

**Minutes
Regular Meeting
August 11, 2020**

The Village of Capitan Board of Trustees met in a Regular Meeting via Telephone Conference and in person on Tuesday, August 11, 2020 at the Village Hall in Capitan, New Mexico at 4:30 PM.

Mayor Pro Tem Kimble Kearns asked for a moment of silence and led the assembly in the Pledge of Allegiance.

Mayor Pro Tem Kearns called the meeting to order at 4:32 PM.

Roll Call: Mayor Lowrance – not present, Mayor Pro Tem Kearns – present, Trustee Johnson – present, Trustee Shearer – present, Trustee Schmitz – present. Laura McInnes-Village Clerk, Megan Holm-Finance Officer, and J. Leinneweber-Administrative Assistant were also present. A list of others in attendance is attached.

Mayor Pro Tem Kearns said he's going to do things a little differently, he is going to pause just for a bit between each Agenda Item so they can get that documentation out in front of them. If they are like him they've written notes on that documentation and it helps him to have that out in front of him when they begin the next Item.

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

Trustee Schmitz moved Approval of the Agenda. Trustee Johnson seconded the motion. Trustee Shearer said she has an objection to the Agenda. As she has said several months in a row, she has about 50 pages she thinks on Item #4 which is mostly their financial report, and yet it is on the Consent Agenda for no discussion. So, as she has moved before, she would like to see that removed from the Consent Agenda and placed on the Regular Agenda for discussion. Mayor Pro Tem Kearns said let me just follow through that discussion. He remembers her asking about having additional information on, for that, Bills Paid and is she still not getting exactly what she wants? Is that right? Trustee Shearer said she thinks this, they know they got a new software program, right? They've been working on this every month and this is a substantial amount of information for them to just pass on a Consent Agenda without any discussion. Megan (Indiscernible). Trustee Shearer said it shouldn't be on the Consent Agenda, they need it for discussion. The Consent Agenda indicates that they are not going to discuss it at all and she thinks there are things that, since this is a first month looking at the FundView report, she has questions. (Indiscernible) we should discuss it, correct? And in the future, she would really like to see that not be on the Consent Agenda, she would always like to be able to discuss the approval of the Bills. Mayor Pro Tem Kearns asked if there were any other comments? Discussion? Mayor Pro Tem Kearns said they have a motion to approve the Agenda and a second, and asked for a roll call. Laura asked if they want the motion to stand or would you prefer to (indiscernible). Mayor Pro Tem Kearns said sorry, what was that? Trustee Shearer said to let her make a substitute motion to remove item 4b from the Consent Agenda. Mayor Pro Tem Kearns said Ok, so that will be a separate Agenda item.

Item #1 on the Agenda: Approval of the Agenda. (continued)

Trustee Shearer replied, Yes. Mayor Pro Tem Kearns said they have a motion to remove Item #4b from the Consent Agenda so they can discuss that separately, does he have a second? Trustee Schmitz seconded the motion. Mayor Pro Tem Kearns asked for a roll call. Roll Call: Trustee Shearer – yes, Trustee Schmitz – yes, Trustee Johnson – yes, Trustee Kearns – yes.

Item #2 on the Agenda: Public Input. (Agenda Items Only).

Mayor Pro Tem Kearns said at this time they are going to have Public Input and they're going to begin with anybody who might be listening on the telephone conference call. He asked if there was anybody on the conference call in the public who would like to make a comment about Agenda Items at this time. J. said that there was nobody on the conference, for their information. Trustee Kearns said so there was no one on the phones and asked if there was anybody there at the public meeting that would like to make a comment. The Mayor Pro Tem Kearns recognized a member of the public, Jean. Jean said on #9, the Lodgers Tax Fund, she knows the Ruidoso Chamber of Commerce also has a nice big thing they used to sign up on. Are they not signing on that anymore? She said she will be in favor of that 'cause it costs so much. An unknown person said, that is what this is. Jean said, Ok, this is going on the website. Mayor Pro Tem Kearns said that is correct. Trustee Shearer said that it was something Kimble initiated. Jean asked that when they look at those, it is on the website or are they still (indiscernible) Trustee Kearns said it is not at this time. Trustee Schmitz said that they will have a discussion on this when they have all the information. Trustee Shearer agreed that is where they are headed, what they are trying to get to. Mayor Pro Tem Kearns asked if there were any other comments from the public? There were none.

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

Mayor Pro Tem Kearns asked Trustee Schmitz if she had anything to add? Trustee Schmitz replied, no she is ok. Mayor Pro Tem Kearns then asked Trustee Johnson. Trustee Johnson replied that she didn't have anything. Then Mayor Pro Tem Kearns asked Trustee Shearer. Trustee Shearer replied that her comments will be reserved for discussing the Budget.

