



VILLAGE OF MAGDALENA
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AGENDA

**NOTICE OF REGULAR MEETING OF THE VILLAGE OF MAGDALENA BOARD OF TRUSTEES
MONDAY, DECEMBER 9, 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 – NOVEMBER 25, 2019
6. APPROVAL OF CASH BALANCE REPORT
7. APPROVAL OF BILLS
8. MAYOR'S REPORT
9. CLERK'S REPORT
 - a. DISCUSSION & POSSIBLE DECISION CONCERNING APPROVAL OF BUDGET ADJUSTMENT RESOLUTION NO. 2019-07
10. DEPARTMENT REPORTS
 - a. EMS
 - b. FIRE
 - c. MARSHAL
 - d. JUDGE
 - e. PUBLIC WORKS
 - f. LIBRARY
11. PUBLIC INPUT – 1 TOPIC PER PERSON - 3 MINUTE LIMIT
12. 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, NOVEMBER 25, 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, Veronica Chavez – Clerk/Treasurer, Carleen Gomez - Deputy Clerk, Attorney Kathy Stout

ABSENT: Lynda Middleton

GUESTS: Carlos Valenzuela, John Larson, Michael Zamora, Sarita Johnson

Mayor Richard Rumpf requested that Mr. John Larson lead the gallery in reciting the Pledge of Allegiance.

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

APPROVAL OF MINUTES: Ms. Dawson motioned to approve the minutes of the Regular Meeting of the November 12, 2019, as presented, seconded by Mr. Brown. The motion carried unanimously.

APPROVAL OF CASH BALANCE REPORT: Ms. Dawson asked why the Library Fund was negative. Mayor Rumpf stated that the issue will be addressed further in the meeting under the Budget Adjustment Resolution item. Ms. Dawson also asked why there is a .02 cent negative balance on the Debt Service Proprietary Fund. Clerk Chavez stated that it would be looked at.

Ms. Dawson motioned to approve the cash balance report, as presented, seconded by Mr. Nelson. The motion carried unanimously.

APPROVAL OF BILLS: Deputy Clerk Gomez stated that she would like to add an invoice from the following vendor: Socorro Electric Cooperative in the amount of \$3,508.56.

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

Amazon Credit Plan	\$108.09	EMS Billing Services	\$451.90
Hall Environmental	215.75	HollyFrontier Refining	8,856.46
Konica Minolta	433.57	Napa Auto Parts	270.35
NM Self-Insurers Fund	51,400.84	O'Reilly Auto Parts	14.28

Quill	\$337.97	Rak's Building Supply	276.10
Sierra Propane	636.11	Socorro Electric Cooperative	3,508.56
Tire Shop	40.00	USA BlueBook	985.75

MAYOR'S REPORT

Mayor Rumpf stated that he received an email confirming that the Trails End Park was approved for a \$4,000.00 Walkability Trail Grant. He stated that Mrs. Jackie Muncy and Kayla Scartacclni wrote the Grant.

Mayor Rumpf reported that Judyth Shamosh got new holiday banners for the light poles. He stated that the banners were purchased with donations that were received. He stated that the Socorro Electric Cooperative would be putting the banners up.

Mayor Rumpf stated that he will be meeting with Bohannan Huston on Wednesday, December 4, 2019 to discuss the Water Well Project.

CLERK'S REPORT

a. DISCUSSION & POSSIBLE DECISION CONCERNING APPROVAL OF BUDGET ADJUSTMENT RESOLUTION NO. 2019-06

Clerk Chavez stated that the cash balances did not reflect the ending balances as of June 30th, 2019 so there were not actual numbers to go off of. She stated that the bank reconciliations had not been done since January 2019. She explained that now that there are actuals \$20,000.00 can be transferred to the Library Fund. Clerk Chavez stated that the biggest differences were the fire truck that was purchased and the meter replacement project. Clerk Chavez stated that the previous Clerk that was briefly employed had with the Village had started reconciling but had not completed them. She stated that because there were not complete the information submitted to the State was inaccurate. The beginning balances for July 1, 2019 were not correct and that was one of the reasons for the Budget Adjustment Resolution.

Ms. Dawson motioned to approve Budget Adjustment Resolution No. 2019-06, as presented, seconded by Mr. Brown.

Mayor Rumpf suggested that Clerk Chavez request a roll call vote:

Mr. Nelson – AYE, Ms. Dawson – AYE, Mr. Brown – AYE, Mrs. Middleton – ABSENT

The motion carried unanimously.

DISCUSSION & POSSIBLE DECISION CONCERNING APPROVAL OF KONICA MINOLTA PREMIER ADVANTAGE AGREEMENT RENEWAL

Clerk Chavez explained that the current agreement is for \$198.54 with a limited printing of 3,000 black and white pages and .05 cents for each color copy. She stated that the renewal agreement would be for unlimited printing for \$342.50.

