

**VILLAGE OF QUESTA
REGULAR MEETING MINUTES
TUESDAY, JUNE 14, 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.

Present:

Councilor Julian Cisneros
Councilor Lawrence Ortega
Councilor John Anthony Ortega
Councilor Brent Jaramillo

Also Present:

Administrator Loretta Trujillo
Village Clerk Renee Martinez
Fire Chief Mark Ortega
Attorney Randy Autio

III. PLEDGE OF ALLEGIANCE

Councilor Brent Jaramillo led the Pledge of Allegiance.

IV. APPROVAL OF AGENDA

Councilor Brent Jaramillo stated that representatives from Waste Management were present and he did not see them on the agenda. He requested that they be added to Presentations / Updates as item C.

Councilor Lawrence Ortega requested that Item C under Action Items be moved to Item IX A. Councilor Julian Cisneros requested this item be moved to IX F.

Motion: Councilor Lawrence Ortega
Second: Councilor John Anthony Ortega

In Favor: All
Opposed: None

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

V. APPROVAL OF MINUTES –Regular Meeting May 24, 2016

Councilor Lawrence Ortega –
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- Line 51 – Councilor Lawrence Ortega is referred to as Councilor Lawrence Cisneros.
- Line 110 – the word ‘stat’ should read ‘start’.

Councilor Julian Cisneros wanted the record to show that the reason he was not present at the last meeting (May 24, 2016) was that he received an email stating it was cancelled. Upon further review, it was a calendar change that was made that automatically sent out a meeting change.

Motion: Councilor John Anthony Ortega
Second: Councilor Brent Jaramillo

In Favor: All
Opposed: None

To approve the May 24, 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.)*

Ms. Irene Loy, Outreach Coordinator with Dream Tree Project in Taos, NM. Dream Tree is a non-profit that serves homeless youth in this area. They serve 5 counties in the North East region of the state. Ms. Loy stated that they presently have 3 youth from Questa living with them. Currently they are working with the Questa schools for referrals and would like to expand to other agencies and community members. The shelter in Taos serves youth ages 12-17 years of age. The transitional youth program serves youth ages 16-24. Ms. Loy provided information about the program. They are looking for local volunteer drivers to transport youth to Taos. Mayor Gallegos stated that we will have Chief Lamendola contact Ms. Loy to get more information on the services that Dream Tree provides. Mayor Gallegos and the Council thanked Ms. Loy for the service Dream Tree provides as well as for her presentation.

VII. **PRESENTATIONS / UPDATES**

A. Mr. Phillipe Chino, Questa Economic Dev. Director – QEDFB Update

Mr. Chino updated the Governing Body on the following:

- Provided copies of the ‘Hook Book.’ He stated he wanted the Council to see the book before it was distributed. He stated that they will meet with the Senator and Congressman on Friday at 10:30am in Santa Fe at the BLM Office for some preliminary discussions along with the USFS, NM Game and Fish, Trout Unlimited and Chevron Mining. Ms. Trujillo stated that she will be present at that meeting.
- They are in the draft stage of completing a \$200,000.00 grant from USDA which will enable them to come up with a feasibility study from the agriculture market here in the Questa area to see if we will be able to create an agricultural coop. They are currently working with Taos Mesa Brewery and are hoping this area is able to produce the barley that they currently use. They would be able to provide technical support to the growers and the ranchers. The grant is complete and they will be submitting it by the end of June. They will have to come up with a 25% match. The QEDFB will possibly contribute \$10,000.00 and Mr. Chino will donate in-kind hours.
- On a monthly basis the Governing Body will be provided with monthly financials.
- The small business development people from Taos will be here in Questa to meet with 3 entrepreneurs - Cynthia Rael, who would like to open a coffee shop, an individual who would like to open a fishing & hunting place and Sylvia from Tia’s Restaurant who would like to expand.
- NM Loan Fund has been talking to several companies, two of which have put in loan requests.
- The idea is to bring resources in to Questa. Councilor John Anthony Ortega asked if they have reached out to the existing business. Mr. Chino stated yes. There are open meetings with local business owners

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Wednesday mornings at Rael's Market. Beautification committee will begin meeting this month. Ms. Trujillo will be part of this committee.

