VILLAGE OF QUESTA
REGULAR MEETING MINUTES
TUESDAY, SEPTEMBER 24, 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 6:09pm.

II. ROLL CALL
Village Clerk Renee Martinez called roll where a quorum was present.

Those present were:
Councilman Charlie I. Gonzales
Councilman John Anthony Ortega
Councilman Brent P. Jaramillo

Councilwoman Louise T. Gallegos arrived at 6:11pm.

III. PLEDGE OF ALLEGIANCE
Councilman Jaramillo led the Pledge of Allegiance.

IV. APPROVAL OF AGENDA
Motion: Councilman Gonzales
Second: Councilman Ortega

Roll Call:

Councilman John Anthony Ortega
Councilman Charlie Gonzales
Councilman Brent Jaramillo

YES
YES
YES

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

V. APPROVAL OF MINUTES – 1) September 10, 2019
1) September 10, 2019

Motion: Councilman Jaramillo
Second: Councilman Gonzales

Roll Call:

Councilman Charlie Gonzales
Councilman John Ortega
Councilman Brent Jaramillo

YES
YES
YES

To approve the September 10, 2019 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

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direct staff to address issues at a future Council Meeting. Public comments are limited to a maximum of three minutes.)

- Mr. Tommy Lyles, Policy, Government and Public Affairs Manager for Chevron Questa Mine – Mr. Lyles updated the Council on road closures and the pipeline removal along the highway. Mayor Gallegos asked if these updates can be presented in report form or by a presentation.
- Mr. Nick Moore informed the Council that he has purchased some property on North Kiowa Road. There is a piece of property in front of the property that belongs to the Village that he would like to purchase with the permission of the Governing Body.

VII. PRESENTATIONS
A) Questa Economic Development Fund Board Update

Ms. Lindsay Mapes update the Council on the following:

- Working with USDA to offer 504 grant monies to senior citizens 62 years and older in Questa, to assist with essential home repairs. She is assisting them with the paperwork. It is a program designed to help people to stay living in their homes. Councilman Ortega inquired about what avenues have been used to get the word out and what is the deadline to apply? Ms. Mapes stated that it is a rolling deadline and it has been advertised in the newspaper. Councilman Ortega suggested getting this information to the EMS department.
- The Rural Development Corporation & LANL are offering 45 micro loans to businesses in Questa; it is a re-occurring program. Only 25% of loan needs to be repaid.
- QEDF has a new VISTA volunteer who will be working on outdoor tourism.
- The Questa Red River trail is moving along. The design will be done by the end of the year. They will be seeking engineering funds.
- Pick Your Poison Run is on October 13th.
- She would like to meet with Village leadership about infrastructure regarding bringing a hotel to Questa.

B) Questa Public Library Expansion Project - Living Design Group, Mr. Doug Patterson

Mr. Doug Patterson reviewed the proposed library expansion design with the Council.

Councilman Jaramillo inquired if the library committee were all in agreement with the design. Ms. Sharon Nicholson, Library Director, stated that the committee is on board with the design. Mayor Gallegos inquired if there would be any work done to the existing building. Mr. Patterson stated no. Ms. Nicholson stated that the original entry door will be gone and a ramp will go up from the existing building to the new building.

Mayor Gallegos stated that the design will be considered for approval at the next meeting.

VIII. ACTION ITEMS
A) Discussion, Consideration & Decision- Special Projects Contract between the Village of Questa and Universal Professional Services

Mayor Gallegos reviewed the proposed contract with the Council. Mayor Gallegos stated Mr. Cisneros has been a useful tool with projects and funding agencies. The funding will be requested from QEDF.

Councilman Ortega asked the Procurement Officer, Ms. Dina Coleman if this contract meets procurement. Ms. Coleman stated that it does and we are able to go into contract with Mr. Cisneros so long as we don’t have a current contract with the same scope of work; which we do not. Councilman Ortega asked what the total
dollar amount is. Mayor Gallegos stated that it is not exceed $45,000.00 or up to a 6 month period whichever comes first. Councilman Ortega asked if QEDF has already agreed to fund it. Mayor Gallegos stated that they have not. Councilman Ortega asked if the QEDF does not approve it, do we have it in the budget to pay for it. Mayor Gallegos stated that certain grants allow for administrative services. Councilman Ortega stated that he is uncomfortable supporting it until we get funding approval from QEDF. Councilman Gonzales asked Ms. Martinez if having Mr. Cisneros on board is helpful. Ms. Martinez stated that it is helpful; he fill the role of traveling and meeting with the different state and funding agencies. She stated that we do not have the staff currently to fill this role.

Motion: Councilwoman Gallegos
Second: Councilman Gonzales

Roll Call:

Councilman Charlie Gonzales  YES
Councilman John Ortega        NO
Councilwoman Louise Gallegos   YES
Councilman Brent Jaramillo     YES

To approve the Special Projects Contract between the Village of Questa and Universal Professional Services as presented. With a 3-1 vote, the motion was carried.