Ms. Dawson motioned to approve the Konica Minolta Premier Advantage Agreement Renewal, seconded by Mr. Nelson.

Mayor Rumpf suggested that Clerk Chavez request a roll call vote:

Ms. Dawson – AYE, Mr. Nelson – AYE, Mr. Brown – AYE, Mrs. Middleton – ABSENT

The motion carried unanimously.

PUBLIC INPUT – 1 TOPIC PER PERSON - 3 MINUTE LIMIT

Mayor Rumpf stated that the Village and Kid's Science Café Christmas Light Parade would be on Saturday, December 14, 2019 at 6:00 p.m. He stated that Kiwanis would be selling burritos and the Kid's Science Café would sell water. He stated that the Secret Santa kids gift giveaway would be on Friday, December 20, 2019 at Village Hall from 9:00 a.m. to noon. He stated that Food Baskets would be delivered on Saturday, December 21, 2019 in the morning. He was happy to announce that donations have begun to come in for the Secret Santa.

Mr. Nelson motioned to adjourn the meeting at 6:17 p.m., seconded by Ms. Dawson. The motion carried unanimously.

Respectfully Submitted,

**Veronica Chavez
Clerk/Treasurer**

**Richard Rumpf
Mayor**

Minutes Taken By:

**Carleen Gomez, CMC
Deputy Clerk**

**STATE OF NEW MEXICO
VILLAGE OF MAGDALENA
BOARD OF TRUSTEES
BUDGET ADJUSTMENT RESOLUTION NO. 2019-07
FY 2019-2020**

WHEREAS, the Board of Trustees of the Village of Magdalena met in regular session on _____ did propose to make certain transfer(s) or increase(s) and

WHEREAS, said budget was adjusted on the basis of need and through cooperation with all user departments, elected officials and other department supervisors, as summarized on the attached sheet, and;

WHEREAS, the official meeting for review of said documents was duly advertised in compliance with the State Open Meetings Act, and

WHEREAS, it is the majority opinion of this Board that the adjusted budget meets the requirements as currently determined.

NOW THEREFORE, BE IT HEREBY RESOLVED, that the Governing Body of the Village of Magdalena, State of New Mexico hereby adopts the budget adjustment hereinabove described and attached and respectfully requests approval from the Local Government Division of the Department of Finance and Administration.

PASSED, ADOPTED and APPROVED, this _____ day of _____, 2019.

Attest:

Veronica Chavez, Clerk-Treasurer

Richard Rumpf, Mayor

(seal)

Magdalena Marshal's Office

Monthly Report	Month: NOV	Year: 2019
Marshal Zamora	ID#:Mag-1	
Total Miles Driven:		
GENERAL CALLS:	AMOUNT	REVENUE
TRAFFIC CITATIONS: Village Ordinances	16	1165
TRAFFIC CITATIONS: State Statutes		
CRIMINAL CITATIONS		
ANIMAL CONTROL CITATIONS		
TRAFFIC ACCIDENTS		
D.W.I. ARRESTS		
FELONY ARRESTS		
MISDEMEANOR ARRESTS		
12 HOUR HOLD ARREST		
CRIMINAL INVESTIGATIONS	3	
JUVENILE CASES	0	
DOMESTIC CASES		
CRIMINAL DAMAGE / PROPERTY	1	
ASSISTANCE CALLS:		
AMBULANCE/FIRE		
PUBLIC SERVICE	10	
NM STATE POLICE		
SHERIFF'S OFFICE	0	
NM FISH & GAME		
US BORDER PATROL		
US FOREST SERVICE		
OTHER:		
ALARM CALLS		
FINGERPRINTING		
Driving Tests		
Misc. Cases	14	
TOTALS:	44	1165

MAGDALENA MARSHAL DEPARTMENT
MONTHLY VEHICLE EXPENDITURE REPORT
 For the month of : **NOV** Year: **2019**

License Number: **G93062**
 Make and Model: **FORD EXPID.2015**

Report due in NO LATER THAN THE 10th OF THE MONTH

Date	Beginning Mileage	Ending Mileage	Miles Traveled	Fuel Gallons	Amount	Motor Oil Quarts	Amount	Maintenance Section
1	56612	56838	226	19.9	53.35			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								11 Wash and Wax
11								(Attach Copy of Invoices)
12								Invoice No.: _____ Amt.\$ _____
13								10
14	56838	57031	193	20.4	56.95			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	57031	57246	215	19	52.7			Code: _____ Date: _____
26								Invoice No.: _____ Amt.\$ _____
27								Code: _____ Date: _____
28								Invoice No.: _____ Amt.\$ _____
29								Code: _____ Date: _____
30								Invoice No.: _____ Amt.\$ _____
31								
Totals			634	59.3	163			

I certify that the above is correct to the best of my knowledge.

