

**MINUTES
LOGAN VILLAGE COUNCIL
MEETING IN REGULAR SESSION
NOVEMBER 13, 2018**

The November 13, 2018 regular meeting of the Village of Logan Council was convened at 5:30 p.m. at the Village Office.

COUNCIL MEMBERS

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

VILLAGE EMPLOYEES

PRESENT:	Larry Wallin, Administrator
	Rosalie Rachor, Clerk/Treasurer
	Scott Parnell

VISITORS PRESENT:	Melvin Keith	Barbara Keith
	Harold Westall	Judy Westall
	Jerry Hawkins	Donna Hawkins
	Chris Gutierrez	Paula Rael
	Vicki Ramsey	Jolene Bass
	Viola Terry	

Mayor Pro Tem Newton called the meeting to order and presided during the meeting.

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

ITEM 2 – APPROVAL OF MINUTES – Upon a motion by Councilmember Bass and seconded by Councilmember Osborn, Council unanimously approved the minutes of October 9, 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 Bass and seconded by Councilmember Osborn, the Departmental Reports were approved.

ITEM 5 – ISSUES ADDRESSED TO COUNCIL FROM CITIZENS – None

ITEM 6A – OATH OF OFFICE - ADMINISTRATOR POSITION – Clerk/Treasurer Rachor administered the oath of office to Scott Parnell to serve as the Village Administrator.

ITEM 6B – SIGNATURE AUTHORITY – SCOTT PARNELL – Administrator Wallin requested that the Council grant Scott Parnell signatory authority for all documents for the Village of Logan.

Upon a motion by Councilmember Osborn and seconded by Councilmember Bass, Council unanimously approved signatory authority to Scott Parnell for the Village of Logan.

ITEM 6C – BANK SIGNATURE AUTHORITY – Administrator Wallin stated that the Village change the bank signature authority for FNB New Mexico to Mayor David Babb, Mayor Pro Tem Benny Newton, Administrator Scott Parnell, Clerk/Treasurer Rosalie Rachor and Billing Clerk Kim Lubera.

Upon a motion by Councilmember Bass and seconded by Councilmember Shivers, Council unanimously approved to change the bank signature authority to Mayor David Babb, Mayor Pro Tem Benny Newton, Administrator Scott Parnell, Clerk/Treasurer Rosalie Rachor and Billing Clerk Kim Lubera to all Village accounts at the FNB New Mexico Bank.

ITEM 6D – RESOLUTION NO. 595 – A RESOLUTION ESTABLISHING THE INVESTMENT OF FUNDS INTO A CERTIFICATE OF DEPOSIT WITH TUCUMCARI FEDERAL SAVINGS AND LOAN – Administrator Wallin stated that the resolution will authorize the Village of Logan to invest into a certificate of deposit with Tucumcari Federal Savings and Loan.

Upon a motion by Councilmember Bass and seconded by Councilmember Shivers, Council unanimously approved Resolution No. 595 establishing the Investment of Funds into a Certificate of Deposit with Tucumcari Federal Savings and Loan.

ITEM 6E – SENIOR CITIZENS – SENIOR EMPLOYMENT PROGRAM AMENDMENT NO. 1 – Clerk/Treasurer Rachor stated that there was an amendment to the Senior Employment Program increasing funds through March 31, 2019.

Upon a motion by Councilmember Osborn and seconded by Councilmember Shivers, Council unanimously approved the Senior Employment Program Amendment No. 1.

ITEM 6F – SENIOR CITIZENS – NUTRITION SERVICE INCENTIVE PROGRAM (NSIP) AGREEMENT – Clerk/Treasurer Rachor stated that the Senior Citizens Program was awarded federal NSIP funds for Fiscal Year 2019 in the amount of seven thousand, three hundred and seventeen dollars and nineteen cents (\$7,317.19).

Upon a motion by Councilmember Bass and seconded by Councilmember Shivers, Council unanimously approved the Nutrition Service Incentive Program Agreement.

ITEM 6G - RESOLUTION NO. 596 – BUDGET ADJUSTMENT FOR FISCAL YEAR 2018-2019 – Clerk/Treasurer Rachor stated that the budget adjustment will increase the revenues and expenses in the Senior Citizens fund for the amendment to the Senior Employment Program and the award of the Nutrition Services Incentive Program (NSIP).

Upon a motion by Councilmember Osborn and seconded by Councilmember Bass, Council unanimously approved Resolution No. 596 Budget Adjustments for Fiscal Year 2018-2019.

