

CITY OF LOVINGTON
REGULAR MEETING OF THE CITY COMMISSION

Monday, March 11, 2024 5:30 PM
TO BE HELD AT 214 SOUTH LOVE STREET

AGENDA

Notice of this meeting has been given to the public in compliance with Section 10-15-4 NMSA 1978

OPEN MEETING

Call To Order

Roll Call

Invocation-Commissioner Scotty Gandy

Pledge of Allegiance and Zia- Commissioner Scotty Gandy

Approval of Agenda

Consideration of Minutes - February 26, 2024

COMMISSIONERS AND STAFF REPORT

PUBLIC COMMENT

NON-ACTION ITEMS

- Discussion of Amending Lovington Municipal Code 2.12.030-Selection of Mayor- Reorganization of City Board of Commissioners Every Two Years (due in March)-D Trujillo

ACTION ITEMS

- Resolution 2024-020 - Authorize City Manager to Apply for Hardship Funds through NM DOT Surplus Automotive and Major Road Equipment Program
- Resolution 2024-021-Approve RFP for Insurance Broker
- Finance Report and Accounts Payable

CLOSED SESSION

- Pursuant to Section 10-15-1 NMSA 1978, Subsection H-2 regarding limited personnel matters: Municipal Court Clerk candidates

OPEN SESSION

- Resolution 2024-022-Appoint Municipal Court Judge and Alternate Judge

ADJOURNMENT

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the City Clerk at 575-396-2884 at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the City Clerk at 575-396-2884 if a summary or other type of accessible format is needed 72 HOURS PRIOR TO THE MEETING

CITY OF LOVINGTON
COMMISSION STAFF SUMMARY FORM

MEETING DATE: 3/11/2024



Item Type: Other Action

SUBJECT: Discussion of Amending Lovington Municipal Code 2.12.030-Selection of Mayor-
Reorganization of City Board of Commissioners Every Two Years (due in March)-D
Trujillo

DEPARTMENT: Cemetery

SUBMITTED BY: David Trujillo

DATE SUBMITTED: 2/29/2024

COMPREHENSIVE PLAN IMPLEMENTATION:

STAFF SUMMARY:

Discuss amending Municipal Code 2-12-030 to change procedure of selection of Mayor

FISCAL IMPACT:

RECOMMENDATION:

ATTACHMENTS:

Description	Type
Municipal Code - 2.12.030-Selection of Mayor	Cover Memo

2.12.030 Selection of mayor.

At the first meeting of the new commission after each election, or as soon thereafter as practicable, the commissioners shall elect one of their number as mayor to act for two years, or until a successor is elected and qualified, unless sooner removed by death, resignation or removal from office. The mayor shall preside at meetings of the commission and perform other duties, consistent with his office as imposed by the commission. The mayor has all powers and duties of a commissioner, including the right to vote upon all questions considered by the commission. He is the official head of the municipality for all ceremonial purposes. During his absence or disability, his duties shall be performed by another member of the commission, appointed by a majority of the commission and designated as mayor pro tern. (Amended during 1992 codification: prior code § 2-1-9)

CITY OF LOVINGTON
COMMISSION STAFF SUMMARY FORM

MEETING DATE: 3/11/2024



Item Type: Resolution

SUBJECT: Resolution 2024-020 - Authorize City Manager to Apply for Hardship Funds through NM DOT Surplus Automotive and Major Road Equipment Program

DEPARTMENT: City Managers Office

SUBMITTED BY: David Miranda

DATE SUBMITTED: 2/29/2024

COMPREHENSIVE PLAN IMPLEMENTATION:

STAFF SUMMARY:

City of Lovington qualifies for a financial hardship grant to provide vehicles for the Municipality.

FISCAL IMPACT:

RECOMMENDATION:

ATTACHMENTS:

Description

Res 2024-020 - Hardship Funds - NMDOT

Type

Cover Memo

CITY OF LOVINGTON
LEA COUNTY, NEW MEXICO
RESOLUTION NO. 2024-020

Authorizing the City Manager to Apply for Hardship Funds Through the New Mexico Department of Transportation Surplus Automotive and Major Road Equipment Program

WHEREAS the City of Lovington has historically experienced financial hardship and possesses a limited equipment replacement fund; and,

WHEREAS the City of Lovington Road Department has a need for reliable vehicles to provide statutory mandated services to City roads and rights-of-way throughout the City of Lovington; and,

WHEREAS assistance provided through the New Mexico Department of Transportation Annual Hardship Sale provides the opportunity for the City of Lovington to add to and upgrade its maintenance vehicle inventory.

NOW THEREFORE, BE IT RESOLVED by the Lovington City Commission that the City Manager is authorized to request assistance from the New Mexico State Department of Transportation to assist the City of Lovington to be able to purchase surplus automotive and major road equipment from the New Mexico Department of Transportation Annual Hardship Sale.

DONE THIS 11th DAY OF MARCH, 2024

City of Lovington New Mexico

Howard D. Roberts, Mayor

ATTEST:

Shannon Lester, City Clerk

CITY OF LOVINGTON
COMMISSION STAFF SUMMARY FORM

MEETING DATE: 3/11/2024



Item Type: Resolution

SUBJECT: Resolution 2024-021-Approve RFP for Insurance Broker
DEPARTMENT: City Managers Office
SUBMITTED BY: David Miranda
DATE SUBMITTED: 2/29/2024

COMPREHENSIVE PLAN IMPLEMENTATION:

STAFF SUMMARY:

City desires to advertise a Request for Proposal to contract with an Insurance Broker for Liability, Vehicle, Property Insurance.

