



**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 9, 2021**  
**VILLAGE HALL 108 N. MAIN STREET 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**

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES
  - a. REGULAR MEETING- JULY 26, 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 MEMORANDUM OF UNDERSTANDING BETWEEN THE COUNTY OF SOCORRO AND THE VILLAGE OF MAGDALENA FOR THE BLADING OF TENTH STREET IN MAGDALENA
12. DISCUSSION & POSSIBLE DECISION REGARDING APPROVAL OF PAYING CITY OF SOCORRO INVOICE
13. DISCUSSION & POSSIBLE DECISION REGARDING APPROVAL OF NEW MEXICO MUNICIPAL LEAGUE VOTING DELEGATE AND ALTERNATE FOR NMML ANNUAL CONFERENCE

**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, AUGUST 9, 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 JULY 26, 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 Harvan Conrad, Francesca Gutierrez-Clerk/Treasurer, Kathy Stout – Attorney

**Participating via Video Conference:** Trustees: Donna Dawson, James Nelson, Michael Steininger

**GUESTS:** Carleen Gomez- Deputy Clerk, Michael Thompson, Aimee Thompson

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

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

**APPROVAL OF MINUTES:** Donna Dawson moved to approve the July 12, 2021 minutes, as presented. Harvan Conrad seconded. The motion carried.

**APPROVAL OF CASH BALANCE REPORT:** Cash Balance report was not available due to end of fiscal year closing.

**APPROVAL OF BILLS:** Carleen Gomez- Deputy Clerk, asked to add the following additions: Carrot Top Industries \$68.03, Lucky Signs \$44.00, Galls \$194.65. Clark Brown moved to approve the bill list, with the additions. Donna Dawson seconded. The motion carried.

### BILL LIST

City of Socorro	\$3728.75
Jacob Finch	\$1074.38
Jed Peacock	\$83.77
Konica Minolta	\$386.04
NM Airport Managers	\$75.00
NM Assoc of Chief of Police	\$75.00
NM Fire Chief Assoc	\$100.00
NM Municipal Clerks	\$180.00
NM Municipal Court Clerk	\$60.00
NM Judges Assoc	\$150.00

NM Municipal League	\$675.00
NM Library Assoc	\$50.00
OReillys	\$347.65
RAKS Building Supply	\$390.69
Socorro Electric	\$3691.90
Valley Sanitation	\$386.78
Vexus Fiber	\$78.47
William Johnson	\$1715.00
Winstons Auto	\$18.00
<b>Total</b>	<b>\$13266.43</b>

### **MAYOR'S REPORT**

Mayor Rumpf said he met with Bohannon regarding the Benjamin Well about getting a survey done. He also met with the new property owner. The Mayor said he will be attending the NMML meeting on Saturday and will be at the Rural Water Association meeting next week with Zeke and Nehemiah. He said the Village is required a Level II for water and waste water and Nehemiah is testing for that.

### **CLERK'S REPORT**

Francesca Gutierrez reported the Auditors will be coming the week of August 30<sup>th</sup> and the Trustees and employees should expect a questionnaire to be filled out.

### **DISCUSSION & POSSIBLE DECISION REGARDING APPROVAL OF FINAL FY2021 BUDGET ADJUSTMENT RESOLUTION NO. 2021-07**

Michael Steininger said this was the final BAR for the year. He said there have been 7 BARS for the year. This includes minor adjustments to GRT and Environmental tax, transfer to Solid Waste fund, Library transfer, Meter Replacement adjustment and USDA loan adjustment.

Harvan Conrad moved to approve Final FY2021 Budget Adjustment Resolution No. 2021-07. Jim Nelson seconded.

Clerk/ Treasurer Gutierrez requested a roll call vote:

Jim Nelson- AYE

Harvan Conrad-AYE

Donna Dawson-AYE

Clark Brown-AYE

The motion carried.

### **DISCUSSION & POSSIBLE DECISION REGARDING APPROVAL OF RESOLUTION NO. 2021-10, A RESOLUTION APPROVING 2020-2021 FINAL QUARTER FINANCIAL REPORT FISCAL YEAR ENDING JUNE 30, 2021**

Michael Steininger said this is the Final Quarterly report for FY ending 6/30/21. He said the ending cash balances move forward to FY22 Budget.

Donna Dawson moved to approve Resolution No. 2021-10, a Resolution Approving 2020-2021 Final Quarter Financial Report Fiscal Year ending June 30, 2021. Clark Brown seconded.

Clerk/ Treasurer Gutierrez requested a roll call vote:

Clark Brown-AYE

Donna Dawson-AYE

Harvan Conrad-AYE

Jim Nelson- AYE

The motion carried.

