

REGULAR MEETING MINUTES
TUESDAY, JANUARY 10, 2017
VILLAGE OF QUESTA COUNCIL CHAMBERS
6:00PM

I. CALL TO ORDER BY MAYOR MARK L. GALLEGOS

Mayor Gallegos called the meeting to order at 6:00pm.

II. ROLL CALL

Mayor Gallegos asked Village Clerk Renee Martinez to take roll.

Present:

Councilor Lawrence Ortega
Councilor Brent Jaramillo
Councilor John Anthony Ortega
Councilor Julian Cisneros

Also Present:

Administrator Loretta Trujillo
Village Clerk Renee Martinez
Finance Director Karen Shannon
Utilities Clerk Nadine Herrera
Attorney Randy Autio

III. PLEDGE OF ALLEGIANCE

Attorney Randy Autio led the Pledge of Allegiance.

IV. APPROVAL OF AGENDA

Mayor Gallegos asked that the minutes of the Special Meeting of December 15, 2016 be removed from the agenda. They are in draft form.

Motion: Councilor Julian Cisneros

Second: Councilor Brent Jaramillo

In Favor: All

Opposed: None

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

V. APPROVAL OF MINUTES –

- Regular Meeting, December 13, 2016

Motion: Councilor Julian Cisneros

Second: Councilor Brent Jaramillo

In Favor: All

Opposed: None

Village of Questa Regular Meeting
JANUARY 10, 2017

To approve the minutes of December 13, 2016 - Regular Meeting as presented. All voted yes. Motion carried.

- Emergency Meeting, December 15, 2016

Motion: Councilor Julian Cisneros

Second: Councilor Lawrence Ortega

In Favor: All

Opposed: None

To approve the minutes of December 15, 2016 - Emergency Meeting as presented. All voted yes. Motion carried.

- Special Meeting, December 15, 2016

Removed from Agenda

- Regular Meeting, December 27, 2016

Councilor Lawrence Ortega: Page 7, line 317 - states that all voted yes on the vouchers. It should read that one was opposed.

Motion: Councilor Lawrence Ortega

Second: Councilor Brent Jaramillo

In Favor: All

Opposed: None

To approve the minutes of December 27, 2016 – Regular Meeting as amended. 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. **UPDATES/DISCUSSION**

A. Update on Youth Center Repairs - Henry Architects

Mr. David Henry of Henry Architects presented a power point to the Governing Body. Mr. Henry went over the history of the facility as well as his assessment of the existing facility.

The following options were presented:

- Option A: Renovate interior elements and update interior finishes using identified budget.
Replace plumbing fixtures that are in need of repair - \$5,000.00
Add roof mounted 'ERV' for fresh air to building - \$5,000.00
Interior paint throughout - \$12,000.00
Flooring throughout – \$15,000.00

Total of \$40,000.00 including NMGRT

Mr. Henry suggested setting aside 10% of maximum allowable construction cost as a contingency fund.

Village of Questa Regular Meeting
JANUARY 10, 2017

- Option B: Renovate interior and update interior finishes as in Option A. Include the renovation of the exterior.

New Stucco
New Venting at roof cavity
Minor repairs to doors and windows
New exterior signage

+/- \$90,000.00 maximum allowable construction cost

- Option C: Renovation & new exterior portal

Interior renovation & Stucco - \$90,000.00
New Exterior Portal - \$27,750.00

+/- \$117,750.00 maximum allowable construction cost

- Option D: Renovation, small exterior portal & addition.

Interior renovation & Stucco - \$90,000.00
Small Exterior Portal - \$7,500.00
Multipurpose Room Addition - \$60,000.00

+/- \$157,500.00 maximum allowable construction cost

Councilor Lawrence Ortega asked Mr. Henry if he developed a budget for the entire \$90,000.00. Mr. Henry stated that Option A would expend all of the funds that the Village received. Mr. Henry stated that he could offer more detail at a future meeting. Mr. Henry stated that he is trying to be very conservative. The construction budget could probably be bumped up to \$50,000.00.

Ms. Loretta Trujillo asked Mr. Henry if this price also includes the plans for the addition. Mr. Henry stated that his fee includes plans for the addition.

Councilor Brent Jaramillo prefers Option C with the portal the length of the building. Also, if we do an addition to the building it should be the width of the building.

A discussion was held about a commercial kitchen. Mr. Henry stated it could serve as a warming kitchen but not a commercial kitchen. It would need some upgrades.