B. Mr. Amalio Madueño – Grant Update

Mr. Madueno was not present.

Ms. Trujillo informed the Governing Body regarding the EDA Grant for infrastructure at the Business Park. It is a \$3 million proposal that Mr. Madueno has been working very hard on. The proposal got approved for \$1.5 million to move onto phase II of the application. Secretary Barela is willing to commit to about \$1.3 million. The Village of Questa or another agency would be responsible for coming up with the \$200,000.00 hard cash that is required to get the project done. Ms. Trujillo stated that this will be presented next council meeting as an action item. Mayor Gallegos stated that we may be able to go out for bid on this in the fall.

C. Waste Management – Mr. Dan Darnell & Mr. Alex Quezada

Mr. Darnell introduced himself as well as Mr. Alex Quezada, Route Manager out of the Taos office. Mr. Darnell stated that he understands local government and he is here to assist with any concerns or issues. Ms. Trujillo stated that we have a contract amendment for Waste Management that will come up for approval at the next meeting. The roll-off bin is also included in the contract. Mr. Darnell informed the Governing Body that Ms. Trujillo has been very helpful in this contract negotiation process.

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

A. Approval of I-T Contract – Ambitions Consulting Group

Ms. Trujillo stated that the Village has a great working relationship with Ambitions Consulting Group, they have been very efficient in assisting with all the Village's IT needs. Ms. Trujillo stated that she recommends their contract be extended for another year.

Motion: Councilor Julian Cisneros
Second: Councilor Lawrence Ortega

Mayor Gallegos asked if there is any further discussion. Ms. Trujillo added that most of the service needed has been at the library which was not part of the original contract. Ambitions has been servicing the library for two years at no charge. We will have to bring an addendum before council very soon.

Mr. Lucas Rael of Ambitions informed the Governing Body that the systems at the library are out of date. He stated that they will work with the library staff on a specific scope that fits their needs. Councilor John Anthony Ortega asked if they supply 24 hour services. Mr. Rael stated yes, and that the Village is on a flat rate contract which means it is all inclusive and there are no additional charges unless there is a special project. Ms. Trujillo stated that a cable needs to be installed from the Court to the admin building, which will be an extra charge.

Mr. Rael also stated that they have established a local office for the GRT's to stay in Questa. They will also be offering printing services out of this location. Mr. Rael stated that all of our Northern customers will be serviced out of this location.

Mayor Gallegos asked the Clerk for a roll-Call.

Roll Call:
Councilor Brent Jaramillo YES
Councilor Julian Cisneros YES

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155 Councilor Lawrence Ortega YES
 156 Councilor John Anthony Ortega YES

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 158 To approve the I-T Services Contract with Ambitions Consulting Group. All voted yes. Motion carried.

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 160 B. Approval of Attorney Contract – Robles, Rael & Anaya, P.C.

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 162 Ms. Trujillo stated that the terms of the original contract have not changed and recommends the approval of the
 163 contract for another year.

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 165 Motion: Councilor Julian Cisneros
 166 Second: Councilor Lawrence Ortega, with discussion.

167
 168 Councilor Lawrence Ortega stated that he understands that Mayor Gallegos is in contact with Marcus Rael and knows
 169 we can certainly ask Mr. Autio the questions that come up; however sometimes it is necessary to talk to the principal.
 170 Councilor Lawrence Ortega asked Ms. Trujillo if she is in contact with him also. Ms. Trujillo stated that she has had
 171 no contact with the Principal. She has reached out to him a couple of times and got one email response back. She
 172 stated she would like to have that contact with him. Council Lawrence Ortega stated that he is sure that if we requested
 173 that from him Mr. Rael would be happy to do so.

174
 175 Mr. Randy Autio stated that he has reviewed the contract the original contract was done in 2014 through 2015. There
 176 was one prior extension form 2015-2016 and this is the final extension of the contract.

177
 178 Mayor Gallegos wanted to make sure that this contract does incorporate the representation of matters from Chevron.
 179 Ms. Trujillo stated that it is in the scope of work.

180
 181 Mayor Gallegos asked the Clerk for a roll-Call.

