



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

103 Water Avenue, Elephant Butte, NM 87935

Wednesday, December 10, 2025 – 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 by Phone

Councilor Cathy Harmon – Present

Councilor Michael Williams – Present

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

Councilor Williams made a motion to approve the agenda as submitted. Councilor Arnold seconded the motion. 4-0.

City Clerk Cobleigh conducted a roll call vote.

Mayor Pro Tem Skinner – Yes

Councilor Harmon – Yes

Councilor Williams – 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 (l.cobleigh@cityofebnm.gov) before the meeting.

Kenny Rogers, 109 Springland Blvd - Requesting a workshop with the city council in January and to be on the January City Council meeting agenda to discuss having a sustainable fire and EMS department. Rogers stated he had emailed the members of council as well as the incoming mayor requesting this to be on the January agenda as well as a workshop. Rogers stated that he would like to propose a plan of how the city can have a sustainable fire department. Rogers stated he understands the city has a lot to take care of but believes this should be a top priority for the citizens of Elephant Butte.

5. CONSENT ITEMS

a. Regular Meeting Minutes November 12, 2025

Councilor Williams made a motion to approve regular meeting minutes November 12, 2025, with the spelling amendment to 8b. Councilor Harmon seconded the motion. 4-0.

City Clerk Cobleigh conducted a roll call vote.

Mayor Pro Tem Skinner – Yes

Councilor Harmon – Yes

Councilor Williams – Yes

Councilor Arnold - Yes

Motion Carried.

6. PRESENTATIONS

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

No representative present.

7. REGULAR ITEMS (DISCUSSION POSSIBLE ACTION)

a. Discussion/Possible Action: Petition of Annexation Request – PreReal Investments

Janet Porter-Carrejo introduced this item to the City Council with the statement that this is not an action item to approve this request but to accept the petitioned request for the annexation. Ben Young, City Attorney, explained the process of annexation to the city council as per state statute. The annexation request shall be adopted and approved by the city council by ordinance.

Councilor Williams made a motion to accept the presented petition and to have staff set the public hearing for January. Councilor Harmon seconded the motion. 4-0.

City Clerk Cobleigh conducted a roll call vote.

Mayor Pro Tem Skinner – Yes

Councilor Harmon – Yes

Councilor Williams – Yes

Councilor Arnold - Yes

Motion Carried.

b. Discussion/Possible Action: Set Appeal Hearing Date for Denied Zoning Variance

Councilor Williams made a motion to discuss item 7b. Councilor Arnold seconded the motion.

Rachel Black, Land Use Administrator, introduced this matter to the council and requested them to set a public hearing date for a denied zoning variance. Black stated that the zoning variance had been denied by the zoning commission and the applicant has now filed an appeal to city council.

Councilor Williams made a motion to set the public hearing date for the regular City Council Meeting on January 7, 2026, at 2:00pm and directed staff to make all needed publications. Councilor Arnold seconded the motion. 4-0.

City Clerk Cobleigh conducted a roll call vote.

Mayor Pro Tem Skinner – Yes

Councilor Harmon – Yes

Councilor Williams – Yes

Councilor Arnold - Yes

Motion Carried.

- c. Discussion/Possible Action: Resolution 25-26-117 Open Meetings Act
Councilor Williams made a motion to discuss item 7c. Councilor Arnold seconded the motion.

Councilor Williams requested a change to page one regarding the time frame to be changed from 3 days to 5 days and to add in the that the meetings will follow Robert's Rules of Order. Councilor Williams asked when and why the time of the city council meetings were changed. Mayor Pro Tem Skinner stated that it had been discussed to have the meetings at an earlier time to allow staff to then finalize items from the meeting.

Councilor Williams made a motion to approve the meeting date for January 7, 2026, but to table the resolution 25-26-117 Open Meetings Act until the next meeting. Councilor Arnold seconded the motion. 4-0.

City Clerk Cobleigh conducted a roll call vote.
Mayor Pro Tem Skinner – Yes
Councilor Harmon – Yes
Councilor Williams – Yes
Councilor Arnold - Yes
Motion Carried.

