



**VILLAGE COUNCIL MEETING  
MINUTES  
EDELWEISS LODGE AND SPA CLUB ROOM  
TAOS SKI VALLEY, NEW MEXICO**

**TUESDAY, AUGUST 5, 2014, 2:00 P.M.**

7 Firehouse Road  
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**MAYOR:**  
Neal King

**COUNCIL:**  
Kathleen V. Bennett  
J. Christopher Stagg  
Barbara L. Wiard  
Thomas P. Wittman

**VILLAGE ADMINISTRATOR:**  
Mark G. Fratrack

**CLERK/TREASURER:**  
Vanessa N. Chisholm

**1. CALL TO ORDER & NOTICE OF MEETING**

The regular meeting of the Village of Taos Ski Valley Council was called to order by Mayor King at 2:00 p.m. The notice of the meeting was properly posted.

**2. ROLL CALL**

Vanessa Chisholm, Clerk/Treasurer, called the roll and a quorum was present.

**Governing body present:**

Mayor Neal King  
Councilor Kathy Bennett  
Councilor Chris Stagg  
Councilor Tom Wittman

**Governing body absent:**

Councilor/Mayor Pro Tem Barbara Wiard

**Staff present:**

Village Administrator Mark Fratrack  
Village Clerk/Treasurer Vanessa Chisholm  
Public Works Director Raymond Keen  
Community Development Director Don Schieber  
Public Safety Director David Wallace  
Village Attorney Dennis Romero

**3. APPROVAL OF THE AGENDA**

Councilor Wittman requested that Item 12.A. Briliam Engineering be moved up to follow # 5 "Citizen's Forum".

**MOTION: To approve the agenda as amended.**

**Motion:** Councilor Wittman

**Second:** Councilor Bennett

**Passed:** 3-0

**4. APPROVAL OF THE MINUTES OF THE July 3, 2014 VILLAGE COUNCIL MEETING.**

**MOTION: To approve the minutes from the July 3, 2014 Village Council Meeting**

**Motion:** Councilor Stagg

**Second:** Councilor Wittman

**Passed:** 3-0

**5. CITIZENS FORUM**

A. Roger Pattison, scheduled to speak at this time was not present. He will be introduced when he arrives at the meeting.

**12. NEW BUSINESS**

A. **Briliam Engineering: Recommendations for Interim WWTP Improvements**

Patrick O'Brien, Briliam Engineer, presented his recommendations to the Village Council (including costs) for wastewater treatment plan improvements. He listed the five improvements that would increase performance and capacity of the wastewater treatment plant and the costs of about \$150,000 if we do the improvements all at one time. Discussion followed. A special meeting of the Council was scheduled for Wednesday, August 13, 2014, at 12:30 p.m., at the Village Council to vote on this matter as a budget adjustment resolution will be required.

**5. CITIZENS FORUM (continued)**

**A.** Roger Pattison is pursuing the sale of land owner hunting permits for elk and deer. The permits would allow rifles, muzzle loaders, archery crossbows. These would be ranch only permits, and hunters would be guided on the Pattison's 1400 acres above Bull of the Woods. Pattison is asking the Council for support for a viable use and allow Roger to sell these permits. Discussion followed. A variance for discharging fire arms within the Village Limits will be required. This will be on the agenda for September.

**6. FINANCIAL REPORTS**

Vanessa Chisholm, Village Clerk/Treasurer, submitted the Financial Reports to the Village Council. The Gross Receipts Collection summary showed for July showed a big jump in Lodging and Food. The Financial Reports were accepted into the minutes.

Chisholm, in her capacity as Village Clerk, distributed to the Council, an addendum to the June 10, 2014 minutes, regarding the combination of Fire, EMS and Law Enforcement Impact Fees into one Account. The balance of these accounts will be consolidated into one account. Signers of the Account were also noted. The addendum was a requirement of Centinel Bank when moving the funds into one account.

