

OFFICIAL MINUTES

VILLAGE OF MELROSE

P.O. Box 235

Melrose, New Mexico 88124

The Village Council met in regular session on, July 28, 2025 at 5:00pm at Melrose Village Hall.

Board members present: Mayor Meadow Forget, Ronald Moore (via phone), William Frazier, and Alan Daugherty

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

Guests: Viki Lee, Brian Stacy

Absent: James Mitchell

Melrose Fire Department Report

William Frazier states that the concrete is complete and looks great. William states that there were two call outs and 1 transport and have received the software for the AED's.

Committee Reports for Ordinances

William Frazier advises regarding livestock ordinance that they had met Saturday before last.

Alan Daugherty advises regarding health and safety there were a lot of different issues but the sewage and sanitation is high on the priority list. Alan Daugherty reports that regarding the nuisance ordinance dogs and go carts are priority. Alan states that we need safety for go carts such as a flag and the dog noise will be covered in the animal ordinance. Alan advises that at all the committee meetings everyone was helpful and expressed concerns. Alan advises that they will be having another meeting soon.

Approval of July 1, 2025 & July 14, 2025 Minutes

Motion: Alan Daugherty

Second: William Frazier

Roll Call

Alan Daugherty: Aye

William Frazier: Aye

Ronald Moore: Aye

Motion carried: 3-0

Approval of June Bills/Financials

Motion: Ronald Moore

Second: Alan Daugherty

Roll Call

Alan Daugherty: Aye

William Frazier: Aye

Ronald Moore: Aye

Motion carried: 3-0

Approval of Resolution No 2025-06 Sale of Excess Property/Equipment

Motion: Alan Daugherty

Second: William Frazier

Roll Call

Alan Daugherty: Aye
William Frazier: Aye
Ronald Moore: Aye
Motion carried: 3-0

Approval of Resolution No 2025-07 w/exhibit Amendments to FY 2024-2025 Budget
Motion: Alan Daugherty
Second: William Frazier
Roll Call
Alan Daugherty: Aye
William Frazier: Aye
Ronald Moore: Aye
Motion carried: 3-0

Approval of Resolution No 2025-08 4th Quarter Financial Report
Motion: William Frazier
Second: Alan Daugherty
Roll Call
Alan Daugherty: Aye
William Frazier: Aye
Ronald Moore: Aye
Motion carried: 3-0

Approval of Resolution No 2025-09 Fy 2025-2026 Final Budget
Motion: Alan Daugherty
Second: Ronald Moore
Roll Call
Alan Daugherty: Aye
William Frazier: Aye
Ronald Moore: Aye
Motion carried: 3-0

Approval/Discussion of supplies for maintenance and repairs for park and cemetery
Alan Daugherty advises that we need a fence around the cemetery and that we should look in to repairing damage to some doors at the park and look in to electrical.

Approval/Discussion of appointing gas board member for ENM Natural Gas
Mayor Forget states that she spoke with Eddie Riley and he is willing to be the board member.
Alan Daugherty motion to appoint Eddie Riley as board member for ENM Natural Gas Board
Second: William Frazier
Roll Call
Alan Daugherty: Aye
William Frazier: Aye
Ronald Moore: Aye
Motion carried: 3-0

Approval of Capital Asset Inventory
Motion: Alan Daugherty
Second: William Frazier
Roll Call
Alan Daugherty: Aye
William Frazier: Aye
Ronald Moore: Aye

Motion carried: 3-0

DeAun Willoughby- Financials/Budget/Audit

DeAun advises that regarding the audit we need to extend 15 days sue to us not agreeing with the opinion and audit findings. DeAun states that the auditor advised it would be done by August 15th. DeAun states that there have been some issues with QuickBooks not calculating payroll correctly and asks that we consider using the same software she uses for payroll and it is less that \$1000.00. DeAun states that all employees net pay has gone down considerably due to health insurance and PERA going up.

Public Comment

Brian Stacy states that the committee meeting went well and that issues were talked about and written down. Brian states that he has taken 6 more dogs in and needs some help with how many cats are in the area.

Employee Reports

Brian Fulkrod reports that the rain has slowed down and that they have gotten a lot of the road patches done last week. Brian states that next week they will be getting everything ready for Old Timers Day. Brian states that we may be able to get funding for our water system and that the master plan for the park will be happening soon. Brian states that public works laborers have taken a pay cut due to health insurance costs.

Phyllis Broeder reports that in the CCR Report there was a collection violation and regarding the MVD, Ft Sumner MVD employee is leaving.

Jamie Stagner reports that she is staying busy and took vacation last week but did work while she was gone.

Council Reports

Councilman Ronald Moore reports that he has received complaints on the way the cemetery is looking.

Councilman William Frazier: None

Councilman Alan Daugherty reports that this week is an in service at the school and next week school starts and the school does have the school resource officer this year. Alan states that all calendars are out on the school website. Alan advises he spoke with someone that had trees by a stop sign and they have been trimmed.

Mayor's Report

Mayor Meadow Forget states that she had a meeting with the water consultant with the state to get some ideas for water tanks, chlorination stations, and pipes leading from there to a new well. Mayor Forget states that she had a meeting for the park with Sites South West and made some edits to the master plan and the next meeting will be August 20, 2025. Mayor Forget states that next week she will be at the MOLI training in Albuquerque. Mayor Forget states that regarding social media she is looking for training for the council and employees through NMML. Mayor Forget states that she signed a disaster relief preparedness with ENM Natural Gas.

Motion to adjourn to Executive Session at 6:11pm for the purpose of "Limited Personnel Matters" under the authority of Section 10-15-1(H)(2) of the Open Meeting Act

Motion: Alan Daugherty

Second: William Frazier

Roll Call

Alan Daugherty: Aye

William Frazier: Aye

Ronald Moore: Aye

Motion carried: 3-0

Executive Session ensued.

Council adjourned Executive Session at 6:36 pm and reconvened in Open Session

Motion: Alan Daugherty

Second: William Frazier

Roll Call

Alan Daugherty: Aye
William Frazier: Aye
Ronald Moore: Aye
Motion carried: 3-0

No action was taken in executive session.

Topics For Next Agenda: Employee pay increase to offset insurance and committee reports

Mayor Meadow Forget entertains a motion to adjourn.

Motion to Adjourn

Motion: Alan Daugherty

Second: Ronald Moore

Roll Call

Alan Daugherty: Aye

William Frazier: Aye

Ronald Moore: Aye

Motion carried: 3-0

Being no further business, the meeting was adjourned at 6:40pm.

Respectfully submitted:



Jamie Rachelle Stagner
Clerk/Treasurer/CPO

Approved:



Meadow Forget

Mayor

Date:

08-11-2025

