



**VILLAGE OF MAGDALENA**  
PO BOX 145, MAGDALENA, NM 87825  
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**AGENDA**  
**NOTICE OF REGULAR MEETING OF THE VILLAGE OF MAGDALENA BOARD OF TRUSTEES**  
**MONDAY, NOVEMBER 22, 2021**  
**VILLAGE HALL 108 N. MAIN STREET 5:00 PM**

**PURSUANT TO PUBLIC HEALTH ORDER DATED AUGUST 17, 2021 ALL INDIVIDUALS ARE REQUIRED TO WEAR MASKS AND CONTINUED SOCIAL DISTANCING IS ENCOURAGED.**

**MEMBERS OF THE PUBLIC WHO WISH TO ATTEND AND LISTEN TO THE MEETING VIA ZOOM MAY DO SO AT THE FOLLOWING LINK:**

<https://us02web.zoom.us/j/4861155997?pwd=V0V6SERBNVdGNDNPaE1ZdWp1N004UT09>

**Meeting ID: 486 115 5997**

**Passcode: MAGDALENA**

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES
  - a. REGULAR MEETING- NOVEMBER 8, 2021
6. APPROVAL OF CASH BALANCE REPORT
7. APPROVAL OF BILLS
8. MAYOR'S REPORT
9. CLERK'S REPORT
  
10. DISCUSSION & POSSIBLE DECISION REGARDING APPROVAL OF APPLYING FOR LIBRARY GRANT
  
11. DISCUSSION & POSSIBLE DECISION REGARDING APPROVAL OF PURCHASING COMPUTERS
  
12. EXECUTIVE SESSION - THE FOLLOWING MATTERS WILL BE DISCUSSED IN CLOSED SESSION: MOTION & ROLL CALL VOTE TO GO INTO EXECUTIVE SESSION AND THAT, PURSUANT TO NEW MEXICO STATE STATUTES SECTION 10-15-1, ONLY THE FOLLOWING MATTER WILL BE DISCUSSED IN CLOSED SESSION:
  - a. JOINT UTILITY WORKER
    - MOTION & ROLL CALL VOTE TO RETURN TO REGULAR SESSION
    - MOTION & ROLL CALL VOTE THAT MATTERS DISCUSSED IN CLOSED SESSION WERE LIMITED TO THOSE SPECIFIED IN MOTION FOR CLOSURE, AND THAT NO FINAL ACTION WAS TAKEN, AS PER NEW MEXICO STATUTES SECTION 10-15-1
  
13. DISCUSSION & POSSIBLE DECISION TO HIRE JOINT UTILITY WORKER

#### 14. PUBLIC INPUT – 1 TOPIC PER PERSON - 3 MINUTE LIMIT

PUBLIC COMMENT MAY BE MADE IN PERSON OR VIA EMAIL (IF LESS THAN 3 MINUTES). EMAIL COMMENTS MAY BE MADE BY EMAILING COMMENTS TO: [clerk@villageofmagdalena.com](mailto:clerk@villageofmagdalena.com) and/or [mayor@villageofmagdalena.com](mailto:mayor@villageofmagdalena.com) THE DEADLINE FOR WRITTEN PUBLIC COMMENTS TO BE RECEIVED IS MONDAY, NOVEMBER 22, 2021 AT 12:00 PM. EMAILED PUBLIC COMMENT MUST CONTAIN THE AUTHOR'S NAME AND PHYSICAL ADDRESS AND WILL BE ENTERED AND/OR READ INTO THE MEETING MINUTES.

#### 15. ADJOURNMENT

*NOTE: THIS AGENDA IS SUBJECT TO REVISION UP TO 72 HOURS PRIOR TO THE SCHEDULED MEETING DATE AND TIME (NMSA 10-15-1 F). A COPY OF THE AGENDA MAY BE PICKED UP AT THE VILLAGE OFFICE, 108 N. MAIN STREET, MAGDALENA, NM 87825. PUBLIC DOCUMENTS, INCLUDING THE AGENDA AND MINUTES, CAN BE PROVIDED IN VARIOUS ACCESSIBLE FORMATS. PLEASE CONTACT THE VILLAGE CLERK/TREASURER IF A SUMMARY OR OTHER TYPE OF ACCESSIBLE FORMAT IS NEEDED. IF YOU ARE AN INDIVIDUAL WITH A DISABILITY WHO IS IN NEED OF A READER, AMPLIFIER, QUALIFIED SIGN LANGUAGE INTERPRETER OR ANY OTHER FORM OF AUXILIARY AID OR SERVICE TO ATTEND OR PARTICIPATE IN THE MEETING, PLEASE CONTACT THE VILLAGE CLERK AT 575-854-2261 AT LEAST ONE WEEK PRIOR TO THE MEETING OR AS SOON AS POSSIBLE.*

