

MORA COUNTY BOARD OF COMMISSION
SPECIAL MEETING/ WORK SESSION
April 22, 2016

1. CALL MEETING OT ORDER:

Commissioner Garcia called meeting to order at 9:02 a.m.

2. Pledge of Allegiance:

Clerk Padilla-Salas lead the board and audience in the pledge.

3. Roll Call:

Clerk Padilla-Salas polled the Board

Commissioner Garcia ----- Present

Commissioner Trujillo ----- Present

Commissioner Griego ----- Present

All present and accounted for.

4. Approval of Agenda:

Commissioner Trujillo made the motion to approve the agenda as is.

Commissioner Griego second the motion.

All in favor. Motion Carried.

5. Approval of Budget Increases and Transfers:

a. Budget Increase to General Fund/Bureau of Election in the amount of \$645.00.

Commissioner Trujillo made the motion to approve the increase to General Fund/Bureau of Election.

Commissioner Griego second the motion.

All in favor. Motion carried.

b. Budget Increase to VFD Wildland in the amount of \$3,233.00.

Commissioner Griego made the motion to approve the increase to VFD Wildland

Commissioner Trujillo second the motion.

All in favor. Motion carried.

c. Budget Increase to Road Department in the amount of \$475.00

Commissioner Trujillo made the motion to approve the increase to Road Department.

Commissioner Griego second the motion.

All in favor. Motion carried.

d. Budget Transfer from General Fund to County Commission in the amount of \$21,622.00.

Commissioner Trujillo made the motion to approve the budget transfer.

Commissioner Griego second the motion.

All in favor. Motion carried.

e. Budget Transfer from General Fund to Recording and Filing in the amount of \$20,112.00.

Commissioner Trujillo made the motion to approve the budget transfer.

Commissioner Griego second the motion.

All in favor. Motion carried.

f. Budget Transfer from General Fund to Maintenance & Operation in the amount of \$7,600.00

Commissioner Griego made the motion to approve the budget transfer.

Commissioner Trujillo second the motion.

All in favor. Motion carried.

g. Budget Transfer from General Fund to Law Enforcement in the amount of \$15,830.00

Commissioner Griego made the motion to approve the budget transfer.

Commissioner Trujillo second the motion.

All in favor. Motion carried.

h. Budget Transfer from Roadways to Mt. Vehicle/Furn./Fix/Equip. in the amount of \$10,000.00

Commissioner Griego made the motion to approve the budget transfer.

Commissioner Trujillo second the motion.

All in favor. Motion carried.

i. Budget Transfer from Other Costs to Vehicle/Fun/Fix/Equip in the amount of \$2,000.00.

Commissioner Griego made the motion to approve the budget transfer.

Commissioner Trujillo second the motion.

All in favor. Motion carried.

j. Budget Transfer from Supplies to Health Care in the amount of \$220.00

Commissioner Griego made the motion to approve budget transfer.

Commissioner Trujillo second the motion.

All in favor. Motion carried.

6. Discussion/Planning Draft FY 2016-17 FY Budget:

Ms. Casados went over the draft on the five different formats that explain the different ways to look at each department budget and what needs to be increased or decreased. **SEE ATTACHMENTS.**

First packet is in the format that has what the FY 2016 budget was at and what FY 2017 budget may be requested.

Second packet is more of an informational packet of the timeline the county has to follow and several e-mails to and from DFA.

Third packet is in the format that is requested from DFA that Ms. Casados has to work with after a final draft is approved.

Fourth packet is in the format in a month to month this one is for March 2016.

Fifth packet is in the format as of 4/20/16 cash flow budget.

Commissioner Garcia stated that they should go over each department budget to see what is needed in each department.

Commission Department needs to look into an insurance program for employees and wants each department head to survey its employees to so see how many need insurance.

Motor Vehicle Department Mrs. Martinez stated that they need an increase to their budget for mileage for both of Ms. Archuleta and Mrs. Martinez to attend their meetings. She also stated that they need a third part time person to help out when one of them is off, or when they both are busy with a line. She stated that the new person will need to have a back ground check before the state will allow them to be trained.

