



AGENDA

**VILLAGE OF QUESTA
REGULAR COUNCIL MEETING
TUESDAY, MARCH 12, 2019
VILLAGE OF QUESTA COUNCIL CHAMBERS
2500 OLD STATE ROAD 3
6:00 P.M**

Mayor Mark L. Gallegos
Mayor Pro-Tem John A. Ortega
Councilmember Brent P. Jaramillo | Councilmember Louise T. Gallegos | Councilmember Charlie I. Gonzales

- I. **CALL TO ORDER BY MAYOR MARK L. GALLEGOS**
- II. **ROLL CALL**
- III. **PLEDGE OF ALLEGIANCE**
- IV. **APPROVAL OF AGENDA**
- V. **APPROVAL OF MINUTES** – 1) Regular Meeting, February 26, 2019
- 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.)*
- VII. **PRESENTATIONS**
 - A) CEMC Utility Line Project - Mr. Tommy Lyles / Policy, Government and Public Affairs Manager – Questa Mine
- VIII. **DISCUSSION ITEMS**
 - A) Utility Rate Study Results Information
 - B) Community Wildlife Protection Plan (CWPP)
 - C) North Central Regional Transit District (RTD) Membership
- IX. **ACTION ITEMS**
 - A) Discussion, Consideration & Decision - Questa Water System Improvements – RFP 2019-01
 - B) Discussion, Consideration & Decision - Library E-Rate Cat 2 Selection
- X. **FINANCIALS** – Karen Shannon, Finance Director
 - A) Discussion, Consideration & Decision – Resolution No. 2019-05 / FY2019 3rd Quarter State BARs
- XI. **MATTERS FROM ADMINISTRATOR, MAYOR AND COUNCIL**
- XII. **ADJOURNMENT**

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid of service to attend or participate in the hearing or meeting, please contact the Village Clerk at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the Village Clerk at 575-586-0694 if a summary or other type of accessible format is needed.

1 **VILLAGE OF QUESTA**
2 **REGULAR MEETING MINUTES**
3 **TUESDAY, MARCH 12, 2019**
4 **VILLAGE OF QUESTA COUNCIL CHAMBERS**
5 **6:00PM**

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

8 Mayor Gallegos called the meeting to order at 6:01 pm.
9

10 II. **ROLL CALL**

11 Village Clerk Renee Martinez called roll and a quorum was present.
12

13 Those present were:

14 Councilman Charlie I. Gonzales

15 Councilman John Anthony Ortega
16

17 Councilwoman Louise T. Gallegos arrived at 6:06pm.
18

19 Councilman Brent P. Jaramillo was not present.
20

21 Also Present:

22 Administrator Nicholas Maestas

23 Finance Director Karen Shannon

24 Clerk Renee Martinez

25 Utilities Clerk Nadine Herrera
26

27 III. **PLEDGE OF ALLEGIANCE**

28 Councilman John Ortega led the Pledge of Allegiance.
29

30 IV. **APPROVAL OF AGENDA**

31 Mayor Gallegos asked that item VII A) be removed from the agenda. Mr. Lyles will not be present.
32

33 Motion: Councilman Gonzales

34 Second: Councilman Ortega
35

36 In Favor: All

37 Opposed: None
38

39 To approve the agenda as amended. All voted yes. Motion carried.
40

41 V. **APPROVAL OF MINUTES –**

42 1) Regular Meeting, February 26, 2019
43

44 Motion: Councilman Ortega

45 Second: Councilman Gonzales
46

47 In Favor: All

48 Opposed: None
49

50 To approve the February 26, 2019 meeting minutes as presented. All voted yes. Motion carried.
51

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

56 There were no public comments.
 57

58 VII. **PRESENTATIONS**

59 A) CEMC Utility Line Project - Mr. Tommy Lyles / Policy, Government and Public Affairs Manager –
 60 Questa Mine
 61

62 ****Removed from Agenda.**
 63

64 VIII. **DISCUSSION ITEMS**

65 A) Utility Rate Study Results Information
 66

67 Mr. Maestas reviewed a power point presentation regarding the water rate analysis for the Village of Questa
 68 completed by Southwest Environmental Finance Center. Representatives were present in a supportive role and
 69 to answer any questions. Several possible rate structures were presented to provide a framework for answering
 70 the question of how to structure rates to meet current and future needs. The Village's data from 2017 was used
 71 to create this study.
 72

