Village of Questa
Regular Meeting Minutes
Tuesday, May 23, 2017
Village of Questa Council Chambers
7:00PM

I. CALL TO ORDER BY MAYOR MARK L. GALLEGOS

Mayor Gallegos called the meeting to order at 7:00pm.

II. ROLL CALL

Mayor Gallegos asked Village Clerk Renee Martinez to take roll.

Present:
Councilor Lawrence Ortega
Councilor Brent Jaramillo
Councilor John Ortega

Not Present:
Councilor Julian Cisneros

Also Present:
Village Clerk Renee Martinez
Finance Director Karen Shannon
Attorney Lance Hough

III. PLEDGE OF ALLEGIANCE

Questa High Cheerleaders led the Pledge of Allegiance.

IV. APPROVAL OF AGENDA

Mayor Gallegos asked to strike Item VII.C. Also requested Mr. Juan Cisneros, UTV Track Presentation, be added to the Agenda as Item VII. E.

Councilor John Ortega asked to table Item VIII. C. as well as IX. B. Mayor Gallegos asked that a discussion be allowed and the action be removed.

Motion: Councilor Lawrence Ortega
Second: Councilor John Ortega

In Favor: All
Opposed: None

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

V. APPROVAL OF MINUTES –

*Regular Meeting, April 11, 2017

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Motion: Councilor Lawrence Ortega
Second: Councilor Brent Jaramillo

In Favor: All
Opposed: None

To approve the minutes of April 11, 2017 - Regular Meeting, as presented. All voted yes. Motion carried.

*Regular Meeting, April 25, 2017*

Counselor Lawrence Ortega – Page 3, Line 139 – the word ‘central’ should be ‘substantial’.
Page 6, Line 309 – Incomplete sentence regarding the trench on SR522

Motion: Councilor Brent Jaramillo
Second: Councilor Lawrence Ortega

In Favor: All
Opposed: None

To approve the minutes of April 25, 2017 - Regular Meeting, with noted corrections. 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. Sharon Nicholson, Library Director - Updated the Governing Body about the on goings and events at the Library and thanked them for their support.
- Ms. Stella Miller, Assistant Librarian - Updated the Governing Body regarding the Summer Reading Program at the Library.
- Ms. Dawn Provencher, Volunteer - Shared some events and services that the Library provides.

VII. PRESENTATIONS / UPDATES /DISCUSSION

A. Presentation to Questa High School Cheerleaders – 2017 State Champions
Mayor Gallegos presented certificates to Coach Kathy Gonzales and to the Cheerleaders who were present on behalf of himself and the Village Council. He stated that the Village of Questa wanted to recognize the efforts and accomplishments of this team and congratulated them on their State Championship.

B. Questa Economic Development Fund Board Update
QEDFB Chair, Malaquias Rael updated the Governing Body on the following:
- Tourism Director – This year they would like to propose that the QEDF take over this position. They fell it fits well with what the QEDF is trying to do. They have hired Ms. Lyndsey Mapes to do their tourism and events and would like to enhance it by hiring Ms. Alberta Bouyer as their Tourism Consultant. The Council was in support of this concept. Ms. Lyndsey Mapes, Events & Tourism Consultant for the QEDF, informed the Governing Body that she is looking forward to working in Questa and believes Questa has so much to offer especially in the fishing area.
- Fiestas – A fiesta committee meeting will be held tomorrow at 6:00pm at the QEDF building. They are hoping to revive this tradition.

C. Request to amend TME Lease Agreement – Mr. Kyle Hawari

Removed from agenda.

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D. Youth Center Renovation Project Update - Mr. David Henry, Henry Architects

Mr. David Henry informed the Governing Body that they are now on the 5th week of this project. Good progress has been made. They are waiting on some flooring material to be delivered. The portal will be up in the next week.

Mr. Henry stood for questions. Councilor Lawrence Ortega asked if the project was going to be completed on time. Mr. Henry stated that he is in close contact with the contractors almost daily. He is hoping they will be done by the completion date but feels they may have some punch list items to do as well as cleaning and de mobilization that will take it to the end of the month. Councilor John Ortega stated that he did read the article in the Taos News and it was a very good article.

E. UTV Track Presentation – Mr. Juan Cisneros, Owner of Rio Grande Motorsports

Mr. Juan Cisneros informed the Governing Body that he was interested in a UTV track in Questa. He would like to propose to do a promotion/exhibition on the same day the Mud Bogs are on as well on the same Village property. It would be a promotional track this year and maybe it can turn in to something professional in the future.

Councilor Lawrence Ortega stated that of course we would need the insurance and liability paperwork in order if this is considered. Councilor John Ortega asked how much work would have to go into a track. Mr. Cisneros stated that it is estimated to cost from 10,000.00 to 30,000.00 for a professional track. This work would be done by Mr. Cisneros. Councilor John Ortega thought it was a great idea in order to promote Questa. Councilor Lawrence Ortega and Councilor Brent Jaramillo agreed. Mayor Gallegos requested to direct staff to work with Mr. Cisneros as well as Legal staff to look into an agreement and/or liability regarding this event.

VIII. ACTION ITEMS –

A. Review and Approval of Pay Applications #2 - Mr. David Henry, Henry Architects

Mr. Henry stated that the pay application before them is for the amount of 15,614.06. Councilor Lawrence Ortega asked to what percentage this pay app would take us to, as far as payment. Mr. Henry stated this is about 50% of phase 4.

Motion: Councilor Brent Jaramillo
Second: Councilor Lawrence Ortega

In Favor: All
Opposed: None

To approve the Pay Applications #2 as presented. All voted yes. Motion carried.

