

1 **VILLAGE OF QUESTA**
 2 **REGULAR MEETING MINUTES**
 3 **TUESDAY, AUGUST 14, 2018**
 4 **VILLAGE OF QUESTA COUNCIL CHAMBERS**
 5 **7:00PM**

6
 7 I. **CALL TO ORDER BY MAYOR MARK L. GALLEGOS**

8
 9 Mayor Gallegos called the meeting to order at 7:01 pm.

10
 11 II. **ROLL CALL**

12
 13 Mayor Gallegos asked the Village Clerk Renee Martinez to take roll:

14
 15 Present:

16 Councilman Charlie I. Gonzales
 17 Councilman John Anthony Ortega
 18 Councilwoman Louise T. Gallegos

19
 20 Councilman Brent P. Jaramillo arrived at 7:04pm.

21
 22 Also Present:

23 Administrator Nicholas Maestas
 24 Village Clerk Renee Martinez
 25 Finance Director Karen Shannon

26
 27 III. **PLEDGE OF ALLEGIANCE**

28
 29 Mr. Dean Max Martinez led the Pledge of Allegiance.

30
 31 IV. **APPROVAL OF AGENDA**

32
 33 Motion: Councilwoman Louise Gallegos
 34 Second: Councilman Charlie Gonzales

35
 36 In Favor: All
 37 Opposed: None

38
 39 To approve the agenda as presented. All voted yes. Motion carried.

40
 41 V. **APPROVAL OF MINUTES** – Regular Meeting, July 24, 2018

- 42
 43 • Regular Meeting, July 24, 2018

44
 45 Councilwoman Gallegos stated that she found a couple of typographical errors that she will share with the Clerk.

46
 47 Motion: Councilwoman Louise Gallegos
 48 Second: Councilman Gonzales

49
 50 In Favor: All
 51 Opposed: None

52
 53 To approve the July 24, 2018 meeting minutes as presented. All voted yes. Motion carried.

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

58
 59 Mr. Nathan Mascarenas spoke on behalf of Mountain Top Racing. Mr. Mascarenas requested to hold a Mud Bog
 60 event on September 15, 2018. He would like to involve the Village as a sponsor for the event by assisting the
 61 group with obtaining the needed insurance as well as helping with collecting. They would also like police
 62 presence and the ambulance present if possible.

63
 64 Councilwoman Gallegos expressed her concern with a possible conflict of interest on the Village's part and we
 65 would also have to check with the insurance to see if they would cover this type of event. Councilman Gonzales
 66 stated that it is a great idea. Councilman Ortega asked if this would be something to get the QEDF involved in
 67 since there is economic benefits to the community. Councilwoman Gallegos suggested getting Chevron involved
 68 also. Councilman Jaramillo stated that this event has been a great event in the past and would like to see it happen.
 69 Mr. Christian Isely suggested someone contact someone at the Questa newspaper to have them include it.

70
 71 Mayor Gallegos stated that we will check with our attorneys regarding the Village sponsoring the event. Also,
 72 requested that the Council give Mr. Maestas permission to move forward with the event if everything checks out
 73 and is in order.

74
 75 VII. **PUBLIC HEARING** – Infrastructure Capital Improvement Plan (ICIP) - FY 2020-2024

76
 77 Mayor Gallegos opened the Public Hearing at 7:15pm for public comment.

- 78
 79 • Ms. Judith Cuddihy, representing the Expansion Committee for the Questa Public Library, stated that
 80 they are requesting that the Library Improvements be moved up from 2021, for the reason that they have
 81 applied for a USDA grant and if they succeed they would like a steady stream of funding coming through
 82 for the project.

83
 84 The ICIP was discussed upon by the Governing Body and the following priorities were listed:

- 85
 86 1. Water Distribution System Improvements
 87 2. Road Improvements
 88 3. Business Park/Economic Development-Infrastructure Buildout
 89 4. New Fire Department Building
 90 5. Library Improvements
 91 6. Administration Building Improvements

92
 93 Being that there were no further comments or recommendations regarding the ICIP, Mayor Gallegos closed the
 94 Public Hearing at 7:38pm.