Councilor John Anthony Ortega asked how much a hood for the stove would be. Mr. Henry stated about \$10,000.00. Councilor John Anthony Ortega stated that he believes it would be worth it to look into purchasing a hood to make it a commercial kitchen. Mr. Danny Garcia stated that EID did the inspection at the VFW and required a commercial grade refrigerator, freezer, sinks and hood-depending on the type of range.

Mayor Gallegos stated that maybe staff can do the interior paint and we could get creative on how we can cut some of the costs. We can meet at the end of February to discuss more options and possibly additional funding.

B. Municipal Water Supply Update

Mr. Justin King of King Industries Corporation, informed the Council that he contacted Mayor Gallegos on December 27th to offer their assistance. King Industries handles emergencies throughout the state of NM. He informed the Mayor that they assisted with the water emergency in Magdalena in 2013, and for Ruidoso in 2010. They are very

familiar with water systems and pressure reducing valves. He received a call from Secretary Mitchell from Homeland Security thanking them for offering their services. Mayor Gallegos did reach out to us and asked us to come to Questa. Mr. King stated that he is an architectural engineer and his partner Jady is a mechanical engineer. They both have a lot of experience in the civil engineering field.

Mr. King gave a brief overview of the water system. Mr. King stated there are 2 water tanks, a booster pump and 12 pressure relief valves they were able to identify throughout the system. These 12 valves lead to 12 different pressure zones which is a very complex system for a Village this size. There is also a very complex piping system as well made up of transite, C900, and steel piping. This is very typical of small communities in New Mexico. The pipes will carry 100 pounds of PSI. Mr. King discussed how the PRV's work and how they affect the system. He stated that he believes this is one of the issues. It is very important that it is understood how a pressure relief valve works and why we leave them at the factory settings and not mess with them.

Mr. King commended the Village employees for their assistance, knowledge and hard work. By the time they arrived to Questa, the crew had gotten water down to about the middle of town, which was fantastic. The tanks were not increasing. A major leak was found, Mr. Leroy Romero and his crew helped with repairing it. From there we systematically moved through the system. We were able to fill the system up slowly and provide water. There are a couple of leaks currently the crews are working on. Everyone currently has water.

Mr. King stated that when an emergency is declared, the Department of Homeland Security/Emergency Management out of Santa Fe, come in and assess the situation. They come in and see how they can assist with payment of some of the expenses. All expenditures that were incurred from this disaster are reimbursable up to about 75%. The Governor has the ability to increase or decrease it. Right now it is set at 75%. All of the donated time, donations, volunteer hours, fuel expenses and consultant time is all reimbursable by the state. There is a maximum on this amount of \$750,000.00. The water tanks brought in for the schools, was a huge thing. At the time these tanks were ordered the Governor was making consistent phone calls to Secretary Mitchell to make sure the schools were taken care of. In the event we should lose water, the tanks are ready to go.

Mr. King stated that they were asked by Homeland Security to make some assessments. One is Standard Operating Procedures. We are depending on one person's memory of the system. We need to work diligently on developing these SOP's so the entire staff understands what is going on. In the event that someone leaves, this information does not go with them. Leaks need to be fixed. PRV's need to be fixed or replaced. There are a couple that are ancient and need to be replaced. We need to make sure we invest in our utilities. Training is huge. We need to make sure our employees are properly trained. He suggested the Village send at least one or two guys to PRV school in Albuquerque. Mr. King also suggested the Village develop a pipe replacement program. He also suggested we go out and look for funding. The Water Trust Board is a fantastic agency to go to for funding especially after an emergency. Present a plan to them and be proactive. Let's keep this going in the right direction. The last recommendation is in regards to staffing. Mayor Gallegos stated that we have roughly 3 in the water department and 1 that floats between the water, wastewater treatment plant and the airport. It is basically a 3 man crew. Mr. King stated that we need at least 2 more. He understands it is difficult to find the budget for this but maybe the Village can hire one person this year and another next year. It is important that your employees take ownership in their system. He stated Mr. Danny Garcia was a big help with monitoring tank levels and gallons down to the decimal. He is a huge asset to your community.

Mr. King thanked the Mayor and Council for allowing them to come in and be a part of the community for a few days. He stated that they are only a phone call away and would be happy to assist the Village of Questa again if needed. Mr. King stood for questions.

