

# Mora County Board of Commission

## March 14, 2019

**1. CALL MEETING TO ORDER:**

Commissioner Maestas called the meeting to order at 10:10 a.m.

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

BOE CLERK Mrs. Trujillo led the audience in the pledge and salute to flag.

**3. ROLL CALL:**

BOE Clerk Mrs. Trujillo polled the board

Commissioner Maestas ----- Present

Commissioner Serna ----- Present

Commissioner Griego ----- Present

**4. APPROVAL OF AGENDA:**

Commissioner Serna made the motion to approve the agenda as presented.

Commissioner Griego second the motion.

*All in favor. Motion carried.*

**5. DISCUSSION/REVIEW/ACTION- MEETING MINUTES:**

**A. February 14, 2019 – Regular Meeting**

Commissioner Griego made the motion to approve the Feb. minutes as presented.

Commissioner Serna second the motion.

*All in favor. Motion carried.*

**6. PUBLIC COMMENT:**

**David Kruse** citizen of Wagon Mound addressed the board with his concern about county roads in the area specially CR 0035 had picture showing of the ruts the have been a problem for various reason with vehicle working cattle and citizens trying to travel on. He stated that he would like for the Commissioner's to stop treating this area like a step child they pay taxes like everyone else in this county.

**Paul Martinez** citizen of Wagon Mound also addressed the board with his concerns about the Roads in the area. He stated that he was informed about Mr. Armijo resigning and wants to encourage the board to persuade Mr. Armijo to return Mr. Armijo is from the area and knows all the side County roads and how to fix them. He stated there is material pits in the area to provide material to fix the roads.

**Loren Turner** citizen of Wagon Mound also addressed the board about CR 33-32 these are roads he has to travel every day to his residency he also feels the board should instruct the Road Supervisor dive these roads and see for himself how bad they are.

**Irene Rosa** citizen for Wagon Mound addressed the board she would like to thank Mr. Pino and Ms. Muniz for addressing her concerns and working with her to fix her issues. She stated that she is happy about the Arts & Culture Compound and the few ways the County is utilizing the renewable sources. She stated that she has a friend in the Cleveland area the needs her road fixed as well.

**Daniel Esquivel** addressed the Board with his concerns about the wrong way the E 911 assigned the County Roads if there was an emergency and not from the area they would not find who they are looking for with the current addressing. He stated that someone from the E11 system should come out and correct this issue.

**Commissioner Maestas** stated that he will address all of these concerns and have Mr. Martinez Road Supervisor, Mr. Montoya Fire Administrator and Mr. Pino Planning and zoning Director to look into this issues and fix these problems ASAP.

**7. ELECTED OFFICIAL(S)/DEPARTMENT REPORT(S):**

**A. ELECTED OFFICIALS REPORT**

**1. COUNTY CLERK- CARLOS ARELLANO**

**BOE Clerk Mrs. Trujillo** reported that the clerk's office is gearing up for the special school bond election. She stated that it is an all-mail out ballot election first one in Mora County. It starts April 9, 2019 until Election Day May 7, 2019 with canvassing being held on May 10, 2019. She stated that the SOS will be following this election to use as an example for traditional county special elections.

**Ms. Muniz** stated that there are few elected officials and department head that have asked her to report on their behalf. She requested that they allow her to go over all of them at once then proceed forward with the agenda. The Board agreed.

**2. COUNTY ASSESSOR – ROSALEE TRUJILLO**

**Ms. Muniz** stated that the County Assessor Trujillo had handed her report for the packets **SEE ATTACHMENT**. It lays out her plan as to how re-appraisal will be handled for the 2019-2020 year, as required by PTD.

**c. FINANCIAL REPORT(S)**

**2. COUNTY TREASURER'S REPORT – FLORENCE ROMERO**

**Ms. Muniz** stated that Ms. Romero could not make to the meeting due to inclement weather. She had handed her report for the packets. Ms. Muniz read out the different percentages in the Treasurer's report **SEE ATTACHMENT**. Ms. Muniz stated the County is at a 82.3% with a 66% of year lapsed.

**3. FINANCIAL REPORT- MARCH 2019- TINOTHY MONTGOMERY, INTERERIM FINANCE DIRECTOR:**

Ms. Muniz stated that Mr. Montgomery had appendixes yesterday and will be out of the office. He asked that she read the report he created she explained the different cells and what they contained for the projected budget balances %. SEE ATTACHMENT.

**4. EMS/AMBULANCE – BRENDA CASADOS, DIRECTOR**

Ms. Muniz stated that Ms. Casados could not make it but had handed her report for the packets. Ms. Muniz read the report on the different type of calls and how much was collected. SEE ATTACHMENT.

