

**MINUTES  
LOGAN VILLAGE COUNCIL  
MEETING IN REGULAR SESSION  
JULY 12, 2022**

The July 12, 2022, regular meeting of the Village of Logan Council was convened at 4:30 p.m. at the Village Office.

**COUNCIL MEMBERS**

<b>PRESENT:</b>	Mayor Babb	Present
	Councilmember Osborn	Present
	Councilmember Bass	Present
	Councilmember Shivers	Present
	Councilmember Courtney	Present

**VILLAGE EMPLOYEES**

**PRESENT:** Scott Parnell, Administrator

<b>VISITORS PRESENT:</b>	Jerry Hawkins	George Ervin
	Lupe Lacy	Janis Cross
	Kerry Cross	Pat Casson
	Bob Casson	Charles Benton

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

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

**ITEM 2 – APPROVAL OF MINUTES** – Upon a motion by Councilmember Bass and seconded by Councilmember Shivers, Council unanimously approved the regular meeting minutes of June 14, 2022.

**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 Courtney and seconded by Councilmember Bass, Council unanimously approved the Departmental Reports.

**ITEM 5 – ISSUES ADDRESSED TO COUNCIL FROM CITIZENS** – Jerry Hawkins questioned the placement of the cameras at the Logan Cemetery to be finalized. Administrator Parnell stated that the Village will purchase the cameras from RIX Security if the Logan Gun Club will install them.

**ITEM 6A – CREDIT CARD ACCEPTANCE PROCESSING POLICY** – The Department of Finance and Administration (DFA) is requiring the local governing bodies to adopt procedures on the terms and conditions of accepting payments by credit card or electronic transfers. DFA will

review and approve the procedures by the Village of Logan required by statute, by placing emphasis on best practice in protecting customer data from any data breaches.

Upon a motion by Councilmember Bass and seconded by Councilmember Courtney, Council unanimously approved the Credit Card Acceptance Processing Policy.

**ITEM 6B – RESOLUTION NO. 664 – BUDGET ADJUSTMENT RESOLUTION FOR FISCAL YEAR ENDING JUNE 30, 2022** - The budget will be adjusted in the Fire Department Fund to increase revenues, expenditures and transfer out for the interest income received and increase transfer out for the change of interest on NMFA loans. Sewer and Water Department Fund will decrease transfer out for the change in principal payment to USDA. Municipal Street Fund will increase revenues and expenditures for the increase in gross receipts tax and repairs to the grader. Debt Service Fund will decrease transfers in and expenditures to balance the debt payments.

Upon a motion by Councilmember Osborn and seconded by Councilmember Courtney, Council unanimously approved Resolution No. 664.

**ITEM 6C – RESOLUTION NO. 665 – 2022 FINAL QUARTER FINANCIAL REPORT YEAR ENDING JUNE 30, 2022** – The 4th Quarter financial report for the year 2021/2022 was submitted.

Upon a motion by Councilmember Bass and seconded by Councilmember Shivers, Council unanimously approved the Resolution No. 665 – 2022 Final Quarter Financial Report Year Ending June 30, 2022.

**ITEM 6D – FISCAL YEAR 2023 BUDGET DISCUSSION – CONSIDERATION OF WAGE INCREASE AND MAINTENANCE POSITION** – The Council questioned Administrator Parnell if the budget could handle the increase for wages and the maintenance position. He confirmed that the budget can with the understanding that wages may be a lesser percentage or none to be considered on a year-by-year basis.

Upon a motion by Councilmember Osborn and seconded by Councilmember Courtney, Council unanimously approved the Wage Increases and Maintenance Position.

**ITEM 6E – RESOLUTION NO. 666 - ADOPTION OF BUDGET FOR THE YEAR 2022-2023** – Administrator Parnell stated that the 2022-2023 Budget will be submitted with the additional expenditures.

Upon a motion by Councilmember Osborn and seconded by Councilmember Bass, Council unanimously approved Resolution No. 666 – Adoption of Budget for the Year 2022-2023.

**ITEM 7 – OLD BUSINESS – None**

**ITEM 8 – MISCELLANEOUS BUSINESS – None**

**ITEM 9 – ADMINISTRATIVE REPORT –** 1) The Village hosted two CDBG hearings on July 11 to discuss with community members the qualifying factors and guidelines for these grant monies. Potential infrastructure projects were discussed for this designated area of the village to include water system improvements and street resurfacing. 2) NV5 Engineering will be meeting with the Village Council on Wednesday, 3 August at 10am to begin work on a comprehensive plan to move forward with village wide water system improvements. This will include but will not be limited to additional water wells, isolation valves and distribution upgrades. 3) At the request of the village, I contacted two waste removal companies with the goal of increasing our level of service and cost savings for our Collection Center. Unfortunately, with the rising cost of fuel it will make it difficult for competitive pricing to be possible. 4) Thank you to our Police, Fire and EMS personnel.

**ITEM 10 –** Announcement of the next regular meeting on Tuesday, August 9, 2022, 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 – INDIVIDUAL PERSONNEL MATTERS -** Upon a motion by Councilmember Osborn and seconded by Councilmember Shivers, Council unanimously agreed to go into executive session.

ROLL CALL:	Mayor Babb	Yes
	Councilmember Osborn	Yes
	Councilmember Bass	Yes
	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 11 – ADJOURNMENT -** Upon a motion by Councilmember Osborn and seconded by Councilmember Bass, Council unanimously approved to adjourn the meeting.



ATTEST:

Rosalie Rachor  
Clerk/Treasurer

David Babb  
Mayor