I. **CALL TO ORDER BY MAYOR MARK L. GALLEGOS**
Mayor Gallegos called the meeting to order at 6:01pm.

II. **ROLL CALL**
Mayor Gallegos asked Village Clerk Renee Martinez to take roll.

Those present were:
- Councilor Brent Jaramillo
- Councilor Lawrence Ortega
- Councilor Miguel Romero
- Councilor Julian Cisneros

Also present:
- Administrator Loretta Trujillo
- Village Clerk Renee Martinez
- Finance Director Karen Shannon
- Village Attorney Vanessa Chavez

III. **PLEDGE OF ALLEGIANCE**
Councilor Julian Cisneros led the Pledge of Allegiance.

IV. **APPROVAL OF AGENDA**
Councilor Cisneros requested that Item VIII E) be moved to Discussion Items (Item IX). A request was made that an Executive Session be added to the agenda to discuss Action Item (F) regarding Water Rights.

Motion: Councilor Cisneros
Second: Councilor Ortega

In Favor: All
Opposed: None

To approve the agenda as amended. All voted yes. Motion carried.

V. **APPROVAL OF MINUTES**

**January 7, 2016 Special Meeting**

Motion: Councilor Jaramillo
Second: Councilor Ortega

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In Favor: All
Opposed: None

To approve the January 7, 2016 minutes as presented. All voted yes. Motion carried

- **January 12, 2016 Regular Meeting** -

  Motion: Councilor Ortega
  Second: Councilor Jaramillo

  In Favor: All
  Opposed: None

  To approve the January 12, 2016 minutes as presented. All voted yes. Motion carried

VI. **PUBLIC COMMENTS** - *(It is the policy of the Governing Body to accept public comment. Because your particular issue is not on the agenda the Governing Body cannot respond immediately, but may direct staff to address issues at a future Council Meeting. Public comments are limited to a maximum of three minutes.)*

There were no Public Comments...

VII. **PUBLIC HEARING**

  A) Village of Questa Water & Sewer Ordinance No. 2015 -141

  Mayor Gallegos opened the public hearing at 6:07pm.

  Ms. Nadine Varela stated that her mother Roxanne Varela is paying sewer on a vacant property and would like to verify that if the property is sold, the sewer tap would remain and the new owner would not have to pay a new tap fee. Mayor Gallegos stated that because Ms. Varela has been paying the monthly sewer fee there would be no tap fee.

  Mayor Gallegos closed the public hearing at 6:10pm.

VIII. **ACTION ITEMS** - *(Discussion, Consideration and Action)*

  A) Village of Questa Water & Sewer Ordinance No. 2015 -141

  Councilor Cisneros motioned that we table and revisit this Ordinance at another time. Ms. Trujillo stated that if this Ordinance is tabled she will be forced to shut off water meters for the reason that DFA, as well as the auditors have informed us that we are in violation of our own Ordinance. The motion died due to lack of a second.

  Councilor Ortega requested the possibility of considering a seasonal sewer rate.

  A lengthy discussion was held regarding the Service Classifications for Commercial Class II and III. It was suggested by Ms. Chavez that we remove ‘with up to 20 units’ and ‘with up to 20 hook-ups’ on Commercial Class II. Also remove ‘hotels/motels with over 20 units, recreational vehicle (RV) Parks with over 20 hook-ups’ on Commercial Class III.

  Motion: Councilor Ortega

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Second: Councilor Romero

Roll Call:
Councillor Julian Cisneros YES
Councillor Brent Jaramillo YES
Councillor Miguel Romero YES
Councillor Lawrence Ortega YES

To approve Ordinance No. 2015-141 with the above changes. All voted yes. Motion carried.

B) Approval of Resolution No. 2016-03 – New Bank Account

Ms. Trujillo stated that this account will be utilized as a ‘clearing account’ for all expenditures transacted through the Caselle software.

Motion: Councillor Jaramillo
Second: Councilor Cisneros

Roll Call:
Councillor Julian Cisneros YES
Councillor Brent Jaramillo YES
Councillor Miguel Romero YES
Councillor Lawrence Ortega YES

To approve Resolution No. 2016-03. All voted yes. Motion carried.

C) Approval of Resolution No. 2016-04 – Tax Information Disclosure

**Removed from Agenda

D) Ratification of Petroglyph’s on the Rio Grande Economic Development Plan

Motion: Councilor Cisneros
Second: Councilor Jaramillo

In Favor: All
Opposed: None

To approve the ratification of Petroglyph’s on the Rio Grande Economic Development Plan. All voted yes. Motion carried.

