

## **OFFICIAL MINUTES**

### **VILLAGE OF MELROSE**

**P.O. Box 235**

**Melrose, New Mexico 88124**

The Village Council met in regular session on, January 12, 2026 at 5:00pm at Melrose Village Hall.

Board members present: Alan Daugherty, Ronald Moore, William Frazier (via phone), Richard Swopes, and James Mitchell

Staff Present: Jamie Stagner- Clerk/Treasurer/CPO, Amanda Vineyard- Water/Deputy Clerk, Phyllis Broeder- MVD/Water Clerk, Brian Fulkrod- Public Works Director

Prayer by Ronald Moore

Pledge of Allegiance by Richard Swopes

Guests: Virginia Wood, Viki Lee, Mark Latham Sr, Regina Garcia

Absent: None

Melrose Fire Department Report

William Frazier reports that the WEX cards are working and should be getting a bill soon.

Approval of December 16, 2025 Minutes

Motion: Ronald Moore

Second: Richard Swopes

Roll Call

William Frazier- Aye

Richard Swopes- Aye

Ronald Moore- Aye

James Mitchell- Aye

Motion Carried: 4-0

Approval of December Bills & Financials

Motion: James Mitchell

Second: Ronald Moore

Roll Call

William Frazier- Aye

Richard Swopes- Aye

Ronald Moore- Aye

James Mitchell- Aye

Motion Carried: 4-0

Approval of Representative & Alternate for EPCOG Board

Motion for Representative to be Alan Daugherty and Alternate to be Ronald Moore: James Mitchell

Second: Richard Swopes

Roll Call

William Frazier- Aye

Richard Swopes- Aye

Ronald Moore- Aye  
James Mitchell- Aye  
Motion Carried: 4-0

Approval of Resolution No. 2026-01 OMA for Village of Melrose

Motion: James Mitchell  
Second: Richard Swopes  
Roll Call  
William Frazier- Aye  
Richard Swopes- Aye  
Ronald Moore- Aye  
James Mitchell- Aye  
Motion Carried: 4-0

Approval of the Village of Melrose Procurement Policy

Motion: Ronald Moore  
Second: James Mitchell  
Roll Call  
William Frazier- Aye  
Richard Swopes- Aye  
Ronald Moore- Aye  
James Mitchell- Aye  
Motion Carried: 4-0

Discussion/Approval of 4% Water Rate Increase for 2026

Phyllis advises council and mayor of the new 4% increase and what that would look like as follows:  
0-4000 gallons used current rate is \$17.35 new rate would be \$18.04. 4001-10,000 gallons used current rate is \$2.65 new rate would be \$2.76. 10,001-20,000 gallons used current rate is \$3.20 new rate would be \$3.33. 20,001 and up gallons used current rate is \$4.25 new rate would be \$4.42.

Motion: James Mitchell  
Second: Ronald Moore  
Roll Call  
William Frazier- Aye  
Richard Swopes- Aye  
Ronald Moore- Aye  
James Mitchell- Aye  
Motion Carried: 4-0

Public Comment

Mark Latham Sr states that they have money in their fund if anyone knows someone that needs to be added to the memorial. Mark states that they will be repainting the emblems. Mark asks when the airplane is going to be taken care of as far as being painted. Mayor Daugherty states he will speak with someone at CAFB. Mark advises that we could go through public affairs and that the emblems are fading. Mark states that it is 250 years and we should do a celebration like a parade or BBQ. Mark states that he could start a committee.

Regina Garcia states that this town is bad about accepting help and the 250 years are very important. Regina asks where are we with the park and that it looks ugly and empty. Mayor Daugherty states that some playground equipment will be in this week and we are currently in the middle of looking for a contractor for the dirt work. Regina states that someone posted on Facebook about the 4-way stop being illegal. Brian states that we are going through the correct channels. Regina states that she has never seen anyone going over 40 MPH.

Employee Reports

Brian Fulkrod reports that for the 4-way stop sign the feasibility study could take a few months and will cost between \$3000-\$5000 for the study. Brian states that SERPO project organization has put out for projects. Brian

states he will be putting out for maintenance project and wants to ask for 1.5 million however they do ask for 25% down but if the village has financial difficulties, we could possibly get that waived. Brian states we have to have this submitted by mid March. Brian states that the two top priorities are chip and fog seal all streets or pave Center or 5<sup>th</sup>. Brian states they are having issues with the main backhoe and cannot find the parts needed. Brian advises he would like to reallocate the funds for the service truck to getting a new backhoe. Brian states that the backhoe at the dump has cylinder leaks. Brian states that he found a backhoe close to what we have for \$150,000 with out the bucket. Brian states that he was at the paving conference last week and got contacts for vendors.

Jamie Stagner reports that she has been busy and that the MVD has been busy as well.

Phyllis Broeder reports that we have not had a sewer rate increase since 2019.

#### Council Reports

Councilman Ronald Moore reports

Councilman William Frazier: None

Councilman Richard Swopes: None

Councilman James Mitchell reports that we need to look at getting a local police officer and how much that would be.

#### Mayor's Report

Mayor Alan Daugherty reports that regarding request for capital outlay about moving the dumpsters from in town to the dump they asked if it is in Village Limits and it is not. Mayor Daugherty states that it would help with grants if we could extend the village limits to the dump and we are looking to see what we would need to do about that. Mayor Daugherty states that he will be attending the newly elected officials and MOLI training in Santa Fe for the next 3 days. Mayor Daugherty states that there have been several concerns on needing to clean up properties. Mayor Daugherty advises that maybe we could get some tractors and work with the county to see if they could assist this summer. Mayor Daugherty states that we need to schedule a time for the Mayor and Council to look at properties that need attention.

Topics For Next Agenda: Discussion of Sewer rates.

Motion to adjourn: James Mitchell

Second: Richard Swopes

Roll Call

William Frazier- Aye

Richard Swopes- Aye

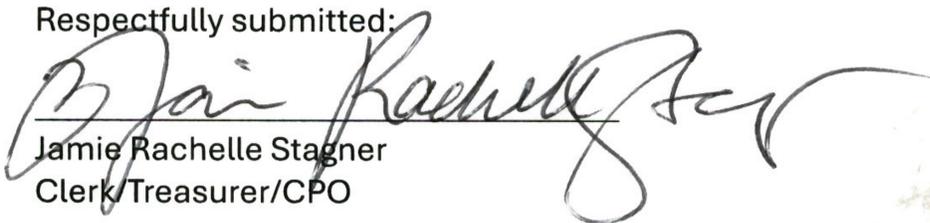
Ronald Moore- Aye

James Mitchell- Aye

Motion Carried: 4-0

Being no further business, the meeting was adjourned at 6:08pm.

Respectfully submitted:

  
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Jamie Rachelle Stagner  
Clerk/Treasurer/CPO

Approved:

  
\_\_\_\_\_  
Alan Daugherty  
Mayor

Date: 1/26/25

