

County of Mora
Board of Commission
Regular Meeting
July 11, 2017

1. Call to Order

Commissioner Garcia called the meeting to order at **9:10 a.m.**

2. Pledge of Allegiance and Salute to the Flag of the State of New Mexico

All in attendance recited the Pledge of Allegiance and Saluted the flag of the State of New Mexico.

3. Roll Call

County Clerk, Carlos Arellano took roll call

Commissioner Paula A Garcia	-	Present
Commissioner George A Trujillo	-	Present via telephone (excused at 9:30)
Commissioner Alfonso J Griego	-	Present

4. Approval of Agenda

Commissioner Garcia requested item # 9, 10, 11 & 12 be moved to after item # 5.

Commissioner Griego **made a motion to approve as amended**. Commissioner Trujillo **second the motion. All in favor. Motion carried.**

5. Approval of Minutes

a. May 30, 2017- Special Meeting

Commissioner Griego **made a motion to approve with corrections**. Commissioner Trujillo **second the motion. All in favor. Motion carried.**

b. June 13, 2017- Regular Meeting

Commissioner Garcia requested the minutes for June 13, 2017, Regular Meeting be tabled until it can be viewed by the Commissioners.

Commissioner Griego **made a motion to table**. Commissioner Trujillo **second the motion. All in favor. Motion carried.**

6. Discussion/Review/Action-Resolution

a. Budget Transfer to 2180265 SAP

Commissioner Trujillo **made a motion**. Commissioner Griego **second the motion. All in favor. Motion carried.**

7. **Discussion/Review/Action-Letter from County Treasurer to County Commission Regarding Audit finding- Request to start with a "Zero Balance" FY 2018 General Ledger**
County Treasurer, Florence Romero stated the Auditors requested a zero balance for the Fiscal Year 2018 General Ledger. (see attachment)

Commissioner Griego *made a motion*. Commissioner Trujillo *second the motion*. *All in favor.*
Motion carried

8. **Discussion/Review/Action-Complex Report**
a. **Mora County Complex Design schematic**

Commissioner Garcia presented the schematic for the Mora County Complex (See attachment)

Commissioner Trujillo *made a motion*. Commissioner Griego *second the motion*. *All in favor.*
Motion carried.

9. **Discussion/Review/Action- Ordinance to Enact 1/12th GRT for Safety Net Care Pool (per publication)**

Commissioner Trujillo *made a motion*. Commissioner Garcia *second the motion*. *All in favor.*
Motion carried.

*Commissioner Griego *voted Nay.*

*Commissioner Trujillo asked to be excused from the meeting at 9:30 a.m.

10. **Public Comment**
No Public Comment

11. **Reports:**

- a. **County Manager Report**

County Manager, Ben Sanchez gave the Manager Report. Manager Sanchez stated at the end of the fiscal year, they submitted all expenditures. Applications were made for encumbrance of funds relating to the aging and long term care capital outlay of \$550,000 to that agency. They are in the process of submitting policies relating to that. He stated the Commission has before them the final audit rules, policy and timely audit policy directive to develop. It is also inclusive of \$97,700 for vehicles that will be part of County property and umbrella under the County insurance. We have entered into an agreement with a non-profit, called Colfax County Senior Citizens for the delivery of services. Along with that with that comes a \$40,000 Capital Outlay appropriation for design and layout. Procurement Officer, Edna Sena and County Manager Sanchez submitted an RFP for architectural services, they went through the CES contracts and observed there is a company there who is doing business for Mora County, Greer Stafford out of Albuquerque. They have agreed to

discussions relating to a contractual agreement they are in the process of securing that contract and beginning the encumbrance of those funds to start the project.

The County will also encumbrance funds in the amount of \$50,000 from DFA for the purchase of the new ambulance with a balance of \$174,000 for loan application with NMFA. They are in the process of submitting that application with actions that will be taken today.

