

**County of Mora
Board of Commission
Regular Meeting
Tuesday, April 10, 2018**

1. Call to Order

Commissioner Garcia called the meeting to order at 9:08 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	-	Excused/via phone/present
Commissioner Alfonso J. Griego	-	Present

4. Approval of Agenda

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

5. Approval of Minutes

a. February 13, 2018 – Regular Meeting

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

b. March 12, 2018 – Special Meeting

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

c. March 14, 2018 - Regular Meeting

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

6. Public Comment

Joseph D. Weathers- commented, as President of the Mora Chamber of Commerce. Mr. Weathers discussed and extended an invitation for the upcoming Mora Clean-up day that will held on April 21, 2018. Mora County Chamber of Commerce will provide clean up equipment. Mr. Weathers also discussed the annual banquet that will be held on April 27, 2018 at 6:00 p.m. at the VFW.

TQB

Duane Freeman- commented, as a Board Member for the Mora Chamber of Commerce. Mr. Freeman stated that the Chamber of Commerce will be holding its 10th annual Mora Clean-up day on April 21, 2018. Mr. Freeman mentioned an Ordinance that was passed a few years ago in regards to trash loads being covered, he is working with the Sheriff on educating the public as well as making sure those laws mentioned on the Ordinance are being enforced.

7. Reports

a. Elected Official Reports

1. County Clerk, Carlos J. Arellano

County Clerk, Carlos Arellano, stated the Clerk's Office staff attended Election School in Albuquerque last week. The Clerk's Office is preparing for the upcoming Election, there are 20 candidates. Things are running smoothly.

2. County Assessor, Paul M. Duran

No report

3. County Sheriff, Greg Laumbach

No report

b. Financial Report – Doris Casados, Finance Director

Financial Director, Doris Casados present the financial report. General Detention and The Ambulance are in the red. She is waiting for revenue and GRT reimbursement.

c. Receivables Report – Florence Romero, County Treasurer

Seferina Romero presented the receivables report.

d. Department Reports

1. EMS/Ambulance – Brenda Casados, Director

EMS/Ambulance Director, Brenda Casados, presented her report, Ms. Casados stated in the month of March the Ambulance received 28 calls. Medicare has been approved. There were no payments for the month of December because the County did not have the License Plates for the new Ambulance. They had an inspection at which they are 100% compliant. 3 employees have resigned. 1 applicant for the driver's position has been interviewed.

2. Fire Administrator – Peter Martinez

County Manager Elmer Martinez, gave the Fire Administrator report. Mr. Martinez stated that notices of fire restrictions have been posted throughout the Community. They are working on communications.

Commissioner Garcia made a request to emphasis on how great the fire danger is this season. Garcia suggested a possible meeting to help educate the Community on the severity of this year's fire season

3. Road/Solid Waste Department – Johnny Espinoza, Superintendent

Johnny Espinoza gave his report. Mr. Espinoza stated that they finished CR 0-35. They got the tire cutter, he suggested changing the amount for disposal.

Mr. Espinoza stated that Solid Waste is closed every 3rd Wednesday of each month for clean-up, he stated that they are having problems with the Community trying to dump during that time and suggested more advertisement of the closure and possible alternatives, such as placing trash bins in alternate locations to accommodate for the Wednesday closure.

Mr. Espinoza stated that Solid Waste will be participating in Mora Chamber of Commerce clean-up day on April 21, 2018. The staff will have a trailer for trash removal.

The grader that is being worked on in Albuquerque will be ready for pick up sometime next week.

Mr. Espinoza states that the Road Department is having a hard time keeping up with road maintenance because of the material, many roads only last in good condition a few days before they require maintenance again.

Commissioner Trujillo suggested using water to help with the roads.

Commissioner Garcia stated she has been getting many calls on the condition of the roads in Rainsville, as well as a big pot hole on Rio de la Casa Road that needs to be addressed.

4. Planning & Zoning – Rumaldo Pino, Director

No report

TQB

d. County Manager Report – Elmer J. Martinez, County Manager

County Manager, Elmer Martinez, gave his report. Manager Martinez stated that he looked into the Safety Net Care pool that was discussed at the last meeting and could not verify the Ordinance authorizing the imposition of the tax was adopted. Staff will work on creating one.

