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MINUTES
Regular Council Meeting
Tuesday, November 19, 2019 at 6:00 PM
Eagle Nest Community Center
151 Willow Creek Drive
Eagle Nest, NM 87718

I. Call to Order

Mayor Pro-tem Jamie McCaslin called the meeting to order at 6:00 PM.

II. Pledge of Allegiance

Mayor Pro-tem McCaslin asked Councilor Julie Kulhan to lead us in the Pledge of Allegiance.

III. Roll Call

Present were Mayor Pro-tem Jamie McCaslin, Councilor Dave Bolsinger, Councilor Fox Guinn and Councilor Julie Kulhan. Mayor Richard Cordova was present per telephone conference. A Full Quorum was present. Also present were Administrator Mary Berglund, Finance Officer Tanaya Sutliff, Finance Officer Cathy Coppy and Village Clerk Joyce Friedt. Please see list for all in attendance.

IV. Approval of Agenda

Councilor Kulhan made the motion to approve the agenda; Councilor Bolsinger seconded the motion. Motion carried 4-0.

V. Approval of Minutes

1. Discussion/Action – October 15, 2019, Regular Council Minutes

Councilor Kulhan made the motion to approve the October 15, 2019, regular council minutes; Councilor Bolsinger seconded the motion. During discussion Councilor Kulhan stated in Committee Reports – Lodgers’ Tax Committee, it needs to be changed to “meetings are 2nd Tuesday *of the second month* of each quarter”. With no further discussion, Mayor Pro-tem McCaslin asked for a motion. Councilor Kulhan made the motion to approve the October 15, 2019, regular council minutes with the changes; Councilor Bolsinger seconded the motion. Motion carried 4-0.

2. Discussion/Action – November 8, 2019, Special Council Minutes

Councilor Kulhan made the motion to approve the November 8, 2019, special council minutes; Councilor Bolsinger seconded the motion. Councilor Guinn abstained since he was not present for the meeting. Motion carried 3-0-1.

VI. Comments from the Public

• Jackie Parnell addressed the council. Mrs. Parnell is currently the manager of the Gold Pan Motel. She stated she has been a physician assistant (PA) for 30 years and with all the comments she has been hearing from residents and visitors, the Village of Eagle Nest is in need of a local health clinic. Mrs. Parnell graduated from Oklahoma University in 1989 and is licensed to see patients, diagnose, prescribe medications and do procedures. Due to the health care shortages, New Mexico has allowed PA’s to own and operate their own practices. She stated there is a need to establish a health care clinic here in the village but that requires funding from grants and this is where she needs the leaders of the village to step in and help. Mrs. Parnell stated she is interested in a ‘cash base’ clinic, making it reasonable and affordable for the residents. She also stated she is familiar with rural health care. Councilor Kulhan stated a clinic is on the Infrastructure Capital Improvement Plan (ICIP) for 2024/2025 for funding. Councilor Kulhan asked Mrs. Parnell if she is willing to go to Santa Fe to help lobby the legislatures for funding.

Mrs. Parnell stated absolutely she will do it. She also stated she has a long-term goal and is looking for someone to mentor and keep the clinic open.

VII. New Business

1. Discussion/Action – Resolution 2019-31, FYE 2020 Budget Adjustment Resolution – All Funds

Finance Officer Sutliff stated the biggest adjustment was the purchase of the new ambulance. Adjustments were made to reflect the grant received towards the purchase. She also stated the adjustment for Streets was for the Highway Coop Grant that was received. Councilor Kulhan made the motion to approve Resolution 2019-31, FYE 2020 Budget Adjustment Resolution, All Funds; Councilor Bolsinger seconded the motion. Votes were: Mayor Pro-tem McCaslin – aye, Councilor Bolsinger – aye, Councilor Guinn – aye, Councilor Kulhan – aye. Motion carried 4-0.

2. Discussion/Action – 1st Quarter Financial, DFA Report & Lodgers' Tax Report, FY 19-20

Finance Officer Sutliff stated there were a couple of people from DFA at the office the past two days to do some training and help with any issues. She also stated the analyst required some changes be made to correct some issues with the 4th quarter reports. The corrections were made and have been submitted to DFA for approval. Finance Officer Cobby stated the Lodgers' Tax Report for the Quarter and Year To Date are the same. She also stated there were no reimbursement requests during the 1st quarter and this is the reason the high amount in the fund. Councilor Bolsinger made the motion to approve 1st Quarter Financials, DFA Report and Lodgers' Tax Report, FY 19-20; Councilor Kulhan seconded the motion. Votes were as follow: Mayor Pro-tem McCaslin – aye, Councilor Bolsinger – aye, Councilor Guinn – aye, Councilor Kulhan – aye. Motion carried 4-0.