Councilor John Anthony Ortega thanked Mr. King for his help and support. He asked if King Industries could assist the Village in developing the SOP's. Mr. King stated that they could and would be happy to help with anything technical, with guidance and training. Councilor John Anthony Ortega stated that he does see the need for the SOP's and training. He stated that he agrees with everything that he said tonight.

Councilor Lawrence Ortega stated that the Village did a water project a couple of years ago on Bailon Road and he understands there was a PRV installed with that project. Mr. King stated that there was. Mr. Danny Garcia stated that there are 2 PRV's. Mr. King stated that the Village has about \$50,000.00-\$60,000.00 worth of PRV's to replace.

Councilor Brent Jaramillo asked Mr. King and Mr. Garcia if it would be their recommendation to first fix the PRV's after repairing the leaks. They stated yes.

Mayor Gallegos asked Mr. King to please give us the cold hard facts of what needs to be done. Mr. King stated that there is a lot we can do and a lot of bare bone things that need to be done. Leaks, Prv's, and the Village needs to get some SCADA. There is a tank that can be used and all that needs to be replaced is an atmospheric valve. Interior work now needs to be done to it because it's been sitting for so long. There are a lot of thing we can assist you with to get your system where it needs to be. Well #2 doesn't have hardly any infrastructure in it. There are some ingress and egress issues there as well that need to be addressed. He stated that he cannot believe that the sanitary survey hasn't said that you have to fix that now or shut it down. Ms. Trujillo stated that they have.

Mr. Danny Garcia stated that Well #1's electrical power cord runs right out of the panel straight into the pump, it should be in conduit. There is no pressure gauge so we have to monitor the pressure at the fire hydrant. He stated that he came on board a couple of days before Justin. He has been monitoring the wells since January 3rd. We have had well #1 running off and on because it had been running continuously since August. It has been off from January 3rd through January 10th. We are currently running on only Well #1. He has created a couple of programs on Excel that has all the calculations and formulas. Someone just needs to enter the required information and it do the calculating. Mr. Garcia stated that because he is a volunteer he wanted to know who would be taking ownership of this information and data. Who is in charge of the system? Mr. Garcia offered his assistance in the training and guidance. He stated that the only way it is going to work is if someone takes ownership of it. Mr. King stated that within one week the Village could be back in the same situation that you were in.

Mayor Gallegos thanked Mr. King and Mr. Garcia.

C. Possible Work Study with Questa Economic Development Fund Board

Mayor Gallegos asked the Council what dates would work for them to hold this work study. Councilor Lawrence Ortega stated that an evening meeting would be good so that everyone can attend. Mayor Gallegos stated that he will get a date set and have Ms. Trujillo pass it along to Council.

D. December 2016 Water Bills

Ms. Trujillo stated that we have had several requests from citizens to not charge them for water for the month of December since they didn't have water. She stated that 185 customers have already paid their December bills. Councilor Julian Cisneros stated that this is probably the most appropriate thing we can do for the people. He stated that he does not want to discuss it as much as he wants to get it done. He stated that it is a sign of good faith. We messed this up. Councilor John Anthony Ortega asked if we have a set water fee. Ms. Trujillo stated that we do not.

Attorney Randy Autio stated that he reviewed the current ordinance that was passed last year to see how we can handle this. The ordinance is silent on how to handle a situation like this. There is no provision that states that in an event of a water emergency, this is the procedure to follow. The other issue is that the Village has a minimum charge which includes all the costs of the operating of the system. We will have to have staff figure out what the actual charge of the water is, out of this minimum charge. Also, in order to do this the ordinance will have to be modified. Mr. Autio stated that his recommendation is to do a rate analysis and at the same time include a modification of the ordinance to retro actively address this issue. It has to be done in a way that the Village is not giving a benefit; the anti-donation issue. Councilor Brent Jaramillo suggested giving a credit to the customer instead of a forgiveness, with a modified ordinance, to avoid an anti-donation issue. Councilor Lawrence Ortega asked if we would be getting into a shady area if we gave credit to a customer who had water all along. The attorney stated that this is a problem and he does not have a solution for this issue. A discussion was held regarding the minimum charge for water service. Councilor Lawrence Ortega stated that he wants it to be clear. We have to amend the ordinance in order to do this. The Attorney

stated that in this particular instance, the Village could find a way to do this to show citizens that the Village is taking responsibility. He stated that the Village can also do a stand-alone ordinance to do this and then recommends that some work be done to the current ordinance.

