



VILLAGE OF MAGDALENA
PO BOX 145, MAGDALENA, NM 87825
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WWW.VILLAGEOFMAGDALENA.COM

AGENDA
NOTICE OF REGULAR MEETING OF THE VILLAGE OF MAGDALENA BOARD OF TRUSTEES
MONDAY, FEBRUARY 28, 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- FEBRUARY 14, 2022
6. APPROVAL OF CASH BALANCE REPORT
7. APPROVAL OF BILLS
8. MAYOR'S REPORT
9. CLERK'S REPORT

10. DISCUSSION & POSSIBLE DECISION REGARDING APPROVAL TO APPLY FOR FY2023 RECYCLING AND ILLEGAL DUMPING GRANT

11. MAGDALENA CHAMBER OF COMMERCE - DISCUSSION & POSSIBLE DECISION REGARDING REQUEST FOR LODGER'S TAX FUNDING

12. DISCUSSION & POSSIBLE DECISION REGARDING APPROVAL OF FIRE DEPARTMENT BYLAWS

13. 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. LAWSUIT- C. VALENZUELA

 - 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

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 and/or mayor@villageofmagdalena.com. THE DEADLINE FOR WRITTEN PUBLIC COMMENTS TO BE RECEIVED IS MONDAY, FEBRUARY 28, 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.

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 FEBRUARY 14, 2022 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 Jim Nelson, Trustee Clark Brown, Kathy Stout – Attorney, Francesca Smith- Clerk/Treasurer

Participating via Video Conference: Trustees: Donna Dawson and Harvan Conrad; Michael Steininger

GUESTS: Carleen Gomez- Deputy Clerk

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

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

APPROVAL OF MINUTES: Jim Nelson had a spelling correction. Jim Nelson moved to approve the January 24, 2022 minutes, with changes. Donna Dawson seconded. The motion carried.

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

APPROVAL OF BILLS: Donna Dawson what is LARCO- The Mayor said it was the construction company for the airport. Donna also asked who REB was and why there was 2 invoices for January. Carleen said that was Michael Steininger's company and it was closing out one purchase order and opening a new one. Donna Dawson moved to approve the bill list, as presented. Harvan Conrad seconded. The motion carried.

BILL LIST

Action Training Systems	\$1035.00
Admin Office of Courts	\$168.00
Albq Publishing Co	\$160.37
Amazon Credit Plan	\$586.41
Ashi Acquisition Co	\$399.00
AX Propane	\$1246.95
City of Socorro	\$2418.30
DMCO	\$89.72
Ferno Washington	\$65.00

GALLS	\$98.04
Henry Shein	\$71.78
Konica Minolta	\$394.54
LAR-CO Construction	\$15000.00
Lonestar Truck Group	\$251535.00
LOWES	\$36.09
Magdalena Municipal School	\$37.73
Med-Tech Resources	\$215.05
Merchants Auto Group	\$372.80
Mes-Arizona	\$1660.44
Nance, Pato, Stout	\$639.00
NM Judicial Education Center	\$84.00
NM Self Insurers Fund	\$28055.10
NM811	\$188.00
Provelocity	\$1484.00
Quick Med Claims	\$21.96
RAKS Building Supply	\$123.30
REB Management	\$1128.46
Route 60 Trading	\$100.00
The Library Store	\$277.54
Tire Shop	\$85.00
Valley Sanitation	\$432.17
Verizon Wireless	\$890.87
WW Plumbing	\$80.55
Waterway of NM	\$1659.48
WEX Bank	\$1776.34
WNM Communications	\$726.66
Total	\$313342.65

MAYOR'S REPORT

Mayor Rumpf said he attended the NMML meeting in Santa Fe. He said that the LEPF funds should be increasing and EMS funds should also go up and be recurring. The Mayor said the airport building is awaiting final inspection from the state and we are waiting on a quote to order a new tractor. The Mayor mentioned the new trash truck has arrived and is operational. He also mentioned the new Marshal vehicle will be a few weeks longer, they are waiting on a few more items like the light bar.

CLERK'S REPORT

Francesca Smith said there was no report.

DEPARTMENT REPORTS

- a. **EMS-** Jim Nelson, EMS Coordinator, reported 6 calls in January 2022.
- b. **FIRE-** Mayor Rumpf reported 1 brush fire in January 2022.
- c. **MARSHAL-** A report was submitted by Marshal Zamora and reviewed by the Mayor and Trustees.
- d. **JUDGE-** Judge Simon Armijo and Court Clerk Carleen Gomez submitted a report that was reviewed by the Mayor and Trustees.

- e. **PUBLIC WORKS-** The Mayor said the utility workers got new safety harnesses in and practiced using them on the Steer tank. They have been working filling holes in streets and changing a couple meters that froze.
- f. **LIBRARY-** Librarian Ivy Stover submitted a report that was reviewed by the Mayor and Trustees.

DISCUSSION & POSSIBLE DECISION REGARDING APPROVAL OF QUARTERLY REPORT FOR DECEMBER 31, 2021

Michael Steininger said this was the quarterly report ending December 31, 2021 and there was only one deficit and that is awaiting DOT reimbursement. Michael said there was some good news; the GRT is almost double, and we are only midway through the year. He also mentioned that the library has received \$10k of the \$25k that is promised so they still have some money owed to them. Jim Nelson moved to approve the Quarterly Report for December 31, 2021. Harvan Conrad seconded. The motion carried.

