VILLAGE OF QUESTA
REGULAR MEETING MINUTES
TUESDAY, AUGUST 14, 2018
VILLAGE OF QUESTA COUNCIL CHAMBERS
7:00PM

I. CALL TO ORDER BY MAYOR MARK L. GALLEGOS

Mayor Gallegos called the meeting to order at 7:01 pm.

II. ROLL CALL

Mayor Gallegos asked the Village Clerk Renee Martinez to take roll:

Present:
Councilman Charlie I. Gonzales
Councilman John Anthony Ortega
Councilwoman Louise T. Gallegos

Councilman Brent P. Jaramillo arrived at 7:04pm.

Also Present:
Administrator Nicholas Maestas
Village Clerk Renee Martinez
Finance Director Karen Shannon

III. PLEDGE OF ALLEGIANCE

Mr. Dean Max Martinez led the Pledge of Allegiance.

IV. APPROVAL OF AGENDA

Motion: Councilwoman Louise Gallegos
Second: Councilman Charlie Gonzales

In Favor: All
Opposed: None

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

V. APPROVAL OF MINUTES – Regular Meeting, July 24, 2018

- Regular Meeting, July 24, 2018

Councilwoman Gallegos stated that she found a couple of typographical errors that she will share with the Clerk.

Motion: Councilwoman Louise Gallegos
Second: Councilman Gonzales

In Favor: All
Opposed: None

To approve the July 24, 2018 meeting minutes as presented. All voted yes. Motion carried.

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VI. PUBLIC COMMENTS - (It is the policy of the Governing Body to accept public comments. 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.)

Mr. Nathan Mascarenas spoke on behalf of Mountain Top Racing. Mr. Mascarenas requested to hold a Mud Bog event on September 15, 2018. He would like to involve the Village as a sponsor for the event by assisting the group with obtaining the needed insurance as well as helping with collecting. They would also like police presence and the ambulance present if possible.

Councilwoman Gallegos expressed her concern with a possible conflict of interest on the Village’s part and we would also have to check with the insurance to see if they would cover this type of event. Councilman Gonzales stated that it is a great idea. Councilman Ortega asked if this would be something to get the QEDF involved since there is economic benefits to the community. Councilwoman Gallegos suggested getting Chevron involved also. Councilman Jaramillo stated that this event has been a great event in the past and would like to see it happen. Mr. Christian Isely suggested someone contact someone at the Questa newspaper to have them include it.

Mayor Gallegos stated that we will check with our attorneys regarding the Village sponsoring the event. Also, requested that the Council give Mr. Maestas permission to move forward with the event if everything checks out and is in order.

VII. PUBLIC HEARING – Infrastructure Capital Improvement Plan (ICIP) - FY 2020-2024

Mayor Gallegos opened the Public Hearing at 7:15pm for public comment.

- Ms. Judith Cuddihy, representing the Expansion Committee for the Questa Public Library, stated that they are requesting that the Library Improvements be moved up from 2021, for the reason that they have applied for a USDA grant and if they succeed they would like a steady stream of funding coming through for the project.

The ICIP was discussed upon by the Governing Body and the following priorities were listed:

1. Water Distribution System Improvements
2. Road Improvements
4. New Fire Department Building
5. Library Improvements
6. Administration Building Improvements

Being that there were no further comments or recommendations regarding the ICIP, Mayor Gallegos closed the Public Hearing at 7:38pm.

VIII. ACTION ITEMS

A) Discussion, Consideration & Decision – EMS Billing Specialist Job Description

Mr. Maestas stated that the job description is included in the meeting packet. The position is being created for the reason that the Village EMS will be taking on their own billing. The position has been budgeted for. Councilman Ortega asked when the billing will be taken over. Ms. Raynelle Cordova stated that once the software is installed everything will need to be entered. It will take a bit of time to get things in order and working correctly but we will not cut ties with the current billing contractor until the setup is complete so that we will still have payments coming in. She stated that they will start with 25% of the billing and increase as they go so that they can make sure it is being done correctly. The billing service will also have to close out the accounts they are currently billing. Councilman Ortega asked how much we pay the current billing contractors. Ms. Cordova stated that we pay them 15% of their collections. Councilman Gonzales stated that he has heard a lot of great things about the EMS department. He asked if the indigent fund is being used. Ms. Cordova stated that it is probably not being used now but they will assist the people with applying once the billing is in-house.

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Motion: Councilman Gonzales
Second: Councilwoman Gallegos

Roll Call:

Councilwoman Louise Gallegos  YES
Councilman Brent Jaramillo  YES
Councilman John Ortega  YES
Councilman Charlie Gonzales  YES

To approve the EMS Billing Specialist Job Description. All voted yes. Motion carried.