FISCAL IMPACT:

RECOMMENDATION:

ATTACHMENTS:

Description
Res 2024-021 - Approve RFP Packet - Insurance

Type
Cover Memo

**RESOLUTION OF THE CITY OF LOVINGTON
LEA COUNTY, NEW MEXICO**

RESOLUTION 2024-021

A RESOLUTION APPROVING THE RFP FORMS FOR INSURANCE BROKER SERVICES

WHEREAS, The City of Lovington wishes to advertise an RFP requesting responses to interested qualified insurance brokers for general liability insurance; and

WHEREAS, an RFP form packet was obtained containing the standard criteria required by law,

NOW, THEREFORE, BE IT RESOLVED, by the Lovington City Commission that the RFP form packet provided to obtain the services of an insurance broker will be advertised locally and regionally for a minimum of 10 days per procurement requirements.

DONE THIS 11th DAY OF March, 2024.

Howard D. Roberts, Mayor

ATTEST:

Shannon Lester, City Clerk



Lovington, NM

Expense Approval Report

By Vendor Name

Payment Dates 2/23/2024 - 3/8/2024

Vendor Name	Description (Item)	Amount
Vendor: 10057 - Admn. Office of the Courts		
Admn. Office of the Courts	Judicial-JEC Fee Dec 23	60.00
Admn. Office of the Courts	Judicial-Auto Fee Dec 23	114.00
Admn. Office of the Courts	Judicial- Auto Fees Nov 23	162.00
Admn. Office of the Courts	Judicial- Auto Fees Nov 23	325.00
Vendor 10057 - Admn. Office of the Courts Total:		661.00
Vendor: 10104 - Alsco		
Alsco	Ambulance-Linens	307.99
Vendor 10104 - Alsco Total:		307.99
Vendor: 14746 - AMY'S ABSOLUTE BEST		
AMY'S ABSOLUTE BEST	APS- cleaning services	900.00
Vendor 14746 - AMY'S ABSOLUTE BEST Total:		900.00
Vendor: 13079 - AXON ENTERPRISE, INC		
AXON ENTERPRISE, INC	Police Inv INUS128168 2021 U...	880.70
AXON ENTERPRISE, INC	Police Transfer Credit-Softwar...	-2,769.51
AXON ENTERPRISE, INC	Police Inv 5218407 tax adjust...	72.47
AXON ENTERPRISE, INC	Police taxes	2,037.07
AXON ENTERPRISE, INC	Police Inv 5218407 2021 Unlim..	46,273.64
Vendor 13079 - AXON ENTERPRISE, INC Total:		46,494.37
Vendor: 14375 - BJ Pipe & Supply, LLC		
BJ Pipe & Supply, LLC	WW hose clamps	49.56
BJ Pipe & Supply, LLC	ww.clamps	139.88
Vendor 14375 - BJ Pipe & Supply, LLC Total:		189.44
Vendor: 10293 - Blaine Industrial Supply		
Blaine Industrial Supply	SUPPLIES	101.74
Vendor 10293 - Blaine Industrial Supply Total:		101.74
Vendor: 10309 - Bob's Thriftway		
Bob's Thriftway	SC-food for meals-SG	95.25
Bob's Thriftway	SC-food for meals-SG	47.63
Bob's Thriftway	SC-food for meals-SG	47.63
Bob's Thriftway	APS-Laundry soap, ect	224.03
Bob's Thriftway	SC-food for meals-SG	118.69
Bob's Thriftway	SC-food for meals-SG	59.34
Bob's Thriftway	SC-food for meals-SG	59.34
Bob's Thriftway	Water- Bleach and waters	45.87
Bob's Thriftway	SC-food for meals-FF	19.69
Bob's Thriftway	SC-food for meals-FF	39.37
Bob's Thriftway	SC-food for meals-FF	19.69
Bob's Thriftway	Street,water,coffee	100.44
Bob's Thriftway	SC-food for meals-FF	102.42
Bob's Thriftway	SC-food for meals-FF	51.22
Bob's Thriftway	SC-food for meals-FF	51.22
Bob's Thriftway	SC-food for meals-FF	86.17
Bob's Thriftway	SC-food for meals-FF	43.08
Bob's Thriftway	SC-food for meals-FF	43.08
Bob's Thriftway	SC-food for meals-FF	53.14
Bob's Thriftway	SC-food for meals-FF	26.58
Bob's Thriftway	SC-food for meals-FF	26.58
Vendor 10309 - Bob's Thriftway Total:		1,360.46
Vendor: 10312 - Body & Sol Fitness, LLC		
Body & Sol Fitness, LLC	Robert Still	577.80
Vendor 10312 - Body & Sol Fitness, LLC Total:		577.80

