

**MINUTES
LOGAN VILLAGE COUNCIL
MEETING IN REGULAR SESSION
JANUARY 12, 2019**

The January 12, 2019 regular meeting of the Village of Logan Council was convened at 4:30 p.m. at the Village Office.

COUNCIL MEMBERS

PRESENT:	Mayor Babb	Present
	Councilmember Newton	Present
	Councilmember Osborn	Present
	Councilmember Bass	Present
	Councilmember Shivers	Present

VILLAGE EMPLOYEES

PRESENT:	Scott Parnell, Administrator
	Rosalie Rachor, Clerk/Treasurer
	Rodney Paris, Police Chief

VISITORS PRESENT:	Harold Westall	Judy Westall
	Richard Fankhauser	Carol Fankhauser
	Diane Jones	Lupy Lacy
	Marsha Reid	Linda Lovett

Mayor Babb called the meeting to order and presided during the meeting.

ITEM 1 – AGENDA – Upon a motion by Councilmember Newton seconded by Councilmember Osborn, the agenda was approved.

ITEM 2 – APPROVAL OF MINUTES – Upon a motion by Councilmember Bass and seconded by Councilmember Osborn, Council unanimously approved regular meeting minutes of December 11, 2018.

ITEM 3 - APPROVAL OF ACCOUNTS PAYABLE/FINANCIAL REPORT – Upon a motion by Councilmember Osborn and seconded by Councilmember Shivers, Council unanimously approved the accounts payable and financial report.

ITEM 4 – APPROVAL OF DEPARTMENTAL REPORTS – Upon a motion by Councilmember Newton and seconded by Councilmember Shivers, the Departmental Reports were approved.

ITEM 5 – ISSUES ADDRESSED TO COUNCIL FROM CITIZENS – None

ITEM 6A – RESOLUTION NO. 592 – 506 BASS ALLEY – AWARD OF SEALED BID – Administrator Parnell stated that two (2) sealed bids were received. One from Bruhn Enterprises in the amount of eight thousand, two hundred, seventy three dollars and forty-four cents (\$8,273.44) and the other from RBM, Inc. in the amount of twenty-five thousand, nine hundred,

nineteen dollars and forty-one cents (\$25,919.41). Both bids include an allowance for testing and removal of asbestos and/or any other hazardous materials if necessary. The consensus of the Council was to award the bid to the apparent low bid received by Bruhn Enterprises.

Upon a motion by Councilmember Newton and seconded by Councilmember Osborn, Council unanimously approved to award the bid to Bruhn Enterprises.

ITEM 6B – RESOLUTION NO. 599 – MUNICIPAL RECORDS RETENTION POLICY AND EMAIL RETENTION GUIDELINES – Clerk/Treasurer Rachor stated that the New Mexico Municipal Records Retention Schedule was developed by a committee of volunteer clerks and the Clerks and Finance Officers Association to provide a uniform retention schedule across all municipalities. Adoption of this resolution is necessary to give it legal authority.

Upon a motion by Councilmember Bass and seconded by Councilmember Shivers, Council unanimously approved Resolution No. 599.

ITEM 6C – RESOLUTION NO. 600, RESOLUTION NO. 601 – RESOLUTIONS REQUIRING THE REMOVAL AND/OR DEMOLITION OF CERTAIN DAMAGED AND DILAPIDATED BUILDINGS, STRUCTURES OR PREMISES IS COVERED WITH RUINS, RUBBISH, WRECKAGE OF DEBRIS PROVIDING THAT THE VILLAGE SHALL HAVE A LIEN FOR THE COST OF REMOVAL; PRESCRIBING THE PROCEDURE INCIDENT TO SUCH REMOVAL AND/OR DEMOLITION AND DECLARING CERTAIN PROPERTY TO BE IN SUCH STATE OF DISREPAIR, DAMAGE AND DILAPIDATION AS TO CONSTITUTE A DANGEROUS BUILDING AND A PUBLIC NUISANCE PREJUDICIAL TO THE PUBLIC HEALTH, SAFETY AND GENERAL WELFARE FOR THE LISTED PROPERTIES BELOW –

902 Morningside
Logan, New Mexico

305 Walleyed (lot 6) 307 Walleyed (lot 5)
Logan, NM

Chief Paris stated that the mobile home at 902 Morningside has mold issue and beyond repair inside and out. He would like to get the weeds mowed and property cleaned up for now. The property at 305 and 307 Walleyed is in need of mowing. There has been many complaints from neighbors.