182
 183 Roll Call:
 184 Councilor Brent Jaramillo YES
 185 Councilor Julian Cisneros YES
 186 Councilor Lawrence Ortega YES
 187 Councilor John Anthony Ortega YES

188
 189 To approve the Attorney Contract extension with Robles, Rael & Anaya, P.C. for another year. All voted yes. Motion
 190 carried

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 192 C. Approval to relocate EMS Dept. to EMS building

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 194 Moved to Discussion Item F.

195
 196 IX. **DISCUSSION ITEMS –**

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 198 A. Beautification Project Bids

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 200 Mayor Gallegos shared the design from Heads-Up Landscaping of the island area across the Parish Center. He stated
 201 that there is about \$60,000.00 still available from the beautification project money. If we do not use the whole
 202 amount in this area we can look at doing other project areas as well. The estimate for this project was \$46,000.00.
 203 It was decided that the design from Heads-Up was acceptable and Ms. Trujillo would prepare a scope of work and
 204 bid documents off of the design as soon as possible and get it out. Councilor John Anthony Ortega asked who was
 205 going to maintain the area. Councilor John Anthony Ortega stated that he thinks it is a great idea but wants to make
 206 sure we can maintain it. Mayor Gallegos stated that an idea would be that we have an adopt a tree program. These

people would be responsible for watering the trees and taking care of them. Our Public Works department would also help with the maintenance. Mayor Gallegos stated that we are hoping to get a local landscaping company to do this. Councilor Julian Cisneros suggested artificial turf which is maintenance free. Councilor Lawrence Ortega stated that it would be good to get a comparison.

B. Clean-Up of Parks

Ms. Trujillo stated that we closed the offices yesterday and all the employees went up to the Municipal Park to help clean the park and got 95% of it completed in about 2 hours. Ms. Trujillo also hired someone to help. Councilor Lawrence Ortega thanked Mayor Gallegos and the staff. Mayor Gallegos stated that the thanks goes to the staff.

Councilor Lawrence Ortega asked Ms. Trujillo if the Little League president has reached out to her. Ms. Trujillo stated that he has not reached out personally to her. Mayor Gallegos stated that he has been in conversation with him. Ms. Trujillo stated the crew worked on getting them water and a port-a-potty has been made available to them also. They did request electricity but there has been some damage to the electricity and will need some work. Councilor Julian Cisneros asked that our police officers patrol the parks. Councilor John Anthony requested a gate be put up. Mayor Gallegos stated maybe we can find some volunteers to put the poles up for the gate.

C. La Cienega Property

Mayor Gallegos stated that he and Ms. Trujillo met with the superintendent and some members of the school board. They wanted to know what the Village's next move was going to be. He stated that we did inform them about some of the concerns from the last council meeting.

Councilor Julian Cisneros stated that he is all for this item to be an action item at the next council meeting and with the acquisition of the property.

Councilor Lawrence Ortega asked if this was going to be on the agenda as an action item at the next meeting. Ms. Trujillo stated that this will be by Resolution. The State requires a Resolution from both parties. Councilor Lawrence Ortega also stated that he believes it is important that the report and appraisal report be reviewed prior to taking action, there is some valuable information. The letter that Attorney Vanessa Chavez wrote that is dated June 23, 2015 as well as the Report and the attached appraisal report all need to be considered.

Councilor John Anthony Ortega stated that he voiced his concerns at the last meeting. They have not been answered yet. He wants to know how we are going to repair it and maintain it. Mayor Gallegos stated that regarding the maintenance; having other tenants in there, maybe we can include the cost share of maintenance in the agreements. Mayor Gallegos stated that if all new infrastructure to fixtures and bathrooms, etc., there should be almost no maintenance needed aside from the regular keep up. He stated that the Village has always had to put repair money into the senior center. Mayor Gallegos stated that he did his homework and spoke with a couple of agencies and sat down with state and local delegation and they stated that they would be able to help fund this project.

It was decided that a work study session with the QISD officials be planned for 6pm Tuesday, June 28 followed by our Regular meeting.

Attorney Randy Autio asked to be excused at this time.