Expense Approval Report

Payment Dates: 2/23/2024 - 3/8/2024

Vendor Name	Description (Item)	Amount
Vendor: 13579 - BOERNER'S APPLIANCE. LLC		
BOERNER'S APPLIANCE. LLC	fix washer	117.70
Vendor 13579 - BOERNER'S APPLIANCE. LLC Total:		117.70
Vendor: 10346 - Bridgestone Hosepower LLC		
Bridgestone Hosepower LLC	hose for constructors inc. proj...	2,636.98
Vendor 10346 - Bridgestone Hosepower LLC Total:		2,636.98
Vendor: 10352 - Brodart-McNaughton Inc.		
Brodart-McNaughton Inc.	Library Quote 2/7/2024 Book ...	175.00
Vendor 10352 - Brodart-McNaughton Inc. Total:		175.00
Vendor: 10403 - Cardinal Laboratories		
Cardinal Laboratories	ww lab analysis	660.00
Cardinal Laboratories	ww lab analysis	974.00
Cardinal Laboratories	ww lab analysis	229.00
Cardinal Laboratories	ww lab analysis	229.00
Cardinal Laboratories	ww lab analysis	660.00
Cardinal Laboratories	ww lab analysis	660.00
Cardinal Laboratories	ww lab analysis	229.00
Vendor 10403 - Cardinal Laboratories Total:		3,641.00
Vendor: 10436 - Center Point Large Print		
Center Point Large Print	Library Feb2024 2 Western bk...	44.94
Vendor 10436 - Center Point Large Print Total:		44.94
Vendor: 14748 - DASH ELECTRIC LLC		
DASH ELECTRIC LLC	ww electrical work plant and lif...	558.33
DASH ELECTRIC LLC	Water- Wells Maintenance	1,652.59
DASH ELECTRIC LLC	ww electrical work plant and lif...	412.86
DASH ELECTRIC LLC	ww electrical work plant and lif...	1,608.67
DASH ELECTRIC LLC	ww electrical work plant and lif...	3,315.02
DASH ELECTRIC LLC	ww electrical work plant and lif...	640.34
DASH ELECTRIC LLC	ww electrical work plant and lif...	416.98
Vendor 14748 - DASH ELECTRIC LLC Total:		8,604.79
Vendor: 14328 - Dawg Police And Fire Gear		
Dawg Police And Fire Gear	Police Chacon XS LS shirt	56.99
Dawg Police And Fire Gear	Police Chacon XS SS shirt (2)	113.98
Vendor 14328 - Dawg Police And Fire Gear Total:		170.97
Vendor: 13808 - Dealers First Financial LLC		
Dealers First Financial LLC	FIN-BASE RICOH RENTAL	116.24
Dealers First Financial LLC	Police Ricoh Base Rental	124.84
Dealers First Financial LLC	copier	345.76
Vendor 13808 - Dealers First Financial LLC Total:		586.84
Vendor: 10740 - Eagle Towing & Recovery		
Eagle Towing & Recovery	Police 2/1-2/29 Tow Services	173.96
Eagle Towing & Recovery	Police 2/1-2/29 Tow Services	142.38
Eagle Towing & Recovery	Police 2/1-2/29 Tow Services	136.77
Vendor 10740 - Eagle Towing & Recovery Total:		453.11
Vendor: 10750 - ECOLAB		
ECOLAB	SC-dishwasher rental-FF	53.50
ECOLAB	SC-dishwasher rental-FF	53.50
ECOLAB	SC-dishwasher rental-FF	107.00
ECOLAB	SC-dishwasher rental-FF	42.04
ECOLAB	SC-dishwasher rental-FF	42.04
ECOLAB	SC-dishwasher rental-FF	42.05
Vendor 10750 - ECOLAB Total:		340.13
Vendor: 10754 - Econo Signs		
Econo Signs	Water- POD signs for wells	751.61
Vendor 10754 - Econo Signs Total:		751.61

Expense Approval Report

Payment Dates: 2/23/2024 - 3/8/2024

Vendor Name	Description (Item)	Amount
Vendor: 13809 - EP&S, LLC		
EP&S, LLC	ww hoses and clamps for chee...	45.82
Vendor 13809 - EP&S, LLC Total:		45.82
Vendor: 10833 - Evident, Inc		
Evident, Inc	Police Inv 2337710 Cocaine Ni...	320.00
Vendor 10833 - Evident, Inc Total:		320.00
Vendor: 10904 - Forrest Tire Co.		
Forrest Tire Co.	Street,BLK dump truck flat,pat...	64.20
Forrest Tire Co.	Street,sweeper tire	458.47
Forrest Tire Co.	Police 2/1-2/29 Tire Services	16.05
Vendor 10904 - Forrest Tire Co. Total:		538.72
Vendor: 10934 - Gale/Cengage Learning		
Gale/Cengage Learning	Library Feb2024 5 ChrFic bks. ...	124.45
Gale/Cengage Learning	Library Feb2024 2 Mys bks. DM	53.23
Gale/Cengage Learning	Library Feb2024 4 Cozy mys b...	83.96
Vendor 10934 - Gale/Cengage Learning Total:		261.64
Vendor: 10971 - General Welding Supply		
General Welding Supply	ww oxygen	29.00
General Welding Supply	Ambulance-Oxygen	50.00
Vendor 10971 - General Welding Supply Total:		79.00
Vendor: 10997 - Goldstar Products Inc.		
Goldstar Products Inc.	Cem- marking flags	842.04
Vendor 10997 - Goldstar Products Inc. Total:		842.04
Vendor: 14588 - H2O To Go		
H2O To Go	Police Inv 28326 (3) 5 gal bottl...	17.85
H2O To Go	water for city hall	11.90
Vendor 14588 - H2O To Go Total:		29.75
Vendor: 11096 - Higginbotham-Bartlett Co.		
Higginbotham-Bartlett Co.	WW BLEACH	48.93
Higginbotham-Bartlett Co.	surge protector for grant writ...	19.29
Higginbotham-Bartlett Co.	WW ROOF SEALANT	98.25
Higginbotham-Bartlett Co.	ww bleach	87.04
Higginbotham-Bartlett Co.	SC-filters for kitchen, batteries...	5.12
Higginbotham-Bartlett Co.	SC-filters for kitchen, batteries...	10.23
Higginbotham-Bartlett Co.	SC-filters for kitchen, batteries...	5.12
Higginbotham-Bartlett Co.	ww supplies for leak	34.22
Higginbotham-Bartlett Co.	Parks-Kerosene for shop heat...	151.98
Higginbotham-Bartlett Co.	ww supplies	154.04
Higginbotham-Bartlett Co.	Water- Corded impact	201.99
Higginbotham-Bartlett Co.	Water-Cordless Impact w/ bat...	631.99
Higginbotham-Bartlett Co.	Street,coil cleaner for loader,b...	105.58
Higginbotham-Bartlett Co.	Parks- Heater for the office an...	164.98
Higginbotham-Bartlett Co.	Water- Hose valve for PD	9.49
Higginbotham-Bartlett Co.	water-blades	95.48
Higginbotham-Bartlett Co.	Water- cleaninf supplies for s...	90.18
Higginbotham-Bartlett Co.	ww supplies	67.49
Higginbotham-Bartlett Co.	Library Repair of Window DM	229.98
Higginbotham-Bartlett Co.	ww supplies	42.98
Higginbotham-Bartlett Co.	Parks- Parts for fountain	22.07
Higginbotham-Bartlett Co.	Water- pick stiks for trash pick...	101.16
Higginbotham-Bartlett Co.	Water- insulation	6.49
Higginbotham-Bartlett Co.	APS- keys, trash bags, mop he...	505.54
Higginbotham-Bartlett Co.	Water- Drill, impact, screws a...	597.88
Higginbotham-Bartlett Co.	Water- boot for Meter testing	9.29
Higginbotham-Bartlett Co.	Water- concrete for 11 & polk ...	69.90
Higginbotham-Bartlett Co.	FIRE: Supplies for the tool boa...	147.82
Higginbotham-Bartlett Co.	ww supplies	33.76
Higginbotham-Bartlett Co.	ww supplies	34.95

