

VILLAGE OF ANGEL FIRE
Council Regular Meeting Minutes
Tuesday June 14th, 2016 at the Village Hall

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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 Lanon, Councilor Colenda, Councilor Larson. 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 Larson seconded. Motion carried 4-0

Approval of Consent Agenda

- 1. **Approval of May 23rd Council Work Session Minutes**
- 2. **Approval of May 24th Regular Council Meeting Minutes**
- 3. **Approve the Request for Actual Expenses for Linda Arthur to Attend the Municipal Court Clerks Annual Conference**

Mayor Pro-tem Howe made the motion to approve the consent agenda, Councilor Lanon seconded. Motion carried 4-0

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

Jack Fuehr – expressed his concerns about the possible bond issue

Guy Woods- stated he was against the rate increases

Announcements and Proclamations –None

Reports:

a. Governing Body Report

Mayor Cottam invited everyone to attend the Balloons over Angel Fire that will be Friday, Saturday and Sunday

Mayor Pro-tem invited everyone to the IGC meeting that will be held in Taos tomorrow.

b. Manager’s Report

Manager Tafoya reported on the AAFPO weekend. (see attached)

c. Staff Reports

Bret Wier, Finance Manager – Gave a report on the Finance Department

Brad McCaslin, Police Chief - Gave a report on the Police Department (see attached)

Old Business

A. Discussion/Approval of an Ordinance Amending the Uniform Traffic Ordinance (UTO) (2nd Reading)(Public Hearing)

Mayor Cottam opened the public hearing at 5:48pm. Terry Cordova , Village Clerk explained that because the village has adopted the Uniform Traffic Ordinance whenever there are changes to it we are required to make amendments to our . This item fulfills this requirement. With no further input Mayor Cottam Closed the public hearing at 5:49pm. Mayor pro-tem Howe made the motion to approve the second reading of ordinance 2016-03 an ordinance adopting the New Mexico Uniform Traffic Ordinance 2010 amendments compilation by reference. Councilor Lanon seconded. With no further discussion the motion carried 4-0 with Mayor Pro-tem Howe-aye, Councilor Larson – aye, Councilor Lanon-aye, Councilor Colenda –aye.

1 **New Business**

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4 **A. Discussion/Approval of Resolution 2016-17 a Resolution Approving a Lump Sum**
5 **Payment to the Shuter Library in the Amount of \$4,000**

6 Tracy Orr, Grants and Projects explained that the Village of Angel Fire wishes to make
7 a lump sum payment to Shuter Library for services provided to the residents of Angel
8 Fire. The Village agrees to pay Shuter Library \$4,000 on or before June 30, 2016 for
9 providing these services to the community. Mayor Pro-tem Howe made the motion to
10 approve resolution 2016-17 a resolution approving a lump sum payment to Shuter
11 Library in the amount of \$4,000. Councilor Colenda seconded. With no further
12 discussion motion carried 4-0 with Mayor Pro-tem Howe-aye, Councilor Larson-aye,
13 Councilor Lanon-aye, Councilor Colenda –aye.

14 **B. Discussion /Approval of Resolution 2016-18 a Resolution Amending Resolution**
15 **2016-11 for the FY 2016-2017 Contract With Shuter Library**

16 Tracy Orr, Grants and Projects explained that resolution 2016-11 that was approved by
17 council May 14, 2016 had an error on item #6 that referred to the hour the library was
18 open. It should be 32 hours instead of 40 hours. This resolution will correct this error.
19 Mayor Pro-tem Howe made the motion to approve resolution 2016-18 a resolution
20 amending resolution 2016-11 for the 2016-2017 contract with Shuter Library. Councilor
21 Colenda seconded. With no further discussion the motion carried 4-0 with Mayor Pro-
22 tem Howe –aye, Councilor Larson –aye, Councilor Lanon-aye, Councilor Colenda –aye.

23 **C. Discussion/Approval to Submit an Application to Receive Funding for an**
24 **Emergency Manager Through the Emergency Management Performance Grant**
25 **From Homeland Security for FY 2016-2017**

26 Tracy Orr, Grants and projects explained that the Village wishes to continue to benefit
27 from having an emergency manger to create and update all required FEMA plans,
28 including mitigation ,threat ,hazard, identification and risk analysis. These plans are
29 required by FEMA in case of a disaster or large –scale emergency to receive federal
30 funding or assistance . We currently have someone in place however, her position ends
31 June30,2016 . The Funding for this position must be applied for yearly. The application
32 through the Emergency Management Performance grant for an emergency manager is
33 for a one year time period and could potentially be funded at 100% or at the very least
34 50%. No employee benefits will be paid through this contract. If we are awarded this
35 grant we will be required to create and update all our required FEML plans. Mayor Pro-
36 tem Howe made the motion to approve the submission of an application to receive
37 funding for an emergency manager through the Emergency Management Performance
38 Grant form Homeland Security for FY 2016/2017. Councilor Larson seconded. With no
39 further discussion the motion carried 4-0.