D. Corral Property

Mayor Gallegos stated that the Village should take on the responsibility of doing the improvements and maintaining the corrals. Mayor Gallegos stated that his presentation to the fund board was for \$15,000.00. They in turn requested cost estimates and what the economic generator would be for this rehabilitation. Mayor Gallegos stated that with the membership fees there is not enough funds for upkeep. Mayor Gallegos stated that he believes that it would be in the

best interest of the Village to shut down the corrals until we are able to do the needed upgrades. We would also dissolve the membership and put the responsibility on the Village for the use of the corrals. We would also need to decide what the user cost would be.

Councilor Julian Cisneros would like a list of the people who use the corrals so that he can get their opinions. Councilor John Anthony Ortega also requested a copy.

Councilor Lawrence Ortega stated that a couple of the members contacted him to see if it is possible to continue using the corrals between now and the time we are proposing to get it this rehabilitation done. Members would like to still be able to use it until this new process is in place. Mayor Gallegos stated that his concern is that there is a safety issue. He stated that he does not have a problem with the membership, he just believes that the Village should be in charge of the key so we accountability of who is using it.

Councilor Julian Cisneros stated that until we make this an action item this is only a discussion. No changes can be made to the way the corrals are being run.

Councilor John Anthony Ortega stated that it is Village property and it is our responsibility to maintain it with or without the memberships. He is not for dissolving the membership. If there are non-members who want to use it they should join the membership.

A lengthy discussion was held regarding the history of the membership.

Councilor Brent Jaramillo asked if they have met with the members and if so, what did they had to say. Mayor Gallegos stated that they met with them and they understand the need for the corral updates. They requested that the membership not be dissolved but they do understand.

It was decided to place this on the agenda for next meeting as action item and meanwhile allow members to utilize the corrals knowing that a change may be coming July 1st.

E. National Resource Trustee Projects

Mayor Gallegos stated that Principal Counsel Marcus Rael has sat down with a member of the Trustee to put a wish list together and has given him some advice on what projects would qualify for the funding. A new well qualifies. With acquisition from water rights from the mine, we could utilize this well north of town at the business park or for future use. WHPacific has identified areas that need improvement that would qualify for this money. Mayor Gallegos stated that once they receive the email from Mr. Rael he will share it with Council for discussion and action at our June 28th meeting. Dr. Deb Miller will also be available to work with us on this.

F. EMS Department

Mayor Gallegos informed the Council that a request has been made to Taos County for additional funding. Mayor Gallegos met with County Manager Leandro Cordova to consider \$100,000.00. The Village would have to prove that they can provide this service. In regards to this, he believes that bringing the EMS back up to the EMS building is a good idea. There are living quarters available. Mayor Gallegos opened this item up for discussion.

Councilor John Anthony Ortega stated that he has the following concerns:

- Was the Fire Chief consulted in this discussion? Mayor Gallegos stated that he believes that he has had some discussion with the Fire Chief regarding this. There has been discussion for roughly two years regarding the direction the EMS department needs to go. Mayor Gallegos stated that he knows that Fire Chief Mark Ortega has worked very hard to keep the EMS running. Mayor Gallegos stated that we have an obligation to the constituents as well as to the County to provide EMS services. Mayor Gallegos stated that he sat down last week with former Fire Chief Max Ortega and Michael Cordova as to what the future

can look like as well how we can have a paid fire/ EMS director, but that's not something we have available in this budget. Mayor Gallegos believes that EMS calls are a priority. His concern is that we have been on the so called 'chopping block' for the past couple of years with what is going on at the County level. We have had a good year with revenue this year. Since February it has died down and he would like to know why that is. It is our responsibility to know. There is a disconnect when you have EMS employees a quarter mile down the road when we should be able to see what's getting done here. He asked that this be put on the agenda for the reason that what has happened in the past doesn't seem to be providing what is needed. He stated that we need to make some changes to see what works and what doesn't work. Councilor John Anthony Ortega stated that he thinks that we as a Council need to make Public Safety one of our priorities. He asked what difference is it going to make if Ms. Trujillo has to drive a minute down the road or go next door? Councilor John Anthony Ortega stated that what he is hearing is that Ms. Trujillo is not driving down to the Fire Station enough. Mayor Gallegos stated that there are many times when we don't know who is working. Mayor Gallegos stated that they are employees of the Village before they are volunteers, we need to make accountability for our employees.

