

**VILLAGE OF QUESTA  
SPECIAL MEETING MINUTES  
TUESDAY, JULY 12, 2016  
VILLAGE OF QUESTA COUNCIL CHAMBERS**

**6:00PM**

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**I. CALL TO ORDER BY MAYOR MARK L. GALLEGOS**

Mayor Gallegos called the meeting to order at 6:05pm

**II. ROLL CALL**

Mayor Gallegos asked Village Clerk Renee Martinez to take roll.

Present:

Councilor John Anthony Ortega  
Councilor Brent Jaramillo

Not Present:

Councilor Lawrence Ortega  
Councilor Julian Cisneros

Also Present:

Administrator Loretta Trujillo  
Village Clerk Renee Martinez  
Finance Director Karen Shannon  
Attorney Randy Autio  
Ms. Alberta Bouyer, Marketing/Visitor's Center

**III. PLEDGE OF ALLEGIANCE**

Mayor Gallegos led the Pledge of Allegiance.

**IV. APPROVAL OF AGENDA**

Administrator Loretta Trujillo requested that the June 28, 2016 Regular Meeting Minutes be stricken from the agenda.

Motion: Councilor Brent Jaramillo  
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 –**

- Special Meeting June 27, 2016

Motion: Councilor Brent Jaramillo  
 Second: Councilor John Anthony Ortega

In Favor: All  
 Opposed: None

To approve the meeting minutes of June 27, 2016 as presented. All voted yes. Motion Carried.

- Special Meeting June 28, 2016

Motion: Councilor John Anthony Ortega  
 Second: Councilor Brent Jaramillo

In Favor: All  
 Opposed: None

To approve the meeting minutes of June 28, 2016 as presented. All voted yes. Motion Carried.

- Regular Meeting June 28, 2016

Removed from agenda.

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. **PRESENTATIONS / UPDATES**

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

Mr. Chino updated the Governing Body on the following:

- The QEDFB has submitted a \$200,000.00 grant to the USDA to try and create a co-op in the Questa Region. This is a national grant and we are competing with a lot of agricultural states that already have co-ops. The QEDF is looking into creating its own co-op. This concept will be presented to our board on the 27<sup>th</sup>.
- The Red River Restoration Committee will be applying for a 1.5 million dollar NRDA grant. They are in the process of putting together a proposal. Mr. Chris Phillips and his firm will be working with the committee.
- The QEDF now has a beautification committee which will begin gathering volunteers and identifying beautification areas in Questa. Along with the beautification committee, there will be a mural committee. The intent is to have a Questa mural program. This is only a concept that will be discussed at the QEDF Board Meeting.
- Mr. Chris Miles, CEO of Lighthouse Creative, Inc. will be in Questa for the Municipal Park Dedication. Mr. Chino stated he would like to see if they could have a presentation of the Hookbook for the Council Thursday evening before it is presented to the community. He stated that Ms. Trujillo just informed him that this meeting is not going to happen. He would like to see this still happen if at all possible. There will be 2 presentations. One on Friday at noon and one in the evening at the Youth Center for citizen input. There will also be a presentation at the St. Anthony's church for the volunteers working on the renovation. There will be a presentation also at the Municipal Park.

Councilor John Anthony Ortega asked how the presentation to the BLM went. Mr. Chino stated that it went well.  
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Mayor Gallegos stated that for clarification, the QEDFB is going to apply to the NRDA for 1.5 million dollars for river restoration on their own. Mr. Chino stated that the Village is going to take our draft proposal and present it to Marcus Rael and he will review it. It will be coming from the Village because it was agreed that it would be a much stronger proposal. Mayor Gallegos asked if a copy was available. Mr. Chino stated that Mr. Chris Phillips is putting it together. It is due August 1<sup>st</sup> so it should be available within the next week and a half. Mayor Gallegos stated that the sooner the better so that the Governing Body can review it.

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

**Approval of RFP 2016- 04 – Operating & Consulting Services for Wastewater Treatment Plant & Water System**

Ms. Trujillo stated that the Village went out for ITB for Operating & Consulting Services for Wastewater Treatment Plant & Water System. The current contract we have with Mr. Anthony Martinez was for a six month period. The water system requires a water level II certification and the sewer system requires a wastewater III certification. In order to keep operating we need someone with these certifications. Mr. Martinez's proposal was the only one received. Ms. Trujillo made the recommendation that this proposal be approved.

Motion: Councilor Brent Jaramillo

Second: Councilor John Anthony Ortega

In Favor: All

Opposed: None

To approve the Operating & Consulting Services for Wastewater Treatment Plant & Water System proposal with Mr. Anthony Martinez. All voted yes. Motion Carried.

