

VILLAGE OF ANGEL FIRE  
Council Regular Meeting Minutes  
Tuesday September 11<sup>th</sup>, 2018 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 Lanon, Councilor Larson, Councilor Humbert was absent . Also present were Manager Rick Tafoya, 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 3-0

**Approval of Consent Agenda**

1. **Approval of the August 14<sup>th</sup> Regular Council Meeting Minutes**

2. **Approval of the August 21<sup>st</sup> Special Council Meeting**

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)**

Ray Honea- expressed his concerns on several village issues to include roads, water tank, speeding and slash problems. Also thanked the Council for using local contractors.

**Announcements and Proclamations**

Mayor Cottam introduced the Village's newest employee Cathy Bolsinger. She will be the new MVD clerk.

**Reports:**

**a. Governing Body Reports**

Mayor Pro-tem Howe reported that there would be a NERTPO meeting here in Angel Fire September 26<sup>th</sup> at 10:00AM. He also reported that at the brick laying ceremony at the Memorial on September 1<sup>st</sup> there were 600 bricks laid and close to 150 people that attended the dinner afterwards in Eagle Nest.

Councilor Lanon reported that we were working on having a Town Hall on the 2<sup>nd</sup> of October with Fish and Game.

Mayor Cottam reported that after some lengthy conversation with the Resort, the Resort has decided to go in another direction and not participate in Fair Ground Project.

**b. Manager's Report-None**

**c. Staff Reports**

Bret Wier Finance Director (see attached)

**d. Committee Reports-None**

**Old Business**

**A. Discussion/Approval of an Ordinance Amending Chapters 1,3,13, and 16 of Title Nine and Chapter 3 of Title 10 of the Village Code (2<sup>nd</sup> Reading ) ( Public Hearing)**

Mayor Cottam opened the public hearing at 5:49pm. Christine Breault, Planning and Zoning Coordinator that this was the second read and that nothing has changed from the first reading. That the changes were to clean up verbiage in the code. With no public input the public hearing was closed at 5:50pm. Mayor Pro-tem Howe made the motion to approve second of an ordinance amending chapters 1, 2, 3 and 16 of title nine and chapter 3 of title 10 of village code. Councilor Lanon seconded. With no

1 further discussion the motion carried 3-0 with Mayor Pro-tem Howe –aye, Councilor  
2 Lanon-aye, Councilor Larson –aye.

3 **B. Discussion / Approval of an Ordinance Adopting the Amendments to the Uniform**  
4 **Traffic Ordinance (2<sup>nd</sup> Reading ) ( Public Hearing )**

5 Mayor Cottam opened the public hearing at 5:50pm. Terry Cordova , Village Clerk  
6 explained that this was required because the village adopted the UTO in 2010 and  
7 when the legislators made changes we were required to make those changes to the  
8 ordinance. With no public input the hearing was close at 5:51pm. Mayor Pro-tem  
9 Howe made the motion to approve second reading of an ordinance adopting the  
10 amendments to the uniform traffic ordinance. Councilor Larson seconded. With no  
11 further discussion the motion carried 3-0 with Mayor Pro-tem Howe –aye, Councilor  
12 Lanon-aye, Councilor Larson-aye.

13 **New Business:**

14  
15 **A. Discussion /Approval of Resolution 2018-33 a Resolution Adopting the ICIP**  
16 **(Infrastructure Capital Improvement Plan ) ( Public Hearing )**

17 Mayor Cottam opened the public hearing at 5:51pm. Sandy Garcia, Grants explained  
18 that the Village of Angel Fire would like approval by resolution to submit the proposed  
19 Infrastructure Capital Improvement Plan project list for FY 2020-2024. This is a list of  
20 projects that the village would like to undertake but does not have the resources to do so.  
21 These projects will be brought forth during the legislative session and evaluated for  
22 possible funding. If any of the projects receive funding the village will be expected to  
23 proceed with the projects immediately. Sandy then went over the list (see attached).  
24 With no public input the public hearing was closed at 5:53pm. Mayor Pro-tem Howe  
25 made the motion to approve resolution 2018-33 a resolution adopting the ICIP,  
26 Infrastructure Capital Improvement Plan. Councilor Lanon seconded. With no further  
27 discussion the motion carried 3-0 with Mayor Pro-tem Howe –aye, Councilor Lanon-  
28 aye, Councilor Larson-aye.