Mayor Pro Tem Kearns said he has a few things. They are going to talk about the Humane Society and stray animals, and the criteria they used to bill the Village. They are not going to be discussing this in terms of business. He asked them to take a look at it and then they will try to get it on the Agenda for an upcoming meeting. He asked them to look at the handout that the Clerk has provided them, they'll see that those highlighted are actually outside of the Capitan Village limits. They are within the 88316 area code but outside those limits. They're telling them that they need to talk about, at another time, how they want to deal with that. Mayor Pro Tem Kearns said the second part of his discussion is, he'd like to give a Kudos or an Honorable Mention to Nateal Sammy. He said he's been on Facebook quite a bit lately and she has a group called Find It in Capitan and it really is very positive, it supports businesses and she is really doing a good job with that. She is also instrumental in trying to get a Chamber of Commerce in Capitan several months ago. He thinks she is still interested in doing that and he is also interested in seeing that happen. He wants to thank Nateal for the work she has done on Facebook for them and also wants to encourage her to stay interested in a Chamber of Commerce. A Member of the Public said they didn't hear the person's name. (Indiscernible) Laura answered that it's Nateal and spelled the name, said it's pronounced – Na-tee el – or she can just be called Nat, and that her last name is Sammy.

Item # 4a on the Agenda: Consent Agenda: Approval of Minutes: Special Meeting July 28th, 2020.

Mayor Pro Tem Kearns said that the Consent Agenda will include only "a" that you have, looking at, at this time. Trustee Shearer moved for Approval of the Consent Agenda: Approval of the Minutes. Trustee Schmitz seconded the motion. Mayor Pro Tem Kearns asked for a roll call then asked if there is a roll call on a Consent Agenda? Laura replied that there doesn't have to be, they could do an "all in favor?". Mayor Pro Tem Kearns asked if all were in favor? All were in favor.

Item #4b on the Agenda: Discussion/Action Approval of Bills Paid for July, 2020.

Mayor Pro Tem Kearns started with Item #5. Trustee Shearer asked when were they going to do Item #4b. Mayor Pro Tem Kearns answered they would do #4b right now and thanked Trustee Shearer for reminding him. Mayor Pro Tem Kearns said they would be looking at what was formally #4b that was moved out of the Consent Agenda so they could discuss it separately. Trustee Schmitz moved Approval of Bills Paid for July, 2020. Trustee Shearer seconded the motion for discussion. Trustee Shearer said it's not that she has an objection she just wants to discuss it. Trustee Shearer asked if they could hear from the Clerks what they think they the Trustees need to know about the report? She stated that they had said there are a couple of options? Laura said, it doesn't exactly run (indiscernible). Laura went on to say it runs half in one report and half in another report, but not combined. Trustee Shearer said ok, that's getting to the meat of what was bothering her. She said what she is seeing, she is seeing all the expenditures but she is not seeing starting balances and she is not seeing (indiscernible) Laura said right, it's in the second report. Trustee Shearer said she has the Payment Selection Register, is that all Bills Paid? Megan and Laura both responded, yes. Laura went on to say that then it goes on to the Financial Statement and then that's got the Budget. Trustee Shearer said the Financial Statement isn't giving them revenue or starting balances. Laura agreed (indiscernible). Trustee Shearer (indiscernible). Laura went on to say that they don't have it as a combined report, so they are going to have to talk to FundView so they can build the report (indiscernible). Trustee Shearer said it seemed like it ought to be pulling it into this column right here. Laura agreed. Megan said she thought she had a misunderstanding in those meetings because there were a lot of options that is different, of how you want to enter in those deposits. She thinks there is options of how you have to post. Laura said to post it into a current fund (indiscernible) financial statement and that they are getting there. Trustee Shearer asked if they have a handle on their Budget this month. Laura replied, yes because they have been encumbering all the POs and checking against their balance and a percentage of the Budget. Trustee Shearer said, ok but for them, they don't.... Laura agreed and said they've got to get it into a more legible report because this is not doable. Trustee Shearer said she was pretty sure it ought to be flowing directly into this first column. Laura agreed. Trustee Shearer asked if next month they would have it fixed? Megan replied, hopefully. Laura said they will work on it. Trustee Shearer said she would strongly recommend that they get whatever training is necessary... Megan replied (indiscernible). Trustee Shearer said ok because she doesn't want to keep guessing, she is not going to vote (indiscernible). Trustee Shearer went on to say that one of the things, it seemed like, in the General Fund they were almost \$3,000 off between the two reports on expenditures, and asked if anyone else picked up on that too? She asked if they could help her out with that? She said that one of them has \$16,190 and one of them has \$13,324.12. Megan asked if she was looking at the Financial Statement? An unknown person said, ok.