**DISCUSSION & POSSIBLE DECISION REGARDING APPROVAL OF RESOLUTION NO. 2021-11, A RESOLUTION ADOPTING THE FY 2021-2022 BUDGET**

Michael Steininger said he took the projects into their own account and out of General Fund. Donna Dawson asked how much money we need to keep in reserves. Michael replied DFA requires 1/12 of expenditures in General fund only.

Donna Dawson moved to approve Resolution No. 2021-11 a Resolution adopting the FY 2021-2022 budget. Harvan Conrad seconded.

Clerk/ Treasurer Gutierrez requested a roll call vote:

Donna Dawson-AYE

Jim Nelson- AYE

Harvan Conrad-AYE

Clark Brown-AYE

The motion carried.

**PUBLIC HEARING- DISCUSSION & POSSIBLE DECISION REGARDING APPROVAL OF 2023-2027 LOCAL GOVERNMENT INFRASTRUCTURE CAPITAL IMPROVEMENT PLAN (ICIP)**

The Mayor suggested increasing item #1 to 1.5 million. Donna suggested moving wastewater to #2 position. The Mayor said the Village still has dirt streets and wants them to be replaced with pavement. The Mayor also said the lagoons should be a priority. Harvan agreed the streets need grading. The Mayor suggested changing the Wastewater to 2 million. Harvan and Jim agree to not change the order of priorities.

Harvan Conrad moved to approve leaving the priorities the same and the budget adjustments as recommended. Jim Nelson seconded.

Clerk/ Treasurer Gutierrez requested a roll call vote:

Harvan Conrad-AYE

Donna Dawson-NAY

Clark Brown-AYE

Jim Nelson- AYE

The motion carried by majority.

**DISCUSSION & POSSIBLE DECISION REGARDING RESOLUTION NO. 2021-12, A RESOLUTION ADOPTING THE 2023-2027 LOCAL GOVERNMENT INFRASTRUCTURE CAPITAL IMPROVEMENT PLAN (ICIP)**

Harvan Conrad moved to approve Resolution No. 2021-12, a Resolution Adopting the 2023-2027 Local Government Infrastructure Capital Improvement Plan (ICIP). Jim Nelson seconded.

Clerk/ Treasurer Gutierrez requested a roll call vote:

Donna Dawson-NAY

Clark Brown-AYE

Harvan Conrad-AYE

Jim Nelson- AYE

The motion carried by majority.

**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 MARSHAL**
- b. **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**

Donna Dawson moved to go into Executive Session at 6:03pm. Clark Brown seconded.

Clerk/ Treasurer Gutierrez requested a roll call vote:

Jim Nelson- AYE  
Clark Brown-AYE  
Harvan Conrad-AYE  
Donna Dawson-AYE  
The motion carried.

Donna Dawson moved to return to Regular Session at 6:12pm. Harvan Conrad seconded.

Clerk/ Treasurer Gutierrez requested a roll call vote:

Harvan Conrad-AYE  
Jim Nelson- AYE  
Donna Dawson-AYE  
Clark Brown-AYE  
The motion carried.

#### **DISCUSSION & POSSIBLE DECISION TO HIRE DEPUTY MARSHAL POSITION**

The Mayor said Dennis Duncan is the candidate and is willing to go to the Academy in January.

Donna Dawson moved to hire Dennis Duncan as Deputy Marshal. Clark Brown seconded.

Clerk/ Treasurer Gutierrez requested a roll call vote:

Jim Nelson- AYE  
Clark Brown-AYE  
Donna Dawson-AYE  
Harvan Conrad-AYE  
The motion carried.

#### **DISCUSSION & POSSIBLE DECISION TO HIRE JOINT UTILITY WORKER**

The Mayor said the candidate is Brandon Smith. He has a good background in construction and landscaping. He is the husband to clerk Gutierrez and the Mayor will be the supervisor.

Donna Dawson moved to hire Brandon Smith as Joint Utility Worker. Harvan Conrad seconded.

Clerk/ Treasurer Gutierrez requested a roll call vote:

Clark Brown-AYE  
Donna Dawson-AYE  
Harvan Conrad-AYE  
Jim Nelson- AYE  
The motion carried.

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

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Jim Nelson asked when the siding to the Library was going to be done. The Mayor said it was set for Friday. The Mayor also said there were 2 other windows that also need to be installed and the building was going back to yellow. The Mayor also mentioned a couple upcoming events; a Fly-in on August 21<sup>st</sup>, a Motorcycle run on September 25<sup>th</sup>, a car show on October 16<sup>th</sup> and a light parade on December 11<sup>th</sup>. Donna Dawson thanked the Board for continuing the meetings on Zoom.