The Personnel Ordinance is about 80% complete, Planning and Zoning coordinator, Rinaldo Pino and Chief Deputy Treasurer, Kathy Mendoza have been assisting with its development.

The Safety Policy is on track, a Committee of County Employees has been designated from each department.

Manager Martinez stated he sent out 2 certified letters for 2 separate roads, one is a road in Chacon that is blocked with a gate and the other is in regards to a change of a road entrance in Watrous as well as a cattle guard that was moved and placed in a different location.

Manager Martinez met with La Jicarita regarding upcoming construction. La Jicarita was informed that they are responsible for making sure the condition is the same as before work was done. Pictures were taken to make sure the quality of the existing road is returned to initial conditions.

2 hot shot vans were ordered for the Senior Center, an application for another hot shot van and a 12 passenger van was submitted to long term aging.

Manager Martinez stated they are in the process of updating the County Website, adding more user friendly tools, a link to Community organizations and Community Calendar.

8. Discussion/Review/Action – Expenditure Report March 2018 – Doris Casados, Finance Director

Finance Director, Doris Casados, sent the Expenditure Report for March 2018 to the Commission in advance.

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

9. Discussion/Review/Action – Resolutions – Doris Casados, Finance Director

a. Budget Increase(s)

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

1. 2110211- Law Protection - \$60.00

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

b. Budget Transfer(s)

1. 1010460 – Treasurer - \$2,000.00

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

2. 10104070 – Law Enforcement - \$4,776.00

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

3. 2040204 – Road Department - \$25,000.00

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

4. 2060206 – EMS - \$800.00

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

5. 2090254 – SBR VFD - \$12,696.00

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

6. 2110211 – Law Protection - \$1,738.00

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

7. 2200220 – Indigent - \$7,543.00

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

10. Report – Mora County Complex

Commissioner Garcia stated, Mora County got approval of GMP for the GRT phase and they are ready to start construction sometime this week. Mora County Complex Advisory Committee have been meeting regularly. County Manager Elmer Martinez stated that the NMFA loan phase is at 50% design development. They will be conducting public outreach meetings to discuss the Mora County Complex. Manager Martinez met with the Las Vegas Optic to discuss coverage of the progress on the Complex.

11. Discussion/Review/Action – Resolution – Declaring April 21, 2018 “Mora County Clean Up Day” – Elmer J. Martinez

County Manager Elmer Martinez discussed the Resolution Declaring April 21, 2018 “Mora County Clean-up Day”. Mora County residents are encouraged to clean their properties and road sides. On this day, fees at Solid Waste will be at a lower rate.

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

12. Discussion/Review/Action – Resolution – Declaring “May as Motorcycle Awareness Month in Mora County” – Elmer J. Martinez, County Manager

County Manager Elmer Martinez discussed the Resolution, Declaring “May as Motorcycle Awareness Month in Mora County”. It is important that residents of Mora County be aware and share the road with motorcycles. It is in hopes that all 33 Counties will adopt this resolution to help bring awareness.

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

13. Discussion/Review/Action – Resolution – Authorizing the “Formation of the Mora County Safety Committee” – Elmer J. Martinez, County Manager

County Manager Elmer Martinez discussed the Resolution, Authorizing the “Formation of the Mora County Safety Committee”

Manager Martinez has established a safety committee which include staff from each department. The Committee will serve as an advisory committee to the Manager on County Risk Management Program. The committee will meet on a monthly basis.

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

14. Discussion/Review/Action – Appointment of Employees to Mora County Safety Committee – Elmer J. Martinez, County Manager

County Manager Elmer Martinez presented his Safety Committee recommendations to the Commission. They are as follows:

- Fire Administrator, Peter Martinez
- Payroll Clerk, Denis Duran

- Road Department, Joseph Gurule
- Chief Deputy Clerk, Elena Duran
- Chief Deputy Assessor, Rosalee Trujillo
- Maintenance, Antonio Lovato
- Sheriff, Greg Laumbach
- Deputy Treasurer, Seferina Romero
- EMT Director, Brenda Casados
- P&Z Director, Rumaldo Pino

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

15. Discussion/Review/Action – Recommendations for the 2018 CDBG Grant Application – Elmer J. Martinez, County Manager

County Manager, Elmer Martinez presented Public Hearing recommendations for the 2018 CDBG Grant Application. Mora County held a public hearing on March 27, 2018 to consider public recommendations for grant approval. The County Commission is asked to hear presentation by staff and select a project and authorize an application to the NM Local Government Division.

