

CITY OF AZTEC  
COMMISSION MEETING MINUTES  
September 25, 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 Commissioner Mark Lewis

**III. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Mayor Snover.

**IV. NEW MEXICO PLEDGE**

I Salute The Flag Of The State Of New Mexico And The Zia Symbol Of Perfect Friendship Among United Culture's.

The New Mexico pledge was led by Mayor Snover.

**V. ROLL CALL**

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

Members Absent: Commissioner Austin Randall

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

**VI. PROCLAMATION**

A. Mayor Snover read the proclamation for National Manufacturing Day

**VII. AGENDA APPROVAL**

MOVED by Commissioner Sipe to Approve the Agenda as given with the amendment of land use permit item (D) 15-05 to 18-05, SECONDED by Commissioner Lewis

All voted Aye: Motion passed four to zero

**VIII. CITIZEN RECOGNITION**

None

**IX. EMPLOYEE RECOGNITION**

Mayor Snover thanked City staff, thanked Kathy Lamb for filling in for Steve Mueller and recognized Jeff Blackburn as Interim Parks Director.

**X. CONSENT AGENDA**

- A. Commission Meeting Minutes September 11, 2018
- B. Resolution 2018-1104 Municipal Surplus
- C. ITB Bid 2019-663 Western Red Cedar Poles

Moved by Commissioner Lewis, SECONDED by Mayor Pro-Tem Fry to approve the Consent Agenda as given

All Voted Aye: Motion Passed Four to Zero

**XI. ITEMS FROM CONSENT AGENDA**

NONE

**XII. CITIZENS INPUT (3 Minutes Maximum)**

NONE

**XIII. BUSINESS ITEMS**

- A. FY Funding Application: Aztec Museum

Finance Director Kathy Lamb explained that this is the funding application that the Museum turned in with the budget process. Commission postponed action during the July 28, 2018 commission meeting when it was presented because of discussions that were taking place with the Museum and City staff. Members of the Museum board spoke about the operations and expenditures of the Museum to commission tonight for their consideration in the funding request. The museum has received funding from the city the last two years in the amount of \$10,000. In the staff summary the balance of FY19 budgeted funds specific to external request is \$24,860. Kathy explained that if

the whole amount is not allotted now the money will remain in the budget for this fiscal year and that the funds can be used later if additional funding is requested by other entities.

Moved by Commissioner Sipe, **SECONDED** by Commissioner Lewis to approve funding to the Aztec Museum in the amount of \$10,000.

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

B. Intent to Adopt Ordinance 2018-483 Amending Chapter 26, Article III, Division 2 Communications Tower and Antenna

Steven Saavedra Community Development Director explained that these changes will be for esthetic requirements for new cell phone towers so they blend in more with surroundings.

Moved by Mayor Pro-Tem Fry, **SECONDED** by Commissioner Sipe to approve intent to Adopt Ordinance 2018-483 Amending Chapter 26, Article III, Division 2 Communications Tower and Antenna

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

**XIV. LAND USE HEARINGS**

Mayor Snover read the land use script for the following land use items and asked if there were any challenges, conflicts of interest or ex-parte communications. Mayor Snover swore all participants in and proceeded to the hearings.

A. OG 18-02 Hilcorp Inc. Drill Site Permit (Sam Cooley #1 NWSW of Section 9)

Community Development Director Steven Saavedra explained that this is a request by Hilcorp San Juan, L.P. (Keri Hutchins) to modify an existing gas well to be installed at 382 Road 3100, Aztec, NM 87410 (NWSW of Sec. 9, T30N, R11W 1865' FSL, 1310' FWL, City of Aztec, San Juan County, New Mexico). No comments or concerns have been received. Staff has concerns with the gravel, so staff is recommending approval with a concrete drive apron, gravel maintenance and screening/landscaping.

Keri Hutchins explained that all of these applications are asking for the same thing, these wells have all been in place since the 50's and 60's. They are not changing the pad in anyway, the change will be underground. They are looking at ways to make the well perform better. Hilcorp is happy to help to beautify Aztec where it makes

sense. This well is in a hole so it is screened by the natural topography. Hearing was closed to testimony.

Moved by Commissioner Lewis, SECONDED by Mayor Pro-Tem Fry to approve OG 18-02 an Oil and Gas Well to modify an existing gas well to be installed at (NWSW of Sec. 9, T30N, R11W 1865' FSL, 1310' FWL, City of Aztec, San Juan County, New Mexico with Natural Landscaping added to NW and E Edge Of Pad And Suggested Finding of Facts 1-10.

A Roll Call was taken; 3 Voted Aye; Mayor Snover Voted Nay  
Motion Passed Three to One

B. OG 18-03 Hilcorp Inc. Drill Site Permit (Bruington SENW of Section 21)

Community Development Director Steven Saavedra explained that this is to modify an existing well at (SEnw of Section 21, T30N, R11W 1700' FNL, 1895' FWL, San Juan County Tax ID #R0012519). Staff recommended that screening for the well be installed.