Trustee Donna Dawson moved to adjourn the meeting at 6:20pm. Clark Brown seconded. The motion carried.

Respectfully Submitted,

Francesca Gutierrez  
Clerk/Treasurer

Richard Rumpf  
Mayor

## Carleen Gomez

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**From:** Jim Nelson <jcnelson@gilanet.com>  
**Sent:** Tuesday, August 3, 2021 8:45 PM  
**To:** Carleen Gomez  
**Subject:** Re: Department Reports Due

Six EMS calls in July.

On 8/3/2021 2:07 PM, Carleen Gomez wrote:

Good Afternoon!

This is just a reminder that Department Reports are due this Friday, 8/6/2021, by noon. If you have any questions please let me know.



**Thank you,**

**Carleen Gomez, CMC**

**Deputy Clerk/Court Clerk**

**Village of Magdalena**

**Magdalena Municipal Court**

**P.O. Box 145**

**108 N. Main Street**

**Magdalena, NM 87825**

**Ph (575)854-2261**

**Fax (575)854-2273**

**Office Hours: Monday – Friday 8 AM to 5 PM**

**Closed for the Lunch Hour – 12 PM to 1 PM**

**[www.villageofmagdalena.com](http://www.villageofmagdalena.com)**





## Magdalena Marshal's Office

<b><i>Monthly Report</i></b>	<b><u>Month: July</u></b>	<b><u>Year: 2021</u></b>
Marshal Zamora	ID#:Mag-1	
<b>Total Miles Driven:</b>		
<b><u>GENERAL CALLS:</u></b>	<b><u>AMOUNT</u></b>	<b><u>REVENUE</u></b>
TRAFFIC CITATIONS: <b>Village Ordinances</b>	7	374
TRAFFIC CITATIONS: <b>State Statutes</b>		
CRIMINAL CITATIONS		
ANIMAL CONTROL CITATIONS		
TRAFFIC ACCIDENTS		
D.W.I. ARRESTS		
FELONY ARRESTS	1	
MISDEMEANOR ARRESTS	1	
12 HOUR HOLD ARREST		
CRIMINAL INVESTIGATIONS		
JUVENILE CASES		
DOMESTIC CASES		
CRIMINAL DAMAGE / PROPERTY		
<b><u>ASSISTANCE CALLS:</u></b>		
AMBULANCE/FIRE		
PUBLIC SERVICE	20	
NM STATE POLICE		
SHERIFF'S OFFICE		
NM FISH & GAME		
US BORDER PATROL		
US FOREST SERVICE		
<b><u>OTHER:</u></b>		
ALARM CALLS		
FINGERPRINTING		
Driving Tests		
Misc. Cases	20	
<b><u>TOTALS:</u></b>	49	374

**MAGDALENA MARSHAL DEPARTMENT****MONTHLY VEHICLE EXPENDITURE REPORT**

For the month of : JULY 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								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	67589	67791	202	20.4	66.1			09 Tire Purchase
9								10 Tire Repair
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	67791	68005	214	19.8	64.4			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			416	39.2	130.5			

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


Signature:



Title: MARSHAL

# Magdalena Marshal's Office

<b><i>Monthly Report</i></b>	<u>Month: JULY</u>	<u>Year: 2021</u>
	ID#:Mag-2	
<b>Total Miles Driven:</b>		
<b><u>GENERAL CALLS:</u></b>	<b><u>AMOUNT</u></b>	<b><u>REVENUE</u></b>
TRAFFIC CITATIONS: <b>Village Ordinances</b>	6	584
TRAFFIC CITATIONS: <b>State Statutes</b>		
CRIMINAL CITATIONS		
ANIMAL CONTROL CITATIONS		
TRAFFIC ACCIDENTS		
D.W.I. ARRESTS	1	
FELONY ARRESTS		
MISDEMEANOR ARRESTS		
12 HOUR HOLD ARREST		
CRIMINAL INVESTIGATIONS	1	
JUVENILE CASES		
DOMESTIC CASES		
CRIMINAL DAMAGE / PROPERTY		
<b><u>ASSISTANCE CALLS:</u></b>		
AMBULANCE/FIRE	2	
PUBLIC SERVICE	2	
NM STATE POLICE		
SHERIFF'S OFFICE	1	
NM GAME & FISH		
NM LIVESTOCK BOARD		
US BORDER PATROL		
US FOREST SERVICE		
<b><u>OTHER:</u></b>		
ALARM CALLS		
FINGERPRINTING		
Driving Tests	1	
Misc. Cases		
<b><u>TOTALS:</u></b>	14	584

