

MINUTES
Regular Council Meeting
Tuesday, May 21, 2019 at 6:00 PM
Eagle Nest Community Center
151 Willow Creek Drive
Eagle Nest NM 87718

I. Call to Order

Mayor Richard Cordova called the meeting to order at 6 PM.

II. Pledge of Allegiance

Mayor Cordova asked Mr. Richard Donley to lead us in the Pledge of Allegiance.

III. Roll Call

Present were Mayor Richard Cordova, Mayor Pro-tem Jamie McCaslin, Councilor Fox Guinn and Councilor Julie Kulhan. Councilor Dave Bolsinger joined the meeting, per telephone conference, later. Also present were Administrator Mary Berglund, Finance Officer Cathy Cobby, Finance Officer Tanaya Sutliff and Village Clerk Joyce Friedt. See attached list for all in attendance.

IV. Approval of the Agenda

Councilor Kulhan made the motion to approve the agenda; Mayor Pro-tem McCaslin seconded the motion. Motion carried 3-0.

V. Approval of the Consent Agenda

1. Discussion/Action – April 8, 2019 – Budget Workshop Minutes
2. Discussion/Action – April 16, 2019 – Regular Council Meeting Minutes
3. Discussion/Action – April 25, 2019 – Budget Workshop Minutes
4. Discussion/Action – April 30, 2019 – Special Council Meeting Minutes

Councilor Kulhan made the motion to approve the consent agenda; Mayor Pro-tem McCaslin seconded the motion. Motion carried 3-0.

**MAYOR CORDOVA CLOSED THE REGULAR MEETING AND OPENED THE
PUBLIC HEARING AT 6:03 PM**

**VI. PUBLIC HEARING – 1st Reading – Consideration of Adoption Ordinance 2019-XX,
“Water Use and Wastewater Rates and Related Fees, Charges for Connection to the
Water and Wastewater System and New Construction Impact Fees” An Ordinance
Repealing Ordinance 2013-02 and All Other Water and Wastewater Related Rate Increases In
Its Entirety.**

›Mrs. Carolyn Carra asked why the rates are going up. Mayor Cordova stated the reason the rates will be increased is due to the cost of operations. Also, Ordinance 2013-02 states the rates will be increased every year to meet the Consumer Price Index (CPI) and no increases have happened since 2013. Mrs. Carra stated an increase of \$2 for 12 months every year is a lot on a fixed income. Mayor Cordova stated, every year the CPI is usually increased by .25¢ to 50¢. Because the rates have not increased, since 2013, is the reason for the \$2 increase. Councilor Kulhan stated the cost of operations have increased tremendously.

47 ›Mrs. Stacey Ewing wanted clarification the rate increase also makes the village competitive for
48 grants. Mayor Cordova confirmed.

49 ›Councilor Guinn read an e-mail sent to him from a citizen. The citizen inquired about the
50 increase in 2017. Mayor Cordova stated a Resolution was presented and approved by Council,
51 in 2017, to raise the rates. He also stated there was a problem with the Resolution and so there
52 was no way to enforce it and so the rates were not increased in 2017. Councilor Guinn stated
53 the billing process was changed. Mayor Cordova stated the billing process was corrected.
54 Councilor Guinn stated the correction brought in more revenue to the village. Mayor Cordova
55 stated the correction brought the revenues to where they should be.

56 **PUBLIC HEARING WAS CLOSED AT 6:20 PM AND THE REGULAR COUNCIL**
57 **MEETING REOPENED**

58 **VII. Comments from the Public**

59 ›Mrs. Donna Guinn stated she did call the office regarding the pot hole in front of Antler's
60 Crossing and was wondering when it will be repaired. Administrator Berglund stated she did
61 get the message but due to the weather they have not been able to get it fixed.

62 ›Mr. John Pollard inquired about the pile of asphalt located at the corner of Fisherman's and
63 Heights. Mayor Cordova stated the village will have it moved.

