

**County of Mora
Board of Commission
Special Meeting
Wednesday, September 20, 2017**

1. Call to Order

Commissioner Garcia called the meeting to order at *9:02 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

Commissioner Paula A. Garcia	-	Present
Commissioner George A. Trujillo	-	Present (via telephone)
Commissioner Alfonso J. Griego	-	Present

4. Approval of Agenda

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

5. Approval of Minutes

a. July 28, 2017 – Special Meeting

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

b. August 8, 2017 – Regular Meeting

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

c. August 29, 2017 – Special Meeting

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

6. Public Comment

a. Moise Medina – County Road A031

Moise Medina shared his concerns on the closure of County Road A031. Mr. Medina stated the Commission has the authority to fix the problem. He stated that he was advised to follow the necessary steps in the Mora County Policy and Procedure Handbook (see handbook). He stated that he has since started the necessary petition. The petition contains 30 signatures of landowners and those individuals who want the road to be opened. He stated that he has the proper documentation that the road is in fact a public road. He submitted this documentation to Interim Manager Steve Archuleta. He stated that the closing of this road has been inconvenient for those trying to access their property. He feels that he has submitted all the proper documentation and will wait to see what happens. He asked County Attorney, Michael Aragon if the County Policy applies to private roads.

Attorney Aragon stated it does not apply to private roads. After looking at the documentation that Mr. Medina submitted, Aragon stated that it is clear that the road in question, is indeed a public road. The question is if the road is considered a County road. There is no evidence that the road is designated as a County road. The process that has been initiated does allow to go through the process of state statutes if the Commission feels that it is in the better interest of the Community to designate it as a County road and maintain that property. Right now the County will comply with the Policy and Procedures.

b. Andres Martinez

Andres Martinez shared his concerns on County Road A031. Mr. Martinez stated that he lives in the west vicinity of the road in question. He stated in the last 15 to 20 years he has never seen County work done on that road. Landowners have maintained that road. He stated that he feels the County does not own that road. His concerns are if the County should open that road there will be illegal dumping of trash and younger people going in with dirt bikes. He stated if you check the names of the individuals who signed the petition you will find that most of them don't use the road and the road is not used often. He wants the County to allow the land owners to keep control of the road, not the County. He put up the gate on the west end of the road to prevent illegal dumping of trash and animals from getting onto the highway. He stated the gate took care of that problem. The gate has no lock and the property owners have ingress and egress to their property at any time. In closing, he doesn't think that taxpayers want to waste money on a little back road that no one really uses.

c. Anita Moss

Arts and Cultural Compound Coordinator, Anita Moss, gave an update on some of the progress. The Cultural Plan is going really well, Dr. Guyette came highly recommended, she is going to be finishing the Cultural Plan well before June so they can move forward with some funding. The goal is to get 10% of the County surveyed. The next meeting is Saturday September 23, 2017, they will be going over all that has been done so far. Ms. Moss extended an invitation to anyone who is interested in seeing what has been done so far. The meeting will be held at the Mora Valley Baptist Church at 2:00 p.m. A CRS tax class will be available for the County. Fall fest will be coming up soon, last year they had a turnout of about 500 individuals who attended, and they are looking for 1000 attending this year. Last year the fire departments were very helpful with crowd control, this year they are partnering with other individuals. State audit/annual review is November 7, 2017, this is when Main Street comes and checks what the program is doing. There is a full board with great meetings. Ms. Moss requested the use of the Library and the County parking lot for the fall fest.

d. Mark Montoya

Mark Montoya introduced himself as the new Sierra Bonita Home Owners Association Road Advisor. There has been some past issues with the roads. Mora County Road Manager, Johnny Espinoza, thought they had the loop which contains 3 miles. On the official road maintenance there is 7.5 miles. One thing he would like to do is amend the mileage report.

e. Dennis Romero

Dennis Romero wanted to bring the Buena Vista water crisis to the Commissions attention. Mr. Romero stated that Buena Vista is in need of water. Mr. Romero stated that the Mora Fire Department will give the citizens of Buena Vista 500 cases of bottled water. He also has a 4,000 gallon water truck that he will put in the location for other uses of water.

Commissioner Trujillo commended Fire Chief Dennis Romero for his efforts in helping with the Buena Vista water crisis.