Expense Approval Report

Payment Dates: 2/23/2024 - 3/8/2024

Vendor Name	Description (Item)	Amount
Higginbotham-Bartlett Co.	Water- Knee pads for Cruz	26.99
Higginbotham-Bartlett Co.	ww supplies	215.78
Higginbotham-Bartlett Co.	Water- concrete for valve on l...	20.97
Vendor 11096 - Higginbotham-Bartlett Co. Total:		4,046.96
Vendor: 14962 - Hobbs Truck and Trailer LLC		
Hobbs Truck and Trailer LLC	EMS-EMS4 turbo/manifold re...	5,377.37
Hobbs Truck and Trailer LLC	EMS-Full PM on EMS 1. Milea...	2,745.03
Vendor 14962 - Hobbs Truck and Trailer LLC Total:		8,122.40
Vendor: 13382 - Indoff Incorporated		
Indoff Incorporated	Library Quote 554365 2/14/2...	141.06
Vendor 13382 - Indoff Incorporated Total:		141.06
Vendor: 14957 - IT Works, LLC		
IT Works, LLC	troubleshoot	247.50
IT Works, LLC	Police Dell Optiplex All in One ...	2,171.50
Vendor 14957 - IT Works, LLC Total:		2,419.00
Vendor: 15023 - Jose De La Luz Rivero		
Jose De La Luz Rivero	Water Refund Cks 3/05/24	78.36
Vendor 15023 - Jose De La Luz Rivero Total:		78.36
Vendor: 13077 - Kimball Midwest		
Kimball Midwest	Parks- supplies for shop	693.21
Vendor 13077 - Kimball Midwest Total:		693.21
Vendor: 11489 - Lea County State Bank		
Lea County State Bank	mvd-deposit slips-mih	39.22
Vendor 11489 - Lea County State Bank Total:		39.22
Vendor: 11492 - Lea County Veterinary Service		
Lea County Veterinary Service	APS- Surgery 2-6	805.11
Lea County Veterinary Service	APS- Surgery Feb 13	880.13
Lea County Veterinary Service	APS- Surgeries 12-26	674.10
Vendor 11492 - Lea County Veterinary Service Total:		2,359.34
Vendor: 11498 - LEACO		
LEACO	Library Mar2024 Tel&Internet...	246.18
Vendor 11498 - LEACO Total:		246.18
Vendor: 11518 - Life-Assist, Inc.		
Life-Assist, Inc.	EMS-zofran, Normal saline, d...	407.85
Vendor 11518 - Life-Assist, Inc. Total:		407.85
Vendor: 11544 - Lovington Auto Supply		
Lovington Auto Supply	Water- Battery for hydronic un..	124.61
Lovington Auto Supply	tools	392.77
Lovington Auto Supply	ww filters	148.35
Lovington Auto Supply	POL- VEHICLE SUPPLIES 2/1-2...	239.26
Lovington Auto Supply	WW HOSE FOR CHEESEPLANT ...	56.49
Lovington Auto Supply	Water - Oil and filters for truck..	182.95
Vendor 11544 - Lovington Auto Supply Total:		1,144.43
Vendor: 11564 - Lovington Tire Service, Inc.		
Lovington Tire Service, Inc.	ww.flat tire	17.72
Lovington Tire Service, Inc.	FLAT TIRE	17.72
Lovington Tire Service, Inc.	Street,tractor tire	1,800.00
Lovington Tire Service, Inc.	Water- tires truck 11	1,038.00
Lovington Tire Service, Inc.	Police 2/1-2/29 Unit tire servi...	564.80
Lovington Tire Service, Inc.	Cem- new tires on work truck	960.00
Vendor 11564 - Lovington Tire Service, Inc. Total:		4,398.24
Vendor: 14992 - M & W WATER WELL SERVICE		
M & W WATER WELL SERVICE	pulled old meter installed new...	14,704.05
Vendor 14992 - M & W WATER WELL SERVICE Total:		14,704.05