64 ›Mr. Ruben Sanchez addressed the Mayor and Council, he stated the village is losing revenue
65 due to the gas and other items, at our local Mini Mart, are more expensive then Angel Fire. Mr.
66 Sanchez stated he knows this issue has been addressed with the owners of the Mini Mart but
67 feels nothing has changed. He stated there must be a grant out there to help bring a new gas
station and/or convenience store to the village.

70 **VIII. New Business**

- 71 1. Discussion/Action – Resolution 2019-17 – Budget Adjustment Resolution (BAR)
72 Various Funds

73 *Councilor Bolsinger joined the meeting, via telephone conference, at 6:27 pm.* Finance Officer
74 Cobby addressed the Mayor and Council. She stated the revenues were over the original
75 budgeted amount. The funds were; General Fund over \$55,000, Fire over \$65,000, Lodger's Tax
76 over \$16,218 and Streets over \$6,500. She also stated the expenditures did not increase. Finance
77 Officer Cobby stated the increase for the Fire fund was due to the State Fire Marshal Allotment
78 monies, for the substation, for FY 2018-2019 were not received until after the budget was
79 submitted. She stated she estimated the amount of Lodgers' Tax that will be collected the next
80 few months. Also, none of the awarded monies, for FY 2018-2019, have been requested for
81 reimbursement, at this time. With no further discussion, Mayor Cordova asked for a motion.
82 Mayor Pro-tem McCaslin made the motion to approve Resolution 2019-17, Budget Adjustment
83 Resolution (BAR), Various Funds; Councilor Kulhan seconded the motion. Votes were as
84 follow: Mayor Pro-tem McCaslin – aye, Councilor Guinn – aye, Councilor Bolsinger – aye,
85 Councilor Kulhan – aye. Motion carried 4-0.

- 86
87 2. Discussion/Action – Resolution 2019-18 – FY 2019-2020 Interim Budget
88 Finance Officer Cobby stated the actual amount for New Mexico Clean and Beautiful grant is
89 \$6,000 not \$8,000, so this will need to be corrected on both the revenues and expenditures. She
90 also stated EMS will be receiving \$7,500 in grant monies. She also added the Capital Project for
the Senior Center repairs to the ceiling. Mayor Cordova stated the next item, for the interim

budget, to discuss is the library staffing. Finance Officer Sutliff stated the idea is to keep the current hours, for the paid librarian, for the first quarter of the FY 2019-2020, in order to not have any interruptions for the summer reading program and to establish volunteers and a schedule for volunteers. She stated the last three quarters the paid librarian's hours would change from 31 hours a week to 16 hours a week. Finance Officer Sutliff also stated in order to maintain State Library funding the library must be open a minimum of 25 hours a week and a volunteer staff must be established before September 2019. The paid librarian would be responsible for preparing all required New Mexico State Library documentation, complete grant applications and order library inventory. She stated since the hours would be below 20 a week, the employee will not be eligible for PERA or Insurance. Mayor Cordova stated if Council votes to have the hours reduced for the paid librarian, the hours cannot be changed for two years. Councilor Kulhan made the motion to approve Resolution 2019-18, FY 2019-2020 Interim Budget with the changes to Clean and Beautiful and reducing the paid librarian to 16 hours a week; Councilor Guinn seconded the motion. Votes were as follow: Mayor Pro-tem McCaslin – aye, Councilor Guinn – aye, Councilor Bolsinger – aye, Councilor Kulhan – aye. Motion carried 4-0.

3. Discussion/Action – Resolution 2019-19 – A Resolution Declaring Eligibility and Intent of the Village of Eagle Nest to Submit an Application to the New Mexico Department of Transportation, (NMDOT) for FYs 2020/2021 Local Government Transportation Project Fund.

