

VILLAGE OF MAGDALENA

PO BOX 145, MAGDALENA, NM 87825 P. 575.854.2261 F. 575.854.2273 WWW.VILLAGEOFMAGDALENA.COM

AGENDA

NOTICE OF REGULAR MEETING OF THE VILLAGE OF MAGDALENA BOARD OF TRUSTEES MONDAY, AUGUST 12, 2019 VILLAGE HALL 108 N. MAIN STREET 6:00 PM

- 1. CALL TO ORDER
- 2. ROLL CALL
- 3. PLEDGE OF ALLEGIANCE
- 4. APPROVAL OF AGENDA
- 5. APPROVAL OF MINUTES
 - a. REGULAR MEETING JULY 22, 2019
 - b. SPECIAL MEETING JULY 30, 2019
- 6. APPROVAL OF CASH BALANCE REPORT
- 7. APPROVAL OF BILLS
- 8. MAYOR'S REPORT
- 9. CLERK'S REPORT
- 10. DEPARTMENT REPORTS
 - a. EMS
 - b. FIRE
 - c. MARSHAL
 - d. JUDGE
 - e. PUBLIC WORKS
 - f. LIBRARY
- 11. DISCUSSION & POSSIBLE DECISION CONCERNING REQUEST FOR LODGER'S TAX FUNDING TO ADVERTISE 2019 MUSIC ON MAIN IN MAGDALENA
- 12. DISCUSSION & POSSIBLE DECISION CONCERNING APPROVAL TO POST AND ADVERTISE ASSISTANT CLERK POSITION
- 13. PUBLIC INPUT 1 TOPIC PER PERSON 3 MINUTE LIMIT
- 14. 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 8725. 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.

MINUTES OF THE REGULAR MEETING OF THE VILLAGE OF MAGDALENA BOARD OF TRUSTEES HELD MONDAY, JULY 22, 2019 AT 6:00 PM

DRAFT

Mayor Richard Rumpf called the meeting to order at 6:00 p.m.

PRESENT: Mayor Richard Rumpf, James Nelson, Donna Dawson, Clark Brown, Jan Keenly – Clerk/Treasurer, Attorney Kathy Stout

ABSENT: Lynda Middleton

GUESTS: Cricket Courtney, John Larson, Mike Danielsen, Carleen Gomez – Deputy Clerk,

Alejandra Paez – Assistant Clerk

Mayor Richard Rumpf requested that Clerk/Treasurer Jan Keenly lead the gallery in reciting the Pledge of Allegiance.

APPROVAL OF AGENDA: Mr. Brown motioned to approve the agenda as presented, seconded by Ms. Dawson. The motion carried unanimously.

APPROVAL OF MINUTES: Mr. Nelson motioned to approve the minutes of the Regular Meeting of the July 8, 2019, as amended, seconded by Ms. Dawson. The motion carried unanimously.

APPROVAL OF CASH BALANCE REPORT: Mr. Nelson motioned to approve the cash balance report, as presented, seconded by Ms. Dawson. Ms. Dawson was opposed. The motion carried by majority.

APPROVAL OF BILLS: Deputy Clerk Gomez stated that she would like to add invoices from the following vendors: KSA Engineers in the amount of \$9,035.92, Bound Tree Medical in the amount of \$47.54, DPC Industries in the amount of \$375.27, GSD — State Printing in the amount of \$154.00, New Mexico Meters in the amount of \$5,385.73 and two invoices for the Community Park in the amounts of \$22.79 and \$103.56.

Mr. Brown motioned to approve the bill list with the addition, seconded by Mr. Nelson. The motion carried unanimously.

A-1 Quality Redi Mix	\$506.02	Albuquerque Publishing Co.	\$85.87
Bugs or Us Pest Control	140.00	Dept. of Finance & Administration	337.52
Ivy Stover	9.63	King Industries	1,030.20
Konica Minolta	225.10	Napa Auto Parts	299.74
NM Municipal League	560.00	NM Self Insurers Fund	142.40

O'Reilly Auto Parts	40.41	Presbyterian Medical Services	142.00
Rak's Building Supply	144.40	RC Plumbing	96.59
Wex Bank	2,507.96	Winston's Auto Service	261.65

MAYOR'S REPORT

Ms. Dawson asked what time the special meeting that was scheduled for the Tuesday, July 30, 2019 would be. Mayor Rumpf stated that it would be at 6:00 p.m.

