

CITY OF AZTEC
COMMISSION MEETING MINUTES
March 27, 2018

I. CALL TO ORDER

Mayor Victor Snover 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 Judith McDonald from the Unitarian Universalist Congregation in Farmington

III. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by David Williams

IV. NEW MEXICO PLEDGE

The New Mexico Pledge was led by David Williams

V. ROLL CALL

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

Members Absent: None

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

VI. AGENDA APPROVAL

Commissioner Randall mentioned that Item (D) needed to be pulled.

MOVED by Commissioner Sipe to Approve the Agenda with the exception of Item (D), SECONDED by Commissioner Lewis

All voted Aye: Motion passed 5 to 0

VII. PROCLAMATION

A. Road Safety Week (April 1st -7th)

Mayor Snover read the proclamation for Road Safety Week.

VIII. PRESENTATION

A. San Juan County Historical Society (Andrea Greenacre)

Andrea Greenacre past President of the Historical Society introduced the new President Patty Tharp and gave a report to commission on the happenings of the Historical Society. Andrea thanked Aztec City Commission and Staff for their outstanding support in keeping the SJC Historical Society Building in good shape. They are a volunteer organization working to archive San Juan County's Historical Documents.

IX. CITIZEN RECOGNITION

Interim City Manager Steve Mueller recognized the students of Aztec High School who on March 14th instead of having a walk out had a walk-up to the flag pole where they came up with 21 positive actions that a person can take to promote meaningful change.

X. EMPLOYEE RECOGNITION

Interim City Manager Steve Mueller recognized Public Works Superintendent Yvonne Multine for stepping up to the plate and keeping Public Works running during all the changes. He also recognized Greg Mizell on his promotion to Line Superintendent and commended both of them on a great job.

XI. CONSENT AGENDA

MOVED by Commissioner Lewis, SECONDED by Commissioner Sipe to Approve the Consent Agenda with the exception of Item (D)

- A. Commission Meeting Minutes March 12, 2018
- B. Special Budget Resolution 2018-1077 Animal Care Contributions
- C. Library Advisory Board Member Approval
- D. **PULLED**
- E. Law Enforcement Protection Grant Fund
- F. Resolution 2018-1078 Authorizing Signatures for City Accounts

All Voted Aye: Motion Passed Five to Zero

XII. ITEMS FROM CONSENT AGENDA

XIV. CITIZENS INPUT (3 MINUTES MAXIMUM)

None

XV. BUSINESS ITEMS

A. 550 Brewing Company, LLC Lease Agreement

Community Development Director Steven Saavedra explained that this is an item to renew the lease agreement for 550 and the City of Aztec. He explained that the initial agreement was from March 2016 – May 2017 and since that time they have been operating as a holding over. This will extend their lease for 1 more year with an option to renew for 1 additional year as an incubator at the HUB. Steven explained the terms and conditions were discussed with 550.

Mayor Pro-Tem Fry asked if when 550 moved into the HUB there was a maximum length of time that they were going to stay or find a new place. Steven explained that it was an incubator agreement for 3 years, but there were improvements and other issues to be dealt with before they were able to get up and running. Steven explained that the City recognized that with this lease agreement. Mayor Pro-Tem Fry also asked about the trainings in order to lower the rent, Steven explained that before now we haven't been able to really function as a HUB but now that we will have a full time manager that will change. Commissioner Sipe explained that they have partnered with the Enterprise Center and they should be the one's offering the classes at the HUB. Commissioner Randall asked how we know when a business is ready to move according to bench marks. Steven explained that since this is something new we really don't have anything to go by so he has researched how other incubators have operated. Mayor Snover asked when the agreement will take effect. Steven explained that it will take effect as soon as it's signed but the year will start counting after the HUB is back up and running after construction is complete.

MOVED by Commissioner Sipe to approve and renew the lease agreement with 550 Brewing Company, LLC, SECONDED by Commissioner Randall

All Voted Aye: Motion Passed Five to Zero

B. Final Adoption of Ordinance 2018-469 Amending Chapter 26 Land Use Regulations, Article II Zone District and Overlay Regulations to Include the North Main Avenue Overlay District

Community Development Director Steven Saavedra explained that this is the final adoption to create the overlay for the North Main District. There have been no comments on the subject. Steven explained that the corporate sign and color section has been removed. Commissioner Sipe asked about the land use and Steven said that the land use is the next step and will go through the formal process. City Attorney explained that it was decided that we needed to have the ordinance in place before we do the actual land use.

