

1 **VILLAGE OF QUESTA**  
 2 **REGULAR MEETING MINUTES**  
 3 **TUESDAY, MAY 08, 2018**  
 4 **VILLAGE OF QUESTA COUNCIL CHAMBERS**  
 5 **6:00PM**

---

6  
 7 **I. CALL TO ORDER BY MAYOR MARK L. GALLEGOS**  
 8

9 Mayor Gallegos called the meeting to order at 6:04pm.

10  
 11 **II. ROLL CALL**  
 12

13 Mayor Gallegos asked Village Clerk Renee Martinez to take roll.

14  
 15 **Present:**

- 16 Councilwoman Louise T. Gallegos
- 17 Councilman Charlie I. Gonzales
- 18 Councilman John Anthony Ortega
- 19 Councilman Brent P. Jaramillo

20  
 21  
 22 **Also Present:**

- 23 Administrator Nicholas Maestas
- 24 Village Clerk Renee Martinez
- 25 Finance Director Karen Shannon
- 26 Library Assistant, Carolyn Garcia
- 27 Water/Sewer Operator Anthony Martinez
- 28 Utilities Worker Donald Casaus

29  
 30  
 31 **III. PLEDGE OF ALLEGIANCE**  
 32

33 Mr. Anthony Martinez led the Pledge of Allegiance.

34  
 35 **IV. APPROVAL OF AGENDA**  
 36

37 Motion: Councilwoman Gallegos  
 38 Second: Councilman Gonzales

39  
 40 In Favor: All  
 41 Opposed: None

42  
 43 To approve the agenda as presented. All voted yes. Motion carried.  
 44

45 **V. APPROVAL OF MINUTES**

- 46 • Regular Meeting, April 24, 2018

47  
 48 Motion: Councilman Gonzales  
 49 Second: Councilman Jaramillo  
 50

51 In Favor: All  
 52 Opposed: None

53

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

55

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

59

60 There were no public comments.

61

62 VII. **PRESENTATIONS** -

63 A) New Employee Introductions – Mr. Nicholas Maestas introduced the following new employees:

64

65 • Ms. Carolyn Garcia who will be the library assistant at the Questa Public Library.

66

67 • Mr. Donald Casaus who will be working in the Public Works department with emphasis at the Waste  
 68 Water treatment plant.

69

70 • Mr. Anthony Martinez has returned back to work at the Village as the Waste Water Treatment Plant  
 71 and Water Operator.

72

73 The Governing Body welcomed all the new employees to the Village of Questa family.

74

75 VIII. **FINANCIALS** – Ms. Karen Shannon, Finance Director

76 A) Review & Discussion of Fiscal Year 2019 Interim Budget

77

78 The following items were discussed:

79

80 1. Revenues:

81

82 • Property Tax – Leave as is.

83 • Court Fines – Councilman Jaramillo asked why it is only budgeted at \$4,200.00. Ms. Shannon stated  
 84 that on page 18, she and Judge Rael this calculated 10 citations a month. We have had good revenue  
 85 this last year because we have 2 officers issuing citation; these 2 officers will be gone to the police  
 86 academy soon for 16 weeks. If they do not get in the academy, they will no longer be employed.

87 • MVD – Ms. Shannon stated that she and the Administrator decided to take the third quarter actual  
 88 revenue for three months and average the amount.

89 • Small Cities Assistance – Councilman Gonzales asked why the amount has gone down so much. Ms.  
 90 Shannon stated that she does not know; for this year we budgeted \$95,000.00.

91 • Franchise Fee Tax – Councilman Jaramillo asked if we are getting them all in.

92 • GRT's – All GRT's are down. Councilman Gonzales asked again if there is any way to get more  
 93 information on the businesses that are paying.

94

95 2. Expenses:

96

97 • Governing Body Meeting Expense – Used for reception type expenses during the Council Meetings.  
 98 Councilman Ortega stated that we shouldn't budget for this. It was decided to remove this expense.

99 • IPADS – Councilman Gonzales stated that he could do without his and possibly put this money into  
 100 uniforms for our employees. Councilman Jaramillo suggested we pay these costs out of the rapid action  
 101 fund. Ms. Shannon stated she will move this expense to the rapid action.

- 102 • Travel & Per Diem – Cut all travel in administration, temporarily.
- 103 • Dues & Subscriptions – Councilman Ortega asked if the due to the Municipal League would be Rapid
- 104 Action eligible. Councilman Jaramillo stated that it could be, as well as the NLC dues could be eligible.
- 105 • Custodian – 8 hours/week - \$6,500.00 Annually – Remove
- 106 • CDBG balance transferred to General Fund after settlement.
- 107 • Pull \$4,700.00 from reserve
- 108 • Remove expense for postage, training airport expenses.
- 109 • Street Lights – discussion was held regarding the ones that aren't working.
- 110 • Reduce fuel expense in public safety transportation to \$10,000.00.
- 111 • 40/60 MVD Tax – Put \$6,400.00 for the 40% and \$1,300.00 for the 60%.
- 112 • CD for \$5,000.00 (payroll Direct Deposits) - matures July 5<sup>th</sup>.
- 113 • Overtime – 1 hr per week for overtime for employee was budgeted. Councilman Ortega asked if we have
- 114 to budget for this right now. It was suggested this would be a last resort.

115

116 \*At this time Mayor Gallegos entertained a motion to take a quick break.