E) Approval to proceed with Village of Questa Ordinance 2016-146 – Municipal Judge Salary Increase

**Moved to Item IX. Discussion Items.

F) Approval to enter into contract with Ms. Karen Cortez - Water Rights

**Moved to Executive Session

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G) Approval of Contract with Mr. Anthony Martinez – Regarding Wastewater Treatment Plant

Ms. Trujillo stated that Mr. Martinez possesses all certifications needed to operate our WWTP.

Motion: Councilor Cisneros
Second: Councilor Jaramillo

In Favor: All
Opposed: None

To approve the Contract with Mr. Anthony Martinez. All voted yes. Motion carried

H) Approval of Contract with Ms. Alberta Bouyer – Regarding Marketing & Tourism Coordinator

Motion: Councilor Jaramillo
Second: Councilor Ortega

In Favor: All
Opposed: None

To approve the Contract with Ms. Alberta Bouyer. All voted yes. Motion carried

IX. DISCUSSION ITEMS –

A) Mr. Amalio Madueño, (CDCA) – Grant Update

Mr. Madueno updated the Council on all ongoing grants.

B) Proposed Date for Work Study Session regarding Village of Questa Projects

It was decided to hold a Work Study Session on Saturday, February 6, 2016 at 9:00am.

C) Approval to proceed with Village of Questa Ordinance 2016-146 – Municipal Judge Salary Increase

After a brief discussion it was decided to move forward with the advertisement of the ordinance for approval at a future meeting.

X. FINANCIALS – Ms. Karen Shannon

A) Presentation of November Financial Report
B) Presentation of December Financial Report

C) Approval of 2nd Quarter DFA Report –

Motion: Councilor Ortega
Second: Councilor Jaramillo

In Favor: All
Opposed: None
To approve the 2nd Quarter Report. All voted yes. Motion carried

XI. MATTERS FROM ATTORNEY

There were no matters.

XIV. EXECUTIVE SESSION - (The Governing Body may convene into Executive Session at this time pursuant to the NM Open Meetings Act NMSA 1978 10-15-1)

A) Real Property and Water Rights (Section 10-15-1(H) (8)) —
Discussion of possible acquisition of Water Rights - Consideration to Lease from Ms. Karen Cortez

A motion to enter into Executive Session was made by Councilor Romero, seconded by Councilor Ortega.

Roll Call:

Councilor Julian Cisneros  YES
Councilor Miguel Romero  YES
Councilor Lawrence Ortega  YES
Councilor Brent Jaramillo  YES

Mayor Gallegos stated that the Governing Body will go into Executive Session to discuss only the item listed. The Governing Body entered into Executive Session at 7:26pm.

A motion was made to reconvene from Executive Session at 7:49pm by Councilor Ortega, seconded by Councilor Romero.

Roll Call:

Councilor Lawrence Ortega  YES
Councilor Brent Jaramillo  YES
Councilor Julian Cisneros  YES
Councilor Miguel Romero  YES

Mayor Gallegos stated that only item discussed during closed session was the possible water rights acquisition with Ms. Karen Cortez. No action was taken.

XII. MATTERS FROM ADMINISTRATOR - Ms. Loretta Trujillo

Ms. Trujillo updated the Council on the following:

- Librarian Sharon Nicholson will be featured in the Taos News “Know Your Neighbor” section.
- Included draft MOU between Taos County and Village regarding economic development for review and will come before Council at next meeting. Councilor Ortega stated he has a concern with item 4. Councilor Ortega inquired if we were making Taos County party to our Economic Development efforts and do they have jurisdiction. Ms. Chavez stated that the intent is that when either entity is applying for funds you are not competing. Councilor Jaramillo stated that he believes there is a different draft. Ms. Trujillo stated she will get the correct draft and forward it to Council.
- Department of Transportation MAP and Local Government Road Fund project applications are due in March. Project areas need to be identified. This will be brought to Council at next meeting. Councilor

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Ortega inquired if the Village would be responsible for the 25%. Ms. Trujillo stated she would find out.
Counselor Jaramillo suggested the MAP be used for Cabresto Road.

- Water Rights Update – Ms. Trujillo is waiting on OSE to process Mr. Eliu Romero’s application. It is estimated to be completed sometime in May or June. Ms. Trujillo stated that Mr. Romero is not up to date on his dues. Ms. Trujillo also met with Kerrie at OSE regarding Estate of Lino Trujillo Water Rights – told that we need confirmation from Llano ditch that dues are being paid. Ms. Jeannie Masters confirmed that dues have been paid. Karen Cortez water rights lease- All paperwork is in order at OSE, Ms. Cortez has 14.93 acre feet of water (6,463 consumptive use). Councilor Ortega asked if this needed to be published in the newspaper. Ms. Trujillo stated no; a water rights lease does not have to be.