MOVED by Mayor Pro-Tem Fry to approve Ordinance 2018-469 Amending Chapter 26 Land Use Regulations, Article II Zone District, and Overlay Regulations to Include the North Main Avenue Overlay District, SECONDED by Commissioner Lewis

A Roll Call was taken: All Voted Aye; Motion Passed Five to Zero

C. Intent to Adopt Ordinance 2018-470 Amending Chapter 5 Animals

Animal Shelter Director Tina Roper explained that it has been awhile since Chapter 5 has been amended. The Animal Care Staff has reviewed Chapter 5 and determined the need for changes. Commissioner Lewis asked about the definition provided to define the difference in a service animal and an emotional support animal. Tina explained that the language for this change came from the American Disabilities Act website.

MOVED by Commissioner Randall to approve the Intent to Adopt Ordinance 2018-470 Amending Chapter 5 – Animal, SECONDED by Commissioner Sipe

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

D. Intent to Adopt Ordinance 2018-471 Amending Chapter 16, Article V. Animal Fees

Animal Shelter Director Tina Roper explained that it has been 4 years since Chapter 5 was amended and in amending Chapter 5 revisions were required in the Animal Fees which are provided in Chapter 16. Tina reported that some of the fees that will be updated within this change are: boarding fees, rabies observation fees and creating a special permit for intact animal addressing for animals with medical exemptions to spay or neutering.

MOVED by Commissioner Sipe to approve the intent to Adopt Ordinance 2018-471 Amending Chapter 16, Article V. Animal Fees, SECONDED by Commissioner Randall

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

E. Intent to Adopt Ordinance 2018-472 Amending Section 1-12-2-3 Specific Penalty Schedule for Animal Fines

Animal Shelter Director Tina Roper explained that in amending Chapter 5 revisions were also required in the Animal Fines which are provided in Chapter 1-12. Tina mentioned that one significant change is to the fine for kennel permit which was changed to multiple animal permit.

MOVED by Commissioner Randall to approve the Intent to Adopt Ordinance 2018-472 Amending Section 1-12-2-3 Specific Penalty Schedule for Animal Fines, SECONDED by Commissioner Lewis

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

XVI. LAND USE HEARINGS

Mayor Snover read the land use script for the following land use items. Asked if there were any challenges, conflicts of interest or ex-parte communications there were none. He swore all participants in and proceeded to the hearing.

A. CUP 18-01 Conditional Use Permit to all a recreation vehicle (travel trailer) to act as a temporary secondary residence

Community Development Director Steven Saavedra explained that the applicants Josh and Katie Jarvis are requesting a conditional use permit to allow a travel trailer to act as a temporary secondary residence behind 412 S. Church. He explained that the family has indicated a hardship and are looking for an exemption from the code. This will be for 1 year with an option for an additional year.

Josh Jarvis explained that he was requesting the conditional use permit because of the age of his son, a need for quiet space, more consistent and watchful care is needed, while offering a feeling of independence. Commissioner Sipe thanked Josh Jarvis for visiting with his neighbors on his own. Commissioner Randall asked about the utilities. Mr. Jarvis explained that they would not be running water or sewer but they will be requesting electrical because they plan on putting a shop in that area in the future.

The hearing was closed to testimony.

MOVED by Commissioner Randall to approve petition CUP 18-01 a request from Josh and Katie Jarvis for a conditional use permit to allow a travel trailer to act as a temporary dwelling unit in the R-1 single-family dwelling district subject to the following conditions and accept findings of facts 1-8, SECONDED by Commissioner Sipe

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

B. CUP 18-02 Conditional Use Permit to allow for the manufacturing and brewing of beer

Community Development Director Steven Saavedra explained that this a conditional use permit by Sean Paschall to allow for the manufacturing and brewing of beer. Steven explained this permit was needed because the specific use of manufacturing of alcohol was not listed as a use in the City zoning code within the C-1 district. The property is located at 119 N. Main. Commissioner Randall asked how this plays into the future of 550. Steven explained that from what he understands 550 is going to expand. Commissioner Sipe asked if we had any comment from any of the Churches and Steven reported that the Churches and other residents have not had any comments.

Applicant Sean Paschall testified that this step is to move the current 550 brewing operation from the County into the City. Sean explained that they will be moving 550 from the HUB into this location as well as a restaurant.

