



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, MARCH 8, 2021
VILLAGE HALL 108 N. MAIN STREET 5:00 PM

PURSUANT TO THE PUBLIC HEALTH ORDER DATED January 29, 2021, LIMITING PUBLIC GATHERINGS IN THE STATE, THE FOLLOWING MEETING ATTENDANCE CAPACITY RULES APPLY:

****RED LEVEL - (very high risk):** the meeting will not be physically open to the public. Members of the public may attend and listen to the meeting via Zoom or Facebook.

****YELLOW LEVEL - (high risk):** the meeting is limited to 10 members of the public, inclusive of public officials & employees. Admission will be on a first come first serve basis. All other members of the public may attend and listen to the meeting via Zoom or Facebook.

****GREEN LEVEL - (medium risk):** the meeting is limited to 20 members of the public, inclusive of public officials & employees. Admission will be on a first come first serve basis. All other members of the public may attend and listen to the meeting via Zoom or Facebook.

****TURQUOISE LEVEL - (medium risk):** the meeting will be open to the public. Members of the public may also attend and listen to the meeting via Zoom or Facebook.

ALL OTHER PUBLIC HEALTH ORDER COVID-19 REQUIREMENTS AND FIRE MARSHAL CAPACITY LIMITS APPLY.

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 22, 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 BUDGET ADJUSTMENT RESOLUTION NO. 2021-03, FISCAL YEAR 2020-2021

12. 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, MARCH 8, 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.

13. 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 22, 2021 AT 5:00 PM

DUE TO THE NATIONAL, STATE AND COUNTY COVID-19 DECLARED EMERGENCY AND PUBLIC HEALTH ORDER DATED JANUARY 29, 2021 LIMITING GATHERINGS TO LESS THAN 5 PERSONS (RED STATUS) THE MEETING 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 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, Clark Brown- Trustee, Francesca Gutierrez- Clerk/Treasurer, Kathy Stout – Attorney

Participating via Video Conference: Trustees: James Nelson, Harvan Conrad, Donna Dawson

GUESTS: Carleen Gomez- Deputy Clerk

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

APPROVAL OF AGENDA: Clark Brown made a motion to approve the agenda, as presented. The motion was seconded by Donna Dawson. The motion carried unanimously.

APPROVAL OF MINUTES: Donna Dawson made a motion to approve the February 8, 2021 minutes, as presented. The motion was seconded by Harvan Conrad. The motion carried unanimously.

APPROVAL OF CASH BALANCE REPORT: Harvan Conrad motioned to approve the cash balance report, as presented. The motion was seconded by Donna Dawson. The motion carried unanimously.

APPROVAL OF BILLS: Carleen Gomez- Deputy Clerk, asked to add the following additions: SEC \$3,882.96; Amazon \$1,050.92; Sturdy Built Sheds \$2,957.00; Merchants Automotive \$768.18 and Gall's \$156.19. Donna Dawson made a motion to approve the bill list, with the additions. The motion was seconded by Clark Brown. The motion carried unanimously.

BILL LIST

Albq Publishing Co	\$487.97
Bound Tree Medical	\$774.14
Central Region Education	\$206.17
Ernest Welding	\$355.00
Galls	160.36
Jacob Finch	\$1074.38
Konica Minolta	\$366.36
Mag Mun Schools	\$35.03
Presbyterian Medical	\$50.00
RAKS Building Supply	\$13.49

Ross Electric	\$241.06
Sierra Propane	\$661.90
The Library Store	\$351.35
WS Darley	\$3970.00
Winstons Auto	\$100.86
SEC	\$3882.96
Amazon	\$1050.92
Sturdy Built Shed	\$2957.00
Merchants Auto	\$768.18
Galls	\$156.19
Total	\$17,663.32

MAYOR'S REPORT

Mayor Rumpf stated that the Recycle Event held on February 17th was successful. The Village collected 212 tires, scrap metal and appliances. There will be another event in March and possibly in April. The Mayor also got a quote for a new ambulance. The quote was \$111,000.

CLERK'S REPORT

Clerk/Treasurer Francesca Gutierrez reported that she passed the Certified Procurement Officer training.