Expense Approval Report

Payment Dates: 2/23/2024 - 3/8/2024

Vendor Name	Description (Item)	Amount
Vendor: 11648 - Master Printers		
Master Printers	Library 1/30/2024 Q. for lette...	278.00
Vendor 11648 - Master Printers Total:		278.00
Vendor: 11718 - Midwest Veterinary Supply, Inc		
Midwest Veterinary Supply, Inc	APS- Surgery Supplies	1,091.61
Midwest Veterinary Supply, Inc	APS - vaccines	708.00
Midwest Veterinary Supply, Inc	APS- Bordetella vaccines	1,166.25
Vendor 11718 - Midwest Veterinary Supply, Inc Total:		2,965.86
Vendor: 11773 - MWI Veterinary Supplies		
MWI Veterinary Supplies	APS- medical supplies	1,117.08
MWI Veterinary Supplies	APS- medical supplies	12.22
MWI Veterinary Supplies	APS- medical supplies	12.78
MWI Veterinary Supplies	APS- RABIES VACCINES SUPPLI...	1,565.36
MWI Veterinary Supplies	APS- Bravecto flea tick treatm...	2,237.00
Vendor 11773 - MWI Veterinary Supplies Total:		4,944.44
Vendor: 11887 - NM Dept of Workforce Solutions		
NM Dept of Workforce Soluti...	NM Unemployment Compens...	4,317.00
Vendor 11887 - NM Dept of Workforce Solutions Total:		4,317.00
Vendor: 11890 - NM EMS Bureau		
NM EMS Bureau	EMS-matt richey EMT-I renew...	40.00
Vendor 11890 - NM EMS Bureau Total:		40.00
Vendor: 14820 - PREMIER WATERWORKS INC		
PREMIER WATERWORKS INC	Water- Lids for Meters	5,917.00
PREMIER WATERWORKS INC	Water- pumps and arbors	2,262.52
PREMIER WATERWORKS INC	Water- 6" Megalugs	857.20
PREMIER WATERWORKS INC	Water- parts for the Inn	1,166.80
PREMIER WATERWORKS INC	Water- hydrant meters and va...	3,628.35
PREMIER WATERWORKS INC	Water- meter for wells	2,363.27
Vendor 14820 - PREMIER WATERWORKS INC Total:		16,195.14
Vendor: 14999 - PVS DX INC		
PVS DX INC	ww chlorine	1,632.89
PVS DX INC	Water- Chlorine for February	544.30
Vendor 14999 - PVS DX INC Total:		2,177.19
Vendor: 15027 - Robert S. McCabe		
Robert S. McCabe	Water Refund Cks 3/05/24	18.89
Vendor 15027 - Robert S. McCabe Total:		18.89
Vendor: 12250 - Roberts Oil & Lube		
Roberts Oil & Lube	Police 2/1-2/29 Unit Oil Chan...	125.00
Vendor 12250 - Roberts Oil & Lube Total:		125.00
Vendor: 12283 - RoseRush Services LLC		
RoseRush Services LLC	APS- upgrade, annual support,...	1,055.00
Vendor 12283 - RoseRush Services LLC Total:		1,055.00
Vendor: 14671 - SMITH POWER PRODUCTS INC		
SMITH POWER PRODUCTS INC	Water- Repairs for Generators...	825.05
SMITH POWER PRODUCTS INC	Water- Repairs for Generators...	900.00
SMITH POWER PRODUCTS INC	Water- Repairs for Generators...	500.00
SMITH POWER PRODUCTS INC	Water- Repairs for Generators...	3,401.53
SMITH POWER PRODUCTS INC	Water- Repairs for Generators...	900.00
Vendor 14671 - SMITH POWER PRODUCTS INC Total:		6,526.58
Vendor: 12441 - Souder, Miller & Associates		
Souder, Miller & Associates	ASSET MANAGMENT PROJECT	9,618.54
Vendor 12441 - Souder, Miller & Associates Total:		9,618.54
Vendor: 12452 - Southwest Safety Specialists		
Southwest Safety Specialists	SC-Semi-annual kitchen inspec...	71.83
Southwest Safety Specialists	SC-Semi-annual kitchen inspec...	71.82

