

County of Mora
Board of Commission
Special Meeting
March 14, 2018
Mora Schools Board Room
Mora, NM

1. Call to Order – The meeting was called to order by Commissioner Garcia at 9:08 a.m.
2. Pledge of Allegiance and Salute to the flag of the State of New Mexico were recited by those in attendance.
3. Roll Call – Roll was called by County Clerk, Carlos J. Arellano. There was a quorum present.

Commissioner Garcia – Present
Commissioner Trujillo – Present
Commissioner Griego – Excused

4. Approval of agenda – Commissioner Garcia asked that the agenda be reviewed for any changes additions or corrections, there being none. ***Commissioner Garcia asked for a motion to approve the agenda as presented. Commissioner Trujillo second the motion. All in favor motion carried and approved.***
5. Approval of the minutes for February 13, 2018 meeting. The draft minutes were in the packet, however, the originals were not available for signature. ***Commissioner Trujillo made a motion to table the approval of the minutes until the April 10th meeting. Second by Commissioner Garcia. Motion carried and approved.***
6. Public Comment

a. Ted Bustos – Scheduled to attend called to confirm. Did not show.

b. Frank Maestas – President ACC gave a brief update stating the Cultural Plan being prepared by Dr. Guyette was just about ready to be finalized and that there would be a copy sent to the commission for review and comment.

Mr. Maestas stated that upon completion of the Cultural Plan in June they would have a “Meet and Eat” dinner to introduce the Cultural Plan to the Community. He stated that the ACC would offer a five minute ‘platform’ to showcase their entity and what projects they were working on.

He stated that he wanted to work on the ACC website and possibly link with other entities including the County.

ACC is also working on a ‘Youth Incentive’ they have obtained gift cards for older youth and gift certificates for ice cream for younger age groups will be used to promote positive acts in school and the community.

ACC has started planning the “Fall Fest” which is scheduled for October 27th (a community event that they are hoping to have more activities including face painting, music and hopefully the National Guard Rock Climbing Wall.

c. Ken Krusemark – A member of the Community Theater group. He stated that the group has been well received throughout the community and he felt it was important to the adults and the youth of the community. He stated that they were part of the ICIP last year and requested that the County continue to support the Community Theater Group.

d. Merle Witt – Mora County Economic Development Corporation stated that they had several things going on:

Grocery store analysis and the costs involved in re-opening the grocery store in Mora.

EDCC would like to sponsor a VISTA Volunteer this summer whose work would be to support the work/activities of the ACC.

He stated that they were actively looking in to Community Solar along with Mora San Miguel Electric Co-Op.

He reminded everyone that that were welcome to attend their meetings the second Wednesday of the month at 1 p.m.

e. Veronica Serna – Mora Valley Tourism Co-Op. Stated that group was made up of local members who were aware of the community interest and their mission statement is: “to promote and protect local culture.” She stated the NM Department of Tourism would be in Mora for three days in July to develop a plan for tourism in Mora. She asked for support with this endeavor. She stated that they meet once a month at 2:30 p.m. on Thursdays. She will follow up with the next meeting date.

f. Dorothy Ellen Hagaman - Representing St. Gertrude’s Parish reminder about the food bank, stating that they give out approximately 400-500 food boxes per month. She stated that the Parish also helps people with wood and utilities. She stated that they spend approximately \$28,000 per year and will gladly accept donations of wood or monetary to assist people with in the community.

g. Frank Maestas – Representing Helping Hands which has been around for many years. He stated that they are accepting applications for Commodities and they give out approximately 260 boxes per month. They would like to make the Helping Hands a permanent community facility so that it cannot be sold by the Board.

7. Elected Official(s) Department Report(s)

a. Elected Official Report

1. County Clerk – Clerk Arellano reported that there had been a Municipal Election in Wagon Mound this week: Laudente Quintana was elected Mayor. Paul Miera and Andy Martinez were unopposed Councilmen. One position would have to be appointed as there was no one running.

Yesterday was filing date there were nineteen people who filed for the positions of Assessor, Magistrate Judge, Probate Judge, Commissioner District 1, Commissioner District 2 and Sheriff. (see attached)

He stated this has office would be closed March 26-28 to attend Election School in Albuquerque.

2. County Assessor – No Show

3. County Sheriff – Greg Lumbach stated the vehicle computers were install and that system was going to be installed. He stated that he would like to work with a local welder to build stands for the vehicle computers. I would be less of an expense than purchasing the stands from a dealer.

Sheriff Laumbach stated that he had been meeting with Region 4 and they had been discussing ways to re-establish grant funding. He stated that the awards should be offered in October and November.

He stated that the COPs Grant and the UCR reports will start next month. He plans to work Mora, Wagon Mound, and Sheriff's office and include presence in both schools.

