

**Mora County Board of County Commission
Regular Meeting
Tuesday, October 9, 2018
9 am
Mora Schools Board Room, Mora, NM**

1. Call to Order

Commissioner Garcia called the meeting to order at 9:06 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
Commissioner Alfonso J. Griego	-	Present

4. Approval of Agenda

Commissioner Garcia recommended discussing item # 12, 14 and item 16 after Executive Session.

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

5. Approval of Minutes

a. August 29, 2018 – Special Meeting

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

b. September 11, 2018 – Regular Meeting (Need to officially close the meeting)

***Meeting to be officially closed at the end of current meeting**

c. September 14, 2018 – Special Meeting

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

d. September 20, 2018 – Special Meeting

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

6. Public Comment

Anita Moss, director of the ACC, spoke on the MOU with Mora County for the Fall Fest as well as the Explora Children’s Science Museum coming on December 8, 2018 from 12:00- 3:00, she is excited to report that soon they are hoping to have the toy lending library, that’s free toys, all educational. The ACC made the front cover of Green Fire Times. Someone from South Valley will be helping with the youth programs, he’s been connected with Mora for 40 years. ACC also made the front page of the Optic for the Fall Festival.

7. Reports:

a. Elected Officials

1. County Clerk – Carlos Arellano

County Clerk, Carlos J. Arellano gave his report. Clerk Arellano stated early and absentee voting started today, October 9, 2018, Monday through Friday 8:00 a.m.-5:00 p.m. November 3, 2018 will be the only Saturday open for early and absentee voting from 10:00 a.m. - 6:00 p.m.

Clerk Arellano stated that he has discussed an ongoing issue with former County Managers about excessive humidity in the storage bins. Due to the moisture all of the supplies are getting moldy and ruined. He is asking for recommendation on what should be done to fix the problem. He suggested that when the staff move to the Complex that the current Clerk’s Office become the new place of storage.

2. County Assessor – Paul Duran

No report

3. County Sheriff – Greg Laumbach

No report

b. Department Reports

1. Road Department – Johnny Espinoza

Road Department/Solid Waste superintendent, Johnny Espinoza gave his report. Mr. Espinoza stated they met with the DOT to set up an agreement for next year for the El Alto and Sleepy Hollow road to be used while they fix the bridge on highway 434. The plans have been presented to Mr. Espinoza. The John Deere grader that was taken to be fixed came back in to same condition as it left. Mr. Espinoza stated he called and they came and picked up the grader to take it back to be fixed. Mr. Espinoza stated there is some equipment that can be put up for auction, he is inquiring on pricing the

equipment. The Commissioners suggested putting together a list of the equipment in Resolution form to be presented at a later meeting.

2. Planning and Zoning – Rumaldo Pino

Planning and Zoning director, Rumaldo Pino gave his report. Director Pino stated LEPC set up a meeting for October 29, 2018. Mr. Pino stated the bins that Clerk Arellano discussed previously, the Managers Office bin is also pretty bad due to moisture. The tool to measure the roads is in and ready to be installed into road supervisor, Johnny Espinoza's truck.

c. Financial Reports

1. EMS/Ambulance Receivables – Brenda Casados, EMS Director

EMS/Ambulance Director, Brenda Casados, gave her report. Ms. Casados presented the receivables for the Month of September, there was a total of 21 calls. They are still required to provide PRC with the number of runs for the month but are no longer under a variance with PRC. They have 2 EMTs and a first responder on call.

The last PRC complaints were as follows, on September 3, 2018 they were instructed to provide services to Wagon Mound for Bean Day, the area was covered for 3 days from 12:00 to 7:00. PRC stated they got a complaint of a non-response. Ms. Casados stated the claim is untrue the ambulance did respond to the call at 10:18 at which the ambulance was turned away, all the documentation was submitted for that claim.

On September 10, 2018, Ms. Casados was contacted by the chief investigator requesting documentation for a report that had been called in that the EMTs had taken the longest and bumpiest route that caused more pain. All proper documentation was submitted on the false accusations and she has requested to meet with the County Attorney because she feels like the service is already being harassed, she feels her staff is getting pretty tired and getting ready to walk.

On September 11, 2018 they had their pharmaceutical inspection with Charlie Vanderbilt, they had no expired drugs, and everything was in compliance with PRC and with World of Pharmacy. All the allegations people are making are not true.

2. Receivables/Treasurer Report – Florence Romero, Treasurer

No report

3. Financial Report – Doris Casados, Finance Director

Finance Director, Doris Casados, gave her report. Ambulance is in the red for the month of September.

d. County Manager Report – Frances Muniz, Interim County Manager

Interim County Manager, Frances Muniz, gave her report. Ms. Muniz stated GRT 1/12th for the Safety Net Care Pool is official. The facial recognition time clock has been implemented and one has been placed in the Sherriff's Office, Solid Waste and in the new building. It has been working out good, after time they will be looking into no longer having employees create the written time sheet. Ms. Muniz stated that she needs to set up a meeting with the IT person to set up at the Complex.

8. Expenditure Report – September 2018

Financial Director, Doris Casados, emailed the expenditure report.