Councilor Guinn made the motion to approve Resolution 2019-19, A Resolution Declaring Eligibility and Intent of the Village of Eagle Nest to Submit an Application to the New Mexico Department of Transportation (NMDOT) for FYs 2020/2021 Local Government Transportation Project Fund; Mayor Pro-tem McCaslin seconded the motion. Votes were as follow: Mayor Pro-tem McCaslin – aye, Councilor Guinn – aye, Councilor Bolsinger – aye, Councilor Kulhan – aye. Motion carried 4-0.

4. Discussion/Action - Resolution 2019-20 – A Resolution of the Council of the Village of Eagle Nest, New Mexico, Authorizing the Submission of a New Mexico Community Development Block Grant Program Application to the Department of Finance and Administration/Local Government Division; and Authorizing the Mayor to Act as the Village of Eagle Nest Chief Executive Officer and Authorized Representative in All Matters Pertaining to the Village of Eagle Nest Participation in the Community Development Block Grant Program.

Mayor Pro-tem McCaslin made the motion to approve Resolution 2019-20, A Resolution of the Council of the Village of Eagle Nest, New Mexico, Authorizing the Submission of a New Mexico Community Development Block Grant Program Application to the Department of Finance and Administration/Local Government Division; and Authorizing the Mayor to Act as the Village of Eagle Nest Chief Executive Officer and Authorized Representative in All Matters Pertaining to the Village of Eagle Nest Participation in the Community Development Block Grant Program; Councilor Kulhan seconded the motion. Votes were as follow: Mayor Pro-tem McCaslin – aye, Councilor Guinn – aye, Councilor Bolsinger – aye, Councilor Kulhan – aye. Motion carried 4-0.

139 5. Discussion/Action – Approve EMS Purchase of LIFEPAK 15 V4 – 5 Year Payment Plan
 140 *Councilor Bolsinger left the meeting at 6:50 pm.* EMS director, Cindy Coss, informed the
 141 Mayor and Council she received a grant for \$100,00 to help with the purchase of a new
 142 ambulance. She stated the current ambulance was purchased in 2003 and is 2-wheel drive and is
 143 looking into purchasing a 4-wheel drive ambulance. Cindy stated the cardiac monitor she
 144 currently has is about 12 years old. It is a piece of equipment she uses with every transport. She
 145 stated she has sent it in for repairs twice and each time it costs \$5,000 and is not loaned a
 146 replacement, which means she does not have a cardiac monitor for months. She stated the
 147 LIFEPAK 15 V4 cardiac monitor is the same cardiac monitor used by the Angel Fire EMS and
 148 the Red River EMS, so if they are doing “mutual aid” everyone is familiar with the monitor. The
 149 5 year payment plan does not have interest and Cindy stated she will be giving up her monthly
 150 stipend, of \$200, to go towards the payment of the LIFEPAK 15 V4. She also requested the
 151 stipend be reinstated after the cardiac monitor is paid in full. Councilor Guinn made the motion
 152 to approve the EMS purchase of LIFEPAK 15 V4, 5 year payment plan; Mayor Pro-tem
 153 McCaslin seconded the motion. During discussion, Mayor Cordova informed Cindy Coss that
 154 ICIP is coming up and to please forward any requests for EMS to be added to the list for funding.
 155 Councilor Kulhan asked if the monthly check will still need to be issued to Cindy and then
 156 endorsed back to the Village so there are no issues during the yearly audit. Finance Officer
 157 Copsy stated she will check with her budget analyst on this matter. Mayor Cordova called for a
 158 vote. Votes were as follow: Mayor Pro-tem McCaslin – aye, Councilor Guinn – aye, Councilor
 159 Bolsinger – absent, Councilor Kulhan – aye. Motion carried 3-0.

160 6. Discussion/Action – Award Bid for Gold Button Improvement Project
 161 Administrator Berglund stated the contractor is the same company that did the N. Tomboy Rd.
 162 She also stated Denise Engineer was able to negotiate the bid down. Mayor Pro-tem McCaslin
 163 made the motion to Award the Gold Button Improvement Project Bid to Northern Mountain
 164 Constructors, Inc.; Councilor Kulhan seconded the motion. Votes were as follow: Mayor Pro-
 165 tem McCaslin – aye, Councilor Guinn – aye, Councilor Bolsinger – absent, Councilor Kulhan –
 166 aye. Motion carried 3-0.

