

MORA COUNTY BOARD OF COMMISSION

REGULAR MEETING

December 12, 2017

1. CALL TO ORDER:

Commissioner Garcia called the meeting to order at 9:05 a.m.

2. PLEDGE OF ALLEGIANCE AND SALUTE TO THE STATE FLAG:

Bureau of Election Clerk Trujillo lead the board and audience in the pledge and salute.

3. ROLL CALL:

Bureau of Election Clerk Trujillo polled the Board.

Commissioner Garcia ----- Present

Commissioner Trujillo ----- Present Via Phone

Commissioner Griego ----- Present

All present and accounted for.

4. APPROVAL OF AGENDA:

County Attorney Aragon requested that once Mr. Conway arrives if the board would convey in executive session to discuss pending litigation.

Manager Archuleta stated that the Minutes of November 14, 2017 do not have a signature sheet and would like for them to be tabled.

Commissioner Griego made the motion to approve the agenda as amended.

Commissioner Trujillo second the motion.

All in favor. Motion carried.

5. APPROVAL OF MINUTES:

A. November 14, 2017

TABLED.

6. PUBLIC COMMENT:

Ted Bustos stated he is here today to inquire information on the A023 road Canada del Carro being worked on by J&J Excavation Inc. He was told that there was an MOU between The County and Mr. Lovato he would like a copy of this MOU. He inquired about who will be the one reasonable on the damage done to properties along this route to Aspen Meadow Ranch.

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Commissioner Garcia stated this the first time she heard of this issue and directed County Manager, County Attorney and Road Supervisor to look at this issue in detail and report back to the Board in the next meeting.

Commissioner Trujillo inquired where this Bustos property located.

Mr. Bustos stated his property is located one mile up for Arthur Gurule's.

Jake Regensberg stated he would like to save his time for items # 12.

Samuel Valdez stated he is an advocate for the Citizens of Mora County and likes to be informed on all matters but would like to reserve his time for Items #10, #11 and #18.

County Attorney Aragon stated that Mr. Conway has arrived and would request the Board Convene into Executive session as to the amended Agenda.

Commissioner Griego made the motion Convene into Executive Session to discuss Pending Litigation and Personnel Matters.

Commissioner Trujillo second the motion by roll call. At 9:23 a.m.

Bureau of Election Clerk Trujillo polled the Board

Commissioner Garcia ---- Yes

Commissioner Trujillo --- Yes

Commissioner Griego --- Yes

All in favor. Motion carried.

Commissioner Griego made the motion to reconvene back into regular session with no action taken while in Executive session.

Commissioner Trujillo second the motion by roll call at 11:33 p.m.

Bureau of Election Clerk Trujillo polled the Board.

Commissioner Garcia --- Yes

Commissioner Trujillo --- Yes

Commissioner Griego --- Yes.

All in favor. Motion carried.

Commissioner Griego made the motion to move item #18 to be next on the agenda.

Commissioner Trujillo second the motion.

All in favor. Motion carried.

18. DISCUSSION/REVIEW/ACTION – MORA COUNTY COMPLEX LITIGATION:

Commissioner Griego made the motion to approval for an updated engagement letter with Sheehan & Sheehan: PA Law Firm.

Commissioner Trujillo second the motion.

All in favor. Motion carried

Commissioner Griego made the motion to file a Civil Complaint against Franklin Construction, Hans Engineering Company and Ortega, Romero, and Rodriquez Architect LLC for incomplete work on the County Complex.

Commissioner Trujillo second the motion.

All in favor. Motion carried.

Samuel Valdez inquired if about the hiring of this Law Firm Fees be paid out of the Civil Complaint suit or from the General Fund.

County Attorney Aragon stated that the fee will be covered by the suit for the County will be ask for three times the amount to recover the loss of monies from that time until present date.

Samuel Valdez stated that he like the way things are being present in a transparency form the Tax payers need to be informed.

7. Reports:

A. County Manager Report

Mr. Steve Archuleta stated that the new Ambulance will be delivered Tomorrow with the help from State Senator Compos, State Representative Salazar and the Taos County Manager the County got this Ambulance at the Cost of \$98,000.00 instead of the original price of \$189,000.00

Commissioner Garcia directed Manager Archuleta to compose a letter of thanks to the County Manager from Taos.

He stated that there is a helicopter landing training on Dec. 15th in the back of the County Offices at 9:00 a.m. Brenda will go into more detail later on in the agenda.

He stated that he attended a meeting on the LFC Funding via Skype that projected the State receiving \$200 Million due to the Oil & Gas industry. He stated that this monies will be split by the Governor, Senators and Representatives so the chances of any monies coming to the County are slim but not impossible.

