

VILLAGE OF ANGEL FIRE
Council Regular Meeting Minutes
Tuesday February 9th, 2016 at the Village Hall

Call to Order

Mayor Cottam called the meeting to order at 5:30 PM

Pledge of Allegiance

Mayor Cottam called for the Pledge of Allegiance.

Roll Call

Present were Mayor Cottam, Mayor Pro-tem Howe, Councilor Germscheid, Councilor Lanon, Councilor Colenda arrived at 5:44pm. Also present were Village Manager Richard Tafoya, and Village Clerk Terry Cordova. A quorum was present.

Approval of Agenda

Mayor Pro-tem Howe made the motion to approve the agenda. Councilor Germscheid seconded. Motion carried 3-0

Approval of Consent Agenda

1. Approval of January 12th Regular Council Meeting Minutes

Mayor Pro-tem Howe made the motion to approve the consent agenda, Councilor Lanon seconded. Motion carried 3-0

Requests and Responses from the Audience (Limited to 3 minutes)

1. Dennis Edwards – Expressed concerns about the mud at the recycle center. .

Announcements and Proclamations –Mayor Cottam introduced the village’s newest employees.

Reports:

a. Governing Body Report

Mayor Pro-tem Howe reported that the 434 to Guadalupita that was scheduled for reconstruction this year has been pushed back to start in fiscal year 2017. He also reported that he has been in Santa Fe a lot trying to get money for the memorial. At this time it looks like they may be getting \$158,000 and that would be used to redo the helicopter that is in need of work. He also reported that Winter Fest will start the weekend of February 20th at the resort and is for all active duty military, veterans and their families.

Councilor Germscheid reported that the minutes for the sustainability committee would be ready soon. The committee would like to spend the fundraiser money for a piece of art work.

b. Manager’s Report

Manager Tafoya gave a brief report on several legislative events. (See attached)

c. Staff Reports

Tracy Orr and Fabian Mascarenas, Grants and Procurement gave a report on their department (see attached)

Brian Bredthauer, Solid Waste Superintendent, gave an update on his department (see attached)

Brad McCaslin, Police Chief gave an update on the police department (see attached)

Andy Bertges, Fire Chief gave an update on the hiring of the emergency manager (see attached)

Bret Wier, Finance Manager went over financials with council.

Old Business-None

New Business

A. Discussion/Approval of Resolution 2016-03 a Resolution Approving the Budget Adjustment Requests for the Second Quarter of the 2016 Fiscal Year

Bret Wier, Finance Manager explained that the budget adjustment request contained several needed changes to the 2015/2016 fiscal budget. These changes are a result of unanticipated and unbudgeted revenues and expenses that the village has encountered in the second quarter of the year. Had these expenditures not been made a reduction of

1 service to the residents would have occurred. Several of the requested changes are due to
2 emergency situations and the expenses have already been expended. Mayor Pro-tem
3 Howe made the motion to approve resolution 2016-03 a resolution approving the budget
4 adjustment requests for the second quarter of the 2016 fiscal year. Councilor Lanon
5 seconded. With no further discussion the motion carried 4-0 with Mayor Pro-tem Howe
6 –aye, Councilor Germscheid –aye, Councilor Lanon-aye, Councilor Colenda –aye.

7 **B. Discussion/ Approval of Resolution 2016-04 a Resolution Increasing and Revising**
8 **Solid Waste Trash Service Rate and Rescinding All Others**

9 Brian Bredthauer, Solid Waste Superintendent, Explained the need for the increase.
10 Council members expressed their concerns that the business owners were not given
11 notice of these rates changes. Mayor Pro-tem Howe made the motion to postpone
12 resolution 2016-04. Councilor Germscheid seconded. With no further discussion the
13 motion carried 4-0 with Mayor Pro-tem Howe –aye, Councilor Germscheid –aye,
14 Councilor Lanon-aye, Councilor Colenda –aye.