Item #4b on the Agenda: Discussion/Action Approval of Bills Paid for July, 2020. (continued)

Trustee Shearer said when she looks at the Financial Statement all of them match up with the Expense Report except the General Fund. Megan (indiscernible), because the General Fund has little Sub-Funds in it. Trustee Shearer said she bets if she just subtracts this amount she can find the (indiscernible). Trustee Shearer said it was the Payroll Liabilities. An unknown person agreed. Laura explained that payroll is not in FundView, those have to be put in manually (indiscernible). Trustee Shearer observed that they need to get the kinks worked out of FundView. She went on to say that she does like the Payment Selection Register, it is a great report. (Indiscernible). An Unknown Person said it was very clean. Trustee Shearer agreed that it gives them lots of information. She went to say that somewhere they have Tax Liability from 2015, does that ring a bell? Megan replied that she received a letter from the IRS that the Village had a dispute with them for a while so she emailed Scott to ask him what he wanted her to do with it and he believed it was best they paid that amount because it was really high before... Laura said they brought it down to (indiscernible), what was that? Trustee Shearer where is that and to let her find that on here. Laura said it was brought down to a really minimal amount. Trustee Shearer asked what year did it actually go back to? Laura replied, 16. Trustee Shearer asked if it was Payroll Taxes? Laura replied, yes. Trustee Shearer said that now she was having trouble finding it on the report, she thought she had flagged it. Laura said (indiscernible) through the Finance Officers (indiscernible) it was like astronomical \$100 and something thousand (indiscernible) Scott (indiscernible) attorney and discussed it with the IRS and got it down to \$517. Trustee Shearer asked if that's the amount that is, she doesn't know where it is in the Report now. Megan replied that it's on page 7 (indiscernible) Trustee Shearer asked, of the Payment Selection Register? Megan replied, yes. Trustee Shearer said, oh there it is, (indiscernible) taxes 2016. She asked if that settles it completely? Laura replied, yes. (Indiscernible). Laura said that it's one of those things, in the mail they will send "you owe this", you will pay it. It would cross another calculation in the mail and the next thing you know (indiscernible) where it started from, you can't get the numbers right because they are crisscrossing in the mail. Trustee Shearer asked when they say Scott they mean our Auditor? Megan and Laura both replied, yes. Trustee Shearer said that brings up another topic, do we have to switch auditors this year? Laura replied, next year. Trustee Shearer said so he is going to do our audit for this year. Laura agreed. She asked for his last name? Laura replied, Northam and spelled it for her. Trustee Shearer said she thinks that is all of her questions about that. Trustee Johnson and Mayor Pro Tem Kearns said, Thank you to Trustee Shearer. Trustee Shearer said she was sorry. Trustee Johnson said no, thank you. Mayor Pro Tem Kearns asked if there was anymore discussion? Mayor Pro Tem Kearns then asked for a roll call. Roll Call: Trustee Schmitz – yes, Trustee Shearer – yes, Trustee Johnson – yes, Trustee Kearns – yes.

Item #5 on the Agenda: Approval – Asset Inventory List Fiscal Year 2020.

Mayor Pro Tem Kearns observed that this item was for Approval and not Discussion, but he wanted to have just a couple of moments of discussion to look at it a little further. First, he would like to have, entertain a motion for Approval. He said this is #5. Take a moment to find that document, he moved a little too quickly. Trustee Shearer moved Approval – Asset Inventory List Fiscal Year 2020. Mayor Pro Tem Kearns said to just give folks a little time to look at that. Trustee Johnson said she had looked over it, she just couldn't find it. Trustee Johnson seconded the motion. Mayor Pro Tem Kearns said he would like to open up discussion. He said he was concerned, folks, he is seeing this structure value of Smokey Bear Museum is listed at \$11,454, and it brings up to his mind of what we have this thing insured for.

Item #5 on the Agenda: Approval – Asset Inventory List Fiscal Year 2020. (continued)

Because they know they wouldn't be able to replace that for \$11,454, and maybe the Village could enlighten them on how that works on the insurance. Is it insured for more than that, the value? Laura replied, yes. Mayor Pro Tem Kearns asked if the insurance would show, like, replacement costs and not necessarily insured for market value or whatever that (indiscernible). He then asked if that is true too about the Village Hall property which is, shows a value of \$25,000? Trustee Shearer asked if that was because they have been fully depreciated? Laure replied yes, a lot of it. Trustee Shearer said, yes because they get depreciated in our Audit each year like you would depreciate real estate in your taxes, correct? Laura replied, yes. Mayor Pro Tem Kearns asked Trustee Shearer, what is it? Trustee Shearer replied that as she recalls, in their Audit each year, they de-value your real estate a little bit. Laura said depreciate. Trustee Shearer and Mayor Pro Tem Kearns both repeated, depreciate. Trustee Shearer went on to say, just like they would on their taxes. Mayor Pro Tem Kearns said, right, ok. Trustee Shearer said she thought they were going off of that value. Laura agreed, and went on to say that they are insured for replacement value. Mayor Pro Tem Kearns said, that is good, that is all he needed. Laura said this document is for the Audit. (indiscernible) Trustee Shearer agreed this is required for the Audit. Trustee Shearer asked if the inventory (indiscernible) included, or did you? Under the limit. Laura replied that it was under the limit. Trustee Shearer then said, under the dollar value limit? Laura replied, yes. Trustee Shearer said, ok. Mayor Pro Tem Kearns asked if there was anymore discussion? Then Mayor Pro Tem Kearns asked for a roll call. Roll Call: Trustee Shearer – yes, Trustee Johnson – yes, Trustee Schmitz – yes, Trustee Kearns – yes.