He reminded the Board and staff that the NMAC Conference is now on January 15th – 18th and does encourages all to attend it is a great chance to network and bring back information.

He stated that the County has received the first half of the Fire Excise tax but noticed that it is at a lower percentage than expected and have been waiting for the second half due to the need to send out the payments.

He stated that he did receive the Culture Plan on his desk this morning from Dr. Guyette and will review it and report back to the Board by next meeting.

He stated that Tim Hagerman is here and is on the agenda to day requesting office space within our Building.

He stated they did get a responds back from NM DOT about some millings requested but was told that DOT will only be able to grant half of what was fix the School Bus Routes.

Commissioner Trujillo stated that on behalf of the Board and Staff he would like to thank Steve Archuleta for a job well done.

b. Financial Report

Ms. Doris Casados reported on the total percentage of the Budget is 87.1% as of November she read each department total.

SEE ATTACHMENT.

c. Elected Official Report

1. County Clerk

Bureau of Election Clerk Trujillo state that the SOS has Implemented a New Voter Registration System and it has been a learning process.

2. County Assessor

None Presented

3. County Treasurer

Ms. Florence Romero stated that the first half of taxes will be due on Dec. 10th and State Delinquent Property Tax sale will be held at the Library on Dec. 19th at 10 a.m.

4. County Sheriff

None Present

c. Department Reports.

1. Road Department

None Present

2. Planning & Zoning

None Present

3. EMS/Ambulance

Ms. Brenda Casados stated they are at full capacity with 11 Employee 6 EMT, 1 first Responder, and 2 Drivers.

She stated that EMT training has ended with 5 successful students that have passed their clinical, courses and waiting for the state test.

She stated that a training on Dec. 15th from 9 a.m. will have a class at the Library with the helicopter landing at 10:00 a.m.

She stated that the Medicare application has been submitted, the Fund Act application has to submitted by January 2018. All PCR report have been turned in on time and the billings have been submitted for them to be reviewed.

She stated that they have gone with Code 3 radios instead of Valcom.

4. Fire Administration

Mr. Ed Littleton stepped out and they will get back to him once he gets back.

8. EXPENDITURE REPORT – NOVEMBER 2017

Commissioner Trujillo made the motion to approve expenditure list as presented.

Commissioner Griego second the motion.

All in favor. Motion carried.

9. DISCUSSION/REVIEW/ACTION 9/2017 QUARTERLY REPORT

Financial Director Casados stated this item just had to be reflected in the Agenda as formality called from the DFA's Request.

Commissioner Griego made the motion to approve Quarterly Report.

Commissioner Trujillo second the motion.

All in favor. Motion carried.

10. Report – Mora County Complex.

Commissioner Garcia stated that she can report on the Complex.

the stated that there are three components at this points, the Completion of design phase to proceed with the build out of the elected officials offices and the rest will remain in the portables until a possible Go Bond question for the tax payers to vote on. If that GO bond passes then the rest of the remaining offices will be included to the Complex.

She stated that there is a very important meeting with the Board of finance on Dec. 19th with ACO and The County to see if they approve the lease in the amount of \$2,600.00 for 30 years.

She stated that this process was done once before but the Board of Finance rejected it so the Committee had to go back and resubmit a new offer so hopefully this will be approved to move forward with the courts be build.

Mr. Jake Regensberg inquired about the proposed Ordinance that would give the power to one Commissioner and how it would allow her to change the GRT's at any given time. He stated that he had received information from the Magistrate that they are in the process finding a piece of land to purchase and build its own building.

Manager Archuleta stated that the AOC was looking into the purchasing of land but once they put pencil to paper they decided to continue with the lease within the Complex. More discussion was had.

Attorney Aragon stated that he would be more than willing to answer any other questions Mr. Regensberg has but would like for the meeting to move forward.

11. DISCUSSION/REVIEW/ACTION- ORDINANCE- Authorizing the Execution and Delivery of a Loan Agreement by Mora County (Governmental Unit) in the Principal Amount of up to \$2,600,00 for the Purpose of Financing the Cost of Improving and Constructing a Portion of the Mora County Complex:

Commissioner Trujillo made the motion to approve the Ordinance

Commissioner Griego second the motion.

All in favor. Motion carried.

12. DISCUSSION/REVIEW/ACTION – DRAFT Loan Agreement for the AOC Magistrate Court Financing:

Commissioner Trujillo made the motion to approve the Draft Loan Agreement.

Commissioner Griego second the motion.

All in favor. Motion carried.

Fire Administrator Report.

