



**VILLAGE COUNCIL REGULAR MEETING  
DRAFT MINUTES  
TAOS SKI VALLEY, NEW MEXICO  
TUESDAY, AUGUST 23<sup>rd</sup> at 2:00 P.M.**

- 1. CALL TO ORDER AND NOTICE OF MEETING:** The regular meeting of the Village of Taos Ski Valley was called to order by Mayor Pro Tem Wittman at 2:00 pm. Notice of the meeting was properly posted. Mayor Pro Tem Wittman asked for a moment of silence in honor of the passing of Mayor Neal King.

- 2. ROLL CALL**

Clerk Wooldridge called the roll and quorum was present. Mayor Pro Tem Wittman: said that would accept motions from three of the councilors. If one of the councilors recuses themselves from the vote, Mayor Pro Tem Wittman will break the tie if necessary.

**Governing Body Present:**

Councilor Henry Caldwell

Councilor Brent Knox

Councilor Chris Stagg

Councilor Tom Wittman, Mayor Pro Tem

- 3. APPROVAL OF THE AGENDA**

**MOTION: To approve the agenda as written**

**Motion: Councilor Caldwell S      Second: Councilor Knox      Passed:      3-0**

- 4. APPROVAL OF THE MINUTES OF THE JULY 26, 2022 VILLAGE COUNCIL REGULAR MEETING and the JULY 29, 2022 VILLAGE COUNCIL SPECIAL MEETING:**

**Motion: to Approve the minutes as presented**

**First: Councilor Stagg    Second: Councilor Knox    Passed: 3-0**

- 5. CONFIRMATION OF THE PERSONS WHO SHALL BE EMPLOYED BY THE MUNICIPALITY INCLUDING THE APPOINTED OFFICES:** The Appointed positions are Village Administrator, Village Clerk, Police Chief, and Treasurer. An employee list of names/positions was presented to the Council of the current Village Staff.

**MOTION: To Confirm the Persons who shall be employed by the Municipality including the Appointed Offices**

**First: Councilor Stagg    Second: Councilor Knox    Passed: 2-1**

**Discussion:** Administrator Avila states this process is the Appointing of the Officers, (Administrator, Clerk, Treasurer, and Police Chief) This is statutorily required after each election. Mayor Pro Tem Wittman stated this was to be held in April, and Mayor Neal King asked that this be postponed. The Term will be served until the next administration where they can be reappointed or not reappointed by the new Mayor. The mayor shall recommend, and the council will approve. All other employees are hired by the Administrator that fall under a different category.

- 6. PRESENTATION OF CERTIFICATE OF APPRECIATION:** Patrick Nicolson presented the AmeriCorps VTSV service member 2021-22 Certificate of Appreciation for a job well done. This Certificate is given to Scotney Blackburn for serving the VTSV for the last 10 ½ months. Ms. Blackburn

has worked on the NFL Grant, Community Wildfire Prevention Plan, the Village Trails Plan, Trails Development Application, numerous parks and recreation tasks, the village social media outreach efforts, and much more.

**7. CITIZEN'S FORUM** –for non-agenda items only. Limit to 5 minutes per person (please email [awooldridge@vtsv.org](mailto:awooldridge@vtsv.org) to sign up)

1. Dan Vaughn (Chamber of Commerce Director) presented a recap on events that have been held at the Taos Ski Valley. The 16<sup>th</sup> annual Up and Over race was held a few weeks ago. A lot of positive feedback was given from numerous runners. There were 261 registered runners. Dan expressed his gratitude to Police Chief Vigil, Administrator Avila, Bob Heflen, Kayla Hawari, TSVI, Councilor Stagg, and Nicole Zin. The next scheduled event is Oktoberfest to be held September 17<sup>th</sup>, and 18<sup>th</sup> 2022. There will be music in the Plaza as well as at the Bavarian Lodge.

2. Drew Chandler from Russell Engineering presented an update on the overhead power removal plan to be held this summer. Attachments were presented of the mapping area. There are different phases of the project. Power lines will be installed underground. This is the first phase of this project. Lumen formerly known as Century Link also has copper phone lines overhead. These lines will be removed and laid in the existing trench with the power lines. Power, phone and gas lines will be in these trenches as well. The poles that have the lines attached to them are owned by KCEC. Councilor Caldwell questioned whether if this project is funded by the franchise fees. Per Administrator Avila the roadway is actually on the TIDD project list, although this project is under the TSV Inc underground effort separate from any TIDD project. Chaz Rockey also stated that the utility work should fall under the TIDD category- This would be a broader multi-phase project that should fall under the TIDD. To be discussed further.

**8. COMMITTEE REPORTS**

**A. Planning & Zoning Commission:** meeting to be held next month- no reports

**B. Public Safety Committee:** Presented by Mayor Pro Tem Tom Wittman on behalf of Kathy Bennett: The committee would like to announce three new members Keith Kiehl, Mitch Daniels, and Councilor Caldwell.