Item #6 on the Agenda: Discussion/Action – Approval of Records Destruction According to the Municipal Records Retention Schedule.

Trustee Johnson moved Approval of Records Destruction According to the Municipal Records Retention Schedule. Trustee Johnson then stated that this is based on the States. Laura replied, no the State removed us from their Retention Schedule in like 15, Municipalities no longer have to, so the Municipal League got together and developed a committee, they (indiscernible) and approved it in 18. It passed (indiscernible) by Resolution. She said she thinks it is very similar to the State's. Trustee Johnson said, ok. Trustee Johnson moved again Approval of Records Destruction According to the Municipal Records Retention Schedule. Trustee Schmitz seconded the motion. Mayor Pro Tem Kearns asked for a roll call. Trustee Shearer asked if they could have some discussion? Mayor Pro Tem Kearns apologized and asked if they missed the discussion? Trustee Shearer said she is not a fan of records destruction. She is not a fan of destroying public records. In this day and age everything can be pretty much digitized and she realizes you can get rid of the paper, but she is not a fan of records destruction. She served as a delegate on the State Records and Archives Board and she voted against records destruction there too. She just thinks everything could be digitized now so she would vote no on destruction. She would say digitize it and get rid of the paper. Laura asked if she would be interested in actually getting a company that has the software to digitize and then you'll have it. Trustee Shearer said it is just a matter of scanning. To digitize it just scan it off to a flash drive. She said she has a scanner at home that will do that. Laura said that we do too, she was just, for organization, file organization (indiscernible). Trustee Shearer said her preference would be that they put it on to a thumb drive and retain those thumb drives. Laure said, right, (indiscernible). Trustee Shearer said she is just not a fan, litigation comes up they are forever going out looking for records and come to find out they have been destroyed, so she is just not a fan. Trustee Schmitz said she does have question.

Item #6 on the Agenda: Discussion/Action – Approval of Records Destruction According to the Municipal Records Retention Schedule. (continued)

She asked is there, based on how many years that they're supposed to keep them? Laura replied, yes. Trustee Shearer said the State has a whole, the State Records and Archives Center is the repository for State records and they have a whole Retention Schedule. Trustee Schmitz said, ok. Laura said we followed that, you would send your list, your approval, send it to them, and if Archives wanted you to pull anything, you could pull it, and then if they were ok with destruction of the rest you could go ahead and destroy that, but you had to pull what the State Archives....Trustee Shearer said but they have no more room for paper. The State Records and Archives is over flowing (Trustee Schmitz was talking it was indiscernible) with paper. Trustee Schmitz continued, with folders and all that. Trustee Shearer continued she supports digitization, she does not like destroying records. She thinks they (indiscernible) needed later on. Mayor Pro Tem Kearns asked if the time limit was three years? Laura replied that it depends on what it is. Trustee Shearer agreed. Mayor Pro Tem Kearns confirmed that it depends on the document itself? Trustee Shearer stated that some records are permanent. Laura agreed, like personnel you don't get rid of. Trustee Shearer said, election records. (Indiscernible) Laura said Municipal, under State law, you can destroy after two years. Trustee Shearer said, the ballots. Mayor Pro Tem Kearns asked for a rough estimate on how many pages they are talking about relative to this list? Laura said it is boxes. Trustee Johnson said it is boxes, they are about that big. And sometimes that big. Mayor Pro Tem Kearns said a ream is three hundred so we're talking 5000 pages. Laura said it is one of those things that if everyone is in the habit of (indiscernible) but with a smaller copier, yes. Trustee Shearer said a scan, you can scan them directly to a flash drive. Somebody doesn't really have to monitor them too much. I mean, I know you've got little 5 x7 pieces of paper. Laura agreed and said she actually has a small scanner for that sort of thing. Trustee Shearer said ok but generally you can just let it sit there and run. Laura (indiscernible). Trustee Schmitz said, yes that makes sense. She keeps her records too. (Indiscernible) Mayor Pro Tem Kearns asked, did you come up with an estimate? Megan replied there are 16 boxes (indiscernible) so definitely over 1000. Mayor Pro Tem Kearns said, yes maybe 1000 per box so there is 16,000. Trustee Shearer said 16,000 it will clearly be a project, but what is the rush? Several Trustees speaking (indiscernible) Trustee Shearer said you can get rid of the boxes as you digitize. Mayor Pro Tem Kearns asked if there was a question from the teleconference? J. spoke and said there is more that 1000 pages in a box, probably 2, 2 and a half. Mayor Pro Tem Kearns said, ok thank you for that information. Mayor Pro Tem Kearns then asked if there was any other further discussion? Unknown speaker asked if they were making a motion to digitize. Trustee Shearer replied, yes, she is making a motion to digitize rather than destroy. Trustee Schmitz seconded the motion. Mayor Pro Tem Kearns said he thought they were going to need more discussion. Trustee Schmitz asked why? Mayor Pro Tem Kearns said, because we've changed the motion so they need to discuss it. He'd like to open up, first of all they need a first or a second to the change to motion. He said they have a subsequent motion to... Trustee Shearer said, substitute. Mayor Pro Tem Kearns said, ok a substitute motion coming in for, to digitize these old documents rather than dispose of them. He asked if he had a motion to approve that? They have a motion, they have a second, he apologized. They can have discussion at this time. Mayor Pro Tem Kearns said, he is not sure that the time involved, he would like to get opinion from the staff how much time they thought would be involved. He would like to get opinion from the staff, how much time would be involved in scanning all these. Do they have any idea how much time it would take to do some 16,000 plus pages? Trustee Johnson said, plus thinking about the Administrative and Finance side, all the reports they generate every month.