**7. COMMITTEE REPORTS**

**A. Planning and Zoning Commission**

Councilor Wittman reported on the August 4, 2014 P & Z Commission meeting; the agenda consisted of:

- Traffic revision of the VTSV Master Plan; how Ernie Blake Road will be constructed. Councilor Wittman presented 3 options; the Commission approved option #3, a two way road with a pedestrian walkway and snow storage. It will go into the Master Plan as "this is the desire of the Village." Councilor Stagg said the Village wants Ernie Blake Road to be a two way road and wants it on the record. He said it needs to be in the Master Plan with Option #3. Staff is concerned about traffic on Thunderbird Road; no one is sure what is going to happen.
- Problems with residential addressing in the Amizette area. A committee has been formed to try and resolve this problem.
- Elisabeth Brownell, has been named Commissioner Emeritus, for the P&Z Commission. Councilor Wittman will ask for the mayor's approval of another committee appointment at the September meeting.

The next meeting is scheduled for Monday, October 6, 2014, at 1:00 p.m., at the Edelweiss Lodge and Spa club room.

**B. Public Safety Committee and Firewise Board of Directors** – Councilor Bennett  
Councilor Bennett reported on the July 16, 2014 Public Safety Committee meeting.

- Several special event permits will be submitted soon for review.
- Discussion regarding underground electric installation ordinance.
- Discussion regarding a suspicious fire on SR 150 (unattended campfire)

After the Public Safety meeting adjourned the Firewise Community Board of Directors convened. Councilor Bennett provided minutes at the council meeting.

The next meeting of both committees is scheduled for Wednesday, August 11, 2014 at 1:00 p.m. at the Village Office.

**C. Parks and Recreation Committee**

Village Administrator, Mark Fratrack, reported for Katherine Kett

- Additional parking signs have been put on the back burner.

The next meeting is to be announced.

**D. Lodgers' Tax Advisory Board**

No report.

**8. REGIONAL AND STATE REPORTS**

Mayor King reported Councilor Wiard was attending the University of New Mexico-Taos' Sustainability Institute. Mayor King noted that Councilor Wiard is now the IGC chair.

**9. MAYOR'S REPORT**

Mayor King said he is working with staff regarding the addresses in the GIS System. Condos in Valdez are on our tax rolls. Fratrack notified Taos County, who insured us that the corrections would be made and no financial adjustments were required. Mayor King reminded the council that the Village owns one lot at the Bull of the Woods trail, just beyond the gate, which may be useful for future negotiations.

**10. STAFF REPORTS**

Administrator Fratrack's report included:

- There has been no update and no change on the Townsite Act. Once we get an idea from our engineering firm as to the best way to go with the treatment plan upgrades, staff will ask council to either have the Village pursue the Townsite act through the Columbine Hondo Wilderness Act or directly with the local Forest Service.
- The Village Bus: The Village "free Ride" shuttle bus has been running, but no numbers have been reported yet.
- Fratrack had a preliminary meeting with the Town of Taos; everything is on schedule for the winter Chile Line (winter service); he will meet again with them in September to look at proposed service schedules.
- Other issues: Chlorination Station, the burn boss air burner, cell phone service, and utility line trenching.

- As addressed earlier by Mayor King, Fratrack said the Hacienda de Valdez property taxes have been on our tax rolls. The County Assessor has been contacted and they will research it. The good news is, no going back to recoup money from us.
- The application to the Water Trust Board for tanks, and water projects we need will be completed by Fratrack by the end of September.

Vanessa Chisholm, Human Resources Director reported on the advertising timeline for two positions (Finance Director and Planner/Community Development Director). Three applications have been received for the Planner. Damean Craven, from Tulsa, Oklahoma, has been hired as a labor/equipment operator, with a start date of August 18, 2014.

Director Keen reported on Public Works

- Rain has hampered efforts to complete numerous projects, spending most of our time on repairing roads, clearing DI's, jet rodding culverts.
- A manhole was installed at the Bavarian parking lot.
- An 18,000 lb hydraulic lift for maintenance bays, including 2-8,000 lb rolling jacks and 2-250 gallon tanks with metering pumps for oil and hydraulic fluids was purchased for \$8,900 from Cottam Walker Ford.
- An inspection of our wastewater treatment plant and operations was performed by the NM Environment Department inspection; report to follow.
- Over the past weekend someone pulled the power switch at the Chlorination Station, killing power to the building. They have installed a padlock on it for now.
- C.J. Mead will begin sewer line rehab from Bighorn Hill Road to Ernie Blake Road in the next week or so.

## 11. OLD BUSINESS

None.