B. Review and Approval of Change Order Proposal #002 - Mr. David Henry, Henry Architects

Mr. Henry stated that this proposal is for some electrical work in the ceiling cabinet that was never completed. Included also is the purchase and installation of a light diffuser in computer lab and to troubleshoot and repair an electrical circuit in the multipurpose room. The total is proposal is $547.50.

Mr. Henry stated that we have encumbered about 87,395.00. There is a couple of thousand left to spend and suggested purchasing a commercial refrigerator.

Motion: Councilor Lawrence Ortega
Second: Councilor John Ortega

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In Favor: All
Opposed: None

To approve Change Order Proposal #002. All voted yes. Motion carried.

C. Discussion and Approval of hire of Tourism Coordinator

Tabled.

** Mayor Gallegos requested a 5 minute break at this time.

Motion: Councilor Lawrence Ortega
Second: Councilor Brent Jaramillo
In Favor: All
Opposed: None

A 5-minute break was approved at 8:12pm.

IX. FINANCIALS – Ms. Karen Shannon, Finance Director

A. Approval of Unpaid Vouchers

Ms. Shannon stated that the vouchers before them are as of May 22, 2017.

A motion was made by Councilor John Ortega to approve the presented vouchers with the exception of Adame Construction. Seconded by Councilor Lawrence Ortega, with discussion.

Councilor Lawrence Ortega – Page 4, repair water line on embargo road – Can we resubmit for reimbursement for this. Ms. Shannon stated no because of the date.

In Favor: All
Opposed: None

To approve the presented vouchers with the exception of the invoice from Adame Construction. All voted yes. Motion carried.

B. Discussion and Possible Approval of FY2018 Interim Budget

Ms. Shannon stated that she has not had a chance to work on the budget. She informed Councilor Lawrence Ortega that she received his changes and forwarded them to the rest of the Council. Councilor Brent Jaramillo did also give her some ideas. She is hoping to hear back from Homeland Security regarding the reimbursement amount. The loan may also come in. Councilor Brent Jaramillo stated that if Homeland Security gives us credit for the volunteer hours it will change the amount of the loan. The loan is based on the amount that Homeland Security reimburses us. He was not aware of this. A discussion was held regarding the Homeland Security reimbursement amount.

Councilor John Ortega stated that the last thing he would like to see is cutting positions. Mayor Gallegos stated that the Administrator position holds the most weight at $90,000.00. Ms. Shannon stated that the salary, benefits and other associated costs, the Administrator position is budgeted at $92,625.40. Councilor John Ortega asked if the .25 cent raises were factored in. Ms. Shannon stated that she has not.

Ms. Shannon stated she recommends we increase all the utility rates and aggressively go after collections. A discussion regarding the way the utility ordinance reads about the payment arrangements was had. Councilor Village of Questa Regular Meeting
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Lawrence Ortega stated that the payment arrangement amount made should be an amount acceptable to the Village. Ms. Herrera has been directed to actively and aggressively pursue these collections. It was agreed that the Water/Sewer Ordinance again be reviewed as soon as we get through the budget process. Councilor Jaramillo asked if there is a way to pull the last 6 months of the aging report for the utility billing. Ms. Shannon stated she will try to get that report.

X. **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. Limited Personnel Matters (Section 10-15-1(H) (2)) — Village Administrator Position

A motion to enter into Executive Session was made by Councilor John Ortega, seconded by Councilor Lawrence Ortega.

Roll Call:

- Councilor John Anthony Ortega  YES
- Councilor Lawrence Ortega  YES
- Councilor Brent Jaramillo  YES

Mayor Gallegos stated that the Governing Body will go into Executive Session to discuss only the items listed. The Governing Body entered into Executive Session at 8:45pm.

A motion was made to reconvene from Executive Session at 8:53 pm by Councilor John Anthony Ortega, seconded by Councilor Lawrence Ortega.

Roll Call:

- Councilor Lawrence Ortega  YES
- Councilor Brent Jaramillo  YES
- Councilor John Anthony Ortega  YES

Mayor Gallegos stated that only the item listed were discussed during closed session. There was no action taken.

XI. **ACTION ITEM** — Village Administrator Selection

B. Approval / Disapproval of Mayor’s Recommendation for Village Administrator Position

Mayor Gallegos stated that he is unable to bring forth a recommendation at this time for the Administrator position. Mayor Gallegos asked Ms. Martinez to make a phone call to the other 2 candidates to see if they are still interested in the position. Depending on their responses, we can sit down and discuss what the recommendation for next meeting will be.

XII. **MATTERS FROM MAYOR AND COUNCIL**

At this time Chief Lamendola requested to hire backup for Memorial weekend. Mayor Gallegos suggested Chief Lamendola to sit with Ms. Shannon to see if there is money available. He has people who are willing to work. Ms. Shannon asked if they would be on payroll or temporary contractors. Temporary contractors would be a better idea than placing them on payroll. It was agreed by Council to allow this if we are able to financially. Ms. Martinez requested traffic control for the Healing Field ceremony on Sunday.

A discussion was held regarding the CDBG project and how we can speed up the process. Councilor John Ortega asked about the beautification project and that there is a tree planted directly under the power lines. It should be moved. Councilor Brent Jaramillo stated to councilor John Ortega that no one has come before the Council in regards

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to the economic development CDBG grant. He doesn’t believe that anyone has asked us if we would be willing to
give the infrastructure grant for the economic development grant. Not that he is opposed to it. Is it infrastructure and
economic development? Councilor John Ortega stated he will contact Elmer Salazar and see if he can come to the
next meeting to get it clarified.

XIII. ADJOURNMENT

Motion: Councilor John Ortega
Second: Councilor Lawrence Ortega

In Favor: All
Opposed: None

There being no further business to discuss, the meeting was adjourned at 9:26pm.

ATTEST:

Renee Martinez, CMC

APPROVED:

Mark Gallegos, Mayor

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