



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, JANUARY 10, 2022
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- DECEMBER 28, 2021
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 REGARDING APPROVAL OF RESOLUTION NO. 2022-01, OPEN MEETINGS
12. APPROVAL OF APPOINTMENT OF CLERK/ TREASURER
13. APPROVAL OF APPOINTMENT OF MARSHAL
14. APPROVAL OF APPOINTMENT OF FIRE CHIEF
15. 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 and/or mayor@villageofmagdalena.com THE DEADLINE FOR WRITTEN PUBLIC COMMENTS TO BE RECEIVED IS MONDAY, JANUARY 10, 2022 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.

16. 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 December 28, 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 5:02 p.m.

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

Participating via Video Conference: Trustees: Donna Dawson and Harvan Conrad

GUESTS: Michael Zamora- Marshal, Jed Peacock

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. Jim Nelson seconded. The motion carried.

APPROVAL OF MINUTES: Jim Nelson moved to approve the December 13, 2021 minutes. Donna Dawson seconded. The motion carried.

APPROVAL OF CASH BALANCE REPORT: Donna Dawson moved to approve the cash balance report. Harvan Conrad seconded. The motion carried.

APPROVAL OF BILLS: Francesca Smith- Clerk/Treasurer asked to add the following bills- Valley Sanitation \$432.17, MES \$1668.00. Jim Nelson moved to approve the bill list, with additions. Harvan Conrad seconded. The motion carried.

BILL LIST

Amazon Credit	\$940.84
A-X Propane	\$831.30
Baker Utility Supply	\$905.62
City of Socorro	\$911.43
DMCO	\$286.07
GALLS	\$406.31
Konica Minolta	\$374.42
OReilly Auto Parts	\$94.28
Provelocity	\$5540.00
Quill	\$552.70

RAKS Building	\$12.99
Socorro Electric	\$3666.37
Total	\$14522.33

MAYOR'S REPORT

Mayor Rumpf said there was no report

CLERK'S REPORT

Francesca Smith said there was no report.

DISCUSSION & POSSIBLE DECISION REGARDING APPROVAL OF PURCHASE OF NATIONAL INCIDENT-BASED REPORTING SYSTEM (NIBRS) FOR MARSHAL DEPARTMENT

The Marshal said this was mandatory effective January 2020. This is a RMS server for statistics and crime reports. He said this is required to be in compliance and will include an annual license of \$2334.30. Donna Dawson moved to approve purchase of National Incident Based Reporting System. Harvan Conrad seconded.

Clerk/ Treasurer Smith requested a roll call vote:

Jim Nelson- AYE

Harvan Conrad- AYE

Donna Dawson-AYE

Clark Brown-Absent

The motion carried.

DISCUSSION & POSSIBLE DECISION REGARDING APPROVAL OF RENUMBERING RESOLUTION 2021-02 AIRPORT FEES TO RESOLUTION 2021-03

Francesca Smith said there was an error in numbering the resolutions and this was to correct it. Jim Nelson moved to approve renumbering Resolution 2021-02 to 2021-03. Harvan Conrad seconded. The motion carried.

PUBLIC INPUT – 1 TOPIC PER PERSON – 3 MINUTE LIMIT

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Jed Peacock asked for an itemized breakdown of the Cares Act allocation by the next meeting. The Mayor said a majority of the funds will be used for the Water Department.

Trustee Donna Dawson moved to adjourn the meeting at 5:19pm. Harvan Conrad seconded. The motion carried.

Respectfully Submitted,

Francesca Smith
Clerk/Treasurer

Richard Rumpf
Mayor

Carleen Gomez

From: James Nelson
Sent: Tuesday, January 4, 2022 5:34 PM
To: Carleen Gomez
Subject: RE: Dept. Reports Due

8 EMS calls in December

Jim Nelson
EMS director

From: Carleen Gomez
Sent: Tuesday, January 04, 2022 4:53 PM
To: James Nelson; Michael Zamora; Nehemiah Peralta; Cody Kersey; Ivy Stover
Cc: Francesca
Subject: Dept. Reports Due

All,

This is just a reminder that Dept. Reports are due this Friday, 1/7/2022 by noon. Please let me know if you have any questions.