Mayor Rumpf stated that flow testing for the fire hydrants would be on July 23, 2019. He stated that it is part of the iSO testing.

CLERK'S REPORT

Clerk/Treasurer Keeniy stated that the end of the year revenue for Lodger's Tax and Gross Receipts Tax had increased verses what came in last year.

PUBLIC HEARING – MAGDALENA PUBLIC LIBRARY'S CHILD INTERNET PROTECTION ACT (CIPA) CHILD INTERNET SAFETY POLICY AND PROPOSED TECHNOLOGY PROTECTION MEASURES

Attorney Kathy Riley stated that in order to receive certain funding for internet the library must show compliance with CIPA, and a Public Hearing is required. Attorney Kathy Riley stated that firewalls for the internet are needed. No public input was given.

Ms. Dawson motioned to approve the Magdalena Public Library Child Internet Protection Act, seconded by Mr. Brown. The motion carried unanimously.

DISCUSSION & POSSIBLE DECISION CONCERNING RESOLUTION NO. 2019-12, MAGDALENA PUBLIC LIBRARY CHILD INTERNET SAFETY POLICY AND IMPLEMENTATION OF TECHNOLOGY PROTECTION MEASURES

Ms. Dawson motioned to approve Resolution No. 2019-12, seconded by Mr. Brown.

Mayor Rumpf suggested that Clerk/Treasurer Keenly request a roll call vote: Mr. Brown – AYE, Ms. Dawson – AYE, Mr. Nelson – AYE The motion carried unanimously.

DISCUSSION & POSSIBLE DECISION CONCERNING AMENDMENT TO RESOLUTION NO. 2019-08, ENTERING INTO A GRANT AGREEMENT WITH THE STATE OF NEW MEXICO ENVIRONMENT DEPARTMENT FOR SAP PROJECT NO. 19-D9279-GF_JB

Ms. Dawson motioned to approve Resolution No. 2019-08 with the suggested spelling corrections, seconded by Mr. Brown.

Mayor Rumpf suggested that Clerk/Treasurer Keenly request a roll call vote: Ms. Dawson – AYE, Mr. Brown – AYE, Mr. Nelson – AYE The motion carried unanimously.

DISCUSSION & POSSIBLE DECISION CONCERNING AMENDMENT TO RESOLUTION NO. 2019-09, ENTERING INTO A GRANT AGREEMENT WITH THE STATE OF NEW MEXICO ENVIRONMENT DEPARTMENT FOR SAP PROJECT NO. 19-D451-GF_JB

Ms. Dawson motioned to approve Resolution No. 2019-09 with the suggested spelling corrections, seconded by Mr. Nelson.

Mayor Rumpf suggested that Clerk/Treasurer Keenly request a roll call vote: Mr. Nelson – AYE, Ms. Dawson – AYE, Mr. Brown – AYE The motion carried unanimously.

DISCUSSION & POSSIBLE DECISION CONCERNING SELECTION OF FINANCIAL INSTITUTION FOR PURCHASING CARDS

Mayor Rumpf stated that Clerk/Treasurer Keenly went down to get a new purchasing card and it was not a good experience. Mayor Rumpf stated that he, the Clerk/Treasurer and the Deputy Clerk have purchasing cards. Mayor Rumpf stated that he uses his card for emergency purchases, attending meetings and training and paying for hotel rooms for those trainings. Clerk/Treasurer Keenly stated that First State Bank has everything in-house and the Village currently has its bank accounts with them. Attorney Kathy Riley stated that at Wells Fargo, they require that a person and not an entity be the Guarantor and that should not be. Clerk/Treasurer Keenly stated that First State Bank will allow that the Village approves the entity and the entity can then be the Guarantor.