Mr. Ed Littleton stated that the Fire departments have been on a few calls due to the season of Chimney Fire, he handed out a graph with the recent fire activity. **SEE ATTACHMENT.** He stated that they should educate the public about the dangers of this kind of fires.

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Commissioner Griego made the motion to Recess for Lunch at 12:45 p.m.
Commissioner Trujillo second the motion by roll call vote.
Bureau of Election Clerk Trujillo polled the Board
Commissioner Garcia --- Yes
Commissioner Trujillo -- Yes
Commissioner Griego -- Yes
All in favor. Motion carried.

Commissioner Griego made the motion to reconvene back into Regular
Session at 1:50 p.m.
Commissioner Trujillo second the motion with roll call vote.
Bureau of Election Clerk Trujillo polled the board
Commissioner Garcia --- Yes
Commissioner Trujillo -- Yes
Commissioner Griego -- Yes
All in favor. Motion carried.

Commissioner Griego made the motion to convey in Executive to discuss
Personnel Matter and pending litigation at 1:51 p.m.
Commissioner Trujillo second the motion with roll call vote.
Bureau of Election Clerk Trujillo polled the board
Commissioner Garcia --- Yes
Commissioner Trujillo -- Yes
Commissioner Griego -- Yes
All in favor. Motion carried.

Commissioner Griego made the motion to reconvene back in to Regular
Session with no action taken while in executive session.
Commissioner Trujillo second the motion with the amending of the agenda to bring
items #15 and #16 be now after executive session with roll call vote at 2:30p.m.
Bureau of Election Clerk Trujillo polled the board
Commissioner Garcia --- Yes
Commissioner Trujillo -- Yes
Commissioner Griego -- Yes
All in favor. Motion carried.

15. **DISCUSSION/REVIEW/ACTION- Recommendation Fire Administrator Position:**
Commissioner Garcia stated that the Board directs the Manager to make the decision and hire.
16. **DISCUSSION/REVIEW/ACTION – County Manager Position**
Commissioner Griego made the motion to make an offer to one candidate.
Commissioner Trujillo second the motion
All in favor. Motion carried.
13. **DISCUSSION/REVIEW/ACTION- RESOLUTION- Implementing a fee for all Transactions within the Mora County Motor Vehicle Division Office.**
Manager Archuleta stated that this would add an additional fee to transactions done the MVD office and to have the monies placed in a separate fund to insure an additional staff be hired.
Commissioner Griego made the motion to approve the Resolution
Commissioner Trujillo second the motion.
All in favor. Motion carried.
14. **DISCUSSION/REVIEW/ACTION – Draft lease Agreement with NM Economic Development Department and Mora County:**
Mr. Tim Hagerman stated that he is here today asking for office space within the County building, he spoke with Manager Archuleta and came up with the use of Probate Office on Monday - Thursday.
Commissioner Griego made the motion to approve the Office space.
Commissioner Trujillo second the motion
All in favor. Motion carried.
17. **DISCUSSION/REVIEW/ACTION- Human Resource(s) Administrative Functions/Classification Compensation – Christine Y. Barela.**
Mrs. Barela stated that she has been working on the item for a while now, after extensive discussion with the Elected Officials and Department Heads, she took each position into consideration and came up with what she thought was the best way to describe each staff job description.
She stated that she had also made a folder on what is needed for the HR forms needed at the time of hire then what needs to be updated each yearly as to make the future audits recommendations.

She stated that she has a list of recommendation on the pay scales but would like to convey into executive session to discuss what she came up with and see if that is what the board wants.

19. EXECUTIVE SESSION:

Commissioner Griego made the motion to convey into Executive Session to discuss personnel matters at 2:50 p.m.

Commissioner Trujillo second the motion by roll vote.

Bureau of Election Clerk Trujillo polled the Board

Commissioner Garcia --- Yes

Commissioner Trujillo -- Yes

Commissioner Griego -- Yes

All in favor. Motion carried.

Commissioner Griego made the motion to reconvene back into regular Session with no action taken while in executive session.

Commissioner Trujillo second the motion by roll call vote at 4:34 p.m.

Bureau of Election Clerk Trujillo polled the Board

Commissioner Garcia --- Yes

Commissioner Trujillo -- Yes

Commissioner Griego -- Yes

All in favor. Motion carried.

20. ADJOURN:

Commissioner Griego made the motion to adjourn at 4:35 p.m.

Commissioner Trujillo second the motion.

All in favor. Motion carried.



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MORA COUNTY BOARD OF COMMISSION

X



Paula A. Garcia
Chairman

X

George A. Trujillo
Vice-Chairman

X



Alfonso Griego
Member



Attest:

X



Carlos J. Arellano
County Clerk