- Andamo Sanchez Well – Mr. Sanchez is aware that he must get an appraisal.

- Leroy Romero Well - We are waiting on Mr. Romero to turn in paperwork.

- Street Lights – Received an estimate from Bixby Electric – who has the State Contract price agreement for this service. Waiting on a PO to get this done. Counselor Cisneros asked what this was going to cost. Ms. Trujillo stated it will cost a little over $6,000.00 for 23 lights. Councilor Ortega stated that we don’t have to go with Bixby, correct? Ms. Trujillo stated that she decided to go with Bixby for the reason that she has been so busy that she has not had the time to get other quotes but if the Council wishes her to do this she can. Councilor Ortega stated that maybe there are some local contractors that can do this. Ms. Trujillo stated that they will need to have the proper equipment, proper bonding and approval from the DOT.

- Corral Property Contract – Spoke with Mr. Cisneros regarding the contract and he has some questions. He will inform Ms. Trujillo by the 29th if he is going to move forward with the contract or withdraw it. The DFA agreement for the $90,000.00 for the Youth Center has been received and signed. Ms. Trujillo will deliver it to DFA on Friday. A fiscal agent will be needed for this project so Ms. Trujillo will respectfully ask Taos County.

- Amalie Madueno Contract will expire in March.

XIII. MATTERS FROM MAYOR AND COUNCIL

Counselor Jaramillo suggested that we take advantage of the projector screen and put items up for members of the public to see what we are talking about. He suggested between she and Ms. Shannon it could be done. Also, he suggests that now with Caselle Ms. Shannon should present the financials in a manner that informs the Council on how the financials are doing, and with concerns, if any. Ms. Trujillo stated that she agrees and that as soon as Caselle is fully implemented they will work on that.

Counselor Ortega asked if we have hired a Public Works Superintendent yet. Ms. Trujillo stated that she chose not to bring in an interim director for the reason that she wants to see how Mr. Nick Trujillo handles it. For the next few months that Mr. Martinez is running the WWTP she wants to work with Mr. Trujillo to see how it will work out. Councilor Ortega asked if Ms. Trujillo if she has let him know that she is looking at him to do that. Ms. Trujillo stated that Mr. Trujillo does not want the position but she has asked him to consider it. She stated that she would like to try and separate the Water and Sewer departments. If they are separated we then won’t have the funds to hire a director. She stated that this is a trial basis for now. She stated that one of his concerns is that he would have to go on salary. Councilor Ortega stated that his concern is accountability. Ms. Trujillo stated that right now it is Mr. Trujillo and he is aware of it. Councilor Ortega also inquired about the Library report and the list of things that need to be done and who will be doing them. Mayor Gallegos stated that public works can do some of the work and we may have to go out for bid on some of the items. Mayor Gallegos stated that he will be working on the parking lot. Councilor Ortega informed Ms. Martinez about a couple of typos on page 4, line 188 of the minutes.

Councilor Cisneros again requested some police presence or vehicle at the Council Meetings for the safety of everyone here.

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Councilor Romero asked if we checked into the IPAD's and why they are not downloading the meeting packets correctly. He stated that it did not download until he got here. Ms. Trujillo stated that we are looking into it.
Councilor Romero also inquired about Abra Road and when the potholes would be repaired. Ms. Trujillo stated that we have been getting complaints about Abra Road and a work order was put in today for the public works to fill in the potholes. She also informed constituents that this is one of the roads that is identified to be repaired this year. Councilor Jaramillo stated that Abra Road would be his recommendation for the next round of DOT funding. Mayor Gallegos stated that there is no drainage on these roads so we will have to get some engineering work done on them.

Councilor Ortega stated that he noticed in the financial reports that we haven't spent money on cold mix. Ms. Trujillo stated that she is very surprised at this. She stated that she will get with Karen on this because she believes that we have purchased some.

Mayor Gallegos stated that regarding the few citations that we are getting into the court, he stated that he would take a safe, quiet town any day before issuing out 100 citations. He stated that there is police presence out there and crime is going down. Councilor Romero agreed stating that in law enforcement if you respect the citizens they will respect you back.

Mayor Gallegos also informed the Council that the $90,000.00 for river restoration has been located.

**XIV. ADJOURNMENT**

Motion: Councilor Cisneros
Second: Councilor Ortega

In Favor: All
Opposed: None

There being no further business to discuss, the meeting was adjourned at 8:27pm.

**ATTEST:**
Renee Martinez, Village Clerk

**APPROVED:**
Mark Gallegos, Mayor

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