  
 MZ

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

License Number: \_ G97490  
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	82977	83236	259	18.877	61.14			01 Chassis Maintenance
2								02 Electrical Maintenance
3								03 Engine Maintenance
4								04 General Supplies
5	83236	83505	269	21.002	68.03			05 Interior Maintenance
6								06 Lubrication
7								07 Miscellaneous
8								09 Tire Purchase
9								10 Tire Repair
10	83505	83747	242	19.327	62.6			11 Wash and Wax
11								(Attach Copy of Invoices)
12	83747	84038	291	20.103	63.51			Invoice No.: _____ Amt.\$ _____
13								
14								Invoice No.: _____ Amt.\$ _____
15								Date _____
16	84038	84319	281	19.68	63.74			Invoice No.: _____ Amt.\$ _____
17								Code: _____ Date: _____
18								Invoice No.: _____ Amt.\$ _____
19								Code: _____ Date: _____
20								Invoice No.: _____ Amt.\$ _____
21	84319	84612	293	22.921	74.24			Code: _____ Date: _____
22								Invoice No.: _____ Amt.\$ _____
23								Code: _____ Date: _____
24	84612	84857	245	18.04	58.43			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			1880	140.95	451.69			

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

Signature:  Title: DEPUTY MARSHAL M2



## **JUDGE'S REPORT JULY 2021**

The Magdalena Municipal Court continues to follow all required COVID guidelines set forth by the Supreme Court of the State of New Mexico. At this time, most Court cases continue to be heard telephonically with some trials held in-person.

### **Cases heard in JULY 2021**

#### **Speeding 62 mph/30 mph zone – Telephonic Arraignment**


Defendant plead not guilty. Trial has been set for September 27, 2021 at 10AM.

**Total: \$0.00**

**TOTAL: \$0.00**

Respectfully Submitted,

Simon Armijo  
Magdalena Municipal Judge

  
Carleen Gomez, CMC  
Deputy Clerk/Court Clerk



# July 2021 Utilities Report

- 1) Daily well rounds and screen cleaning
- 2) Cleaned around the fire station.
- 3) Getting ready to start cleaning alley ways.
- 4) Fixed water leak on 400 Duggins
- 5) Had a couple sewer backups and cleared them.
- 6) Did a couple of water pressure test came out good.
- 7) Meter hourly data for several customers.
- 8) Repaired the right aways on Kelly several times because of rain.
- 9) Scada system updated.
- 10) New monitoring well drilled.
- 11) Got the blue trash truck running.
- 12) Other than that worked on daily duties and other things as they came up.
- 13) Water samples done and all is good.

## Librarian's Report July 2021

<b>Days Open</b>	22 (128 hours)	<b># of Volunteers</b>	3
<b>Days Closed</b>	1 (7/3 for Fourth of July)	<b>Volunteer Hours</b>	32
<b>Total Visitors</b>	360		
<b>Museum Visitors</b>	42	<b>New Library Cards</b>	6

### Events:

Number of Events:	10	People at Events:	76 (40 kids + 36 adults)
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<b>Date:</b>	<b>Event Name</b>	<b># of People:</b>
7/6/2021	Craft & Story Time	7 kids + 3 adults
7/8/2021	Library Board Meeting	4 adults
7/9/2021	Tutoring	2 kids + 1 adult
7/9/2021	Outdoor Movie Night	9 kids + 10 adults
7/13/2021	Craft & Story Time	3 kids + 1 adult
7/15/2021	Explora	4 kids + 4 adults
7/16/2021	Tutoring	3 kids + 1 adult
7/20/2021	Craft & Story Time	5 kids + 3 adults
7/27/2021	Craft & Story Time	5 kids + 5 adults
7/31/2021	End Party Summer Reading	2 kids + 4 adults

### Circulation

<b>PHYSICAL</b>		<b>DIGITAL</b>	
# of Books	103	# of eBooks	56
# of Books on CD	1	# of Online Audio	63
# of DVDs	16		
<b>Total Physical</b>	<b>120</b>	<b>Total Digital</b>	<b>119</b>
<b>Total Circulation</b>	<b>239</b>		
ILL Requests	17 books		

### Computers/Wi-Fi

<b># Computer Sign ins</b>	47	<b>Avg. # Wi-Fi Devices per day</b>	19
<b>Total Unique Wi-Fi Uses*</b>	154	<b>Avg. Usage per Device</b>	3.16 GB

\*Total Unique Wi-Fi Uses = How many distinct devices used the Wi-Fi– each device only counted once, regardless of days used.