40 **D. Discussion/ Approval to Award a Contract for General Engineering Services to**
41 **HDR Engineering**

42 Fabian Mascarenas , Procurement Officer explained that the Village of Angel Fire
43 advertised under RFP 2016-002 for general engineering services . We had seven
44 responses. After being evaluated by an independent committee HDR scored the highest
45 score . We negotiated with HDR on their fee schedule and wish to select them as our On-
46 call engineer . Mayor Pro-tem Howe made the motion to approve the award of a contract
47 for general engineering services to HDR engineering . Councilor Lanon seconded. With
48 no further discussion the motion carried 4-0

- 1 **E. Discussion / Approval of Resolution 2016-19 a Resolution Increasing Meter**
2 **Installation Charges and Bulk Water Fees and Rescinding All Others**
3 Amos Torres ,Public Works Director explained that village ordinance 7-3-5H.1 requires
4 an annual rate increase to be effective each year on July 1 at a rate equal to the CPI
5 report for the previous year . CPI report published for December 2015 reports an
6 increase of 4.3%. Amos also stated that these yearly increases are to prevent from doing
7 a larger increase later. Mayor Pro-tem Howe made the motion to approve resolution
8 2016-19 a resolution increasing meter installation charges and bulk water fees and
9 rescinding all others . Councilor Larson seconded . With no further discussion the
10 motion carried 4-0 with Mayor Pro-tem Howe –aye, Councilor Larson-aye. Councilor
11 Lanon-aye, Councilor Colenda –aye.
- 12 **F. Discussion/ Approval of Resolution 2016-20 a Resolution Increasing the Schedule**
13 **of Tap Fees for Multiple –Family ,Commercial, Institutional and Industrial**
14 **Enterprises and Rescinding All Others**
15 The explanation for this item is the same as item E. Mayor Pro-tem Howe made the
16 motion to approve resolution 2016- 20 a resolution increasing the schedule of tap fees
17 for multiple-family ,commercial , institutional and industrial enterprises and rescinding
18 all others. Councilor Larson seconded . With no further discussion the motion carried 4-
19 0 with Mayor Pro-tem Howe-aye, Councilor Larson-aye, Councilor Lanon-aye,
20 Councilor Colenda –aye.
- 21 **G. Discussion / Approval of Resolution 2016-21 a Resolution Increasing Water/ Sewer**
22 **Rates and Rescinding All Others**
23 The explanation for this item is the same as item E. CPI reports an increase of 3.8%.
24 Mayor Pro-tem Howe made the motion to approve resolution 2016-21 a resolution
25 increasing water/sewer rates and rescinding all others. Councilor Colenda seconded .
26 Motion carried 4-0 with Mayor Pro-tem Howe –aye, Councilor Larson-aye, Councilor
27 Lanon-aye, Councilor Colenda –aye.
- 28 **H. Discussion/Approval of Resolution 2016-22 a Resolution Increasing Water / Sewer**
29 **Availability Rates and Rescinding All Others**
30 The explanation for this item is the same as item E. Mayor Pro-tem Howe made the
31 motion to approve resolution 2016-22 a resolution increasing water /sewer availability
32 rates and rescinding all others . Councilor Larson seconded . With no further discussion
33 the motion carried 4-0 with Mayor Pro-tem Howe –aye, Councilor Larson –aye,
34 Councilor Lanon-aye, Councilor Colenda –aye.
- 35 **I. Discussion/ Approval of Resolution 2016-23 a Resolution Increasing and Revising**
36 **Solid Waste Trash Services Rates and Rescinding All Others**
37 The explanation for this item is the same as item E. Amos also explained that the
38 commercial customer rates have been set to reflect the respective business needs within
39 an understandable rate structure while also promoting recycling. CPI reports an increase
40 of 3.8%. Mayor Pro-tem Howe made the motion to approve resolution 2016-23 a
41 resolution increasing and revising solid waste trash service rates and rescinding all
42 others . Councilor Larson seconded . With no further discussion the motion carried 4-0
43 with Mayor Pro-tem Howe –aye, Councilor Larson –aye, Councilor Lanon-aye,
44 Councilor Colenda –aye.
- 45 **J. Discussion/ Approval of Resolution 2016-24 a Resolution Authorizing and**
46 **Approving Submission of a Completed Application for Financial Assistance and**
47 **Project Approval to the New Mexico Finance Authority to Purchase an Asphalt**
48 **Zipper**
49 Bret Wier , Finance Manager explained that in an effort to provide better roads for our
50 residents and guest the village would like to purchase an asphalt zipper. This piece of
51 heavy equipment will be used to mill roads which should temporarily eliminate much of
52 the pothole issues currently being experienced by our residents. The village would like
53 to start these road repairs as soon as possible . The village does not currently have the