- Councilor John Anthony Ortega also stated that some of what our Fire Fund is allowed to cover is EMS and EMS can't cover Fire Fund. Some of the Fire Fund is actually covering EMS. If we separate it this will no longer be possible. He stated that the money the Mayor is proposing from the County will go to maintain a whole new building. This money should be going to salaries where it is needed so we can fix the problem. The problem is not where we are located. Also, the ISO rating of 5 that we worked so hard at getting, which lowers Questa resident's insurance rating, may go back up to a 9 rating. Everyone's insurance bill will go up just so Ms. Trujillo can watch what is going on at the Fire Department. Mayor Gallegos stated that maybe having this as an action item was not the best way to address this. Councilor John Anthony Ortega stated that he understood we were supposed to sit down and have a work study session on this sometime this month and stated he was concerned when he saw it on the agenda as an action item. Councilor Lawrence Ortega asked if we don't make this change, acceptable to the County, the County won't consider the funding? Mayor Gallegos stated no, the funding is not pursuant the separation of the two. Mayor Gallegos stated that he feels that there is some concern from the County in how we have done business here. Councilor Lawrence Ortega asked if it would be possible to get these people from the County to come and inform the Governing Body about these concerns. He wants to know what their concerns are. Ms. Trujillo stated that from an Administrator's standpoint her only concern is the lack of staffing and money to run the EMS. She sees that Mark Ortega works very hard and long hours. She is also dealing with the complaints and calls. It is a concern, she does not want to see the EMS department shut down. The Town of Red River also has some concerns. Councilor John Anthony Ortega stated that the County is getting both EMS and Fire services for \$70,000.00. Ms. Trujillo stated that we need to see how we can move forward without burning out our 1 full-time employee, so he has time to spend with his family.

Fire Chief Mark Ortega also expressed his concerns with the separation. Former Chief Max Ortega also expressed his concerns.

Mayor Gallegos stated that we need to come up with something. Do we close the youth center, MVD or the library to help fund it? What is the answer? He apologized to the Council for placing this as an action item but he did this to get the Council's feelings, emotions and guidance regarding this.

Councilor Brent Jaramillo stated that we need to remember that it won't be that easy to split the departments up for the reason that when we put in the application for the ambulance service it was as one service. The way we are licensed through the PRC is FIRE/EMS. He agrees we need to have a Work Study Session.

A Work Study session will be held on Monday, June 27th at 6:00pm.

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

A. Approval of Unpaid Vouchers

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Councilor Lawrence Ortega asked if the voucher for Med Co was the bid amount, including GRT. Ms. Trujillo stated yes.

Motion: Councilor Julian Cisneros
Second: Councilor Lawrence Ortega

In Favor: All
Opposed: None

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

XI. MATTERS FROM ADMINISTRATOR

Ms. Trujillo updated on the following:

- Employee BBQ – Asked the Governing Body if they were available on Friday, June 24th for the reason that the employees prefer having the afternoon off. Councilor Julian Cisneros agreed to give the employees a couple of hours off on a Friday afternoon. Councilors Lawrence Ortega and John Anthony Ortega suggested Ms. Trujillo schedule it for Friday the 24th from 2pm – 5pm.
- Mayor Gallegos met with Attorney Marcus Rael on June 11th regarding the restoration projects for the natural resource. Mr. Rael will be providing a list and Ms. Trujillo will get it out to the Council as soon as she receives it.
- The construction of the new sewer line on Shirley Drive has begun. Estimated completion date is late June but realistically the middle of July. Councilor Lawrence Ortega suggested that when the project is complete the contractor turn in the material specs used on the project as well as the manhole information in case we have to replace anything in the future.
- The Library handicap parking project is complete.
- The airport obstruction removal and grading project is complete. The State Aviation was very pleased with the project. Armstrong provided a good on-site inspector.
- No response back from DFA regarding the submitted preliminary budget.
- Sheila from WH Pacific met with Ms. Trujillo, Nick Trujillo and Jamie Archuleta regarding the Asset Management Plan. She provided the first draft of maps and AMP document. They are due back by June 17th. The final draft will be provided to the Village by July 8th with Council adoption on July 12.
- Water Rights – Eliu Romero, OSE is currently working on final review of application. Ms. Trujillo stated she will stop by the OSE on Friday. Lino Trujillo – awaiting warranty deeds from Attorney who stated we will have them by Friday, June 17.
- Legislative Appropriation 13-1791 Public Works Vehicles and Equipment – Vehicle was purchased through state contract. Reimbursement documents have been submitted to DFA. Councilor Lawrence Ortega asked if this purchase should be ratified by the Council. Ms. Trujillo stated no because the purchase has already been made; however a notice of determination must be done.
- Ms. Trujillo stated that a well inspection was done by the NMED about two weeks ago and they found that we were not in compliance; the gauge is not working. Ms. Trujillo proposed that we use the \$40,000.00 from the well storage grant money to get into compliance. Councilor Lawrence Ortega stated that if we purchase the parts the Public Works employees can do it, it's a simple fix.

