

Town of Kirtland
Regular Council Meeting Minutes
47 RD 6500 Kirtland, NM 87417
July 12, 2022

Mayor Pro-Tem Larry Hathaway called the meeting to order at 4:34 pm in the Board Room at Town Hall located at 47 RD 6500, Kirtland, New Mexico.

The Invocation was offered by Councilor Tyrone Austin.

The Pledge of Allegiance was led by Councilor Jason Heslop.

Those present:

Mayor Pro-Tem Larry Hathaway
Councilor Alex Uhl
Councilor Tyrone Austin
Councilor Jason Heslop

Clerk, Gwen Warner
Engineer, Dan Flack

Those Absent:

Mayor Mark Duncan

Visitors: 2

Approval of Agenda:

Councilor Jason Heslop made a motion to accept the July 12, 2022 agenda as presented. Councilor Tyrone Austin seconded the motion. Upon voice vote, the motion passed unanimously.

Consent Agenda:

Councilor Jason Heslop made a motion to accept the June 14, 2022 Regular Meeting Minutes as presented. Councilor Alex Uhl seconded the motion. Upon voice vote, the motion passed unanimously.

Public Hearing:

A motion to go into a Public Hearing for a Special Use Permit for Gary Krivokapich was made by Councilor Jason Heslop. Councilor Tyrone Austin seconded the motion. Upon voice vote, the motion passed.

Engineer Dan Flack explained the need for the Special Use Permit to the Council. Gary Krivokapich needs the Special Use Permit to develop and organize an empty lot that he owns to house four food trucks. Gary Krivokapich will not be putting any utilities on this lot, only developing it enough to make it a safe place for said food truck and the public that will visit them.

There was discussion about the zoning for this now empty lot and of how the location would be developed. The lot is zoned: Community Commercial.

Engineer Dan Flack recommended approval of the Special Use Permit.

Hearing Closed:

A motion to close the Public Hearing was made by Jason Heslop and seconded by Tyrone Austin.

A motion to approve the Special Use Permit for Gary Krivokapich was made by Councilor Jason Heslop and was seconded by Tyrone Austin. Upon Roll Call vote, the motion passed.

New Business:

- 1. Consideration of Approval of Resolution No 2022-06, Approving the 2021-2022 Final Quarter Financial Report, Year ending June 30, 2022.**

It was noted that the financial information was included in the Consent Agenda and that the information there was all of the data that was given to the clerk.

Councilor Jason Heslop made a motion to approve Resolution 2022-06 and Councilor Tyrone Austin seconded the motion. Upon Roll Call vote, the motion passed.

- 2. Consideration and Approval of Resolution No. 2022-07, A Resolution of the Town of Kirtland, NM; adopting an official, final budget for the fiscal year 2022-2023.**

It was noted that the financial information was included in the Consent Agenda.

There was no discussion concerning this resolution.

Councilor Jason Heslop made a motion to approve Resolution No. 2022-07, Tyron Austin seconded the motion. Upon Roll Call vote, the motion passed.

3. Consideration and approval of a 3% cost of living pay increase of .57/hr. for the clerk, Gwen Warner.

No action was taken on the matter of business at this time as Gwen Warner had submitted her resignation.

4. Consideration and possible action for a part-time employee in the clerk's office at the Town of Kirtland.

There was some discussion concerning the responsibilities of the clerk and a schedule of work done was requested by Mayor Pro-Tem Larry Hathaway.

It was announced that Gwen Warner's last day as clerk would be July 21, 2022.

A motion was made by Councilor Alex Uhl to table this item until Mayor Mark Duncan can be present for the discussion concerning this matter. Tyron Austin seconded the motion. Upon voice vote the motion passed.

5. Consideration of Approval for a Boundary Line Adjustment-Land Spit for Donald and Sarah Crowley c/o Tony Henry.

Engineer Dan Flack explained that this is a 22 acre parcel of land that the owners would like to split into two parcels. One parcel would be 12 acres and the other would be 10 acres. Dan Flack recommended the split.

Councilor Alex Uhl made a motion to approve this boundary line adjustment and Jason Heslop seconded the motion. Upon voice vote, the motion passed.

6. Report on Farmers Mutual Community Ditch by Alen Walraven.

Alan reported that on 27 June he met with the Army Corps of Engineering and others to discuss lining the ditch. They walked phase 1 and 2 of the ditch. Alen informed the council that the project would take as much as 6 months to complete. The discussion included the opinion that our community cannot be without water for 6 months. Councilor Jason Heslop asked about the quality of the finished product. The discussion included the information that the Town of Kirtland and Farmers Mutual Community Ditch could contract with local contractor for the work that needs to be done and that maybe additional infrastructure funds could be applied for. The project may start October 1, 2022.

No motions were made as this was basically a discussion of the process that will be occurring this coming fall.

7. Discussion and Possible Action Concerning Park Restrooms, Cleaning, Opening and closing of the bathrooms.

The people who were cleaning the restrooms quit. Councilor Jason Heslop shared information about cleaning the restrooms as well as opening and closing the park restrooms. Mayor Pro-Tem Larry Hathaway suggested having staff from KYA help with opening and closing the bathrooms. Counselor Alex Uhl and Counselor Jason Heslop suggested adding this to next months agenda.

A motion was made to make this an agenda item in August by Mayor Pro-Tem Larry Hathaway. No vote was taken.

8. Addressing Ordinance.

Discussion to post a public notice for an Addressing Ordinance in the Town of Kirtland. Notice would need to be posted 2 weeks before the meeting where it would be discussed. Engineer Dan Flack said that the attorney suggested a certified mailing to those that would be affected by an address change. He also said that some public hearings would need to be held to get the opinions of the public.

Reports from Elected Officials:

The Council members expressed thank you to Gwen Warner for her work with the Town of Kirtland.

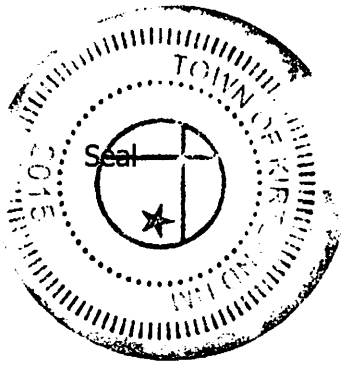
Comments/Input from the General Public:

Linda Mascarenas had 3 items of business. Those three items were:

- Businesses need to clean up the weeds.
- No art in the council chambers.
- Thank you for your service.

Adjourn:

Councilor Tyron Austin made a motion to adjourn the meeting. Councilor Alex Uhl seconded the motion and the meeting adjourned at 5:38pm.



Mark Duhcan
Mark Duhcan, Mayor

Attest:

Joseph M. Dennis