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

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

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

VII. Comments from the Public
Mrs. Donna Guinn stated she did call the office regarding the pot hole in front of Antler’s Crossing and was wondering when it will be repaired. Administrator Berglund stated she did get the message but due to the weather they have not been able to get it fixed.
Mr. John Pollard inquired about the pile of asphalt located at the corner of Fisherman’s and Heights. Mayor Cordova stated the village will have it moved.
Mr. Ruben Sanchez addressed the Mayor and Council, he stated the village is losing revenue due to the gas and other items, at our local Mini Mart, are more expensive then Angel Fire. Mr. Sanchez stated he knows this issue has been addressed with the owners of the Mini Mart but 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.

VIII. New Business
1. Discussion/Action – Resolution 2019-17 – Budget Adjustment Resolution (BAR)
Various Funds
Councilor Bolsinger joined the meeting, via telephone conference, at 6:27 pm. Finance Officer Coppy addressed the Mayor and Council. She stated the revenues were over the original budgeted amount. The funds were; General Fund over $55,000. Fire over $65,000. Lodger’s Tax over $16,218 and Streets over $6,500. She also stated the expenditures did not increase. Finance Officer Coppy stated the increase for the Fire fund was due to the State Fire Marshal Allotment monies, for the substation, for FY 2018-2019 were not received until after the budget was submitted. She stated she estimated the amount of Lodgers’ Tax that will be collected the next few months. Also, none of the awarded monies, for FY 2018-2019, have been requested for reimbursement, at this time. With no further discussion, Mayor Cordova asked for a motion. Mayor Pro-tem McCaslin made the motion to approve Resolution 2019-17, Budget Adjustment Resolution (BAR), Various Funds; 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.

Finance Officer Coppy stated the actual amount for New Mexico Clean and Beautiful grant is $6,000 not $8,000, so this will need to be corrected on both the revenues and expenditures. She 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
Motion carried 4-0.
5. Discussion/Action – Approve EMS Purchase of LIFEPAK 15 V4 – 5 Year Payment Plan
   Councilor Bolsinger left the meeting at 6:50 pm. EMS Director, Cindy Coss, informed the
   Mayor and Council she received a grant for $100,00 to help with the purchase of a new
   ambulance. She stated the current ambulance was purchased in 2003 and is 2-wheel drive and is
   looking into purchasing a 4-wheel drive ambulance. Cindy stated the cardiac monitor she
   currently has is about 12 years old. It is a piece of equipment she uses with every transport. She
   stated she has sent it in for repairs twice and each time it costs $5,000 and is not loaned a
   replacement, which means she does not have a cardiac monitor for months. She stated the
   LIFEPAK 15 V4 cardiac monitor is the same cardiac monitor used by the Angel Fire EMS and
   the Red River EMS, so if they are doing “mutual aid” everyone is familiar with the monitor. The
   5 year payment plan does not have interest and Cindy stated she will be giving up her monthly
   stipend, of $200, to go towards the payment of the LIFEPAK 15 V4. She also requested the
   stipend be reinstated after the cardiac monitor is paid in full. Councilor Guinn made the motion
to approve the EMS purchase of LIFEPAK 15 V4, 5 year payment plan; Mayor Pro-tem
   McCaslin seconded the motion. During discussion, Mayor Cordova informed Cindy Coss that
   ICIP is coming up and to please forward any requests for EMS to be added to the list for funding.
   Councilor Kulhan asked if the monthly check will still need to be issued to Cindy and then
   endorsed back to the Village so there are no issues during the yearly audit. Finance Officer
   Copyy stated she will check with her budget analyst on this matter. Mayor Cordova called for a
   vote. Votes were as follow: Mayor Pro-tem McCaslin – aye, Councilor Guinn – aye, Councilor
   Bolsinger – absent, Councilor Kulhan – aye. Motion carried 3-0.

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

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

8. Discussion/Action – Enchanted Circle Gateway Museum & Visitors Center, Paddle It!,
   1st Payment Request Lodgers’ Tax Reimbursement, FY 18-19
   Finance Officer Copyy stated the amount of reimbursement the Enchanted Circle Gateway
   Museum & Visitor Center is $377.40 for the advertisement of the Paddle It! Event. All
   documentation has been provided. Councilor Guinn made the motion to approve the Enchanted
Circle Gateway Museum & Visitor Center, Paddle It! 1st payment request Lodgers' Tax reimbursement, FY 18-19; Mayor Pro-temp McCaslin seconded the motion. Votes were as follow: Mayor Pro-temp McCaslin – aye, Councilor Guinn – aye, Councilor Bolsinger – absent, Councilor Kulhan – aye. Motion carried 3-0.

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

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

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

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

11. Discussion – Enchanted Eagle Park Restrooms

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

VII. Mayor/Administrator Report

Mayor Cordova stated the Run For The Wall was a success. 400+ riders were fed dinner Friday evening and around 200+ had breakfast Saturday morning. Mayor Cordova stated the mayor 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 Copeny 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 Eagle, Village Clerk

Richard Cordova, Mayor