117

118 Motion: Councilman Jaramillo

119 Second: Councilwoman Gallegos

120

121 In Favor: All

122 Opposed: None

123

124 To approve a 10 minute break. All voted yes. Motion carried.

125

126 A motion was made at 8:00pm to reconvene the meeting by Councilman Ortega. Seconded by Councilwoman

27

128 In Favor: All

130 Opposed: None

131

132 To reconvene. All voted yes. Motion carried.

133

134 Budget discussion continued:

135

136 • Councilman Jaramillo asked if the \$50,000.00 CD can we recorded differently. Since it matures July 5<sup>th</sup>

137

138 we can show it as an investment coming back in. Or cash it in on July 5<sup>th</sup>; or keep it included as an

139

140 investment. It was decided to reach out to DFA and inquire how best to show this amount.

141

142 • Councilman requested a uniform allowance for public works. Ms. Shannon stated that there is \$750.00

143

144 budgeted for uniforms.

145

146 • EMS – Ms. Shannon stated that the EMS Coordinator would like to put 2 or 3 people to full-time. We

147

148 have not budgeted for benefits.

149

150 • Public Works – Mayor suggested hiring a temporary seasonal employee for 4-6 months.

151

152 • Credit/Debit card transactions fees for payments – Discussion was held.

153

154 • Trash pick-ups on Friday's for the handicapped/elderly - Discussion was held.

155

147 IX. **MATTERS FROM ATTORNEY** – Mr. Lance Hough

148

149 Motion to Table: Councilman Gonzales

150 Second: Councilman Ortega

.51

152 In Favor: All

153 Opposed: None

154

155 For the reason that Mr. Hough was not present, this item was tabled.

156 X. **MATTERS FROM ADMINISTRATOR / MAYOR AND COUNCIL**

157

- 158 • Councilman Ortega inquired about the RFP in the Taos News. Mr. Maestas stated that it is for a Village
- 159 Attorney for General Matters as well as an RFP for IT Services.
- 160 • Councilman Gonzales informed the Governing Body that the Questa Land & Water Trust Board met
- 161 and the Vice Chair is Mr. Juan Cisneros, the Secretary is Ms. Louise Gallegos and he will serve as Chair.
- 162 He stated that they reviewed all the rules and regulations put on them by Chevron. The reviewed the
- 163 request form and the by-laws. There was a lot of discussion. Mr. Christian Isely is the observer for
- 164 Chevron and stated that he would be able to vote in the event of a tie. Village Attorney Lance Hough
- 165 stated that Mr. Isely would only be able to vote on the one Article not on any of the others. Also the
- 166 QLW shall require an annual audit. Mr. Isely stated that Chevron has property for sale and it was
- 167 suggested that they give the property to the Village. Chevron still has not given the QLW the promised
- 168 \$60,000.00. Councilman Ortega stated that the Council never actually approved the board. Councilman
- 169 Gonzales suggested that the Governing Body request a meeting with Mr. Tom Campbell to request the
- 170 land and water rights. Mayor Gallegos agreed that if Chevron gets to make the final decision on the
- 171 applications we need to set up a meeting with them. Councilman Gonzales stated they have another
- 172 meeting before the 24<sup>th</sup>.
- 173 • Councilwoman Gallegos stated that she was very excited for the Healing Field event coming up and
- 174 thanked Mayor Gallegos for allowing the staff to do their part. It is a Village event and the employees
- 175 should be a part of it. It is a lot of work and many people look forward to the event. Councilman
- 176 Gonzales thanked Councilwoman Gallegos for her article in the paper.
- 177 • Mayor Gallegos stated that some utility bills that are uncollectible for various reasons and are still on
- 178 our books and asked the Council direct the staff to write off some of these accounts and/or make payment
- 179 arrangements. Also, there is a piece of property next to the Police Department that a local business
- 180 would like to purchase. Unfortunately our ordinance states that it is has to be 1 full acre. We have the
- 181 opportunity of doing a special exemption if the building does not exceed more than 30% of the property.
- 182 The proposed building is 12x24. Mayor stated he will get the perspective owners to come in and present
- 183 their plans to the Council.
- 184 • Administrator Nicholas Maestas – presented a project timeline for the business park and will complete
- 185 timelines for other projects. A discussion was held regarding the business park project and how the
- 186 funding will be spent.
- 187 • Cabresto Road Project – Some water lines need to be replaced. We are expecting a waiver of our match
- 188 and an extension of the funding from the NMDOT.

190 XI. **ADJOURNMENT**

191

192 Motion: Councilman Ortega

193 Second: Councilman Jaramillo

194

195 In Favor: All

196 Opposed: None

197

198 There being no further business to discuss, the meeting was adjourned at 8:57pm.

199

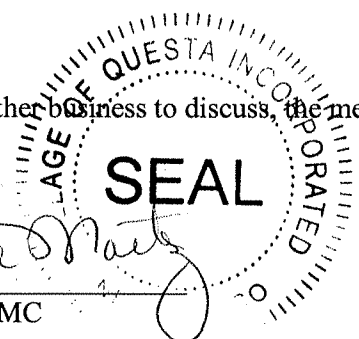
200

201 ATTEST:

202

203

204 Renee Martinez, CMC



APPROVED:

*Mark Gallegos*  
 Mark Gallegos, Mayor