Town Council Regular Meeting Minutes October 15, 2026

1. **Call the Meeting to Order**

   Mayor Isabella Salazar called the meeting to order at 5:00 p.m.

2. **Roll Call**

   Present were Mayor Isabella Salazar, Councilor Jimmy Atkison, Councilor Mary Jiron, Councilor Leona Wylie, Councilor Joe Kalisek, Councilor Amber Hitchcock, Town Manager Arnold Ramirez, Police Chief Scott Conner, Public Works Team Member Clay Patman, Town Clerk Amberlee Olivas, Deputy Clerk Micaella Martinez, Public Library Director Crystal Weigel, Interim Director Kim White, AC/CE Karen Bailon, Carl Tennison, Janice Derrick, Sara Kirkendall, Waynette Hanna, Donna Martinez, Rebekah Ratliff, and Officer Cole Steel.

3. **Approval/Disapproval of the Special Meeting Minutes from September 28 ,2026**

   Councilor Amber Hitchcock moved to approve the special meeting minutes from September 28, 2026. Councilor Mary Jiron seconded the motion. Roll Call: Councilor Jimmy Atkison—Yes, Councilor Mary Jiron—Yes, Councilor Amber Hitchcock—Yes, Councilor Joe Kalisek—Yes, Councilor Leona Wylie—Yes. The motion carried.

4. **Department Updates**

   Librarian Crystal Weigel will be out the week of 10/19/2026 throughout the end of week. Ms. Weigel questions whether she should close the library or what should she do.

   Public Works Team Member Clay Patman reported that mosquito activity has increased.

   Interim Director Kim White at the Senior Center is taking on the role optimistically. Things at the Senior Center are going smoothly and she is slowly learning the ropes.

   Councilor Amber Hitchcock moved to approve the department reports. Councilor Jimmy Atkison seconded the motion. Roll Call: Councilor Jimmy Atkison—Yes, Councilor Mary Jiron—Yes, Councilor Amber Hitchcock—Yes, Councilor Joe Kalisek—Yes, Councilor Leona Wylie—Yes. The motion carried.

5. **Financial Reports**

   Town Manager Arnold Ramirez presented the transaction detail by account. Mr. Ramirez reported that the Town had received the reimbursement in the amount of $100,000 from DeAnn Kimbro's discretionary funds, and the ALTSD reimbursed the $113,850 for the Senior Center Project. The request for reimbursement for the food pantry in the amount of $19,993.22 has been submitted. September's GRT was $39,300.33. All quarterly taxes have been filed. Work on the annual audit continues.

   The Capital Outlay project for the Cemetery sprinkler system is awaiting a quote from Mountain West Golfscapes. The quote is expected at the next council meeting.

Councilor Amber Hitchcock moved to approve the financial reports. Councilor Joe Kalisek seconded the motion. Roll Call: Councilor Jimmy Atkison—Yes, Councilor Mary Jiron—Yes, Councilor Amber Hitchcock—Yes, Councilor Joe Kalisek—Yes, Councilor Leona Wylie—Yes. The motion carried.

6. **Public Comments**

Carl Tennison- Carl Tennison spoke of the discounts provided by Albertsons Market in Lovington. On the first Wednesday of every month Seniors aged 65+ receive 10% discount. Every first Saturday, veterans receive a 10% discount.

Janice Derrick- Janice Derrick said she looking forward to the October 31st event. The Tatum Senior Center is hosting a petting zoo and is requesting donations to fulfill the remaining $700.00 cost. Janice informs everyone that Evelyn Holguin with Lea County Economic Development will be at the Senior Center Thursday October 15th at Noon.

7. **Mayor, Councilor, and Department Head Comments**

Councilor Amber Hitchcock sought clarification on the flu shots on Thursday at the Senior Center. Nor-Lea will provide the flu shots 12:00 to 1:00 p.m. on October 15, 2026.

Mayor Isabella Salazar clarified ¼ of 1% is the LOGRT proposed tax increase citizens can vote on. The property on 5th st has begun clean up.

8. **Discussion Items**

A. Discussion on Code Enforcement Violations and Lien Process. (Chief Conner)

Chief Conner and AC/CE Officer Karen Bailon presented the standard operating procedure to the Mayor and Council to help ensure that the community remains clean and free of hazards.

B. Discussion on Aero Care Membership Pricing. (Rebekah Ratliff)

Rebekah Ratliff, membership sales manager, gave a brief presentation on the cost of care for AeroCare professional contracts.

9. **Action Items**

A: Consideration and Approval of Drilling A New Water Well at 1414 E Fifth St. (Marin Corral)

Councilor Jimmy Atkison moved to approve the drilling of a new water well at 1414 E Fifth St. Councilor Mary Jiron seconded the motion. Roll Call: Councilor Jimmy Atkison—Yes, Councilor Mary Jiron—Yes, Councilor Amber Hitchcock—No, Councilor Joe Kalisek—Yes, Councilor Leona Wylie—Yes. The motion carried.