167 7. Discussion/Action – 3rd Quarter Financial, DFA Report & Lodgers’ Tax Report,
 168 FY 18-19
 169 Finance Officer Copsy stated the recap report shows what each fund closed at for the 3rd Quarter.
 170 She also stated she included the summary and detailed report from DFA. Finance Officer Copsy
 171 stated on the Lodgers’ Tax Report the only expenditure was for the Visitor Center/Museum loan
 172 payment. She also stated, during the 3rd quarter, there were no requests for reimbursement.
 173 Mayor Pro-tem McCaslin made the motion to approve the 3rd Quarter Financial, DFA Report and
 174 Lodgers’ Tax Report FY 18-19; Councilor Kulhan seconded the motion. Votes were as follow:
 175 Mayor Pro-tem McCaslin – aye, Councilor Guinn – aye, Councilor Bolsinger – absent, Councilor
 176 Kulhan – aye. Motion carried 3-0.
 177

178 8. Discussion/Action – Enchanted Circle Gateway Museum & Visitors Center, Paddle It!,
 179 1st Payment Request Lodgers’ Tax Reimbursement. FY 18-19
 180 Finance Officer Copsy stated the amount of reimbursement the Enchanted Circle Gateway
 181 Museum & Visitor Center is \$377.40 for the advertisement of the Paddle It! Event. All
 182 documentation has been provided. Councilor Guinn made the motion to approve the Enchanted

185 Circle Gateway Museum & Visitor Center, Paddle It! 1st payment request Lodgers' Tax
 186 reimbursement, FY 18-19; Mayor Pro-tem McCaslin seconded the motion. Votes were as
 187 follow: Mayor Pro-tem McCaslin – aye, Councilor Guinn – aye, Councilor Bolsinger – absent,
 188 Councilor Kulhan – aye. Motion carried 3-0.

189 9. Discussion/Action – Building/Zoning Permit – Ann Barker, 357 Deep Tunnel Trail –
 190 Addition to Existing Home

191 Councilor Guinn made the motion to approve the building/zoning permit for Ann Barker at 357
 192 Deep Tunnel Trail for an addition to existing home; Councilor Kulhan seconded the motion.
 193 Votes were as follow: Mayor Pro-tem McCaslin – aye, Councilor Guinn – aye, Councilor
 194 Bolsinger – absent, Councilor Kulhan – aye. Motion carried 3-0.

196 10. Discussion/Action – Building/Zoning Permit – Tommy D. Lindsay, 11-A Fisherman's
 197 Lane – New Home

198 Councilor Kulhan stated on the 911 address, the address for the property is 11B Fisherman's
 199 Lane not 11-A. Councilor Guinn made the motion to approve the building/zoning permit for
 200 Tommy D. Lindsay at 11-A Fisherman's Lane; Mayor Pro-tem McCaslin seconded the motion.
 201 During discussion, Councilor Kulhan asked if the address 11-A needs to be changed to match the
 202 Colfax County 911 address. Village Clerk Friedt stated it does. Councilor Guinn made the
 203 motion to approve the building/zoning permit for Tommy D. Lindsay with the address changed
 204 to the Colfax County 911 address of 11B Fisherman's Lane; Councilor Kulhan seconded the
 205 motion. With no further discussion, Mayor Cordova called for a vote. Votes were as follow:
 206 Mayor Pro-tem McCaslin – aye, Councilor Guinn – aye, Councilor Bolsinger – absent, Councilor
 207 Kulhan – aye. Motion carried 3-0.

