

**VILLAGE OF QUESTA  
REGULAR MEETING MINUTES  
TUESDAY, AUGUST 04, 2015  
VILLAGE OF QUESTA COUNCIL CHAMBERS  
6:00PM**

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

Mayor Po-Tem Julian Cisneros called the meeting to order at 6:02 pm.

**II. ROLL CALL**

Mayor Pro-Tem Julian Cisneros asked the Clerk to take roll.

Those present were:

Councilor Lawrence Ortega  
Councilor Brent Jaramillo

Councilor Miguel Romero was not present.

Also present:

Administrator Loretta Trujillo  
Finance Director Karen Shannon  
Village Clerk Renee Martinez  
Legal Counsel Vanessa Chavez

**III. PLEDGE OF ALLEGIANCE**

Ms. Karen Shannon led the Pledge of Allegiance

**IV. APPROVAL OF AGENDA**

Motion: Councilor Ortega  
Second: Councilor Jaramillo

In Favor: All  
Opposed: None

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

**V. APPROVAL OF MINUTES -**

**July 21, 2015 –**

Motion: Councilor Jaramillo  
Second: Councilor Ortega

In Favor: All

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51 Opposed: None

52

53 To approve the July 21, 2015 meeting minutes as presented. All voted yes. Motion carried.

54

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

58

59 *\*\*There were no public comments....*

60

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

63

64 A) Real Property and Water Rights (Section 10-15-1(H) (8)) –Real Property

65 A motion to enter into Executive Session was made by Councilor Ortega, seconded by Councilor Jaramillo.

66

67 Roll Call:

68

69 Councilor Lawrence Ortega YES

70 Councilor Brent Jaramillo YES

71 Mayor Pro-Tem Julian Cisneros YES

72

73

74 Mayor Pro-Tem Cisneros stated that the Governing Body will go into Executive Session to discuss the items  
 75 listed. The Governing Body entered into Executive Session at 6:05pm.

76

77 A motion to reconvene from Executive Session was made by Councilor Jaramillo, seconded by Councilor Ortega.

78

79 Roll Call:

80

81 Councilor Lawrence Ortega YES

82 Councilor Brent Jaramillo YES

83 Mayor Pro-Tem Julian Cisneros YES

84

85 Mayor Pro-Tem Cisneros stated that all that was discussed in closed session was Real Property.

86

87 Statement certified by the following:

88

89 Councilor Lawrence Ortega YES

90 Councilor Brent Jaramillo YES

91 Mayor Pro-Tem Julian Cisneros YES

92

93 The Governing Body reconvened from Executive Session at 6:25pm.

94

95 VIII. **ACTION ITEMS** - **(Discussion, Consideration and Action)**

96

97 A) Approval of Mutual Agreement to Terminate Contract with Kit Carson Telecom

98 Motion: Councilor Jaramillo

99 Second: Councilor Ortega

100

101 In Favor: All

102 Opposed: None

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To approve the Mutual Agreement to Terminate Contract with Kit Carson Telecom. All voted yes. Motion carried.

B) Approval of Lease Agreement with Taos Mountain Energy Foods

Motion: Councilor Ortega – with revisions and inclusion of Addendum A

Second: Councilor Jaramillo

In Favor: All

Opposed: None

To approve the Lease Agreement with Taos Mountain Energy Foods. All voted yes. Motion carried.

C) Approval of Letter of Intent for La Cienega Property

Motion: Councilor Jaramillo

Second: Councilor Ortega

In Favor: All

Opposed: None

To approve the Letter of Intent for La Cienega Property. All voted yes. Motion carried.

IX. **FINANCE DEPARTMENT** - Ms. Karen Shannon

A) Unpaid Vouchers

Ms. Shannon stood for questions. Councilor Ortega inquired if the invoice from Robles, Rael & Anaya was for one or two months. Ms. Shannon stated that it is for the month of June alone. Councilor Ortega asked if this was the last invoice for the fiscal year. Ms. Shannon stated yes. Councilor Ortega inquired if this was included in the budget information from last meeting. Ms. Trujillo stated that it was not reflected in the budget information for the reason that when the auditors come in they make an adjustment for all the invoices paid in the new fiscal year that were for last fiscal year. Councilor Ortega asked if we need to do BARS for these. Ms. Trujillo stated no.