Interim Manager Steve Archuleta stated that they are having to shut down the well during the day so the pressure can come back up and the water can fill back up. There is some abuse of the water. There will be bottled water delivered to Buena Vista along with a few water buffalo with 500 gallons each that will be delivered from Taos. The water will be stationed at the Buena Vista Fire Department. As of now there are some issues with the Mutual Domestic Water Association. Mr. Archuleta stated that he would notify the Commission of any changes as it develops. At this point the main concern is to get the water to the citizens of Buena Vista so water can be made available 24/7.

f. Don Francisco Trujillo

Don Francisco Trujillo wanted to introduce himself as an applicant for the County Manager position. Mr. Trujillo stated that he is a resident of Taos and a native of New Mexico. Mr. Trujillo stated that he would be sticking around to obtain more information on Mora County. He thanked Mora County for considering him for the Manager position.

g. Lillian Maestas

Buena Vista, Fire Chief, Lillian Maestas introduced herself. Mrs. Maestas stated that Buena Vista is going on close to 7 days on and off with water. She cannot speak directly on what is going on with the water. She stated she spoke with Interim Manager Archuleta on the matter. She has been working very hard to get water donations. The Buena Vista Fire Department will be donating 1,000 cases of water. They are doing everything that they can, as a community to help with the water crisis.

7. Reports:

a. County Manager Report

County Manager Steve Archuleta gave the Manager report. He stated that his top priority is to take care of the Buena Vista water crisis. Mr. Archuleta stated that Mora County is facing the issue of keeping up with maintenance of roads due to the heavy rain as well as lack of CDL drivers. They have been going out to the Community to get bids on material for the roads. There are two applications for CDL Drivers. They are looking into the idea of contracting out the work. Doris Casados is looking into a cost analysis to see what would be the better option in this situation. Commissioner Griego stated that he is CDL certified and would be willing to Volunteer to help with the lack of CDL drivers, if it is allowed. County Attorney Michael Aragon stated that there could be some liability issues and he would look into the matter.

The next issue is that Mora County has been having IT issues within the Complex. A Company called Harmonics Inc., came out for a free estimate on fixing the problem.

Next item is in regards to the money for the renovations of the Sr. Center, Mr. Archuleta met with a group yesterday for a meeting, Neal Segara spoke of the \$550,000 that the County has available for that project and what the Capital Appropriation was for. That money is to be used to renovate the roof, expand the exercise room or pool room so they can make an arts and crafts room, an exercise room and a sewing room. They will also be expanding the kitchen and putting walk in freezers. The parking lot will also be incorporated.

Mr. Archuleta stated the auditor was in this week they talked about some issues that he will discuss during executive session.

Health insurance for the staff has been offered. There is a slight increase in the dollar amount, the staff has been notified on that.

b. Financial Report

Financial Director Doris Casados presented the financial report (See attachment)

c. Elected Official Reports

County Clerk, Carlos Arellano, stated that the Clerk's Office will be closed October 3, 2017 to October 6, 2017. The staff will be attending a Clerk's Affiliate in Ruidoso.

County Assessor, Paul Duran, stated that his staff has been going out picking up property values. They are in the process of doing their year-end close out. The approval of the tax rates need to be approved within five days of receipt because it gives staff time to get things ready and turned over to the Treasurer's Office so they can meet their deadlines. Mr. Duran asked Mr. Archuleta if he has thought about the possibility of continuing to work with the Ortiz brothers for the IT issues. Mr. Duran stated that since the County has been working with them they know how the system works.

County Treasurer, Florence Romero, stated they are also waiting for approval of the tax rates because they cannot continue work until those are approved. Right now the Treasurer's Office is working with the auditors. Tax and Revenue Division, Conrad Montoya has been present, working on the delinquent tax list.

d. Department Reports

Motor Vehicle Director, Nichole Martinez stated that the MVD will be closed next week, Monday through Friday, staff will be attending a conference in Albuquerque. Mrs. Martinez stated that they have been having issues with the new rules for the real driver's license. Customers have been very rude and threatening with her and her staff. She was inquiring if they have the right to refuse services to customers. She is concerned for the safety of her and her staff and questioned if there are any measures they can take to help with that problem.

County Attorney, Michael Aragon, stated that staff use their digression in those situations. Aragon suggested calling the Sheriff's Office if the problem should get to that point. Commissioner Garcia asked that the Manager keep an eye in the situation.

Road Manager, Johnny Espinoza, suggested the County declare a state of emergency to help with the heavy rainfalls Mora County has been experiencing. The rainfall and lack of CDL drivers has made it difficult to keep up with maintenance of roads.