ITEM 7A – VEHICLE SOLD BY SEALED BID – Administrator Wallin stated that the Village sold the Fire Department 2000 Ford Excursion in the amount of twenty eight hundred dollars (\$2,800.00) and the 1999 GMC maintenance truck in the amount of three hundred, seventy five dollars (\$375.00) by sealed bid.

ITEM 7B – LOCAL ELECTION ACT – Administrator Wallin stated that the Village will need to decide if they want to opt in or out of the regular local election. The Village will need to adopt an ordinance to opt in or a resolution to opt out. Both will be on the agenda at the next regular meeting to act on. If the Village opts in, the Quay County Clerk will conduct the elections in November of odd numbered years and the terms length will change. If the Village opts out, the Municipal Elections will continue to be conducted in March of even numbered years.

ITEM 8 – MISCELLANEOUS BUSINESS – None

ITEM 9 – ADMINISTRATIVE REPORT – 1) HDR came today and will prepare the bid documents for the Smith Tank repairs. 2) Parks improvements - Dave is installing the posts. The water and sewer personnel has removed the rest of the cedar bushes. Justin installed two clean outs on the south side of bathrooms. We found a 24 ounce beer can in the pipe going to the sewer, this should fix the problem at the Park bathroom. (I want to buy that toilet if it can handle a 24 ounce beer can) 3) Scott is working out great. He is learning the job, a list of what we have went over will be discussed in executive session. 4) We are still attending the bridge meetings every Thursday. The completion date is still set for February, 2020. 5) Our gross receipts tax received has been around \$70,000 a month, which is about \$40,000 more than the normal distribution. 6) Scott attended the Law Enforcement Academy graduation for Michael Olivas (L3) in Santa Fe. He is back at work with his certification. 7) Logan 4 is working on light duty in the Police Department office until her termination of pregnancy. 8) We need to make a decision on the general election process. In talking with Mr. Roch, the school has no choice but to hold their election with the General every odd year. 9) Scott and I want to meet with Ellen (County Clerk) to go over all questions we might have. 10) Scott is looking at a new project on water meters (radio read) that would help out a lot in the water pumped and water sold. We are currently testing meters, there are some meters that are 25 years old and not sure how accurate they are reading. 11) We have sold two vehicles by sealed bid. They will be opened Tuesday at 3:00 p.m. 12) I went to Moriarty to pick up a bed for the Farmers Electric truck. The guys are installing it now. 13) We attended the Senior Citizens meeting on Monday and found out that someone from the Village told them that

they could have the money for the sale of the old van and would not have to pay the \$1000 donation for the next 3 years. This is the first I have heard about this. I feel it is illegal in the eyes of the anti-donation clause. Also, this is not all that they were told, we need to get on the same page. 14) We have finished the construction project for the meeting room, an outside bench has been purchased and Kim has requested money from the American Legion for assistance on buying new chairs for the meeting room. We have been informed we will get \$1000.00 and have applied for an additional \$1000.00 for Civic Center outdoor security lights and Senior Citizens Program assistance. 15) We are working on an investment recommendation to present at the meeting on purchasing CDs. 16) Josh Roubieu started on the 15th of October and learning the job. 16) Senior Citizens had a fender bender in the meals on wheels car. 17) NMSIF is requiring all drivers of Village Vehicles to have four hours of defensive driving every two years. 18) We have the Polaris Ranger and the Dodge 1 ton in for transmission repairs in Amarillo. 19) In reviewing the Senior Policy Manual, it states no weapons and firearms are allowed at the Senior Citizens.

ITEM 10 – Announcement of the next regular meeting on Tuesday, December 11, 2018 at 5:30 p.m. at the Village Governing Body Meeting Room, 108A US Highway 54.

ITEM 11 – EXECUTIVE SESSION

A. PURSUANT TO 10-15-1 (H)(2) NMSA 1978 REGARDING LIMITED PERSONNEL MATTERS – ADMINISTRATOR EVALUATION AND PROGRESS

B. PURSUANT TO 10-15-1 (H)(8) NMSA 1978 REGARDING THE PURCHASE, ACQUISITION OR DISPOSAL OF REAL PROPERTY BY THE GOVERNING BODY

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

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

ITEM 12 – RETURN TO OPEN MEETING –

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

The only items discussed in executive session were limited personnel matters and the purchase, acquisition or disposal of real property by the governing body.

Upon a motion by Councilmember Shivers and seconded by Councilmember Osborn, Council unanimously approved to give Administrator Parnell the authority to bid on the property with the legal description of Tierra Del Sol, Block 2, 140x125 that is up for sale for delinquent property taxes and a Village lien.

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

ATTEST:



David Babb
Mayor



Rosalie Rachor
Clerk/Treasurer