Item #6 on the Agenda: Discussion/Action – Approval of Records Destruction According to the Municipal Records Retention Schedule. (continued)

Trustee Shearer asked if there were some of these that they could go ahead and let, she is loathed to destroy anything but, Liquor License 1978 thru 2016, give her a break. She asked, what is that, three pieces of paper? Laura said, probably. Trustee Shearer said there is no need to destroy that. That is a historical record. She said she was serious. Trustee Johnson said she knows, she wasn't laughing at her she is laughing with her. Trustee Shearer went on to say she could see where payment stubs, those are backed up by other documents. An unknown Trustee agreed. Trustee Johnson said (indiscernible) exactly the same thing. Trustee Shearer said, PERA 2002 through 2013, she would never destroy old PERA records because people get (indiscernible) to retirement and they are PERA records for that so you don't ever want to destroy those. She went on to say, how about if staff takes a look at this list and we look at which ones really should be permanent records and... she can give up payment stubs. She said there is just not much on there she would take off. Trustee Johnson (indiscernible) as to how labor intensive this really is. Is it something just minor? Trustee Shearer said, no, it is going to be labor intensive. Laura agreed because they are going to need a computer and scanner and a file system, make sure the right documents are in the right file so you can find them if there is an IPRA. Trustee Shearer said, but it is not as if someone needs to be dedicated for this project. Laura said, well no (indiscernible) Trustee Johnson said it might not be a bad idea to look and see the total cost is to have someone do that for us as opposed to dragging this out for, she can see it, she can see it (indiscernible) years. You are not talking a couple of weeks to do that, you're talking years to get it all. (Indiscernible) Laura said and part of that (indiscernible) Accounts Payable, she could actually scan them in right there into a folder on her hard drive (indiscernible) Many people talking. Laura said Water, the same way, just put on a scanner (indiscernible). Trustee Shearer said, if there is stuff on here that is backed up by other documentation, like, if it's just deposits, if those are the actuals that went to the Bank, not as concerned with all of those. Most of this she would not be ok with destroying. Mayor Pro Tem Kearns said that they were still in discussion and he would like to add, he really feels like they should postpone this issue. They need to give it some more deliberate thought. It sounds to him like there are... (Unknown person speaking), Mayor Pro Tem Kearns went on to say, to let him just finish this idea. It seems that there are some documents that some people might agree need to be digitized and maybe more that do not need to be digitized. So, with all those issues he really thinks they ought to take this more deliberately in their next meeting in a month from now. Trustee Shearer said she will amend her motion to table this issue until the next meeting. Trustee Schmitz seconded the motion. Mayor Pro Tem Kearns then asked for a roll call. Roll Call: Trustee Shearer – yes, Trustee Schmitz – yes, Trustee Johnson – yes, Trustee Kearns – yes.

Item #7 on the Agenda: Discussion/Action – Approval of Permit for Carport at 171 E. Grandview Dr. – Claudia Perkis and Ron Davies.

Trustee Shearer moved Approval of Permit for Carport at 171 E. Grandview Dr. – Claudia Perkis and Ron Davies. Trustee Schmitz seconded the motion. Mayor Pro Tem Kearns asked for a roll call. Roll Call: Trustee Shearer – yes, Trustee Schmitz – yes, Trustee Johnson – yes, Trustee Kearns – yes. Mayor Pro Tem Kearns said he missed the discussion and said that was his mistake and he apologized for that. He just wanted to find out who one of the signatures, he saw Tracy Allred, that was pretty clear but he couldn't read this other signature. He asked who is that please?

