

**MINUTES
LOGAN VILLAGE COUNCIL
MEETING IN REGULAR SESSION
JANUARY 16, 2024**

The January 16, 2024, regular meeting of the Village of Logan Council was convened at 4:30 p.m. at the Village Office.

COUNCIL MEMBERS

PRESENT:	Mayor Bass	Present
	Councilmember Shivers	Present
	Councilmember Courtney	Present
	Councilmember Smith	Present
	Councilmember Osborn	Present

VILLAGE EMPLOYEES

PRESENT:	Rodney Paris, Administrator
	Rosalie Rachor, Clerk/Treasurer
	Shaun Slate, Police Chief

VISITORS PRESENT:

Janice Cross	Kerry Cross
Richard Fankhauser	Carol Fankhauser
Lupe Lacy	Erica Shields
Loralei Sanchez	Pat Casson
Jerry Hawkins	Brenda Bishop
Joyce Runyan	Chad Lydick
Derrell Hanson	Justin LeBlanc
Jennifer Miller	Margaret Connolly
John Vigil	

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

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

ITEM 2 – APPROVAL OF MINUTES – Upon a motion by Councilmember Smith and seconded by Councilmember Shivers, Council unanimously approved the regular meeting minutes of December 12, 2023, and special meeting minutes of December 21, 2023.

ITEM 3 - APPROVAL OF ACCOUNTS PAYABLE/FINANCIAL REPORT – Upon a motion by Councilmember Shivers and seconded by Councilmember Courtney, 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 Smith, Council unanimously approved the Departmental Reports.

ITEM 5 – ISSUES ADDRESSED TO COUNCIL FROM CITIZENS – John Vigil thanked the Village of Logan and Farmers Electric for fixing the light at Fourth and Vigil Street.

ITEM 6A – ORGANIZATIONAL MEETING –

1. **APPOINTMENT OF MAYOR PRO TEM** – Upon a motion by Councilmember Smith seconded by Councilmember Courtney, Council unanimously approved the appointment of Councilmember Shivers as Mayor Pro Tem.
2. **APPOINTMENT OF LIAISONS TO ADVISORY BOARDS** – Upon a motion by Councilmember Courtney and seconded by Councilmember Shivers, Council unanimously approved the appointments of Councilmember Osborn to the Clinic Advisory Board, Councilmember Shivers to the Senior Citizens Advisory Board and Councilmember Smith to the Lodgers Tax Advisory Board.
3. **APPOINTMENT OF ADMINISTRATOR/CLERK-TREASURER/POLICE CHIEF** - Upon a motion by Councilmember Smith seconded by Councilmember Shivers, Council unanimously approved the appointments of Rodney Paris as Administrator, Rosalie Rachor as Clerk/Treasurer, and Shaun Slate as Police Chief.

ITEM 6B – LYDICK ENGINEERS & SURVEYORS – CHAD LYDICK – NEW SUBDIVISION PRESENTATION – Chad Lydick presented the proposed subdivision on behalf of owner/developer HWC, LLC with Derrell Hanson managing partner. The subdivision will lie within a 243.062 acre tract that borders on the north by New Mexico 540 Loop, on the east by Williams Road, on the south by the Ute Creek Subdivision, and on the west by an unknown vacant tract. The subdivision is outside the village limits. Concerned was raised by Administrator Paris regarding the need for a new well to be established prior to the annexation of any additional developments. Councilmember Smith reiterated that if all developments were occupied, it would be difficult to sustain.

ITEM 6C – QUAY COUNTY HEALTH COUNCIL PRESENTATION – BRENDA BISHOP – Brenda Bishop and Joyce Runyan with the Quay County Health Council introduced themselves as a group of volunteers who represent various sectors of the Quay County community. They are responsible for assessing community needs, establishing priorities, and developing plans of actions to impact those priorities. A video presentation was shown of their accomplishments in 2022. They asked the Logan community to follow them on Facebook and Instagram to help them in knowing some of the health needs. They requested individuals to join their committees to help find ways to work with things going on in Logan and utilizing their resources. Administrator Paris stated that the video is only part of what they do, and their work is very beneficial and impressive.

ITEM 6D – RESOLUTION NO. 691 - A RESOLUTION OF THE VILLAGE OF LOGAN, NEW MEXICO AMENDING THE BUDGET FOR THE VILLAGE OF LOGAN FOR FISCAL YEAR ENDING JUNE 30, 2024 - Clerk/Treasurer Rachor stated that the budget will be adjusted in the General Fund to increase revenues and expenditures for the increase in the cannabis gross receipts tax. The increase in revenues and expenditures in EMS Fund for the receipt of a trauma grant. The increase of revenues and expenditures in Law Enforcement Protection Fund for a donation received. The increase of revenues and expenditures in Sewer and Water Funds for the increase in miscellaneous income, interest on investments, radial meter installation project and Canadian Water Line preliminary engineering report. The increase of revenues and expenditures in Municipal Street Fund for the receipt of New Mexico Department of Transportation grant funds. The increase of revenues and expenditures in Law Enforcement Recruitment and Retention Fund

for the reimbursement of hiring incentive. The increase of expenditures in Health Clinic Fund for renovations.

Upon a motion by Councilmember Courtney and seconded by Councilmember Shivers, Council unanimously approved Resolution No. 691.

ITEM 6E – PURCHASE OF STATE SURPLUS EQUIPMENT/VEHICLE – Administrator Paris stated that he is working with the State Surplus to purchase a dump truck. One has been found in Idaho for six thousand, seven hundred dollars (\$6,700.00) with a transportation fee to Santa Fe. We have the option to walk away with no obligation. Administrator Paris requested the approval to purchase with a budget of ten thousand dollars (\$10,000.00).