- d. Discussion/Possible Action: Approval of Observance of Federal Holiday – January 1, 2026
Councilor Harmon made a motion to approve the Observance of Federal Holiday – January 1, 2026, for all staff. Councilor Arnold seconded the motion. 4-0.

City Clerk Cobleigh conducted a roll call vote.
Mayor Pro Tem Skinner – Yes
Councilor Harmon – Yes
Councilor Williams – Yes
Councilor Arnold - Yes
Motion Carried.

- e. Discussion/Possible Action: Resolution 25-26-118 Sewer Connection Extension
Councilor Williams made a motion to discuss item 7e. Councilor Arnold seconded the motion.

Councilor Williams questioned the time frame limit on page one and stated that he thought this had already been extended. Janet Porter-Carrejo stated that the previously approved extended time frame applied to all projects after the current project of WW4b.

Councilor Williams made a motion to approve Resolution 25-26-118 Sewer Connection Extension. Councilor Arnold seconded the motion. 4-0.

City Clerk Cobleigh conducted a roll call vote.
Mayor Pro Tem Skinner – Yes
Councilor Harmon – Yes
Councilor Williams – Yes
Councilor Arnold - Yes
Motion Carried.

8. CITY STAFF REPORTS

- a. Discussion of Department Reports
Code Enforcement Report – No questions on submitted written report.

Land Use Report – No questions on submitted written report.

Fire Department

Chief Long addressed the council on his submitted SWOT Analysis for clarification. Chief Long wants to work more closely with the council on these goals. Chief Long stated that the department has received a licensing from the FCC on the new repeater. The keyless entry system is set to be finished by end of January first of February. Mayor Mortensen mentioned Roger Long's work on the new repeater on the Caballos. Chief Long stated he had met with the medical director in Las Cruces and was able to do a radio check from Las Cruces due to the new repeater in place. Mayor Mortensen suggested a thank you card be drafted to the BLM and BOR for this project.

Treasurer Report - No questions on submitted written report.

9. EXECUTIVE SESSION

- a. Closed pursuant to NMSA 1978, Section 10-15-1(H)(7) to discuss possible threatened/pending litigation – *Potential Collection Claims*

Councilor Williams made a motion to enter an executive session for Executive Session item 9a. Councilor Arnold seconded the motion. 4-0.

City Clerk Cobleigh conducted a roll call vote.

Mayor Pro Tem Skinner – Yes

Councilor Harmon – Yes

Councilor Williams – Yes

Councilor Arnold – Yes

Motion Carried.

Councilor Williams made a disclosure statement that there was no discussion of items other than the discussion of item 9a.

10. POSSIBLE ACTION

- a. Action required following discussion pursuant to NMSA 1978, Section 10-15-1(H)(7) to discuss possible threatened/pending litigation – *Potential Collection Claims*

11. MAYOR AND COUNCIL REPORTS/COMMENTS

Councilor Arnold noted she has not traveled the past month. There will be a workforce meeting on December 11, 2025

Councilor Williams stated that he would like to be removed from the Solid Waste Committee as the time interferes with the council meetings. Councilor Williams stated that there was no SCRDA meeting.

Councilor Harmon attended the RTPO meeting.

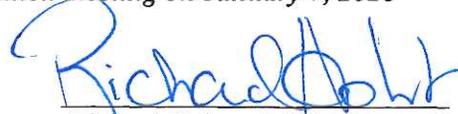
Mayor Pro Tem Skinner – No Report.

Mayor Mortensen reported that this is his last meeting for the City of Elephant Butte as the Mayor. Mayor Mortensen thanked everyone for everything they have done. Mayor Mortensen stated he will be setting out to chase grandkids.

12. ADJOURNMENT

Mayor Mortensen adjourned the meeting.

Minutes approved and adopted at the City Council meeting on January 7, 2026



Richard Holcomb, Mayor

ATTEST:



Lindsey Cobleigh, City Clerk