**Other:**

Code Club did not meet during July, because of Jim Sauer and the Kid's Science Café schedules. We should resume meeting in August. The kids will still be distanced and required to wash hands or use hand sanitizer. I am not sure yet if I will require masks for the kids – I intend to follow state and school guidelines.

Summer Reading Program – This year we had 29 kids registered for Summer Reading, with 25 attending at least one event, 16 attending more than one event, and 7 completing at least one reading log. Altogether, the kids read 19,720 minutes or 328 hours and 40 minutes. Our most popular event was the NM Museum of Natural History (26 total attendees), then our Outdoor Movie Night (19 total attendees). The average number of kids at each craft time was 4-5. Prizes were donated by Magdalena Friends of the Library and ENMU Reads. Our big prizes, 3 Kindle Fire 8s, were donated by the Socorro Masonic Lodge. (I incorrectly attributed them to the Kiwanis club, and I apologize for the error.) The winners of the kindles went to the kids who had 100% completion of reading logs, two of whom were our longest readers! Overall, the program was a success, and everyone had fun!

Maintenance – Work on the siding for the West exterior wall (short wall facing Main St) was started Friday 7/30 and finished Sunday 8/1. It looks great and I'd like to thank all of the volunteers and workers who put it together.

I'd also like to thank the Utility workers for helping me with the outside hose for the trees.

**Purchases**

- 7/20/2021 Quill: Two toners for the small white HP printer – \$199.98
- 7/28/2021 The Library Store: 2 packages of 10 Shelf Label Holders & 100 book ends – \$324.83
  - This is GO Bond refundable and I have already started the paperwork for it.

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





**MEMORANDUM OF UNDERSTANDING  
BETWEEN THE COUNTY OF SOCORRO and THE VILLAGE OF MAGDALENA  
FOR  
THE BLADING OF TENTH STREET IN MAGDALENA**

**WHEREAS**, the parties to this Memorandum of Understanding (“MOU”) are local governments of New Mexico; Socorro County (“County”) and the Village of Magdalena (“Village”); and,

**WHEREAS**, the Village may grade and maintain its streets, NMSA 1978 Section 3-49-1 and the County has the necessary equipment to assist.

**THEREFORE**, the Parties agree as follows:

**Section 1. Responsibilities.**

The County will grade Tenth Street in the Village on an on-going basis as staff and equipment availability allow. The Village will pay a reasonable fee to cover the fuel expended.

**Section 2. Liability**

This MOU is not intended to and does not establish any waiver of immunity from liability for alleged tortuous conduct or any other matter of any officer, agent, or employee of the Village or the County apart from that set forth in the New Mexico Tort Claims Act, NMSA 1978, Section 41-4-1, et seq. (1976) (hereinafter, as heretofore and hereafter (i) amended and (ii) construed and applied by the appellate courts of the State of New Mexico, the “Act”). All privileges and immunities from liability and exemptions from laws, ordinances and rules which apply to “governmental entities” and to “public employees,” each as defined in the Act, shall apply to the same extent while engaged in the performance of any of their respective functions and duties hereunder. The parties and their respective “public employees,” as defined in the Act, do not waive (i) sovereign immunity or (ii) any defense or limitation of liability pursuant to law. No provision in this MOA modifies and/or waives any provision of the Act.

**Section 3. No Third Party Beneficiary**

This MOU does not create any rights as a third-party beneficiary in any person or entity nor authorize any person or entity not a party to this MOU to maintain a suit for wrongful death, bodily and/or personal injury to persons, damage to property, and/or any other claim(s) whatsoever.

#### **Section 4. Severability**

In the event that any portion of this MOU is determined to be void, unconstitutional or otherwise unenforceable, the remainder of this MOU shall remain in full force and effect.

#### **Section 5. Amendment**

This MOU shall not be altered, modified, or amended except by an instrument in writing and duly executed by the parties hereto.

#### **Section 6. Parties are Independent Contractors**

Each party is an independent contractor. Neither party intends to create, and this MOU does not create and shall not be construed to create, an agency, employment, partnership, joint venture, joint powers, association or any other relationship except the relationship of independent contractors expressly provided for herein. Neither party nor any officer, employee, agent, subcontractor, representative or other contractor of or with either party (i) is or shall be or be deemed to be an officer, employee, agent, subcontractor, representative or other subcontractor of or with the other party, (ii) shall have any power or authority to act as an agent or representative of, nor to assume any liability, obligation or responsibility for or on behalf of, the other party, (iii) shall be responsible for any withholding or other taxes or fees in connection with the compensation of any employee of the other party, (iv) shall have any claim against the other party with respect to vacation pay, sick leave, pension or other retirement benefits, social security, worker's compensation, health or disability benefits, unemployment insurance benefits, health insurance or other benefits of any kind, and (v) shall have any right or obligation to issue instructions, make demands or direct any work of any employee, agent, contractor, subcontractor or representative of the other party. There shall be no contractual relationship, privity of contract or other relationship between either party and any officer, employee, agent, contractor, subcontractor or representative of or with the other party.