Moved By Commissioner Sipe, SECONDED By Mayor Pro-Tem Fry To Approve OG 18-03 An Oil And Gas Well Application Submitted By Keri Hutchins, On Behalf Of Hilcorp San Juan, L.P. For Permission To Modify An Existing Well At The Location Indicated Per The Staff Report With Recommended Conditions And Suggested Finding Of Facts 1-10 With The Addition Of Screening To The Well Pad.

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

C. OG 18-04 Hilcorp Inc. Drill Site Permit (Glen Swire #1 SESW of Section 8)

Community Development Director Steven Saavedra explained that this is to modify an existing well at (SESW of Section 8, T30N, R11W 790' FSL, 1850' FWL, San Juan County, New Mexico). He mentioned that it is close proximity 50' of residential dwelling units. The well was there before any of the houses were put in. If this the well was not already existing staff would not recommend because of the area the well is located at. Several concerns were mentioned by concerned residents about the gas smells, right of ways and the location of the well. It was recommended by Steven that the commission visit the site but no discussion can take place.

Moved by Commissioner Sipe, SECONDED by Mayor Pro-Tem Fry To Table The Decision On OG 18-04 Application Until The October 23<sup>rd</sup> Commission Meeting In Order To Gather More Information

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

D. OG 18-05 Hilcorp Inc. Drill Site Permit (Fay Burdette#1)

Community Development Director Steven Saavedra explained that this is to modify an existing well at (SESW of Section 9, T30N, R11W 1520' FNL, 1450' FEL, San Juan County, New Mexico). Staff is recommending a gravel maintained road, a new apron, screening and landscaping.

Moved By Commissioner Sipe, SECONDED By Mayor Pro-Tem Fry To Table The Decision On OG 18-05 Application Until The October 23<sup>rd</sup> Commission Meeting In Order To Gather More Information and Have a Site Visit

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

**XV. CITY MANAGER/COMMISSIONERS/ATTORNEY REPORTS**

Commissioner Sipe mentioned that EDAB would like to set up a workshop with Commission in order to understand what this Commission expects from them. She has an MPO meeting on Thursday.

Mayor Pro-Tem Fry mentioned that she has a Library Advisory Board meeting and Angel Watkins in the new director at the Library. She attended San Juan County Partnership, San Juan Safe Communities Initiative and a 4CED meeting.

Commissioner Lewis mentioned he has San Juan Water Commission meeting next week and that he attended a press conference on ICE.


Mayor Snover mentioned the he attended the Home Coming parade. He also attended the ICE press conference today on "Semos Pueblos Unidos".

**XVI. DEPARTMENT REPORTS**

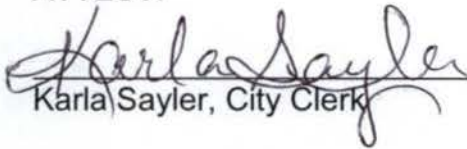
Steven Saavedra Community Director mentioned that he will be out of the office dealing with a personal issue but he would still be available to receive calls, texts or emails on his phone.

**XVII. ADJOURNMENT**

Moved by Mayor Snover, SECONDED by Commissioner Lewis to adjourn the meeting at 9:39 p.m.

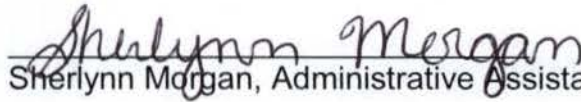
  
\_\_\_\_\_  
Mayor Victor Snover

ATTEST:

  
\_\_\_\_\_  
Karla Sayler, City Clerk



MINUTES PREPARED BY:

  
\_\_\_\_\_  
Sherlynn Morgan, Administrative Assistant



COMMISSION

Meeting

ATTENDANCE SHEET

DATE: 9/25/18

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NAME	Address or Affiliation
John Austin	230 BIAIBD CIR AZTEC
Bryan J HEARTY	200 NORTH CHURCH AVE
JACK SCOTT	PO Box 1149 Aztec Museum
Dana Reed	285 Rd 2900 museum
alan Reed	285 RD 2900 MUSEUM
Steve Morse	411 Heiland Rd. AZTEC
Elizabeth Beyr	411 Heiland Rd. Aztec
Chad Perkins	
Myra Blackburn	506 Western Aztec
Susan Palko-Schraa	516 Western
Linda Reynolds	20 Bison Trl
MT SCHILDMAYER	DEMOCRATIC PARTY OF SJC
Carlton Gray	CON
Dave Porter	Aztec
Jean Porter	Aztec
Keri Hutchins	Aztec - Hilcorp
Travis Eagle	Apprentice - Cotman
Lee Bunk	Aztec
Seth Harris	502 Western Dr.
Enikka Martinez	124 E Blanco
MIKE HEAL	CON