

1 **VILLAGE OF QUESTA**  
 2 **REGULAR MEETING MINUTES**  
 3 **TUESDAY, SEPTEMBER 24, 2019**  
 4 **VILLAGE OF QUESTA COUNCIL CHAMBERS**  
 5 **6:00PM**

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

8 Mayor Gallegos called the meeting to order at 6:09pm.  
 9

10 **II. ROLL CALL**

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

13 Those present were:

- 14 Councilman Charlie I. Gonzales
- 15 Councilman John Anthony Ortega
- 16 Councilman Brent P. Jaramillo

17  
 18 Councilwoman Louise T. Gallegos arrived at 6:11pm.  
 19

20 **III. PLEDGE OF ALLEGIANCE**

21 Councilman Jaramillo led the Pledge of Allegiance.  
 22

23 **IV. APPROVAL OF AGENDA**

- 24 Motion: Councilman Gonzales
- 25 Second: Councilman Ortega

26  
 27 Roll Call:

- 28
- 29 Councilman John Anthony Ortega YES
- 30 Councilman Charlie Gonzales YES
- 31 Councilman Brent Jaramillo YES
- 32

33 To approve the agenda as presented. All voted yes. Motion carried.  
 34

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

36 1) September 10, 2019  
 37

- 38 Motion: Councilman Jaramillo
- 39 Second: Councilman Gonzales
- 40

41 Roll Call:

- 42
- 43 Councilman Charlie Gonzales YES
- 44 Councilman John Ortega YES
- 45 Councilman Brent Jaramillo YES
- 46

47 To approve the September 10, 2019 minutes as presented. All voted yes. Motion carried.  
 48

49 **VI. PUBLIC COMMENTS - *(It is the policy of the Governing Body to accept public comment. Because***  
 50 *your particular issue is not on the agenda the Governing Body cannot respond immediately, but may*

51 *direct staff to address issues at a future Council Meeting. Public comments are limited to a maximum*  
 52 *of three minutes.)*  
 53

- 54 • Mr. Tommy Lyles, Policy, Government and Public Affairs Manager for Chevron Questa Mine – Mr.  
 55 Lyles updated the Council on road closures and the pipeline removal along the highway. Mayor  
 56 Gallegos asked if these updates can be presented in report form or by a presentation.
- 57 • Mr. Nick Moore informed the Council that he has purchased some property on North Kiowa Road.  
 58 There is a piece of property in front of the property that belongs to the Village that he would like to  
 59 purchase with the permission of the Governing Body.  
 60

61 VII. **PRESENTATIONS**

62 A) Questa Economic Development Fund Board Update  
 63

64 Ms. Lindsay Mapes update the Council on the following:  
 65

- 66 • Working with USDA to offer 504 grant monies to senior citizens 62 years and older in Questa, to  
 67 assist with essential home repairs. She is assisting them with the paperwork. It is a program designed  
 68 to help people to stay living in their homes. Councilman Ortega inquired about what avenues have  
 69 been used to get the word out and what is the deadline to apply? Ms. Mapes stated that it is a rolling  
 70 deadline and it has been advertised in the newspaper. Councilman Ortega suggested getting this  
 71 information to the EMS department.
- 72 • The Rural Development Corporation & LANL are offering 45 micro loans to businesses in Questa; it  
 73 is a re-occurring program. Only 25% of loan needs to be repaid.
- 74 • QEDF has a new VISTA volunteer who will be working on outdoor tourism.
- 75 • The Questa Red River trail is moving along. The design will be done by the end of the year. They  
 76 will be seeking engineering funds.
- 77 • Pick Your Poison Run is on October 13<sup>th</sup>.
- 78 • She would like to meet with Village leadership about infrastructure regarding bringing a hotel to  
 79 Questa.  
 80

81 B) Questa Public Library Expansion Project - Living Design Group, Mr. Doug Patterson  
 82

83 Mr. Doug Patterson reviewed the proposed library expansion design with the Council.  
 84

85 Councilman Jaramillo inquired if the library committee were all in agreement with the design. Ms. Sharon  
 86 Nicholson, Library Director, stated that the committee is on board with the design. Mayor Gallegos inquired  
 87 if there would be any work done to the existing building. Mr. Patterson stated no. Ms. Nicholson stated that  
 88 the original entry door will be gone and a ramp will go up from the existing building to the new building.  
 89