This MOU will continue in effect until terminated by the parties. This MOU may be terminated by any party upon thirty (30) days written notice delivered to the other.

#### **VILLAGE OF MAGDALENA**

**APPROVED** and **ADOPTED** as of the date of the last signature hereto.

BY:

\_\_\_\_\_  
Richard Rumpf  
Mayor of the Village of Magdalena

\_\_\_\_\_  
Date

Attest:

\_\_\_\_\_  
Francesca Gutierrez, Village Clerk/Treasurer

**COUNTY OF SOCORRO**

\_\_\_\_\_  
Michael Hawkes, County Manager

\_\_\_\_\_  
Date

ATTEST BY:

\_\_\_\_\_  
BETTY SAAVEDRA, COUNTY CLERK

City Of Socorro  
P.O. Box K  
Socorro, NM 87801

Invoice No. **LND**

## INVOICE

**Customer**

Name Magdalena City Hall  
Address PO Box 145  
City Magdalena State NM ZIP 87825  
Phone

**Misc**

Date 8/2/2021  
Order No.  
Rep  
FOB

Qty	Description	Unit Price	TOTAL
June 2021	Inside Village Limits		
226. Carts		\$ 23.90	\$ 5,401.40
July 2021	226 carts	\$ 23.90	\$ 5,401.40
June 2021	Outside Village Limits		
216 carts		\$ 35.85	\$ 7,743.60
July 2021	216 carts	\$ 35.85	\$ 7,743.60
	Labor Hours 67.75	\$ 13.47	\$ 912.59
	fuel 320	\$ 2.89	\$ 924.80
SubTotal			\$ 28,127.39
Shipping			
TOTAL			\$ 28,127.39

**Payment**

Select One...

If sending payment by mail please send  
Comments to City of Socorro PO Box K Socorro,  
Name

CC #  
Expires

Tax Rate(s)

Office  
Use  
Only

Thank You

# Magdalena Trash Collection

8 Trips = 2 Months				
Inside Village Limits				
Carts	Months	Rate		
226	2	\$ 23.90	\$ 10,802.80	
Outside Village Limits				
Carts	Months	Rate		
216	2	\$ 35.85	\$ 15,487.20	
Village Revenue Min.			\$ 26,290.00	
Labor			\$ 912.59	
Fuel			\$ 924.80	
Grand Total			\$ 28,127.39	

One time  
Invoice



**MUNICIPAL CLERKS: PLEASE DISTRIBUTE COPIES TO YOUR  
ENTIRE GOVERNING BODY**

TO: MAYORS/GOVERNING BODY MEMBERS  
FROM: A.J. Forte, Executive Director  
SUBJECT: 2021 ANNUAL CONFERENCE VOTING DELEGATES  
DATE: August 5, 2021

The 64<sup>th</sup> Annual Conference of the NM Municipal League will be held August 31<sup>st</sup> through September 3<sup>rd</sup> in Albuquerque.

At the Annual Business Meeting on Thursday, September 2<sup>nd</sup>, a President Elect, Vice President, Treasurer and three Directors-at-Large for a 2-Year Term will be elected. Also, the *Annual Statement of Municipal Policy and Annual Resolutions* will be adopted.

Each member municipality in good standing that is registered and attending the Annual Conference shall be entitled to one delegate vote in electing officers, deciding municipal policy and voting upon all other questions at the Annual Business Meeting. A municipality in good standing means that at least one-half of the municipality's current League annual dues must have been paid prior to or at the Conference. The vote of the municipality is cast by the Voting Delegate (or in her/his absence, the Alternate) who is selected by the governing body of the municipality.

The Annual Business Meeting will be conducted in accordance with Robert's Rules of Order Revised, and the Annual Business Meeting Rules and Procedures, which shall govern the actions and deliberations of the League membership assembled in convention. Attached for your information are the *Policy Process Outline and the Annual Business Meeting Rules and Procedures*.

Please place the selection of a Voting Delegate and Alternate on the agenda of your next official governing body meeting. **The Voting Delegate and Alternate must be persons planning to attend the Conference.** Once they are selected, enter the names and titles of the Voting Delegate and Alternate for your municipality and **return this form to the League Office no later than Friday, August 27, 2021.**

This is *not* an official registration form for the Annual Conference for either the Voting Delegate or the Alternate. Delegates must register for the Conference online.