Mr. Nelson motioned to use First State Bank as its financial institution for purchasing cards, for the Mayor, Clerk/Treasurer and Deputy Clerk, with a credit limit on each of \$3,000.00, seconded by Ms. Dawson.

Mayor Rumpf suggested that Clerk/Treasurer Keeniy request a roll call vote: Ms. Dawson – AYE, Mr. Nelson – AYE, Mr. Brown – AYE
The motion carried unanimously.

PUBLIC INPUT - 1 TOPIC PER PERSON - 3 MINUTE LIMIT

Mr. John Larson asked when the Viliage would be looking at its Infrastructure Capital Improvement Plan (ICIP). He stated that Socorro County and the City of Socorro are currently in the process of looking at theirs. Mayor Rumpf stated that he would check into it.

Mayor Rumpf stated that he received a lot of good comments on the medians. He stated that the Utility Crew is getting more materials for the chip seal project and that is all moving forward.

Mr. Brown asked what is going to be done with the new windows from the library that he is storing. Mayor Rumpf stated that he will be meeting with Tyler Scartaccini who is the owner of True-Blue Construction to discuss library repairs and improvements during the week. Mayor Rumpf stated that the windows may need to be sold. He stated that the windows are not the right size and using them will change the appearance of the building as well as additional cost

would be incurred if they were put in. He added that the Friends of the Library own the windows.

Mr. Mike Danielsen questioned what happened to the rodeo at the Old Timer's Reunion. Mayor Rumpf stated that the issue will be addressed with the Magdalena Chamber of Commerce at the next meeting in August.

Ms. Dawson motioned to adjourn the meeting at 6:34 p.m., seconded by Mr. Clark. The motion carried unanimously.

Respectfully Submitted,

Janet Keenly
Clerk/Treasurer

Richard Rumpf Mayor

Minutes Taken By:

Carleen Gomez, CMC Deputy Clerk

Carleen Gomez

From: Michael Bisbee <michael_bisbee@yahoo.com>

Sent: Tuesday, August 6, 2019 4:06 PM

To: Carleen Gomez

Subject: VILLAGE of MAGDALENA FIRE / EMS REPORT July 2019

VILLAGE of MAGDALENA FIRE / EMS REPORT July 2019

EMS

EMS responded to 6 calls in July, 2019

FIRE

7/4/2019 - On standby at the station for fireworks

7/13/2019 - Participated in Old Timers parade

7/20/2019 - Responded to report of grass fire Hwy 60 - MM 128 / mutual aid Socorro County

Best Regards, Michael Bisbee; Chief Fire / EMS

Magdalena Marshal's Office

Monthly Report	Month:	JULY	Year: 2019	
Marshal Zamora	ID#:Mag-1			
Total Miles Driven:				
GENERAL CALLS:	AMO	UNT	REVENUE	
TRAFFIC CITATIONS: Village Ordinances		26		1432
TRAFFIC CITATIONS: State Statutes				
CRIMINAL CITATIONS				
ANIMAL CONTROL CITATIONS				
TRAFFIC ACCIDENTS				
D.W.I. ARRESTS				
FELONY ARRESTS		1		
MISDEMEANOR ARRESTS		1		
12 HOUR HOLD ARREST				
CRIMINAL INVESTIGATIONS		3		
JUVENILE CASES				
DOMESTIC CASES				
CRIMINAL DAMAGE / PROPERTY		2		_
ASSISTANCE CALLS:				
AMBULANCE/FIRE		2		
PUBLIC SERVICE		11		
NM STATE POLICE				
SHERIFF'S OFFICE				
NM FISH & GAME				
US BORDER PATROL				
US FOREST SERVICE				
OTHER:				
ALARM CALLS		1		
FINGERPRINTING		1		
Driving Tests		1		
Misc. Cases		16		
TOTALS:		65		1432