15 **C. Discussion / Approval of Resolution 2016-05 a Resolution Authorizing the**
16 **Submittal of an Application for the 2016-2017 New Mexico Department of**
17 **Transportation Municipal Arterial Program for Improvements to Camino Grande**
18 **Phase II**

19 Tracy Orr ,Grants and Projects , explained that the Village of Angel Fire is seeking
20 funding assistance from NMDOT for the construction ,reconstruction, drainage
21 improvements, and construction management of Camino Grande from 1500' east of
22 NMSR 434 to approximately 200' past Louise Trammel Way ,including the transition
23 onto Louise Trammel Way. The village is applying for funding from NMDOT for the
24 Municipal Arterial Program for fiscal year 2016-2017. The department share will be
25 75% and the village's share will be 25%. Mayor Pro-tem Howe made the motion to
26 approve resolution 2016-05 a resolution authorizing the submittal of an application for
27 the 2016-2017 NMDOT Municipal Arterial Program for improvements to Camino
28 Grande. Councilor Germscheid seconded. With no further discussion the motion carried
29 4-0 with Mayor Pro-tem Howe –aye, Councilor Germscheid –aye, Councilor Lanon-aye,
30 Councilor Colenda –aye.

31 **D. Discussion / Approval for the Procurement Department to Negotiate with Souder,**
32 **Miller and Associates as our On-Call Engineering Firm for the Village of Angel**
33 **Fire**

34 Tracy Orr and Fabian Mascarenes, Procurement officer explained, that an RFP was
35 issued for engineering services on January 15, 2016. Proposals were due January 29,
36 2016. We received 7 proposals from engineering firms throughout the state. The
37 proposals were given to a 5 person evaluation committee on Friday and Monday January
38 29, 2016 and were to be scored on scope of work and technical ability. The evaluation
39 committee scored the RFP's on specific points listed on the evaluation sheet. The scores
40 were tabulated and the engineering firm scoring the highest was Souder, Miller and
41 Associates. Mayor Cottam asked how the scoring was done and that she has not heard of
42 this firm. Councilor Lanon asked one of the members of the scoring committee about
43 the method used in scoring the RFP. Councilor Germscheid asked if they could hear
44 from Dennis Engineering as they are here at the meeting. Tappan Mahoney with Dennis
45 Engineering addressed the council and expressed his concern with various items he felt
46 were not in good standing with the RFP. He also stated that he was in no way trying to
47 under mind the process. He also asked about the interviews that are allowed for in the
48 RFP. Tappan thanked council for the chance to speak. Fabian added that there is a
49 protest period that Dennis Engineering could file for. Mayor Pro-tem Howe made the
50 motion to approve the procurement department to negotiate with Souder, Miller and
51 Associates as the on-call engineering firm for the Village of Angel Fire based on the
52 RPF and scoring results. Councilor Colenda seconded. With no further discussion the
53 motion failed 0-4. Mayor Pro-tem Howe made the motion to direct the manager to form

1 a committee to interview the top three candidates for on-call engineering. Councilor
2 Colenda seconded. With no discussion the motion carried 4-0
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6 **Adjournment**

7 Mayor Cottam adjourned the meeting at 6:55PM
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11 **Passed, Approved and Adopted on this 23rd day in February, 2016**
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17 **Barbara Cottam, Mayor**

18 **ATTEST:**

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21 **Terry Cordova, Village Clerk**
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Village Manager Council Report 2/9/2016

Over the past two weeks, I have been attending various events at the Capitol while legislature has been in session. Specifically, events hosted by: Santa Fe Chamber of Commerce, The New Mexico Municipal League, and Colfax County. All of these were well attended and provided a great opportunity to meet and mingle with other municipal and state leaders. Thursday 1/28, Village of Angel Fire, Village of Eagle Nest, the state Engineers office, and the Environmental Dept. all met with Sen. Campos in his office at the Roundhouse. Water Rights was the primary topic of this particular meeting specifically water loss and bleeders. Sen. Campos set up a meeting for us the following Friday morning with the Finance Authority to see about a 100% grant in order to help with planning. Now, our Grants and Finance department have been following up on this. Tracy will be giving a report on the status.

Staff Report-Grants and Procurement

February 9, 2016

It's grant season again!

The following are grants the Village plans on applying for:

1. MAP
2. Coop
3. Recycling and Illegal Dumping
4. Tourism
5. Hazardous Fuel Treatments
6. Wildfire Risk Reduction
7. New Mexico Clean & Beautiful
8. Recreation Trails Program
9. LEADS - Local Economic Assistance and Development Support

We continue to research and monitor upcoming grants opportunities.

We are currently working on the Clean Water State Revolving Fund, preparing the required documents for them. We are also working on a Local Government Planning Fund Application for \$50,000 to conduct a Preliminary Engineering Report for Water/Wastewater.

We have completed the RFP process and the evaluations for an on-call Engineer. Our "short-list" contains the top three firms as narrowed down by the evaluation committee. They are in order of scores 1) Souder-Miller & Associates 2) Molzen Corbin 3) Dennis Engineering Company. Our next step involves negotiations with the top-scoring firm, Souder-Miller & Associates.