Manager Sanchez stated, before the Commission is the CDBG project for 2017. The application process has been completed and was submitted June 23, 2017. There are some loose ends that are being tied up now for the proposal, a lot has to do with special conditions being placed on last year's audit findings. The project is \$705,000. Manager Sanchez stated that he has the drawings. There was a change in the actual dollar amount of the application. Along with that is the Cultural proposal that is being conducted under the guidance of Dr. Susan Gayetty. There are scheduled Community Planning meetings that he encourages people to attend. The first financial report has been submitted to main street project which goes on monthly. A contract has been signed with Mora County's comprehensive land use plan, which is under the direction of Elizabeth Sweina, out of Albuquerque. Her and her team have already been to Mora and started their work.

The Mora County EMS department is currently fully operational under the variance of PRC. Mora County has three new hires, an EMTB full time who is from Taos, he works full time, and his name is Juan. There are two other hires from Las Vegas, one is an EMT fire chief her name is Laura Sandoval she has a vast experience as an EMT person who works primarily on the weekends the other part time worker is Katherine Mayhem from Las Despena, her background comes in search and rescue, she is a professional EMT with seven years of experience.

There is a course securing the license for EMT's that is taking place in Mora County. All of the students that are taking the course are registered students of the University of New Mexico, it is an intense, twelve week course. The hope is that many of the students who are taking the course will become licensed EMT's and work for the Ambulance of Mora County. It is a twelve week course, after the course, there is testing then practicum, which means that they will run with and be observed by experienced EMT's.

Commissioner Garcia stated that there are a really solid group of students taking the course. The course is about 200 hours of instruction, followed by 86 hours of clinical, followed by a National Licenser exam, it's a pretty rigorous program and the classes are being provided by UNM Medical Academy. There was a setback earlier in the year where Mora County thought they were going to have their own in house instructor and that set the County back a few months. In the end everything worked out better because of the quality of the instruction is really high.

Commissioner Griego asked if Mora County is paying for the course. Commissioner Garcia stated that Mora County is paying for the course in exchange for a 2 year service.

Commissioner Griego requested documents stating that Mora County can pay for the course without the people being employees of the County, ***Griego also requested that everything that County Manager Sanchez says be documented verbatim in the minutes.***

County Attorney Michael Aragon wanted to clear up any apprehensions on the matter, Attorney Aragon stated that he had concerns on anti-donation issues. He spoke to the Association of Counties who stated there are some provisions with Law Enforcement and EMS where the Counties can advance the cost for their certifications in exchange for years of service. Part of the conversations he had with Grace Phelps and Steve Kopelman is that if these individuals choose to leave before their two year commitment how are the costs recouped. It's been seen with Law Enforcement after they have completed the academy but it is an issue that the Association of Counties feels very strongly about because there is a lack of certified EMT's in Mora County. Mora County will be advancing those costs with the understanding that they are obligated to provide 2 years of service to Mora County. Those 2 years will be on a part time 20 hours per week basis. There will be a contract that Aragon will draft.

County Manager stated not all of the students that are currently taking the course are seeking employment with Mora County. There are some that are paying for the course themselves. Several of those individuals are through Fire Departments and people that do it themselves, are paid by a third party, do not have an obligation to apply for a position with Mora County.

Commissioner Garcia stated for the record, she is taking the class and is paying for her own tuition.

b. Financial Report

Doris Casados presented the financial report for June 30, 2017. **(See attachment)**

c. Elected Official Reports

County Clerk, Carlos Arellano, stated it is getting closer to the Fiesta and he would like to thank everyone for their help. Everything is going smoothly in the Clerk's Office.

d. Department Reports

Fire Administrator, Ed Littleton gave his report on item # 16 in regards to the Fire Departments request to purchase a new pumper hose. Littleton stated he wanted to address the comments that are going around about the money the fire departments have. He stated that its being said that they have lots of money they are sitting on and they should be helping the Community. He stated the money is to maintain the Fire Department equipment. The loan amount is for \$181,000. Littleton stated, the trucks don't last very long and that amount will not cover the full cost of purchasing a new truck.

The fire department is in the midst of their annual fire pumper test which is a requirement that needs to be done every year. All the fire trucks need to be tested to make sure the pumps are working properly. He stated all the money they are sitting on is not just free money. It will be used to maintain the fire trucks.

Another issue he discussed was the conflict between Fire personnel and EMS. CHET is the only fire department that has extrication and rescue equipment. CHET will be deciding whether or not to keep their involvement in extrication or do away with it, that decision will be made in a later meeting.