# DRAFT

MINUTES OF THE REGULAR MEETING OF THE VILLAGE OF MAGDALENA  
BOARD OF TRUSTEES  
HELD MONDAY November 8, 2021 AT 5:00 PM

PURSUANT TO PUBLIC HEALTH ORDER DATED JUNE 30, 2021 ALL UNVACCINATED INDIVIDUALS ARE REQUIRED TO WEAR MASKS AND CONTINUED SOCIAL DISTANCING IS ENCOURAGED.

MEMBERS OF THE PUBLIC WHO WISH TO ATTEND AND LISTEN TO THE MEETING VIA ZOOM MAY DO SO AT THE FOLLOWING LINK:

<https://us02web.zoom.us/j/4861155997?pwd=V0V6SERBNVdGNDNPaE1ZdWp1N004UT09>

Meeting ID: 486 115 5997

Passcode: MAGDALENA

Mayor Richard Rumpf called the meeting to order at 5:00 p.m.

**PRESENT:** Mayor Richard Rumpf, Trustee Clark Brown, Trustee Jim Nelson, Kathy Stout – Attorney, Francesca Smith- Clerk/Treasurer

**Participating via Video Conference:** Trustees: Donna Dawson, Harvan Conrad

**GUESTS:** Carleen Gomez- Deputy Clerk, Michael Zamora- Marshal

Mayor Richard Rumpf requested that all those present recite the Pledge of Allegiance.

**APPROVAL OF AGENDA:** Donna Dawson moved to approve the agenda, as presented. Harvan Conrad seconded. The motion carried.

**APPROVAL OF MINUTES:** Harvan Conrad moved to approve the October 25, 2021 minutes. Clark Brown seconded. The motion carried.

**APPROVAL OF CASH BALANCE REPORT:** Donna Dawson asked about the Library budget. Francesca Smith replied saying they are still waiting on reimbursement from GO bonds. Jim Nelson moved to approve the cash balance report. Harvan Conrad seconded. The motion carried.

**APPROVAL OF BILLS:** Carleen Gomez asked to add the following bills- AX Propane \$782.40, Galls \$89.99, Quill \$55.99. Donna Dawson moved to approve the bill list, with additions. Jim Nelson seconded. The motion carried.

## BILL LIST

Baker Utility Supply	\$4427.86
Beasley, Mitchell & Co	\$7960.97
Creative Product Source	\$321.19
MAS Modern Marketing	\$418.93
Nance, Pato & Stout	\$639.00
NAPA Auto Parts	\$20.98
NM Municipal League	\$300.00
NM Rural Water Assoc	\$450.00
Provelocity	\$1274.00

RAKS Building Supply	\$856.60
Tyler Technologies	\$451.24
Verizon Wireless	\$975.25
WEX Bank	\$2132.33
Winstons Auto	\$39.00
WNM Communications	\$730.50
<b>Total</b>	<b>\$20997.85</b>

### **MAYOR'S REPORT**

Mayor Rumpf said the ambulance cot will be installed tomorrow. The heart monitor should be shipped today or tomorrow and someone will come to train for it. The Mayor also said that him and Jim Nelson, along with the Marshal will be attending Jed Peacocks graduation ceremony on Wednesday.

### **CLERK'S REPORT**

Francesca Smith had no report.

### **DEPARTMENT REPORTS**

- a. **EMS-** Jim Nelson, EMS Coordinator, reported 15 calls in October 2021.
- b. **FIRE-** Mayor Rumpf reported 2 calls in October 2021.
- c. **MARSHAL-** A report was submitted by Marshal Zamora and reviewed by the Mayor and Trustees.
- d. **JUDGE-** Judge Simon Armijo and Court Clerk Carleen Gomez submitted a report that was reviewed by the Mayor and Trustees.
- e. **PUBLIC WORKS-** Donna Dawson asked when they will be mowing alleys. The Mayor said it was on the list and they were set back because of equipment. The Mayor also mentioned he hired a new Joint Utility Worker and it will be on the next agenda. A report was submitted by Nehemiah Peralta and reviewed by the Mayor and Trustees.
- f. **LIBRARY-** Librarian Ivy Stover submitted a report that was reviewed by the Mayor and Trustees.