B) Discussion, Consideration & Decision – Memorandum of Understanding regarding EMS Services

Mr. Maestas stated that the County Commission approved the MOU at their last meeting. There is a funding increase of $20,000.00.

Motion: Councilman Ortega
Second: Councilwoman Gallegos

Councilwoman Gallegos thanked the County and the EMS department.

Roll Call:

Councilwoman Louise Gallegos  YES
Councilman Brent Jaramillo  YES
Councilman John Ortega  YES
Councilman Charlie Gonzales  YES

To approve Memorandum of Understanding regarding EMS Services. All voted yes. Motion carried.

C) Discussion, Consideration & Decision – Voting Delegate and Alternate for 2018 NMML Annual Conference

The following are the voting delegates for the NMML Annual Conference as decided by the Village Council:

Voting Delegate – Mayor Gallegos
Alternate – Councilman Gonzales

Motion: Councilwoman Gallegos
Second: Councilman Ortega

In Favor: All
Opposed: None

To approve Mayor Gallegos as the voting delegate and Councilman Gonzales as the alternate for the 2018 NMML Annual Conference Business Meeting. All voted yes. Motion carried.

D) Discussion, Consideration & Decision - Contract approval for Preliminary Engineering Report

Mr. Maestas stated that this PER is to identify any issues with the WWTP discharge permit as well as identifying the capacity. The contract price with Souder Miller & Associates is at $46,000.00 and is funded by the NM Finance Authority.

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Councilman Gonzales stated, for the record, that he would like to see any requests for bids be advertised in the Taos News and Albuquerque Journal so that everyone has the opportunity to bid.

A discussion was held. It was decided that this conversation regarding the advertisements be held when the Procurement Policy is up for approval at a future meeting.

Motion: Councilman Gonzales
Second: Councilman Ortega

Roll Call:
Councilwoman Louise Gallegos YES
Councilman Brent Jaramillo YES
Councilman John Ortega YES
Councilman Charlie Gonzales YES

To approve the Contract with Souder Miller for the Preliminary Engineering Report. All voted yes. Motion carried.

E) Discussion, Consideration & Decision – Resolution No. 2018-17 - Request for Waiver / NMDOT

Mr. Maestas stated that this request for waiver is being submitted in hopes that the Village’s share for this project is waived by the NMDOT.

Motion: Councilman Ortega
Second: Councilwoman Gallegos

Roll Call:
Councilwoman Louise Gallegos YES
Councilman Brent Jaramillo YES
Councilman John Ortega YES
Councilman Charlie Gonzales YES

To approve Resolution No. 2018-17 / Request for Waiver / NMDOT. All voted yes. Motion carried.

IX. DISCUSSION ITEMS –

A) CDBG - Business Park

Mayor Gallegos stated that representatives from CDBG did a site visit at the Business Park and recommended that we not follow the infrastructure plan that was submitted on our application. It was recommended that we make an addition to the building to support Taos Mountain Energy Bars with their future expansion. If this does not change, it will change the entire funding dynamics of the project overall – EDA, Chevron and CDBG. The application that was submitted stated that the Village would be responsible for creating the required number of jobs (11), not Taos Mountain Energy Bars. Currently, we are making sure that these conversations are happening at a higher level. Mr. Maestas has put the RFP out for Engineering Services for Project Management for the Business Park and we will keep moving forward on this project. Mayor Gallegos met with Mr. Luis Reyes earlier today regarding their possible in-kind services for the Business Park – there is a franchise fee through their telecom that is owed to the Village by them that could possibly be used, if we choose to make that decision.

B) Intergovernmental Agreement for NRDA Projects

Mr. Maestas stated that the Village Attorney has reviewed the agreement and has given his feedback on the monthly status reports and what they should include.
Councilman Gonzales stated that the well proposal is at $335,000.00; they are using the same size pump and they are wanting us to reduce the usage of the other 2 wells, will the one well be enough to support the entire Village. He stated that more discussion should be held regarding this; as well as the location. Mayor Gallegos stated that the location was recommended by the NM Tech water study that was done a few years ago.

X. FINANCIALS – Ms. Karen Shannon, Finance Director

A) Discussion, Consideration, & Decision – Resolution No. 2018-18 – DFA BARs for Roads and Streets

Ms. Shannon presented a list of all Village projects. Mr. Maestas stated that we have $13,946.00 to match our $55,782.00 COOP project; we would like to get Council approval to bar that money into that project. Mayor Gallegos stated that one conversation was to use that money to fill the strip of road out by Mr. Gary Sanchez’s in Cabresto or use the money on Embargo Road. Mr. Maestas stated that we still have the $16,858.00 left over from the layover we did in December; if we put that money into the $55,782.00 project we will have a little over $70,000.00 to work on Embargo Road. Mr. Maestas asked for direction.