DISCUSSION & POSSIBLE DECISION CONCERNING APPROVAL OF RESOLUTION NO. 2021-02, VILLAGE OF MAGDALENA SETTING LEASE RATES FOR USE OF AIRPORT FACILITIES

Mayor Rumpf stated the new rates will go into effect January 2022. Clark Brown has volunteered to put linseed oil on the airport sign.

Donna Dawson motioned to approve Resolution No.2021-02. Harvan Conrad seconded the motion.

Clerk/ Treasurer Gutierrez requested a roll call vote:

Jim Nelson- AYE

Harvan Conrad-AYE

Donna Dawson-AYE

Clark Brown-AYE

The motion carried unanimously.

DISCUSSION & POSSIBLE DECISION TO DIRECT PUBLICATION OF ORDINANCE NO. 2021-01, AN ORDINANCE ESTABLISHING A JOINT UTILITY SERVICE; ESTABLISHING A VILLAGE SERVICE FOR THE COLLECTION AND DISPOSAL OF TRASH; AMENDING ALL PREVIOUS ORDINANCES RELATING TO WATER AND SEWER SERVICE; PROVIDING FOR THE IMPOSITION AND COLLECTION OF FEES, CONNECTION CHARGES, UTILITY RATES; DEFINING APPLICATION AND SERVICE POLICIES; AND PRESCRIBING PENALTIES FOR VIOLATIONS OF ITS PROVISIONS

The Mayor stated that there will be a minimum of \$8 increase per household. Donna Dawson suggested deleting the word "biannually" at the end of the rate sheet. The Mayor said the increase will help pay upcoming bills such as the garbage truck, lagoons and wells.

Jim Nelson motioned to approve publication of Ordinance No. 2021-01. Harvan Conrad seconded the motion.

Clerk/ Treasurer Gutierrez requested a roll call vote:

Clark Brown-AYE

Donna Dawson-AYE

Harvan Conrad-AYE

Jim Nelson-AYE

The motion carried unanimously.

DISCUSSION & POSSIBLE DECISION CONCERNING MEMORANDUM OF UNDERSTANDING BETWEEN THE COUNTY OF SOCORRO AND THE VILLAGE OF MAGDALENA FOR THE BURIAL OF INDIGENT PERSONS IN THE MAGDALENA COMMUNITY CEMETERY

The Mayor said he was approached by the Socorro County Manager about burying indigent persons in the Magdalena cemetery. The County will then blade the road up to the cemetery in exchange. The Mayor said there are 8 people right now that need burying. They will work with Donna Dawson on arranging the plots. Jim Nelson motioned to approve the MOU, with spelling corrections. Harvan Conrad seconded the motion.

Clerk/ Treasurer Gutierrez requested a roll call vote:

Harvan Conrad- AYE

Jim Nelson-AYE

Donna Dawson-AYE

Clark Brown-AYE

The motion carried unanimously.

PUBLIC HEARING – DISCUSSION & POSSIBLE DECISION REGARDING APPROVAL OF ORDINANCE NO. 2020-03, AN ORDINANCE GRANTING TO SOCORRO ELECTRIC COOPERATIVE, INC. AND ITS SUCCESSORS AND ASSIGNS, THE RIGHT, PRIVILEGE AND FRANCHISE TO DISTRIBUTE ELECTRICAL ENERGY IN THE VILLAGE OF MAGDALENA, NEW MEXICO, AND USE OF STREETS, ALLEYS AND OTHER PUBLIC PLACES FOR SUCH PURPOSE

Donna Dawson asked if everyone pays a franchise fee on their SEC bill. Jim Nelson said yes. There were no other public comments or input.

FINAL CONSIDERATION - DISCUSSION & POSSIBLE DECISION REGARDING APPROVAL OF ORDINANCE NO. 2020-03, AN ORDINANCE GRANTING TO SOCORRO ELECTRIC COOPERATIVE, INC. AND ITS SUCCESSORS AND ASSIGNS, THE RIGHT, PRIVILEGE AND FRANCHISE TO DISTRIBUTE ELECTRICAL ENERGY IN THE VILLAGE OF MAGDALENA, NEW MEXICO, AND USE OF STREETS, ALLEYS AND OTHER PUBLIC PLACES FOR SUCH PURPOSE

Harvan Conrad motioned to approve Ordinance No. 2020-03. Clark Brown seconded the motion.