TRASH AND RECYCLING INFORMATION

From January 1, 2015 to December 31, 2015

TRASH

2,166 tons of trash to landfill

129 loads to landfill—2.48 loads a week

\$166,602 for hauling to Wagon Mound

\$62,000 landfill charges

RECYCLING

2.3 tons of plastic = \$26.10—this is 8 bales we have another 11 bales on hand.

2.2 tons of aluminum = \$2,088.00

95.8 tons of cardboard = \$7,177.00

26.6 tons of mix paper = \$420.00

24.7 tons of scrap metal = \$2,122.00

2 tons pallets = \$0

= 153.6 tons = \$11,833.10

**ANGEL FIRE
POLICE DEPARTMENT**

3465 MOUNTAIN VIEW BLVD
ANGEL FIRE, NM 87710

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Calls For Service Totals By Call Type

01/01/2016 to 01/31/2016

Call Type **Totals**

10-44	Property Accident	6
10-45	Injury Accident	1
10-57	Drunk Person	4
10-75	Stolen Vehicle	1
10-89	Welfare Check	1
911	911 Call	3
AOA	Assist Other Agency	3
CIVSTBY	Civil Standby	1
LARCENY	Larceny	2
LITTER	Littering	1
MA	Motorist Assist	2
S11	Abandoned Vehicle	3
S13A	Suspicious Activity	2
S16	Obstruction on Roadway	2
S21V	Burglary of Vehicle	1
S22	Disturbance	5
S22D	Domestic	1
S22N	Noise Complaint	2
S3	Hit and Run Accident	1
S33	Shoplifting	1
S34	Criminal Damage	4
S35	Narcotics	1
S37	Suspicious Incident	1
S40	Alarm	8
S48	Animal Complaint	3
S49	Harassment	1
S52	Assault	1
S52A	Aggravated Assault	1
S57	Fraud	1

Grand Total for all calls

64

**ANGEL FIRE
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Date : 02/09/2016
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Citation Totals By Violation

01/01/2016 to 01/31/2016

Violation		Total
12-10-1.5	No Headlamps	2
12-10-4 (A)	DISPLAY OF CURRENT VALID REGISTRATI	1
12-10-6 (B)	UNINSURED MOTOR VEHICLE	1
12-4-6	IMMEDIATE NOTICE OF ACCIDENTS	1
12-6-1.1	SPEEDING	7
12-6-12.4	CARELESS DRIVING	1
12-6-13.13 (A)	MANDATORY USE OF SEATBELTS	1
12-6-13.2	Unlawful Riding	1
12-6-2.7	No Passing Zone	1
12-6-4.3 (D)	STOP SIGN VIOLATION	1
12-6-6.1	Parking Prohibited in Specified Pla	1
5-2B-4 (A)	DISORDERLY CONDUCT (Violent, Abusive	1
5-3B-1	DOGS RUNNING AT LARGE	1
60-7B-1	MINOR IN POSSESSION OF ALCOHOL	1
	Grand Total	21

**ANGEL FIRE
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Arrest Totals By Violation

01/01/2016 TO 01/31/2016

Violation	Total
	1
12-6-12.6(A)...	1
30-09-14	1
30-15-1	4
30-3-2A	2
30-31-23	1
30-31-25.1	1
30-6-1	1
30-9-12	1
5-2B-4(B)	1
5-2C-4(C)(2)	2
5-3A-2	1
66-8-102D1	1
Grand Total	18

Fire Department Report

DHS does not currently have the money to support the 25% match for the proposed emergency manager. The Fire Dept does have the full amount in the budget and would like to proceed with the hiring of the emergency manager for the remainder of the year

Village of Angel Fire
Council Meeting
February 9, 2016

Finance Department Report

The council was presented with a Revenue and Expense Report as of December 2015 and was informed that the Village was on budget through this period. The revenue for the General Fund was flat year over year. The GRT revenue is down but the decreases in GRT was made up by increases in Property tax and Franchise tax. The General Fund has an operating loss of \$314K primarily due to capital purchases and unbudgeted expenses like the replacement of the Community Center roof.

The Enterprise Funds also have operating losses primarily due to capital expenditures that will not occur in the second half of the year. It is believed that the revenues from the winter months will cover these losses.

The December Lodgers tax collections were \$86K. This is the largest single month in our records. This is a good indicator that GRT receipts for December will go a long way to cover the current losses in the General Fund.

Bret E. Wier
Finance Manager