

**MINUTES
LOGAN VILLAGE COUNCIL
MEETING IN REGULAR SESSION
April 13, 2021**

The April 13, 2021 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
	Warren Frost, Attorney

VISITORS PRESENT:	Jai Courtney	Quinn Courtney
	Gwen Kirkmeyer	Ed Kirkmeyer
	George Ervin	Tonya Cone
	Carlos Santiago	

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

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

ITEM 2 – APPROVAL OF MINUTES – Upon a motion by Councilmember Osborn and seconded by Councilmember Shivers, Council unanimously approved the regular meeting minutes of March 9, 2021 and special meeting minutes of April 5, 2021.

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

ITEM 5 – ISSUES ADDRESSED TO COUNCIL FROM CITIZENS – None

ITEM 6A – PAWS AND CLAWS ANIMAL RESCUE OF QUAY COUNTY – TAMY WILLARD - REQUEST - Mayor Babb stated that a contract was received from the Paws and

Claws Animal Rescue of Quay County for the spay and neuter services provided to the citizens of the Village of Logan. The cost will be \$40.00 for each animal. The Village will pay twenty-five dollars (\$25.00) per animal with a maximum of three (3) animals per household. The consensus of the Council was to limit the services not to exceed eight hundred dollars (\$800.00).

Upon a motion by Councilmember Bass and seconded by Councilmember Newton, Council unanimously approved the contract for services between the Village of Logan and Paws and Claws Animal Rescue of Quay County with the limits set forth.

ITEM 6B – STANSBURY ESTATE PRESENTATION – CHAD LYDICK – Chad Lydick with Lydick Engineers and Surveyors presented the preliminary plat for a Type II Subdivision of Stansbury Estate for Tonya Cone of Cox River Ranch LLC. The Subdivision is in the SE/4 of Section 20 and will be for single family usage with no multi family dwellings or commercial usage. Electricity will be provided by Farmers and water by the Village. Septic tanks will be installed for wastewater. The lots sold will be for domestic use only. Fire Hydrants will be installed every seven hundred (700) feet. There will be landscaping restrictions. Roadways will meet the Village standards with a six (6) inch base course double penetration chip seal. Councilmember Shivers questioned if there will be site-built homes. Mrs. Cone stated that they will require ready built, or site built and no mobile homes. Administrator Parnell stated that the fire protection plans will need to be brought in for Village approval. Attorney Frost stated that there was an agreement done with Cox River Ranch LLC on what to expect of the conditions of the Subdivision development to approve the preliminary plat. Chad Lydick stated that he is not aware of any disagreements with the Village of the plans.

ITEM 6C – RESOLUTION NO. 642 - BUDGET ADJUSTMENT RESOLUTION FOR FISCAL YEAR ENDING JUNE 30, 2021 – Clerk/Treasurer Rachor stated that the budget adjustment will increase the revenues and expenditures in the General Fund for the Capital Outlay Equipment Grant and the Police Department SWB Equipment Grant. Increase the revenues, expenditures and transfer out in the Law Enforcement Protection Fund for the sale of the 2013 Dodge Charger. Increase transfer in and expenditures in the Debt Service Fund for vehicle payment. Increase the revenues in the Capital Outlay Fund for the increase in gross receipt tax revenue.

Upon a motion by Councilmember Osborn and seconded by Councilmember Bass, Council unanimously approved Resolution No. 642 budget adjustments for Fiscal Year 2020-2021.

ITEM 6D – AUDIT PROPOSALS – Clerk/Treasurer Rachor reported that the Village received one audit proposal response of the requests sent out. De'Aun Willoughby CPA, PC submitted a proposal for services to include three (3) consecutive years at the request of the Village of Logan. The Village of Logan would like to request De'Aun Willoughby, CPA for the audit of fiscal year ending June 30, 2022.

Upon a motion by Councilmember Osborn and seconded by Councilmember Newton, Council unanimously approved De'Aun Willoughby, CPA as the auditor for the year ending June 30, 2022.

ITEM 6E – EASTERN PLAINS COUNCIL OF GOVERNMENTS MEMBERSHIP FOR FISCAL YEAR 2021-2022 – Administrator Parnell stated that the membership would benefit the Village of Logan. The Council consensus was to renew the membership. Administrator Parnell was appointed as the designated representative and Mayor Babb as the alternate.

Upon a motion by Councilmember Bass and seconded by Councilmember Newton, Council unanimously approved the Eastern Plains Council of Governments Membership for 2021-2022 and to appoint Administrator Parnell as the designated representative and Mayor Babb as the alternate.

