



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

Wednesday, January 19, 2022 – 2:00 pm
Municipal Building, 103 Water St. Elephant Butte, NM 87935

The City will also open the meeting to the public through WebEx number: (408) 418-9388, Access Code: 126 124 0239, Password: 87935 or going to www.cityofelephantbutte.com for information about accessing the meeting through your computer.

MINUTES

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Phillip Mortensen called the meeting to order and led the Pledge of Allegiance.

2. ROLL CALL

Clerk-Treasurer Rani Bush conducted roll call.

Mayor Phillip Mortensen - Present
Councilor Travis Atwell – Present
Councilor Cathy Harmon - Present
Councilor Kim Skinner - Present
Councilor Edna Trager - Present

Clerk-Treasurer Bush declared a quorum.

3. STATEMENT CONCERNING CLOSED MEETINGS

- a. Closed Meeting, January 5, 2022, 2:00 pm - City Manager Applications
- b. Closed Meetings, January 11, 2022, 1:00 pm, 2:30 pm & January 12, 2022, 1:00 pm, 2:30 pm - City Manager Interviews

Mayor Mortensen declared that the meetings were closed pursuant to NMSA 1978, Section 10-15-1(H)(2) Limited Personnel Matters and were limited only to the specified topics, and no actions were taken.

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

Councilor Trager motioned to approve the agenda. Councilor Skinner seconded. 4-0. **Motion passed.**

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

6. PUBLIC COMMENT

None

7. PRESENTATIONS

- a. Golf Course Update, Spirit Golf Management

Richard Holcomb from Spirit Golf Management updated the Council about current operations at the golf course. The parking lot lights have been repaired. Due to staffing shortages, COVID and low lake traffic, restaurant hours have varied. The Pro Shop is fully staffed. Annual memberships are up. There is now private golf course parking near the restaurant. Prices for inventory and maintenance are way up. The bunkers are being converted to grass from sand.

b. Yamaha OHV Grant & Grant Writing, Roger Pattison

Roger Pattison explained the \$20,000 Yamaha OHV Grant to the Council that will help convert 20 acres of City property into an OHV park. He, Charlie Warren and Ellen Davis are willing to volunteer to help with administering the grant. They also wanted to offer their professional services as contractors in pursuing other grants for the City. Angela Real of the South Central Council of Governments (SCCOG) also informed the Council of some grant opportunities.

8. BOARD AND COMMITTEE REPORTS & APPOINTMENTS

a. Appointment of Donald Peters, Lodger's Tax Advisory Board

Mayor Mortensen explained that Maureen Brown resigned from the Lodgers' Tax Advisory Board. He is recommending Donald Peters, Marina Suites, to replace her. Councilor Skinner thanked Maureen for her years and years of service.

Councilor Skinner motioned to approve Mayor Mortensen's recommendation of adding Donald Peters to the Lodgers' Tax Advisory Board. Councilor Atwell seconded. 4-0. **Motion passed.**

9. MAYOR AND COUNCIL REPORTS

Mayor Mortensen commented on how humbled he was by the tremendous public, staff and councilor support he has received since taking office three weeks ago. He and the Council are working on filling the city manager position. He then updated the Council about the Governor's Summit Call and committee assignments.

Mayor Pro Tem Skinner updated the Council on the current Infrastructure Capital Improvement Plan (ICIP), Colonias grants, and federal infrastructure assistance money.

Councilor Trager updated the Council on the revised Employee Handbook.

10. CITY ENGINEER REPORT

David Shields from Bohannon Huston updated the Council on Colonias grants, and current projects, including Warm Springs, Michigan, Mescal Drainage, Ocotillo, San Andreas and Skyline.

11. CLERK-TREASURER REPORT

Clerk-Treasurer Bush updated the Council about Utility Clerk Jane Tinon's return to work after a long absence, the Chamber of Commerce's contract, Supplement 4 for the Codebook, and the FY21 Audit.

12. FIRE CHIEF REPORT

Deputy Fire Chief Brittany Flores updated the Council about the Medical Director, the Pharmaceutical Director, call volumes, new volunteers and Fire Station #1's design.

13. PUBLIC WORKS REPORT

Field Operations Manager Brian Burlage updated the Council about dirt road conditions, equipment repair, water tank inspections, wastewater repairs, and culvert cleanup.

14. LAND USE/CODE ENFORCEMENT REPORT

Land Use Administrator Lindsey Cobleigh updated the Council on her reports and the Realtors' workshop on Thursday, January 27, 2022.

15. CONSENT ITEMS (Roll Call Vote)

a. Approval of Regular Meeting Minutes, December 15, 2021

b. Approval of Special Meeting Minutes, December 28, 2021

Councilor Trager motioned to approve the December 15 & December 28 minutes. Councilor Skinner seconded. Clerk-Treasurer Bush conducted a roll call vote.

Councilor Atwell - Yes
Councilor Harmon – Yes
Councilor Skinner – Yes
Councilor Trager - Yes

Motion passed.

16. PUBLIC HEARINGS

a. Approve/Disapprove: Transfer of Liquor License – Pat's Bermuda Triangle

Clerk-Treasurer Bush swore in Deputy Clerk Jessica Newberry. Deputy Clerk Newberry explained the transfer to the Council.