B: Consideration and Approval of Quote No. CDCQ2962 Estimate Amount of $14,739.24 from Carpenter Decorating to Purchase Christmas Tree for Town Hall. (Mayor Salazar)

Councilor Jimmy Atkison moved to approve the purchase of quote no. CDCQ2962 to not exceed general funding in the amount of $439.24 and the rest be purchased with the donations the Mayor stated we received. Councilor Amber Hitchcock seconded the motion. Roll Call: Councilor Jimmy Atkison—Yes, Councilor Mary Jiron—Yes, Councilor Amber Hitchcock—Yes, Councilor Joe Kalisek—Yes, Councilor Leona Wylie—Yes. The motion carried.

C: Consideration and Approval of Quote No. Q788194-003 for New Body Cameras and video in the Amount of $55,936.98. (Chief Conner)

Councilor Leona Wylie moved to approve the purchase of Quote No. Q788194-003 for new body cameras and video in the amount of $55,936.98 with LEPF grant funds. Councilor Amber Hitchcock seconded the motion. Roll Call: Councilor Jimmy Atkison—Yes, Councilor Mary Jiron—Yes, Councilor Amber Hitchcock—Yes, Councilor Joe Kalisek—Yes, Councilor Leona Wylie—Yes. The motion carried.

D: Consideration and Approval of the Remaining Engineering, Design Services for 2nd Street Improvement Project, from Green Avenue to Odell Avenue, to be performed by Stantec in the amount of $184,395.90 Utilizing FY 2027 Municipal Arterial Program (MAP) Grant Funds and $44,899.91 in Cooperative Agreement (COOP) grant funds. (Mayor Salazar)

Councilor Mary Jiron moved to approve Stantec engineering. Councilor Jimmy Atkison seconded the motion. Roll Call: Councilor Jimmy Atkison—Yes, Councilor Mary Jiron—Yes, Councilor Amber Hitchcock—Yes, Councilor Joe Kalisek—Yes, Councilor Leona Wylie—Yes. The motion carried.

10. Motion To Close Session

Pursuant to Section (10-15-1) NMSA 1978, Subsection H-2 Regarding Limited Personnel Matters:

Discussion in Closed Session:

A. Discussion on Appointing Kimberly White as Interim Senior Center Director with Possible Pay Raise.

B. Discussion on Hiring a Full-Time Senior Center Driver/Aid. The Candidates are Sara Kirkendall, Donna Martinez, and Waynette Hanna.

C. Consideration and Possible Pay Raise for Karen Bailon 90-Day Employee Evaluation.

At 7:16 p.m., Councilor Amber Hitchcock moved to enter into closed session. Councilor Jimmy Atkison seconded the motion. Roll Call: Councilor Jimmy Atkison—Yes, Councilor Mary Jiron—Yes, Councilor Amber Hitchcock—Yes, Councilor Joe Kalisek—Yes, Councilor Leona Wylie—Yes. The motion carried.

11. Motion to Return Into Open Session

At 8:46 p.m., Councilor Jimmy Atkison moved to approve the return into open session. Councilor Leona Wylie seconded the motion. Roll Call: Councilor Jimmy Atkison—Yes, Councilor Mary Jiron—Yes, Councilor Amber Hitchcock—Yes, Councilor Joe Kalisek—Yes, Councilor Leona Wylie—Yes. The motion carried.

12. Action Taken from Closed Session

Pursuant to Section 10-15-1 NMSA 1978, Subsection H-2 Regarding Limited Personnel Matters:

Discussion in Closed Session:

A. Consideration and Possible Action Appointing Kimberly White as Interim Senior Center Director with Possible Pay Raise.

Councilor Leona Wylie moved to approve appointing Kimberly White as Interim Senior Center Director with Pay Raise. Councilor Mary Jiron seconded the motion. Roll Call: Councilor Jimmy Atkison—Yes, Councilor Mary Jiron—Yes, Councilor Amber Hitchcock—Yes, Councilor Joe Kalisek—Yes, Councilor Leona Wylie—Yes. The motion carried.

B. Consideration and Possible Action on Hiring a Full-Time Senior Center Driver/Aid. The Candidates are Sara Kirkendall, Donna Martinez, and Waynette Hanna.

Councilor Leona Wylie moved to approve the hiring of Donna Martinez as a full time Senior Center driver/aid. Councilor Jimmy Atkison seconded the motion. Roll Call: Councilor Jimmy Atkison—Yes, Councilor Mary Jiron—Yes, Councilor Amber Hitchcock—No, Councilor Joe Kalisek—Yes, Councilor Leona Wylie—Yes. The motion carried.

C. Consideration and Possible Action for Pay Raise to Karen Bailon 90-Day Employee Evaluation.

Councilor Leona Wylie moved to approve pay raise for Karen Bailon. Councilor Jimmy Atkison seconded the motion. Roll Call: Councilor Jimmy Atkison—Yes, Councilor Mary Jiron—Yes, Councilor Amber Hitchcock—Yes, Councilor Joe Kalisek—Yes, Councilor Leona Wylie—No. The motion carried.

13. Adjournment

Mayor Salazar adjourned the meeting at 8:49 p.m.

Read and Approved October 27th, 2026.

Isabella Salazar

Mayor, Isabella Salazar

Amberlee Olivas

Town Clerk, Amberlee Olivas