Clerk/ Treasurer Gutierrez requested a roll call vote:

Donna Dawson-AYE

Clark Brown-AYE

Harvan Conrad-AYE

Jim Nelson-AYE

The motion carried unanimously.

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. **10-10-1(H)(8) DISCUSSION REGARDING THE DISPOSAL OF REAL PROPERTY BELONGING TO THE VILLAGE OF MAGDALENA - BIA DORMITORIES**
 - **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 motioned to go into Executive session at 5:25pm. Harvan Conrad seconded the motion.

Clerk/ Treasurer Gutierrez requested a roll call vote:

Jim Nelson- AYE

Harvan Conrad- AYE

Donna Dawson- AYE

Clark Brown- AYE

The motion carried unanimously.

Harvan Conrad motion to return to Regular Session at 5:37pm and certified that no decisions were made.
Donna Dawson seconded the motion.

Clerk/ Treasurer Gutierrez requested a roll call vote:

Harvan Conrad- AYE

Donna Dawson- AYE

Clark Brown- AYE

James Nelson- AYE

The motion carried unanimously.

PUBLIC INPUT – 1 TOPIC PER PERSON – 3 MINUTE LIMIT

PUBLIC COMMENT MAY BE MADE VIA EMAIL AND WILL BE ENTERED AND/OR READ INTO THE MEETING MINUTES (IF LESS THAN 3 MINUTES) BY EMAILING COMMENTS TO: clerk@villageofmagdalena.com and/or mayor@villageofmagdalena.com THE DEADLINE FOR WRITTEN PUBLIC COMMENTS TO BE RECEIVED IS MONDAY, FEBRUARY 22, 2021 AT 12:00 PM. EMAILED PUBLIC COMMENT MUST CONTAIN THE AUTHOR'S NAME AND PHYSICAL ADDRESS.

The Mayor said the ambulance will be out of service Tuesday, Wednesday and Thursday of this week while Jim Nelson attends a class. The Mayor also mentioned Tumbleweeds Diner will be opening tomorrow and that the Magdalena Café will be opening soon. The Mayor also wanted to thank everyone for participating in the recycle event and everyone that has improved their properties lately. He also mentioned that he is in talks with SEC about replacing the street light bulbs in the Village to LED bulbs to be dark sky compliant. There were no other public comments or input.

Trustee Harvan Conrad motioned to adjourn the meeting at 5:43pm. The motion was seconded by Donna Dawson. The motion carried unanimously.

Respectfully Submitted,

Francesca Gutierrez
Clerk/Treasurer

Richard Rumpf
Mayor

Carleen Gomez

From: Jim Nelson <jcnelson@villageofmagdalena.com>
Sent: Thursday, March 4, 2021 4:49 PM
To: Carleen Gomez
Subject: Re: FIRE/EMS REPORT

9 calls in February.

Jim Nelson

Trustee
EMS coordinator
Village of Magdalena

Magdalena Marshal's Office

<i>Monthly Report</i>	<i>Month: FEB</i>	<i>Year: 2021</i>
Marshal Zamora	ID#:Mag-1	
Total Miles Driven:		
<u>GENERAL CALLS:</u>	<u>AMOUNT</u>	<u>REVENUE</u>
TRAFFIC CITATIONS: Village Ordinances	4	P/A 207.00 / 1 CA
TRAFFIC CITATIONS: State Statutes		
CRIMINAL CITATIONS		
ANIMAL CONTROL CITATIONS	3	
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	10	
NM STATE POLICE	1	
SHERIFF'S OFFICE	3	
NM FISH & GAME		
US BORDER PATROL		
US FOREST SERVICE		
<u>OTHER:</u>		
ALARM CALLS		
FINGERPRINTING		
Driving Tests		
Misc. Cases	20	
<u>TOTALS:</u>	43	207

MAGDALENA MARSHAL DEPARTMENT**MONTHLY VEHICLE EXPENDITURE REPORT**

For the month of : FEB 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	64811	65086	275	25.1	60.8			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								Invoice No.: _____ Amt.\$ _____
15	65086	65312	226	19.68	49.2			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			501	44.78	110			