### **DISCUSSION & POSSIBLE DECISION REGARDING APPROVAL OF RESOLUTION NO. 2021-15 POLICY FOR EMPLOYEE LEAVE COVID-19**

Donna Dawson moved to approve Resolution No. 2021-15, Policy for Employee Leave Covid-19. Clark Brown seconded.

Clerk/ Treasurer Smith requested a roll call vote:

Jim Nelson- AYE

Harvan Conrad- AYE

Donna Dawson-AYE

Clark Brown-AYE

The motion carried.

### **DISCUSSION & POSSIBLE DECISION REGARDING ACCEPTANCE OF LOWEST RESPONSIBLE BID FROM STEWART BROTHERS CONSTRUCTION FOR SUPPLEMENTAL TRUJILLO WELL PROJECT**

The Mayor said this is for the well and related testing. Donna asked what our cost will be. The Mayor said this is part of the \$1 million loan. Nathan from Bohannon Huston said this is for well drilling and the next phase is equipping. Donna Dawson moved to approve Bid from Stewart Brothers Construction for Supplemental Trujillo Well Project. Harvan Conrad seconded.

Clerk/ Treasurer Smith requested a roll call vote:

Clark Brown-AYE

Donna Dawson-AYE

Harvan Conrad- AYE

Jim Nelson- AYE

The motion carried.

**EXECUTIVE SESSION - THE FOLLOWING MATTERS WILL BE DISCUSSED IN CLOSED SESSION: MOTION & ROLL CALL VOTE TO GO INTO EXECUTIVE SESSION AND THAT, PURSUANT TO NEW MEXICO STATE STATUTES SECTION 10-15-1, ONLY THE FOLLOWING MATTER WILL BE DISCUSSED IN CLOSED SESSION:**

**a. DEPUTY PEACOCK**

- **MOTION & ROLL CALL VOTE TO RETURN TO REGULAR SESSION**
- **MOTION & ROLL CALL VOTE THAT MATTERS DISCUSSED IN CLOSED SESSION WERE LIMITED TO THOSE SPECIFIED IN MOTION FOR CLOSURE, AND THAT NO FINAL ACTION WAS TAKEN, AS PER NEW MEXICO STATUTES SECTION 10-15-1**

Donna Dawson moved to go into Executive Session at 5:15pm. Jim Nelson seconded.

Clerk/ Treasurer Smith requested a roll call vote:

Harvan Conrad-AYE

Donna Dawson-AYE

Clark Brown-AYE

Jim Nelson- AYE

The motion carried.

Donna Dawson moved to return to Regular Session at 5:20pm and certifies no other items were discussed. Jim Nelson seconded.

Clerk/ Treasurer Smith requested a roll call vote:

Clark Brown-AYE

Jim Nelson- AYE

Harvan Conrad-AYE

Donna Dawson-AYE

The motion carried.

**DISCUSSION & POSSIBLE DECISION FOR WAGE INCREASE AND PROMOTION FOR DEPUTY PEACOCK**

Donna Dawson moved to approve wage increase and promotion for Deputy Peacock. Clark Brown seconded.

Clerk/ Treasurer Smith requested a roll call vote:

Donna Dawson-AYE

Harvan Conrad- AYE

Jim Nelson- AYE

Clark Brown-AYE

The motion carried.

**PUBLIC INPUT – 1 TOPIC PER PERSON – 3 MINUTE LIMIT**

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There were no public comment

Trustee Donna Dawson moved to adjourn the meeting at 5:21pm. Harvan Conrad seconded. The motion carried.

Respectfully Submitted,

Francesca Smith  
Clerk/Treasurer

Richard Rumpf  
Mayor



# Quote

Quote Number: 12406

Expiration Date: 12/07/2021

### Ship To Address

Village of Magdalena

Quantity	Item	Unit Price	Extended Price
<b>One-Time Items</b>			
1	DELL SMALL DESKTOP COMPUTER STANDARD BUILD	\$1,065.00	\$1,065.00
1	DELL STANDARD NOTEBOOK COMPUTER 15"	\$2,010.00	\$2,010.00
	<b>One-Time Total</b>		<b>\$3,075.00</b>
<b>Shipping Items</b>			
2	Shipping	\$25.00	\$50.00
	<b>Shipping Total</b>		<b>\$50.00</b>
	<b>Subtotal</b>		<b>\$3,125.00</b>
	<b>Total Taxes</b>		<b>\$0.00</b>
	<b>Total</b>		<b>\$3,125.00</b>

Authorizing Signature \_\_\_\_\_

Date \_\_\_\_\_

This proposal is subject to change. Final invoices will reflect actual product or hours and may be invoiced weekly on a progress basis. A 50% deposit is required upon approval. Any returned items are subject to a 30% restocking fee and shipping & handling charges. New customers are required to complete an AutoPay form or Credit Application before work will begin. Sales tax and shipping is not included on this proposal but will apply to final order based on the shipment address.

