

CITY OF AZTEC  
COMMISSION MEETING MINUTES  
August 14, 2018

**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**

The Invocation was led by Laura Marshal

**III. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Chief Heal

**IV. NEW MEXICO PLEDGE**

The New Mexico Pledge was led by Chief Heal

**V. ROLL CALL**

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

Members Absent: None

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

**VI. AGENDA APPROVAL**

MOVED by Commissioner Randall to Approve the Agenda as given,  
SECONDED by Commissioner Sipe

All voted Aye: Motion passed five to zero

**VII. CITIZEN RECOGNITION**

City Manager Steve Mueller recognized the YCC for their hard work over the summer. He also recognized Diane Lane who is the last member of the Garden Club and she helped the YCC with the redesign of the rose garden. He gave thanks to Jeff Blackburn, Ed Kotyk and Jef Newland for all the help with the YCC projects.

47 **VIII. EMPLOYEE RECOGNITION**

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City Manager Steve Mueller recognized Steve Morse the new Public Works Director; Angela Watkins the new Library Director; and Jeff Blackburn the new Parks Director. The Mayor and Commission congratulated and welcomed everyone.

53 **IX. CONSENT AGENDA**

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- A. Commission Special Workshop Meeting Minutes July 23, 2018
- B. Commission Workshop Meeting Minutes July 24, 2018
- C. Commission Meeting Minutes, July 24, 2018
- D. Resolution 2018-1095 Authorizing Signatures for City Accounts
- E. Resolution 2018-1096 Authorizing Signatures on Motor Vehicle Department Checking Account
- F. Resolution 2018-1097 Authorizing Signatures for Municipal Court Cash Bond Checking Account
- G. Red Apple Transit Agreement
- H. Resolution 2018-1098 Municipal Surplus
- I. Resolution 2018-1099 Rescind Emergency Ban on Open Fires and Fireworks
- J. RFP 2019-662 City Attorney Contract Award (pulled)
- K. Aztec Municipal Airport Lease Agreement – Digii.Net

69 Moved by Commissioner Sipe, SECONDED by Commissioner Lewis to approve  
70 the Consent Agenda as given with the exception of item (J) RFP 2019-662 City Attorney  
71 Contract Award.

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All Voted Aye: Motion Passed Five to Zero

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75 **X. ITEMS FROM CONSENT AGENDA**

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(J) RFP 2019-662 City Attorney Contract Award

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Commissioner Randall asked for more clarification on who would be sitting in for Commission meetings since it was a firm that was chosen. City Manager Steve Mueller explained that they will give us the option of who we want to sit in on the meetings and to act as a point person. Mayor Snover mentioned that he would like to have consistency. Mayor Snover asked how often have we went beyond the monthly hours since the base fee is 20% over the previous attorney. Kathy Lamb Finance Director explained that she looked at a 49 month period and of that 18 of those months were over. Staff will work out how they do office hours in order to help cut down the overages. An Itemized billing with a list of time and items will be provided. Mayor Snover mentioned that he has reservations because of the extra fees.

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Moved by Commissioner Randall to Approve award of RFP 2019-662 Municipal Legal Services to the Risley Law Firm and authorize the City Manager to sign the



92 professional services agreement on behalf of the City **SECONDED** by Commissioner  
93 Lewis

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95 All voted Aye: Motion passed four to zero

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97 **XI. CITIZENS INPUT (3 MINUTES MAXIMUM)**

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99 None

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101 **XII. BUSINESS ITEMS**

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103 A. Intent to Adopt Ordinance 2018-482 Municipal Gross Receipts Tax

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105 Finance Director Kathy Lamb explained that this was the item that was  
106 workshopped and how the staff summary was laid out. If the Commission would  
107 like the increase to happen in January the action needs to start tonight. The  
108 current gross receipts tax rate within the municipal limits of Aztec is 8%. The 8%  
109 includes tax increments for the state, county and city. The last rate increase  
110 implemented by the City was .375% and established the Capital Projects Fund.  
111 Currently the revenues generated by that increase are pledged to the debt  
112 incurred on the library and Tiger reservoir. The .125% would be 13 cents on \$100  
113 and the .25% increase would be 25 cents on \$100.

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115 Moved by Mayor Pro-Tem Fry, to Approve Intent to Adopt Ordinance 2018-482  
116 Municipal Gross Receipts Tax in the amount of .25% going to the general fund  
117 **SECONDED** by Commissioner Lewis

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119 A Roll Call was taken; all voted Aye  
120 Motion passed five to zero

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122 **XIII. LIQUOR LICENSE HEARING**

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124 A. 550 Brewing Company, LLC DBA 550 Brewing Company 119 E. Chuska – New  
125 Liquor License

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127 Delain George utilities director explained that this is because they moved the master  
128 off site location from the county to Main Street and the State requires a hearing  
129 because the location is within 300 feet of a church. The goal is to serve both places  
130 with the ultimate goal being graduating out of the HUB.

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132 Moved by Commissioner Sipe, to Approve the Small Brewer off Site Liquor  
133 License for 550 Brewing Company, LLC located at 199 E. Chuska St. Aztec, NM  
134 **SECONDED** by Commissioner Randall

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136 A Roll Call was taken; all voted Aye

137 Motion passed five to zero  
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#### **XIV. CITY MANAGER/COMMISSIONERS/ATTORNEY REPORTS**

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141 City Manager Steve Mueller asked if the Commission would be interested in  
142 buying an ad in the Talon honoring our first responders. The Commission agreed and  
143 they will discuss options.

144 Mayor Pro-Tem Fry reported that she attended the four corners economic  
145 development annual board meeting and was selected as Vice President. Will attend the  
146 Municipal League Conference.

147 Commissioner Sipe attend a NWNM Seniors meeting last week. She attended  
148 the Connie Mack City and County Officials Night. She attended the legislative hearing  
149 today on the closure of the plant and the impact on the community. She reported that  
150 she has an EDAB meeting on Thursday. Will attend the NMML Annual Conference in  
151 Roswell at the end of the month.

152 Commissioner Randall congratulated Angela and Jeff and welcomed Steve  
153 Morse to his new position. Mentioned that the crosswalks look good. He asked staff for  
154 an update on reservoir 1

155 Commissioner Lewis spent last week in Colorado. He mentioned that the ditches  
156 have been put on rotation. Steve will forward the schedule to everyone.

157 Mayor Snover mentioned that they are officially back in school and there may be  
158 changes to security and traffic and be cautious and aware that there are a lot of kids out  
159 there.

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#### **XV. DEPARTMENT REPORTS**

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162 Steven Saavedra Community Development Director mentioned that he will be in  
163 Roswell next week presenting on the arterial so Andrew Decamillo will be presenting the  
164 land use on the agenda.

165 Chief Heal encouraged the Municipal League voting person to vote for resolution  
166 2018-37 which is the school safety resolution.  
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#### **XVI. ADJOURNMENT**

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170 Moved by Mayor Snover, SECONDED by Commissioner Sipe to adjourn the  
171 meeting at 7:06 p.m.  
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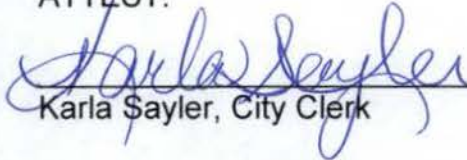
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Mayor, Victor Snover

ATTEST:

  
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Karla Saylor, City Clerk



MINUTES PREPARED BY:

  
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Sherlynn Morgan, Administrative Assistant