Recommendations are as follows:

- Funding for the Chief Theatre/Complex,
- Application for a planning grant for a Geographic Information System (GIS)
- Drainage system to address drainage that accumulates in El Ranchito area and flows into highway 518
- Watrous Community Center

County Manager Elmer Martinez recommendation for the 2018 CDBG Grant is the Application for a planning grant for a Geographic Information System (GIS), as well as the Economic Development Grant for the Chief Theatre Complex.

Commissioner Griego *made a motion to approve Manager Elmer Martinez recommendation for GIS planning Grant for CDBG Grant and the Theatre project under Economic Development.* Commissioner Garcia *second the motion. All in favor. Motion carried.*

16. Discussion/Review/Action – Resolution – Adopting the Mora County Comprehensive Land Use Plan Update 2017 – Elmer J. Martinez, County Manager

County Manager Elmer Martinez discussed the Resolution Adopting the Mora County Comprehensive Land Use Plan for 2017. Upon Commissioner Approval, Mora County will receive the planning grant monies for developing a comprehensive land use plan.

TCLB

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

17. Discussion/Review/Action – Approval Planning Grant Agreement Between NM Finance Authority and Mora County – Elmer J. Martinez, County Manager

County Manager Elmer Martinez presented the Planning Grant Agreement between NM Finance Authority and Mora County.

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

18. Discussion/Review/Action – Resolution - Authorizing the Execution and Delivery of a Local Planning Grant Agreement between NM Finance Authority and Mora County in the Amount of \$15,875.20. Elmer J. Martinez, County Manager

County Manager Elmer Martinez discussed the Resolution, Authorizing the Execution and Delivery of a Local Planning Grant Agreement between NM Finance Authority and Mora County in the Amount of \$15,875.20. The Grant is to be used solely for the purpose of financing the cost of comprehensive plan, and the manner that it was described in the grant agreement.

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

19. Discussion/Review/Action – Approval of Certificate of Grantee for the Local Planning Grant Between NM Finance Authority and Mora County – Elmer J. Martinez, County Manger

County Manager Elmer Martinez discussed the Approval of Certificate of Grantee for the Local Planning Grant between NM Finance Authority and Mora County.

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

20. Discussion/Review/Action – Authorization to extend and publish RFP for Mora CWPP/WUI – Peter Martinez, County Fire Administrator

County Manager Elmer Martinez discussed the Authorization to extend and publish RFP for Mora CWPP/WUI

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

21. Discussion/Review/Action – Authorization to advertise RFQ for Pit Run for 2018 Road Projects – Johnny Espinoza, Road/Solid Waste Superintendent & Edna Sena, Road Department Administrator

Road/Solid Waste Superintendent, Johnny Espinoza discussed the Authorization to advertise RFQ for Pit Run for 2018 Road Projects. Mr. Espinoza stated that the current specifications for advertisement need to be changed from a maximum size of a material not be greater than 4 inch Pit Run Material type A-2-4 material. PI=SNP to a maximum size of a material not be greater than 6 inch Pit Run Material type A-3-6 material. PI=SNP. The Contract will be until the end of December 2018.

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

22. Executive Session

Commissioner Griego *made a motion to convene into Executive Session.* Commissioner Trujillo *second the motion.* *All in favor on a roll call vote:*

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

Entered into Executive Session at 11:13 a.m.

Commissioner Griego *made a motion to reconvene into Regular Session.* Commissioner Trujillo *second the motion.* *All in favor on a roll call vote:*

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

Reconvene into Regular Session at 11:55 a.m.

TRJ

23. Next County Commission Meeting

The next County Commission Meeting will be the Regular Meeting held the second Tuesday of May unless a special meeting is scheduled before that time.

24. Signing of Approved Documents

All required parties signed approved documents

25. Adjournment

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

Meeting Adjourn at 12:10 p.m.

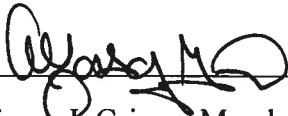
MORA COUNTY BOARD OF COUNTY COMMISSIONERS



Paula A. Garcia, Chairman



George A. Trujillo, Vice Chair



Alfonso J. Griego, Member

ATTEST:



Carlos J. Arellano

County Clerk