29 **B. Discussion /Approval of a Funding Request from Clean Water Revolving Loan**  
30 **Fund**

31 Sandy Garcia, Grants explained that the Village of Angel Fire has had a preliminary  
32 engineering study done by HDR Engineering. This study indicates that upgrades are  
33 needed for the wastewater treatment plant to stay in compliance with NPDS permit.  
34 These upgrades will need to be done in several phases. Accepting this funding offer will  
35 allow the village to start the first phase of these upgrades. Mayor Pro-tem Howe made  
36 the motion to approve submittal of a funding request from the Clean Water Revolving  
37 Loan Fund. Councilor Lanon seconded. With no further discussion the motion carried 3-  
38 0

39 **C. Discussion/ Approval of a NMDOT Cooperative Agreement for Pedestrian Trail on**  
40 **Highway 434 and Highway 64**

41 Sandy Garcia, Grants explained that the Village of Angel Fire would like to have  
42 council accept and sign cooperative agreement L4028 for the design and construction of  
43 a pedestrian trail. The trail will be from Camino Grande on highway 434 to the entrance  
44 of the Veterans Memorial on highway 64. The cooperative agreement is for a total of \$  
45 227,193.93 with the village match being \$ 56,798.48. NMDOT has allowed \$106,688.00  
46 for design and \$ 120,505.93 for construction. Mayor Pro-tem Howe asked if the funding  
47 will cover the entire project from Camino Grande to the memorial, Sandy stated that the  
48 engineering cost came in high from HDR and it took most of the money, we are having  
49 another engineering firm take a look at it and we believe that the cost will be lower and  
50 we can complete the project. Councilor Larson asked if Bret Wier, Finance Director  
51 could explain his concerns. Bret stated that he had two concerns, one can we afford it  
52 and two is it going to do what we want it to do. The match was not budgeted so the \$ 56,  
53 000 would have to come from somewhere. Historically the match for trail grants have

1 come out of streets, that does not mean that it has to this time. Even if the engineering  
2 price comes in at say \$50,000 that only leaves \$170,000 for the trail. This is an ADA  
3 compliant trail and I do believe that we will not have enough money for that which could lead  
4 to a shorter trail. Mayor Cottam added that she did not feel that \$56,000 should come  
5 out of the street budget that we have wanted this trail for some time but I do not feel we  
6 can afford it at this time. Sandy added that DOT would be able to help us with some of  
7 the expenses as they will be doing a road project on 434 as well. Also this funding was  
8 awarded several years ago and the village lost it, when I can on board DOT reached out  
9 to me and let me know that the funding was there if we wanted it. At this time we do not  
10 have exact numbers on any additional funding. The seconded issue is that we have to  
11 have this to DOT by the end of the month or we will lose it. Councilor Lanon added that  
12 we have a \$ 1.3 million dollar budget for street and we want to take \$ 56,000 from it.  
13 Bret stated it can come out of reserves if needed. Councilor Larson added that we are a  
14 tourist village and this trail would help but without numbers it is hard. Mayor Cottam  
15 called for a vote. Mayor Pro-tem Howe made the motion to approve a NMDOT  
16 cooperative agreement for pedestrian trail on highway 434 and highway 64. Councilor  
17 Larson seconded. Councilor Lanon stated that he felt that we did not have the money.  
18 Manager Tafoya added that DOT stated that there was other funding but could not  
19 commit. Councilor Lanon made a motion to amend the first motion made by Mayor Pro-  
20 tem Howe to postpone this item and move it to a special meeting later this month.  
21 Councilor Larson seconded. With no further discussion the motion to postpone carried  
22 3-0 with Mayor Pro-tem Howe-aye, Councilor Lanon-aye. Councilor Larson -aye.

