

**VILLAGE OF QUESTA
REGULAR MEETING MINUTES
TUESDAY, MARCH 08, 2016
VILLAGE OF QUESTA COUNCIL CHAMBERS
6:00PM**

I. CALL TO ORDER BY MAYOR MARK L. GALLEGOS

Mayor Gallegos called the meeting to order at 6:02pm

II. ROLL CALL

Mayor Gallegos asked Village Clerk Renee Martinez to take roll.

Those present were:

Councilor Brent Jaramillo
Councilor Lawrence Ortega
Councilor John Anthony Ortega

Councilor Julian Cisneros was not present.

Also present:

Administrator Loretta Trujillo
Village Clerk Renee Martinez
Finance Director Karen Shannon
Municipal Judge Michael Rael
Chief of Police Nicolas Lamendola
Administrative Assistant Dina Coleman

III. PLEDGE OF ALLEGIANCE

Councilor Jaramillo led the Pledge of Allegiance.

IV. APPROVAL OF AGENDA

Mayor Gallegos requested that Item IX C be moved up as Item VII D.

Motion: Councilor L. Ortega
Second: Councilor Jaramillo

In Favor: All
Opposed: None

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

V. APPROVAL OF MINUTES – February 23, 2016 Regular Meeting

Councilor Lawrence Ortega stated that there was a spelling error on Page 2, Line 101.

Motion: Councilor J.A. Ortega
Second: Councilor Jaramillo

In Favor: All
Opposed: None

To approve the February 23, 2016 minutes as corrected. 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. ORGANIZATIONAL MEETING

A. EXECUTIVE SESSION - The Governing Body will convene into Executive Session at this time to discuss limited personnel matters regarding the appointment of the four appointive offices of the Village of Questa pursuant to the NMSA 1978 10-15-1-H.2.

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

Roll Call:

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| Councilor John Anthony Ortega | 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 items listed. The Governing Body entered into Executive Session at 6:06pm.

A motion was made to reconvene from Executive Session at 6:12pm by Councilor Ortega, seconded by Councilor Cisneros.

Roll Call:

| | |
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| Councilor Lawrence Ortega | YES |
| Councilor Brent Jaramillo | YES |
| Councilor John Anthony Ortega | YES |

Mayor Gallegos stated that only item discussed during closed session was limited personnel matters regarding the appointment of the four appointive offices of the Village of Questa. No action was taken.

B. APPOINTMENTS – Mayor's appointment of employees who shall fill the appointive offices of the Village of Questa pursuant to NMSA 1978, 13-11-5 (1991).

Mayor Gallegos named Ms. Loretta Trujillo as Village Administrator.

Motion: Councilor L. Ortega
Second: Councilor Jaramillo

Roll Call:

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Councilor Lawrence Ortega YES

Councilor Brent Jaramillo YES

Councilor John Anthony Ortega YES

To approve the appointment of Ms. Loretta Trujillo as Village of Questa Administrator. All voted yes. Motion carried

Mayor Gallegos named Ms. Karen Shannon as Finance Director.

Motion: Councilor J.A. Ortega

Second: Councilor Jaramillo

Roll Call:

Councilor Lawrence Ortega YES

Councilor Brent Jaramillo YES

Councilor John Anthony Ortega YES

To approve the appointment of Ms. Karen Shannon as Finance Director. All voted yes. Motion carried

Mayor Gallegos named Ms. Renee Martinez as Village Clerk.

Motion: Councilor L. Ortega

Second: Councilor Jaramillo

Roll Call:

Councilor Lawrence Ortega YES

Councilor Brent Jaramillo YES

Councilor John Anthony Ortega YES

To approve the appointment of Ms. Renee Martinez as Village Clerk. All voted yes. Motion carried

Mayor Gallegos named Mr. Nicolas Lamendola as Chief of Police.

Motion: Councilor Jaramillo

Second: Councilor L. Ortega

Roll Call:

Councilor Lawrence Ortega YES

Councilor Brent Jaramillo YES

Councilor John Anthony Ortega YES

To approve the appointment of Mr. Nicolas Lamendola as Chief of Police. All voted yes. Motion carried

- **Swear-In of Appointive Offices by Municipal Judge Michael Rael:
Village Administrator, Village Clerk, Finance Director, Chief of Police**

Municipal Judge Michael Rael administered the oath of office for the appointed employees.

C. APPROVAL OF RESOLUTION 2016-11- Mayor Pro-Tempore Schedule

Mayor Gallegos informed the Council that this Resolution announces which Councilor will serve as Mayor Pro-Tem and which dates they will serve for a six month period.

Motion: Councilor Jaramillo
Second: Councilor L. Ortega

Roll Call:

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| Councilor Brent Jaramillo | YES |
| Councilor John Anthony Ortega | YES |
| Councilor Lawrence Ortega | YES |

To approve Resolution 2016-11. All voted yes. Motion carried

D. APPROVAL OF RESOLUTION 2016-12 - A Resolution confirming the Village of Questa to participate in the Department of Transportation Municipal Arterial Program Local Government Road Fund Program.

Ms. Trujillo stated that this Resolution is a requirement to include with the NM Department of Transportation Municipal Arterial Program grant application. We are proposing two phases for the completion of this project. Phase I is the reconstruction of Cabresto Road south as it intersects with SR38 and north as it intersects with Llano Road. Phase II which is a future project will be the reconstruction of Llano Road as it intersects with Cabresto to SR 522.

