

CITY OF AZTEC  
COMMISSION MEETING MINUTES  
May 25, 2021

**CALL TO ORDER**

Mayor Snover called the meeting to order at 6:05 pm at Aztec City Hall, 201 W. Chaco, Aztec NM 87410

**I. INVOCATION AND PLEDGE OF ALLEGIANCE**

- A. Invocation (led by Mayor Pro-Tem Rosalyn Fry)
- B. United States Pledge of Allegiance (led by Commissioner Austin Randall)
- C. New Mexico pledge of Allegiance (led by Commissioner Austin Randall)

**II. ROLL CALL**

Members Present: Mayor Snover; Mayor Pro-Tem Fry; Commissioner Austin Randall; Commissioner Mark Lewis; Commissioner Mike Padilla

Members Absent: None

Others Present: City Manager Paul Eckert; City Attorney Tyson Gobble; City Clerk Karla Sayler

**III. PRESENTATION**

A. Police Department Employee Recognition

Chief Mike Heal recognized Ty Atencio and Joshua Simpson on their promotions received as Police Sergeants in February. They were accompanied by family and friends to receive the recognition. They were congratulated by Commission and staff members present.

**IV. APPROVAL OF AGENDA ITEMS**

MOVED by Mayor Commissioner Randall to approve the agenda as given;  
SECONDED by Commissioner L

All Voted Aye: Motion Passed Five to Zero

**V. CONSENT AGENDA**

A. Commission Workshop Minutes May 11, 2021

- B. Commission Meeting Minutes May 11, 2021
- C. Resolution 2021-1223: A Resolution Defining Project Scope and Support for Funding through the New Mexico Department of Transportation for East Aztec Arterial, Project Control No. C5150949
- D. Aztec Theatre Sign Contract Agreement
- E. Resolution 2021-1225 to the Transportation Project Fund grant, for a shovel-ready road project in Aztec
- F. RFP 2021-772 Veterinary Services
- G. Resolution 2021-1226 Municipal Surplus

MOVED by Commissioner Lewis to Approve the Consent Agenda as given SECONDED by Mayor Pro-Tem Fry with the exception of Item D.

All Voted Aye: Motion Passed Five To Zero

#### **VI. ITEMS REMOVED FROM CONSENT AGENDA**

- D. Aztec Theater Sign Contract

Commissioner Padilla pulled this item for clarification on the difference of refurbishing costs. The difference was explained by Community Development Director stating that after clarifying with the electric department he was incorrect in his numbers in the last discussion of this item. He also questioned if funds could be used out of Lodger's Tax fund to help with costs. City Attorney Tyson Gobble said he would look into it and get back with Commission on it. Commissioner Padilla asked if we could do a 5 year lease instead of year to year. Steven mentioned that the owner prefers to do a year at a time.

All Voted Aye; Motion Passes Five to Zero

MOVED by Commissioner Padilla, SECONDED by Commissioner Lewis to Approve the Lease Agreement between Mr. Buckley D. Graybill Jr. & the City of Aztec

#### **VII. CITIZENS INPUT (3 Minutes Maximum)**

NONE

#### **VIII. BUSINESS ITEMS**

- A. Intent to Adopt Ordinance 2021-515 Amending Chapter 31 Water Conservation and Drought Plan

Ed Kotyk mentioned that item is to simplify the code by having this placed in one locale of the code thereby avoiding confusion, conflict, or redundancy within code. Watering of the City parks will be in one section only where now it is multiple sections. The process will remain the same where the General Services Department will provide a schedule to be approved by the City Manager.

MOVED by Commissioner Padilla, SECONDED by Commissioner Lewis to Approve Intent to Adopt Ordinance 2021-515 Amending Chapter 31 Water Conservation and Drought Plan

All Voted Aye; Motion Passed Five to Zero

B. Permit (OG-21-01) authorizing fracturing as a means to recomplete a gas well known as the Fogelson Gas Com 1R well

Steven mentioned that this is item before commission is to approve a modification to an existing gas well by authorizing fracturing as a means to recomplete an existing gas well. This property is located approximately 8,050 feet from NM Highway 550 (Main Ave), 8,577 feet from the nearest business, and 9,655 feet from the nearest residence. Steven mentioned that he corrects the well operator from Aztec Well Servicing to Hilcorp Energy Company in the staff summary. He mentioned that staff recommends approval.

MOVED by Commissioner Randall, SECONDED by Commissioner Lewis to Approve OG21-01 an Oil & Gas Well application submitted by Keri Hutchins, on behalf of Hilcorp Energy Company For authorization to recomplete a gas well known as the Fogelson Gas Com 1R well, located at Un 1 Section 26, T30N-R11W, Aztec, San Juan County, NM

All Voted Aye; Motion Passed Five to Zero

C. Consider an approve the FY21 Funding Application; Aztec Museum

City Manager Paul Eckert mentioned that this is requesting approval of a funding application from the Aztec Museum in the amount of \$5900 from the current fiscal year budget commission discretionary funds. The second part of the request is that commission permit staff to develop a new program for discretionary funding in the upcoming year. The primary purpose is to ensure that it is clear and consistent with the Commission's strategic plan. City Attorney Tyson Gobble mentioned that he is glad that we will be restructuring our discretionary fund stating he has had a bit of an issue with the fund and the way it is used. He recommends the Museum make some kind of services agreement with the City in lieu of any violations of the Anti-donation clause issue.