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

Signature:**Title:** MARSHAL

Magdalena Marshal's Office

<i>Monthly Report</i>	<u>Month: FEB</u>	<u>Year: 2021</u>
	ID#: Mag-3	
Total Miles Driven:		
<u>GENERAL CALLS:</u>	<u>AMOUNT</u>	<u>REVENUE</u>
TRAFFIC CITATIONS: Village Ordinances	13	1018
TRAFFIC CITATIONS: State Statutes		
CRIMINAL CITATIONS		
ANIMAL CONTROL CITATIONS	1	
TRAFFIC ACCIDENTS		
D.W.I. ARRESTS		
FELONY ARRESTS		
MISDEMEANOR ARRESTS	1	
12 HOUR HOLD ARREST		
CRIMINAL INVESTIGATIONS	3	
JUVENILE CASES		
DOMESTIC CASES	1	
CRIMINAL DAMAGE / PROPERTY		
<u>ASSISTANCE CALLS:</u>		
AMBULANCE/FIRE	5	
PUBLIC SERVICE	4	
NM STATE POLICE		
SHERIFF'S OFFICE		
NM GAME & FISH		
NM LIVESTOCK BOARD		
US BORDER PATROL		
US FOREST SERVICE		
<u>OTHER:</u>		
ALARM CALLS	1	
FINGERPRINTING		
Driving Tests		
Misc. Cases		
<u>TOTALS:</u>	29	1018

MAGDALENA MARSHAL DEPARTMENT
MONTHLY VEHICLE EXPENDITURE REPORT
For the month of : FEB 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								01 Chassis Maintenance
2	72005	72051	46	16.752	40.52			02 Electrical Maintenance
3								03 Engine Maintenance
4								04 General Supplies
5								05 Interior Maintenance
6	72051	72297	246	14.529	35.15			06 Lubrication
7								07 Miscellaneous
8	72297	72566	269	16.258	39.33			09 Tire Purchase
9								10 Tire Repair
10								11 Wash and Wax
11	72566	72910	344	19.073	46.71			(Attach Copy of Invoices)
12								Invoice No.: Amt.\$
13	72910	73132	222	13.019	31.88			
14								Invoice No.: Amt.\$
15								Date
16								Invoice No.: Amt.\$
17	73132	73449	317	18.217	45.52			Code: Date:
18	73449	73830	381	20.456	51.12			Invoice No.: Amt.\$
19								Code: Date:
20								Invoice No.: Amt.\$
21	73830	74093	263	14.927	37.3			Code: Date:
22								Invoice No.: Amt.\$
23								Code: Date:
24								Invoice No.: Amt.\$
25	74093	74439	346	15.22	41.84			Code: Date:
26								Invoice No.: Amt.\$
27	74439	74699	260	19.534	53.7			Code: Date:
28	74699	75055	356	19.205	52.79			Invoice No.: Amt.\$
29								Code: Date:
30								Invoice No.: Amt.\$
31								
Totals			3050	187.261	475.86			

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

Signature:  Title: DEPUTY MARSHAL M3



JUDGE'S REPORT FEBRUARY 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, all Court cases are being heard telephonically.

Cases heard in February 2021

Speeding – 50 mph/25 mph zone - Telephonic Trial


Defendant was represented by an Attorney - plead not guilty – Trial was set Judge Armijo allowed for an online driving course to be completed and the certificate of completion to be provided on the March 8, 2021 Court date.

Total: \$0.00

TOTAL: \$0.00

Respectfully Submitted 

Simon Armijo
Magdalena Municipal Judge


Carleen Gomez, CMC
Deputy Clerk/Court Clerk

Librarian's Report February 2021

Days Open	20 (116 hours)	# of Volunteers	1
Days Closed	0	Volunteer Hours	38
Total Visitors	245		
Museum Visitors	2	New Library Cards	8

Events:

Number of Events	1 – Friends of the Library Meeting
Total # of People (for events)	5 Adults

