

**MINUTES
LOGAN VILLAGE COUNCIL
MEETING IN REGULAR SESSION
SEPTEMBER 13, 2022**

The September 13, 2022, 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 Osborn	Present
	Councilmember Bass	Absent (arrived at 5:44 p.m.)
	Councilmember Shivers	Present
	Councilmember Courtney	Present

VILLAGE EMPLOYEES

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

VISITORS PRESENT:	Debbie McClure	Shaun Slate
	Erica Shields	Margaret Reynolds
	Terry Fisk	Tina Fisk

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

ITEM 1 – AGENDA – Upon a motion by Councilmember Osborn seconded by Councilmember Shivers, Council unanimously approved the agenda.

ITEM 2 – APPROVAL OF MINUTES – Upon a motion by Councilmember Osborn and seconded by Councilmember Courtney, Council unanimously approved the regular meeting minutes of August 9, 2022 and special meeting minutes of August 15, 2022.

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

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

ITEM 5 – ISSUES ADDRESSED TO COUNCIL FROM CITIZENS – Debbie McClure stated that she had concerns of the sewer issue at her residence on September 7, 2022. Several of her personal items were ruined. Administrator Parnell referred to administrative report.

ITEM 6A – RESOLUTION NO. 669 – A POLICY FOR THE ACCEPTANCE OF DEBIT/CREDIT CARDS OR ELECTRONIC TRANSFER FOR PAYMENTS OF UTILITIES AND RELATED SERVICES – Clerk/Treasurer Rachor presented the resolution

for the purpose of accepting and processing credit cards. She stated that the Department of Finance requested a resolution for the acceptance of credit cards along with the policy adopted in July 2022.

Upon a motion by Councilmember Courtney and seconded by Councilmember Shivers, Council unanimously approved Resolution No. 669 A Resolution of the Village of Logan for the Purpose of Accepting and Processing Credit Cards.

ITEM 6B – TRANSPORTATION PROJECT FUND – AGREEMENT BETWEEN THE NEW MEXICO DEPARTMENT OF TRANSPORTATION AND THE VILLAGE OF LOGAN – Administrator Parnell stated that the Village of Logan was awarded two hundred, fifty-three thousand and fourteen dollars and twenty-five cents (\$253,014.25) from the New Mexico Department of Transportation to provide Transportation Project Funds for pavement upgrades to various streets in the Village of Logan.

Upon a motion by Councilmember Courtney and seconded by Councilmember Shivers, Council unanimously approved Resolution No. 669, A Resolution of the Village of Logan for the Purpose of Accepting and Processing Credit Cards.

ITEM 6C – NEW MEXICO BANK & TRUST CLOSURE – Administrator Parnell stated that with the New Mexico Bank & Trust closing in December, the Village needs to decide what they want to do with the money. The money can remain with them, but in the last two (2) months, the Village has been hit with service fees over four hundred dollars (\$400.00). He would like to seek options of possibly moving the Village's money. The consensus of the Council was to research a new bank.

ITEM 7 – OLD BUSINESS – None

ITEM 8 – MISCELLANEOUS BUSINESS – Administrator Parnell stated that the walk-in freezer at the Logan Senior Citizens has been freezing up and causing condensation creating a slip and fall hazard. He will be working with Clara Rey, Contracted Director to seek emergency funding. Clara Rey will be calling Claiborne Refrigeration Co. to see if they can come out and repair the unit. Councilmember Courtney requested that Administrator Parnell submit an insurance claim.

Administrator Parnell stated that officials with the Eastern New Mexico Water Utility Authority, the agency in charge of building the pipeline from Ute Lake met in San Jon on August 29, 2022 to discuss how landowners are being compensated and obtaining easements. Councilmember Courtney stated that it was reported that they have all but about two million dollars (\$2,000,000.00) of funding secured for the project. The project will take about eight to ten (8-10) years for completion by their estimates.

Administrator Parnell stated that he met with Cornelias Banman with C & B Disposal from Dalhart, Texas to discuss solid waste removal. Cornelias has began working on pricing and Clerk/Treasurer Rachor and he will break it down for comparison with RDM Waste, Inc.

