

**Minutes  
Special Meeting  
June 20, 2022**

The Village of Capitan Board of Trustees met in a Special Meeting on Monday, June 20, 2022 at the Village Hall in Capitan, New Mexico at 6:00 PM

Mayor Lowrance called the meeting to order at 6:04 PM.

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

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

Trustee Hair 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).**

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

Trustee Hair had no comments.

Trustee Shearer shared Silver City had to raise their Gross Receipt Taxes to cover a \$10 million judgement against their police department.

Trustee Kearns had no comments.

Mayor Lowrance said the dispute between the neighbors and 204 Stanton is under control.

**Item #4 on the Agenda: Discussion/Action – Approve Purchase of a Hydrologist Services, Gauge Station Government Springs Construction and Annual Operation, Spare Well Pump, Motor and Wire, POD 7 Well Pad, Starter, Pump & Testing, Lift Station, and WWTP Sludge Removal for the Water Department as Presented at Budget Workshop**

Trustee Shearer made a motion to approve. Trustee Hair seconded the motion.

**Discussion:** Steve Osborn said the spot the hydrologist really like is at Salazar Canyon. Steve is meeting with a land owner to see if the gauging station can be located on private property. The State Engineers have said the Village is not in compliance and the Village may need a water lawyer. The USGS can help with the metering to get the Village in compliance but the State is trying to knock down the amount of water the Village has. The initial fee to install the water gauge for metering is about \$20,000 and \$20,000 a year to monitor/maintain but a grant can get the Village about a 50% reduction. Trustee Shearer said the Village needs to get a water lawyer to look at this. The water the State is saying the Village has access to does not allow for growth. Steve said the numbers the State is using have changed

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and thinks a lawyer should look at it. Ruidoso had previously leased water from the Village but they never ended up using the water because they hired someone to manage their water rights. When the river was low, they wouldn't pump from it. They would pump water from somewhere else. Steve used that same method with the State. When the State said Capitan is using too much water, Steve said the Village was using adjudicated water rights. The State said that was okay but six months later the State sent a letter saying the Village was not in compliance. There is a question as to why other communities are using the water in the aquifer and only Capitan being required to meet this requirement.

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

**Item #5 on the Agenda: Discussion/Action – Adoption of Resolution 2022-08 Interim Budget for Fiscal Year 2022/2023**

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

**Discussion:** Trustee Shearer asked if the raises the Board saw previously were in the budget. LeAnne Brasher said they were.

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

**Item #6 on the Agenda: Discussion/Action – Approve Performance Based Raises Based on Upcoming Evaluations**

Trustee Shearer moved to amend the item and give the raises as they are written but to budget 8% for all employees except those at the Museum. Trustee Kearns seconded the motion.

**Discussion:** Trustee Shearer thought the Village was giving an 8% cost of living raise. Le Anne explained the changes that were made on the new raise schedule. Mayor Lowrance said the supervisors made the changes on the raises. Trustee Shearer recommended that the raises be moved to 8% for everyone. Al Cavazos said the evaluations are based on performance and not merit or anything else. He asked the Department Heads to evaluate their employees based on where they are and if he did not have the correct percentage for increase to tell him what it should be and why. Al took their recommendations and put them in the budget. It is up to the Board to approve or deny. Al is supporting the Department Heads decisions based on an ordinance. Trustee Shearer is concerned that the lowest paid employees are getting the smallest percentages. She pointed out that someone making \$33,000 a year at 8% inflation with a 3% raise is losing money. She understands why the Museum is not getting the raises because an increase for them could result in closing the Museum due to lack of funds. Trustee Kearns asked if this was a cost of living adjustment or a performance based adjustment or both. Al said it is strictly performance based. Trustee Shearer said if they budget 8% increases it gives people something to work toward obtaining. If an employee is given 3% now, they have an incentive to get a good evaluation in 6 months to earn another increase. Trustee Shearer said moving from a 5% increase to an 8% increase is not a huge hit to the Village budget but can be a fairly big difference to someone earning an extra \$100 per month. Trustee Kearns asked if this would be okay with the auditor and was told it was. Trustee Kearns liked that an incentive was being built in and that the supervisors have the opportunity to provide that incentive. Al said he added an 8% raise for Angela Autrey, LeAnne Brasher, and himself. He wanted to make sure the Board was including that because it was not included in the

**Continued Item #6 on the Agenda: Discussion/Action – Approve Performance Based Raises Based on Upcoming Evaluations**

original raises. Trustee Shearer said budget everybody at 8% and come back and tell the Board what that is. Trustee Shearer asked if this was Angela's pay for her new position. Angela said yes. Al said LeAnne and Angela will go from \$45,760 to \$49,425 and he would go from 54 to 58 thousand.

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

**Item #7 on the Agenda: Discussion/Action – Approve Application for Line of Credit for Bulk Fuel**

Trustee Shearer made a motion to approve. Trustee Hair seconded the motion.

**Discussion:** Twenty-two credit cards have been issued for fuel at this point and the auditor does not like that. This route would eliminate the 22 cards. Wakefield will furnish the tanks for free and deliver for free. They will charge the Village a discounted rate. This could save the Village between \$12,000 \$18,000 annually based on current fuel prices. The County and the State both use Wakefield. This would be for 500 gallons of gas and 1000 gallons of diesel.

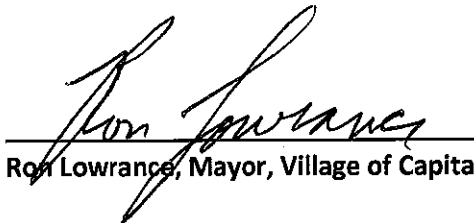
**Roll Call:** Trustee Shearer – yes, Trustee Kearns – yes, Trustee Hair - yes

**ADJOURNMENT:**

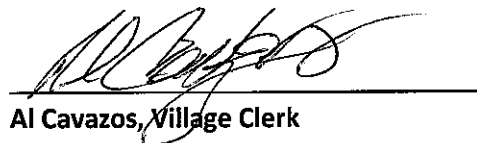
Trustee Shearer made a motion to adjourn. Trustee Hair seconded the motion.

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

Mayor Lowrance Adjourned the meeting at 6:45 PM.

  
Ron Lowrance, Mayor, Village of Capitan

**Attest:**

  
Al Cavazos, Village Clerk