MOVED by Mayor Pro-Tem Fry, SECONDED by Commissioner Randall to Approve the Funding Request in the amount of \$5,900 for the Aztec Museum

All Voted Aye; Motion Passed Five to Zero

D. Approval of Preliminary Fiscal Year 2022 Budget

Mayor Snover mentioned that we had a workshop prior to the meeting tonight and that this is a preliminary approval of the budgets and there could be some minor adjustment to the budget before final approval. Paul mentioned that city staff is privileged to be able to work on this budget and that it's one of the most important processes that the commissioners are responsible for. He mentioned that staff is working on a preliminary document for commissions review and approval and that this process follows a comprehensive audit process as reassurance to our taxpayers and citizens who say independent party that comes in and evaluates our financial condition, and they report that financial position to the Mayor and commissioners. That process just happened a few months ago and will start again in August. He would like to commend staff for the fabulous work over the last 12 months and commend the Finance Director and Deputy Finance Director Kris Farmer for really working to accomplish this effort in 30 days that typically takes 90 days or more.

Tony mentioned that the financial conditions we are seeing are in good position. He is confident that we will be able to get back to providing a good level of service in the upcoming year. He will get the document updated before the final approval as requested per commission in the workshop with more detail.

MOVED by Commissioner Lewis, SECONDED by Commissioner Randal to approve the submittal of the Fiscal Year 2021 Preliminary Operating Budget to NM Department of Finance and Local Government Division

All Voted Aye; Motion Passed Five to Zero

**IX. LAND USE HEARING**

NONE

**X. COMMISSIONER, CITY MANAGER, DEPARTMENT REPORTS**

City Manager Paul Eckert thanked Ed Kotyk for his recent partnership with the Museum. He mentioned that they are starting the new strategic plan for commission and hopes to have a final plan in august. He mentioned that the Comprehensive Plan meeting is on June 3<sup>rd</sup> at 6:00pm at the HUB building. He mentioned that he attended EDAB meeting. He mentioned that most of our facilities are open with the exception of the Senior Center and MVD.

Tyson thanked staff for the budget workshop. And he is very excited where the future is going for the City. He mentioned that he will be moving offices and as soon as he gets contact information he will get it out.

Commissioner Randall thanked Steven for OG application on Business and requested that pertinent information get on staff summaries and thanked Steven and Ken for their time as Interim and Assistant Interim City Manager. He thanked Tony for accepting the position of Finance Director. He attended the Library Board meeting. He also attended the Lodgers Tax meeting. He mentioned that Enchantment Lodge could be opening up in the future.

Commissioner Padilla mentioned staff is doing a great job. He attended EDAB meeting and mentioned that they are planning a lot of good things.

Commissioner Lewis mentioned that he toured Navajo Dam and seen how it operates. He was appreciative of the budget workshop and felt it went very well.

Mayor Pro-Tem Fry mentioned that she attended EDAB meeting and always finds it inspirational. She thanked Ed and Jeff for being supportive of the Piano project and Ed for the participation in the Museum. She mentioned that there we be a Piano in the Park event on July 17 with vendors and activities.

Mayor Snover mentioned that he would like to see people and highly encourages that they attend the Comprehensive meeting on June 3<sup>rd</sup> to support the direction of the City. He mentioned that the ECHO food bank CEO's mother passed away and sent his condolences. The Mayor thanked staff and Steven for expanding our search for the hiring of our new employees.

Steven mentioned that he also toured the Navajo Dam with Commissioner Lewis. He commended our volunteer fire department and electric department in helping to remove a tree. He recognized Andrew Eckoff, Tim with Big-O and Amos Trujillo for responding immediately to remove the tree.

Ken thanked commission for giving him and Steven the opportunity to be the Interim City Managers and he thanked commission for approving the Aztec sign agreement.

## **XI. FUTURE AGENDA ITEMS**

These are new items added to agenda. The Mayor said if any items need to be discussed they will be. There was no discussion on items.

**POTENTIAL FUTURE CITY COMMISSION ITEMS- (Appearing on the Agenda within 30-90 days):**

Item	Commission Meeting
East Aztec Arterial DFA Agreement (if 2019 version was not signed)	June 8 or 22
Aztec Reservoir Repair DFA Agreement F2294	July/August
Aztec Utility System Construction DFA Agreement F2357	July/August
Aztec Public Safety Vehicles DFA Agreement F2850	July/August
Main Ave Improvements DFA Agreement F3040	July/August
Final Adoption of the 2040 Comprehensive Plan	June 8
Zone Change Request from R-1 to R-2 Multiple Family Zoning	June 8
Final Budget to DFA	June 22
Approval of the NMFA Planning Grant	June 22
Variance request to the minimum lot size for two horses in a A-1 zoning district of land	June 22

**XII. ADJOURNMENT**

Mayor Snover moved to adjourn the meeting at 7:12 pm **SECONDED** by Commissioner Lewis



*Rosaly Snover*  
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 Mayor, Victor Snover

ATTEST:

*Karla Sayler*  
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 Karla Sayler, City Clerk

MINUTES PREPARED BY:

*Karla Sayler*  
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 Karla Sayler, City Clerk