Item #7 on the Agenda: Discussion/Action – Approval of Permit for Carport at 171 E. Grandview Dr. – Claudia Perkis and Ron Davies. (continued)

Laura replied, his name is Basilio Castaneda, he goes by JR. Mayor Pro Tem Kearns confirmed that his last name is Castaneda. Laura replied yes, he was approved by the Trustees in June she believed, then she said July and repeated July. (Indiscernible).

Item #8 on the Agenda: Discussion/Action – Approval of Permit for Mobile/Manufactured Home at 662 Mt. Capitan Rd. – Gilbert and Denise Gonzales.

Trustee Shearer moved Approval of Permit for Mobile/Manufactured Home at 662 Mt. Capitan Rd. – Gilbert and Denise Gonzales. Trustee Schmitz seconded the motion. Mayor Pro Tem Kearns asked for discussion. He then asked for a roll call. Roll Call: Trustee Shearer – yes, Trustee Schmitz – yes, Trustee Johnson – yes, Trustee Kearns – yes.

Item #9 on the Agenda: Discussion/Action – Approval of Use of Lodgers Tax Funds to Add a Page for the Village of Capitan on The Ruidoso Chamber of Commerce Website.

Mayor Pro Tem Kearns said he had covered up his Agenda and asked for a moment. He said he had so many pages that he lost the second page of his Agenda. He then asked to borrow someone's. Mayor Pro Tem Kearns corrected the name of the Website for Item #9 to Ruidoso Valley Chamber of Commerce. He said before they move forward, this Agenda Item was written before they had a cost that was delivered to them by the Ruidoso Valley Chamber of Commerce and that cost is \$200. So, if they entertain motions, they would like that motion to include that cost to the Lodgers Tax Fund of \$200. Mayor Pro Tem Kearns asked for a motion? Trustee Johnson replied she just has a question, what is the girls name who is doing the web page right now? Laura replied, Melissa. Trustee Johnson continued that there is no duplication for what they pay (indiscernible)? Laura replied, for the Chamber, this is not for the Village Government, this is Village businesses. Trustee Johnson said, right (Indiscernible). Mayor Pro Tem Kearns said that they really should have their discussion after they have had a chance to have a first and second motion. Trustee Shearer moved Approval of Use of Lodgers Tax Funds in the amount of \$200 to Add a Page for the Village of Capitan on The Ruidoso Valley Chamber of Commerce Website for the Village. Trustee Schmitz seconded the motion but thought they really need some discussion. Mayor Pro Tem Kearns said to let him begin the discussion, first of all please, if anybody is interested in seeing, he can pass this lap top around. He has the web site up. Many talking at once. Mayor Pro Tem Kearns said to keep in mind that it all can be changed, they are giving them the ability to make edits to it. They can change the pictures they can change a variety of things. He went on to say that this is discussion and all that could be changed by somebody who has the authority to. There are links under highlights. That is the Village of Capitan, isn't it? So, they link straight to the Village of Capitan site, he thinks is important. Capitan Business Directory, do you want to take a quick look at that? See they have already done quite a bit of work and Capitan Schools, I don't need to open that site because you can do that at home. Capitan Events, that sounds kind of creative, that would be something we want to do ourselves. Independence Day Parade and a photo from it. That would be some place somebody could be creative. And then, Relocation Information, and they're going to talk about relocate and retire in Capitan. (Indiscernible) He went on to say they have a link that says Day Trips and under Day Trips he doesn't see Capitan. He said he really sees this as being (indiscernible) In the Chamber they have Day Trips and if you look under that heading Capitan is not there.

Item #9 on the Agenda: Discussion/Action – Approval of Use of Lodgers Tax Funds to Add a Page for the Village of Capitan on The Ruidoso Chamber of Commerce Website. (continued)