Motion: Councilor Ortega

Second: Councilor Jaramillo

In Favor: All

Opposed: None

To approve the Unpaid Vouchers. All voted yes. Motion carried.

X. **MATTERS FROM ADMINISTRATOR**

Ms. Trujillo informed the Governing Body regarding the following:

- Mr. Gil Gallegos presentation regarding the asset management grant that the Village received. She stated that during that presentation Mr. Gallegos stated that we would be able to go through CES to procure services for an engineer. She stated that when she attended the CDBG training last week, she was told that we could not procure through CES unless we were part of the original agreement.



- Ms. Shannon has reconciled and cleared all transactions on the Centinel Bank payroll account and as of June 30<sup>th</sup> this account is closed. The account is currently at People's Bank.
- The September 2nd Regular Meeting may have to be cancelled due to the Council and some staff attending the NMML Annual Conference.
- A work study session has been scheduled for Tuesday, August 11 at 6pm with the QDFB regarding the Economic Development Director position.

#### XI. MATTERS FROM MAYOR AND COUNCIL

Councilor Ortega stated that regarding the last CDBG project, we had some difficulty with the staff to get it going most likely because they were not familiar how to implement the project. He is recommending that the staff get Mr. Gabriel Cisneros involved to the extent that we need to for the reason that he is very familiar with the program. Councilor Ortega commended Ms. Trujillo for stating that she would take it on but stated that Mr. Cisneros is available to assist in any way. Ms. Trujillo stated she would like to take the lead on the project but definitely will ask for assistance from Mr. Cisneros is necessary. Ms. Trujillo stated she definitely does not want anything to fall through the cracks. Councilor Jaramillo agreed with Councilor Ortega's statements. He stated that it is one on the most complicated grants to administer. Ms. Trujillo stated that we need to learn the process internally. Sometimes when it is outsourced, documents are everywhere and not centrally located. She would like to keep it all internal at some point. Councilor Jaramillo stated that there is a lot on the table right now and it makes sense that Mr. Cisneros assist with this project until we are caught up. Councilor Ortega recommended the completion date for the CDBG be scheduled for next fall so that this fall and winter we can work on the design and environmental assessments, etc.

Councilor Ortega stated that they had discussed briefly at the EDLT meeting that Taos Mountain Energy Foods was going to put out an RFP for the construction management portion. Councilor Jaramillo stated that the way he believes it is going to work is that Living Design Group will do the construction management. The QEDFB will fund that. Councilor Jaramillo stated that Mayor Gallegos informed the EDLT that the Village would put out the invitation to bid and the RFP for the beautification projects.

#### XII. MATTERS FROM ATTORNEY – Ms. Vanessa Chavez

Ms. Chavez stated that she has no additional items.

#### XIII. ADJOURNMENT

Motion: Councilor Jaramillo

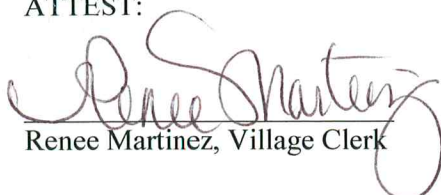
Second: Councilor Ortega

In Favor: All

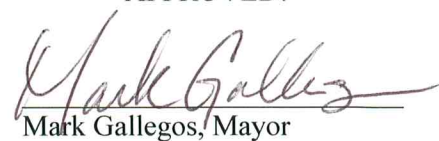
Opposed: None

There being no further business to discuss, the meeting was adjourned at 6:43pm.

ATTEST:

  
Renee Martinez, Village Clerk

APPROVED:

  
Mark Gallegos, Mayor