MAGDALENA MARSHAL DEPARTMENT

MONTHLY VEHICLE EXPENDITURE REPORT

For the month of: JULY Year: 2019

License Number:_ G93062

Make and Model:_FORD EXPID.2015

Date	Beginning Mileage	Ending Mileage	Miles Traveled	Fuel Gallons	Amount	Motor Oil Quarts	Amount	Maintenance Section
1								01 Chassis Maintenance
2								02 Electrical Maintenance
3								03 Engine Maintenance
4								04 General Supplies
5								05 Interior Maintenance
6								06 Lubrication
7								07 Miscellaneous
8								09 Tire Purchase
9								10 Tire Repair
10	53341	53525	184	20.4	56.4			11 Wash and Wax
11								(Attach Copy of Invoices)
12								Invoice No.:Amt.
13								10
14								invoice No.:Amt.\$
15								Date
16								Invoice No.:Amt.\$
17	53525	53718	193	19.8	54.7			Code: Date:
18								Invoice No.: Amt.\$_
19								Code: Date:
20								Invoice No.: Amt.\$_
21								Code: Date:
22								Invoice No.: Amt.\$
23								Code: Date:
24	53718	53944	226	22.9	62.4			nvoice No.:Amt.\$
25								Code: Date:
26								nvoice No.: Amt.\$
27								Code: Date:
28								nvoice No.: Amt.\$
29								Code: Date:
30								nvoice No.: Amt.\$
31								
otals			603	63.1	173.5		-	

Magdalena Marshal's Office

Monthly Report	Month: July	Year: 2019
Deputy Valenzuela	iD#:Mag-2	
Total Miles Driven:	2460	
GENERAL CALLS:	AMOUNT	REVENUE
TRAFFIC CITATIONS: Village Ordinances	13	663
TRAFFIC CITATIONS: State Statutes	0	
CRIMINAL CITATIONS		
ANIMAL CONTROL CITATIONS		
TRAFFIC ACCIDENTS		
D.W.I. ARRESTS	0	
FELONY ARRESTS	0	
MISDEMEANOR ARRESTS	0	
12 HOUR HOLD ARREST		
CRIMINAL INVESTIGATIONS	0	
JUVENILE CASES/CYFD	3	
DOMESTIC CASES	0	
CRIMINAL DAMAGE / PROPERTY	1	
ASSISTANCE CALLS:		
AMBULANCE/FIRE	1	
PUBLIC SERVICE		
NM STATE POLICE	1	
SHERIFF'S OFFICE		
NM FISH & GAME		
US BORDER PATROL		
US FOREST SERVICE		
OTHER:		
ALARM CALLS	2	
FINGERPRINTING		
Driving Tests		
Misc. Cases		
TOTALS:	18	663

MAGDALENA MARSHAL DEPARTMENT

MONTHLY VEHICLE EXPENDITURE REPORT

For the month of :	July	Year:	2019
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License Number:	G
Make and Model:	2016 Chevy Silverado

Date	Beginning Mileage	Ending Mile⊒ge	Miles Traveled	Fuel Gailons	Amount	Motor Oil Quarts	Amount	Maintenance Section
1								01 Chaesis Maintenance
2	53475			18.3636	50.66			02 Electrical Maintenance
3								03 Engine Maintenance
4								04 General Supplies
5								05 Interior Maintenance
6	53690			15.7	43.33			06 Lubrication
7								07 Miscellaneous
8	53898			16.12	44.5			09 Tire Purchase
9								10 Tire Repair
10								11 Wash and Wax
11								(Attach Copy of Involces)
12								Invoice No.:Amt.\$
13								10
14	54255			18.54	43			Invoice No.: Amt.\$
15								Date
16	54554			20.96	54.83			Invoice No.:Amt.\$
17								Code: Date:
18								Invoice No.:Amt.\$
19								Code: Date:
20	54803			21.3	58.79			Invoice No.:Amt.\$
21								Code: Date:
22	55067			19.67	54.29			Invoice No.:Amt.\$
23								Code: Date:
24								Invoice No.:Amt.\$
25								Code: Date:
26	55266			16.54	45			Invoice No.:Amt.\$
7								Code: Date:
8	55515			17.86	48.56			Invoice No.:Amt.\$
9								Code: Date:
0								Invoice No.:Amt.\$
1								
tels	2460			165.05	442.96			