**Approval of Marketing / Visitor's Center Services Contract – Alberta Bouyer Contract**

Ms. Loretta Trujillo stated that she is recommending the approval of the extension of Ms. Alberta Bouyer's contract through September 20<sup>th</sup>. The funding for this extension would be \$5,000.00 and would be pulled from the rapid action fund. Ms. Bouyer was present and said a few words about her work and gave a brief update on the visitor's center numbers and advertising.

Councilor John Anthony Ortega asked Ms. Trujillo to please go over the contract. Ms. Trujillo gave a brief overview.

Motion: Councilor Brent Jaramillo

Second: None

Motion dies due to lack of a second. Contract extension was not approved.

**Approval of Resolution 2016-16 – Finance Authority EDA Grant Match**

A motion to table due to lack of a quorum majority was made by Councilor Brent Jaramillo. Seconded by Councilor John Anthony Ortega.

In Favor: All

Opposed: None

To table the approval of Resolution 2016-16 due to lack of a quorum majority. All voted yes. Motion carried.

**Approval of Resolution 2016-17 – La Cienega Property**



A motion to table due to lack of a quorum majority was made by Councilor John Anthony Ortega. Seconded by Councilor Brent Jaramillo, with discussion.

Councilor Jaramillo asked Attorney Autio if the transfer of property has to be done by resolution. Attorney Autio stated yes. He would have to check if it is needed on a straight transfer.

In Favor: All  
Opposed: None

To table the approval of Resolution 2016-17 due to lack of a quorum majority. All voted yes. Motion carried.

#### Approval of Real Estate Transfer Agreement - La Cienega Property

A motion to table due to lack of a quorum majority was made by Councilor John Anthony Ortega. Seconded by Councilor Brent Jaramillo.

In Favor: All  
Opposed: None

To table the approval of the Real Estate Transfer Agreement due to lack of a quorum majority. All voted yes. Motion carried.

#### Approval of MOU with Taos County – EMS Services

Mayor Gallegos requested that the Council table this item until the Taos County Commission meets on Tuesday. If it is approved, we will bring this back to Council. Councilor Brent Jaramillo stated that he would abstain from this vote.

A motion to table this item until next regular meeting was made by Councilor Brent Jaramillo. Seconded by Councilor John Anthony Ortega.

In Favor: All  
Opposed: None

To table the approval of the MOU with Taos County regarding EMS services. All voted yes. Motion carried.

#### G. Discussion and Approval of Potential NRDA Projects – Attorney Randy Autio

Attorney Randy Autio presented the list of projects that they have been working on for the Council's comments, additions or deletions. Mr. Autio went over the list. Mayor Gallegos asked the Council if they had any other suggestions. Ms. Trujillo informed the Council that Councilor Lawrence Ortega inquired if the replacement of wastewater lines would include adding new lines. Attorney Autio stated that he would bring this up with Attorney Rael since it is a different issue. It is almost an economic development issue to extend new lines. Mayor Gallegos stated that he thinks Councilor Ortega's idea would fit in to the list being that people who are on septic can hook up to the sewer. Councilor Jaramillo stated that new lines would fall within the guidelines. Attorney Autio stated that he would add this to the list.

Motion: Councilor John Anthony Ortega  
Second: Councilor Brent Jaramillo

In Favor: All  
Opposed: None

To approve the potential NRDA projects as presented with the addition of the extension of new wastewater lines. All voted yes. Motion Carried.

IX. **DISCUSSION**

Asset Management Resolution and Plan

Ms. Trujillo stated that the draft resolution and the plan was included with the meeting packet. Once the plan is 100% complete the resolution will come before Council for approval. Councilor Jaramillo asked where he could find the statute regarding the reserve we need to set aside. Ms. Trujillo stated that she would research it. Also, the report is almost 90% complete.

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

A. Review of May 2016 Financials

Ms. Shannon presented the May 2016 financials.

B. MVD Check Policy Update

Ms. Shannon stated that she spoke with Ms. Sara Trujillo, MVD supervisor. Ms. Trujillo stated that customers are adjusting to the no check policy. A discussion regarding accepting checks for the \$4.00 administrative fee was held. Ms. Shannon stated that she was under the impression that we were accepting checks for the fee. She will check with Ms. Trujillo.

XI. **MATTERS FROM ATTORNEY**

Closing of Portion of Cabresto Road

Attorney Autio stated that he has nothing new to report on this issue. It is a complex and controversial issue when you are dealing with an historic road. This would be a long drawn out process. Mayor Gallegos stated that he has heard different views on this proposed closure. Attorney Autio stated that the reality is that it is not a simple process. His recommendation is to wait until there is a full Council present and decide if they would like to direct Ms. Trujillo to pursue the means to move forward with it or not. It was decided to leave it as is until the full Council makes a decision to whether move forward with the closure or leave it open.