He thinks they ought to, if they vote to do this, they need to talk to them about being part of that Day Trip so that people who are coming to Ruidoso and wanting to plan their trips, would think to include a day trip to Capitan. Mayor Pro Tem Kearns then asked if there was any more discussion. Trustee Schmitz said she did. She said she saw that Becky did send an email about the cost, it is \$200. She asked if that was correct? Mayor Pro Tem Kearns said it was correct. Trustee Schmitz asked if this is listing Village of Capitan as a business for the link? One of the Trustees asked what did she mean? Mayor Pro Tem Kearns asked, as opposed to a community? Trustee Schmitz said because a lot of people have businesses. Like if you have a business you become a Member of the Chamber of Commerce. Ok, this would be a Membership for the Village and that is why we would pay the \$200. She went on to ask if it was going to be the Village being a business? Trustee Shearer said it was her understanding that they have Government Memberships. The Village of Ruidoso, she believes, has a Membership. Trustee Schmitz said she didn't know that. Mayor Pro Tem Kearns said he didn't know that either. Trustee Schmitz said that is what she wanted to know on that. Trustee Shearer said they could ask for clarification on that. Trustee Schmitz agreed. Trustee Shearer said because she didn't want to get into an anti-donation problem but (indiscernible). Trustee Schmitz agreed then went on to say that sending pictures and referring about certain items, that is advertising, are they going to charge the Village extra for the advertising? Mayor Pro Tem Kearns asked, if because they are going to have pictures on our section of the website, she is asking, are they going to make additional charges for that? Trustee Schmitz said, yes. Trustee Shearer said, that is what we are paying for, that is the \$200. Laura agreed. Trustee Schmitz said she is just looking at her being a Chamber of Commerce Member in El Paso for years, and if she wanted to add anything to their (indiscernible) or any kind of information, they would charge extra. Laura said the way she read it was, (indiscernible). Trustee Shearer said and a page, a page that promotes the Village and they are using Lodgers Tax Funds, which is the appropriate use of those funds. Trustee Schmitz said, and that is a year. She then asked, when would they give them their money. She only wants to see that, she doesn't want to see this in the General Fund. She does want to see it just in the Tax Lodgers because she was told that if they don't use any of your Tax Lodgers money the State will take it away from them. Laura said, they don't take it away... (indiscernible). Many people talking. Mayor Pro Tem Kearns asked to the Lodgers? Trustee Shearer replied, no she doesn't think so. She thinks it goes to the State General Fund. Mayor Pro Tem Kearns said he's got it. Trustee Shearer confirmed with Laura that it goes to the State Federal Fund. Mayor Pro Tem Kearns said, yes, he's with her, he understands now. Laura said it is a direct tax, it is meant to be brought back for the lodgers, we collect that tax, but if it is not used in two years, by law, we are supposed to send it to the State Regional Fund. Trustee Shearer said if we are collecting it from the Motel, Air B & B's too, she said she didn't know who all pays it. Laura replied she didn't know if they had any Air B & B's. The two the Village has, because we lost Capitan Cabins, were Kay, Mama Bear's and the Motel. They both sit on the Lodgers Tax Board. The money does need to be, to start going somewhere. Trustee Shearer said, and that is why they are being charged that, is to advertise the Village. Laura said, she agreed to do the website at no cost, but why not join, she agrees. (Indiscernible). Mayor Pro Tem Kearns asked if this is passed does it then have to go to the Lodgers Tax Committee? Laura said no it doesn't have to. Trustee Shearer said it's just an advisory. Laura said the Trustees actually have final approval and they have not submitted an application for Lodgers Tax, she said it is procedural but it's legitimate.

Item #9 on the Agenda: Discussion/Action – Approval of Use of Lodgers Tax Funds to Add a Page for the Village of Capitan on The Ruidoso Chamber of Commerce Website. (continued)

Mayor Pro Tem Kearns said, ok it's not a problem then. Laura said they can actually budget it until Capitan did something (indiscernible) Trustee Schmitz said the reason why she was shaky at first is because of the Covid 19, of advertising and bringing tourists in and stuff. She is not objecting to any of that but right now she is because of all the, you have to do this, the restaurants close and (indiscernible) and not doing masks and it is all so oxymoron to her that it drives her crazy. She went on to say she doesn't know whether they should advertise now or, she doesn't know when all this is going to. Laura said, they are coming now, they can't stop them. They are seeing out of state plates all over town every day. Mayor Pro Tem Kearns said they should be reminded there is a Public Health Order that they have to quarantine for 14 days. Trustee Shearer asked if he honestly thought anyone is following that? (Indiscernible) Many people talking. Trustee Shearer said that is a legitimate question. Do they think anyone is following that Public Health Order? Mayor Pro Tem Kearns said he doubts there is. He does think that it is important that that verbiage to be in that website somewhere. Mayor Pro Tem Kearns said he thinks they should stay with yes or no, whether they want to pursue this idea to spend \$200 out of this Lodgers Tax to join that Ruidoso Valley Chamber of Commerce. He then asked if there was any more discussion on that? Mayor Pro Tem Kearns then asked for a roll call. Roll Call: Trustee Shearer – yes, Trustee Schmitz – yes, Trustee Johnson – yes, Trustee Kearns – yes. Trustee Schmitz then asked if they are done with that? Are they going to tell them yes, are they going to discuss it more with Becky? Trustee Shearer said they just approved it. Trustee Schmitz repeated that they just approved it. Trustee Shearer said they just approved spending \$200 out of the Lodgers Tax for a page on their website. Trustee Schmitz said ok. Trustee Shearer said it should be a one-page contract. Laura said you don't have to do, it says in the email, the very first sentence is "I'm doing that at no cost", but join as a Member, (indiscernible) it is going to be worth the \$200 for the businesses for sure. If they could just get the businesses to join them until they get something going here, something in conjunction with them. Trustee Shearer said maybe the Village joining will (indiscernible) Laura said she knows Smokey Bear Park is a Member or the Home Town Association is. (Indiscernible) Trustee Shearer asked if the State Park is a Member. Laura replied the State Park or the Home Town Association, one or the other. One is the support group to the other. Trustee Schmitz said Naw is really good at that, a lot of that information on Facebook. Laura agreed that Nat really is. Trustee Schmitz said maybe she should put a little bit of her knowledge on that. Mayor Pro Tem Kearns said that will have to be taken up in further business, who is going to be editing that page. He went on to say that he appreciates what she is saying, and that she may be right but he thinks that would be a discussion for another meeting. Trustee Schmitz said, ok.