Upon a motion by Councilmember Smith and seconded by Councilmember Osborn, Council unanimously approved to give Administrator Paris the authority to purchase the dump truck with a budget of \$10,000.00.

ITEM 6F – CIVIC CENTER IMPROVEMENT – Administrator Paris stated that the improvements to the Civic Center are moving forward. The flooring replacement will start soon. Paint was purchased. He has reached out to Golden Light for the direct purchase of an ice machine (\$7,675.00) and food warmer (\$2,551.50). He requested the approval from the Council.

Upon a motion by Councilmember Courtney and seconded by Councilmember Shivers, Council unanimously approved the purchase as presented.

ITEM 6G – CIVIC CENTER RATE INCREASE – Administrator Paris stated that he wanted to have the discussion to give the Council the opportunity to look at the current Civic Center rates and consider simplifying the rate structure and deposit. The increase will be on the agenda for the February meeting.

ITEM 6H – HEALTH CLINIC BUILDING IMPROVEMENTS – Administrator Paris presented a quote from WWRC, Inc. for the flooring replacement at the Health Clinic building in the amount of fourteen thousand, four hundred seventy-eight dollars and seventy-two cents (\$14,478.72). He requested approval from the Council for the improvements.

Upon a motion by Councilmember Shivers and seconded by Councilmember Smith, Council unanimously approved the quote.

ITEM 6I – EMS BILLING CONTRACT – Administrator Paris stated that there have been issues with the current EMS billing company, considering the termination of the contract, and pursuing a contract with OMNI EMS Billing. They will waive the setup fee (\$3,500.00) and the service fee will be seven percent (7%). The City of Tucumcari is using the company and happy with their service.

Upon a motion by Councilmember Smith and seconded by Councilmember Courtney, Council unanimously approved to terminate the existing EMS billing contract and pursue to contract with OMNI EMS Billing.

ITEM 6J – LODGERS TAX PURSUANT TO 3-38-17.1 AUDIT OF VENDORS – Administrator Paris stated that pursuant to the state statute, the Village is required to conduct an audit of vendors for lodgers' tax collected. Sandra Rush, CPA has agreed to conduct the audits for a price of seven thousand, five hundred dollars (\$7,500.00) for all vendors after the 2024 tax season. He would like to move forward to hire an external auditor.

Upon a motion by Councilmember Courtney and seconded by Councilmember Shivers, Council unanimously approved to hire an external auditor as presented.

ITEM 7 – OLD BUSINESS – None

ITEM 8 – MISCELLANEOUS BUSINESS – Chief Slate introduced Officer Riley Bruhn, who began employment December 21, 2023. He is an uncertified officer and will head to the Hobbs Law Enforcement Academy in a couple of weeks.

Jerry Hawkins thanked Administrator Paris and Lonnie Banister for taking care of his water meter issue.

ITEM 9 - ADMINISTRATIVE REPORT – 1) Water meter installation is ongoing. We hosted the training for all staff today and we should be finishing the project soon. 2) Recreational complex design is continuing. They are reaching the 50% mark on the design and build portion. 3) Chips have been delivered for TPF road project. Dates will be determined on the project start date. 4) Tri-Star is waiting for decent weather to conduct repairs and inspection of 8th street lift station. 5) Work on the civic center is under way. Flooring should start in the next week or so and HVAC in mid-February. 6) NV5 and I continue to work on WTB readiness application. 7) While using the new jetter on a sewer back up we discovered a collapsed sewer line. Due to location, depth, and fiber issues, we are working with a contractor to complete the repairs. 8) Municode project has moved onto the next step. Following receiving the code there will be amendments needed one ordinance at a time. 9) I am very proud of the work that our staff continues to do. Many are stepping out of their comfort zones to help and learn new duties. I will also be looking at reallocating some sub duties of staff in the near future. 10) I am still trying to get answers on hosting water/wastewater training. If this is not possible, we may resort to online training platforms to ensure we are getting our staff the instruction they need.

ITEM 10 – Announcement of the next regular meeting on Tuesday February 13, 2024, 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 – SEWER AND WATER

MAINTENANCE POSITION – SENIOR CITIZENS POSITIONS – POLICE DEPARTMENT KENNEL POSITION AND (H)(7) THREATENED OR POTENTIAL LITIGATION – Upon a motion by Councilmember Courtney and seconded by Councilmember Osborn, Council unanimously agreed to go into executive session at 6:18 p.m.

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

ITEM 12 - RETURN TO OPEN MEETING – Upon a motion by Councilmember Courtney and seconded by Councilmember Osborn, Council unanimously returned to open meeting at 7:21 p.m.

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

The only item discussed in executive session was limited personnel matters and threatened or potential litigation with action taken.

Upon a motion by Councilmember Courtney and seconded by Councilmember Smith, Council unanimously approved to hire Leroy Torres for the Kennel Position at \$12.00 per hour, to hire Keeley Roberts for the Client Services Assistant Position at \$13.25 per hour, to hire Roger Mason for the Janitor Position at \$12.00 per hour, to hire Kassie Kotara for the Sub-Cook Position at \$12.00 per hour, and to hire Richard Rogier for the Sewer and Water Maintenance Position at \$17.25 per hour.


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

ATTEST:



Rosalie Rachor
Clerk/Treasurer




Barry Bass
Mayor