90 Mayor Gallegos stated that the design will be considered for approval at the next meeting.  
 91

92 VIII. **ACTION ITEMS**

93 A) Discussion, Consideration & Decision- Special Projects Contract between the Village of Questa and  
 94 Universal Professional Services  
 95

96 Mayor Gallegos reviewed the proposed contract with the Council. Mayor Gallegos stated Mr. Cisneros has  
 97 been a useful tool with projects and funding agencies. The funding will be requested from QEDF.  
 98

99 Councilman Ortega asked the Procurement Officer, Ms. Dina Coleman if this contract meets procurement.  
 100 Ms. Coleman stated that it does and we are able to go into contract with Mr. Cisneros so long as we don't have  
 101 a current contract with the same scope of work; which we do not. Councilman Ortega asked what the total

102 dollar amount is. Mayor Gallegos stated that it is not exceed \$45,000.00 or up to a 6 month period whichever  
 103 comes first. Councilman Ortega asked if QEDF has already agreed to fund it. Mayor Gallegos stated that they  
 104 have not. Councilman Ortega asked if the QEDF does not approve it, do we have it in the budget to pay for  
 105 it. Mayor Gallegos stated that certain grants allow for administrative services. Councilman Ortega stated that  
 106 he is uncomfortable supporting it until we get funding approval from QEDF. Councilman Gonzales asked Ms.  
 107 Martinez if having Mr. Cisneros on board is helpful. Ms. Martinez stated that it is helpful; he fill the role of  
 108 traveling and meeting with the different state and funding agencies. She stated that we do not have the staff  
 109 currently to fill this role.

110  
 111 Motion: Councilwoman Gallegos  
 112 Second: Councilman Gonzales

113  
 114 Roll Call:

115  
 116 Councilman Charlie Gonzales YES  
 117 Councilman John Ortega NO  
 118 Councilwoman Louise Gallegos YES  
 119 Councilman Brent Jaramillo YES

120  
 121 To approve the Special Projects Contract between the Village of Questa and Universal Professional Services  
 122 as presented. With a 3-1 vote, the motion was carried.

123  
 124 **B) Discussion, Consideration & Decision –Resolution No. 2019-20 – Request for Time Extension**  
 125 **Re: NMDOT COOP Project No. SP-5-19(196)**

126  
 127 Ms. Martinez stated that we are moving forward with the project and the purpose of this Resolution is to secure  
 128 our funding in case the weather changes or something comes up that we are unable to complete it by the  
 129 December 30<sup>th</sup> date. This Resolution will extend the project date for another year.

130  
 131 Motion: Councilman Gonzales  
 132 Second: Councilman Ortega

133  
 134 Roll Call:

135  
 136 Councilman Charlie Gonzales YES  
 137 Councilwoman Louise Gallegos YES  
 138 Councilman John Ortega YES  
 139 Councilman Brent Jaramillo YES

140  
 141 To approve Resolution No. 2019-20 – Request for Time Extension Re: NMDOT COOP Project No. SP-5-  
 142 19(196) as presented. All voted yes. Motion carried.

143  
 144 **C) Discussion, Consideration & Decision – Council Approval of Records Destruction**

145  
 146 Ms. Martinez informed the Council that this is another records destruction request; staff will be bringing a  
 147 request to Council hopefully every meeting in order to get our records in order and be in compliance with the  
 148 records retention laws. Councilman Ortega inquired if we can keep our records electronically. Ms. Martinez  
 149 stated that she is currently working on getting all permanent records in electronic format. Councilwoman  
 150 Gallegos thanked the staff for getting the records destruction together. Ms. Martinez stated that it has been a  
 151 team effort.

152

153 Motion: Councilman Ortega  
 154 Second: Councilman Gonzales

155  
 156 Roll Call:

157  
 158 Councilman Charlie Gonzales YES  
 159 Councilwoman Louise Gallegos YES  
 160 Councilman John Ortega YES  
 161 Councilman Brent Jaramillo YES

162  
 163 To approve the records destruction list as presented. All voted yes. Motion carried.  
 164

165 IX. **DISCUSSION ITEMS**

166 A) Taos Bakes Update

167  
 168 Mayor Gallegos stated that he has a meeting with Kyle Hawari soon and is requesting that any questions  
 169 Council may have so he can pass them along to him. Mayor Gallegos read aloud the emailed update that Mr.  
 170 Michael Farmer, VP of Operations for Taos Bakes, made available to the staff.