Village  
Carleen  
Nehemiah



# Quote

Quote Number: 12405

Expiration Date: 12/07/2021

### Ship To Address

Village of Magdalena

''

Quantity	Item	Unit Price	Extended Price
<b>One-Time Items</b>			
3	DELL SMALL DESKTOP COMPUTER STANDARD BUILD	\$1,065.00	\$3,195.00
		<b>One-Time Total</b>	<b>\$3,195.00</b>
<b>Shipping Items</b>			
3	Shipping	\$25.00	\$75.00
		<b>Shipping Total</b>	<b>\$75.00</b>
		<b>Subtotal</b>	<b>\$3,270.00</b>
		<b>Total Taxes</b>	<b>\$0.00</b>
		<b>Total</b>	<b>\$3,270.00</b>

Authorizing Signature \_\_\_\_\_

Date \_\_\_\_\_

This proposal is subject to change. Final invoices will reflect actual product or hours and may be invoiced weekly on a progress basis. A 50% deposit is required upon approval. Any returned items are subject to a 30% restocking fee and shipping & handling charges. New customers are required to complete an AutoPay form or Credit Application before work will begin. Sales tax and shipping is not included on this proposal but will apply to final order based on the shipment address.





Request to Apply for Grant for the Library.

**Social Wellbeing Tools in Action Microgrant from the New Mexico State Library Foundation**

**Why I would like to participate:**

I am looking for new ways to support our community. I need to know what the community's needs are before I can. This program will give me the knowledge and tools to evaluate community needs and find ways that the library can help meet them. Through the training, I will be taught how to use the Social Wellbeing Tools developed by the State Library. At the end of the training, I will create a project to improve community wellbeing in Magdalena and \$500 to seed that project.

Sincerely,  
Ivy Stover  
Library Director

From the application documents:

**What is it?**

New Mexico State Library will work with 15 New Mexico librarians to develop community-based social wellbeing projects. Over the course of five weeks, the librarians will receive mentoring and guidance from Hope Decker using an established set of social wellbeing tools from [www.rurallibraries.org](http://www.rurallibraries.org). This will happen in five cohorts of three libraries each over the next 11 months, with microgrants provided to the participants to help seed their project.

**Why is this important?**

Coming out of a pandemic, rural libraries and the community members they serve face the challenge of reestablishing mutual support, rebuilding social connection, and strengthening resiliency. The tools prioritize community engagement and dialogue, with a focus on reaching the isolated and marginalized, as a foundation for taking action to improve wellbeing in the community.

Hope Decker will mentor 15 libraries (3 at a time) through a 5 week Tools in Action process using the Rural Libraries and Social Wellbeing tools (online at [www.rurallibraries.org](http://www.rurallibraries.org)).

Grant Amount: Selected applicants will get \$1000 dollars (\$500 for you/\$500 for your library).

**Objectives:**

- Provide high quality professional development to library workers seeking to make positive impacts in their community
- Provide seed money for a library to take on a new project that will help the community recover from pandemic and/or build resiliency for the future

--The Tools in Action process:

- encourages an intentional community-centered approaches to librarianship
- give librarians space and time to reflect on underserved community members
- re-centers measurements of success around social wellbeing
- bases actions on extensive research and evidenced-based practices but is unique to each

community

--An ongoing national network of Tools in Action "graduates" provides ongoing peer-to-peer support

Eligibility:

--The tools in this project were developed with a small rural public library focus, but applications will be considered by libraries of all sizes and types depending on availability

--We use the term "librarian" here to mean any staff members who works for a recognized library in New Mexico

Requirements:

--It is not part of this application but be aware that if you are selected you will need to certify that your library has approval to take part from whichever entity oversees its operations and finances.

--You and your library will also need to sign a simple agreement to use the funds for the intended purposes before we release the funds to you.

Reporting:

--Participant librarians are required to take a brief pre-survey and a brief post-survey to provide feedback on their learning and improve the Tools in Action program.

--A brief report on the development of the project will be required

--Eli Guinnee will schedule a time to do an in-person site visit with the library

Cohorts Schedule:

--Nov 22 – Dec 17, 2021—FILLED

--Jan 3 – Feb 5, 2022—FILLED

--Mar 14 – April 16, 2022—FILLED

--May 30 – July 2, 2022

--Aug 15 – Sep 17, 2022