Motion: Councilor Jaramillo
Second: Councilor L. Ortega

Roll Call:

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| Councilor Brent Jaramillo | YES |
| Councilor John Anthony Ortega | YES |
| Councilor Lawrence Ortega | YES |

To approve Resolution 2016-12. All voted yes. Motion carried.

**6:21pm - At this time Mayor Gallegos asked to be excused from the meeting due to illness. Mayor Gallegos turned the meeting over to Mayor Pro-Tem Lawrence Ortega.

VIII. PRESENTATION –

A. Mr. Phillippe Chino, Questa Economic Dev. Director – Re: Lighthouse Creative Inc.

Mr. Chino stated that he was going to telephone conference Mr. Chris Miles, President of Lighthouse Creative, Inc. to go over the Questa Visitor and Community Center concept with the Council. Named the 'Resolana,' the center will consist of exploration, discovery, history & culture and man and nature themes. District 1 – The Rio Grande Lands Ice & Fire. District 2 – How the Spanish Came. District 3 – Questa's Foundations, cartography, bibliography photos, paintings, families. District 4 – Agriculture & Mining. District 5 – Modern Questa and Future. The center will also include a 75 bench seat audiovisual theatre. The presentation lasted 1 hour.

IX. ACTION ITEMS - (Discussion, Consideration and Action)

A. Approval of MTC, Inc. for construction of road to Business Park – Invitation to Bid 2016-01

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207 Ms. Trujillo informed the Council that three bids were received for this project. MTC, Inc. was the low bidder,
 208 they are licensed with the CID Division and are in good standing with NM Tax and Revenue. Ms. Trujillo
 209 recommended MTC, Inc. for receive the bid. Mayor Pro-Tem Ortega stated that the GRT was not included in
 210 the bid and to please make sure that the amount plus the GRT does not exceed the second bid.

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 212 Motion: Councilor Jaramillo
 213 Second: Councilor J.A. Ortega

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 215 In Favor: All
 216 Opposed: None

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 218 To approve MTC, Inc., to construct the road to the Business Park. All voted yes. Motion carried.

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 220 **B.** Approval of Wilson & Co., Inc. for Engineering Services for 2015 CDBG Project (Water/Wastewater
 221 System Improvements) to include Legislative Appropriation # 13-1513 & 14-1711.

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 223 Ms. Trujillo informed the Council that the Village went out for RFP for engineering services for the CDBG
 224 project to include two legislative appropriations. Wilson & Co. scored the highest. Ms. Trujillo recommended
 225 Wilson & Co., Inc. for the engineering services.

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 227 Motion: Councilor J.A. Ortega
 228 Second: Councilor Jaramillo

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 230 In Favor: All
 231 Opposed: None

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 233 To approve Wilson & Co., Inc. for Engineering Services for 2015 CDBG Project (Water/Wastewater System
 234 Improvements) to include Legislative Appropriation # 13-1513 & 14-1711. All voted yes. Motion carried.

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 236 **X. FINANCIALS** – Ms. Karen Shannon, Finance Director

237 **A.** Presentation of January Financial Reports

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 239 Ms. Shannon presented the January Financial Reports stating that the benchmark is at 58%.

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 241 **B.** Approval of Unpaid Vouchers

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 243 Ms. Shannon stated that the vouchers presented are as of March 4, 2016.

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 245 Councilor Ortega inquired about the voucher to Taos County Treasurer. It is listed as water rights for E Herrera.
 246 It should be E Romero.

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 248 Motion: Councilor Jaramillo
 249 Second: Councilor J.A. Ortega

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 251 In Favor: All
 252 Opposed: None

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 254 To approve the unpaid vouchers as corrected. All voted yes. Motion carried.

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 256 **XI. MATTERS FROM ATTORNEY**

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 258 **The Village Attorney was not present*

XII. MATTERS FROM ADMINISTRATOR – Ms. Loretta Trujillo

Ms. Trujillo informed the Council on the following:

- Public Works employee Antonio Caraveo obtained his Water Level I certification.
- Ms. Coleman has located an individual who has the equipment for the engraving of the additional names on the wall at the veteran's memorial.
- The Village received a letter from the Office of the State Auditor stating that our FY2015 audit has been approved. Daniel Trujillo of Kubiak, Melton & Associates will be here to present the audit report to the Council March 22.
- The Village received a letter from DFA outlining the budget preparation and guidelines.
- Met with WH Pacific on March 3rd to discuss the Asset Management Plan. Information was provided to them so that they can get started on the plan. They would like to meet with Mayor, Councilor Ortega and Councilor Jaramillo to get more information. A meeting will need to be arranged.
- Eliu Romero water rights – We are waiting on the OSE to process the application for the transfer. Lino Trujillo water rights – Waiting on the family to return transfer forms. Ms. Karen Cortez water rights – waiting on her to return the purchase agreement.
- The Gas Co. is scheduled to begin the line to the business park – the estimated completion will be two weeks. The Village will have to hire a licensed plumber to take the line from the Gas Co. point of completion to the building.
- Bixby Electric will be here to fix the street lights – they are working on the traffic control plan and permit.

XIII. MATTERS FROM MAYOR AND COUNCIL

Councilor John Anthony Ortega stated that he received some concerns regarding maintenance at the Youth Center. Councilor Brent Jaramillo and Councilor Ortega also stated that they are getting the same complaints.

XIV. ADJOURNMENT

Motion: Councilor J.A. Ortega
Second: Councilor Jaramillo

In Favor: All
Opposed: None

There being no further business to discuss, the meeting was adjourned at 8:18pm.

ATTEST:


Renee Martinez, Village Clerk

APPROVED:


Mark Gallegos, Mayor

Lawrence Ortega, Mayor Pro-Tem