

**Minutes  
Special Meeting  
April 25, 2022**

The Village of Capitan Board of Trustees met in a Special Meeting on Monday, April 25, 2022 at the Village Hall in Capitan, New Mexico at 6:00 PM

Mayor Lowrance called the meeting to order at 6:00 PM.

**Roll Call:** Mayor Lowrance – present, Trustee Kearns – present, Trustee Shearer – present, Trustee Fraley – not present, Trustee Hair – present. Al Cavazos – Village Clerk, LeAnne Brasher – Finance Officer, Donna Weekley – Administrative Assistant, Angela Autrey – Court Clerk/Human Resources Clerk, Steve Osborn – Water Utilities Supervisor, Johnathan LaMay – Street Department Supervisor, Randy Spear – Police Chief, Kevin Kennedy – Fire Chief/Projects Administrator and Nateal Sammy – Smokey Bear Museum & Gift Shop were also present

**Item #1 on the Agenda: Approval of the Agenda.**

Trustee Shearer made a motion to Approve the Agenda. Trustee Kearns seconded the motion.

**Roll Call:** All were in favor, the motion carried.

**Item #2 on the Agenda: Public Input. (2 Minute Limit per Speaker).**

There was no Public Input.

**Item #3 on the Agenda: Mayor and Trustee Comments.**

Trustee Shearer had no comments at this time.

Trustee Hair had no comments at this time.

Trustee Kearns had no comments at this time.

The Mayor had no comments at this time.

**Item #4 on the Agenda: Discussion/Action – Approve Resolution 2022-07 Budget Adjustment Resolution (BAR)**

Trustee Shearer made a motion to move for discussion.

**Discussion:** LeAnne Brasher, Finance Officer, explained not enough money had been budgeted in certain areas and the employee turnover had affected the budget for salaries. Some of the Capital Projects were not in the budget originally. Trustee Shearer asked for a full overview of the budget. LeAnne showed them a copy of the original budget and how it was lacking funds for certain items. Trustee Shearer asked if with this BAR, the adjustments needed to stay within budget will have been made. LeAnne stated she believes so.

Trustee Shearer made a motion to Approve Resolution 2022-07 Budget Adjustment Resolution.

Trustee Kearns seconded the motion.

**Roll Call:** Trustee Shearer – yes, Trustee Kearns – yes, Trustee Hair - yes

**Item #5 on the Agenda: Discussion/Action – Approve Cannabis Ordinances**

**a. Ordinance Chapter 81: Cannabis Establishments**

**b. Ordinance Chapter 155-21: Cannabis Consumption Restrictions**

Trustee Kearns made a motion to Approve. Trustee Hair seconded the motion.

**Discussion:** Trustee Kearns asked if Zach Cook had been consulted. The Mayor confirmed Zach had been consulted along with the State Engineer, Regulation and Licensing, along with other mayors and trustees. He also shared this is a starting point and adjustment will have to be made.

Trustee Hair asked how many businesses that had requested a business permit from the Village were growing cannabis and how many are dispensaries. The Mayor said there are two that have been issued, one is for resale and one is to sell and grow.

The Mayor explained the ordinance requires a person to get permission from the State Engineers on water usage. If the State Engineer does not approve the water usage, the State Regulation and Licensing Division will deny the license. He also explained Business Licenses from the Village will not be issued until an individual brings in a certificate from the State Engineer and a State certificate. These licenses will have to be renewed every year.

Trustee Hair expressed concern about the workload on the current staff. She recommended designating a person to be trained on this information if there is a growth in cannabis business license applications. Steve Osborn, Head of the Water Dept. said he was not sure if the State Engineer would issue a letter for water usage for people in the Village. The Mayor explained the issue was with bulk water being used and that put the Village out of compliance.

**Roll Call:** Trustee Shearer – yes, Trustee Kearns – yes, Trustee Hair - yes

**Item #6 on the Agenda: Discussion/Action – Approve Donation of Fire Truck**

Kevin Kennedy explained this donation of a 1979 Dodge Power Wagon would be to a department in Oklahoma that is currently fighting grass fires with a structure truck.

Trustee Shearer made a motion for Approval. Trustee Kearns seconded the motion.

**Roll Call:** Trustee Shearer – yes, Trustee Kearns – yes, Trustee Hair - yes

**Item #7 on the Agenda: Discussion – Wish List**

Trustee Shearer asked about the beginning cash balances for the departments to help with determining what funds are still needed to purchase items. LeAnne Brasher clarified the lists were for the upcoming budget.

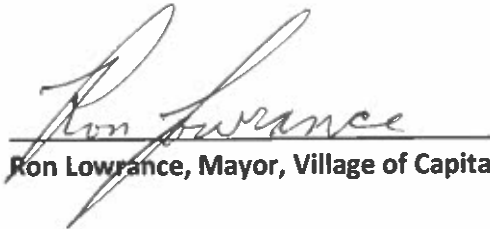
Trustee Hair asked if the dog truck, mentioned in a previous meeting, could be fitted with a slide unit as opposed to purchasing a new vehicle. Randy Spear, the Police Chief, said the current vehicle needs repair and the larger dogs do not fit in the current cage.

**ADJOURNMENT:**

Trustee Shearer made a motion to adjourn. Trustee Kearns seconded the motion.

**Roll Call:** All were in favor, the motion carried.

Mayor Lowrance Adjourned the meeting at 6:36 PM.



Ron Lowrance, Mayor, Village of Capitán

**Attest:**



Al Cavazos, Village Clerk