



Town Council Regular Meeting Minutes **October 14th, 2025**

1. Call the Meeting to Order

Mayor Marilyn Burns called the meeting to order at 5:00 p.m.

2. Roll Call

Present were Mayor Marilyn Burns, Councilor Jimmy Atkison, Councilor Joe Kalisek, Councilor Paul Ramirez, Councilor Amber Hitchcock, Library Director Crystal Weigel, Finance and Administration Director Arnold Ramirez, Town Clerk Amberlee Olivas, Police Chief Scott Conner, Leona Wylie, AC/CE Clay Patman, Lisa Tupa, Teresa Grady, VaShawn Robinson, Sarah Puckett, Mary Jiron, and James Taylor. Absent: Councilor Isabella Salazar.

3. Approval/Disapproval of the Agenda

Councilor Joe Kalisek moved to approve the agenda. Councilor Amber Hitchcock seconded the motion. Roll Call: Councilor Jimmy Atkison—Yes, Councilor Joe Kalisek—Yes, Councilor Amber Hitchcock—Yes, Councilor Paul Ramirez—Yes. Councilor Isabella Salazar —Absent. The motion carried.

4. Approval/Disapproval of the Regular Meeting Minutes from 09/23/2025 and Approval/Disapproval of the Special Meeting Minutes from 10/06/2025

Councilor Amber Hitchcock moved to approve the minutes from September 23rd, 2025, and special meeting minutes from October 6th, 2025. Councilor Joe Kalisek seconded the motion. Roll Call: Councilor Jimmy Atkison—Yes, Councilor Joe Kalisek—Yes, Councilor Amber Hitchcock—Yes, Councilor Paul Ramirez—Yes. Councilor Isabella Salazar —Absent. The motion carried.

5. Department Reports

Councilor Paul Ramirez moved to approve the department reports. Councilor Amber Hitchcock seconded the motion. Roll Call: Councilor Jimmy Atkison—Yes, Councilor Joe Kalisek—Yes, Councilor Amber Hitchcock—Yes, Councilor Paul Ramirez—Yes. Councilor Isabella Salazar —Absent. The motion carried.

6. Public Comments

None

7. Mayor, Councilor, And Department Head Comments

Councilor Joe Kalisek reached out to the NM DOT and asked if they'd sweep the town's roads. He was successful, and they will begin cleaning the roads soon.

Mayor Burns thanked Crystal Weigel and Becky Alexander for organizing the meeting of the candidates. The community provided positive feedback about the event.

8. New Business

A. Discussion on Lea County Heroes Program. (Teresa Grady)

Teresa Grady presented the Council the Lea County Heroes Program, a program aimed at honoring the community's veterans along Highway 380 and Highway 206. Additionally, Lea



Town Council Regular Meeting Minutes October 14th, 2025

County Heroes will be honoring Veterans Day November 8th, 2025, in Lovington at 4 PM with a parade in Lovington.

B. Discussion on Handicap Parking and Ramp at the Tatum Community Building. (Councilor Jimmy Atkison)

Councilor Jimmy Atkison requested the installation of handicap parking and a ramp at the Tatum Community Building, noting It is currently out of compliance with state and federal law. The maintenance team will install a few spots on the south and east side of the building.

C. Consideration and Approval of Cancelling November 11th, 2025, Meeting Due to Veterans Day. (Mayor Burns)

Councilor Jimmy Atkison moved to cancel November 11th, 2025, meeting due to Veterans Day. Councilor Joe Kalisek seconded the motion. Roll Call: Councilor Jimmy Atkison—Yes, Councilor Joe Kalisek—Yes, Councilor Amber Hitchcock—Yes, Councilor Paul Ramirez—Yes. Councilor Isabella Salazar —Absent. The motion carried.

D. Consideration and Approval of Quote No. Q-750174-45929TF for Dash Cameras for the Two New Units with 5 Years Cloud Storage and Access. (Police Chief Scott Conner)

Councilor Amber Hitchcock moved to approve quote No. Q-750174-45929TF Dash Cameras for the two new units with 5 years of cloud storage and access. Councilor Jimmy Atkison seconded the motion. Roll Call: Councilor Jimmy Atkison—Yes, Councilor Joe Kalisek—Yes, Councilor Amber Hitchcock—Yes, Councilor Paul Ramirez—Yes. Councilor Isabella Salazar —Absent. The motion carried.

E. Consideration and Approval of Vendor and Amount for Purchase of 3 Maintenance Trucks. (Mayor Burns)

Councilor Jimmy Atkison moved to approve the vendor Melloy Los Lunas. Councilor Joe Kalisek seconded the motion. Roll Call: Councilor Jimmy Atkison—Yes, Councilor Joe Kalisek—Yes, Councilor Amber Hitchcock—Yes, Councilor Paul Ramirez—Yes. Councilor Isabella Salazar —Absent. The motion carried.

F. Consideration and Approval of Resolution No. 0009-2526 Local Government Road Fund-Coop 1 Year Time Extension. (Mayor Burns)

Councilor Joe Kalisek moved to approve Resolution No. 0009-2526, Local Government Road Fund-Coop one year time extension. Councilor Jimmy Atkison seconded the motion. Roll Call: Councilor Jimmy Atkison—Yes, Councilor Joe Kalisek—Yes, Councilor Amber Hitchcock—Yes, Councilor Paul Ramirez—Yes. Councilor Isabella Salazar —Absent. The motion carried.

