

**MORA COUNTY BOARD OF COMMISSIONER**  
**Regular Meeting of**  
**December 11, 2018**

1. **Call Meeting to Order:** Commissioner Garcia called meeting to order at 9:05 a.m.
2. **Pledge of Allegiance to the Flag and Salute to the State Flag.**  
Clerk Arellano led that audience in the Allegiance and Salute.
3. **Roll Call:**  
Clerk Arellano polled the Board  
Commissioner Garcia ---- Present  
Commissioner Trujillo ---- Excused  
Commissioner Griego ---- Present  
***Two of the three are present a Quorum is present***
4. **Approval of Agenda:**  
The Board requested that an Information item be added after #20 about Bomb threat  
That #'s 18 & 17 be moved after Executive session.  
Commissioner Griego made the motion to approve the amended agenda.  
Commissioner Garcia second the motion  
***All in favor. Motion carried.***
5. **Discussion/Review/Action – Meeting Minutes**
  - a. **November 14, 2018 Special Meeting**  
Commissioner Griego made the motion to Approve November 14, 2018 minutes.  
Commissioner Garcia Second the motion.  
***All in favor. Motion carried***
  - b. **November 14, 2018 Canvass Minutes**  
Commissioner Griego made the motion to Approve November 14, 2018 minutes.  
**All in favor. Motion carried.**
6. **Public Comment:**  
**Tim Hagamen** stated he is present today to update the board on Economic  
Development is in the process in recruiting a grocery store it will take a Coop to get a  
store started.  
  
**Suzanne Cole** is present today to report she has left the Assessor's Office to switch to  
the new economic coop cultural agent.

**7. Election Official(s)/Department Report's**

**a. Elected Official Report**

**1. County Clerk – Carlos Arellano**

Mr. Arellano stated that the Election Certificate need to be signed by the board and presented to the newly elected official at their swearing in on Dec. 31, 2018. He stated that his other concern is the Maternity Leave in the new policy in which it would affect member of his staff.

**2. County of Assessor- Paul Duran/ Rosalee Trujillo**

Nothing to report

**3. County Sheriff – Greg Laumbach**

Not Present.

**b. Department Reports:**

**1. Road Department/ Solid Waste Department – Johnny Espinoza**

Mr. Espinoza had two Representatives from John Deer here to explain the contract for new grader he requested the board allow them in their executive session to discuss this matter.

He stated that he has installed culverts in the instructed area but now he has several other citizens wanting their road ways and culverts, he is requesting the boards instruction as to what to do or what to tell them.

He stated that his department is ready for the snow removal process when needed.

**2. Planning and Zoning - Rumaldo Pino Director.**

Mr. Pino stated that the will be two available positions in the committee to be appointed by the board. He reported on the bomb threat done 12/4. There was some confusion as to what needed to be done but the staff nor himself have been trained so this was an rude awaking for us. He had the staff move themselves to the Russell parking lot and then released once everyone was accounted for. He stated that two State Officers and himself did a walk through and saw nothing out of place. He stated that the State Officers canceled the Bomb Squad and declared the issue closed they could not trace the call. He also contacted the School to have them issue a lock down until the matter was cleared. More discussion was had on the matter with several members from the audience.

**c. Financial Reports**

**1. EMS/ Ambulance Report – Brenda Casados, EMS Director.**

Not Present

Commissioner Griego made the motion that the agenda be amended to allow the board to enter into executive session to discuss with the grader issue with the two Wagner Representatives.

Commissioner Garcia second the motion to enter into executive session at 10:02 a.m. to discuss the grader contract by roll call vote.

Clerk Arellano polled the board.

Commissioner Garcia --- Yes

Commissioner Trujillo --- Excused

Commissioner Griego --- Yes

***All in favor. Majority has it***

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

Commissioner Garcia second the motion at 11:01 a.m. by roll call vote.

Clerk Arellano polled the board.

Commissioner Garcia --- Yes

Commissioner Trujillo --- Excused

Commissioner Griego -- Yes

***All in favor. Majority has it***

**c. Financial Reports.**

**1. EMS/ Ambulance Report – Brenda Casados, EMS Director**

Not Present

**2. Accounts Receivable Report- Florence Romero, Treasurer**

Ms. Romero reported that the County is at a 46%. She read of the different percentages for each department. **SEE ATTACHMENT**

**3. Financial Reports – Doris Casados , Finance Director.**

Frances Muniz stated that Ms. Casados is off today and asked her to fill in.