171  
 172 Councilman Ortega stated that his concern is regarding the ‘right size staffing’ and what that means. They  
 173 hired 60 employees who left jobs with the promise of making good money and having benefits. He would like  
 174 that question asked of them. Also, are they meeting the grant requirements regarding jobs?

175  
 176 Councilman Jaramillo would like to know what their long term marketing/strategy is. He stated that there is  
 177 no community buy-in regarding the Taos Bakes. He believes that the Taos Mountain Energy Bar brand was a  
 178 brand the community had pride in.

179  
 180 Councilman Gonzales would like to know where we are currently with this. He would like a long-term plan  
 181 regarding space and staff. He hopes there will be more expansion and jobs.

182  
 183 Mr. Christian Isely would like to know how their new marketing strategies will work.

184  
 185 X. **FINANCIALS** – Karen Shannon, Finance Director

186 A) Review of August 2019 Financials

187  
 188 Ms. Shannon stood for questions.

189  
 190 Councilman Gonzales inquired about the payment to Wilson & Co. Mayor Gallegos stated it was the final  
 191 payment for the electronic design and planning documents. This was the balance due.

192  
 193 Councilman Gonzales inquired about the Amazon invoice. Can we set something up locally for supplies?  
 194 Does Amazon pay GRT’s to the Village? Ms. Coleman stated that we currently purchase through our Amazon  
 195 business account. We can look into a pricing arrangement with Wal-Mart. Because most purchases require 3  
 196 quotes, Amazon is usually the lowest price because they do not charge us tax or delivery, so it is cheaper. Ms.  
 197 Shannon stated that there are some GRT’s associated with Amazon.

198  
 199 XI. **MATTERS FROM MAYOR, COUNCIL AND ADMINISTRATIVE STAFF**

200  
 201 Ms. Martinez stated that her written report was submitted.

202  
 203 Councilman Jaramillo stated that we need to figure out what we are going to do with the Fire Department  
 204 Building long term regarding repairs and improvements. Mayor Gallegos stated that there is garage door

205 hardware that needs to be replaced. The west bay needs work. The doors and windows need to be replaced.  
206 We are focusing on some key spots right now with the money we have. He stated we need to aggressively  
207 pursue funding for a new fire department or for improvements.  
208

209 Councilman Gonzales asked when the new ambulance will be ready. Ms. Martinez stated it should be finished  
210 by December or January. Councilman Gonzales thanked the staff for their work on the water leak the past  
211 weekend and for being notified and updated about it.  
212

213 Councilman Ortega asked if we have the money in the budget to get the public works some good shirts or  
214 jackets. Mayor Gallegos stated that we have so much metal in the yard that has accumulated that we can have  
215 hauled off and make some money for getting the department much needed jackets, shirts and boots. Ms.  
216 Shannon stated that we have \$1,500.00 in the budget for uniforms. Councilman Ortega asked if we can get  
217 some roll offs before winter for the community to be able to bring large items. Ms. Shannon stated we have  
218 some money for community clean-up to pay the tipping fees. Councilman Ortega stated he is a big advocate  
219 for beautification.  
220

221 Councilman Jaramillo suggested working with NMDOT and the Citizens ditch to clean up the area across from  
222 the old Wooden Nickel.  
223

224 Councilwoman Gallegos asked about the CAV payment that she inquired about last meeting. Ms. Shannon  
225 stated that the last agreement was for 2018, the payment was made.  
226

227 Councilman Jaramillo updated the Council on the services for the late Senator Carlos Cisneros.  
228

229 **XII. ADJOURNMENT**

230  
231 Motion: Councilman Ortega  
232 Second: Councilman Gonzales  
233

234 In Favor: All  
235 Opposed: None  
236

237 There being no further business to discuss, the meeting was adjourned at 7:48pm.  
238  
239

240 **ATTEST:**



241  
242  
243  
244 Renee Martinez, CMC

**APPROVED:**

\_\_\_\_\_  
Mark Gallegos, Mayor