**C. Firewise Community Board:** Quigley Peterson: Setting up training schedule,

**D. Parks & Recreation Committee:** No meeting this month-there will be a meeting held next month

**E. Lodger's Tax Advisory Board:** No reports this meeting

**9. REGIONAL REPORTS:** Administrator Avila reported that the Legislative Finance Committee would be meeting in the Village September 21-23, 2022.

**10. MAYOR'S REPORT:** Presented by Mayor Pro Tem Wittman. It was a sad moment for the Village yesterday on the passing of beloved Mayor Neal King. Mayor Pro Tem Wittman thanked the Village Staff, Administrator Avila, Chief Vigil, and many others who organized an honorable procession down the mountain for Mayor King.

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## 11. STAFF REPORTS:

**A. Administrator Avila:** CDC changed their order on Covid, masks are no longer required indoors, please be cautious and courteous. It's basically up to the individual. The Village office is open 5 days a week and staff is present. The underground electricity Project Phoenix-Coyote is almost complete. The next phase approved for the project is underway. Upper Twining Project for underground electric should be started and completed this summer. Additional information from contractors and the attorney will be gathered for the wastewater treatment plant and will be discussed at the next meeting.

The Village currently has an on-call contractor that is doing work on the water tank. The village complex will be discussed further on the agenda in this meeting. There is work to be complete on a grant application for charging stations in the hiker parking area. The NCRTD is in the process of getting a route plan for the VTSV. The Town of Taos and Taos County will contribute to this agreement. When the agreement is completed, it will be brought before the council. This will be funded by Lodgers tax.

**B. Interim Finance Director Morris Madrid:** Mayor Pro Tem Wittman announced a new Finance Director has been hired- Carroll Griesedieck. Finance Temp Morris Madrid offered new perspectives/responsibilities and what is required with the hiring of the new finance director and what should be expected. Finance Temp Madrid stated the Profit and Loss report is a great report to check on comparisons through the years. Reports were presented. The Income and Expense report shows the revenues per category per month. Reports presented. The highest revenue reported in July 2022 was under the Sewer Category. On the Expense side of the report the Salary and Benefits is reported to be the highest expense. Salary and Benefits report tends to report high as human resource is very valuable. Finance Temp Morris Madrid also presented handouts with preparing for the upcoming audit: This information is presented to help with the audit and help enforcing all the state statues/budgets, there are very strict requirements. Finance Temp Madrid also thanked everyone for the opportunity to work with the Village of TSV.

**Discussion:** Mayor Pro Tem Wittman asked how the Village increase pay has affected the budget expense report for July. Per Finance Temp Madrid this increase was not in effective in July. This increase will take effect in August. The small increase percentage will be about 7.5%.

**C. Police Chief Vigil:** Chief Vigil presented reports: Monthly Public Safety Reports. This report reflects different categories of phone calls, traffic enforcements, etc. Councilor Caldwell questions whether the verbal or written warning are being tracked in any manner. Chief Vigil reported these warnings are being tracked.

**D. Fire Dept:** Chief Vigil has announced that four police officers have volunteered and completed the training as firefighters.

**E. Building Official Bowden:** Jalmar Bowden reported that he has been looking for contractors and making appointments for participants. He is working on choosing the residences that qualify for NFL grants. Information should be out in the next week or two. All citizens that did not qualify will be notified. The notifications will take place mid-September.

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**F.Planning Director Nicholson:** A detailed report was presented: Preliminary field work for the avalanche and mapping update will occur during September 15-16. Twining Rd Construction Project Engineering and design has been completed. Field surveyors were onsite in August. The Geo Technical investigations will proceed in September. All engineering work to be completed by 2023.

**G.Public Works Director Martinez:** Reports a lot of construction going on. Crews have been working hard to maintain the scope of the road. It's been difficult this year because of the heavy rainfall. The crews have been very diligent. Water usage was up 13.62% from last year for the month of July. There will be Site visits with engineers to discuss the water system repairs. The Public Works Dept has one opening for employment and the final budget for the landfill has also been approved.

**H. Clerk Wooldridge:** Reported that there will be a conference held by the NM Municipal League. This event is on August 31, 2022, thru September 2, 2022. At this event the NM Municipal League will elect a President, Vice President, Treasure and three Directors for Two-Year Terms. The Annual Statement of Municipal Policy and Annual resolutions will also be adopted. Mayor Pro Tem Wittman volunteered to attend the Conference and be the voting member on the Resolutions Committee.

**I. Attorney Baker:** no Reports

## **12. OLD BUSINESS**

**A.** Consideration to Accept the Water Repair Plan by TSVI for 100% performance of the Water Study MOU Amendment:

Administrator Avila reported that this is an agreement between the Village and TSVI to conduct the Water Study to the water repair report that was approved in March 2022. The Village and TSVI have amended the MOU agreement so that a plan of repair could be further developed. The engineer will also be available for questions.