Chief Paris stated that the Logan Police Department received two hundred sixty-two thousand, five hundred dollars (\$262,500.00) for officer recruitment and retention. He filled out a survey received from the Department of Finance and Administration on what the department would do with the money. He will bring a plan to the Council for approval that will best benefit officers, equipment purchases, etc.

ITEM 9 – ADMINISTRATIVE REPORT – 1) First street repairs are complete. Thanks go out to RBM Construction for their assistance with locating parts and the assistance in the installation. We will backfill and repair the affected area as soon as possible. 2) We have been blessed with rain over the last month but with this comes new growth. Our crew is working diligently to catch up to the mowing still in front of us. 4) Amarillo Fire Safety was out recently to recertify all the extinguishers around the Village to maintain our yearly compliance. 5) Thank you to the Logan Chamber of Commerce for the Labor Day Dance. This was a great way to showcase our community. 6) Senior Citizen freezer unit update. On September 13, 2022, I was informed that the condensation was creating a potential slip hazard. Per the latest Capital Outlay email, I have sent to the council we need to discuss ways to mitigate this potential issue until we can secure the funding to rectify the situation. 7) Wednesday 7 September a call was received from a resident of the Logan Apartments and the Baptist Pastor about a sewer backup. In the interest of the community our maintenance crew inspected to ensure the sewer manways for the village side were clear of any obstruction and began to help clear the effected sewer lines within the complex. With the assistance of the City of Tucumcari and their “jetter” we were able to clear the lines and restore service. 8) NV5 update from Arvind Patel via email –

- We have been making good progress with the contract documents and plan set development for the booster station, co-mingling waterline, sewer lift-station rehabilitation and water meter system upgrades. We will have a preliminary submittal (60%) for the Village of Logan to review and this will be sent towards the end of next week. We will gather any feedback/comments and then move towards the final contract document binder. Even though we are exploring CES contracting, the contract documents will still include all the components for advertising, instructions to bidders, etc. as if the project were being bid. It will be important to get this under contract so the contractor can order the material and secure our place in line for material availability. Waterwork parts and materials are on significant backorder (1-3 months). This is why we should consider CES to save a few months of bidding, however there is a 1.5% fee of total award that CES requires...we will perform a cost analysis with the final engineer's estimate.
- Thank you (Scott) for working with Gil to provide the necessary information for the NMFA planning grant application. This NMFA planning grant will provide the funds to complete a Preliminary Engineering Report for a new Canadian River Crossing waterline crossing. As you recall from our previous discussions, a PER is required for most State funds to be used for design and construction of water/wastewater system improvements.

ITEM 10 – Announcement of the next regular meeting on Tuesday, October 11, 2022, at 4:30 p.m. at the Village Governing Body Meeting Room, 108A US Highway 54.

ITEM 11 – EXECUTIVE SESSION PURSUANT TO NMSA 1978, SECTION 10-15-1 (H)(2) REGARDING LIMITED PERSONNEL MATTERS – 1) SEWER AND MAINTENANCE POSITION 2) INDIVIDUAL PERSONNEL MATTERS - Upon a motion by Councilmember Osborn and seconded by Councilmember Courtney, Council unanimously agreed to go into executive session.

ROLL CALL:	Mayor Babb	Yes
	Councilmember Osborn	Yes
	Councilmember Bass	Yes (arrived at 5:44 p.m.)
	Councilmember Shivers	Yes
	Councilmember Courtney	Yes

ITEM 12 - RETURN TO OPEN MEETING – Upon a motion by Councilmember Osborn and seconded by Councilmember Shivers, Council unanimously returned to open meeting.

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


The only item discussed in executive session was limited personnel matters.

ITEM 13 – ADJOURNMENT - Upon a motion by Councilmember Osborn and seconded by Councilmember Courtney, Council unanimously approved to adjourn the meeting.

ATTEST:



Rosalie Rachor
Clerk/Treasurer



David Babb
Mayor