VIII. **ACTION ITEMS** – (Discussion, Consideration & Action)

A. Motion to forgive December 2016 Water Bills

A motion to forgive the December 2016 water bills was made by Councilor Julian Cisneros. The motion was seconded by Councilor Lawrence Ortega with the contingency that a stand-alone ordinance is adopted prior to taking this action.

Councilor Julian Cisneros amended and restated his motion to the following:

I, Councilor Cisneros, amend my motion to wait for a contingency plan to change our ordinance so that we can allow for the forgiveness or credit of December's bill to our constituents. The motion was seconded by Councilor Lawrence Ortega.

In Favor: All
Opposed: None

To approve the possible forgiveness or credit for water bills for December, 2016, contingent upon the adoption of an ordinance allowing the Village of Questa to do so. All voted yes. Motion carried.

B. Approval of NMED Contract 17-667-2060-0024 / River Stewardship Grant

Ms. Trujillo stood for any questions on this grant. Councilor Brent Jaramillo asked who is going to take the lead on this project. Ms. Trujillo stated that we may have to go out for RFP. Councilor Jaramillo stated that he thought that the QEDF was going to take the lead on. Mayor Gallegos stated that through the help of the QEDF we have identified a location for the project. He stated that we can have this on a future agenda and maybe have Mr. Toner Mitchel of Trout Unlimited come in. Councilor Ortega stated that he believes he saw in the document that Mr. Chris Phillips of Riverbend Engineering would be taking the lead. Ms. Trujillo stated that she believes we need to go out for RFP. When the grant application was put together, Mr. Philips was mentioned for the reason that he put the budget together and assisted with it. She stated that he was told that this would not guarantee him the job.

Motion: Councilor Brent Jaramillo
Second: Councilor John Anthony Ortega

In Favor: All
Opposed: None

To approve NMED Contract 17-667-2060-0024 / River Stewardship Grant Resolution 2016-33–NM Board of Finance. All voted yes. Motion carried.

IX. **FINANCIALS** – Ms. Karen Shannon, Finance Director

A. Approval of Unpaid Vouchers

Ms. Shannon stated that included in the packet are the vouchers as of January 6, 2017. She stated that she also provided a report of what is available in the General Fund. The report is lacking the fuel, the invoice from King Industries, payroll and the in-kind for homeland security. The amount listed is what we have already committed to. Ms. Shannon stated that she has contacted Homeland Security to let them know we are running low on funds and they are working on getting us \$50,000.00 as soon as possible. Councilor Lawrence Ortega asked if we are required to attach all of the backup. Ms. Shannon stated yes. Councilor Lawrence Ortega requested that at the end of the emergency he get the copies of all invoices and backup that was submitted. Ms. Shannon stated that there is a large amount of documents related to the emergency. Councilor Lawrence Ortega stated that he does not need the copies but would like to look at them. Councilor John Anthony Ortega stated that he does not see an invoice from Romero's Excavation. Ms. Trujillo

stated that his work was volunteer but she did hire him today to work on a leak. Councilor John Anthony Ortega inquired about the work on Embargo when Mr. Romero brought in his crew. Ms. Trujillo stated that she has not received an invoice for that work. Councilor John Anthony Ortega inquired about the invoice for the water tanks. Why did we need to bring them in if we had water at the schools? Mayor Gallegos stated that his position was that there was a decision made with Homeland Security along with pressure from the Governor to make sure, at all costs that there was a plan 'B' to make sure the doors would open January 10. Mayor Gallegos stated that he made that call because of the uncertainty of something going wrong with the system. Councilor John Anthony Ortega stated that he understand that but his concern is that we are looking at \$40,000.00 - \$50,000.00. Councilor John Anthony Ortega asked how much water we sell the school. It is going to take us about 20 years to recoup this money from the school. Councilor John Anthony Ortega asked if we are going to be able to pay bills. Ms. Shannon stated that we have the money now to pay what is on this list. We are getting the \$50,000.00 to make payroll next week. After that, we are just going to have to be asking for more money. We have to look for loans and grants. Mayor Gallegos asked if we have tapped into our required 1/12th. Ms. Shannon stated no, we still have the \$79,000.00 but will have to tap into it if we don't get any more money in. Councilor Lawrence Ortega asked if we should have a special meeting to address this budget issue soon. Ms. Shannon stated that we are going to have to address this soon and possibly make some hard decisions. Councilor Brent Jaramillo stated that we could call DFA and request our small cities assistance early. At least the minimum. Councilor Lawrence Ortega inquired about the voucher on page 6, for WH Pacific. He stated that Wilson & Co. did that. Ms. Shannon stated that she selected the wrong vendor, it is Wilson & Co. Councilor John Anthony Ortega asked about the voucher from Prompt Professional Services for work at Business Park. Mayor Gallegos stated that the heating is messed up. Ms. Trujillo stated that the way the heating system is set up it will not retain heat. Taos Mountain Energy is looking to replace the heater at their expense.

