



**NOTICE OF CITY OF ELEPHANT BUTTE
CITY COUNCIL MEETING**

103 Water Avenue, Elephant Butte, NM 87935

Wednesday, November 20, 2024 – 2:00PM

Minutes*

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Mortensen called the meeting to order and led the pledge of allegiance.

2. ROLL CALL

Mayor Phillip Mortensen – Present

Mayor Pro Tem Kim Skinner – Present

Councilor Cathy Harmon – Present

Councilor Michael Williams – Absent due to illness.

Councilor Skylar Arnold – Present

City Clerk Cobleigh conducted a roll call and declared a quorum.

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

Mayor Pro Tem Skinner made a motion to approve the agenda as submitted. Councilor Arnold seconded the motion. 3-0.

City Clerk Cobleigh conducted a roll call vote.

Mayor Pro Tem Skinner – Yes

Councilor Harmon – Yes

Councilor Arnold – Yes

Motion Carried.

4. PUBLIC COMMENT

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

Public comments can be made in person, by phone or given to the City Clerk by email (cityclerk@cityofeb.com) before the meeting.

None Submitted.

5. CONSENT ITEMS

a. Regular Meeting Minutes October 16, 2024

Mayor Pro Tem Skinner made a motion to approve item 5a as submitted. Councilor Arnold seconded the motion. 3-0.

City Clerk Cobleigh conducted a roll call vote.

Mayor Pro Tem Skinner – Yes

Councilor Harmon – Yes

Councilor Arnold – Yes

Motion Carried.

- b. Special Meeting Minutes November 7, 2024

Mayor Pro Tem Skinner made a motion to approve item 5b as submitted. Councilor Arnold seconded the motion. 3-0.

City Clerk Cobleigh conducted a roll call vote.

Mayor Pro Tem Skinner – Yes

Councilor Harmon – Yes

Councilor Arnold – Yes

Motion Carried.

6. PRESENTATIONS

- a. Sierra County Sheriff's Office – Sheriff Joshua Baker

Sheriff Baker reported that there were 134 patrol hours the last month with 5 total incidents. Sheriff Baker spoke about the new traffic data program. Sheriff Baker requested to present a presentation at the December 11, 2024, meeting.

- b. Bohannon Huston (Written Report Only)

No report submitted.

City Manager, Janet Porter-Carrejo stated that there will be a meeting with Bohannon the following day and she will pass on any information received.

7. REGULAR ITEMS (DISCUSSION POSSIBLE ACTION)

- a. Discussion/Possible Action: Ordinance 221 – Amending Ordinance 52 Water – *Approval of Publication for a Public Hearing*

City Manager, Janet Porter-Carrejo introduced this ordinance amendment request. Porter-Carrejo stated that this amendment would be to mirror the wastewater ordinance that currently states that all bills will remain the property owner's responsibility.

Mayor Pro Tem Skinner made a motion to approve Ordinance 221 Water Amendment for publication. Councilor Harmon seconded the motion. 3-0.

City Clerk Cobleigh conducted a roll call vote.

Mayor Pro Tem Skinner – Yes

Councilor Harmon – Yes

Councilor Arnold – Yes

Motion Carried.

- b. Discussion/Possible Action: Meeting Dates and Days for 2025

City Clerk, Lindsey Cobleigh introduced this item to the council. Cobleigh stated that she and City Manager, Porter-Carrejo had discussed the possibility of changing the city council meeting from the third Wednesday of the month to the second Wednesday of the month.

Mayor Pro Tem Skinner made a motion to approve the change of the city council meetings to the second Wednesday of the month at 2:00pm. Councilor Harmon seconded the motion. 3-0.

City Clerk Cobleigh conducted a roll call vote.

Mayor Pro Tem Skinner – Yes

Councilor Harmon – Yes

Councilor Arnold – Yes

Motion Carried.

- c. Discussion/Possible Action: Reschedule December 18th Meeting to December 11th
Mayor Pro Tem Skinner made a motion to approve the change of the city council meeting from December 18th, 2024, to December 11, 2024. Councilor Harmon seconded the motion. 3-0.