Littleton stated that he is operating as a Volunteer Fire fighter because his contract has expired and he doesn't know if the County intends to replace that or not.

County Manager Sanchez commented on the matter. In relation to CHET and extrication, it is his understanding that the fire fighters out of CHET, many of them are certified in extrication. Littleton stated there are only three individuals who are certified in extrication. One has stated that he will no longer be involved in extrication. The other two will decide if they will continue to pursue it any longer or get rid of the equipment.

County Attorney, Michael Aragon, discussed the meeting he attended with the fire departments, he stated there was good discussion that would be shared with the County Manager in regards to keeping EMS and the Fire Chiefs on the same frequency. In terms of the discussion they had there were some concerns on liability regarding the Volunteer Fire Fighters. His hope is that any concerns were alleviated.

Littleton stated that he is working on setting up some kind of work shop to address the radio communication issues between the different agencies.

County Manager Sanchez stated that he feels that CHET should hang on to extrication and become even more knowledgeable than they are now. Because of recent incidence, he had to do an investigative thing relating to what CHET did. Manager Sanchez stated CHET did not do anything wrong, CHET showed up with the extrication equipment because they were called on the radio by New Mexico State Police that possible extrication was needed. So when they showed up with the equipment, by that time the EMS had already made their evaluation and could get those people out without the extrication. That was the only thing that was different. In terms of dispatch and in terms of timeliness and in terms of their department and everything else at the scene was right out of the book. There is no problem. Unfortunately because of what EMS sometimes refers to as Lookie Lou's, people that stand around and watch, make assumptions on a lot of stuff and then go off, and that is not the case. Basically NM State Police did dispatch Mora Fire Department for an accident with possible extrication. They showed up with the equipment, that's it.

Ed Littleton stated that the problem then came back that fire personnel were doing things they should not have been doing.

Commissioner Garcia stated there is always rumors and gossip and sometimes that is what it amounts to. What is important is to see the patient care report that emergency workers are required to do. Anything other than what is in an initial report is not relevant. Garcia stated what she is observing is tempers flaring over things that people think happened. It seems to her that things got a little heated over things that were not a part of official record. She has asked Manager Sanchez to pull together the LEPC (Local Emergency Planning Committee) to work on what Mora County protocol are to determine how things can be improved between the different emergency agencies. She stated that it is better to focus on the facts.

County Manager Sanchez stated in his capacity as County Manager he has reviewed the official reports. Nowhere, in official reports, does it point to Fire departments doing anything wrong, there were referred to and they did it. The call person is the EMT on duty and that's it.

Commissioner Griego stated on what the Manager just said and you saying that it's just rumor sometimes he can attest to one situation where it is not rumor because his name was involved in their public meeting where he showed up to an accident and they said that he was pulling on the feet of the patient. Griego stated that he took direction from the EMT on the sight, she asked for help, Fire Chief Vigil he was there. Griego stated, first of all he showed up first, then the Sheriff, then the Fire Department and then the Ambulance was the last one to show up at the scene. He stated that he was asked by the EMT on sight that they were going to need help so he volunteered.

County Attorney Michael Aragon stated at this point he is a little uncomfortable in terms that this may become an issue that may become litigated he stated that he is a little aware of the facts at this point if they wish to continue the discussion that it be done during executive session.

Commissioner Griego stated that he would like for a report to be given to him by those making the accusations that he was pulling on feet.

Commissioner Garcia stated that she did attend the Fire Chief meeting with Attorney Michael Aragon and Ed Littleton to listen to their concerns. She stated that she took some notes that she will be sharing with the County Manager. Attorney Aragon made a presentation on the extent of Mora County liability coverage in intent to assure them of the coverage provided through the County insurance carrier. She stated it was a productive meeting.

Commissioner Garcia gave her Elected Official report she stated the structural remediation is being completed. The reports were just submitted to the State on the use of the funding and the next phase will be the GRT phase and the schematics have been approved which will allow the County to move forward with the design for the GRT phase. They continue with the weekly meetings which she will report back. Commissioner Garcia is optimistic that they will be ready to move some of the staff into the Complex before the end of the year.