**Voting Delegates & Alternates must check in with NMML Staff at the Credential's Desk at the Conference.**

Municipality: \_\_\_\_\_

Voting Delegate: \_\_\_\_\_ Title: \_\_\_\_\_

Alternate: \_\_\_\_\_ Title: \_\_\_\_\_

Approved By: \_\_\_\_\_

**RETURN BY AUGUST 27, 2021 to:**

Jackie Portillo, Support Services Coordinator  
NM Municipal League  
P.O. Box 846 - Santa Fe, NM 87504  
jportillo@nmml.org  
Fax: 505-984-1392



**ANNUAL CONFERENCE**

**POLICY PROCESS OUTLINE**

**and**

**ANNUAL BUSINESS MEETING**

**RULES and PROCEDURES**

**September 2, 2021**  
**Albuquerque, NM**

# **POLICY PROCESS OUTLINE**

## **PRIOR TO ANNUAL CONFERENCE**

1. Policy Committees meet to review previous year's conference Resolutions and Statement of Municipal Policy, as well as newly submitted Resolutions and statements to be added to Policy. Proposed Resolutions or proposed Policy Statement amendments may be submitted by Committee members, member municipalities or League subsections. Committee makes necessary amendments and adopts, rejects, refers to appropriate other committee or (if resolution is not germane to coming session) refers to following year's committee, all by simple majority of votes cast.

Committee prioritizes all Resolutions it adopts (including those staff is directed to draft) as "High," "Medium" or "Low" priority. Committee then ranks all "High" priority Resolutions in descending order, with "1" as highest rank.

Policy Committee recommendations go to the Resolutions Committee.

2. Resolutions Committee meets and reviews proposed Resolutions and proposed Statement of Municipal Policy amendments as submitted by Policy Committees. Additional proposed Resolutions or proposed Policy Statement amendments may be submitted by Committee members, member municipalities or League subsections. Resolutions Committee makes necessary amendments and adopts or rejects by simple majority of votes cast.

Resolutions Committee recommendations, adopted by simple majority of votes cast, go to Annual Business Meeting at the Annual Conference.

## **LEAGUE ANNUAL CONFERENCE**

3. Resolutions Committee meets to consider additional proposed Resolutions or proposed Policy Statement amendments which have not been considered at its pre-conference meeting. Such proposals may be submitted by Committee members, member municipalities or League subsections. Resolutions Committee adopts or rejects by simple majority of votes cast, any new Resolutions or amended Policy Statement.

Resolutions Committee recommendations go to Annual Business Meeting.

4. The Annual Business Meeting voting delegates review proposed Resolutions and proposed Statement of Municipal Policy amendments submitted by Resolutions Committee. The Annual Business Meeting voting delegates make necessary amendments and adopts or rejects by simple majority of votes cast.

Conference Resolutions and the Statement of Municipal Policy adopted at the Annual Business Meeting become the League's official documents for the year ending with the next Annual Business Meeting.

## **AFTER ANNUAL CONFERENCE**

5. At a Fall meeting of the League Board of Directors, the Board reviews the Conference Resolutions and prioritizes them for action in the upcoming legislative session. The Board then selects its top priorities to become the League's primary legislative agenda.

\* \* \* \* \*

At a joint meeting of the Executive Committees of each Boards of Directors of the League and New Mexico Counties, the two committees select those resolutions of the two Associations which they jointly agree deserve joint Association support in the legislative session.



# ANNUAL BUSINESS MEETING

## RULES AND PROCEDURES

- 1.0 **PRESIDING OFFICER.** The Presiding Officer of the Annual Business Meeting shall be the President who shall call the business meeting to order. If the President is absent from the meeting, the presiding officer will be determined in the following order:
- President-Elect
  - Vice-President
  - Treasurer
  - A member of the Board of Directors selected by the Board.
- 2.0 **FLOOR RULES.** The Presiding Officer shall control the conduct of the meeting and all floor actions, subject to challenge from delegates or the parliamentarian, if any. The Presiding Officer will take motions and seconds from the floor on matters of business, will recognize the call for the question and ask for the official vote from voting delegates. The Presiding Officer will recognize those parties wishing to address the voting delegates.

