



**CITY OF ELEPHANT BUTTE
REGULAR CITY COUNCIL MEETING**

Wednesday, March 17, 2021 – 2:00 pm
Municipal Building, 103 Water St. Elephant Butte, NM 87935

Due to the current health risks associated with COVID-19 and orders from the New Mexico Governor's Office and the New Mexico Public Health Department, public attendance at this and future meetings of the City Council are temporarily suspended. Until the orders are lifted, and in accordance with the guidance from the New Mexico Attorney General, the City will make its meetings open to the public through dialing into WebEx number: (408) 418-9388, Access Code: 126 124 0239, Password: 87935 or www.cityofelephantbutte.com for information about accessing the meeting through your computer.

MINUTES

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Edna Trager called the meeting to order and led the Pledge of Allegiance.

2. ROLL CALL

Clerk-Treasurer Rani Bush called roll.

Mayor Edna Trager - Present via WebEx
Mayor Pro Tem Kim Skinner – Present via WebEx
Councilor Travis Atwell – Present via WebEx
Councilor Gerald LaFont – Present via WebEx
Councilor Michael Williams – Present via WebEx

Clerk-Treasurer Bush declared a quorum.

3. APPROVAL OF AGENDA - Council Declaration of Conflict of Interest

Mayor Pro Tem Skinner motioned to approve the agenda. Councilor Williams seconded. Clerk-Treasurer Bush conducted a roll call vote:

Mayor Pro Tem Skinner – Yes
Councilor Atwell – Yes
Councilor LaFont – Yes
Councilor Williams – Yes

Motion Passed.

**4. STATEMENT OF OPEN MEETINGS RESOLUTION & 3 MINUTE LIMIT PER
SPEAKER ON ALL ISSUES**

5. PUBLIC COMMENT

None

6. PRESENTATIONS

a. Foster Care – NM Children, Youth and Families Department

Kathy Meléndez, the Southwest Region Navigator, shared information about the need for foster families in the area, especially in the light of COVID. Her phone number is (575) 386-9528.

7. MAYOR AND COUNCIL REPORTS

Councilor Williams attended a Sierra County Regional Dispatch Authority (SCRDA) Board meeting this morning. Elephant Butte's fees for next year will be \$16,073. The call volume went down this year.

Mayor Pro Tem Skinner reported on the various meetings she attended. She also let the Council know that the hospital had suspended surgeries for the time being due to COVID.

Mayor Trager received several certificates from Anna Ashe, U.S. Coast Guard retired, and Denise Addie on behalf of Elephant Butte residents. She also reported on the various meetings she attended.

8. CITY MANAGER REPORT

City Manager Ballinger updated the Council on the Colonias application, water system improvements, a city light pole relocation, and the Clean & Beautiful project application, in addition to her written report. She also had conversations with Mike Huston, County Assessor, about street addresses and aerial maps.

Mayor Trager asked about the Engineering Services Request for Proposals. City Attorney Ben Young is in the process of reviewing contracts with the current City engineer, Bohannon Huston. David Shields from Bohannon explained that the open-end service agreement with Elephant Butte expired last spring. The new, larger projects coming up for the City would be the ones that will need to go out for bid.

Councilor Williams inquired about permits for the Elks Club. Land Use Admin Lindsey Moore responded that the Elks Club had obtained all needed permits.

9. CLERK-TREASURER REPORT

Clerk-Treasurer Bush reported that Michael Steininger, Special Director with NM Dept. of Finance and Administration, is currently reviewing the City's financials. She also updated the Council about dates for the Fiscal Year 21-22 Budget and November elections. The Small Cities Assistance came in over what was budgeted at \$206,443.86.

10. FIRE CHIEF REPORT

Fire Chief Toby Boone reported that the Fire Department ran thirty-five calls in February. There are currently fifteen active volunteer firefighters. Training is continuing every weekend. He gave a special thanks to the crew that worked a hay fire the previous night. The Polaris side-by-side was received.

11. LAND USE REPORT

Land Use Admin Lindsey Moore reported there are currently thirty-nine open permits (33 residential and six commercial). She has also begun conducting permit site visits. Councilor Williams complimented her on the revised format of her report.

12. CONSENT ITEMS (Roll Call Vote)

- a. **Approval of Minutes: Regular Meeting, February 17, 2021**
- b. **Approval of Special Meeting Minutes, March 11, 2021**

Councilor Williams motioned to approve the minutes for February 17, 2021, and March 11, 2021. Councilor Atwell seconded. Clerk-Treasurer Bush conducted a roll call vote.