73 As a result of this rate study and potential rate increase, the goal is to accomplish the following:
 74

- 75 • Forgiveness of Board of Finance emergency loan
- 76 • Maintain a fund balance of at least \$20,000.00 for emergencies
- 77 • Add an additional operator starting in 2019 at an initial cost of \$43,750.00 (salary and benefits)
- 78 • Contribute \$70,000.00 per year to a reserve for replacement of aging infrastructure, additional water
 79 storage, better pumping capacity, and future expansion.
 80

81 Councilman Ortega stated that we should definitely hold a work study session to go over all these rates. He
 82 stated that he does not really see how we can raise the rates on some of our residential customers when most of
 83 them are low income and hardship as well as with the lay off from the mine. We need to sit down and see what
 84 combinations are going to fit our needs.
 85

86 Councilwoman Gallegos agreed that we need to have a work study session. She stated that when we apply for
 87 loans or funding from different agencies they look at things like this and ask 'how do you expect us to help you
 88 if you aren't even helping yourself.' She thanked the representatives from the finance center for their work and
 89 for being present.
 90

91 Mayor Gallegos stated that he believes that the commercial classes have already been taxed when we
 92 reclassified them. Also, the majority of our leaks are residential. He stated that the last increase we had was in
 93 2008. The purpose for this is to provide quality services.
 94

95 Councilman Gonzales asked how many operators the Village has. Mr. Maestas stated that Mr. Anthony
 96 Martinez holds a Level 4 water and waste water certification. Mr. Antonio Carraveo holds a Water II
 97 certification.
 98

99 The representatives stated that they are available to be present at any of the work study sessions held regarding
 100 the rate study.
 101

102 **B) Community Wildlife Protection Plan (CWPP)**
 103

104 Mr. Maestas stated that the CWPP for the Village of Questa has not been updated in quite some. The plan
 105 identifies projects within the village limits that we could then apply for funding through the BLM and other
 106 state agencies.

107 Mayor Gallegos stated that the last project that was done was the area by the bridge heading out of town.

108

109 Councilman Ortega stated that he and Ms. Shannon have attended the CWPP meetings and Questa is at a high
110 risk level because of the bosque. He thinks that it is important to move forward with this.

111

112 C) North Central Regional Transit District (RTD) Membership

113

114 Mayor Gallegos stated that we are not currently a member of the RTD. We believe it would be a great idea to
115 have a seat at the table. It was decided to have the attorney's review the process and move forward.

116

117 IX. ACTION ITEMS

118 A) Discussion, Consideration & Decision - Questa Water System Improvements – RFP 2019-01

119

120 Mr. Maestas stated that he has provided a memo regarding the RFP. He stated that he went through the RFP
121 process for engineering service for the Village's CDBG project for the replacement of water lines along
122 Cabresto Road. Three proposals were received. An evaluation committee was put together. There is a
123 recommended firm as well as the bid tabulations for each firm. Mr. Maestas asked the Council to consider the
124 engineering firms and allow for staff to be able to enter into negotiations with whichever firm the Council
125 chooses, in that order so that if negotiations can be made to negotiate the contract, then allowing me to enter
126 into contract with the second or third firm depending on how the negotiations go.

127

128 Councilman Gonzales asked who was on the evaluation committee; were there any locals. Mr. Maestas stated
129 that he asked for participation from a grants administrator from Red River, a public works employee from the
130 Angel Fire, an engineer from Taos, and a Public Works Director from Taos. Councilman Gonzales stated that
131 his concern is that they were not locals; don't we have any local people that can fill this committee.

132

133 Councilman Gonzales at this time nominated WH Pacific to be the engineering firm for this project. They have
134 worked with us for many years and they know Questa. The motion was seconded by Councilwoman Gallegos,
135 with discussion.