The business on the floor shall be directed by the following requirements and guidelines:

- 2.1 **Quorum.** The presence of credentialed delegates representing a majority of the member cities registered at the Annual Conference shall constitute a quorum.
- 2.2 **Rules of Order.** Robert's Rules of Order Revised shall govern the conduct of the Business Meeting unless otherwise specified in the New Mexico Municipal League By-Laws or these official rules and procedures.
- 2.3 **Parliamentarian.** A qualified parliamentarian will be appointed to assist the Presiding Officer and delegates on matters of procedure at all times during the Annual Business Meeting.
- 3.0 **ACCESS TO THE FLOOR - GENERAL RULES.** Access to the Annual Business Meeting shall be governed by these rules:
- 3.1 **Separation of Floor From Gallery.** The site of the business meeting shall be divided into a floor section and a gallery section. The floor section shall be further separated into a rostrum and a section for voting delegates and alternates. No one shall be given access to the voting delegates section except as provided by these rules.
- 3.2 **Delegate and Staff Access to the Floor.** To gain access to the floor, voting delegates or alternates must wear a registration name tag bearing a Delegate or Alternate sticker. Only those staff necessary for conducting the meeting shall be permitted on the floor.
- 3.3 **News Media Access to the Floor.** Members of the news media may be allowed on the floor at the discretion of the Presiding Officer.
- 3.4 **Committee Access to the Floor.** Policy committee, task force, or special committee chairpersons and vice-chairpersons, not certified to vote, may be allowed on the floor and may be recognized to speak at the discretion of the Presiding Officer.
- 3.5 **Delegates, Guests and Observers.** Any Conference delegate will have access to the gallery. Guests and observers may have access to the gallery at the discretion of the Presiding Officer. Conference delegates, guests and observers may be recognized to speak at the discretion of the Presiding Officer.

4.0 **VOTING.** Voting at the Annual Business Meeting shall be governed by the following rules:

- 4.1 **Credentials Committee.** The Credentials Committee shall have the power to determine the right of any municipality to be represented at the Annual Business Meeting of the League.
- 4.2 **Entitlement to Vote.** Each member municipality in good standing, as determined by the Credentials Committee, registered and attending the Annual Conference shall be entitled to one vote by its delegate appointed by its governing body. **Voting by proxy is prohibited. The delegate must be present to cast a vote.**

In the event that a member municipality fails to appoint a delegate, such matter shall be referred to the Presiding Officer of the Annual Business Meeting who may designate a Voting Delegate from that member municipality.

- 4.3 **Method of Voting.** Where there is more than one nominee for office, the voting shall be only by written, printed or typed ballot, and shall be counted by the Canvassing Committee. In the case of the Director-At-Large positions, the candidates receiving the largest plurality shall be elected. All other voting shall be by a show of hands or voice vote, except that upon request of one-third of the delegates present, a roll call shall be called upon any question. Upon any vote, a majority of the delegates present and voting shall prevail, except upon questions which require more than a majority vote under any of the provisions of the By-Laws.

5.0 **ELECTIONS.** Elections for officers of the Municipal League and its Board of Directors shall be governed by these rules: Elections for the following positions shall take place at the Annual Business Meeting: President, (if no President-Elect is currently holding office), President-Elect, Vice-President, Treasurer and expired At-Large Board of Directors seats, including unexpired At-Large Directorships if any.

- 5.1 **Nominating Committee.** In the absence of any declaration of candidacy for a particular office or directorship, the League President shall appoint a Nominating Committee not less than fifty-nine (59) days before the Annual Conference and written notice of such appointment shall be given to all member municipalities. The Nominating Committee shall consist of the President, who shall serve as chair, and two persons from each of the League Districts. No declared candidate for any office or for directorship shall be a member of the Nominating Committee.

- 5.2 **Nominating Committee Meeting.** When necessary, the Nominating Committee will meet not later than twenty-one (21) days prior to the Annual Conference to recommend a candidate for any undeclared office. The Nominating Committee Report shall be sent to all members within five (5) days after the finalization of the Committee Report.

- 5.3 **Nominations from the Floor.** At the Annual Business Meeting, nominations from the floor may be made by any certified voting delegate in attendance, for any office or directorship to be filled.

- 5.4 **Election of Officers and Directors.** Voting shall be conducted as set out in Procedures 4.1, 4.2 and 4.3. The nominee(s) receiving the highest number of votes shall be elected. In the case of the Directorships At-Large positions, the candidates receiving the largest plurality shall be elected.

6.0 **ADOPTION OF THE STATEMENT OF MUNICIPAL POLICY & RESOLUTIONS**

Adoption of the Statement of Municipal Policy and Resolutions as outlined in the Annual Business Meeting preface of this document shall be by a majority of votes cast by the certified voting delegates present and voting.

7.0 **ADJOURNMENT OF THE ANNUAL BUSINESS MEETING**

After the Presiding Officer has determined all business has been concluded, the Annual Business Meeting shall be closed by a motion from the floor. A motion to adjourn requires approval by a voice vote of a majority of those voting delegates present and voting.