23 **D. Discussion/ Approval of an MOU with Colfax County to Hold Balloons Over Angel**  
24 **Fire at the Angel Fire Airport**

25 Terry Cordova, Village Clerk explained that in an effort to plan ahead of this event  
26 Jimmy Linton with the Visitor Center has gotten this MOU ready ahead of the balloon  
27 event next year. Mayor Pro-tem Howe made the motion to approve an MOU with  
28 Colfax County to hold Balloons Over Angel Fire at the Angel Fire Airport. Councilor  
29 Lanon seconded. With no further discussion the motion carried 3-0

30 **E. Discussion /Approval to Apply for the Annual EMS Fund Act Grant for FY 2020**

31 John Murtagh, Fire Chief explained that each year Angel Fire Fire department applies  
32 for funding from the New Mexico Department of Health, EMS bureau to receive  
33 funding to assist with EMS expenditures. These expenditures include medical supplies,  
34 maintenance, fuel and equipment. Each year we receive a little over \$9,000.00 in  
35 funding, not including special project grants similar to the one received this year for ice  
36 rescue training. Mayor Pro-tem Howe made the motion to approve an application for the  
37 annual EMS Fund Grant for FY 2020. Councilor Larson seconded. With no further  
38 discussion the motion carried 3-0

39 **F. Discussion/ Approval to Approve an Addendum to the Agreement with Target**  
40 **Solutions for Fire / EMS Training**

41 John Murtagh, Fire Chief explained that we have entered into an agreement with Target  
42 Solutions, a nationwide company that provides online training resources and tools for  
43 fire and emergency medical personnel to provide AFD with training resources and  
44 records management. However, we only purchased 8 training profiles thinking we  
45 could rotate personnel through a singular profile as needed. We were recently informed  
46 this approach would not work. We would like to purchase an additional 8 training  
47 profiles. These additional profiles will accommodate our regular PRN personnel and  
48 additional volunteers. Mayor Pro-tem Howe made the motion to approve an addendum  
49 to the agreement with Target Solutions for fire /EMS training. Councilor Larson  
50 seconded. With no further discussion the motion carried 3-0.

1 **G. Discussion/ Approval of Contract 2018-0014B with Angel Fire Design for the**  
2 **Architectural Design of the Public Utilities Building**

3 Amos Torres, Utilities Superintendent explained that the Village of Angel Fire  
4 contracted Lawrence Ortega Engineering for a proposal to design and bid out the public  
5 utilities building. Angel Fire Home Design will work with Lawrence Ortega to complete  
6 plans and specifications for the project. The department has already purchased the  
7 60x100 metal building and have it on site. The design would be for the concrete  
8 foundation /slab and several offices, break room, restrooms with showers and lockers  
9 and all mechanical components required. The cost of the design work is \$12,660.00 plus  
10 NMGRT and reimbursables. Mayor Pro-tem Howe made the motion to approve contract  
11 2018-0014B with Angel Fire Home Design for the architectural design of the public  
12 utilities building. Councilor Lanon seconded. With no further discussion the motion  
13 carried 3-0

14 **H. Discussion/ Approval of a Notice to Award for Contract 2018-001 to Archuleta**  
15 **Construction for the Completion of Services Building Improvements**

16 Amos Torres, Utilities Superintendent explained that the Village of Angel Fire  
17 contracted with Lawrence Ortega & Associates Engineering to design and bid out  
18 Services Building improvements. Bids were received on July 27, 2018 with no bidders  
19 at this time. We proceeded to re-bid the project and had bidder with Dale Jackson  
20 Custom Building being the only bidder. After negotiating with Dale Jackson there were  
21 several deductions that we agreed to come close to budget. Dale was awarded the  
22 contract on August 21 Council Meeting, in the amount of \$513,060 = NMGRT After  
23 further discussion with Dale Jackson, he requested that the contract start on October 1,  
24 2018 so that he could finish other projects. The PD & Courts lease expires Dec. 31st  
25 2018.

26 The Village then contact Archuleta Construction for a bid for construction. Contract  
27 amount total is in the amount of \$500,000 plus NMGRT. This project will include the  
28 completion of Services Building improvements as identified and negotiated from the  
29 design. When completed the building will be utilized by AF Police, Municipal Courts  
30 and Motor Vehicle Department. Mayor Pro-tem Howe made the motion to award  
31 contract 2018-001 to Archuleta Construction for the completion of services building  
32 improvements. Councilor Larson seconded. With no further discussion the motion  
33 carried 3-0.