95
 96 VIII. **ACTION ITEMS**

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

98
 99 Mr. Maestas stated that the job description is included in the meeting packet. The position is being created for
 100 the reason that the Village EMS will be taking on their own billing. The position has been budgeted for.
 101 Councilman Ortega asked when the billing will be taken over. Ms. Raynelle Cordova stated that once the software
 102 is installed everything will need to be entered. It will take a bit of time to get things in order and working correctly
 103 but we will not cut ties with the current billing contractor until the setup is complete so that we will still have
 104 payments coming in. She stated that they will start with 25% of the billing and increase as they go so that they
 105 can make sure it is being done correctly. The billing service will also have to close out the accounts they are
 106 currently billing. Councilman Ortega asked how much we pay the current billing contractors. Ms. Cordova stated
 107 that we pay them 15% of their collections. Councilman Gonzales stated that he has heard a lot of great things
 108 about the EMS department. He asked if the indigent fund is being used. Ms. Cordova stated that it is probably
 109 not being used now but they will assist the people with applying once the billing is in-house.

110

111 Motion: Councilman Gonzales

112 Second: Councilwoman Gallegos

.3

114 Roll Call:

115

116 Councilwoman Louise Gallegos YES

117 Councilman Brent Jaramillo YES

118 Councilman John Ortega YES

119 Councilman Charlie Gonzales YES

120

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

122

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

124

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

127

128 Motion: Councilman Ortega

129 Second: Councilwoman Gallegos

130

131 Councilwoman Gallegos thanked the County and the EMS department.

132

133 Roll Call:

134

135 Councilwoman Louise Gallegos YES

136 Councilman Brent Jaramillo YES

137 Councilman John Ortega YES

138 Councilman Charlie Gonzales YES

139

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

141

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

144

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

146

147 Voting Delegate – Mayor Gallegos

148 Alternate – Councilman Gonzales

149

150 Motion: Councilwoman Gallegos

151 Second: Councilman Ortega

152

153 In Favor: All

154 Opposed: None

155

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

158

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

160

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

164

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

167
168 A discussion was held. It was decided that this conversation regarding the advertisements be held when the
169 Procurement Policy is up for approval at a future meeting.

170
171 Motion: Councilman Gonzales
172 Second: Councilman Ortega

173
174 Roll Call:
175 Councilwoman Louise Gallegos YES
176 Councilman Brent Jaramillo YES
177 Councilman John Ortega YES
178 Councilman Charlie Gonzales YES

179
180 To approve the Contract with Souder Miller for the Preliminary Engineering Report. All voted yes. Motion
181 carried.

182
183 E) Discussion, Consideration & Decision – Resolution No. 2018-17 - Request for Waiver / NMDOT

184
185 Mr. Maestas stated that this request for waiver is being submitted in hopes that the Village's share for this project
186 is waived by the NMDOT.

187
188 Motion: Councilman Ortega
189 Second: Councilwoman Gallegos

190
191 Roll Call:
192
193 Councilwoman Louise Gallegos YES
194 Councilman Brent Jaramillo YES
195 Councilman John Ortega YES
196 Councilman Charlie Gonzales YES

197
198 To approve Resolution No. 2018-17 / Request for Waiver / NMDOT. All voted yes. Motion carried.

199
200 IX. **DISCUSSION ITEMS** –

201 A) CDBG - Business Park

202
203 Mayor Gallegos stated that representatives from CDBG did a site visit at the Business Park and recommended
204 that we not follow the infrastructure plan that was submitted on our application. It was recommended that we
205 make an addition to the building to support Taos Mountain Energy Bars with their future expansion. If this does
206 not change, it will change the entire funding dynamics of the project overall – EDA, Chevron and CDBG. The
207 application that was submitted stated that the Village would be responsible for creating the required number of
208 jobs (11), not Taos Mountain Energy Bars. Currently, we are making sure that these conversations are happening
209 at a higher level. Mr. Maestas has put the RFP out for Engineering Services for Project Management for the
210 Business Park and we will keep moving forward on this project. Mayor Gallegos met with Mr. Luis Reyes earlier
211 today regarding their possible in-kind services for the Business Park – there is a franchise fee through their
212 telecom that is owed to the Village by them that could possibly be used, if we choose to make that decision.

213
214 B) Intergovernmental Agreement for NRDA Projects

215
216 Mr. Maestas stated that the Village Attorney has reviewed the agreement and has given his feedback on the
217 monthly status reports and what they should include.

218

219 Councilman Gonzales stated that the well proposal is at \$ 335,000.00; they are using the same size pump and they
 220 are wanting us to reduce the usage of the other 2 wells, will the one well be enough to support the entire Village.
 221 He stated that more discussion should be held regarding this; as well as the location. Mayor Gallegos stated that
 222 the location was recommended by the NM Tech water study that was done a few years ago.