She reported the different amounts for each department. **SEE ATTACHMENT.** for the month of November.

**8. Discussion/Review/Action – Expenditure Report for November 2018**

Commissioner Griego made the motion to approve the Expenditure list as presented.

Commissioner Garcia second the motion.

***All in favor. Majority has it.***

9. Discussion/Review/Action – Resolutions - SEE ATTACHMENTS

a. Rescind Resolution # 18-109 budget increase 22200-302 - \$70,000.00

Commissioner Griego made the motion to approve to rescind  
Commissioner Garcia second the motion

*All in favor. Motion carried*

b. Budget Increase(s)

1. 22200-3002 – County GRT - \$ 16,985.00

Commissioner Griego made the motion to approve the increase.  
Commissioner Garcia second the motion.

*All in favor. Motion carried.*

2. 29900-2002- Other Special Revenue - \$13,484.00

Commissioner Griego made the motion to approve the increase.  
Commissioner Garcia second the motion.

*All in favor. Motion carried.*

c. Budget Transfer(s)

1. 11000-0001 – General Fund Revenues - \$107,100.00

Commissioner Griego made the motion to approve the transfer  
Commissioner Garcia second the motion

*All in favor. Motion carried.*

2. 11000-2007 – Election \$10,000.00

Commissioner Griego made the motion to approve the Transfer  
Commissioner Garcia second the motion.

*All in favor. Motion carried.*

3. 11000-1003 – County Assessor \$200.00

Commissioner Griego made the motion to approve the transfer  
Commissioner Garcia second the motion

*All in favor. Motion carried.*

4. 20400-5001- County Roads - \$5,000.00

Commissioner Griego made the motion to approve the transfer  
Commissioner Garcia second the motion

*All in favor. Motion carried.*

5. 22200-3002 – County GRT - \$53,015.00

Commissioner Griego made the motion to table this item until further information  
Commissioner Garcia second the motion.

*All in favor. Motion carried.*

**10. Information- County Complex Report – Commissioner Paula Garcia**

Commissioner Garcia reported that the board is meeting on a bi-weekly bases. All looks good and on schedule with GRT phase two they have painted, place the carpet and finishing the title work in the bathrooms, still need the phone and fax line put in. She reported that the project in under budget and will see how to best use of the leftover monies be used. Date of completion should be Feb. 19<sup>th</sup> with the moving in of both top and bottom areas.

**11. Discussion/Review/Action – Approval RFP Legal Services – Mora County Complex – Edna Sena, Procurement Manager.**

Ms. Sena recommended that the board approve Sheehan & Sheehan P.A. for the RFP. Commissioner Griego made the motion to approve the RFP. Commissioner Garcia second the motion.  
*All in favor. Motion carried.*

**12. Discussion/Review/Action – Part-time Prevention Specialist Contract – Yolanda Medina, DWI Coordinator**

Mrs. Medina reported that Jennifer Ballin has resigned as console. Mrs. Medina has since advertised and conducted interviews for this position. She received four applicants two pulled out and two were interviewed the board recommended Mr. Jason Casados as the best candidate and is here today asking the commissioner approve his contract. This contract is good until May 2019 with a budget of \$11,000.00 leftover the original contract.

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

**13. Discussion/Review/Action – Internal Control- Commissioner Paula Garcia.**

Ms. Muniz stated that she has acquired a copy of Roosevelt County internal control manual for reference this item was an information item only.

**14. Discussion/Review/Action- Resolution Creating a Emergency Water Fund for the Community Water System in Mora County - Commissioner Garcia and Attorney Aragon.**

Attorney Aragon stated that he is requesting the board support these resolution to fund this community with the \$12,000.00 requested.

Mr. Olivas stated that they appreciate support from the County but is sad to say that they will still need to find more donation to fund raising within our community they will need to ask for an additional \$6,000.00.

Commissioner Garcia stated that she would be requesting the resolution be amended to raise the amount from \$12,000.00 to \$18,000.00. This will cover both item #14 and #15.

Commissioner Griego made the motion to approve the amended resolution amount.

Commissioner Garcia second the motion.