Circulation

PHYSICAL		DIGITAL	
# of Books	90 (7 J • 7 Y)	# of eBooks	60
# of DVDs	79		
# of Books on CD	2	# of Online Audio	66
Total Physical	171	Total Digital	126
Total Circulation	297		
ILL Processed	7 books		

Computers/Wi-Fi

# Computer Sign ins	16	Avg. # Wi-Fi Users per day	11
Total Unique Wi-Fi Uses*	96	Avg. Usage per User	2.41 GB data

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

Other:

Starting Wednesday, January 27, Socorro county was considered in Yellow Level Covid-19 status. The library opened the following week, February 2nd. Operations are restricted similarly to how they were before the winter shut down. The plexiglass covers built and installed by Arcus are effective and I really appreciate having them.

On February 10th, Socorro county dropped to Red Level Covid-19 status, but with permission from the Clerk, the library stayed open. I did not want to continuously open and close the library and with the precautions in place, I feel safe operating.

Hours have been shortened by 30 minutes in the morning and 15 minutes in the afternoon, so I have time to clean. Keyboards and mice are cleaned after each use – time limited to 1 hour. Only 8 patrons inside at a time (25% of building's max occupancy = 9). Bathrooms are closed to the

public. Masks and social distancing are required. The Boxcar Museum is open by request during Library hours, weather permitting – only 4-5 people allowed inside at once.

State Grants in Aid:

Every other year, the disbursement is given out in two payments, one in December and one in January. The January portion came packaged with \$2,106.13 in Cares Act funds from the Institute of Museum and Library Services (IMLS). These funds are meant to be spent on Covid-19 supplies and assisting with normal library procedures. So far, I spent \$500 on Covid-19 Supplies: automatic hand sanitizer dispenser with stand, 2 gallon bottles of hand sanitizer, 1 box of 50 disposable masks (available for patrons who need them), 3 reusable masks (for staff), 6 containers of Clorox wipes, 1 bottle of Clorox disinfecting spray, and 9 keyboard cover kits. I have the list of allowable purchases and am keeping track of how the funds are spent.

Other Purchases:

I purchased more bookends for the shelves, labels/holders for the book cases, and spine label covers. I am overbudget for my Supplies-Other line item, but I will not be using any of my travel or fuel budgets. This purchase was approved by the Mayor and Clerk and is really helpful for the functionality of the library.

Respectfully Submitted,

Ivy Stover,

Library Director

**STATE OF NEW MEXICO
VILLAGE OF MAGDALENA
BOARD OF TRUSTEES
BUDGET ADJUSTMENT RESOLUTION NO. 2021-03
FY 2020-2021**

WHEREAS, the Board of Trustees of the Village of Magdalena met in regular session on **March 8, 2021** and proposes to make certain budget transfer(s), increase(s), or decrease(s) and

WHEREAS, said budget was adjusted based on 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 _____, **2021**.

Attest:

Francesca Gutierrez, Clerk/Treasurer

Richard Rumpf, Mayor

(seal)

**NEW MEXICO ENVIRONMENT DEPARTMENT
SOLID WASTE BUREAU**

**PROJECT # RAID-FY21-05
RECYCLING AND ILLEGAL DUMPING FUND GRANT AGREEMENT**

THIS GRANT AGREEMENT ("Agreement") is made and entered into by the New Mexico Environment Department ("NMED") and the Village of Magdalena ("GRANTEE") (collectively, "the parties").

WHEREAS, the New Mexico Legislature has enacted the Recycling and Illegal Dumping Act, NMSA 1978, §§ 74-13-1 to -20, ("RAIDA") which establishes the Recycling and Illegal Dumping Fund, NMSA 1978, Section 74-13-19; and

WHEREAS, §§ 74-13-17 and 74-13-19 of the Recycling and Illegal Dumping Act authorizes NMED to make grants to counties, municipalities, Indian nations, pueblos, tribes, land grant communities, cooperative associations, or solid waste authorities for the abatement of illegal dumpsites, for processing, transportation or recycling of all recyclable materials and scrap tires, for providing funds to public landfills in New Mexico to offset the cost of collecting or recycling of tires and for carrying out the provisions of the Recycling and Illegal Dumping Act; and

WHEREAS, the GRANTEE is a municipality established under NMSA 1978 §§ 3-1-1 to -66-11; and