B) Discussion, Consideration & Decision – Resolution No. 2019-20 – Request for Time Extension
   Re: NMDOT COOP Project No. SP-5-19(196)

Ms. Martinez stated that we are moving forward with the project and the purpose of this Resolution is to secure our funding in case the weather changes or something comes up that we are unable to complete it by the December 30th date. This Resolution will extend the project date for another year.

Motion: Councilman Gonzales
Second: Councilman Ortega

Roll Call:

Councilman Charlie Gonzales  YES
Councilwoman Louise Gallegos   YES
Councilman John Ortega        YES
Councilman Brent Jaramillo     YES

To approve Resolution No. 2019-20 – Request for Time Extension Re: NMDOT COOP Project No. SP-5-19(196) as presented. All voted yes. Motion carried.

C) Discussion, Consideration & Decision – Council Approval of Records Destruction

Ms. Martinez informed the Council that this is another records destruction request; staff will be bringing a request to Council hopefully every meeting in order to get our records in order and be in compliance with the records retention laws. Councilman Ortega inquired if we can keep our records electronically. Ms. Martinez stated that she is currently working on getting all permanent records in electronic format. Councilwoman Gallegos thanked the staff for getting the records destruction together. Ms. Martinez stated that it has been a team effort.

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Motion: Councilman Ortega
Second: Councilman Gonzales

Roll Call:

Councilman Charlie Gonzales YES
Councilwoman Louise Gallegos YES
Councilman John Ortega YES
Councilman Brent Jaramillo YES

To approve the records destruction list as presented. All voted yes. Motion carried.

IX. DISCUSSION ITEMS
A) Taos Bakes Update

Mayor Gallegos stated that he has a meeting with Kyle Hawari soon and is requesting that any questions Council may have so he can pass them along to him. Mayor Gallegos read aloud the emailed update that Mr. Michael Farmer, VP of Operations for Taos Bakes, made available to the staff.

Councilman Ortega stated that his concern is regarding the ‘right size staffing’ and what that means. They hired 60 employees who left jobs with the promise of making good money and having benefits. He would like that question asked of them. Also, are they meeting the grant requirements regarding jobs?

Councilman Jaramillo would like to know what their long term marketing/strategy is. He stated that there is no community buy-in regarding the Taos Bakes. He believes that the Taos Mountain Energy Bar brand was a brand the community had pride in.

Councilman Gonzales would like to know where we are currently with this. He would like a long-term plan regarding space and staff. He hopes there will be more expansion and jobs.

Mr. Christian Isely would like to know how their new marketing strategies will work.

X. FINANCIALS – Karen Shannon, Finance Director
A) Review of August 2019 Financials

Ms. Shannon stood for questions.

Councilman Gonzales inquired about the payment to Wilson & Co. Mayor Gallegos stated it was the final payment for the electronic design and planning documents. This was the balance due.

Councilman Gonzales inquired about the Amazon invoice. Can we set something up locally for supplies? Does Amazon pay GRT’s to the Village? Ms. Coleman stated that we currently purchase through our Amazon business account. We can look into a pricing arrangement with Wal-Mart. Because most purchases require 3 quotes, Amazon is usually the lowest price because they do not charge us tax or delivery, so it is cheaper. Ms. Shannon stated that there are some GRT’s associated with Amazon.

XI. MATTERS FROM MAYOR, COUNCIL AND ADMINISTRATIVE STAFF

Ms. Martinez stated that her written report was submitted.

Councilman Jaramillo stated that we need to figure out what we are going to do with the Fire Department Building long term regarding repairs and improvements. Mayor Gallegos stated that there is garage door

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hardware that needs to be replaced. The west bay needs work. The doors and windows need to be replaced.
We are focusing on some key spots right now with the money we have. He stated we need to aggressively
pursue funding for a new fire department or for improvements.

Councilman Gonzales asked when the new ambulance will be ready. Ms. Martinez stated it should be finished
by December or January. Councilman Gonzales thanked the staff for their work on the water leak the past
weekend and for being notified and updated about it.

Councilman Ortega asked if we have the money in the budget to get the public works some good shirts or
jackets. Mayor Gallegos stated that we have so much metal in the yard that has accumulated that we can have
hauled off and make some money for getting the department much needed jackets, shirts and boots. Ms.
Shannon stated that we have $1,500.00 in the budget for uniforms. Councilman Ortega asked if we can get
some roll offs before winter for the community to be able to bring large items. Ms. Shannon stated we have
some money for community clean-up to pay the tipping fees. Councilman Ortega stated he is a big advocate
for beautification.

Councilman Jaramillo suggested working with NMDOT and the Citizens ditch to clean up the area across from
the old Wooden Nickel.

Councilwoman Gallegos asked about the CAV payment that she inquired about last meeting. Ms. Shannon
stated that the last agreement was for 2018, the payment was made.

Councilman Jaramillo updated the Council on the services for the late Senator Carlos Cisneros.

XII. ADJOURNMENT

Motion: Councilman Ortega
Second: Councilman Gonzales

In Favor: All
Opposed: None

There being no further business to discuss, the meeting was adjourned at 7:48pm.

ATTEST:

APPROVED:

Renee Martinez, GCO

Mark Gallegos, Mayor