Mayor Pro Tem Skinner – Yes
Councilor Atwell – Yes
Councilor LaFont – Yes
Councilor Williams – Yes

Motion Passed.

13. PUBLIC HEARING

- a. **Approve/Disapprove: Ordinance 191 Home Occupation Permits**

City Attorney Young presented the current draft of the ordinance to the Council. He and City Manager Ballinger then responded to Council questions.

Councilor Williams motioned to approve Ordinance 191 with the following amendments:

- **Page 5, Line 155 – Change “Planning and Zoning Commission” to “City of Elephant Butte”**
- **Page 5, Line 158 – Change “Planning and Zoning Commission” to “Land Use Office”**
- **Page 5, Line 165 – Change “Planning and Zoning Commission” to “Land Use Office”**

Mayor Pro Tem Skinner seconded. Clerk-Treasurer Bush conducted a roll call vote.

Mayor Pro Tem Skinner – Yes
Councilor Atwell – Yes
Councilor LaFont – Yes
Councilor Williams – Yes

Motion Passed.

Councilor Williams motioned to amend Ordinance 191, Page 2, Line 43, to have a \$35 registration fee. Mayor Pro Tem Skinner seconded. Clerk-Treasurer Bush conducted a roll call vote.

Mayor Pro Tem Skinner – Yes
Councilor Atwell – Yes
Councilor LaFont – Yes
Councilor Williams – Yes

Motion Passed.

- b. **Approve/Disapprove: Ordinance 192 R-1-C Subdivision Changes**

City Attorney Young explained that the Council is the zoning authority for the City, then opened up the meeting for public comment or questions.

Joel Grieshaber, Carousel Park, asked for clarification on the zoning changes and the effects on the neighborhoods.

Gary Young, 8 San Pedro Loop, asked what prompted the change.

City Manager Ballinger was sworn in. She then explained the ordinance and answer questions. Mr. Grieshaber also asked about the unfinished wastewater project upgrading the old perimeter waste line. She explained that it was a separate topic that she would follow up on at a later date.

Councilor LaFont motioned to approve Ordinance 192. Mayor Pro Tem Skinner seconded. Clerk-Treasurer Bush conducted a roll call vote.

Mayor Pro Tem Skinner – Yes
Councilor Atwell – Yes
Councilor LaFont – Yes
Councilor Williams – Yes

Motion Passed.

14. REGULAR ITEMS

a. Discussion/Possible Action: LEPF FY22 Application – Sheriff Glen Hamilton

Sheriff Glen Hamilton explained that approval was a formality in applying for the \$20,000 from the State.

Councilor Williams motioned to approve the LEPF FY22 Application. Councilor Atwell seconded. Clerk-Treasurer Bush conducted a roll call vote.

Mayor Pro Tem Skinner – Yes
Councilor Atwell – Yes
Councilor LaFont – Yes
Councilor Williams – Yes

Motion Passed.

b. Discussion/Possible Action: Resolution 20-21-118 Colonias Application

Councilor Williams motioned to approve Resolution 20-21-1118. Councilor Atwell seconded. Clerk-Treasurer Bush conducted a roll call vote.

Mayor Pro Tem Skinner – Yes
Councilor Atwell – Yes
Councilor LaFont – Yes

Motion Passed.

c. Discussion/Possible Action: Medical Director Contract for Fire Department

Chief Boone explained the changes to this draft of the contract.

Councilor Williams motioned to approve the Medical Director Contract. Councilor Atwell seconded. Clerk-Treasurer Bush conducted a roll call vote.

Mayor Pro Tem Skinner – Yes
Councilor Atwell – Yes
Councilor LaFont – Yes
Councilor Williams – Yes

Motion Passed.

d. Discussion: Sewer Extension Requests

City Manager Ballinger received Council's input about best procedures for residents willing to pay to have sewer extended to their property. She has concerns about the lack of planning, the integrity of the system, and liability issues.

15. COUNCILOR COMMENTS

None

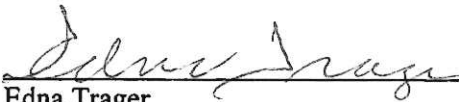
16. ADJOURNMENT

Councilor LaFont motioned to adjourn. Mayor Pro Tem Skinner seconded. Clerk-Treasurer Bush conducted a roll call vote.

Mayor Pro Tem Skinner – Yes
Councilor Atwell – Yes
Councilor LaFont – Yes
Councilor Williams – Yes

Motion Passed.

Minutes approved and adopted at the City Council Meeting on April 21, 2021.


Edna Trager
Mayor

ATTEST:


Rani Bush
Clerk-Treasurer