Commissioner Griego made a request for the information on if there is protocol for when ambulance personnel arrives at a scene and if there is no one there to help them is there a minimum requirement of weight that they are required to lift. He stated that his concern as a Commissioner is that if EMS is the only one at the scene and they can't move the victim. He wanted to know if there is a minimum standard of weight they are required to lift, and if so, are the current employees are able to meet that requirement.

12. Review/Action- June Expenditure Report

Finance Director, Doris Casados presented the expenditure report (**See attachment**)

Commissioner Griego *made a motion to approve as presented*. Commissioner Garcia *second the motion. All in favor. Motion carried.*

13. Discussion/Review/Action-RECIND Resolution 17-70 – Authorizing the Submission of NM CDBG Grant Application to the DFA-LGD & Authorizing the Mora County Manager to Act as the

Mora County Chief Officer and Authorized Representative in All Matters Pertaining to Mora County's Participation in the CDGB Program.

County Manager, Ben Sanchez stated this action item is a request to rescind Resolution 17-70. (See attachment)

Commissioner Griego *made a motion to approve as recommended*. Commissioner Garcia *second the motion. All in favor. Motion carried.*

- 14. Discussion/Review/Action- CORRECTED Resolution (item amounts and additional wording #4 & 5)-Authorizing the Submission of NM CDB Grant Application to the DFA-LGD & Authorizing the Mora County Manager to Act as the Mora County Chief Officer and Authorized Representative in All Matters pertaining to Mora County's Participation in the CDBG Program.**
County Manager, Ben Sanchez presented a request to change the Resolution. (See attachment)

Commissioner Griego *made a motion to approve as presented*. Commissioner Garcia *second the motion. All in favor. Motion carried.*

- 15. Discussion/Review/Action-Fiscal Agent Letter Mora County Health Council**

President of the Mora County Health Council, Pamela Garcia, stated she submitted a letter requesting Mora County continue to be the fiscal agent for the Mora County Health Council for FY2018. (See attachment)

Commissioner Griego *made a motion to approve as presented*. Commissioner Garcia *second the motion. All in favor. Motion carried.*

- 16. Discussion/Review/Action-Resolution Authorizing the Execution and Delivery of a Loan Agreement and Intercept Agreement by and Between Mora County and NMFA in the Amount of \$181,361 for the Purpose of Financing the Cost of Purchasing a 3,000 Gallon Fire Pumper Truck for the Use of the Rainsville Volunteer Fire Department.**

County Manager, Ben Sanchez, presented the Resolution for the purpose of financing the cost of purchasing a 3,000 gallon fire pumper truck for the use of the Rainsville Volunteer Fire Department.

Commissioner Griego *made a motion to approve as presented*. Commissioner Garcia *second the motion. All in favor. Motion carried.*

- 17. Discuss/Review/Action- Resolution- Mora County Policy and Procedures for Compliance with the Audit Rule.**

County Manager, Ben Sanchez, presented the Resolution for Mora County Policy and Procedures for Compliance with the Audit Rule. (See attachment)

Commissioner Griego *made a motion to approve as presented*. Commissioner Garcia *second the motion. All in favor. Motion carried.*

- 18. Discuss/Review/Action-Resolution- 2017/18 NMDOT Co-Op Agreement SB-7737-(951)18**
County Manager, Ben Sanchez stated the Resolution is in regards the application for 2017-2018 Co-Op Agreement fund for County of Road Maintenance and Drainage improvements within the County of Mora between County of Mora and New Mexico Department of Transportation project grant. County Road B-019, Encinal and County Road A-005, Monte Aplanado Road.

Commissioner Griego *made a motion to approve as presented*. Commissioner Garcia *second the motion. All in favor. Motion carried.*

- 19. Discuss/Review/Action- 2017/18 NMDOT Co-Op Agreement CAP-4-18(450)**
County Road B-010 Don Juan Road, B-011 Coaches Loop, B-027 Old Mill Road, A-026 La Jara Road, A-009 San Jose Road and A-001 Santo Nino Road.

Commissioner Griego *made a motion to approve as presented*. Commissioner Garcia *second the motion. All in favor. Motion carried.*

- 20. Discuss/Review/Action-Resolution 2017/18 NM Co-Op Agreement SP-4-18(900)**
County Road C-021 Lucero Road and A-011 El Carmel Road.