34 **I. Discussion/ Approval of Change Order #2 in the Amount of \$ 4,950.00 to Lawrence**  
35 **Ortega and Associates on Project 2018-001 Services Building Construction Project**

36 Amos Torres, Utilities Superintendent explained that the Village of Angel Fire  
37 Contracted with Lawrence A. Ortega & Associates and Angel Fire Home Design, Inc. to  
38 provide plans and specifications for the interior construction of the Services Building  
39 (Old Alpine Lumber). Included in the Plans and Specifications is interior walls, heating,  
40 ventilation, plumbing, ceiling and flooring. The Village has evaluated the current  
41 building situation and this building would be best utilized by the Angel Fire Police Dept.  
42 / Court and MVD. The PD has submitted a rough drawing of the changes they would  
43 need prior to being able to utilize the building to its full potential.

44 This Change Order is for additional engineering services related to having to contractor  
45 negotiation and re- negotiation of the project. Mayor Pro-tem Howe made the motion to  
46 approve change order #2 in the amount of \$4,950.00 to Lawrence Ortega and Associates  
47 on project 2018-001, services building construction project. Councilor Lanon seconded.  
48 With no further discussion the motion carried 3-0.  
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**Adjournment**

Mayor Cottam adjourned the meeting at 6:32 PM

**Passed, Approved and Adopted on this 25<sup>th</sup> day in September, 2018**



**Barbara Cottam, Mayor**

**ATTEST:**



**Terry Coraova, Village Clerk**

Village of Angel Fire  
Council Meeting  
September 11, 2018

#### Finance Department Report

The council was informed that the Finance Department would like to merge the Community Center department from the General Fund into the Allen Fields Fund and rename the fund to Parks & Rec. If allowed the Sports & Rec fund will also be merged into the new Parks & Rec. fund. The auditors believe that this can be done without the DFA's approval but I have contact the DFA to see if they concur and have received no response at this time.

These actions will be taken as soon as it is confirmed that official approval by DFA is not required. If DFA approval is required A Resolution will be presented to the council.

Infrastructure Capital Improvement Plan FY 2020-2024

Angel Fire Project Summary

ID	Year	Rank	Project Title	Category	Funded to Date					Total Cost	Project Annual Funded	Not Yet Funded	Phase?
					2020	2021	2022	2023	2024				
15927	2020	001	Priority Water Rights Acquisition	Water Rights	\$ -	\$ 1,000,000.00	\$ 1,000,000.00	\$ -	\$ -	\$ 3,000,000.00	\$ 3,000,000.00	\$ -	Yes
	2020	002	Ambulance	Public Safety Vehicle	\$ -	\$ 200,000.00	\$ -	\$ -	\$ -	\$ 200,000.00	\$ 200,000.00	\$ -	No
15057	2020	003	Schema (Super-High Capacity And Data Acquisition)	Water Supply	\$ -	\$ 60,000.00	\$ 200,000.00	\$ 200,000.00	\$ -	\$ 660,000.00	\$ 660,000.00	\$ -	Yes
	2020	004	Dumpster Transport With Lift	Solid Waste Vehicle	\$ -	\$ 80,000.00	\$ -	\$ -	\$ -	\$ 80,000.00	\$ 80,000.00	\$ -	No
	2020	005	Village Hall Remodel/Upgrades	Facilities	\$ 10,000.00	\$ 700,000.00	\$ 100,000.00	\$ -	\$ -	\$ 810,000.00	\$ 810,000.00	\$ -	Yes
	2020	006	Community Center Roof Design & Construction	Convention Facilities	\$ -	\$ 100,000.00	\$ 500,000.00	\$ -	\$ -	\$ 600,000.00	\$ 600,000.00	\$ -	No
31042	2020	007	Lighting & Utilities Allen Fields	Facilities	\$ -	\$ 100,000.00	\$ 400,000.00	\$ -	\$ -	\$ 500,000.00	\$ 500,000.00	\$ -	No
	2021	008	Community Center Playground	Equipment	\$ -	\$ -	\$ 7,000.00	\$ -	\$ -	\$ 77,000.00	\$ 77,000.00	\$ -	Yes
12928	2021	009	Design & Construct Over Floor - Community Center	Convention Facilities	\$ -	\$ -	\$ 125,000.00	\$ -	\$ -	\$ 125,000.00	\$ 125,000.00	\$ -	No