1 budget to pay for the zipper in full and would like to take out a loan to acquire he asset .
2 He also stated that item K was in line with this item . Mayor Pro-tem Howe made the
3 motion to approve resolution 2016-24 a resolution authorizing and approving
4 submission of a completed application for financial assistance and project approval to
5 the New Mexico Finance Authority . Councilor Lanon seconded . With no further
6 discussion the motion carried 4-0 with Mayor Pro-tem Howe –aye, Councilor Larson –
7 aye, Councilor Lanon-aye, Councilor Colenda –aye.

8 **K. Discussion / Approval of Resolution 2016-25 a Resolution Authorizing the**
9 **Reimbursement to the Village for the Purchase Price and Pay Off the Loan for the**
10 **Asphalt Zipper**

11 Bret Wier , Finance Manager explained that the village is acquiring an asphalt zipper as
12 soon as possible so that road repairs can begin in the coming month. In the event that the
13 village is able to obtain approval of the upcoming GO bond for road improvements the
14 village would like the ability to reimburse the general fund for the cost associated with
15 purchasing the asphalt zipper with monies raised by the GO bond. Mayor Pro-tem Howe
16 made the motion resolution 2016-25 a resolution of the Village of Angel Fire New
17 Mexico declaring its official intent to reimburse itself with the proceeds of a tax exempt
18 loan agreement or bond issue between the Village of Angel Fire and the New Mexico
19 Finance Authority or another lender for certain capital expenditures that will be made by
20 the village ,identifying said capital expenditures and the funds used for such payment
21 ,and providing certain other matters in connection therewith . Councilor Lanon
22 seconded. With no further discussion the motion carried 4-0 with Mayor Pro-tem Howe
23 –aye, Councilor Larson –aye, Councilor Lanon-aye, Councilor Colenda –aye.

24 **L. Discussion/ Approval of Resolution 2016-26 a Resolution Approving the**
25 **Proclamation Calling for a General Obligation Bond Series 2016 Election**

26 Bret Wier , Finance Manager explained that the village is in dire need of road
27 improvements as well as water and wastewater improvements . The village does not
28 have revenue to properly address these needs . The village does not have the lending
29 capacity through revenue bonds or other sources to properly address these needs . It is
30 there by recommended that the village seek the approval of eligible voters to acquire the
31 needed revenue through a series of General Obligation Bonds. Mayor Pro-tem Howe
32 made the motion to approve resolution 2016-26 a resolution calling for a special mail
33 ballot only election to be held in the Village of Angel Fire New Mexico on September
34 13,2016 ,concerning the proposed issuance of General Obligation Bonds in an aggregate
35 principal amount not to exceed \$4,500.00 for the purpose of 1. Paying for the design
36 ,engineering ,construction and otherwise improving of roads and related improvements
37 and 2. paying for the design ,engineering ,construction and otherwise improving of the
38 villages water and wastewater system and related improvements providing the form of
39 the bond questions ,providing for notice of the special election, prescribing other details
40 in connection with such election and bonds and ratifying action previously taken in
41 connection therewith. Councilor Larson seconded. With no further discussion the
42 motion carried 4-0 with Mayor Pro-tem Howe –aye, Councilor Larson-aye, Councilor
43 Lanon-aye, Councilor Colenda –aye.