NM Uniform Traffic Ordinance – Adopting 2016 Amendments by Reference

Attorney Autio stated that this ordinance involves the allowance of off road vehicles to drive on public roads. This goes along with the following ordinance.

Off Highway Vehicle Ordinance

Attorney Autio stated that there are two issues the Council needs to decide on. One is the age limit for the drivers of the off highway vehicles. Also, would this apply to motorcycle permits? The second is if we want to apply this rule to all Village roads. The Police Chief believes that it should go along with the current traffic rules. It was decided that it be open to all Village roads. By passing this ordinance we will have to have law enforcement patrolling more. Regarding the age limit, it was decided that we stick to the motor vehicle age of 16 years.

Councilor John Anthony Ortega inquired about the pay per run for the EMS. Ms. Trujillo stated that she would discuss this item with Mr. Autio.

Mayor Gallegos asked if there are gross receipts taxes that are being reported by the contractors doing business in Questa. Mr. Autio stated that he would look into it.



XII. MATTERS FROM ADMINISTRATOR

Ms. Trujillo asked if there were any questions on her report. Councilor John Anthony Ortega asked that she go over the new items.

Ms. Trujillo stated that the ICIP is due to the state by September 1<sup>st</sup>. It will be brought before Council on August 8<sup>th</sup>. One item she would like the Council to consider including is an addition to the administrative building to bring the MVD office in.

The ITB for the beautification project is attached for review.

Councilor Jaramillo asked what the discussion on the animal welfare ordinance enforcement is about. Ms. Trujillo stated that we are still getting calls on dogs running loose. It was decided that we discuss this at one of the meetings in September.

The roll-off will be coming at the beginning of August and needs direction on the rates we will be charging. Council decided that Ms. Trujillo set the rates.

Mr. Andamo Sanchez informed Ms. Trujillo that he will be cutting off the use of his well to the residents using it on Eagle Rock Road. Mayor Gallegos stated that we would bring this issue up before the Council at a later date.

Councilor John Anthony Ortega inquired about Mr. Lino Garcia's water line. Mayor Gallegos stated that the water line was run through his property and he would like it run along the fence. Mr. Garcia's water line runs through his property and veers to his home. This is an item that the Council may want to address as a whole at the next meeting. Ms. Trujillo stated that Councilor Cisneros requested it be on the next agenda. A signed document by Mr. Garcia as well as a map was located by the Utilities Clerk recently. After reviewing the document it was decided to show it to Mr. Garcia and see if he still would like to pursue this.

Councilor John Anthony Ortega asked if we hired the temporary worker to replace the meters. Ms. Trujillo stated that we did and within a couple of weeks they should start on the meters.

XIII. MATTERS FROM MAYOR AND COUNCIL

Mayor Gallegos informed the Council that he and Councilor John Anthony Ortega and Fire Chief Mark Ortega met with the Taos County Manager, EMS Director and E911 Director to discuss the EMS. The County felt comfortable giving the Questa EMS a \$30,000.00 increase to the MOU. He stated that they had a great conversation, it was a good atmosphere. EMS director, Joaquin Gonzales felt very comfortable with our proposal. They would like to start cross training with each other and make this a joint effort. It was a very productive meeting; we need to get the MOU in order and move forward.

Mayor Gallegos informed the Council regarding the Municipal Park dedication on Saturday. Staff has been working hard on planning activities for that day. Councilor John Anthony Ortega will be there with the Fire Department booth and Councilor Brent Jaramillo stated he will attend also. Mayor Gallegos requested they please advocate for Councilor Lawrence Ortega and Councilor Julian Cisneros to attend and participate in the Hook Book presentation. He feels that it is important that they be present for the library mural dedication and the Municipal Park dedication.

Mayor Gallegos commented that he would appreciate Council be present for regularly scheduled meetings. He is aware that things come up but we should always try our best to be in attendance in order to get items passed. Mayor Gallegos stated that most of the items on the agenda require a majority of the Council to vote and it is difficult when we don't have everyone present. The staff works hard to put the matins and meeting packets together and we should

do our best as elected officials to participate. Mayor Gallegos thanked the Councilors who were present for their attendance.

XIV. ADJOURNMENT

Motion: Councilor John Anthony Ortega

Second: Councilor Brent Jaramillo

In Favor: All

Opposed: None


There being no further business to discuss, the meeting was adjourned at 8:00pm.

ATTEST:

  
Renee Martinez, CMC  
Village Clerk



APPROVED:

  
Mark Gallegos  
Mayor