Upon a motion by Councilmember Osborn and seconded by Councilmember Bass, Council unanimously approved Resolution No. 600 and Resolution No. 601.

ITEM 6D – PUEBLO AND OSAGE DRAINAGE – Administrator Parnell stated that the drainage located at Pueblo and Osage is constantly washing out and the culvert continues to fall. The Village received a bid estimate from RBM, Inc. in the amount of fifteen thousand, four hundred, fifty-nine dollars and thirty-three cents (\$15,459.33) for repairs to fix the problem. The consensus of the Council was to advertise for sealed bids to allow all contractors the opportunity to bid on the project for repairs.

ITEM 6E - EQUIPMENT UPGRADE – Administrator Parnell stated that the Village equipment and vehicles are in poor condition and we need to start looking to upgrade them.

Mayor Babb suggested that Administrator Parnell present the Council with a list and cost estimates for the upgrades and check on budget availability.

ITEM 6F – APPOINTMENT OF LOGAN CLINIC ADVISORY BOARD MEMBER – Mayor Babb appointed Darlene Oliver, School Nurse to the Logan Clinic Advisory Board to fill Jenna Gorman's position.

Upon a motion by Councilmember Osborn and seconded by Councilmember Bass, Council unanimously approved Mayor Babb's appointment of Darlene Oliver to the Logan Clinic Advisory Board.

ITEM 7A – OLD BUSINESS – None

ITEM 8 – MISCELLANEOUS BUSINESS – Harold Westall stated that the outside lights at the Senior Citizens need repairs. Administrator Parnell stated that they are already in the works.

Chief Paris stated that House Bill 154 will be presented at the Legislative Session that will change the Law Enforcement Protection Funds and allowances. The proposal will increase base and per officer amounts for the grant funds received on a yearly basis. Chief Paris is asking for as much support as possible via letters, emails and/or phone calls from the Council. Administrator Parnell will be in attendance of the Quay Day Breakfast in Santa Fe to meet with Legislators to show support of House Bill 154.

ITEM 9 – ADMINISTRATIVE REPORT – 1) Lonnie Banister has been hired part time. 2) Smith tank rehab will be going out to bid. 3) Park shade structure ready to paint and install metal sheeting. 4) Clayton water meter field trip is scheduled for January 28. 5) Audit continues on all water meters village wide looking for loss and discrepancies. 6) We began preventive maintenance on all fire hydrants village wide. 7) Sewer and water uniforms will be seen beginning week of January 14. 8) I will be attending a webinar on marijuana in the workplace February 6. 9) We are facing need for replacement of aging village maintenance and construction machinery. 10) Active shooter training will be conducted by the Logan Police Department for the safety of office staff. 11) Safety meeting agenda, weekly agenda for sewer and water staff (copy presented to the Council).

ITEM 10 – Announcement of the next regular meeting on Tuesday, February 12, 2019 at 4:30 p.m. at the Village Governing Body Meeting Room, 108A US Highway 54.

ITEM 11 – EXECUTIVE SESSION PURSUANT TO 10-15-1 (H)(2) NMSA 1978 REGARDING LIMITED PERSONNEL MATTERS – 1) SEWER AND WATER MAINTENANCE POSITION 2) ADMINISTRATOR EVALUATION AND PROGRESS

Upon a motion by Councilmember Newton and seconded by Councilmember Bass, Council unanimously agreed to go into executive session.

ROLL CALL:	Mayor Babb	Yes
	Councilmember Newton	Yes
	Councilmember Osborn	Yes
	Councilmember Bass	Yes
	Councilmember Shivers	Yes

ITEM 12 – RETURN TO OPEN MEETING –

ROLL CALL:	Mayor Babb	Yes
	Councilmember Newton	Yes
	Councilmember Osborn	Yes
	Councilmember Bass	Yes
	Councilmember Shivers	Yes

The only items discussed in executive session were limited personnel matters.

Upon a motion by Councilmember Newton and seconded by Councilmember Osborn, Council unanimously agreed to increase the salary of Calvin Pearson to \$22.70 per hour.

ITEM 13 - Upon a motion by Councilmember Newton and seconded by Councilmember Bass, the meeting was adjourned.

ATTEST:



David Babb
Mayor



Rosalie Rachor
Clerk/Treasurer