

CITY OF AZTEC  
COMMISSION WORKSHOP MINUTES  
September 22, 2015

**I. CALL TO ORDER**

Mayor Burbridge called the meeting in to order at 5:15pm at the Aztec City Commission Room City hall 201 W. Chaco, Aztec NM.

MEMBERS PRESENT: Mayor, Sally Burbridge; Mayor Pro-Tem Sipe; Commissioner, Sheri Rogers; Commissioner, Katee McClure

MEMBERS ABSENT: Commissioner, Roberta Locke

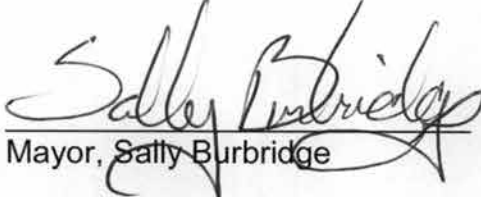
OTHERS PRESENT: City Manager, Joshua Ray; Administrative Assistant, Sherlynn Morgan; Project Manager, Ed Kotyk

**A. Discussion on City of Aztec Personnel Policy & Safety Policy**

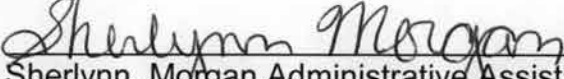
Josh Ray, City Manager opened the workshop for discussion on City of Aztec Personnel Policy and Safety Policy. He handed out the City Attorney's opinion on zero tolerance substance abuse policy and some copies of Supervisor's Legal updates that the City Department Heads receives monthly to Commission for their review to show some case law on drug policies. Commission and Staff reviewed the current policies in place and have determined that first time offenses for drugs or alcohol would be a 3 day suspension without pay and employee would have to enroll in a treatment program and second offense would be termination if the offense occurs within seven years of the first offense.

**II. Adjournment**

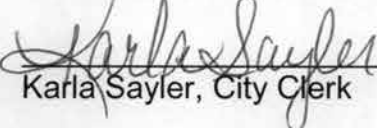
Mayor Burbridge adjourned the Workshop at 5:54 pm.

  
Mayor, Sally Burbridge

ATTEST:

  
Sherlynn, Morgan Administrative Assistant

MINUTES PREPARED BY:

  
Karla Saylor, City Clerk