Thank You,

Carleen Gomez, CMC
Deputy Clerk/Court Clerk
Village of Magdalena
Ph (575)854-2261



Magdalena Marshal's Office

Monthly Report	<u>Month: DEC</u>	<u>Year: 2021</u>
Marshal Zamora	ID#:Mag-1	
Total Miles Driven:		
<u>GENERAL CALLS:</u>	<u>AMOUNT</u>	<u>REVENUE</u>
TRAFFIC CITATIONS: Village Ordinances	2	162
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		
JUVENILE CASES		
DOMESTIC CASES		
CRIMINAL DAMAGE / PROPERTY	0	
<u>ASSISTANCE CALLS:</u>		
AMBULANCE/FIRE		
PUBLIC SERVICE	15	
NM STATE POLICE		
SHERIFF'S OFFICE	0	
NM FISH & GAME		
US BORDER PATROL		
US FOREST SERVICE		
<u>OTHER:</u>		
ALARM CALLS		
FINGERPRINTING	0	
Driving Tests		
Misc. Cases	15	
<u>TOTALS:</u>	32	162

MAGDALENA MARSHAL DEPARTMENT
MONTHLY VEHICLE EXPENDITURE REPORT
 For the month of : December Year: 2021

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	70712	70490	228	23.5	85.4			01 Chassis Maintenance
2								02 Electrical Maintenance
3								03 Engine Maintenance
4								04 General Supplies
5								05 Interior Maintenance
6								06 Lubrication
7	70940	71042	102	12.2	42.7			07 Miscellaneous
8	71042	71346	304	24.5	86			09 Tire Purchase
9								10 Tire Repair 15
10								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								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								Invoice No.: _____ Amt.\$
29								Code:____ Date:_____
30								Invoice No.: _____ Amt.\$
31								
Totals			634	60.2	214.1)

I certify that the above is correct to the best of my knowledge.
Signature: _____ **Title:** MARSHAL

Magdalena Marshal's Office

Monthly Report	<u>Month: DEC</u>	<u>Year: 2021</u>
	ID#:Mag-2	
Total Miles Driven:		
<u>GENERAL CALLS:</u>	<u>AMOUNT</u>	<u>REVENUE</u>
TRAFFIC CITATIONS: Village Ordinances	21	1272
TRAFFIC CITATIONS: State Statutes	1	
CRIMINAL CITATIONS		
ANIMAL CONTROL CITATIONS		
TRAFFIC ACCIDENTS		
D.W.I. ARRESTS		
FELONY ARRESTS		
MISDEMEANOR ARRESTS		
12 HOUR HOLD ARREST		
CRIMINAL INVESTIGATIONS		
JUVENILE CASES		
DOMESTIC CASES		
CRIMINAL DAMAGE / PROPERTY		
<u>ASSISTANCE CALLS:</u>		
AMBULANCE/FIRE	2	
PUBLIC SERVICE	5	
NM STATE POLICE		
SHERIFF'S OFFICE		
NM GAME & FISH		
NM LIVESTOCK BOARD		
US BORDER PATROL		
US FOREST SERVICE		
<u>OTHER:</u>		
ALARM CALLS		
FINGERPRINTING		
Driving Tests	2	40
Misc. Cases		
<u>TOTALS:</u>	31	1312



J. Marshall M2

MAGDALENA MARSHAL'S OFFICE
MONTHLY VEHICLE EXPENDITURE REPORT
 For the month of : DEC Year: 2021

License Number: _ G97489
 Make and Model: _ CHEVY SILVERADO 1500

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	98114	98387	373	21.245	75.61			01 Chassis Maintenance
2								02 Electrical Maintenance
3								03 Engine Maintenance
4								04 General Supplies
5	98387	98623	236	20.86	75.49			05 Interior Maintenance
6								06 Lubrication
7								07 Miscellaneous
8								09 Tire Purchase
9								10 Tire Repair
10	98623	98908	285	21.177	74.1			11 Wash and Wax
11								(Attach Copy of Invoices)
12								Invoice No.: _____ Amt.\$ _____
13	98908	99177	209	21.219	74.25			
14								Invoice No.: _____ Amt.\$ _____
15								Date _____
16								Invoice No.: _____ Amt.\$ _____
17								Code: _____ Date: _____
18								Invoice No.: _____ Amt.\$ _____
19	99177	99501	384	22.774	79.69			Code: _____ Date: _____
20								Invoice No.: _____ Amt.\$ _____
21								Code: _____ Date: _____
22								Invoice No.: _____ Amt.\$ _____
23								Code: _____ Date: _____
24	99501	99763	262	20.775	72.07			Invoice No.: _____ Amt.\$ _____
25								Code: _____ Date: _____
26								Invoice No.: _____ Amt.\$ _____
27								Code: _____ Date: _____
28								Invoice No.: _____ Amt.\$ _____
29								Code: _____ Date: _____
30								Invoice No.: _____ Amt.\$ _____
31	99763	100031	268	19.421	66.01			
Totals			2017	147.471	517.22			