City Clerk Cobleigh conducted a roll call vote.

Mayor Pro Tem Skinner – Yes

Councilor Harmon – Yes

Councilor Arnold – Yes

Motion Carried.

- d. Discussion/Possible Action: Emergency Response Planning

Mayor Mortensen introduced this item to the council and staff. Mayor Mortensen briefed the council and staff on a training that had been held by NM Water for emergency response planning and disaster training. Mayor Mortensen stated that with the current disasters such as wildfires and flooding around the state it would be important to have a plan in place. Mayor Mortensen stated that with NM Water already being established the city could enter into an MOU with NM Water if and when a disaster strikes.

- e. Discussion/Possible Action: Legal Services NMML

A discussion was held between City Manager, Porter-Carrejo and the council. Mayor Pro Tem Skinner stated that she is in favor of the city utilizing the NMML for their legal needs moving forward.

Mayor Pro Tem Skinner made a motion to proceed with the legal services provided by the NMML and for Janet Porter-Carrejo to contact the Municipal League. Councilor Arnold seconded the motion. 3-0.

City Clerk Cobleigh conducted a roll call vote.

Mayor Pro Tem Skinner – Yes

Councilor Harmon – Yes

Councilor Arnold – Yes

Motion Carried.

8. CITY STAFF REPORTS

- a. Discussion of Department Reports

City Clerk, Land Use, Code Enforcement, Fire, and City Treasurer provided written reports in the provided agenda packets for the mayor and council.

Mayor Mortensen asked Land Use Administrator, Lindsey Cobleigh, if the permitting had slowed down any. Cobleigh stated that it is remaining steady with 156 issued permits so far this year.

Mayor Mortensen asked the City Treasurer, Laura Whiteside, where the city was at with the audit process. Janet Porter-Carrejo answered that the auditors will be back in office mid-December.

No further questions about the provided reports.

9. EXECUTIVE SESSION

- a. Closed pursuant to NMSA 1978, Section 10-15-1(H)(8) for discussion of the purchase, acquisition, or disposal of real property.

Mayor Pro Tem Skinner made a motion to enter into an executive session for the discussion of NMSA 1978, Section 10-15-1(H)(8) for discussion of the purchase, acquisition, or disposal of real property. Councilor Arnold seconded the motion. 3-0.

City Clerk Cobleigh conducted a roll call vote.

Mayor Pro Tem Skinner – Yes

Councilor Harmon – Yes

Councilor Arnold – Yes

Motion Carried.

Mayor Pro Tem Skinner made a disclosure statement that there was no discussion of items other than the discussion of NMSA 1978, Section 10-15-1(H)(8) for discussion of the purchase, acquisition, or disposal of real property.

10. ACTION

- a. Action required following discussion closed pursuant to NMSA 1978, Section 10-15-1(H)(8) for discussion of the purchase, acquisition, or disposal of real property.

No Action Taken.

11. MAYOR AND COUNCIL REPORTS/COMMENTS

Councilor Arnold – No Report

Councilor Harmon – No Report

Mayor Pro Tem Skinner noted she has attended the monitoring committee meeting as well as NM Hospitality Board meeting. Mayor Pro Tem Skinner stated she had been in communication with Rebecca Dow regarding the opposition of the newly proposed Family Leave Bill.

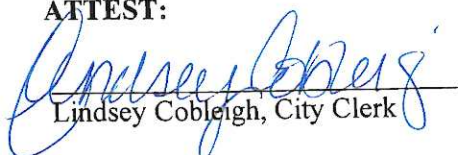
Mayor Mortensen stated that he had attended the 2nd Annual Governor's meeting on transportation in Santa Fe. The Governor hopes to have the state fleet vehicles to all be EV by 2035. Mayor Mortensen met with many key people while in Santa Fe regarding transportation funding as well as potential funding for the walking path.

12. ADJOURNMENT

Mayor Mortensen adjourned the meeting.

Minutes approved and adopted at the City Council meeting on December 11, 2024.

ATTEST:


Lindsey Cobleigh, City Clerk