G. Consideration and Approval of Resolution No. 0010-2526 Match Waiver for Local Government Road Fund-Coop. (Mayor Burns)

Councilor Jimmy Atkison moved to approve Resolution No. 0010-2526 Match Waiver for Local Government Road Fund-Coop FY 2026. Councilor Joe Kalisek seconded the motion. Roll Call: Councilor Jimmy Atkison—Yes, Councilor Joe Kalisek—Yes, Councilor Amber Hitchcock—Yes, Councilor Paul Ramirez—Yes. Councilor Isabella Salazar —Absent. The motion carried.



Town Council Regular Meeting Minutes **October 14th, 2025**

H. Consideration and Approval of Resolution No. 0012-2526 for FY 26-27 Open Meetings Act. (Mayor Burns)

Councilor Amber Hitchcock moved to approve Resolution No. 0012-2526 for FY 26-27 Open Meetings Act. Councilor Jimmy Atkison seconded the motion. Roll Call: Councilor Jimmy Atkison—Yes, Councilor Joe Kalisek—Yes, Councilor Amber Hitchcock—Yes, Councilor Paul Ramirez—Yes. Councilor Isabella Salazar —Absent. The motion carried.

I. Consideration and Approval of Resolution No. 0013-2526 for FY 26-27 Holiday Calendar. (Mayor Burns)

Councilor Amber Hitchcock moved to approve Resolution No. 0013-2526 for FY 26-27 Holiday Calendar. Councilor Jimmy Atkison seconded the motion. Roll Call: Councilor Jimmy Atkison—Yes, Councilor Joe Kalisek—Yes, Councilor Amber Hitchcock—Yes, Councilor Paul Ramirez—Yes. Councilor Isabella Salazar —Absent. The motion carried.

J. Consideration and Approval of Resolution No. 0014-2526 Authorizing the Finance and Administration Director to Utilize Checkr for Nationwide Background Checks. (Mayor Burns)

Councilor Amber Hitchcock moved to approve Resolution No. 0014-2526 authorizing the Finance and Administration Director to utilize Checkr for nationwide background checks. Councilor Jimmy Atkison seconded the motion. Roll Call: Councilor Jimmy Atkison—Yes, Councilor Joe Kalisek—Yes, Councilor Amber Hitchcock—Yes, Councilor Paul Ramirez—Yes. Councilor Isabella Salazar —Absent. The motion carried.

K. Consideration and Approval of Resolution No. 0015-2526 Establishing an Additional Employee Benefit Providing Full-Time Employees One Paid Day Off During Birthday Month. (Mayor Burns)

Councilor Joe Kalisek moved to approve Resolution No. 0015-2526 Establishing an additional employee benefit providing full-time employees one paid day off during their birthday month. Councilor Amber Hitchcock seconded the motion. Roll Call: Councilor Jimmy Atkison—No, Councilor Joe Kalisek—Yes, Councilor Amber Hitchcock—Yes, Councilor Paul Ramirez—Yes. Councilor Isabella Salazar —Absent. The motion carried.

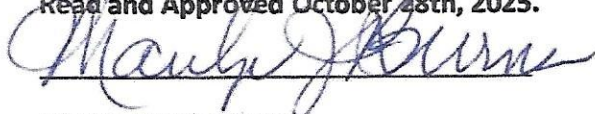
L. Discussion on Code Enforcement Policy on Article II Brush, Grass and Weeds. (Police Chief Scott Conner)

Police Chief Scott Conner presented the standard operating procedure to the Council.

9. Adjournment

The meeting was adjourned at 6:56 P.M.

Read and Approved October 28th, 2025.


Mayor, Marilyn Burns


Town Clerk/Grant Coordinator, Amberlee Jimenez Olivas



Town Council Special Meeting Minutes October 6th, 2025

1. Call the Meeting to Order

Mayor Marilyn Burns called the meeting to order at 11:30 a.m.

2. Roll Call

Present were Mayor Marilyn Burns, Councilor Jimmy Atkison, Councilor Joe Kalisek, Councilor Paul Ramirez, Councilor Isabella Salazar, Finance and Administration Director Arnold Ramirez, and Town Clerk Amberlee Olivas. Absent was Councilor Amber Hitchcock.

3. Approval/Disapproval of the Agenda

Councilor Joe Kalisek moved to approve the agenda. Councilor Isabella Salazar seconded the motion. Roll Call: Councilor Jimmy Atkison—Yes, Councilor Isabella Salazar —Yes, Councilor Joe Kalisek—Yes, Councilor Paul Ramirez—Yes. Absent Councilor Amber Hitchcock. The motion carried.

4. New Business

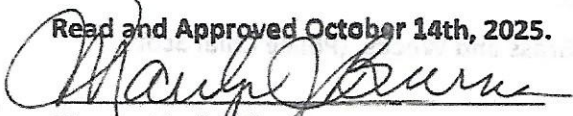
A. Consideration and Approval of Resolution No. 0011-2526 Match Waiver for Transportation Project Fund FY 2026. (Mayor Burns)

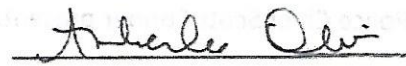
Councilor Isabella Salazar moved to approve Resolution No. 0011-2526 Match Waiver for Transportation Project Fund FY 2026. Councilor Jimmy Atkison seconded the motion. Roll Call: Councilor Jimmy Atkison—Yes, Councilor Isabella Salazar —Yes, Councilor Joe Kalisek—Yes, Councilor Paul Ramirez—Yes. Absent Councilor Amber Hitchcock. The motion carried.

5. Adjournment

Councilor Isabella Salazar adjourned the meeting at 11:32 a.m.

Read and Approved October 14th, 2025.


Mayor, Marilyn Burns


Town Clerk/Grant Coordinator, Amberlee Jimenez Olivas