WHEREAS, the GRANTEE is eligible, pursuant to the RAIDA, Section 74-13-17, and the Recycling, Illegal Dumping and Scrap Tire Management Regulations, 20.9.20 NMAR for said grant funds for the purpose of obtaining reimbursement funds for eligible projects; and

WHEREAS, NMED is empowered, pursuant to NMSA 1978, Section 74-1-6, to enter into this agreement;

NOW THEREFORE, the parties agree to the following:

ARTICLE 1 FUNDING

Pursuant to Sections 74-13-17 and 74-13-19 of the RAIDA, NMED grants funds in the amount of up to **TWELVE THOUSAND FIVE HUNDRED TWENTY DOLLARS (\$12,520.00)**, including Gross Receipts Tax, to the GRANTEE for the execution of the project as referenced in Article 5 and defined in the Project Description (Exhibit A) ("Project"). Such grant funds shall be provided to the GRANTEE as reimbursement for allowable costs as defined in Article 10.

ARTICLE 2 EFFECTIVE DATE AND TERM OF AGREEMENT

This grant agreement shall become effective upon the signatory execution by the Secretary of Environment and shall expire on **JUNE 30, 2021**, if not earlier terminated as provided in Article

REVENUE/EXPENDITURE REPORT

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3/1/2021

10:59 pm

Village of Magdalenia

For the Period: 7/1/2020 to 2/28/2021	Original Bud.	Amended Bud.	Annual Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 502 - SOLID WASTE FUND							
Revenues							
Dept: 00							
41925 SALES-OTHER	0.00	0.00	220.00	20.00	0.00	-220.00	0.0
46002 UTILITY SERVICE-SOLID WASTE	139,677.00	139,677.00	86,361.44	10,984.15	0.00	53,315.56	61.8
Dept: 00	139,677.00	139,677.00	86,581.44	11,004.15	0.00	53,095.56	62.0
Revenues	139,677.00	139,677.00	86,581.44	11,004.15	0.00	53,095.56	62.0
Expenditures							
Dept: 00							
50020 FULL TIME EMPLOYEE WAGES	65,213.00	65,733.00	25,597.65	3,148.33	0.00	40,135.35	38.9
50050 OVERTIME WAGES	692.00	692.00	235.71	39.36	0.00	456.29	34.1
51010 FICA MEDICARE	946.00	954.00	374.60	46.23	0.00	579.40	39.3
51020 FICA REGULAR	4,043.00	4,076.00	1,601.70	197.64	0.00	2,474.30	39.3
51030 GROUP HEALTHCARE INSURANCE	9,376.00	6,977.00	4,365.74	583.18	0.00	2,611.26	62.6
51050 PERA RETIREMENT CONTRIBUTIONS	4,989.00	5,029.00	1,935.06	240.88	0.00	3,093.94	38.5
51070 UNEMPLOYMENT COMP INSURANCE	151.00	151.00	73.44	10.50	0.00	77.56	48.6
51080 WORKERS COMP FEE ASSESSMENT	8.00	8.00	6.20	0.00	0.00	1.80	77.5
51090 WORKERS COMP INSURANCE PREM	3,503.00	3,503.00	934.41	0.00	0.00	2,568.59	26.7
52010 ADVERTISING & PROMOTION	35.00	35.00	0.00	0.00	0.00	35.00	0.0
52030 BOOKS, PERIODICALS & SOFTWARE	873.00	873.00	662.09	118.91	0.00	210.91	75.8
52080 LIABILITY & PROPERTY INSURANCE	5,442.00	5,442.00	6,909.85	0.00	0.00	-1,467.85	127.0
52100 POSTAGE AND MAIL SERVICES	1,027.00	1,027.00	549.36	33.34	84.35	393.29	61.7
52110 PRINTING AND PUBLISHING	0.00	0.00	0.00	0.00	28.28	-28.28	0.0
53050 FUEL-GASOLINE AND DIESEL	6,618.00	6,618.00	3,391.58	267.09	3,346.42	-120.00	101.8
53080 SUPPLIES-BUILDING & STRUCTURES	176.00	176.00	0.00	0.00	100.00	76.00	56.8
53110 SUPPLIES-OFFICE SUPPLIES	0.00	0.00	168.20	0.00	0.00	-168.20	0.0
53120 SUPPLIES-OTHER	117.00	117.00	230.83	42.34	358.08	-471.91	503.3
53130 SUPPLIES-SAFETY EQUIPMENT	62.00	62.00	0.00	0.00	0.00	62.00	0.0
53140 SUPPLIES-UNIFORM & LINEN	384.00	384.00	587.20	192.29	0.00	-203.20	152.9
53150 SUPPLIES-VEHICLES	2,238.00	2,238.00	230.40	0.00	0.00	2,007.60	10.3
53160 TELEPHONE, CELL AND INTERNET	714.00	714.00	399.48	48.56	314.52	0.00	100.0
53170 UTILITIES-ELECTRIC AND PROPANE	627.00	627.00	384.92	67.46	65.08	177.00	71.8
55020 REPAIR & MAINT-EQUIP & MACH	4,688.00	4,688.00	2,774.14	0.00	0.00	1,913.86	59.2
55050 REPAIR & MAINT-VEHICLES	11,184.00	11,184.00	1,126.34	555.58	2,833.04	7,224.62	35.4
57310 RENT/LEASE-EQUIP AND MACHINE	1,572.00	1,572.00	0.00	0.00	0.00	1,572.00	0.0
57320 RENT/LEASE-VEHICLES	0.00	1,536.00	768.18	384.09	896.21	-128.39	108.4
58180 MEDICAL PYCH. DRUG TESTING	0.00	0.00	207.00	0.00	0.00	-207.00	0.0
58200 OTHER PROFESSIONAL SERVICES	35,478.00	35,478.00	40,990.47	6,010.59	13,600.76	-19,113.23	153.9
90002 OPERATING TRANSFER-OUT	8,471.00	8,471.00	4,941.58	0.00	0.00	3,529.42	58.3
Dept: 00	168,627.00	168,365.00	99,446.13	11,986.37	21,626.74	47,292.13	71.9
Expenditures	168,627.00	168,365.00	99,446.13	11,986.37	21,626.74	47,292.13	71.9
Net Effect for SOLID WASTE FUND	-28,950.00	-28,688.00	-12,864.69	-982.22	21,626.74	5,803.43	120.2
Change in Fund Balance:			-12,864.69				

