

**MINUTES  
VILLAGE COUNCIL EMERGENCY MEETING  
WEDNESDAY, MARCH 18, 2020  
8:00 A.M.  
CITY HALL**

**PRESENT:** Mayor Louie Gallegos, Councilor Albert Sena, Councilor Elizabeth Steele, Councilor Gerald Cline and Clerk Jamie Wall.

**ABSENT:** Councilor Esther Segura

**NONE OTHERS PRESENT**

**MAYOR LOUIE GALLEGOS CALLED THE MEETING TO ORDER AT 8:04 A.M.**

**1. APPROVAL OF AGENDA**

Mayor Gallegos requested Council review agenda for approval. Mayor Gallegos recommended the Council approve the agenda as presented.

**MOTION:** Gerald Cline

**SECOND:** Elizabeth Steele

*That the Council approves the agenda as presented.*

All voted yes, motion carried.

Show of hands 3-0

**2. CONSIDERATION OF COVID-19 PLANNING AND PROCEDURES**

Mayor Gallegos and Council discussed how each department of the Village would take precautions for the COVID-19 safety measures. Mayor Gallegos stated the Village was keeping up to date with mandates from the Governor's office as well as directives from the Center for Disease Control. Protocols were made as follows:

**Senior Center:** Meals will continue being provided to both congregate participants and home delivered clients. Congregate clients will be allowed to take the meal to-go or have the meal delivered to their home. Arrangements can be made with Director Sonja Williams who is keeping up to date with all mandates from NM Area Agency on Aging.

**Library:** Library is currently at a one-person staff while Director Jeni Waters is out on medical leave. Library will remain open with the following limitations: 5 patrons allowed at a time, computer time will be limited to 30 minutes. Library is currently offering a catalogue of books online and patrons can choose books online that will be delivered curbside.

**EMS:** EMS will use regular personal protective equipment with the addition of masks.

**Airport:** Airport will operate without any modification.

**Street:** Street Department will operate without any modifications with the exception of monitoring bathrooms at the Bosque Redondo Lake Park several times weekly for cleaning and restocking if necessary. Extra caution will be taken when picking up trash by wearing provided gloves.

**Water/Wastewater:** Water and Wastewater Departments will operate without any modification.

**Utility Accounts:** Delinquent utility accounts for the Village Water & Sewer will be notified if disconnection status is reached. Notification will state water service will not be interrupted as hand-washing hygiene is effective in the prevention protocol for COVID-19. Notice will be placed on account holder's door stating service will not be interrupted and account holder is to call for balance due amount from Village Hall to be paid by April 6, 2020.

**Village Hall:** Village Hall will remain open with a sign placed on the door encouraging the use of the utility drop box for payments with the exception of cash payments which are to be paid inside.

**MOTION:** Elizabeth Steele

**SECOND:** Gerald Cline

*That the Council approves the COVID-19 protocols for immediate implementation by Village of Fort Summer staff.*

All voted yes, motion carried.

Show of hands 3-0

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THERE BEING NO FURTHER BUSINESS, THE MEETING WAS ADJOURNED  
AT 8:41 A.M.

MOTION: Albert Sena

SECOND: Gerald Cline

All voted yes, motion carried.

Show of hands 3-0

APPROVED:

  
MAYOR \_\_\_\_\_  
LOUIE GALLEGOS

ATTEST:

  
JAMIE WALL, CLERK