinance.

MOVED by Commissioner Locke, SECONDED by Commissioner Current to approve the Intent to Adopt Ordinance 2014-436 Amending Chapter 5 Animals-5

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

E. Intent to Adopt Ordinance 2014-437 Amending Chapter 16 Article V. Animal Fees

Josh mentioned that it has been several years since this chapter has been amended. Mayor Burbridge questioned why fees and fines are two separate chapters. Judge Carlton Gray clarified that fees are what you pay at the shelter, for example of you had to pick up your animal at the shelter you would have to pay a fee, and that a fine is when you pay the court for a violation to the code.

MOVED by Commissioner Current, SECONDED by Commissioner Sipe to approve the Intent to Adopt Ordinance 2014-437 Amending Chapter 16, Article V. Animal Fees

A Roll Call Was Taken; All Voted Aye; Motion passed Four to Zero

F. Intent to Adopt Ordinance 2014-438 Amending Chapter 1, Section 12 Fine Schedule for Section 1-12-4 Animals

Josh stated this intent is that the changes proposed to Chapter 5 was reviewed and determined that fees needed to be changed for Section 16-251, Article V of Chapter 16-Fee Schedule to accommodate changes to Chapter 5 Animals.

MOVED by Commissioner Sipe, SECONDED by Commissioner Current to approve the Intent to Adopt Ordinance 2014-438 Amending Chapter 1 Section 12 Fine Schedule for Section 1-12-4.

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

XII. LAND USE HEARINGS

None

XIII. CITY MANAGER/COMMISSIONER/ATTORNEY REPORTS

Josh stated that the City Potluck will be this Thursday February 13th at 12pm in the Commission Room and the drawing for the raffle will be held at the potluck. He stated that the City is still working diligently to receive more funding for the Arterial Project. He reminded everyone that the Election is coming up on March 4 and to get out there and vote and early voting starts this Wednesday, February 12th at 7am. He informed everyone that budget planning has started and with the change of Commission we are going to wait until after the election to have the Commission Retreat.

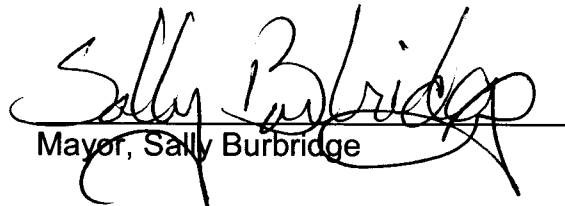
Mayor Burbridge stated that there is a Public Input Session for the North Main Project March 5th from 4 to 7 pm at the Aztec Senior Center.

XIV. DEPARTMENT REPORTS


Chief Mike Heal mentioned that he had a meeting with Commissioner Butch Matthews and that DOT will not start the intersection project on Ruins Road again until school is out for summer break and the Bloomfield project is done.

XV. ADJOURNMENT

MOVED by Commissioner Sipe to Adjourn the Meeting at 6:40 pm, SECONDED by Commissioner Current.


Mayor, Sally Burbridge

ATTEST:


Karla H. Sayler, City Clerk

MINUTES PREPARED BY:


Chelsea Clowe, Support Service Secretary



ATTENDANCE SHEET

COMMISSION MEETING

DATE: 2/11/14

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NAME	ADDRESS OR AFFILIATION
CARLTON GRAY	COA
STEVE MUELLER	COA
MIKE HEAL	COA
Delain George	COA
Jina Roper	COA
Sabrina Hood	COA
Nathan Bezy	COA - IT
Ben WATSON	COA
AUSTIN RANDALL	COA
Pam Sherton	UM
Susan Carter	city of Astoria