He talked a little about the Junk Car Ordinance and was willing to find out if a mobile crusher was available.

He stated that he had been to several Wagon Mound Village meetings and had discussed using the old Marshals office as a place where deputies could go and the presence would be known and there would be a place for them to work on reports rather than on the hood of their vehicles in the wind. He stated that the Wagon Mound Council would make a decision at the next meeting as they were getting new Officials and they wanted to start this new project.

Commissioner Garcia asked if he knew why Region 4 funding had been cut down. Sheriff Laumbach stated it was because LVPD would re-apply and there was not enough presence of other entities collaborate.

4. County Treasurer – Florence Romero stated she had nothing going on her office and that she would complete her report after the financial report.

b. Financial Report – Doris Casados presented the Financial Report (see attached) currently the County is at 58%. She and the County Manager are watching. Commissioner Garcia stated that she liked the new format.

c. Revenue Report – Florence Romero presented the Finance Report. She read the attached report. Commissioner Garcia asked if there was anything that stood out in her mind. She referred that question to her deputy Kathy Mendoza who stated that this was pretty typical for this time of year that she was expecting GRT revenues. Commissioner Garcia stated that she like the new format of the report.

d. County Manager Report – Mr. Martinez referred to Frances Muniz to discuss the progress on the 1/12th Safety Net Care Pool. Ms. Muniz stated that she had been in contact with HSD (Human Services Department) and TRD (Tax and Revenue Department) to discuss why and how we have been paying the 1/12th GRT and it is not showing on any of the GRT report. Unfortunately, there are no answers. Her summation of the problem is to wait until the end of April when the GRT Table of Enactments is sent out and to make sure that the 1/12th is included. There had to be an error somewhere and we just can figure it out. HSD has stated that they have received the first and second quarter payments and everything is as it should be. TRD has no explanation. If it is not corrected on next month's Enactment we develop a new plan to figure out why 1/12th SNCP has not been included in the GRT charts.

Manager Martinez stated that he has been working on Employee Policy & Procedures. He is currently in the DRAFT stage. His plan is to present this to an employee committee for input before bringing it to the Commission. He stated that he is using components for another similar sized county. He hopes to bring it to the Commission before the end of summer.

Employee evaluations were developed by Ms. Christine Y. Barela earlier this year. He stated that they are good evaluation tools and plans to get started on employee evaluations beginning next month.

Manager Martinez stated that he has had several staff meeting and they have all been positive. The topics have included time sheets and leave.

We have re organized the Safety Committee which has met within the last week. The meeting went well and we plan to move forward with employees.

There was a work session with Dr. Robert Freilich who is working with the County regarding the Oil and Gas Ordinance. We are expecting a copy of the draft Ordinance within the next week.

Manager Martinez attended the CDBG training along with two staff members (Suzanne Cole and Edna Sena) who will be assisting him with this year's CDBG application.

Capital Outlay for the Senior Citizens has been received. We have \$97,000 for vehicles there the "Hot Truck" and a Van are being requested. However, there may be enough to purchase another van. We will be talking with the director Neil Segotta when he returns to the office next week.

Mr. Martinez, attended a meeting with MVCHS director Julian Barela to discuss coordination services. The meeting went well.

Manager Martinez is working on parking lot issues and is designing a more efficient parking. This came about because the Ambulances were blocked by a vehicle last week.

Mora County was contacted by Chamber of Commerce and will participate in the County Clean-up Day, April 21, 2018.

There was a special meeting concerning Whites Peak litigation it was facilitated by Michael Aragon and Mr. Ari of the AG's office.

Manager Martinez stated that he would be meeting with DOH and NMBHI to coordinate space for the EMS service.

He stated that he had plans to “re-vamp” the current web site and would be working with ACC and other entities to coordinate events.

1. Road/Solid Waste Department – Johnny Espinoza stated that the crew has been working on A035 and they should be finished by the end of this week.

His plan is to work on the following school bus routes:

- Monte Aplanado
- La Jara Rd
- Encinal Rd
- Santo Nino Rd.

He stated that he, Annette and Frances would be applying for a Raid Grant for the abatement of illegal dumping. This grant is due 3/31/18.

The new tire cutter is due today and he would be working with Manager Martinez on pricing for cutting tires.

He stated that the grader will cost approximately \$40,000 to fix. He stated that he could get a reconditioned engine for \$33, 000. He is working with the CAT dealer. This tire has about 9000 hours on it. Commissioner Trujillo stated that the average life span of a grader is about 12 years. He also asked whether or not there was money to lease a new one. Doris Casados stated that there wasn't. Ms. Casados stated that they are still paying on a grader and she thinks there are 2 more years on that lease/payment.

Peter Martinez stated that the Road Department could list their equipment on “RMP with the state and they may be able to work something out with about the water truck.