The hearing was closed to testimony.

MOVED by Commissioner Sipe to approve petition CUP 18-02 a request from Sean Paschall for a conditional use permit to allow for the manufacturing and brewing of beer at 119 N. Main Ave, Aztec NM, subject to the following conditions and accepting findings of fact 1-5, SECONDED by Commissioner Randall

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

XVII. CITY MANAGER/COMMISSIONERS/ATTORNEY REPORTS

Interim City Manager Steve Mueller mentioned that he attended a career day with Ed Kotyk at Mesa Esperanza School in Farmington. He mentioned that we have a new recycle container down at the recycle yard.

Commissioner Sipe mentioned that she attended the EDAB meeting and that they did not have a quorum. Yesterday she attended the NM Municipal League District Meeting in Gallup. They went over things that had been passed by the Legislature and one of them was on the Elections and having them all at the same time and following the state election code. We received a dividend credit from NM Self Insurers Fund for being safe. She will attend a NW NM Seniors meeting and an MPO meeting this month.

Commissioner Sipe recognized Britney Corey for participating in the Paralympic games and won a Silver medal in snowboarding.

Mayor Pro-Tem Fry mentioned that she attended the Farmington MPO Technical Committee meeting on the 14th, in Bloomfield and it was good to see everyone coming together to coordinate and plan and share infrastructure projects. She attended a Chamber of Commerce meeting and also Library Board meeting. She encouraged everyone to check out all the different programs especially the family pass. She visited with Boys and Girls Club and discussed after school programs. On Saturday she attended the NM Municipal League training. She thanked the City for providing the training. Mayor Pro-Tem Fry attend a meeting for Four Corners Economic Development and learned information about broad banding and grants.

Commissioner Lewis mentioned that he attended the NM Municipal League training as well and learned a lot of new things. He got to interact with all the newly elected officials. He mentioned that he will attend the San Juan Water Commission Meeting on Wednesday.

Commissioner Randall mentioned that he attended the LTAB meeting and Lodger's Tax is way down. He gave a fishing report from Tiger Park is good.

Mayor Snover thanked everyone for understanding and for the help walking him through the meeting. He mentioned that four Aztec Students went to Washington for Spring Break for the March for our Lives and wanted to recognize them. Mayor Snover also mentioned the March 14th Walk up at the High School and was proud to be a part of it. He attended Chief's Coffee and it was valuable and looking forward to the next one. He met with Four Corners Economic Development. He has and an ECHO Board meeting tomorrow. He also attended the NM Municipal League Training and it was interesting and an eye opener.

XVIII. DEPARTMENT REPORTS

Chief Mike Heal appreciated Mayor Snover being at the Chief's Coffee and hopes to have more students next time. Next meeting at the College is the 18th of April at the College. He attended the legislative board meeting in Santa Fe where they were discussing school safety.

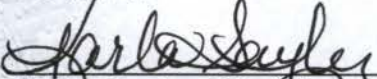
XIV. ADJOURNMENT

Moved by Commissioner Lewis, SECONDED by Mayor Pro-Tem Fry to adjourn the meeting at 7:30 p.m.




Mayor, Victor Snover

ATTEST:



Karla Sayler, City Clerk

MINUTES PREPARED BY:



Sherlynn Morgan, Administrative Assistant



COMMISSION



Meeting

ATTENDANCE SHEET

DATE: 3/27/18

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NAME	Address or Affiliation
Delain George	COA
MIKE HEAL	COA
Tina Roper	COA
Andrea Greenaker	SJCist Soc.
Kate Shuh	COA
Kris Farmer	COA
KALAMB	COA
Jim Crowley	SJC
Ken George	706 French Drive Aztec
Sheri Rogers	citizen
Sean Paschall	550 Brewing
GEORGE JEWETT	324 S. Mesa Verde Aztec
Lisgar Cuba	1704 Aztec Blvd Aztec
David Williams	HUB
Cynthia Paschall	550 Brewing
Mike Paschall	550 Brewing
Helen Shay	DEM.
MP SCHILDMAYER	DEMOCRATIC PARTY OF SJC
Patty Sharp	San Juan County Historical Society
Wallen Brey	COA-JT
JASON THOMAS	SAN JUAN COUNTY RESIDENT
KCUN	



ATTENDANCE SHEET

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