Interim County Manager, Steve Archuleta, stated that he is doing what he can to find a CDL driver and is hoping that one of the applicants will become an employee. Mr. Archuleta suggested putting a freeze on one of the CDL position and hiring one CDL driver at a higher pay. The problem they are having now is lack of interest in the position due to pay. Mr. Archuleta will continue to find a solution to the problem.

Fire Administrator, Ed Littleton, gave his report. Mr. Littleton stated that he is really inspired by Commissioner Griego's offer to volunteer his help with maintaining the roads. Mr. Littleton stated that he would be willing to volunteer with his CDL. Mr. Littleton stated there are other fire departments contributing to the water issue in Buena Vista. The Ocate Community Center is working on ways to help with the water crisis as well. The fire departments have had a pretty busy season. One of their repeaters failed which constituted an emergency repair. Mr. Littleton stated that he revisited the idea of entering into an MOU with the Village of Wagon Mound Fire Department. Littleton stated he has had one meeting with the Village Council. They have had some civil joint trainings for the purpose of maintenance of their equipment. Starting next week they will conduct a repair clinic where all the trucks will be repaired to their specific needs. This weekend there is a joint training meeting for all emergency drivers. Since July 1, 2017 they have reported 23 incidences throughout all departments, 7 were fires, 2 were EMS, and 3 were hazardous, 11 were good service calls. There was a wildland fire in Ocate, it was not a big fire but the problem was that it was totally inaccessible. The local fire departments took care of the fire until outside fire departments took over.

Planning and Zoning Director, Rumaldo Pino, state that he will be going to Santa Fe to update the E-911 address system with the new directors. Mr. Pino stated that he will be attending a land use meeting in Wagon Mound at the City Offices. There will be two other meeting scheduled in Mora and Ocate. This is necessary to get citizen input.

8. Review/Action – August Expenditure Report

Commissioner Garcia stated the Expenditure Report was sent by e-mail by Finance Director Doris Casados.

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

9. Discussion/Review/Action – Resolution(s)

a. Budget Increase to 2040204 Road Department - \$12,190.00

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

b. Budget Increase to 2180260 SBR VFD - \$151,134.00

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

c. Budget Increase to 2180285 Rainsville VFD - \$181,361.00

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

d. Budget Increase to 2990239 Escrow Account - \$8,500.00

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

e. Budget Transfer to 1010400 County Commission - \$40,000.00

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

f. Budget Transfer to 2090254 SPR VFD - \$41,702.00

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

10. Information – County Complex Report

Commissioner Garcia gave the Complex report, Ms. Garcia stated in the packet is the most recent budget there is also a walk through report prepared by the Architect. (See budget sheet) The project budget was updated September 18, 2017. Garcia stated she attended the design team meeting that was held September 19, 2017. The important thing to note from the previous budget is \$85,000 of owner contingency is going to carry over to the next phase of the project. The structural remediation phase was completed under budget. They did a walk through last week, the contractor and sub-contractor were here, the architects and Mora County. It was a very detailed walk through. The architect did a walk through report with a high level of detail. Chavez Greeves is the consulting engineer who did the forensic engineering but also did the engineering design and the construction documents for the structural remediation. Everyone involved wants to make sure all the work being done is done to the highest standards. Another walk through will be scheduled after the completion of the expansion joint.

****Commissioner Trujillo was excused from the meeting.***

The architect was notified of issues with space for some of the County offices. Ms. Garcia state there is a limitation on the amount of space that can be given. Ms. Garcia stated that she has done everything in her power to address the space issue. The schematic is something that was approved and they are looking at 100% design

development now and they will be looking at construction documents, some slight adjustments have been made and they have done everything they can do give everyone the space they need.

County Assessor, Paul Duran, stated that his concerns on the square footage are because in order for them to move right now into the same or lessor square footage would not be adequate. They need a designated area for the plotter.

Commissioner Garcia stated that the architect has made adjustments for an additional 140 square feet to the Assessor's Office. They also added 170 square feet to the Treasures Office. Motor Vehicle square footage stayed the same. The reason they were able to do that is because they pushed back the fire wall.