3. Discussion/Action – Enchanted Circle Gateway Museum & Visitors Center, 2nd Payment Request Lodgers' Tax Reimbursement, FY 18-19

Finance Officer Cobby stated this is the second Lodgers' Tax reimbursement request from the Enchanted Circle Gateway Museum & Visitors Center. The total amount they are requesting is \$698.51. All documentation for the request has been submitted. Councilor Guinn made the motion to approve Enchanted Circle Gateway Museum & Visitors Center, 2nd Payment Request Lodgers' Tax Reimbursement, FY 18-19; Councilor Bolsinger seconded the motion. Votes were as follow: Mayor Pro-tem McCaslin – aye, Councilor Bolsinger – aye, Councilor Guinn – aye, Councilor Kulhan – aye. Motion carried 4-0.

4. Discussion/Action – Building/Zoning Permit – Adam Martinez – Lot 10, Golden Eagle Trail – New Construction, Residential

Councilor Guinn made the motion to approve Building/Zoning Permit for Adam Martinez, Lot 10, Golden Eagle Trail, New Construction, Residential; Councilor Kulhan seconded the motion. Votes were: Mayor Pro-tem McCaslin – aye, Councilor Bolsinger – aye, Councilor Guinn – aye, Councilor Kulhan – aye. Motion carried 4-0.

5. Discussion/Action – Renew Building/Zoning Permit – Francis Miller – 525 Lake Ave. – Addition To Garage

Village Clerk Friedt stated there were some issues that made the construction to be delayed in completing the addition. The Village of Eagle Nest building permit is only good for a year. Mrs. Miller's grandson came to the Planning and Zoning meeting last week and brought the state building permit. She also stated the Chairman of the Planning and Zoning Committee had stated the state building permit was good for two years. Councilor Guinn made the motion to approve Renew Building/Zoning Permit for Francis Miller at 525 Lake Ave., Addition to Garage; Councilor Bolsinger seconded the motion. Votes were as follow: Mayor Pro-tem McCaslin – aye, Councilor Bolsinger – aye, Councilor Guinn – aye, Councilor Kulhan – aye. Motion carried 4-0.

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6. Discussion/Action – Reduction in Solid Waste rate for Kaw-Lija’s Restaurant. Mayor Pro-tem McCaslin stated Mr. and Mrs. Hodgkins have retired and the Kaw-Lija’s Restaurant has been closed since the end of summer 2018. They are asking for a reduction of their monthly solid waste rate from \$100 to \$50. Councilor Kulhan stated the way the ordinance is written there is no stipulation for businesses that close will have their solid waste rate reduced. She also stated it falls into the anti-donation clause. Until the ordinance is changed stating a large commercial business that is closed up to a year, their solid waste fee will drop from Large Commercial rate to a Small Commercial rate. So at this time, it is just not possible to approve this request. Mayor Pro-tem McCaslin called for a motion. Item dies for lack of motion.

7. Discussion – Eagle Nest Surplus Items
Councilor Kulhan inquired if there were any additional items added to the declaration of surplus list from 2014. Administrator Berglund stated no new items have been added. Councilor Kulhan inquired on the next steps to dispose of the items that were approved, by council, in 2014. Administrator Berglund stated the list will need to be posted in the newspaper and have the items, which are three vehicles, auctioned.

IX. Mayor/Administrator Reports

Mayor Cordova stated he is currently in San Antonio, TX, for the National League of Cities conference.

Administrator Report attached.

X. Department Reports

Department Report attached.

XI. Committee Reports

- Beautification Committee – will meet next month.
- Lodgers’ Tax Committee – Councilor Kulhan stated they had a workshop November 12, 2019, to have the new chairperson, Bill Lowery, informed on what has been going on. She also stated they will be meeting December 10, 2019.
- Library Board – Finance Officer Coppy stated they have also had some workshops to help the new librarian get acquainted with the members. She also stated the new librarian has been busy entering books into the system and rearranging them. The library is still looking for reliable volunteers.
- Planning & Zoning – Village Clerk Friedt stated the committee has just received the planning and zoning ordinance & map that Mayor Cordova worked on when he was a council member. She also stated they are reviewing them at this time.
- Economic Development & Tourism – Administer Berglund stated at the last meeting they reviewed the kiosk and the new logo.
- Aquaponics – Mayor Pro-tem McCaslin stated they will be having a meeting December 2.

XII. Items for Next Agenda


- Holiday Schedule
- Rules and Proceedings
- Open Meetings Act
- All other annual Resolutions

XIII. Adjourn

Councilor Kulhan made the motion to adjourn at 6:43 PM; Councilor Guinn seconded the motion. Motion carried 4-0.

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Passed, Approved and Adopted this 17th day of December 2019.



Joyce Friedt
Joyce Friedt, Village Clerk



Richard Cordova, Mayor