## 12. NEW BUSINESS

### A. Appointment of Voting Delegate and Alternate Delegate for 2014 NMML Annual Conference.

The 57<sup>th</sup> annual conference of the NM Municipal League will be held August 27, 2014 through the August 29, 2014 in the Albuquerque. Each municipality in good standing shall be entitled to one delegate vote for President Elect, Vice President, Treasurer, and three Director-at-Large (2 year term).

**MOTION: To nominate Councilor Wiard as the voting delegate and Mark Fratrack as the alternate from the persons planning to attend the conference.**

**Motion:** Mayor King      **Second:** Councilor Wittman      **Passed:** 3-0

### C. Consideration and Approval of Resolution #2015-266, a Resolution approving FY2014 Final Quarter Financial Report Year Ending June 30, 2014.

Chisholm, Village Clerk/Treasurer, explained that there is a requirement by the State of NM, Department of Finance and Administration is to pass a resolution ensuring that the Governing Body has reviewed and approved the financial report for the final quarter

ending June 30, 2014. This ensures the accuracy of the beginning balances used for fiscal year 2015.

**MOTION: To approve Resolution #2015-266, a Resolution approving FY2014 final quarter financial report year ending June 30, 2014.**

**Motion:** Councilor Bennett

**Second:** Councilor Wittman

**Passed:** 3-0

**D. Consideration and Approval: Resolution #2015-267, a Resolution authorizing and approving financial assistance from the NM State Highway and Transportation Department FY2014-15, NMLGRT DOT Project SP-5-15 (197)**

The Village Council needs to approve a resolution for State Highway and Transportation Department funding. After approval, the Highway Department will be drafting a contract for Village approval for the 2015 road project. The State has committed to funding in the amount of \$45,000 with the Village contributing 25% of total project costs, or \$15,000 for a total project cost of \$60,000. Monies for the project will be used for full construction with drainage improvements of various local streets.

**MOTION: To approve Resolution #2015-267, a Resolution authorizing and approving financial assistance from the NM State Highway and Transportation Department.**

**Motion:** Councilor Wittman

**Second:** Councilor Bennett

**Passed:** 3-0

**E. Consideration to approve Resolution 2015-268, a Resolution to Adopt the 2016-2020 Infrastructure capital Improvements Plan (ICIP)**

Councilor Wittman and Village Administrator, Mark Fratrack, presented the background information regarding the ICIP. The deadline to submit to the State is September 2, 2014. Line items were reviewed and discussion followed.

**MOTION: To approve Resolution #2015-268, a Resolution adopting the 2016-2020 Infrastructure Capital Improvement Plan.**

**Motion:** Councilor Wittman

**Second:** Councilor Bennett

**Passed:** 3-0

**F. Discussion, Review and Amendments to Revenue Collection Policy**

Mark Fratrack said there has been a lot of discussion over the past several months regarding the Revenue Collection Policy, especially under the section "Disputed Bills". Recently, a customer ran a hose for many hours/days resulting in excess of 12,000 gallons of their normal water bill. Upon review of our Revenue Collection Policy, staff feels that the wording is such that we don't address this issue competently. Staff would like to change the wording to be more inclusive of outside water uses. Discussion followed with input from the audience.

**MOTION: To table.**

**Motion:** Councilor Bennett

**Second:** Councilor Wittman

**Passed:** 3-0

**13. MISCELLANEOUS**

None.

**14. ANNOUNCEMENT OF THE DATE, TIME AND PLACE OF THE NEXT MEETING OF THE VILLAGE COUNCIL.**

The next meeting of the Village Council is scheduled for Tuesday, September 2, 2014, 2:00 p.m. at the Edelweiss Lodge and Spa Club Room.

**15. CLOSED EXECUTIVE SESSION: Possible Legal Issues concerning Ernie Blake Road Alignment.**

**MOTION: To move to Executive Session.**

**Motion:** Councilor Wittman      **Second:** Councilor Bennett      **Passed:** 3-0

**MOTION: To return to Open Session. No decisions or votes were made during closed session.**

**Motion:** Councilor Wittman      **Second:** Councilor Bennett      **Passed:** 3-0

**16. ADJOURNMENT**

**Motion: To adjourn the meeting.**

**Motion:** Councilor Bennett      **Second:** Councilor Wittman      **Passed:** 3-0.

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Neal King, Mayor

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Vanessa Chisholm, Village Clerk