Garcia stated that construction documents are underway and they will be breaking ground soon. Ms. Garcia suggested a staff meeting to give the latest updates. Phase 1 is complete and Phase 2 is almost complete, Phase 3 will be the GRT phase. There is \$2.5 million at the Bank of Albuquerque for the project. The budget in front if the Commission has been reduced another \$40,000. They are working with IT Connect out of Albuquerque where they cut a lot of expenses based on Mr. Archuleta's analysis. There will be cameras only on high traffic areas. They are looking into any cost savings possible. They are anticipating the construction phase in November or December. The County Complex Advisory Committee has met, they have made some good recommendations that will be forwarded to the manager and attorney. There is a lot of interest in going into litigation to hold the previous architects accountable for the mistakes that were made. The Committee will meet every two weeks.

11. Information – Ambulance/EMS Report

Interim Manager Steve Archuleta stated the Ambulance Service continues to move forward, they have hired another driver. They are also in the process of doing the paper work to hire another EMT. They submitted their first report to PRC, Jimmy Vigil and County Attorney Michael Aragon were summonsed to go in front of PRC in reference to Mora County Ambulance.

Attorney Michael Aragon stated Commissioner Lyons wanted to address the Medina issue. After presenting all of the facts to PRC they were satisfied. Mora County Ambulance is now 100 % in compliance with PRC regulations. The submitted reports have been spot on, Commissioner Lyons indicated that his hope is that within the next six months that they will close the case. PRC's orders are for a twelve month review but if they can keep in compliance the time can be reduced. At this point he is very pleased to announce that there are no issues.

Mr. Archuleta stated there are still issues with the response time. They are looking into ways to lower the time. They are now looking for an apartment to house the out of town EMT staff. The purchase of a remount ambulance is still available. The EMT class is proceeding very well. There are eight individuals who are taking the course and are doing well, the class will finish mid-October. They are a very dedicated group.

12. Discussion/Review/Action – Resolution Certification Establishing 2017 Property Tax Year Rates

County Assessor Paul Duran presented the tax rates for each district for 2017 (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 – FY 2018 DWI Prevention Specialist Contract

DWI Coordinator, Yolanda Medina present the 2018 DWI prevention specialist contract (see attachment)

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

14. Discussion/Review/Action – Human Resources Administrative Functions Proposal for Mora County and Classification and Compensation Proposal for Mora County

Interim Manager Steve Archuleta stated that Mora County currently does not have a Human Resource Department. Mr. Archuleta has received a proposal from CYB Enterprises (see attachment) The Company will bring a plan to the Commission within 90 days to see if they move forward with it.

Commissioner Griego *made a motion to approve as amended with the language of the mileage*. Commissioner Garcia *second the motion*. *All in favor. Motion carried. (Decision was made after executive session)*

15. 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 \$151,134 – Construction a New Fire Station Sierra Bonita-Rincon VFD

Sierra Bonita Fire Chief, Mickey Richardson presented the Resolution Authorizing the Execution and Delivery of a Loan Agreement and Intercept Agreement by and between Mora County and NMFA in the Amount of \$151,134 for the Construction of a New Fire Station Sierra Bonita-Rincon VFD.

County Attorney stated for the record the resolution was developed by legal counsel. It follows all statues from DFA.

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

16. Discussion/Review/Action – Letter of Support TIGER IX Discretionary Grant Application

Interim County Manager, Steve Archuleta stated that Colfax County is preparing to apply for the Federal National Infrastructure Investments under the consolidation appropriation the application will seek funding to support the railroad system. (see attachment)

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

17. Discussion/Review/Action – Resolution Recognizing the Social, Cultural, and Economic Value of Public Lands to Mora County

Commissioner Garcia presented the Resolution for recognizing the social, cultural and economic value of public land to Mora County. Ms. Garcia added some enhancements to the resolutions existing language.

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

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

Commissioner Griego *made a motion to reconvene into Regular Session from lunch*. Commissioner Garcia *second the motion*. *All in favor. Motion carried. 12:55 p.m.*

18. Executive Session

Commissioner Griego *made a motion to go into executive session at 12:55 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

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

Commissioner Griego *made a motion to reconvene into regular session at 2:49 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**

19. Indigent

No discussion. No action.

20. Adjourn

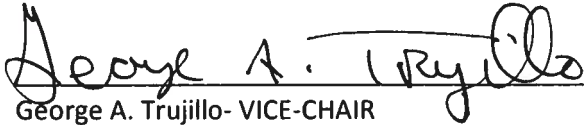
Commissioner Griego *made a motion to adjourn.* Commissioner Garcia *second the motion. All in favor. Motion carried.*

Meeting adjourn at 2:55 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