136

137 Councilwoman Gallegos asked why Wilson & Company was chosen when they had the lowest score. Also,
138 how can I make an educated decision, not knowing what these firms are presenting? Should I have come in to
139 review them? Mr. Maestas stated that he could have provided the proposals and apologized that they were not
140 made available. He stated that the decision of the group regarding the selection of Wilson & Company was,
141 because of the timeline of the project, with the MAP funding of the road project to get it paved within the next
142 2 years was their experience with working with other projects and engineers is that we remain consistent. This
143 seems to streamline the projects. The reason that the other 2 firms were not selected was because in the event
144 that there is an issue with the road project, it could lead to litigation for the Village, and the concern was that
145 one firm designed the road and one designed the subsurface of the utility project; the consistency would not be
146 there. The concern is we would not be able to hold any firm accountable. Councilwoman Gallegos stated that
147 Wilson & Company previously did some work for the Village and did not follow through on their work if she
148 remembers correctly. This is one reason that she would want to go with WH Pacific.

149

150 Councilman Ortega asked if Ms. Coleman was involved in the process. Mr. Maestas stated no, she was out on
151 medical leave. He stated that he did work with DFA and follow their recommendations throughout the process.

152

153 Councilman Gonzales stated that he has a problem with the Mayor not being updated and included. Councilman
154 Ortega asked if it was practiced in the past that the Mayor was involved in the procurement process and the
155 evaluation committee. Ms. Martinez stated no, the Mayor is not usually in the procurement process. Mayor
156 Gallegos stated that Mayors have participated in the selection of the committee but not in the procurement
157 process.

158

159 Mayor Gallegos asked for a roll call vote:

160

161 Roll Call:

162 Councilwoman Louise Gallegos YES
 163 Councilman Charlie Gonzales YES
 164 Councilman John Ortega NO

165
 166 To approve WH Pacific as the engineering firm for the Cabresto Water System Improvement project. With a
 167 2 to 1 vote. Motion carried.

168
 169 **B) Discussion, Consideration & Decision - Library E-Rate Cat 2 Selection**

170
 171 Mr. Maestas stated that this is a pilot program allows for libraries to purchase equipment that will be 85%
 172 federally supported. Mr. Maestas asked that the Council allow him to enter into negotiations and enter into a
 173 possible contract with Power-On Technology.

174
 175 Motion: Councilman Ortega
 176 Second: Councilwoman Gallegos

177
 178 Roll Call:

179
 180 Councilman John Ortega YES
 181 Councilwoman Louise Gallegos YES
 182 Councilman Charlie Gonzales YES

183
 184 To approve the Library E-Rate Cat 2 selection with Power-On Technology. All voted yes. Motion carried.

185
 186 X. **FINANCIALS** – Karen Shannon, Finance Director

187 **A) Discussion, Consideration & Decision – Resolution No. 2019-05 / FY2019 3rd Quarter State BARs**

188
 189 Ms. Shannon stated that this Resolution is to increase general fund revenues and also for increasing expenditures
 190 for travel and a repair to the community center. Councilman Ortega asked if the \$90,000.00 is what we had
 191 budgeted for the Small Cities Assistance. Ms. Shannon stated yes. Councilman Ortega commented that we are
 192 right on track with it. Ms. Shannon stated that we budgeted \$90,000.00 but we actually received \$390,276.00;
 193 this is why she is requesting the BAR to increase the amount for what was actually received.

194
 195 Motion: Councilwoman Gallegos
 196 Second: Councilman Ortega

197
 198 Roll Call:

199
 200 Councilwoman Louise Gallegos YES
 201 Councilman Charlie Gonzales YES
 202 Councilman John Ortega YES

203
 204 To approve Resolution No. 2019-05 / FY2019 3rd Quarter State BARs. All voted yes. Motion carried.

205

206 XI. **MATTERS FROM ADMINISTRATOR, MAYOR AND COUNCIL**

207

208 Mayor Gallegos stated that to this date, we have not received any GRT increases from the Chevron project
 209 that finished off in late November. Unfortunately our GRT's have not increased.

210

211 Mayor Gallegos welcomed Mr. Cody Hooks from the Taos News to the council meeting.

212

213 XII. **ADJOURNMENT**

214

215 Motion: Councilman Ortega
 216 Second: Councilman Gonzales

217 In Favor: All
218 Opposed: None

219

220 There being no further business to discuss, the meeting was adjourned at 7:07pm.

221


222 **ATTEST:**

223

224

225

226

Renee Martinez
Renee Martinez, CMC


APPROVED:

Mark Gallegos
Mark Gallegos, Mayor