Commissioner Trujillo asked why the solid waste could not be open daily including Watrous and Ocate? He said it was a just a thought that needed to be looked into. Mr. Espinoza stated that he would work with the Manager on that and wanted to let everyone know that if the weather was windy they cannot haul trash to Wagon Mound.

2. Planning & Zoning – Rumaldo Pino presented the following: The State did an inspection and there were a few deficiencies, but they were corrected within a day and the County is up-to-date.

He has been working on the GIS system with Larry Rose at the MSMEC and they are on the way to completing new and state of the art road maps. Not only will they be a benefit to the P&Z but the Sheriff, EMS, Fire Departments, but to other entities as well.

Commissioner Trujillo asked if he and two guides could borrow his vehicle for a trip to Whites Peak to view the area regarding the litigation. Mr. Pino stated his vehicle would be available for their use.

Commissioner Garcia stated she would like to see the LEPC and the EOP projects started up again.

3. EMS – Brenda Casados, EMS Director gave the report (attached) and talked about the receivable. She stated because they accept Medicare and Medicaid there have to accept assignment. She stated that they had tried out sourcing the billing but it was unsuccessful, but was willing to try again if that's what the commission wanted to do.

She also wanted to thank Ms. Lilly Valdez for donating eleven portable oxygen tanks to the Service.

She stated the PRC had been in for an inspection on February 2, 2018. There were minor deficiencies but they were all corrected by February 8, 2018 and the EMS Service is in 100% compliance and good standing. She also stated that they will continue to send monthly reports to PRC until August.

Manager Martinez stated that the EMS staff has been very supportive and that he is very happy with the results of the PRC visit.

4. Fire Administrator – Peter Martinez gave his report emphasizing the County Fire Restrictions. He stated that it was going to be tough season because of the lack of moisture.

He stated that there would be Classes on March 10th and April 24th for the RT30 Training, there were 21 people registered.

There is an issue with three repeaters and that he has been working on it since he started. The problems are that 1.) They are analog and should be digital; 2.) Three repeaters are missing. The cost will be \$28,000 to upgrade and close to \$500,000 up to a million dollars to fix the repeaters. (Estimate from Advanced Communications). Discussion followed stating that they would like the support of all the agencies that use the repeaters.

Mr. Martinez stated that he would like to conduct site visits and also do an inventory of all VFD's.

He is registered for the Wild Land Fire Training in on April 10 – 12 in Santa Fe.

He would also like to purchase 'fire condition' signs at each road way into the County and will talk about it at the next meeting.

He mentioned that Lisa Styles is promoting a community "Fire Wise" meeting at the CHET VFD. It is open to the public but it not sponsored by the VFD's.

They have also scheduled a "mock drill" with the middle school on March 19 beginning at 1 pm. He stated he will provide an AAR (after action review) after the drill.

8. Expenditure Report – The Expenditure Report was read by Doris Casados (attached). There were no questions on the report. ***A motion by Commissioner Garcia was called; second by Commissioner Trujillo. All in favor motion carried and approved.***

9. Resolutions for budget Increases and Transfers were provided (there were thirteen – attached). Commissioner Garcia asked if there were any questions. There were none. ***A motion to approve each resolution as presented was called by Commissioner Garcia; second by Commissioner Trujillo. All in favor motion carried and approved.***

10. Complex Report – Commissioner Garcia gave a brief report on the progress of the County Complex. She stated that they are making steady progress and that there were three phases:

a. GRT Phase – which is what we will be doing now. This includes the design and development phase.

The GMP will have to be approved at a County Commission meeting this will be finalized on Friday, March 16, 2018. A special meeting will have to be scheduled to report back on the Construction drawings and to prepare for Construction to begin in June.

b. Court Phase – There was an approval for funding by NMAC (Commissioner Garcia explained the funding process).

c. GEO Bond Phase – A Committee consisting of citizen was organized for this phase along with Louis Campos and Paul Cassidy to explore whether or not the Citizens of Mora County would like to vote on a GEO Bond or not. We will wait to hear about their recommendations.

Commissioner Garcia asked that if anyone had questions about the Complex or funding for the Complex that they be referred to her.

Commissioner Garcia also stated that the complaint against Franken, Ortega and Hands had been filed and that there were only two responses. She stated that Sheehan and Sheehan were working diligently and would keep the County posted on the progress of the case/suit.

11. Manager Elmer J. Martinez, presented the “Citizen Participation Plan With Required Elements” to the Commission for approval as part of the CDBG process. He explained that this was a requirement for the CDBG. ***Commissioner Garcia asked for a motion to approve the Citizen Participation Plan With Required Elements; it was second by Commissioner Trujillo. Motion Carried and approved.***

12. Comprehensive Land Use Plan - Mr. Martinez stated that the DRAFT of the CULP had been included in the packets for today. He stated that it had been posted for comments and they were included in the back of the title page. He wanted to leave it up for two more weeks before the comments were reviewed and possibly included in the final draft. ***No action taken at this time.***

13. Manager Martinez stated that former Manager Rebecca Montoya had pledged \$2000 in collaboration with WMSWCD for pamphlets on Thinning and Fires. Western Mora had just received the grant. He had talked with Fire Administrator Peter Martinez who stated that his department would pay for these booklets.