Commissioner Griego *made a motion to approve as presented*. Commissioner Garcia *second the motion. All in favor. Motion carried.*

- 21. Discuss/Review/Action-Resolution Participation in Local Government Road Fund Hardship Match Waiver Program Administered by the NMDOT SB-7737(951)18**
County Road B-019, Encinal and County Road A-005, Monte Aplanado Road.

Commissioner Griego *made a motion to approve as presented*. Commissioner Garcia *second the motion. All in favor. Motion carried.*

- 22. Discuss/Review/Action-Resolution- Participation in Local Government Road Fund Hardship Match Waiver Program Administered by the NMDOT CAP-4-18(450)**
County Road B-010 Don Juan Road, B-011 Coaches Loop, B-027 Old Mill Road, A-026 La Jara Road, A-009 San Jose Road and A-001 Santo Nino Road.

Commissioner Griego *made a motion to approve as presented*. Commissioner Garcia *second the motion. All in favor. Motion carried.*

- 23. Discuss/Review/Action-Resolution- Participation in Local Government Road Fund Hardship Match Waiver Program Administered by NMDOT SP-4-18(900)**
County Road C-021 Lucero Road and A-011 El Carmel Road.

Commissioner Griego *made a motion to approve as presented*. Commissioner Garcia *second the motion. All in favor. Motion carried.*

24. Discuss/Review/Action- Mora County Personnel Policies and Procedures

County Attorney, Michael Aragon discussed Mora County Personnel Policies and Procedures. He stated there was a portion in there in regards to the incident the County had a few months ago regarding drug and alcohol screening when involved in an accident. Attorney Aragon felt that the proposed policy was deficient in that area, he did a little research and was able to pull up the Harding County Drug and Alcohol Policy and Procedure, which is a very comprehensive section regarding to pre-employment testing also whenever a County Employee is involved in an accident. There is also a section implementing a random drug test as well as reasonable suspicion. Aside from this provision he feels that the Mora County Personnel Policies and Procedures is ready to be acted on during the next meeting. He would prefer to have one last Work Session with the Commission. *Attorney Aragon stated on the record that it will be ready for approval by the next meeting.*

No action was taken. Information item.

25. Executive Session

Commissioner Griego *made a motion to go into executive session at 10:45 a.m.* Commissioner Garcia *second the motion. All in favor on a roll call vote.*

Commissioner Paula A. Garcia	-	Yes
Commissioner George A. Trujillo	-	Excused
Commissioner Alfonso J. Griego	-	Yes

Commissioner Garcia stated that no decisions were made only discussion on personnel matters.

Commissioner Griego *made a motion to reconvene into regular session at 12:15 p.m.*
Commissioner Garcia *second the motion. All in favor on a roll call vote.*

Commissioner Paula A. Garcia	-	Yes
Commissioner George A. Trujillo	-	Excused
Commissioner Alfonso J. Griego	-	Yes

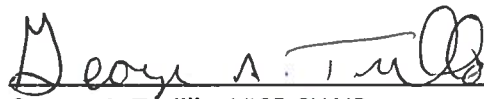
26. Adjourn

Commissioner Griego *made a motion to adjourn.* Commissioner Garcia *second the motion. All in favor. Motion carried.*

Meeting Adjourn at 12:16 p.m.

MORA COUNTY BOARD OF COUNTY COMMISSIONERS

Paula A. Garcia- CHAIR



George A. Trujillo- VICE-CHAIR

Alfonso J. Griego- MEMBER

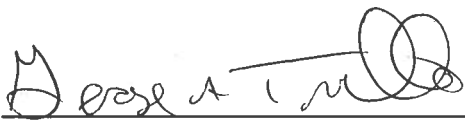
ATTEST:

Carlos J. Arellano- COUNTY CLERK

MORA COUNTY BOARD OF COUNTY COMMISSIONERS



Paula A. Garcia- CHAIR



George A. Trujillo- VICE-CHAIR



Alfonso J. Griego- MEMBER

ATTEST:



Carlos J. Arellano- COUNTY CLERK