MAGDALENA MARSHAL DEPARTMENT

MONTHLY VEHICLE EXPENDITURE REPORT

For the month of: JULY year: 2019

License Number: G97489

Make and Model: Chevy Silverado

Date	Beginning Mileage	Ending Mileage	Miles Traveled	Fuei Gailons	Amount	Motor Oil Quarts	Amount	Maintenance Section	
1								01 Chassis Maintenance	
2								02 Electrical Maintenance	
3								03 Engine Maintenance	
4	61789	62008	219	14.17	39.12			04 General Supplies	
5								05 Interior Maintenance	
6	62008	62216	208	22.85	63.07			06 Lubrication	
7	62216	62258	42	10.4	28.71			07 Miscellaneous	
8								09 Tire Purchase	
9								10 Tire Repair	
10								11 Wash and Wax	
11								(Attach Copy of Invoices)	
12								Invoice No.:Amt.	
13								Date:	
14								Invoice No.:Amt.\$	
15								Date	
16								Invoice No.:Amt.\$	
17								Code: Date:	
18								Invoice No.:Amt.\$	
19								Code: Date:	
20								Invoice No.:Amt.\$	
21								Code: Date:	
22								Invoice No.:Amt.\$	
23								Code: Date:	
24								Invoice No.:Amt.\$	
25								Code: Date:	
26								Invoice No.:Amt.\$	
27								Code: Date:	
28	62258	62302	44	5.9	16.19			Invoice No.:Amt.\$	
29	<u> </u>							Code: Date:	
30								Invoice No.:Amt.\$	
31									
Totals			513	53.32	147.09		0		

July 2019 Court Report

The court dealt with a total of 7 cases. 6 of which were dismissed.

Registration not signed:

Defendant pled no contest of their own free will and was charged a \$29.00 court cost fee. No further fines or stipulations were ordered.

Total: 29.00

Total: \$29.00



VILLAGE OF MAGDALENA REQUEST TO BE PLACED ON AGENDA

V 1 7	1, 2019	
Todays Date:		
Date of Meeting:	(2 17 2	019
Name: Catherine De	Maria	Smail-Com
Address: 1/0 1/. Mail	1 St MARN	aleng NM zip: 87825
Phone Number: 875 8/	7 0669	The second of th
Phone Number: <u>S75 S1</u> Email Address: <u>Cdemari</u>	a wh 110 6	Smail-Com
Iter	m request will be for: (Pi	ease check one)
Information Only	Action Item	Discussion/Action
Public Hearing	Report	Other:
	ief description of topic t	
		the topic. We do allow handouts at meeting.
REQUEST POR 10	daers TAX	Mail a sala la la la la la
Adverti (Ing	MUSIC OF	main magdulena rin
Signature: Latherty	Man	
	Please return	
	Stéphanie Finch, Clerk Village of Magda	
	Magdalena, NM 8	
Phone: 575-854-2261 *	Fax: 575-854-2273 * Em	ail: clerk@viilageofmagdalena.com
Ω	1	
Mayor's Approval:	<u> </u>	Date: 7 - 24-19
	7)	

Request to Village of Magdalena for Use of Lodger's Tax (Pursuant to Lodger's Tax Act Section 3-38-14 NMSA 1978)

Our mission is to stimulate economic growth by marketing Magdalena as a visitor destination through tourism.

	the stated in SECTION 4 of the Village Ordinance. (A coole upon request.) Wave house 1-10 / wavehouse is made by Cathevine Dellaria (Application (Application))	
Address:	North main Street	501C
Phone:	magdalena 575 S 17 0669 Email: Cdemaria (gwo	arehause 11
	501-3C Non-Profit Entity; (provide proof) For Profit Entity; (Private Individual/Entity) Group/Organization without Non-Profit Status;	
	Other:	
	Other: Se of this request is to provide tourist related activities and control other individuals/entities in the provision of tourist-related Name of Event:	
Village and	Other: Se of this request is to provide tourist related activities and control other individuals/entities in the provision of tourist-related	
Village and	Other: Se of this request is to provide tourist related activities and control other individuals/entities in the provision of tourist-related Name of Event: MUSIC On Main w.m.	promotional

- 1. All printed material must include the Village logo (available at Village Hall once approval has been given), and indicate that Village of Magdalena Lodger's Tax funds were used in the purchase of said items.
- BEFORE EVENT
 - Applicant is required to provide an estimated budget to include: Revenue (income from sponsors, sales, booth space fees, etc.) and

Expenses (advertising, rental fees, etc.).