14. MOU between Mora County, Cruz Flores and Geri Roper to Implement Arts in the classroom. Elmer read a statement from Ms. Yolanda Medina, DWI Coordinator regarding the importance of this program as well as the benefits it would bring to children in our community. ***Commissioner Garcia called for a motion to approve the MOU; second by Commissioner Trujillo. Motion was carried and approved.***

15. Tim Hagaman of NMEDD explained the Eligible Opportunity Zone Census tract and how it could benefit Mora County. Stating that there were only 250 available tracts. The Commission agreed that this would be beneficial to the County. ***Commissioner Garcia asked for a motion to approve the request to apply for the Opportunity Zone; it was second by Commissioner Trujillo. Motion carried and approved.***

16. MOU between Mora and San Miguel County was presented by Fire Administrator Peter Martinez. Mr. Martinez stated that the MOU was basically the same as the one between Mora and Taos County with the exception of the EMS/Ambulance portion. He stated that Attorney Aragon had reviewed it and everything was fine. ***Commissioner Garcia asked for a motion to approve the MOU between Mora County and San Miguel County; it was second by Commissioner Trujillo. Motion was carried and approved.***

17. Fire Administrator Martinez explained to the Commission the necessity for the CWPP and WUI and requested permission from the Commission to publish a RFQ for Urban Wild Land Interface and Community Wildland Protection (CWPP & WUI). It is very important to our County to be prepared for anything may occur. Discussion followed. ***Commissioner Garcia asked for a motion to approve the publication of the RFQ; second by Commissioner Trujillo. All in favor motion carried and approved.***

18. Ms. Edna Sena presented the annual Resolution to Approve Certified County Road Mileage - a discussion followed and it was decided to go into executive session.

Commissioner Garcia made a motion to retire into executive session; second by Commissioner Trujillo. All in favor motion carried and approved.

Commissioner Garcia – yes

Commissioner Trujillo – yes

Commissioner Griego – excused

The Commission retired into executive session at 12:25 p.m.

Commissioner Garcia made a motion to return to regular session; second by Commissioner Trujillo. All in favor motion carried and approved.

The Commission returned from executive session at 12:57 p.m.

Roll was called by Frances Muniz, Administrative Assistant:

Commissioner Garcia – yes

Commissioner Trujillo – yes

Commissioner Griego - excused

Commissioner Garcia stated that no decisions were made and only personnel and pending litigation was discussed.

A motion to approve the Annual Certified County Road Mileage was made by Commissioner Garcia; second by Commissioner Trujillo. All in favor motion carried and approved.

19. Ms. Sena presented the Resolution to participate in the NMDOT 2018 Annual Public Entity Sale (Hardship). ***Commissioner Garcia made a motion to approve the Resolution to participate in the Hardship Sale; second by Commissioner Trujillo. All in favor motion carried and approved.***

20. Ms. Sena presented the bids for RFQ for the VFD 2018 Bid for Propane. The bid was awarded to Ferrell Gas. Ms. Sena stated that the all of the VFD's had their own propane tanks and that the request for new tank costs were in anticipation of a malfunction of a tank. ***Commissioner Garcia made a motion to approve the Bid Award to Ferrell Gas; second by Commissioner Trujillo. All in favor Motion Carried and approved.***

21. Approval of Award for Pit Run Material – A brief discussion was held and it was decided to place this Pit Run Material out for bid again. ***A motion by Commissioner Garcia to request re-bids for pit run material; second by Commissioner Trujillo. All in favor motion carried.***

MCC Special Meeting

March 14, 2018

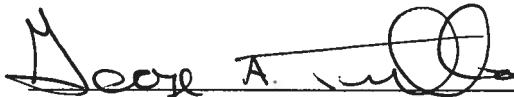
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22. Executive Session – already held.
23. Next County Commission Meeting – April 10, 2018.
24. Signing of approved documents was done after adjournment.
25. Adjournment – The meeting was adjourned at 1:12 p.m.

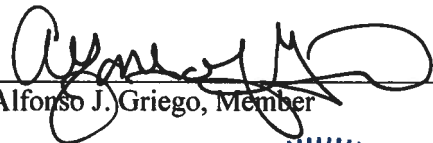
BOARD OF COUNTY COMMISSION:



Paula A. Garica, Chair



George A. Trujillo, Vice-Chair



Alfonso J. Griego, Member





Carlos J. Arellano, County Clerk

