

1 **VILLAGE OF QUESTA**  
 2 **REGULAR MEETING MINUTES**  
 3 **TUESDAY, MAY 23, 2017**  
 4 **VILLAGE OF QUESTA COUNCIL CHAMBERS**  
 5 **7:00PM**

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

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

11 II. **ROLL CALL**

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

15 Present:

- 16 Councilor Lawrence Ortega
- 17 Councilor Brent Jaramillo
- 18 Councilor John Ortega

20 Not Present:

- 21 Councilor Julian Cisneros

23 Also Present:

- 24 Village Clerk Renee Martinez
- Finance Director Karen Shannon
- 26 Attorney Lance Hough

28 III. **PLEDGE OF ALLEGIANCE**

29  
 30 Questa High Cheerleaders led the Pledge of Allegiance.

32 IV. **APPROVAL OF AGENDA**

33  
 34 Mayor Gallegos asked to strike Item VII.C. Also requested Mr. Juan Cisneros, UTV Track Presentation, be added  
 35 to the Agenda as Item VII. E.

36  
 37 Councilor John Ortega asked to table Item VIII. C. as well as IX. B. Mayor Gallegos asked that a discussion be  
 38 allowed and the action be removed.

39  
 40 Motion: Councilor Lawrence Ortega  
 41 Second: Councilor John Ortega

42  
 43 In Favor: All  
 44 Opposed: None

45  
 46 To approve the agenda as amended. All voted yes. Motion carried.

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 48 V. **APPROVAL OF MINUTES –**  
**\*Regular Meeting, April 11, 2017**

51 Motion: Councilor Lawrence Ortega  
52 Second: Councilor Brent Jaramillo

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54 In Favor: All  
55 Opposed: None  
56

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

58  
59 \*Regular Meeting, April 25, 2017  
60

61 Councilor Lawrence Ortega – Page 3, Line 139 – the word ‘central’ should be ‘substantial’.  
62 Page 6, Line 309 – Incomplete sentence regarding the trench on SR522  
63

64 Motion: Councilor Brent Jaramillo  
65 Second: Councilor Lawrence Ortega  
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67 In Favor: All  
68 Opposed: None  
69

70 To approve the minutes of April 25, 2017 - Regular Meeting, with noted corrections. All voted yes. Motion  
71 carried  
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73 VI. **PUBLIC COMMENTS** - *(It is the policy of the Governing Body to accept public comment. Because your*  
74 *particular issue is not on the agenda the Governing Body cannot respond immediately, but may direct staff to*  
75 *address issues at a future Council Meeting. Public comments are limited to a maximum of three minutes.)*  
76

- 77 • Ms. Sharon Nicholson, Library Director – Updated the Governing Body about the on goings and events at
- 78 the Library and thanked them for their support.
- 79 • Ms. Stella Miller, Assistant Librarian – Updated the Governing Body regarding the Summer Reading
- 80 Program at the Library.
- 81 • Ms. Dawn Provencher, Volunteer – Shared some events and services that the Library provides.  
82

83 VII. **PRESENTATIONS / UPDATES /DISCUSSION**  
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85 A. Presentation to Questa High School Cheerleaders – 2017 State Champions  
86 Mayor Gallegos presented certificates to Coach Kathy Gonzales and to the Cheerleaders who were present on behalf  
87 of himself and the Village Council. He stated that the Village of Questa wanted to recognize the efforts and  
88 accomplishments of this team and congratulated them on their State Championship.  
89

90 B. Questa Economic Development Fund Board Update  
91

92 QEDFB Chair, Malaquias Rael updated the Governing Body on the following:

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

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

102 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 5<sup>th</sup> 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 Motor Sports**

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

155 In Favor: All  
 156 Opposed: None

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

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160 C. Discussion and Approval of hire of Tourism Coordinator

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162 Tabled.

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

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166 Motion: Councilor Lawrence Ortega

167 Second: Councilor Brent Jaramillo

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169 In Favor: All

170 Opposed: None

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

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175 IX. **FINANCIALS** – Ms. Karen Shannon, Finance Director

176 A. Approval of Unpaid Vouchers

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

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180 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.

181

182 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.

183

184 In Favor: All

185 Opposed: None

186

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

189

190 B. Discussion and Possible Approval of FY2018 Interim Budget

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192 Ms. Shannon stated that she has not had a chance to work on the budget. She informed Councilor Lawrence Ortega  
 193 that she received his changes and forwarded them to the rest of the Council. Councilor Brent Jaramillo did also give  
 194 her some ideas. She is hoping to hear back from Homeland Security regarding the reimbursement amount. The loan  
 195 may also come in. Councilor Brent Jaramillo stated that if Homeland Security gives us credit for the volunteer hours  
 196 it will change the amount of the loan. The loan is based on the amount that Homeland Security reimburses us. He  
 197 was not aware of this. A discussion was held regarding the Homeland Security reimbursement amount.  
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199

200 Councilor John Ortega stated that the last thing he would like to see is cutting positions. Mayor Gallegos stated that  
 201 The Administrator position holds the most weight at \$90,000.00. Ms. Shannon stated that the salary, benefits and  
 202 other associated costs, the Administrator position is budgeted at \$ 92,625.40. Councilor John Ortega asked if the .25  
 203 cent raises were factored in. Ms. Shannon stated that she has not.  
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205

206 Ms. Shannon stated she recommends we increase all the utility rates and aggressively go after collections. A  
 207 discussion regarding the way the utility ordinance reads about the payment arrangements was had. Councilor

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208 Lawrence Ortega stated that the payment arrangement amount made should be an amount acceptable to the Village.  
 209 Ms. Herrera has been directed to actively and aggressively pursue these collections. It was agreed that the  
 210 Water/Sewer Ordinance again be reviewed as soon as we get through the budget process. Councilor Jaramillo asked  
 211 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  
 212 to get that report.

213

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

216

217 A. Limited Personnel Matters (Section 10-15-1(H) (2)) – Village Administrator Position

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

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221 Roll Call:

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223 Councilor John Anthony Ortega YES

224 Councilor Lawrence Ortega YES

225 Councilor Brent Jaramillo YES

226

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

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

232

233 Roll Call:

235 Councilor Lawrence Ortega YES

236 Councilor Brent Jaramillo YES

237 Councilor John Anthony Ortega YES

238

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

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241 XI. **ACTION ITEM** – Village Administrator Selection

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

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

248

249 XII. **MATTERS FROM MAYOR AND COUNCIL**

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

256

257 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  
 259 moved. Councilor Brent Jaramillo stated to councilor John Ortega that no one has come before the Council in regards

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

264  
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266 **XIII. ADJOURNMENT**

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268 Motion: Councilor John Ortega  
269 Second: Councilor Lawrence Ortega

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271 In Favor: All  
272 Opposed: None

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

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277 **ATTEST:**

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Renee Martinez, CMC

**APPROVED:**

  
Mark Gallegos, Mayor