Expense Approval Report

Payment Dates: 2/23/2024 - 3/8/2024

Vendor Name	Description (Item)	Amount
Southwest Safety Specialists	SC-Semi-annual kitchen inspec...	71.83
Vendor 12452 - Southwest Safety Specialists Total:		215.48
Vendor: 12555 - SYSCO West Texas, Inc.		
SYSCO West Texas, Inc.	SC-food for meals/supplies-FF	74.59
SYSCO West Texas, Inc.	SC-food for meals/supplies-FF	1,445.24
SYSCO West Texas, Inc.	SC-food for meals/supplies-FF	1,381.58
SYSCO West Texas, Inc.	SC-food for meals/supplies-FF	1.00
Vendor 12555 - SYSCO West Texas, Inc. Total:		2,902.41
Vendor: 12585 - TDS		
TDS	TDS - Jan	53.95
Vendor 12585 - TDS Total:		53.95
Vendor: 14585 - Texas Narcotic Officer Association		
Texas Narcotic Officer Associat..	Police Leyva TNOA Conference..	375.00
Vendor 14585 - Texas Narcotic Officer Association Total:		375.00
Vendor: 15009 - TEXAS POLICE TRAINERS LLC		
TEXAS POLICE TRAINERS LLC	Police Inv 18-2024 Grady Crim...	160.00
Vendor 15009 - TEXAS POLICE TRAINERS LLC Total:		160.00
Vendor: 14972 - TRACY PHILLIPS		
TRACY PHILLIPS	APS - vet services Feb 28	975.00
Vendor 14972 - TRACY PHILLIPS Total:		975.00
Vendor: 12727 - Travelers		
Travelers	Leg-Monthly Ins Premium - lia...	82,230.30
Vendor 12727 - Travelers Total:		82,230.30
Vendor: 12741 - Triple H Engine Service		
Triple H Engine Service	ww belts for blowers	790.80
Vendor 12741 - Triple H Engine Service Total:		790.80
Vendor: 14638 - UNITED SUPERMARKETS, LLC		
UNITED SUPERMARKETS, LLC	Fire-Shift Meals	59.08
UNITED SUPERMARKETS, LLC	Fire-Shift Meals	93.63
UNITED SUPERMARKETS, LLC	Fire-Shift Meals	96.42
UNITED SUPERMARKETS, LLC	Fire-Shift Meals	181.31
UNITED SUPERMARKETS, LLC	Fire-Shift Meals	68.37
UNITED SUPERMARKETS, LLC	Fire-Shift Meals	79.68
Vendor 14638 - UNITED SUPERMARKETS, LLC Total:		578.49
Vendor: 12826 - Valentine Auto Service		
Valentine Auto Service	Police Estimate 30789 Unit 40...	870.00
Vendor 12826 - Valentine Auto Service Total:		870.00
Vendor: 12833 - Vanguard Health & Safety Servi		
Vanguard Health & Safety Servi	pre-employment	722.68
Vendor 12833 - Vanguard Health & Safety Servi Total:		722.68
Vendor: 10266 - VISUAL EDGE IT		
VISUAL EDGE IT	Library Feb2024 Xerox cys. DM	54.95
Vendor 10266 - VISUAL EDGE IT Total:		54.95
Vendor: 12951 - Western Fire & Safety		
Western Fire & Safety	maintenance	663.40
Vendor 12951 - Western Fire & Safety Total:		663.40
Vendor: 14769 - WILSON INDEPENDENT OPS LLC		
WILSON INDEPENDENT OPS L...	WATER/WW SERVICES FOR 2/...	3,819.90
Vendor 14769 - WILSON INDEPENDENT OPS LLC Total:		3,819.90
Vendor: 13011 - Zia Consulting, Inc.		
Zia Consulting, Inc.	Police Inv D Soto Pre emply P...	600.00
Vendor 13011 - Zia Consulting, Inc. Total:		600.00
Grand Total:		252,307.14

Report Summary

Fund Summary

Fund	Payment Amount
101 - General Fund	114,883.47
110 - Motor Vehicle	39.22
209 - Fire Protection Grant	147.82
211 - Law Enforcement Grant	46,494.37
219 - Sr Citz Multi Purpose Grant	4,468.61
230 - Judicial Education Fees	222.00
231 - Court Automation Fees	439.00
236 - AC County Grant Spay & Neuter	1,574.10
501 - Water Fund	44,020.28
505 - WasteWater	30,511.54
509 - Ambulance	8,928.24
704 - Fire Dept-Trust & Agency	578.49
Grand Total:	252,307.14

Account Summary

Account Number	Account Name	Payment Amount
101-1000-46010	Supplies-Office,Field,Edu...	19.29
101-1210-42085	SUTA Expense	4,317.00
101-1210-44900	Other Maintenance	663.40
101-1210-45030	Professional Services - Fi...	722.68
101-1210-45900	Other Contractual Servic...	116.24
101-1210-46010	Supplies-Office,Field,Edu...	113.64
101-1210-47060	Insurance/Bonds-Non-E...	82,230.30
101-1210-48020	Equipment & Machinery ...	593.26
101-1400-46010	Supplies-Office,Field,Edu...	1,032.24
101-1620-44010	Rep/Maint:Building/Stru...	229.98
101-1620-46010	Supplies-Office,Field,Edu...	419.06
101-1620-46915	Library Books - Library	481.58
101-1620-47080	Printing,Publishing,Adve...	54.95
101-1620-47150	Telephone - Library	246.18
101-1640-44040	Rep/Maint:Equipment/V...	960.00
101-1640-46010	Supplies-Office,Field,Edu...	842.04
101-1660-43025	Carol Peachte spay/neu...	3,751.85
101-1660-45030	Professional Services - V...	1,172.70
101-1660-45033	Veterinary Services - Vet...	6,818.69
101-1660-46010	Supplies-Office,Field,Edu...	729.57
101-1660-47160	Utilities	53.95
101-1953-42060	Wellness Benefit	577.80
101-1953-44020	Maintenance:Contracts -...	124.84
101-1953-44040	Rep/Maint:Equipment/V...	1,815.11
101-1953-45030	Professional Services	1,070.96
101-1953-46010	Supplies-Office,Field,Edu...	2,491.50
101-1953-46040	Uniform/Linen Expense	170.97
101-1953-47040	Employee Training - Poli...	535.00
101-2160-44040	Rep/Maint:Equipment/V...	2,322.67
101-2160-46010	Supplies-Office,Field,Edu...	206.02
110-1012-46010	Supplies-Office,Field,Edu...	39.22
209-2202-46010	Supplies-Office,Field,Edu...	147.82
211-0000-37130	Grant-State:Law Enforc...	46,494.37
219-1610-44020	Maintenance:Contracts -...	340.13
219-1610-46010	Supplies-Office,Field,Edu...	235.95
219-1610-46901	Nutritional-Supplies	74.59
219-1610-46902	Nutritional-Food Supplie...	3,817.94
230-2255-45915	Judicial Education Fees - ...	222.00
231-0200-45925	Court Automation Fees - ...	439.00
236-1660-45030	Professional Services	900.00
236-1660-45033	236166045033	674.10