DISCUSSION & POSSIBLE DECISION REGARDING APPROVAL OF BUDGET ADJUSTMENT RESOLUTION 2022-01

Michael Steininger said that neither item is a result of unintended activity nor overspending. The first is for the police vehicle and the second is for the increase in Mayor salary. Donna Dawson asked if the Mayor was on salary or stipend because it has taxes taken out of it. Michael said all elected officials in a municipality and county are government employees and are subject to all taxes but can opt out of PERA. Jim Nelson moved to approve Budget Adjustment Resolution 2022-01. Harvan Conrad seconded.

Clerk/ Treasurer Smith requested a roll call vote:

Jim Nelson- AYE

Harvan Conrad- AYE

Donna Dawson-NO

Clark Brown-AYE

The motion carried.

APPROVAL OF APPOINTMENT OF FIRE CHIEF

Mayor Rumpf brought forth the name of Jeff Joseph to appoint as Fire Chief. Donna Dawson asked the Attorney Kathy Stout about qualified immunity for the fire department. Kathy Stout said she wasn't too worried about it and there is not much legal activity with the fire and EMS departments. Kathy said the volunteers are covered and no need for extra insurance. Clark Brown moved to approve Jeff Joseph as Fire Chief. Harvan Conrad seconded.

Clerk/ Treasurer Smith requested a roll call vote:

Harvan Conrad- AYE

Jim Nelson- AYE

Clark Brown-AYE

Donna Dawson-NO

The motion carried.

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Donna Dawson requested copies of all certificates for volunteers for the fire department for the past 2 years of all classes along with her certificates. Donna also requested copies of sign in sheets of the rosters for the past 2 years. The Mayor said this will take a while to gather this information.

Trustee Donna Dawson moved to adjourn the meeting at 5:23pm. Clark Brown seconded. The motion carried.

Respectfully Submitted,

Francesca Smith
Clerk/Treasurer

Richard Rumpf
Mayor

**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.

Eligible uses of Lodger's Tax Proceeds are to defray the costs of:

- **advertising, publicizing and promoting tourist-related attractions, facilities and events as stated in SECTION 4 of the Village Ordinance.** (A complete copy is available upon request.)

1. This request is made by MAGDALENA CHAMBER (Applicant)

Address: OF COMMERCE
P.O. Box 281 MAGDALENA, NM 87825

Phone: 610-656-2861 Email: JOHN.RQR@gmail.com

- 501-3C Non-Profit Entity; (provide proof)
 For Profit Entity; (Private Individual/Entity)
 Group/Organization without Non-Profit Status;
 Other: _____

The purpose of this request is to provide tourist related activities and contract with the Village and other individuals/entities in the provision of tourist-related promotional activities.

Name of Event: ANNUAL "SOURCE MAGAZINE" TO PROMOTE
MAGDALENA

Location of Event: MAGAZINES ALL OVER TOWN

Description of Event: THIS MAGAZINE PRODUCED BY
THE ALBUQUERQUE JOURNAL (WITH THE CHIEFTAIN),
COMES OUT YEARLY AND HIGHLIGHTS
MAGDALENA AND THE REST OF SOCORO COUNTY

Is this a fund raising event? Please describe:

NO

Proposed Date of Event: NORMALLY COMES OUT IN APRIL
ONCE A YEAR

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. 2015-06. 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 not to be used to pay for motel rooms.

3. Terms and Conditions of this Request

A. Contractor is requesting \$ 1,056.56 in Lodger's Tax funds to be used as follows:

THE TOTAL BILL FROM THE PUBLISHER IS
NORMALLY SPLIT 50/50% WITH THE MAGDALINA AREA
CHAMBER OF COMMERCE. THE ABOVE AMOUNT IS
THE HALF FROM THE VILLAGE.
980.00 + 76.56 TAX = 1056.56

THIS YEAR THE JOURNAL WILL ALSO GIVE THE VILLAGE AN ADDITIONAL
HALF PAGE FOR NO CHARGE.

B. Any other requests (ie. Use of Village property, police escort, etc. must be made at Village Hall).

This request is submitted the 14th day of FEBRUARY, 2022

John W. Lee J. DVM
Applicant Signature

Village of Magdalena

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

EVENT/ORGANIZATION: SOURCE MAGAZINE

BUDGET WORKSHEET (complete this form as an estimate BEFORE your event and again AFTER your event showing actual amounts, along with an event summary)

INCOME SOURCES	ESTIMATE	ACTUAL
<u>50% FROM CHAMBER</u>	_____	_____
<u>50% FROM VILLAGE</u>	_____	_____
_____	_____	_____
TOTAL INCOME	_____	_____

EXPENSES	ESTIMATE	ACTUAL
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
TOTAL EXPENSES	_____	_____

MARKETING
Who is your target market? PEOPLE TRAVELING THROUGH MAGDALENA AND THE REST OF SOCORRO COUNTY

How/where are you advertising your event? Does this reach your target market?
YES

* Please include copies of all advertisements following event.

	ESTIMATE	ACTUAL
Number of Visitors at Event	_____	_____
Number of Motel Rooms Filled	_____	_____

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