**Motion:** to accept the Water Repair Plan by TSVI for the Water Study MOU Amendment

**First:** Councilor Caldwell **Second:** Councilor Knox **Passed:** 3-0

## **B. Discussion of Village Complex Appraisal and Public Use of Property at 1346 NM 150 with Direction of the Village Council for Disposition:**

Administrator Avila reported that the Village has obtained a market appraisal for the Village complex. There are many activities that are housed at the Village Complex. One point of consideration is the cost/value of the units that is \$150,000.00 a year. There is also an agreement between the Fire Marshall's Office and the Village. This agreement states there is grant money available to move the administrative office to the complex. If the grant is not used this funding will no longer be available. The complex can be used for public/administrative use or put on the market.

**Discussion:** Councilor Stagg would like to fix the complex up or sell it. Prefers to fix the complex. Councilor Mayor Pro Tem Wittman would like to put it on the market for sale. Councilor Caldwell would like to fix the complex as a bidding process may take a lot of time. Councilor Knox would like

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to know what the cost of fixing up the complex would cost. More information is requested. Cost of repairs, uses of the complex, and Market Insight. This item will be further discussed.

**C. Consideration to Approve and Authorize Plumbing Material Purchase from Roger Pattison**

Public Works Director Martinez has reported the cost of the Purchase for the materials is \$35,219.32. This project is for the plumbing material and for the Village maintenance and operation of Village Water Infrastructure. A list of materials was presented.

**Motion:** To table the approval of Plumbing and Material Purchase from Roger Pattison for further discussion.

**First:** Councilor Stagg **Second:** Councilor Caldwell **Passed:** 2-1

**Discussion:** Councilor Stagg states he would like to make sure that this material will be used and accepted with contractors contracted to perform the work due to warranty issues with older materials.

Councilor Caldwell would like to purchase the material when there is a project where it is needed.

**13 NEW BUSINESS**

**A. Consideration to Approve Resolution No. 2023-517 the Village of Taos Ski Valley 2024-2028 Infrastructure & Capital Improvements Plan (ICIP)**

**Motion:** To Approve Resolution No. 2023-517 VTSV Infrastructure & Capital Improvements Plan 2024-2028

Director of Planning & Community Development Patrick Nicholson stated that the ICIP for the village is prepared annually for submission to NM Dept of Finance and Administration. This establishes Village policy and project funding priorities for the next five-year period 2024-28.

**First:** Councilor Caldwell **Second:** Councilor Knox **Passed:** 3-0

**Discussion:** Councilor Caldwell would like for Councilors to pay special attention to the unfunded portions of this plan. The Village has very little funding and there are many projects that still need funding.

**B. Consideration to Approve Contract for a Grant Writer to Complete Requests for Water and Wastewater Funding:**

Administrator Avila reported that Mayor Neal King asked that we bring in a grant writer for the fire station housing. The grant had just been submitted that morning. Allison from Metrix is the grant writer and can help with writing other grants.

**Motion:** To Approve Contract for a Grant Writer to Complete requests for Water, Wastewater, and other possible Funding:

**First:** Councilor Caldwell **Second:** Councilor Knox **Passed:** 3-0

**Discussion:** Councilor Caldwell would like to know who Metrix LLC is that will be writing the grants and what qualifications do they have? Administrator Avila reports Allison from Metrix has extensive experience. Metrix was recommended by TSVI. The Village has a need for funding projects, most urgently being assistance in water and wastewater. This contract will also not be restricted to Water & Wastewater. There also is a current opportunity with FEMA Funding Water and Wastewater that is due to expire.

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**C. Consideration to Approve the Village of Taos Ski Valley Health Incentive Policy:**

Administrator Avila would like to propose this incentive be changed from a practice to a policy. The current reimbursement is 300.00 and would like this amount to be raised to 500.00. This would be per year.

**Motion:** To approve the VTSV Health incentive Policy

**First:** Councilor Stagg    **Second:** Councilor Caldwell    **Passed:** 3-0

**D. Consideration to Approve Adjusting Village Staff Entry Level Pay:**

Administrator Avila has stated the market entry level of recommended pay has gone up. The Village of TSV entry level pay is \$15.00. \$17.50 will be the new minimum hour of pay for the Village. The budget adjustment for the increase for the year would be about 6,000.00 per Finance Temp Madrid.

**Motion:** To approve Adjusting Village Staff Entry Level Pay

**First:** Councilor Caldwell    **Second:** Councilor Knox    **Passed:** 3-0

**14. MISCELLANEOUS:** Mayor Pro Tem Wittman announces: Kathy Bennett on behalf of Neal King would like to have a party (celebration of life) in his honor. Scotney Blackburn thanked all the Village staff for making the most of her time spent working for the VTSV. Andrea Heckman would like to recommend that the Village recognize Kathy Bennett and Neal King for all their years of service.

**15. ANNOUNCEMENT OF THE DATE, TIME & PLACE OF THE NEXT MEETING OF THE VILLAGE COUNCIL:** A special meeting will be held-the requirement to appoint the placing of a new Mayor. The special meeting: to be held Friday August 26 2022, at 2:00 pm. The next regular meeting of the Council will be held on September 27, 2022 at 2:00

**16. ADJOURNMENT:**

**Motion:** to Adjourn    **First:** Councilor Caldwell    **Second** Councilor Knox

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