Motion: Councilor Julian Cisneros

Second: Councilor John Anthony Ortega

In Favor: Councilor Brent Jaramillo, Councilor Julian Cisneros

Opposed: Councilor Lawrence Ortega, Councilor John Anthony Ortega

Due to a tie vote, Mayor Gallegos voted yes. To approve the presented vouchers. Motion carried.

X. MATTERS FROM ATTORNEY

Attorney Autio had no matters but stood for questions. There were no questions.

XI. MATTERS FROM ADMINISTRATOR, MAYOR AND COUNCIL

Ms. Trujillo asked the Council for a tentative date to hold the Retreat/Work Study Session. A discussion was held.

It was decided that it will be held Saturday, January 28th from 8:00am – 2:00pm. Councilor Brent Jaramillo offered a room at the Taos County Offices. Ms. Trujillo asked the Council to email her the topics they would like to discuss.

Ms. Trujillo informed the Council that the CDBG project had to be postponed due to weather. We will try and start it back up in early March. Councilor Lawrence Ortega stated that this delay will put us out of the running for a new application. Ms. Trujillo stated yes. Councilor Lawrence Ortega stated that this is disappointing to hear.

Councilor John Anthony Ortega asked about Bixby Electric. He stated that we have been discussing this issue for a while and he believes we should say enough is enough. Ms. Trujillo stated that she agrees we need to go out for bid and needs help with the scope of service. She does know we need to get to work on this. She will begin developing a scope of service for this along with one for the pothole repair work. Councilor Lawrence Ortega stated that we spoke about already having the plans for the pothole repair project. Ms. Trujillo stated that he was correct, she will prepare an invitation to bid instead.

363 Councilor Lawrence Ortega stated that he would like some clarification on if a Councilman requests an item be placed
 364 on the agenda, why do we have to have 3 Councilman ask for it. Village Clerk, Renee Martinez stated that when she
 365 brought the requested items to Mayor Gallegos, because it is the Mayor's agenda, he did not want the items on the
 366 agenda at that time. Ms. Martinez stated that she called the Nm Municipal League and they stated that if the Mayor
 367 does not want an item on the agenda, we need a quorum of the Council to place it on the agenda as an action item.
 368 Councilor Lawrence Ortega stated that so the reason it is not on there is because the Mayor does not want it on there.
 369 She stated that this is how she understands it. Councilor John Anthony Ortega stated that if it comes to this point, he
 370 does not believe it should be their responsibility to call each other to call the office to place an item on the agenda.
 371 Ms. Martinez stated that they really shouldn't since that would be a rolling quorum. Councilor John Anthony Ortega
 372 stated that maybe Ms. Martinez could call the others instead. Ms. Martinez stated that she could if they would like her
 373 to. Councilor Lawrence Ortega asked Ms. Martinez who she spoke to at the Municipal League. She stated that she
 374 spoke to Randy Van Vleck as well as other Clerk's from other municipalities. Ms. Martinez stated that if it is wrong
 375 then we can fix it. Attorney Autio stated that this procedure is not wrong. He stated that the Village could establish
 376 rules on how to prepare the agenda. Traditionally, in the Village's form of Government it is the Mayor's agenda so
 377 this is the correct procedure. If the Village does not have any working rules on this, then this is the procedure which
 378 should be followed. Councilor Lawrence Ortega asked what the procedure is if a member of the public requests an
 379 item on the agenda. Attorney Autio stated that they don't have a right independently to place something on the agenda.
 380 Councilor Lawrence Ortega asked if there was an ordinance or something that states that they need to request it in
 381 writing. Ms. Martinez said that she believes that it is standard to request it in writing but does not believe it is something
 382 that is part of an ordinance. Ms. Martinez stated that if she gets such a request she runs it by the Mayor. Ms. Trujillo
 383 stated it is usually forwarded to her and in most cases she can address the issue before it gets to that point. Councilor
 384 Lawrence Ortega asked if it cannot be addressed then it goes on the agenda? Ms. Martinez stated that not all the time.
 385 In the past years, there are Mayors who allow items on the agenda and some that don't. Ms. Martinez stated that
 386 probably more times than others, the items are placed on the agenda. Councilor Lawrence Ortega stated that this is his
 387 point.
 388