Signature:  Title: **MARSHAL**

Magdalena Marshal's Office

Monthly Report	<u>Month: October</u>	<u>Year: 2019</u>
Deputy Marshal D. Coslin		
Total Miles Driven:		
GENERAL CALLS:	<u>AMOUNT</u>	<u>REVENUE</u>
TRAFFIC CITATIONS: Village Ordinances	16	1035
TRAFFIC CITATIONS: State Statutes	0	0
CRIMINAL CITATIONS		
ANIMAL CONTROL CITATIONS		
TRAFFIC ACCIDENTS		
D.W.I. ARRESTS	1	
FELONY ARRESTS	2	
MISDEMEANOR ARRESTS	2	
12 HOUR HOLD ARREST		
CRIMINAL INVESTIGATIONS	4	
JUVENILE CASES		
DOMESTIC CASES	1	
CRIMINAL DAMAGE / PROPERTY	2	
ASSISTANCE CALLS:		
AMBULANCE/FIRE	2	
PUBLIC SERVICE		
NM STATE POLICE	1	
SHERIFF'S OFFICE	1	
NM FISH & GAME		
US BORDER PATROL		
US FOREST SERVICE		
OTHER:		
ALARM CALLS	2	
FINGERPRINTING	1	
Driving Tests		
Misc. Cases		
TOTALS:	24	1035

MAGDALENA MARSHAL DEPARTMENT
MONTHLY VEHICLE EXPENDITURE REPORT
 For the month of : NOVEMBER year: 2019

License Number: G97489
 Make and Model: Chevy Silverado

Report due in NO LATER THAN THE 10th OF THE MONTH								
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	67317	67498	181	14.4	40.38			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	67498	67685	187	14.4	40.16			Date: _____
14								Invoice No.: _____ Amt.\$ _____
15	67685	67849	164	13.9	38.93			Date: _____
16								Invoice No.: _____ Amt.\$ _____
17								Code: _____ Date: _____
18								Invoice No.: _____ Amt.\$ _____
19								Code: _____ Date: _____
20								Invoice No.: _____ Amt.\$ _____
21	67849	67998	149	24.9	68.84			Code: _____ Date: _____
22								Invoice No.: _____ Amt.\$ _____
23								Code: _____ Date: _____
24	67998	68057	59	12.5	34.52			Invoice No.: _____ Amt.\$ _____
25								Code: _____ Date: _____
26								Invoice No.: _____ Amt.\$ _____
27								Code: _____ Date: _____
28	68057	68247	190	16.1	43.67			Invoice No.: _____ Amt.\$ _____
29	68247	68306	59	7.1	19.42			Code: _____ Date: _____
30								Invoice No.: _____ Amt.\$ _____
31								
Totals			989	103.3	285.92		0	

I certify that the above is correct to the best of my knowledge.
 Signature:  Title: Deputy Dylan Coslin

Librarian's Report NOVEMBER 2019

	NOVEMBER 2019	NOVEMBER 2018
Days Open	19 (109 hours)	18 (105 hours)
Days Closed (other than norm)	3 (11/12 Veteran's Day; 11/28-29 Thanksgiving)	4
Visitors	353 (282 + 71 events)	504
Museum Visits	21	28
New Patrons/Library Cards	5	11
# of Volunteers	7 people	10
Volunteer Hours	7 days – 33 hours	58 hours

Events:

	NOVEMBER 2019	NOVEMBER 2018
Number of Events	7	3
Total # of People (for events)	71	57

Date:		# of People:
1-Nov	Code Club	7 kids + 2 adults
6-Nov	Robert Torrez – NMHC Speaker	3 kids + 14 adults
8-Nov	Code Club	7 kids + 2 adults
14-Nov	Library Board Meeting	4 adults
14-Nov	FOL Meeting	4 adults
15-Nov	Code Club	8 kids + 4 adults
22-Nov	Code Club	7 kids + 2 adults

Circulation:

	NOVEMBER 2019	NOVEMBER 2018
# of Books	94 (24 J – 17 Y – 1 YA)	160
# of DVDs	133	251
# of Books on CD	3	2
Total Books/DVDs/Audio	230	413
# of eBooks	115 (13/36 in consortium)	81 (16/32)
# of Online Audio	45 (16/35 in consortium)	42 (18/31)
Total eBooks/Online Audio	160 (15/36 in consortium)	123 (16/32)
Total Circulation	390	536
ILL Processed	2 Books	7

Computers:

	NOVEMBER 2019	NOVEMBER 2018
# People Signed In	49	57
# Computer Hours	90~	89

Many Wifi Users in and outside of building.

Other:

11/12-11/15 4 Front Windows replaced by ZW

11/1 – Ivy at NMLA conference. Library kept open by volunteers.

11/12 – Closed for Veteran's Day

11/27-11/28 – Closed for Thanksgiving

11/30 – Ivy took personal leave. Library kept open by volunteers.

11/18 – Front room cleaned

**Respectfully Submitted,
Ivy Stover,
Library Director**