223

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

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

226

227 Ms. Shannon presented a list of all Village projects. Mr. Maestas stated that we have \$13,946.00 to match our
 228 \$55,782.00 COOP project; we would like to get Council approval to bar that money into that project. Mayor
 229 Gallegos stated that one conversation was to use that money to fi the strip of road out by Mr. Gary Sanchez's in
 230 Cabresto or use the money on Embargo Road. Mr. Maestas stated that we still have the \$16,858.00 left over from
 231 the layover we did in December; if we put that money into the \$55,782.00 project we will have a little over
 232 \$70,000.00 to work on Embargo Road. Mr. Maestas asked for direction.

233

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

237

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

240

241 Roll Call:

242

243 Councilwoman Louise Gallegos YES

244 Councilman Brent Jaramillo YES

245 Councilman John Ortega YES

246 Councilman Charlie Gonzales YES

247

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

249

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

252

253 Motion: Councilman Gonzales

254 Second: Councilman Ortega

255

256 Roll Call:

257

258 Councilwoman Louise Gallegos YES

259 Councilman Brent Jaramillo YES

260 Councilman John Ortega YES

261 Councilman Charlie Gonzales YES

262

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

264

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

266

267 Motion: Councilwoman Gallegos

268 Second: Councilman Ortega

269

270 Roll Call:

271 Councilwoman Louise Gallegos YES

272 Councilman Brent Jaramillo YES

273 Councilman John Ortega YES

274 Councilman Charlie Gonzales YES

275

276 To approve Resolution No. 2018-20 – DFA BARs for Capital Projects. All voted yes. Motion carried.
277

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

279

280 Motion: Councilman Ortega

281 Second: Councilman Gonzales

282

283 Roll Call:

284

285 Councilwoman Louise Gallegos YES

286 Councilman Brent Jaramillo YES

287 Councilman John Ortega YES

288 Councilman Charlie Gonzales YES

289

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

291

292 **XI. MATTERS FROM ATTORNEY**

293 The Attorney was not present.

294

295 **XII. MATTERS FROM ADMINISTRATOR, MAYOR AND COUNCIL**

296

297 Mr. Maestas updated the Governing Body on the following:

298

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

310

311 Councilwoman Gallegos –

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

316 Councilman John-

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

320 Councilman Jaramillo –

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

323 Mayor –

- 324 • Met with Mr. Marcus Rael, Mr. Campbell and Mr. Hough regarding the previously dedicated water for
- 325 the over diversion. Mr. Mike Coats is the new Vice Chair of CEMC. Mayor Gallegos asked that the
- 326 Council make some suggestions of their own regarding projects that we may be needing assistance from

327 CEMC. Mayor Gallegos will be meeting with Mr. Coats and the others the week after Labor Day
328 weekend.

- 329 • Who is the cellular service carrier in Questa; it has been bad. Can we add other carriers?

30
331 It was requested that Mr. Marcus Rael and Dr. Miller be present at the September 11th regular meeting.
332

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

335 A) Pending or Threatening Litigation - (§ 10-15-1(H) (7))
336

337 A motion to table Executive Session was made by Councilman Ortega. Seconded by Councilman Jaramillo.
338

339 In Favor: All
340 Opposed: None
341

342 To table this item until the next regular meeting. All voted yes. Motion carried.
343

344 XIV. **ADJOURNMENT**
345

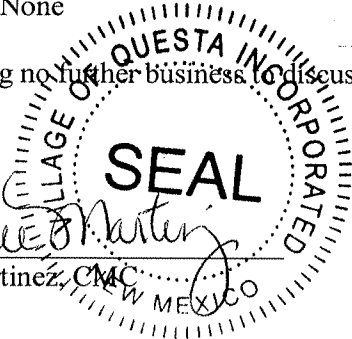
346 Motion: Councilman Ortega
347 Second: Councilman Jaramillo
348

349 In Favor: All
350 Opposed: None
351

352 There being no further business to discuss, the meeting was adjourned at 9:37pm.
353

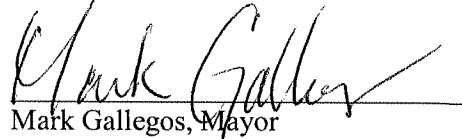
54 ATTEST:

355
356
357
358



Renee Martinez, CMC

APPROVED:



Mark Gallegos, Mayor