Account Summary

Account Number	Account Name	Payment Amount
501-2125-44010	Rep/Maint:Building/Stru...	1,034.81
501-2125-44040	Rep/Maint:Equipment/V...	1,220.95
501-2125-44050	Rep/Maint:Meters/Pum...	10,112.78
501-2125-46010	Supplies-Office,Field,Edu...	16,852.21
501-2125-48010	Building & Structures	14,704.05
501-2125-48020	Equipment & Machinery ...	95.48
505-0000-22900	Customer Deposits	97.25
505-2130-46010	Supplies-Office,Field,Edu...	18,158.77
505-2130-48020	Equipment & Machinery ...	2,636.98
505-2130-48920	Lift Station & Pump Lines...	9,618.54
509-2010-44040	Rep/Maint:Equipment/V...	8,122.40
509-2010-46010	Supplies-Office,Field,Edu...	457.85
509-2010-46040	Uniform/Linen Expense -...	307.99
509-2010-47010	Communications/Repair ...	40.00
704-0000-36020	State Grass Fire Reimb	578.49
Grand Total:		252,307.14

Project Account Summary

Project Account Key	Payment Amount
None	247,838.53
FY18CONG	1,801.61
FY18HD	2,078.50
FY18MULTI	588.50
Grand Total:	252,307.14

LETTER OF INTENT

February 20, 2024

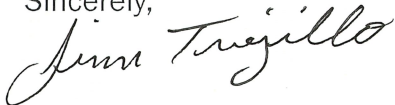
Jim Trujillo
320 N 7th Street
Lovington, NM 88260
(575) 318-3159

City Of Lovington Commissioners
214 S Love Street Lovington, NM 88260

Dear Commissioners,

I, Jim Trujillo, am interested in the position of Lovington Municipal Court judge. I'm a registered voter. I have lived in the city limits of Lovington for over 60 years. I was also a former magistrate judge. I was a pro tem judge for two years and have served throughout the state covering for other judges. I have twenty-seven years of law enforcement experience. I'm currently filling in for the Lovington Municipal Court as an alternate judge until someone is appointed. I have been an alternate judge for fourteen years. I feel that I have the knowledge and experience to continue as the Lovington Municipal Court judge. I'm knowledgeable in the law and the local city ordinances. I would like to thank you in advance for your consideration in this matter.

Sincerely,



Jim Trujillo
Alternate Judge

John Speedy Faith
February 13, 2024

Dear City Commissioners,

I am writing to express my interest in the vacant Municipal Judge position within our community. Having been a resident of Lovington for the majority of my life, I am deeply committed to serving our city and its residents.

While I am preparing to retire from my career in education, I am eager to contribute to serve our community through public service. My extensive experience in teaching and coaching has equipped me with the skills necessary to administer fair and impartial judgments within the courtroom.

I am enthusiastic about the opportunity to further discuss how my background and expertise align with the requirements of the Municipal Judge position. Please feel free to reach out if there are any additional steps or information required to progress in this process.

Thank you for your consideration. I look forward to the possibility of contributing to the continued prosperity of our community.

Sincerely,

John Speedy Faith

Speedyfaith@hotmail.com

City of Lovington
21 S. Love Street
Lovington, NM 88260

Re: Letter of Interest

I am writing to express my interest in the Municipal Judge position.

I have qualifications of twelve years as administrative court clerk. With this knowledge I have an interest to share these capabilities with the City of Lovington.

These capabilities include being bilingual and have experience in the procedures of the court.

Sincerely,

A handwritten signature in black ink that reads "Manuela Stroh". The script is cursive and fluid, with the first name "Manuela" and the last name "Stroh" clearly distinguishable.

Manuela (Nellie) Stroh

Manuela (Nellie) Stroh

302 N. 9th Street, Lovington, NM 88260 (575)441-4863

OBJECTIVE

Obtain a position that will utilize my skills to the best of my ability.

SUMMARY OF QUALIFICATIONS

- Over twelve years' experience in a clerical office environment and acquired formal training in computer applications at a local training institution.
- Strong ability to be self-motivated; possess initiative and show enthusiasm on the job. Hardworking, dependable person who is trainable and accepts change well.
- Bilingual; proficient in speaking English and Spanish.

RELEVANT SKILLS AND EXPERIENCE/CUSTOMER SERVICE

- Developed good customer relations skills and the ability to prioritize and organize throughout my years of experience.
- Greeted and acknowledged customers' presence in a friendly and professional manner.
- Work to satisfy customer expectations; able to act as an efficient bilingual communicator.

