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.
VILLAGE OF QUESTA
REGULAR MEETING MINUTES
TUESDAY, MARCH 12, 2019
VILLAGE OF QUESTA COUNCIL CHAMBERS
6:00PM

I. CALL TO ORDER BY MAYOR MARK L. GALLEGOS
Mayor Gallegos called the meeting to order at 6:01 pm.

II. ROLL CALL
Village Clerk Renee Martinez called roll and a quorum was present.
Those present were:
Councilman Charlie I. Gonzales
Councilman John Anthony Ortega
Councilwoman Louise T. Gallegos arrived at 6:06pm.
Councilman Brent P. Jaramillo was not present.

Also Present:
Administrator Nicholas Maestas
Finance Director Karen Shannon
Clerk Renee Martinez
Utilities Clerk Nadine Herrera

III. PLEDGE OF ALLEGIANCE
Councilman John Ortega led the Pledge of Allegiance.

IV. APPROVAL OF AGENDA
Mayor Gallegos asked that item VII A) be removed from the agenda. Mr. Lyles will not be present.

Motion: Councilman Gonzales
Second: Councilman Ortega
In Favor: All
Opposed: None

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

V. APPROVAL OF MINUTES –
1) Regular Meeting, February 26, 2019

Motion: Councilman Ortega
Second: Councilman Gonzales
In Favor: All
Opposed: None

To approve the February 26, 2019 meeting minutes as presented. 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.)

There were no public comments.

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

   **Removed from Agenda.

VIII. DISCUSSION ITEMS
   A) Utility Rate Study Results Information

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

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

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

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

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

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

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

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

   B) Community Wildlife Protection Plan (CWPP)

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

Village of Questa Regular Meeting
March 12, 2019
Mayor Gallegos stated that the last project that was done was the area by the bridge heading out of town.

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

C) North Central Regional Transit District (RTD) Membership

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

IX. **ACTION ITEMS**

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

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

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

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

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

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

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

Mayor Gallegos asked for a roll call vote:

Roll Call:

Village of Questa Regular Meeting
March 12, 2019
162 Councilwoman Louise Gallegos     YES
163 Councilman Charlie Gonzales     YES
164 Councilman John Ortega         NO

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

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

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

175 Motion: Councilman Ortega
176 Second: Councilwoman Gallegos

178 Roll Call:

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

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

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

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

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

195 Motion: Councilwoman Gallegos
196 Second: Councilman Ortega

198 Roll Call:

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

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

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

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

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

213 XII. **ADJOURNMENT**

215 Motion: Councilman Ortega
216 Second: Councilman Gonzales

Village of Questa Regular Meeting
March 12, 2019
In Favor: All
Opposed: None

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

**ATTEST:**

[Signed]

**APPROVED:**

Mark Gallegos, Mayor

Village of Questa Regular Meeting
March 12, 2019