Clerk Padilla-Salas stated that she could possibly send Ms. Temarah Barela to cover for them on those days.

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Manager Office Department the Commission directed Ms. Casados to put in for a 4% increase raise across the board to see what the budget will look at and if the P&P is finalized by then raises could be issued by merit or any way the budget allows.

Maintenance Department Ms. Casados stated that this budget was lowered due to the upgrade to Triadic system.

Clerks/B&E Department Mrs. Padilla-Salas stated that the B&E would save money if they could implement the Voting Center (VCC) which would place several precinct in one location.

County Assessor Department Mr. Duran was on present due to him being in a conference.

County Treasurer Department Mrs. Romero stated that it was lower due to a one time grant that was received. Commissioner Garcia stated that according to the auditor this department has stepped up and works well with Ms. Casados to insure good budget standings.

Law Enforcement Department Mr. Laumbach stated that the department will be short an Under Sheriff due to the fact that Mr. Bernal will be going to the State Police Department. He stated that they may obtain another vehicle from the state police. A part time transport person is needed to be placed in the budget to help ease the load on the deputies. He stated that he hopes the building will be set up by early summer.

County Probate Department Mr. Aragon was not present but Ms. Casados stated that no change needs to be made in this department.

Planning And Zoning Mr. Pino was not present but Ms. Casados stated that no changes need to be made in this department.

County Property Valuation Ms. Casados stated that Suzann DeVos –Cole is being paid half from this Department and half from Assessor Department.

Road Department the Board directed Ms. Casados to increase the budget to cover trainings and incentives to obtain CDL for employees.

EMS DEPARTMENT Ms. Brenda Casados stated that they will looking forward to move into the Sheriff's Building and hope to invest covered car ports to protect the department vehicles from the elements. Ms. Muniz informed the Board that they just reminded that the library will be holding class at 12:00 p.m. it is now 11:35 a.m.

Commissioner Garcia stated that they will hold off on going over the other department until the next meeting May 17th she feels this meeting/session has been very informative and would like to have the department head be present at least every other regular meeting.

**7. Discussing/Review/Action – Fair Housing Proclamation “April Fair Housing Month”
“April 20th Fair Housing Day”**

Commissioner Garcia stated that this was approved on Jan 19, 2016 but needed to be recognized in today's meeting. The Governor and SOS declared 4/20 as “Fair Housing Day”

8. Discuss/Review/Action- Resolution Declaring That Fire Danger Exists Within Mora County:

Commissioner Trujillo made the motion to approve the Fire Danger Resolution.

Commissioner Griego second the motion.

All in favor. Motion carried.

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9. Discussion/Review/Action- Fire Restriction(s) Ordinance for Current Fire Season.

Commissioner Garcia directed Fire Chief Littleton to draft a Fire Ordinance by the May 17th meeting to be approve for publication.

10. Executive Session

Commissioner Trujillo made the motion to convey into executive session at 11:54 a.m. and have it moved to the manager's office due to the time restrain to discuss personnel matters and pending litigations. Commissioner Griego second the motion.

Clerk Padilla-Salas polled the board

Commissioner Garcia ----- Yes

Commissioner Trujillo ----- Yes

Commissioner Griego ----- Yes

All in favor. Motion carried.

Commissioner Trujillo made the motion to reconvene back into regular session at 12:36 p.m. no action was taken while in executive session.

Commissioner Griego second the motion.

All in favor. Motion carried.

Commissioner Garcia directed Manager Sanchez to reschedule Oil and Gas session with Rio Arriba County for a later date.


11. Adjourn:

Commissioner Trujillo made the motion to adjourn at 12:38 p.m.

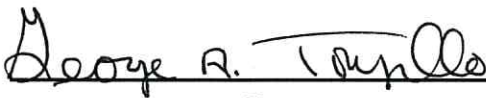
Commissioner Griego second the motion.

All in favor. Motion carried.


MORA COUNTY BOARD OF COMMISSION



Paula A. Garcia Chairman



George A. Trujillo Vice- Chairman



Alfonso J. Griego Member

Attest: 

Joanne E. Padilla-Salas County Clerk

VGT.