REVENUE/EXPENDITURE REPORT

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3/1/2021

10:59 pm

Village of Magdalena

For the Period: 7/1/2020 to 2/28/2021	Original Bud.	Amended Bud.	Annual Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 706 - METER DEPOSITS FUND							
Revenues							
Dept: 00							
41930 MISCELLANEOUS INCOME	0.00	0.00	100.00	0.00	0.00	-100.00	0.0
Dept: 00	0.00	0.00	100.00	0.00	0.00	-100.00	0.0
Revenues	0.00	0.00	100.00	0.00	0.00	-100.00	0.0
Net Effect for METER DEPOSITS FUND	0.00	0.00	100.00	0.00	0.00	-100.00	0.0
Change in Fund Balance:			100.00				
Grand Total Net Effect:	-74,800.00	-61,515.00	-4,599.54	36,794.06	113,272.30	56,356.84	

REVENUE/EXPENDITURE REPORT

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3/1/2021

10:59 pm

Village of Magdalena

For the Period: 7/1/2020 to 2/28/2021

	Original Bud.	Amended Bud.	Annual Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 214 - LODGERS' TAX FUND							
Revenues							
Dept: 00							
41900 LODGER'S TAX	3,937.00	3,937.00	2,044.85	123.83	0.00	1,892.15	51.9
Dept: 00	3,937.00	3,937.00	2,044.85	123.83	0.00	1,892.15	51.9
Revenues	3,937.00	3,937.00	2,044.85	123.83	0.00	1,892.15	51.9
Expenditures							
Dept: 00							
52010 ADVERTISING & PROMOTION	788.00	1,388.00	1,343.00	0.00	0.00	45.00	96.8
53160 TELEPHONE, CELL AND INTERNET	807.00	807.00	451.42	51.56	355.58	0.00	100.0
58200 OTHER PROFESSIONAL SERVICES	1,360.00	1,380.00	700.00	100.00	500.00	180.00	87.0
Dept: 00	2,975.00	3,575.00	2,494.42	151.56	855.58	225.00	93.7
Expenditures	2,975.00	3,575.00	2,494.42	151.56	855.58	225.00	93.7
Net Effect for LODGERS' TAX FUND	962.00	362.00	-449.57	-27.73	855.58	1,667.15	-360.5
Change in Fund Balance:			-449.57				