***All in favor. Motion carried.***

**15. This item was covered in the previous item #14.**

Commissioner Garcia allowed Ms. Martinez from Wagon Mound to speak for Ms. Martinez was not present for the public comment part of the meeting.

Ms. Sophia Martinez Representative for the Village of Wagon Mound is here today asking for the board to request from Dr. Freilic to place a 15 mile buffer in the Oil & Gas Ordinance that would protect our community.

Commissioner Garcia decided to get Dr. Freilic on the phone to explain as to what can be requested and to share Ms. Martinez concerns. Dr. Freilic was connected and he went over the Ordinance and more discussion was had and Ms. Martinez concerns were taken and will be considered.

Commissioner Griego made the motion to enter into Executive session and make it a working lunch as well to discuss personnel matters at 12:51 p.m.

Commissioner Garcia second the motion by roll call vote.

Clerk Arellano polled the Board

Commissioner Garcia --- Yes

Commissioner Trujillo --- Excused

Commissioner Griego --- Yes

***All in favor. Motion Carried.***

Commissioner Griego made the motion to reconvene back into regular session at 2:17 p.m. with no action taken while in executive session.

Commissioner Garcia second the motion with a roll call vote

Clerk Arellano polled the board  
Commissioner Garcia -- Yes  
Commissioner Trujillo -- Excused  
Commissioner Garcia -- Yes  
***All in favor. Motion carried.***

**16. Discussion/Review/Action – Resolution Approving the Creation of a Local Economic Development Act Fund to Support Economic Development in Mora County – Commissioner Garcia.**

Commissioner Griego made the motion to table this item.  
Commissioner Garcia second the motion.  
***All in favor. Motion carried.***

**17. Discussion/Review/Action – Resolution- Increase the Salary of the Newly Elected Mora County Commissioners for District(s) 1 and 2, Mora County Assessor, County Sheriff, County Probate Judge and – Interim County Manager Frances Muniz**

Commissioner Griego requested that further discussion should be held with Doris Casados to make sure it will work through the budget so this item be tabled.  
Commissioner Garcia second the motion.  
***All in favor. Motion carried.***

**18. Discussion/Review/Action – Approval to Publish Amended Personnel Policies Ordinance – Commissioner Garcia**

Commissioner Griego made the motion to table these item.  
Commissioner Garcia second motion.  
***All in favor. Motion carried.***

**19. Discussion/Review/Action – Approval for Publication of the Mora County Zoning and Subdivision Ordinance – Commissioner Garcia.**

Commissioner Garcia called Dr. Bob back to ask about the buffer line and what he would recommend.  
Dr. Ferilic stated that he had put a five mile buffer line and thinks that is more than fair base line. He state that whatever the Commission wants to change now is the time to make changes but he is ready to complete the ordinance.  
Commissioner Griego made the motion to approve the Ordinance and place it on the web site.  
Commissioner Garcia second the motion.

*All in favor. Motion carried.*

**20. Discussion/Review/Action- Approval for Publication of the Mora County Oil and Gas Ordinance – Commissioner Garcia.**

Commissioner Griego made the motion to table this item for further discussion.

Commissioner Garcia second the motion.

*All in favor. Motion carried.*

**21. Next County Commission Meeting:**

December 28, 2018 at 9:00 a.m. here at the School Board Meeting.

**22. Adjournment:**

Commissioner Griego made the motion to adjourn at 3:00 p.m.

Commissioner Garcia second the motion.

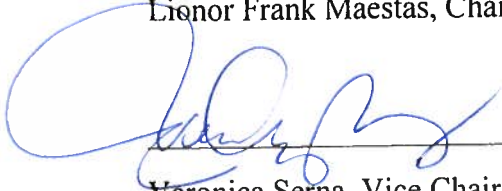
*All in favor. Motion carried.*



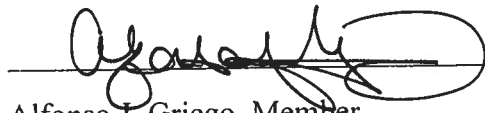
MORA COUNTY BOARD OF COUNTY COMMISSIONERS



Lionor Frank Maestas, Chairman



Veronica Serna, Vice Chair



Alfonso J. Griego, Member

ATTEST:





Carlos J. Arellano

County Clerk