389 Mayor Gallegos stated that one of the items that was requested to be placed on the agenda, was a personnel issue, that
 390 he did not feel, nor was it the right timing to have that discussion because there was assumptions as to what was being
 391 said out on the streets regarding suspension, termination or being sent home. Mayor Gallegos felt that there was no
 392 reason to have this personnel issue discussed at that time to protect the employee. The other issue, concerning the
 393 water bills, knowing that we had to look into the ordinance and address possible anti-donation issues, he felt we were
 394 not prepared to take action on this issue. Councilor Julian Cisneros asked if a quorum of the council can make their
 395 own agenda without the Mayor. Mayor Gallegos stated that is fine, he will just conduct the meeting and it will be your
 396 agenda. He will still add what he needs to on the agenda because it is technically still the Mayor's agenda. The issue
 397 was that he did not believe we were prepared to take action. Councilor Julian Cisneros stated to the Mayor that this is
 398 way too often that he does this. Councilor Lawrence Ortega stated that with all due respect, he disagrees that this is
 399 the Mayor's agenda. This is a council meeting. Mr. Autio stated, just to clarify, that the Mayor is the Chair and there
 400 is a mechanism for Councilor's to get items on the agenda if the Mayor doesn't wish to place it. This is the traditional
 401 method. Mayor Gallegos told Councilor Lawrence Ortega that with the previous Mayor we had to do this. Councilor
 402 Lawrence Ortega stated that it did not have to be in writing. Mayor Gallegos stated that there is not a problem placing
 403 an item on the agenda that the Council requests as a discussion item. His issue is with the action items, if we are not
 404 prepared. Councilor John Anthony Ortega stated that if the water bill issue was not placed on the agenda for action,
 405 it would have been prolonged. He stated that there are a lot of decisions being made without the Council's input and
 406 he does not appreciate it. A lengthy discussion was held.
 407

408 Councilor Brent Jaramillo stated that going back to Mr. Danny Garcia's point earlier about where do we go from here,
 409 who is going to maintain the water data. He stated that he would like to see Mr. Garcia work with the Village in some
 410 capacity. We need someone to carry the ball and move forward. Councilor Lawrence Ortega stated that he would like
 411 a recommendation from Ms. Trujillo on this, she is the boss. Ms. Trujillo stated that she would love to offer Mr. Garcia
 412 a contract but the budget right now will not support it. Councilor Lawrence Ortega stated that what he is saying is that
 413 Ms. Trujillo needs to come up with a recommendation or a plan to implement what Mr. Garcia and Mr. King
 414 recommended for us here tonight. Mayor Gallegos asked until we get this recommendation by Ms. Trujillo, who does

Mr. Garcia turn this over to. Councilor Lawrence Ortega stated that someone needs to do it starting tomorrow morning. Ms. Trujillo stated that it will have to be the next in command, which is Nick Trujillo. Ms. Trujillo stated that she would probably also put Ms. Nadine Herrera in charge of the data entry and Mr. Trujillo to provide the data. Councilor John Anthony Ortega stated that we need to get someone who knows how to do this, we do not want to set them up for failure. Councilor Lawrence Ortega stated that if we have to hire Mr. Garcia on an hourly basis to keep this going he is in favor of it.

Ms. Trujillo stated that in order to release the boil alert, there are certain things that need to be met. First, 100% of our customers have to have water, and a minimum pressure of 20 pounds through each household. Once these are met, we need to collect special microbiological samples, 10 at the minimum. Mr. Jamie Archuleta will start the sample process first thing Thursday morning. We are hoping to lift the advisory on Friday or Saturday.

XII. ADJOURNMENT

Motion: Councilor Julian Cisneros

Second: Councilor John Anthony Ortega

In Favor: All

Opposed: None

There being no further business to discuss, the meeting was adjourned at 9:24pm.

ATTEST:



APPROVED:


Mark Gallegos, Mayor