ITEM 6F – TUCUMCARI QUAY COUNTY REGIONAL EMERGENCY COMMUNICATION CENTER – APPROVAL OF VOTING DELEGATES – Chief Paris stated that the Tucumcari Quay County Regional Emergency Communication Center Dispatch Board assigns voting delegates yearly and would like Council approval for Chief Paris as the primary and Administrator Parnell as the alternate.

Upon a motion by Councilmember Osborn and seconded by Councilmember Bass, Council unanimously agreed to approve Chief Paris as the primary and Administrator Parnell as the alternate voting delegates for the Tucumcari Quay County Regional Emergency Communication Center Dispatch Board.

ITEM 6 G – POLICE DEPARTMENT – PART-TIME CLERK – APPROVAL TO ADVERTISE – Chief Paris stated that Myranda Ragland terminated employment on March 15, 2021. Administrator Parnell had concerns on the budget of fiscal year 2022 and forward. He would like to share the position with the Water Department in the absence of the Billing Clerk. This will be a cost savings for both departments. Cross training will be imperative and hope it will work as planned. Administrator Parnell stated that Laurie Erven will cover the Motor Vehicle Department in the absence of the Clerk.

Upon a motion by Councilmember Bass and seconded by Councilmember Shivers, Council unanimously approved to advertise for a Police Department Part-time Clerk until filled.

ITEM 7 – OLD BUSINESS – Councilmember Bass inquired about the opening of the Senior Citizens. Administrator Parnell stated that he has heard in October, but not for sure.

ITEM 8 – MISCELLANEOUS BUSINESS – A Budget Workshop has been scheduled for April 27, 2021 at 4:30 p.m. and a second one for May 3, 2021 at 4:30 p.m.

ITEM 9 – ADMINISTRATIVE REPORT – 1) All SAMBA drivers clear. 2) Effective April 15th Laurie Erven will become the new Client Services Assistant at the Logan Senior Center. 3) The maintenance crew has recently replaced the meter at the Mildred Well on Section Line Road. 4)

The maintenance crew has begun patching potholes starting on First Street and will continue to work street by street throughout the village. 6) We have just added a new Fire/EMS Rescue unit and once fully equipped will be a welcomed addition to Fire and EMS personnel. 7) We are waiting on the State of New Mexico to sign and return the executed agreements so bids can be received, and improvements can begin. 8) I have reached out to Terry's Service Center for help with disposal of used tires that we have accumulated at our Collection Center. At this time, we have no means to remove them and were forced to suspend acceptance of used tires. 9) Through Capital Outlay funding, we have sourced several gently used pieces of street maintenance equipment, such as a motor grader, front end loader with broom attachment, a dump truck, and a mowing tractor. Our used equipment will be taken on trade to assist with the final purchase price. We are anxious to have this equipment on site by the middle of May. 10) We have just recently received our new purchase an LP 573 XDT Vac-Tron Sewer and Water maintenance machine. 11) This is an invaluable piece of equipment for the crew in the field on an almost daily basis. 12) At the request of the Village Council at the March 9, 2021, I was asked to follow up on a letter written to Brookfield Properties by attorney Warren Frost, dated February 25, 2020, concerning to obligation of Brookfield Properties to the Village of Logan for a new water line to connect Logan and the South Shore Subdivision to include Ute Lake Ranch and 12 Shores Golf Course. My request was to simply open lines of communication between our entities and begin to work towards fulfilling the commitment made by Brookfield Properties to the Village of Logan in the Water Supply Agreement made back on September 25, 2009. I am pleased to inform the Council that on April 8, 2021, I received correspondence via email from Ms. Dianne Miller, general counsel to Ute Lake Ranch Public Improvement District No. 2. Ms. Miller asked for our time and patience in this matter as many of the board members to include the attorney who negotiated the agreement are no longer there. I believe this is a great first step towards resolution. 12) I would like to thank Lane and Laurie Strebeck, who have donated swings for the park.

ITEM 10 – Announcement of the next regular meeting on Tuesday, May 11, 2021 at 4:30 p.m. at the Village Governing Body Meeting Room, 108A US Highway 54.

ITEM 11 – EXECUTION SESSION PURSUANT TO 10-15-1 (H)(7) REGARDING POTENTIAL LITIGATION – CANADIAN RIVER WATER LINE – Upon a motion by Councilmember Osborn and seconded by Councilmember Newton, 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 item discussed in executive session was potential litigation.

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



ATTEST:

Rosalie Rachor
Clerk/Treasurer

David Babb
Mayor