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M. Discussion/ Approval to Enter Into a Contract With William Harvey , Consultant Pharmacist to Provide Pharmacist Services for the Village of Angel Fire Fire and EMS Services

In the absence of Fire Chief Andy Bertges, Tommy Newkirk Paramedic/Firefighter explained that the fire and EMS department requires a consultant pharmacist to allow us to carry and administer drugs in the care of our patients. After following proper procurement procedures William Harvey was selected as the consultant pharmacist. Mayor Pro-tem Howe made the motion to approve a contract with William Harvey consultant pharmacist to provide consultant pharmacist services for the Village of Angel Fire's Fire department and EMT services. Councilor Colenda seconded. With no further discussion the motion carried 4-0

N. Discussion/ Approval of a Contact For Northern New Mexico Security to Provide Alarm Monitoring at Angel Fire Fire Department Main Station #2

In the absence of Fire Chief Andy Bertges, Tommy Newkirk Paramedic / Firefighter explained that the main station 2 on 10 El Valdo Way has a fire alarm and sprinkler system installed. These systems require alarm monitoring. After following proper procurement procedures Northern New Mexico Security was chosen to monitor those systems. Mayor Pro-tem Howe made the motion to approve a contract with Northern New Mexico Security to provide alarm monitoring at Angel Fire Fire Department main station #2. Councilor Larson seconded. With no further discussion the motion carried 4-0.

Adjournment

Mayor Cottam adjourned the meeting at 6:36PM

Passed, Approved and Adopted on this 28th day in June, 2016

Barbara Cottam, Mayor

ATTEST:

Terry Cordova, Village Clerk

Council Meeting June 14, 2016

Manager's Report

*A*AFPO weekend – This event was a great opportunity for us to publicize the bond election coming up in September. We were able to pass out flyers and answer questions directly. Brett did an excellent job presenting on behalf of the mayor and with his planned portion too. Amos was in attendance also, fielding questions from a number of attendees.

**ANGEL FIRE
POLICE DEPARTMENT**

3465 MOUNTAIN VIEW BLVD
ANGEL FIRE, NM 87710

Date : 06/14/2016
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Agency : AFPD

Calls For Service Totals By Call Type

05/01/2016 to 05/31/2016

Call Type	Totals
10-44 Property Accident	1
10-45 Injury Accident	2
10-57 Drunk Person	1
10-89 Welfare Check	1
AOA Assist Other Agency	5
CHILD AB Child Abuse	1
DRTEST Driving Test	1
HW House Watch	1
INFORMAT Informational	4
LARCENY Larceny	1
S13 Suspicious Vehicle	1
S13A Suspicious Activity	4
S13P Suspicious Person	1
S22 Disturbance	2
S22D Domestic	2
S22N Noise Complaint	1
S25 Fire	2
S34 Criminal Damage	1
S35 Narcotics	1
S37 Suspicious Incident	4
S38 Theft	1
S40 Alarm	6
S48 Animal Complaint	1
S49 Harassment	1
S52 Assault	1
S57 Fraud	2
TRAFCON Traffic Control	1
Grand Total for all calls	50

**ANGEL FIRE
POLICE DEPARTMENT**

3465 MOUNTAIN VIEW BLVD
ANGEL FIRE, NM 87710

Date : 06/14/2016
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Citation Totals By Violation

05/01/2016 to 05/31/2016

Violation		Total
12-10-1.16(1)	Brakes	1
12-10-4(A)	DISPLAY OF CURRENT VALID REGISTRATI	1
12-10-4(C)	EXPIRED REGISTRATION	1
12-10-6(B)	UNINSURED MOTOR VEHICLE	6
12-6-1.1	SPEEDING	14
12-6-12.4	CARELESS DRIVING	2
12-6-12.5	DRIVERS TO BE LICENSED	1
12-6-13.13(A)	MANDATORY USE OF SEATBELTS	2
12-6-7.3	STOPPING FOR SCHOOL BUS	1
5-2B-5	PUBLIC AFFRAY	2
5-3B-1	DOGS RUNNING AT LARGE	1
	Grand Total	32

**ANGEL FIRE
POLICE DEPARTMENT**

3465 MOUNTAIN VIEW BLVD
ANGEL FIRE, NM 87710

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Arrest Totals By Violation

05/01/2016 TO 05/31/2016

Violation		Total
30-3-18	CRIMINAL DAMAGE PROPERTY OF HOUSEHOLD...	1
30-6-1	ABANDONMENT OR ABUSE OF A CHILD	1
30-7-4	NEGLIGENT USE OF A DEADLY WEAPON	1
5-2B-5	PUBLIC AFFRAY	2
5-3B-1	DOGS RUNNING AT LARGE	1
66-8-102	DRIVING UNDER THE INFLUENCE (D.W.I.)	1
Grand Total		7