MANAGEMENT/SUPERVISION/ADMINISTRATIVE

- Over six years' experience in a supervisory capacity as a Parts Department Manager, Department Manager for a Pharmacy. Seven years' experience for a Central Pharmacy at a Healthcare Facility Three years' experience in a hospital as a Certified Pharmacy Technician. Over twelve years experience as a Administrative Court Clerk for a municipality.
- Type 50 to 60 words per minute, operates a ten-key calculator, operates a computer, telephone etiquette processed and filed invoices for payment, maintained inventory control.
- Computer Literate: IBM Compatible, Microsoft Word, Excel, Access

EMPLOYMENT HISTORY

2007-2019 *Lovington Municipal Court, Lovington, New Mexico*

ADMINISTRATIVE COURT CLERK

2003-2006 *Nor-Lea General Hospital, Lovington, New Mexico*

CERTIFIED PHARMACY TECHNICIAN

1996-2003 *Covenant Healthcare Center, Hobbs, New Mexico*

CERTIFIED PHARMACY TECHNICIAN

1993 - 1995 *Electro-Wire Products, Hobbs, New Mexico*

PARTS DEPARTMENT MANAGER

1991 - 1993 *Walmart Pharmacy, Hobbs,*

DEPARTMENT MANAGER/PHARMACY TECHNICIAN

EDUCATION/TRAINING

The University of New Mexico, Albuquerque, NM

Language Access Specialist Certificate-2013

New Mexico Junior College, Hobbs, New Mexico

Typing, WordPerfect 6.1, Microsoft Word, Excel, Access, 1986-1997, Spanish Class, 2010

Pharmacy Technician Certification Board, Inc. (PTCB)

Certified Pharmacy Technician (ChT), 1999

February 20, 2024

Letter of Recommendation

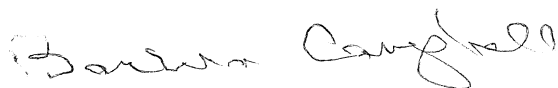
To Whom It May Concern:

It's my absolute pleasure to recommend Nellie Stroh for Municipal Judge for the City of Lovington. Nellie and I worked at Lovington Municipal Court for twelve years. I thoroughly enjoyed my time working with Nellie and came to know her as a true asset to our team. Beyond that, she has impressive people and organizational skills. Her knowledge of court procedures and expertise in computer knowledge was a huge advantage to our entire office.

Without a doubt, I confidently recommend Nellie to join your team at the City of Lovington as a dedicated and knowledgeable court judge and an all-around great person. I know that she will be a beneficiary addition to the City of Lovington.

Please feel free to contact me at **(575) 602-2203** if you want to discuss Nellie's qualifications and experience further. I'd be happy to expand on my recommendation.

Best wishes,

A handwritten signature in cursive script that reads "Barbra Campbell". The ink is dark and the signature is fluid.

Barbra Campbell

To our city leaders and community members,

I am writing to express my interest in the open municipal judge position for the city of Lovington. As a longtime citizen of the community I would like the opportunity to serve and contribute to our judicial system and the city of Lovington.

Having grown up and lived in Lovington since I was a child, I have developed an appreciation for our town's values, and people. This understanding has given me a strong desire to help our community grow and to thrive.

Throughout my professional career and personal life, I have always demonstrated a strong work ethic and dedication to my beliefs. In addition to my personal skills, I have over 45 years of leadership experience, which I believe has given me the knowledge necessary to learn and fulfill the duties of a municipal judge.

As a firm believer in the principles of justice and equality, I will make sure that our legal system operates with integrity and transparency. I firmly believe that every individual deserves to be treated with respect and understanding regardless of who they are.

If given this honor of becoming the municipal judge of Lovington, I will fulfil my responsibilities with integrity, impartiality, and compassion. I look forward to working with community members, law enforcement agencies, the municipal judge's staff and the commissioners.

Thank you for considering me for this position. I look forward to the opportunity to serve Lovington if chosen.

Sincerely,

Mark Owens



115 N 2nd

Lovington NM

575-973-8704

CITY OF LOVINGTON
COMMISSION STAFF SUMMARY FORM

MEETING DATE: 3/11/2024



Item Type: Resolution

SUBJECT: Resolution 2024-022-Appoint Municipal Court Judge and Alternate Judge
DEPARTMENT: City Clerk
SUBMITTED BY: Shannon Lester
DATE SUBMITTED: 2/29/2024

COMPREHENSIVE PLAN IMPLEMENTATION:

STAFF SUMMARY:

City Commission will appoint a Municipal Court Judge who will serve until December 31, 2025. The position of Municipal Court Judge will be on the ballot of the Regular Local Election and the winner of the election will serve January 1, 2026 through December 31, 2030.
An alternate Municipal Court Judge will also be appointed.

FISCAL IMPACT:

RECOMMENDATION:

ATTACHMENTS:

Description
Res 2023-022 - Appoint Municipal Judge

Type
Cover Memo

**RESOLUTION OF THE CITY OF LOVINGTON
LEA COUNTY, NEW MEXICO**

RESOLUTION 2024-022

APPOINTMENT OF LOVINGTON MUNICIPAL COURT JUDGE & ALTERNATE JUDGES

WHEREAS, the City of Lovington has been seeking to fill the position of Municipal Court Judge, and had posted/advertised for this position from interested persons; and

WHEREAS, the City of Lovington received four letters of interest for this position; and

WHEREAS, these candidates were discussed in a Closed Session; and

WHEREAS, due to the candidates' qualifications, the Lovington City Commission selects

_____ to serve as Lovington Municipal Court Judge until the regular local election is held the first Tuesday of November, 2025; and,

_____ is selected to serve as alternate Judge; and

_____ is selected to serve as 2nd alternate Judge.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF LOVINGTON, that the Mayor be and hereby is authorized and directed to approve the above candidates' appointment as Lovington Municipal Court Judge and Alternate Judge.

DONE THIS 11th DAY OF MARCH, 2024

City of Lovington
New Mexico

Howard D. Roberts, Mayor

ATTEST:

Shannon Lester, City Clerk