

OFFICIAL MINUTES

VILLAGE OF MELROSE

P.O. Box 235

Melrose, New Mexico 88124

The Village Council met in regular session on, April 13, 2026 at 5:00pm at Melrose Village Hall.

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

Staff Present: Jamie Stagner- Clerk/Treasurer/CPO, Jennifer Swopes – Interim Clerk/Treasurer, Brian Fulkrod- Public Works Director

Prayer by Ronald Moore

Pledge of Allegiance by William Frazier

Guests: Kay Frazier, Karina Baeza, Regina Garcia, Viki Lee, Brian Stacy, Joanne Martin

Absent: None

Melrose Fire Department Report

William Frazier reports new Truck 110 – grass truck getting numbers on it. Needs external transmission cooler soon.

Presentation of FY2024-2025 Audit by Scott Northam

Audit looked good. Council had no questions.

Approval of Resolution No. 2026-04 Approval of FY2024-2025 Audit

Motion: Ronald Moore

Second: James Mitchell

Roll Call

William Frazier – Aye

Richard Swopes – Aye

James Mitchell – Aye

Ronald Moore – Aye

Motion Carried: 4-0

Approval of March 23, 2026 Minutes

Motion: William Frazier

Second: James Mitchell

Roll Call

William Frazier- Aye

Richard Swopes- Aye

Ronald Moore- Aye

James Mitchell- Aye

Motion Carried: 4-0

Approval of March 30, 2026 Minutes

Motion: Ronald Moore

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

Approval of March Bills & Financials
Motion: Ronald Moore
Second: Ronald Moore
Roll Call
William Frazier- Aye
Richard Swopes- Aye
Ronald Moore- Aye
James Mitchell- Aye
Motion Carried: 4-0

Discussion of FY 2026-2027 Budget

Brian Fulkrod said that Public Works is still looking for a service truck. May need to increase solid waste expenditures. Will find out from compliance officer, may need an aerator(s) for ponds.

Public Comment

Karina Baeza – Curry County

Using funding provided by grants will be able to fund youth organizations in exchange for litter clean-up. Funding of \$500 can be provided to 8 youth groups at Melrose Schools. Trying to get a rural roll off program closer to Melrose. Mentioned availability of dump truck for Village use during upcoming clean-up event.

Regina Garcia

Wants to know if the budget is public record? Mayor said yes. Wants to know frequency of audits. Mayors reply, annually.

Brian Stacy

Inquired as to the number of tires for roll-off? Mayors reply – Up to 9 commercial tires. Brian Fulkrod replied – non-commercial tires – unlimited. Mentioned presence of tires on lots of properties around town and the possibilities of getting them picked up. Recognized that a lot of dogs were picked up on 5th Street. Mentioned possible vandalism on Main Street. Building with broken windows and ajar doors.

Employee Report

Brian Fulkrod reports town clean up is coming up. Public works will be available for curbside or ally pickup. He had a meeting on Friday with compliance officer. Had a meeting with Souder Miller and Associates on plan for water fill station.

Jamie Stagner reports Phyllis and Jennifer took their CPO classes last week and both passed. Certificates expected in 4 to 6 weeks. Currently training Jennifer. Mayor inquired as to who will be handling CPO tasks in Jamie's absence? She stated that she will contact EPCOG. She stated that Friday April 17, 2026 will be her last day. She will be available for consultation as needed. Amanda is on vacation this week. The audit engagement letter for FY2025-26 has been signed. Will work this week to submit contract through OSA.

Council Reports

Councilman Richard Swopes: Asked for an update on the playground project. Brian said that it is going well
Councilman James Mitchell: None
Councilman Ronald: None