Councilor Trager motioned to approve the transfer of Liquor License – Pat's Bermuda Triangle. Councilor Harmon seconded. Clerk-Treasurer Bush conducted a roll call vote.

Councilor Atwell - Yes
Councilor Harmon – Yes
Councilor Skinner – Yes
Councilor Trager - Yes

Motion passed.

b. Approve/Disapprove: Draft Ordinance 201 – Mobile Home Standards

Clerk-Treasurer Bush swore in Planning & Zoning Chair Nathan LaFont. Chair LaFont explained the ordinance to the Council.

Mayor Pro Tem Skinner motioned to Ordinance 201 – Mobile Home Standards. Councilor Atwell seconded. Clerk-Treasurer Bush conducted a roll call vote.

Councilor Atwell - Yes
Councilor Harmon – Yes
Councilor Skinner – Yes
Councilor Trager - Yes

Motion passed.

17. REGULAR ITEMS

a. Discussion/Possible Action: Election of Mayor Pro Tem

Councilor Trager nominated Councilor Skinner as Mayor Pro Tem. Clerk-Treasurer Bush conducted a roll call vote.

Councilor Atwell - Yes
Councilor Harmon – Yes
Councilor Skinner – Yes
Councilor Trager - Yes

Motion passed.

b. Discussion/Possible Action: Resolution 21-22-107 Council Rules of Procedures

Mayor Pro Tem Skinner asked for revisions to the last section to add language about the Council being able to go to the city attorney directly if there are concerns with the city manager. She would also like the city attorney to review the entire document.

c. Discussion/Possible Action: Resolution 21-22-108 Council Open Meetings Act

Mayor Pro Tem Skinner motioned to approve Resolution 21-22-108. Councilor Atwell seconded. Clerk-Treasurer Bush conducted a roll call vote.

Mayor Pro Tem Skinner – Yes
Councilor Atwell - Yes
Councilor Harmon – Yes
Councilor Trager - Yes

Motion passed.

d. Discussion/Possible Action: Resolution 21-22-109 Colonias Wastewater Application

Mayor Pro Tem Skinner motioned to approve Resolution 21-22-109 Colonias Wastewater Application. Councilor Atwell seconded. Clerk-Treasurer Bush conducted a roll call vote.

Mayor Pro Tem Skinner – Yes
Councilor Atwell - Yes
Councilor Harmon – Yes
Councilor Trager - Yes

Motion passed.

e. Discussion/Possible Action: Resolution 21-22-110 Colonias Water System Application

Mayor Pro Tem Skinner motioned to approve Resolution 21-22-110 Colonias Water System Application. Councilor Harmon seconded. Clerk-Treasurer Bush conducted a roll call vote.

Mayor Pro Tem Skinner – Yes
Councilor Atwell - Yes
Councilor Harmon – Yes
Councilor Trager - Yes

Motion passed.

f. Discussion/Possible Action: State Forestry Resource Management Plan (RMP) Rate Sheets

Land Use Administrator Cobleigh explained that the only change from the previous year was a one-cent increase in mileage from 45 cents to 46 cents.

Councilor Atwell motioned to approve the State Forestry Resource Management Plan (RMP) Rate Sheets. Mayor Pro Tem Skinner seconded. Clerk-Treasurer Bush conducted a roll call vote.

Mayor Pro Tem Skinner – Yes
Councilor Atwell - Yes
Councilor Harmon – Yes
Councilor Trager - Yes

Motion passed.

g. Discussion/Possible Action: Resolution 21-22-111 Budget Adjustment #2

Clerk-Treasurer Bush explained the resolution to Council.

Mayor Pro Tem Skinner motioned to approve Resolution 21-22-111. Councilor Trager seconded. Clerk-Treasurer Bush conducted a roll call vote.

Mayor Pro Tem Skinner – Yes
Councilor Atwell - Yes
Councilor Harmon – Yes
Councilor Trager - Yes

Motion passed.

18. COUNCILOR COMMENTS

None

19. EXECUTIVE SESSION

Mayor Pro tem Skinner motioned to go into Executive Session. Councilor Harmon seconded. Clerk-Treasurer Bush conducted a roll call vote.

Mayor Pro Tem Skinner – Yes
Councilor Atwell - Yes
Councilor Harmon – Yes
Councilor Trager - Yes

Motion passed.

*****EXECUTIVE SESSION BEGAN*****

a. Discussion of limited personnel matters regarding City Manager interviews, pursuant to NMSA 1978, Section 10-15-1(H)(2).

Mayor Pro Tem Skinner motioned to come out of executive session. Councilor Harmon seconded. Clerk-Treasurer Bush conducted a roll call vote.

Mayor Pro Tem Skinner – Yes
Councilor Atwell - Yes
Councilor Harmon – Yes
Councilor Trager - Yes

Motion passed.

Mayor Pro Tem Skinner certified as required by Section 10-15-1(H)(8), NMSA 1978, matters discussed in executive session were limited only to those specified, and no actions were taken.

*****EXECUTIVE SESSION CAME TO AN END*****

20. ACTION ITEM

a. Approve/Disapprove: City Manager

No action was taken.


21. ADJOURNMENT

Mayor Mortensen adjourned the meeting.

Minutes approved and adopted at the City Council Meeting on February 16, 2022.


Phillip Mortensen
Mayor

ATTEST:


Rani Bush
Clerk-Treasurer