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

Signature:  Title: DEPUTY MARSHAL M2

Librarian's Report December 2021

Days Open	19 (112 hours)	# of Volunteers	7
Days Closed	5 (12/23-12/25 Christmas Holiday, 12/31-1/1 New Year's Holiday)	Volunteer Hours	46
Total Visitors	348		
Museum Visitors	6	New Library Cards	9

Events:

Number of Events:	9	Attendance:	96
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Date:		# of People:
12/2/2021	Friends of the Library	6 Adults
12/3/2021	Code Club	19 Kids + 1 Adult
12/4/2021	John Briggs	10 Adults
12/9/2021	Library Board Meeting	3 Adults
12/10/2021	Code Club	17 Kids + 3 Adults
12/10/2021	Decorating Library - FOL	4 Adults
12/11/2021	Light Parade	1 Kid + 4 Adults
12/15/2021	PreK Visit	9 Kids + 3 Adults
12/18/2021	Santa Claus at Library	3 Kids + 13 Adults

Circulation

PHYSICAL		DIGITAL	
# of Books	115	# of eBooks	68
# of Books on CD	0	# of Online Audio	49
# of DVDs	81		
Total Physical	196	Total Digital	117
Total Circulation	313		
ILL Processed	5 Requested, 8 Received, 3 Returned		

Computers/Wi-Fi

# Computer Sign ins	24 + 40 Code Club
Total Unique Wi-Fi Devices	159
Avg. # Wi-Fi Devices per day	23
Avg. Data Usage per Device	2.93 GB

Other:

12/4 – Ivy couldn't make it in, due to road closure. A volunteer opened the library for a couple of hours for the event.

12/13 – Village Board approved removal and destruction of old library technology. This should be accomplished in January.

12/14 – Received the signed State Grants-in-Aid agreement for FY22. State Grants-in-Aid is one of the funding sources for the library. The funds should be sent soon. Amount: \$9,712.87

12/15 – Submitted a request for reimbursement from 2018 GO Bond funds. Request was approved; funds should be sent soon. Amount: \$2,737.42

12/15 – Started paperwork to add Baker & Taylor as a vendor. Contacted Ingram to schedule demo in early January. Both companies are wholesalers/distributors for books, dvds, etc. and have state contracts giving reduced prices to NM libraries. It will be easier for me to order books and dvds through them than ordering through Amazon.

12/17 – Ivy was accepted to take part in the "Social Wellbeing Tools in Action Microgrant" program, as part of the May 30 to July 2 cohort! This grant provides training on new Social Wellbeing Tools created by the state library, guidance on starting a program to help our community, \$500 to start said program, and \$500 to the participant. The Village Board approved me applying for this grant on 11/22, and I sent in the application by 11/24/2021.

12/18 – A photographer for the newspaper came to our Santa Claus at the Library event.

12/30 – Submitted the grant agreement form for the 2020 GO Bond. State Library personnel will sign it and return it to us sometime in January. Once the agreement is signed and all of the 2018 GO Bond is spent, we will have access to the 2020 GO Bond funds.

Ongoing Programs: Code Club and PreK Visits are still going well. Kids are required to follow mask and social distance guidelines set by the schools.

Since September, I have been writing a column for the newspaper with book suggestions. All of the books are available to check out at the library. The column is another form of outreach, promoting awareness of the library and reading. I've received positive feedback from patrons and intend to continue it in the new year.

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



RESOLUTION № 2022-01

OPEN MEETINGS

WHEREAS, the Village of Magdalena Board of Trustees met upon notice of a duly published meeting at 6:00 P.M. on January 10, 2022 at Village Hall, 108 N. Main Street, Magdalena, New Mexico as required by law; and,

WHEREAS, Section 10-15-1 (B) of the Open Meetings Act (NMSA 1978, Section 10-15-1 to - 4) states that, except as may be otherwise provided in the Constitution or the provisions of the Open Meetings Act, all meetings of a quorum of members of any board, council, commission or their policy-making body of any state or local public agency held for the purpose of formulating public policy, or for the purpose of taking any action within the authority of such body, are declared to be public meetings open to the public at all times; and,

WHEREAS, any meetings subject to the Open Meetings Act at which the discussion or adoption of any proposed resolution, rule, regulation or formal action occurs shall be held only after reasonable notice to the public; and,

WHEREAS, Section 10-15-1 (D) of the Open Meetings Act requires the Village of Magdalena Board of Trustees to determine at least annually what constitutes reasonable notice of its public meetings; and,

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees that:

1. All meetings shall be held at Village Hall, 108 N. Main Street, Magdalena, New Mexico 87825 as detailed below or as indicated on the meeting notice.
2. Unless otherwise specified, regular meetings shall be held twice a month, on the second and fourth Mondays of the month at 5:00 p.m. The agenda will be available to the public at least seventy-two (72) hours prior to the meeting as specified in Paragraph 5 below.
3. Special meetings may be called by the Mayor or a majority of the members upon seventy-two (72) hours notice. The agenda shall be available to the public at least seventy-two (72) hours prior to any special meeting as specified in Paragraph 5 below.
4. Emergency meetings will be called only under unforeseen circumstances that demand immediate action to protect the health, safety and property of the citizens or to protect the public body from substantial financial loss. The Board of Trustees will avoid emergency meetings whenever possible. Emergency meetings may be called by the Mayor or a majority of the members upon twenty-four hours notice, unless protecting the Village of

Magdalena from substantial financial loss or a threat to the health, safety and property of the residents of the Village requires less notice. The notice for all emergency meetings shall include an agenda for the meeting or information on how the public may obtain a copy of the agenda. Within ten (10) days of taking action on an emergency matter, the Mayor on behalf of the Board shall report to the New Mexico Attorney General's office the action taken and the circumstance creating the emergency unless the made pursuant to a declaration of state or national emergency.

5. For the purposes of regular meetings and special meetings described in paragraphs 2 and 3 of this resolution, notice requirements are met if the notice of the date, time, place and a copy of the agenda is posted at Village Hall, 108 N. Main St., Magdalena, New Mexico 87825 and the Village's web site www.villageofmagdalena.com. Copies of the written notice shall also be mailed, faxed or emailed to those broadcast stations licensed by the Federal Communications Commission and newspapers of general circulation that have made a written request for notice of public meetings.
6. For the purposes of emergency meetings described in paragraph 4 of this resolution, notice requirements are met if notice of the date, time, place and copy of agenda is posted at Village Hall, 108 N. Main St., Magdalena, New Mexico 87825 and the Village's web site www.villageofmagdalena.com. Notice shall also be given by telephone, facsimile or email to those broadcast stations licensed by the Federal Communications Commission and newspapers of general circulation that have made a written request for notice of public meetings.
7. In addition to the information specified above, all notices shall include the following language:

"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 hearing or meeting please contact the Village Clerk/Treasurer, clerk@villageofmagdalena.com, phone (575) 854-2261 at least one (1) week prior to the meeting or as soon as possible. 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."

8. The Board of Trustees may close a meeting to the public only if the subject matter of such discussion or action is exempted from the Open Meeting requirement under Section 10-15-1 (H) (1 through 10) of the Open Meetings Act.
 - A. If any meeting is closed during an open meeting, such closure shall be approved by a majority vote of a quorum of the Board of Trustees taken during the open meeting. The authority for the closed meeting and the subjects to be discussed shall be stated with reasonable specificity in the motion to close and the vote of each individual member on the motion to close shall be recorded in the minutes. Only those subjects specified in the motion may be discussed in the closed meeting.
 - B. If a closed meeting is conducted when the Board of Trustees is not in an open meeting, the closed meeting shall not be held until public notice, appropriate under the circumstances, stating the specific provision of law authorizing the closed meeting

- and the subjects to be discussed with reasonable specificity is given to the members of the general public.
- C. Following completing of any closed meeting, the minutes of the open meeting that was closed, or the minutes of the next open meeting if the closed meeting was separately scheduled, shall state whether the matters discussed in the closed meeting were limited only to those specified in the motion or notice for closure.
- D. Except as proved in Section 10-15-1(H) of the Open Meetings Act, any action taken as a result of discussions in a closed meeting shall be made by vote of the Board of Trustees in an open public meeting.
9. A member of the Board of County Commissioners or any of its Boards may participate in a meeting by means of a conference telephone, internet or other similar communications equipment when necessary as a COVID Safe Practice or when it is difficult or impossible for the member to attend the meeting in person, provided that each member participating by conference telephone can be identified when speaking, all participants are able to hear each other at the same time, and members of the public attending the meeting are able to hear any member of the public body who speaks during the meeting.
10. During the pendency of the COVID-19 declared emergency, when mass gatherings are prohibited or discouraged by the New Mexico Public Health Order, meetings will not be physically open to the public. All members of the public will be able to attend and listen to the meeting via Zoom at the link published on the agenda. Public comment may be made via email and will be entered and/or read into the meeting minutes (if less than 5 minutes) by emailing comments to: clerk@villageofmagdalena.com. The deadline for written public comments to be received is 5:00 pm the Friday prior to the meeting. Emailed public comment must contain the author's name and physical address.

APPROVED, ADOPTED, AND PASSED on this 10th day of January, 2022.

Mayor Richard Rumpf

Attest:

Francesca Smith
Village Clerk/Treasurer