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

9. Discuss/Review/Action – Resolutions(s)

a. Budget Increase – 11000-1001 - Governing Body (County Commission) - \$125,305.00

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

b. Budget Increase – 11000-1005 – County Sheriff (Law Enforcement) - \$5,000.00

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

c. Budget Increase – 20900-3002 – Fire Protection - \$236,761.00

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

d. Budget Increase – 21800-2002 – Intergovernmental Grants (SAP) - \$21,366.00

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

e. Budget Increase – 22200-3002 – County Fire GRT (Fire Excise) - \$36,098.00

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

f. Budget Increase – 29900-2002 – Other Special Revenue - \$74,061.00

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

g. Budget Increase – 40100-2002 – GOB Debt Service - \$1,125.00

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

h. Budget Transfer – 22200-3002 – County Fire GRT - \$33,000.00

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 Paula Garcia

Commissioner Paula Garcia gave an update on the County Complex. Commissioner Garcia presented a time line for the courthouse phase, provided in the packet. The design team is having two meetings a week, one is for the GRT phase and one for the Courts phase. The GRT phase was originally anticipated to be completed in August but with all the scope of work swaps, the first phase got extended, on the plus side it will make the Magistrate phase a lot simpler because they moved some of the Magistrate phase into the GRT phase. They had to add some beams to help with supporting the high density files that will be stored on the top floor.

The septic for the Senior Center was supposed to be done during the Court phase but that was added to the GRT phase with some delays, it is nearly done. The new date that was provided to Commissioner Garcia is October 31, 2018. The County will not be able to start moving in until after Election so the process is not disrupted.

There are two overlapping phases going on right now. The Court phase is well underway. The GRT phase has walls up and is starting to look like office space. One bit of positive feedback from the staff is that what was to be the Commissioner's Office will now be the break room/conference room. There is a chance that they can use the contingency fund to make that room possible.

The GO Bond that was on the ballot failed by 30 votes, would have created the funding to complete EMS, Sheriff's Office, Public Health and the remaining staff offices, it is written into the schematic, with a design to come when the County has money. The Architect has been instructed to give the square footage for that area so the County can request Capital Outlay funding in the next session.

11. Discussion/Review/Action – Mora County DWI Program Planning Council By-Laws – Yolanda Medina, DWI Coordinator

DWI Coordinator, Yolanda Medina, presented the Mora County DWI Program Planning Council by-laws that are up for approval, the by-laws are required by department of finance administration to be able to apply for funding.

Mrs. Medina stated there were a couple of changes that were made to the by-laws and that is what is being presented.

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

12. Discussion/Review/Action – Mora County Collaboration with LCC for a Part-Time Library Worker – Commissioner Alfonso Griego

Discussed during executive session, no action was taken.

13. Discussion/Review/Action – Mora County’s Participation in the Work Ready Communities Program – Merle Witt

Merle Witt presented on Mora County’s potential participation in the Work Ready Communities Program. Mr. Witt presented a history on the program. The ACT Work Ready Communities Initiative is designed to identify communities’ work force skill level and identify skill areas which need to be developed. The program is designed to work at the county level. Mr. Witt is recommending someone be appointed as liaison for the program.

Commissioner Garcia stated that she would meet with Frances Muniz to go over individuals for recommendation for a future meeting.

14. Discussion/Review/Action – Final Draft of the Employee Policy Manual Ordinance – Notice for Publication – Frances Muniz, Interim County Manger

Discussed during executive session, no action was taken.

15. Information – Mora County Code of Ethics – Frances Muniz, Interim County Manger

Interim County Manager, Frances Muniz stated at the last meeting she was instructed to look into Mora County Code of Ethics. Ms. Muniz presented the Commission with three samples, from Taos County, Sandoval County and Roosevelt County.

No action was taken.

16. Executive Session

Commissioner Griego *made a motion to go into executive session.* Commissioner Trujillo *second the motion. All in favor on a roll call vote:*

<i>Commissioner Garcia</i>	-	<i>yes</i>
<i>Commissioner Trujillo</i>	-	<i>yes</i>
<i>Commissioner Griego</i>	-	<i>yes</i>

No action will be taken only discussion on personnel issues and pending or threatening litigation

Entered into executive session at 10:40 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:*

No action was taken only discussion on personnel issues and pending or threatening litigation

<i>Commissioner Garcia</i>	-	<i>yes</i>
<i>Commissioner Trujillo</i>	-	<i>yes</i>
<i>Commissioner Griego</i>	-	<i>yes</i>

Reconvene into regular session at 1:10 p.m.

See item # 12, 14 & 16

17. Discussion/Review/Action – Appointment of Planning and Zoning Committee Members

Discussed during executive session, no action was taken

18. Next County Commission Meeting

The next Special Meeting will be scheduled for October 23, 2018 at 9:00 a.m.

19. Signing of Approved Documents

All necessary documents were signed

20. Discussion/Review/Approve – Recommendations as presented by the Committee

No discussion.

21. Adjournment

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

Commissioner Garcia called the Indigent Fund meeting to order.

22. Indigent Fund Meeting

To be discussed at the next Commission meeting

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

Commissioner Trujillo *made a motion to reconvene the September 11, 2018 Meeting*. Commissioner Griego *second the motion*. *All in favor. Motion carried.*

The purpose of reconvening the September 11, 2018 Meeting is to allow the Clerk to attest to the adjournment.

Commissioner Griego *made a motion to adjourn the September 11, 2018 Meeting*. Commissioner Trujillo *second the motion*. *All in favor. Motion carried.*

Meeting adjourned at 1:20 p.m.

MORA COUNTY BOARD OF COUNTY COMMISSIONERS



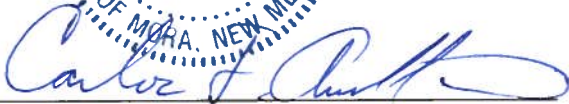
Paula A. Garcia, Chairman



George A. Trujillo, Vice Chair

Alfonso J. Griego, Member

ATTEST:



Carlos J. Arellano

County Clerk