208 11. Discussion – Enchanted Eagle Park Restrooms

209 Councilor Guinn stated he stopped at Mosquero to see their public bathrooms. Administrator
 210 Berglund stated DEC were the engineers on the public bathrooms for Mosquero which have two
 211 separate rooms, one for men and the other for women. They have skylights to light the rooms
 212 and are also heated. Administrator Berglund stated she had called both the environmental
 213 department and CID to find out if the village, at this time, needs to comply to the new state
 214 statute regarding a gender-neutral bathroom. She was told we would be cleared to proceed with
 215 just two bathrooms. She also stated it would probably be a good idea and make them both
 216 gender-neutral. Councilor Kulhan asked if the idea of three bathrooms was still in the plan with
 217 all three gender-neutral and one handicap assessable. Administrator Berglund stated that all the
 218 bathrooms would need to be handicap assessable. Mayor Pro-tem McCaslin inquired on what
 219 the price difference would be having the bathrooms built on sight or having a pre-fabricated
 220 building. Administrator Berglund stated it all depends on the design, lighting, fixtures and if it
 221 will be heated. She also stated it does need to be a permanent building and cannot be moved.
 222 Mayor Cordova stated he would like to meet with each councilor to decide on the location of the
 223 bathrooms.
 224
 225

226 **VII. Mayor/Administrator Report**

227 Mayor Cordova stated the Run For The Wall was a success. 400+ riders were fed dinner Friday
 228 evening and around 200+ had breakfast Saturday morning. Mayor Cordova stated the mayor
 229 from Loveland Colorado was riding along with the group. She stated she was highly impressed

with Eagle Nest and its citizens for how they welcomed our veterans and feeding them such an impressive meal. She was shocked the meal wasn't hamburgers, hot dogs or spaghetti. Huge "Thank You" for all who helped serve and/or brought food.

Administrator Berglund stated so far the GRTs are above the amount predicted and there is still one more quarter in the FY.

Mayor Cordova let the Councilors know there will be a NERTPO meeting tomorrow, in Angel Fire from 10 to 1 and they are all invited.

IX. Department Reports

Administrator Berglund stated the past couple of weeks the village was focused on the Run For The Wall preparations. This week's focus is getting the flags down on Hwy 64 and returning the tables and chairs to the Community Center from the Senior Center. She also stated a water leak was detected and fixed a few weeks ago.

X. Committee Reports

- ›Aquaponics – Mayor Pro-tem McCaslin stated they have not been able to meet. Mayor Cordova stated if the committee cannot seem to get together for a meeting it might be time to dissolve the committee.
- ›Lodgers' Tax – Councilor Kulhan stated they have not had a meeting scheduled.
- ›Beautification – Administrator Berglund stated flowers have been purchased for the landscaping at the pavilion. Also, they will start installing irrigation lines for some of the trees and put them on timers. Hopefully we can keep our trees growing.
- ›Economic Development & Tourism – Mayor Cordova stated they will be meeting next Tuesday.
- ›Library – Finance Officer Cobby stated Summer Reading Program flyers have been printed and sent to the Eagle Nest Elementary/Middle School to give to the students.

Mayor Cordova mentioned, at this time, that Clean Up Day went well. He stated he saw about 100 people out cleaning and the line to the transfer station was long.

XI. Items for Next Agenda

- 2nd Reading and Approval of water rates Ordinance
- Designs on bathrooms

XI. Adjourn

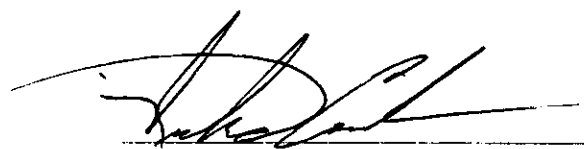
Councilor Kulhan made the motion to adjourn at 7:35 PM; Councilor Guinn seconded the motion. Motion carried 3-0.

Passed, Approved and Adopted this 18th day of June 2019.

ATTEST



Joyce Ebert, Village Clerk



Richard Cordova, Mayor