BALANCE SHEET

Page: 6

3/1/2021

11:01 pm

Village of Magdalena

As of: 2/28/2021

Balances

Fund: 214 - LODGERS' TAX FUND

Assets

10000 CASH IN BANK

2,218.90

12018 RECEIVABLE

299.00

Total Assets

2,517.90

Reserves/Balances

32000 FUND BALANCE

2,967.47

33000 CHANGE IN FUND BALANCE

-449.57

Total Reserves/Balances

2,517.90

Total Liabilities & Balances

2,517.90

Village Clerk/Treasurer <clerk@villageofmagdalena.com>

3/4/2021 4:40 PM

RE: BAR

To Michael P. Steininger <msteininger@rebmgmtllc.com>

I think \$1500 should be fine for the 2 things ZW wants to spend it on.

From: Michael P. Steininger <msteininger@rebmgmtllc.com>

Sent: Thursday, March 4, 2021 4:37 PM

To: Village Clerk/Treasurer <clerk@villageofmagdalena.com>

Subject: Re: BAR

From what I learned last time you have separate numbers for BAR resolutions than regular resolutions. Base on that I believe the next number should be 2021-03. Correct? Do you want the BAR for the full amount of cash available?

There will be a total of 3 items on it. I wasn't planning on doing one this meeting but I'll get it done tonight and emailed to you.

On March 4, 2021 4:27 PM Village Clerk/Treasurer <clerk@villageofmagdalena.com> wrote:

Did you need a BAR number for the Lodgers tax ? Should we put it on the agenda for this Mondays meeting?

Thank you,

Francesca Gutierrez
Clerk/ Treasurer
Village of Magdalena
PO Box 145
108 N. Main Street
Magdalena, NM 87825
Ph (575) 854-2261
Fax (575) 854-2273
www.villageofmagdalena.com

Michael P. Steininger
CMO, CTO, CPM, CCC, CAPE

Owner/Principal
R.E.B. Management LLC
74 Escudo Drive
Belen, NM 87002-2939

Michael P. Steininger <msteininger@rebmgmtllc.com>

3/4/2021 10:57 AM

RE: question on fund

To Francesca Gutierrez <fgutierrez@villageofmagdalena.com>

That is how much cash is in the bank. The \$225 is all that is left of the council's authority to spend. To spend up to the \$2,218, I'd have to do a BAR for about \$2,000.

On March 4, 2021 10:28 AM Francesca Gutierrez <fgutierrez@villageofmagdalena.com> wrote:

So the \$2218 is from the Cash Transactions report, correct?. But how is that number the amount available to spend?

From: Michael P. Steininger <msteininger@rebmgmtllc.com>
Sent: Thursday, March 4, 2021 10:17 AM
To: Francesca Gutierrez <fgutierrez@villageofmagdalena.com>
Subject: Re: question on fund

Good Morning Francesca

As of 2/28, Lodger's Tax had \$2,218.90 in available cash. However, it only has \$225 of budget authority left to spend. If the Mayor wants, I can do a BAR for the rest of the available cash so he doesn't have to take from General Fund.

On March 4, 2021 10:07 AM Francesca Gutierrez <fgutierrez@villageofmagdalena.com> wrote:

Michael,

On the Lodgers tax revenue and expense report. Is the balance available to spend \$1667.15 or \$225.00?

Also, the Mayor is asking can we spend from the General Fund and have the Lodgers tax reimburse it at a later date if we don't have the funds now in the Lodgers Tax fund.

Thank you,

Francesca Gutierrez
Clerk/ Treasurer
Village of Magdalena
PO Box 145
108 N. Main Street
Magdalena, NM 87825
Ph (575) 854-2261