XII. MATTERS FROM MAYOR AND COUNCIL

Councilor Julian Cisneros – Lower Abra Road needs repair. The weeds at the Veteran's Memorial are pushing up the turf at the edges. He suggested that he go try and take care of the issue himself, if no one was opposed to it. No one was opposed. Councilor Lawrence Ortega inquired about the engraved names on the memorial and if we are still

waiting for more? Ms. Trujillo stated yes. Councilor Lawrence Ortega stated that we need to get those names and get it done. Councilor Julian Cisneros inquired if we were going to move forward with the hiring of summer youth to help with beautification and other projects. Ms. Trujillo stated that we will be hiring a temporary summer worker but not at the youth level for the reason that they are not allowed to handle any power tools. Councilor Julian Cisneros also stated that we had talked about working with the schools to get a grant to employ youth. Councilor Brent Jaramillo stated that he believes Mr. Chino can help us with regards to the VISTA volunteers. Mr. Chino stated that they have not had any response.

Councilor John Anthony Ortega – The water pressure is really bad; is there an issue? Ms. Trujillo stated that about this time of year, well #2 gets shallow and starts getting air. Also, when the electricity goes out it trips the electricity at well #1 and it stops pumping. Councilor John Anthony Ortega stated that this problem has been going on for at least a couple of years. Mayor Gallegos stated that Mr. Nick Trujillo will be able to focus on these water issues as soon as we hire the Lead Utilities worker for the summer. Councilor Lawrence Ortega stated that we could get an electrician to look at that issue. Councilor John Anthony Ortega asked if the DOT was aware of the street light down between the Fire Department and the Wildcat's Den. Ms. Trujillo stated that we are waiting for the police report to submit it to the insurance company.

Councilor Lawrence Ortega informed the Council that he was approached by a constituent who asked him why we are putting the sewer line on Embargo Road when all the property north of the road belongs to Chevron. Councilor Lawrence Ortega proceeded to tell him that there are some existing residents also on the north side. He asked Ms. Trujillo to identify the properties in that area. Ms. Trujillo shared a map of the area with the Council that showed the residents that were located there. Councilor Lawrence Ortega informed the constituent that he would bring this issue up at tonight's meeting.

Councilor Brent Jaramillo asked if the Council thought we should adopt a Resolution asking Chevron for funding assistance for paving Abra Road since many of their vehicles are using it, sending a statement to them that this Governing Body is requesting assistance. Mayor Gallegos agreed and added that they will probably begin using Don Martinez Road in the future. Councilor John Anthony Ortega stated they are using Embargo Road also. It was agreed that a Resolution be done.

XIII. ADJOURNMENT

Motion: Councilor John Anthony Ortega

Second: Councilor Lawrence Ortega

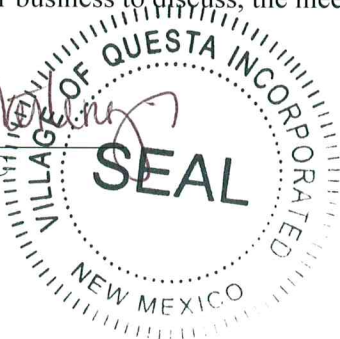
In Favor: All

Opposed: None

There being no further business to discuss, the meeting was adjourned at 9:05pm.

ATTEST:

Renee Martinez, CMC
Village Clerk



APPROVED:

Mark Gallegos
Mayor