Item #10 on the Agenda: Discussion/Action – Approval of Purchase of Control 4-4 and Drum for Mosquito Abatement.

Mayor Pro Tem Kearns asked the Trustees to take a look at the documentation for 10. He asked if there was a motion for the discussion and action of Item #10? Trustee Shearer moved for Approval of Purchase of Control 4-4 and Drum for Mosquito Abatement. Trustee Johnson seconded the motion. Mayor Pro Tem Kearns asked if there was any discussion. Trustee Shearer asked if this is the contactor they are already using, they are just having her obtain the chemical? Laura replied, yes. Trustee Schmitz said she had something she needs to ask.

Item #10 on the Agenda: Discussion/Action – Approval of Purchase of Control 4-4 and Drum for Mosquito Abatement. (continued)

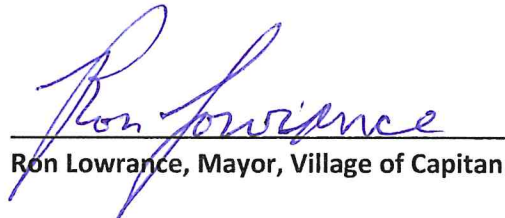
She knows that in the Village they were really, really bad one year and she knows that they took care of it over by where her house is a few months ago and she asked Laura if she was right or wrong about that, because Kerry went and looked where those mosquitos were coming from? Trustee Schmitz went on to say that Trustee Shearer said she has them really bad at her area. Trustee Shearer said she has to mow, if she doesn't mow she gets real bad mosquitos. Many people talking. Trustee Schmitz said they are bad this year, they are really bad. Trustee Shearer said it's not a matter of spraying.... Mayor Pro Tem Kearns said to Trustee Schmitz to go ahead and finish her point. Trustee Schmitz asked if they would be fogging all over Capitan, correct? Laura said they fog in general they don't fog down every single street. Trustee Shearer said they definitely fog down hers. Mayor Pro Tem Kearns asked if they have more discussion, Is there more Dana, Bobbie? Trustee Johnson replied, no she is good. Trustee Shearer replied no. Mayor Pro Tem Kearns said he does have one quick question, the \$90 and the \$1,327, \$1400 approximately, that is just for the equipment, correct Laura? He said, because they'll get another bill for the actual spraying? Are they already contracted to do that? Laura replied, yes. Mayor Pro Tem Kearns said ok, she is just needing more equipment and that is equipment that will belong to the Village. Laura agreed. Mayor Pro Tem Kearns said she will contract the Labor, is that how that works? She will contract the Labor as well at another time. Laura replied, yes. Trustee Shearer confirmed that she was licensed to do that. Laura replied, yes. Mayor Pro Tem Kearns asked if there was any more discussion? He then asked for a roll call. Roll Call: Trustee Shearer – yes, Trustee Johnson – yes, Trustee Schmitz – yes, Trustee Kearns – yes.

Item #11 on the Agenda: Approval – Resolution 2020-24 Adopting an Infrastructure Capital Improvement Plan (ICIP) for Years 2022-2026.

Mayor Pro Tem Kearns asked if he had a motion? Trustee Shearer moved Approval – Resolution 2020-24 Adopting an Infrastructure Capital Improvement Plan (ICIP) for Years 2022-2026. Trustee Schmitz seconded the motion. Mayor Pro Tem Kearns asked for a roll call. He then asked if there was any discussion? Many talking at once. Mayor Pro Tem Kearns asked for a roll call. Roll Call: Trustee Shearer – yes, Trustee Schmitz – yes, Trustee Johnson – yes, Trustee Kearns – yes.

Adjournment

Mayor Pro Tem Kearns Adjourned the meeting at 5:24 PM


Ron Lowrance, Mayor, Village of Capitan

Attest:


Stephanie Bason, Village Clerk

4:30 ~~6:30~~ PM

[illegible]