Councilman William Frazier: None

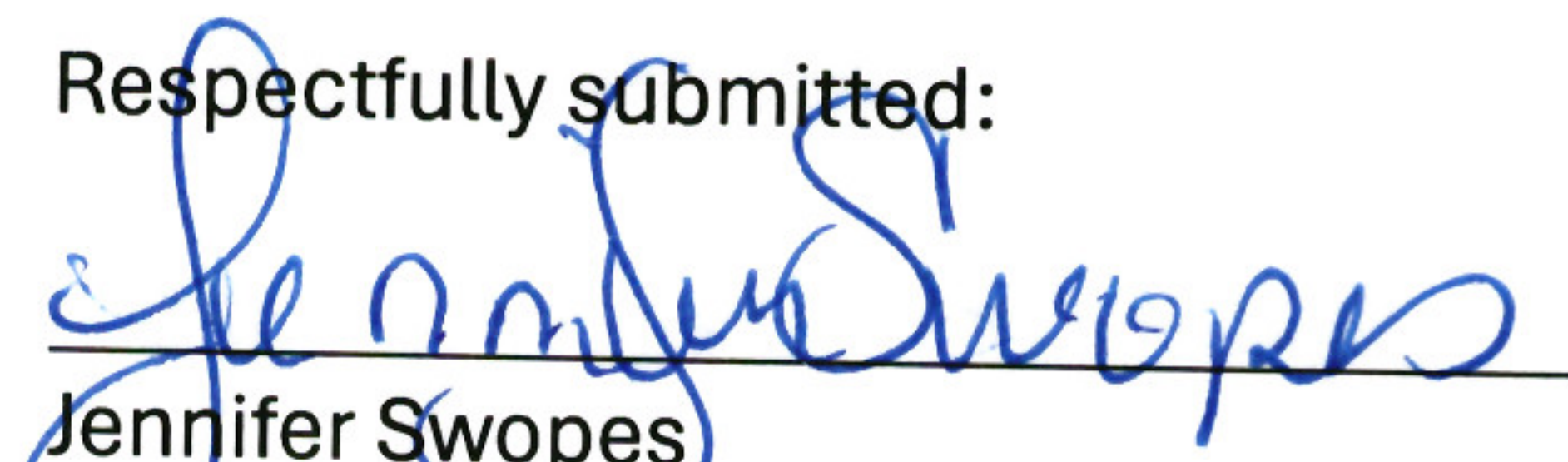
Mayor's Report

Mayor Alan Daugherty reports that last months EPCOG meeting in Tucumcari & Clovis was really good. Highly recommends that the council attend. April 3rd New Mexico Municipal League Insurance specialist came in to look at buildings. They did not have any concerns for the most part. Some siding on the Fire Department. Expect to hear from him soon. Spoke with grant consultant Amy. Everything is going as planned. Senior Center kitchen equipment is coming soon. April 10th, he had a meeting about the water fill station. Discussed type of software requirements. Informed meeting that waste water compliance meeting is coming up. Will have a clean up day on April 22, 2026. We appreciate the support from Curry County. May have some groups working the weekend prior. A letter is out to the community if anyone needs help.

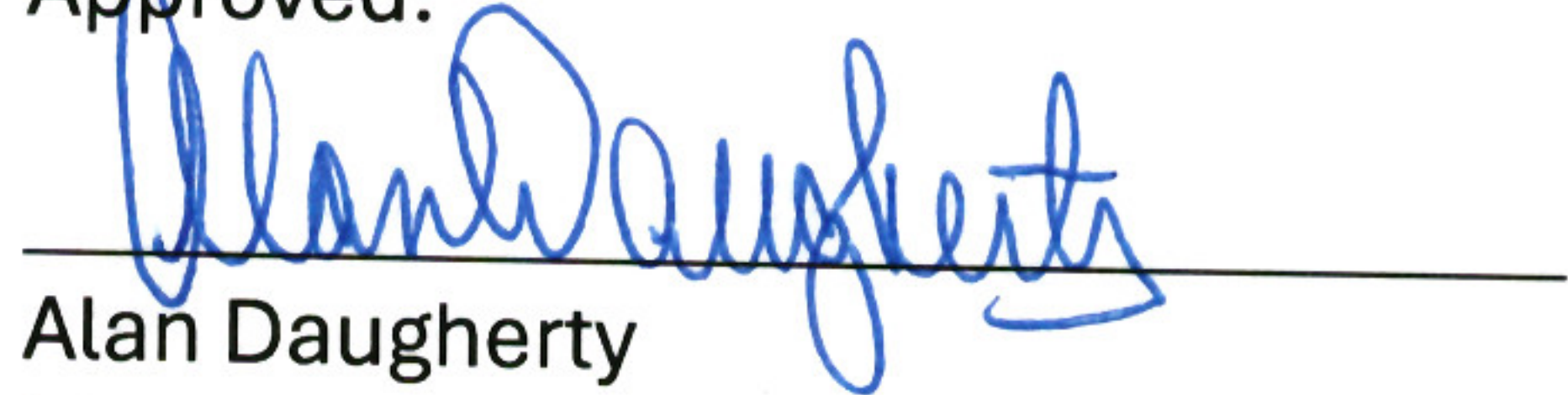
Topics For Next Agenda: none.

Being no further business, the meeting was adjourned at 5:53 pm.

Respectfully submitted:


Jennifer Swopes
Clerk/Treasurer

Approved:


Alan Daugherty
Mayor

Date: 4/27/26