FOLLOWING EVENT

- Applicant shall provide accurate financial records (invoices, receipts, etc.) for all items for which the City pays.

2. Use of Funds

The use of Village of Magdalena's Lodger's tax funds are outlined by Village Ordinance No. <u>2015-06</u>. The requirements as outlined by the Village's Lodger's Tax Ordinance must be adhered to in the execution of all aspects of this request. Applicant acknowledges that a complete copy is available and understands the eligible uses of Lodger's Tax Proceeds. * Lodger's tax funds are <u>not</u> to be used to pay for motel rooms.

3. Terms and Conditions of this Request
£ 4950.5°
A. Contractor is requesting \$ 1000 in Lodger's Tax funds to be used a
follows: \$ statement \$ 731.50
2 Dorte Dottels # 450,00
Please See the attaches advertising
- Budgete
D. Annother requests (in the of Village preparty police accort etc. must be mad
B. Any other requests (le. Use of Village property, police escort, etc. must be mad at Village Hall).
This request is submitted the 4 day of June 2019.
This request is submitted the day or
Cotton Karlon
Applicant Signature Village of Magdalena
Applicant Signature
Approval
As Mayor of the Village of Magdalena I am authorizing the above described event with
the understanding that all preliminary administrative functions have been met (i.e. budget
Board approval, etc.).
Richard Rumpf – Mayor

again AFTER your event showing actual amou INCOME SOURCES	nts, along with an event sum ESTIMATE /	
TICKET Sales	1,500.	
Donations	4 1,000.	
BUSINESS SPONSONS	\$ 100.	
TOTAL INCOME	2600	為
EXPENSES	ESTIMATE /	
Advertising	<u>80481.731</u>	1,50
Porta Potty	4500	
Bands	2,000.	
	(
TOTAL EXPENSES		
MARKETING Who is your target market? Individuial ARS From Market? 300 Mill	s interested in Mus e Radious	"1
How/where are you advertising your event? D		
we will advertise in a Publici TO people with this interes	ation that is so	ecifectus de la stroit
Please include copies of all advertisements for		
	ESTIMATE /	
Number of Visitors at Event	60-100	
Number of Motel Rooms Filled	10-15	

EVENT SUMMARY (Please let us know how your event went, things that went well, areas that need work or attention for next year)

Advertising Plan and Budget

Free Advertising

El Defensor Chieftain

Catron County Paper free Listing

Socorro County Chamber of Commerce News Letter

Social Media Facebook & Instagram

Email Lists (we have reached over 1500 through Warehouse 1-10, Mag-e Board, Jim Ruff, kind of a small array email lists) Warehouse 1-10 pays \$250 per year to maintain a constant contact account which advertises Magdalena Art related Events to a targeted mailing list)

Posters: Albuquerque, Socorro, Magdalena, Belen, Truth or Consequences

Paid Advertising

We are asking lodgers tax to cover the cost of the publications with the a new targeted audience and the broadest reach for Magdalena.

\$431.50
\$75.00
\$75.00 – (\$130 if I boost it)
\$150.00

<u>Additional Expenses</u>

*	2 Porta-potties	\$450.00
	Payment to the Bands	\$2,000.00
	- N	

Total Budget	\$3,181.50
Request from Lodgers Tax	\$956.50

(80 tickets)



FRIDAY, AUGUST 9TH 7PM-9PM & SATURDAY AUG 10TH, 6PM- 9PM Warehouse 1-10 Garden. 110 North Main Street, Magdalena, N.M.

For tickets go to www.warehouse110.com

For more info call 575-517-0669

Paid for in Part by Village of Magdalena Lodgers Tax