Councilman Ortega stated that he would like to see some money go toward Embargo Road. Councilman Gonzales stated that he would like to see the road from SR38 up to Cabresto done. Councilwoman Gallegos stated that she would prefer one road completed before another one is started.

Councilman Ortega motioned to approve the BAR with the adding of the $55,782.00. Seconded by Councilman Jaramillo.

Roll Call:

Councilwoman Louise Gallegos YES
Councilman Brent Jaramillo YES
Councilman John Ortega YES
Councilman Charlie Gonzales YES

To approve Resolution No. 2018-18 / DFA BARs for Roads and Streets. All voted yes. Motion carried.

B) Discussion, Consideration, & Decision – Resolution No. 2018-19 – DFA BARs for Intergovernmental Grants

Motion: Councilman Gonzales
Second: Councilman Ortega

Roll Call:

Councilwoman Louise Gallegos YES
Councilman Brent Jaramillo YES
Councilman John Ortega YES
Councilman Charlie Gonzales YES

To approve Resolution No. 2018-19 – DFA BARs for Intergovernmental Grants. All voted yes. Motion carried.

C) Discussion, Consideration, & Decision – Resolution No. 2018-20 – DFA BARs for Capital Projects

Motion: Councilwoman Gallegos
Second: Councilman Ortega

Roll Call:

Councilwoman Louise Gallegos YES
Councilman Brent Jaramillo YES
Councilman John Ortega YES

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Councilman Charlie Gonzales  YES

To approve Resolution No. 2018-20 – DFA BARs for Capital Projects. All voted yes. Motion carried.

D) Discussion, Consideration, & Decision – Resolution No. 2018-21 – DFA BARs for All Funds

Motion: Councilman Ortega
Second: Councilman Gonzales

Roll Call:

Councilwoman Louise Gallegos  YES
Councilman Brent Jaramillo  YES
Councilman John Ortega  YES
Councilman Charlie Gonzales  YES

To approve Resolution No. 2018-21 – DFA BARs for All Funds. All voted yes. Motion carried.

XI. MATTERS FROM ATTORNEY

The Attorney was not present.

XII. MATTERS FROM ADMINISTRATOR, MAYOR AND COUNCIL

Mr. Maestas updated the Governing Body on the following:

- Aerator Pump at WWTP – The Company finally honored the warranty. We should have our new one delivered soon and will be used as a backup.
- All streetlights are repaired and working. Councilman Jaramillo inquired about the light that is still down by the family dollar. Mr. Maestas stated that we are working on it.
- Record of Decision (ROD) – Councilman Gonzales requested 2 copies and they were delivered.
- Health Insurance – Increased 47% this year. We are looking at other alternatives.
- Employee/Volunteer Picnic – Will be held at Eagle Rock Lake this Friday afternoon.
- KTOS has expressed interest in the use of the tower to broadcast north. They are offering free ads it will help local businesses.
- Requested a Special Meeting regarding the approval of the ICIP Resolution. It was decided that Tuesday the 21st of August would work at 6:00pm.

Councilwoman Gallegos –

- There are still some political signs posted around town that people need to take down.
- Ms. Susie Chapman, former dispatcher for the Village Police Department, has requested that the Village honor Fallen Officer Ronald Shore who passed away while in the line of duty. She would like to see a memorial placed in his honor; before she passes away.

Councilman John-

- Not receiving his email.
- Thanked Mr. Maestas for attending his graduation ceremony; recommend the training leadership journey training for Mr. Maestas as well as any staff that is interested.

Councilman Jaramillo –

- Not receiving his email. IPAD does not work unless it’s on Wi-Fi. He is wondering if his IPAD is a refurbished one or brand new.

Mayor –

- Met with Mr. Marcus Rael, Mr. Campbell and Mr. Hough regarding the previously dedicated water for the over diversion. Mr. Mike Coats is the new Vice Chair of CEMC. Mayor Gallegos asked that the Council make some suggestions of their own regarding projects that we may be needing assistance from
CEMC. Mayor Gallegos will be meeting with Mr. Coats and the others the week after Labor Day weekend.
- Who is the cellular service carrier in Questa; it has been bad. Can we add other carriers?

It was requested that Mr. Marcus Rael and Dr. Miller be present at the September 11th regular meeting.

XIII. **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) Pending or Threatening Litigation - (§ 10-15-1(H) (7))

A motion to table Executive Session was made by Councilman Ortega. Seconded by Councilman Jaramillo.
In Favor: All
Opposed: None

To table this item until the next regular meeting. All voted yes. Motion carried.

XIV. **ADJOURNMENT**

Motion: Councilman Ortega
Second: Councilman Jaramillo
In Favor: All
Opposed: None

There being no other business to discuss, the meeting was adjourned at 9:37pm.

**ATTEST:**

[Signature]

**APPROVED:**

[Signature]

Mark Gallegos, Mayor

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