

**Minutes
Special Meeting
August 19, 2021**

The Village of Capitan Board of Trustees met in a Special Meeting on Tuesday, July 22nd, 2021 at the Village Hall in Capitan, New Mexico at 6:00 PM.

Mayor Lowrance asked for a moment of silence and led the assembly in the Pledge of Allegiance.

Mayor Lowrance called the meeting to order at 6:00 PM.

Roll Call: Mayor Lowrance – present, Trustee Kearns – present, Trustee Shearer – present, Trustee Johnson – not present, Trustee Fraley – present. Grace Centrella – Deputy Clerk, J. Leinneweber – Administrative Assistant and Angela Autrey – Court Clerk/Human Resources Clerk were also present. A list of others in attendance is attached.

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

Trustee Kearns made a motion to Approve the Agenda. Trustee Fraley seconded the motion.

Roll Call: Trustee Kearns – yes, Trustee Shearer – yes, Trustee Fraley – yes.

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

There were two new residents of the Village of Capitan from Yuma which the Mayor welcomed to the community and thanked them for their attendance at the meeting.

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

Trustee Kearns had no comments at this time.

Trustee Shearer said that it has come to her attention that the Village's Draft Audit had been received from the Auditor and that the Board hadn't been given the opportunity to review it and contribute to the response to the Audit. She said in looking at past Audits the responses seemed "cookie cutter" in that it was the exact same response for each Audit regardless of the findings and that the Trustees had no input in recent years. Trustee Shearer felt this is inadequate, the Village should do better and that the Trustees should be involved. The Mayor thought that Scott, the Village's Auditor would respond to the Audit, send it to the Office of the State Auditor (OSA) and after their review they would send the Audit back for the Board to review. It was determined this was not the case. Once the responses are sent to the OSA and are accepted the Audit will be published.

Trustee Shearer is concerned and disappointed that the Trustees have missed their opportunity to add to the response to the Audit.

The Board was advised that Scott was planning to send the response on Monday, August 23, 2021 and perhaps there is still time for the Board to contribute. The possibility of this will be researched and the Board will be advised accordingly.

Trustee Fraley had no comments at this time.

Item #4 on the Agenda: Discussion/Action – Approve Resolution – 2021-15 – Authorizing and Approving Submission of a Completed Application for Financial Assistance and Project Approval to the New Mexico Finance Authority.

Trustee Kearns made a motion to Approve Resolution – 2021-15 – Authorizing and Approving Submission of a Completed Application for Financial Assistance and Project Approval to the New Mexico Finance Authority. Trustee Fraley seconded the motion.

Discussion: Trustee Fraley said the Resolution doesn't have a lot of detail and asked for more information. The Mayor responded that the Board had approved moving forward on a non-interest Loan with 50% forgiveness in the amount of Two (2) Million Dollars. The funds are for a new Water Department Building, finish the Lift Station and refurbish and paint the Water Tanks.

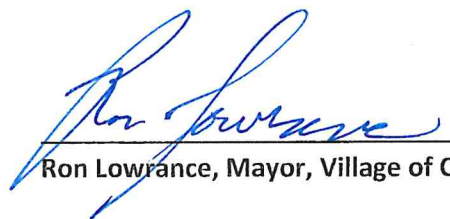
Trustee Shearer said she received an email directly from Shawna Johnson today saying she knew the applications were due soon and had the Village identified its Gross Receipt Tax (GRT) Pledge for the 2022 Grant applications? Shawna said they are doing the pre-work now so they'll be ready to go to the "Board" in September. Trustee Shearer explained to the Board that this GRT Pledge must be done by a Resolution and that Resolution 2021-15, as it is, doesn't cover the GRT Pledge. After reviewing the Village of Capitan's GRT breakdown, Trustee Shearer said it looks like the 1/16th % of GRT going to Infrastructure is what should be pledged for the Loan. She made a phone call to Zach Cook, attorney for the Village of Capitan, and asked if the GRT Pledge could be inserted into Resolution 2021-15 that is before the Board now? It was decided not to insert the GRT Pledge into Resolution 2021-15 and that a separate Resolution approving the GRT Pledge would have to be voted on by the Board.

After a phone call to Stephanie Bason, Village Clerk, it was determined that there was time for the Board to vote on a separate Resolution approving the GRT Pledge in a Special Meeting next week. The Board decided to move forward with a vote on Resolution 2021-15 now. A Special Meeting is scheduled for Wednesday, August 25, 2021 at 6:00 PM to facilitate a vote by the Board on a Resolution approving the GRT Pledge for the Loan.

Roll Call: Trustee Kearns – yes, Trustee Shearer – yes, Trustee Fraley - yes

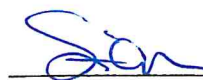
ADJOURNMENT

Mayor Lowrance Adjourned the meeting at 6:43 PM



Ron Lowrance, Mayor, Village of Capitan

Attest:



Stephanie Bason, Village Clerk

VILLAGE OF CAPITAN
SIGN IN SHEET
Special Meeting
August 19th, 2021
6:00 PM

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