**D. COUNTY MANAGER REPORT – FRANCES MUNIZ**

Ms. Muniz stated that she would request that she would be able to give her report in executive session. The board agreed.

**9. DISCUSSION/REVIEW/ACTION – EXPENDITURE REPORT MARCH 2019- TIMOTHY MONTGOMERY, INTERIM FINANCE DIRECTOR:**

Ms. Muniz stated this item is always sent to each commissioner in advance to review. SEE ATTACHMENT.

Commissioner Griego made the motion to approve expenditure report.

Commissioner Serna second the motion.

*All in favor. Motion carried*

**10. DISCUSSION/REVIEW/ACTION – BUDGET RESOLUTIONS – TIMOTHY MONTGOMERY, INTERIM FINANCE DIRECTOR: SEE ATTACHMENTS**

**A. BUDGET INCREASED**

1. 29900 - Other Special Revenue in the amount of \$4,635.00

Commissioner Griego made the motion to approve budget increase in the amount of \$4,635.00.

Commissioner Serna second the motion.

*All in favor. Motion carried.*

**B. BUDGET TRANSFER**

1. 11000 General Fund in the amount of \$21,000.00 from 11000-1001-55999 to 11000-1001-552080. Commissioner Serna made the motion to approve the Resolution in the amount of \$21,000.00

Commissioner Griego second the motion

*All in favor. Motion carried.*

2. 20600 EMS in the amount of \$869.00 from 2066-3003-57999 and 20600-3003-57050 to 20600-3003-54040. Commissioner Griego made the motion to approve resolution in the amount of \$869.00.

Commissioner Serna second the motion.

*All in favor. Motion carried.*

3. 20900 Fire Protection (Mora VFD) in the amount of \$8,085.00 from 29900-3002-57999 to 2009-3002-57999. Commissioner Griego made the motion to approve resolution in the amount of \$8,085.00.  
Commissioner Serna second the motion.  
**All in favor. Motion carried.**
4. 20900 Fire Protection (SBR) in the amount of \$ 1,500.00 from 29900-3002-57999 to 20900-3002-57999. Commissioner Griego made the motion to approve resolution in the amount of \$1,500.00.  
Commissioner Serna second the motion.  
**All in favor. Motion carried.**
5. 20900 Fire Protection (Rainsville VFD) in the amount of \$660.00 from 29900-3002-57999 to 20900-3002-5799. Commissioner Serna made the motion to approve the transfer in the amount of \$660.00  
Commissioner Griego second the motion  
**All in favor. Motion carried.**
6. 20900 Fire Protection (MCFA) in the amount of \$6,066.00 from 222000-3002-57999 to 20900-3002-57999. Commissioner Griego made the motion to table this item not enough justification attached to the resolution.  
Commissioner Serna second the motion.  
**All in favor. Motion carried.**
7. 20900 Fire Protection (Ocate VFD) in the amount of \$1,009.00 from 20902460244044010 to 20902450244044010. Commissioner Serna made the motion to approve the resolution in the amount of \$1,009.00.  
Commissioner Griego second the motion  
**All in favor. Motion carried.**
8. 20900 Fire Protection (Rainsville VFD) in the amount of \$4,800.00 from 11000-1001-55999 to 20900-3002-57999. Commissioner Serna made the motion to table this item as well for the lack of justification attached to the resolution.  
Commissioner Griego second the motion.  
**All in favor. Motion carried.**
9. 22200 County GRT in the amount of \$39,893.00 from 22200-3002-55999 to the following 2220249/47987 EMS, 2220249/47988 Chacon VFD, 2220249/47989 BV VFD, 220249/47990 LMC VFD, 2220249/47992 Golondrinas VFD, 2220249/47994 Mora VFD, 2220249/47995 Ocate VFD, 2220249/47996 Rainsville VFD, 2220249/47997 Watrous VFD, 2220249/47998 CHET VFD, 2220249-47993 Guadalupita VFD, 2220249/47999 MCFA, 2220246/47991 SBR VFD. Commissioner Griego made the motion to approve the resolution in the amount of \$39,893.00.  
Commissioner Serna second the motion.  
**All in favor. Motion carried.**

10. 50500 Ambulance in the amount of \$79,891.00 from 11000-1001-55999 to 50500-2002-51020 Salaries, 50500-2002-51060 Overtime, 50500-2002-52010 FICA, 50500-2002-52011 FICA Medicare, 50500-2002-52020 Retirement, 50500-2002-52090 Unemployment Insurance, 50500-2002-52030 Health and Medical Premiums. Commissioner Serna made the motion to approve resolution in the amount of \$79,891.00.  
Commissioner Griego second the motion.  
***All in favor. Motion carried.***

This concluded Ms. Muniz reports for herself and other Elected Officials and Department Heads that requested that she report on their behalf. At this time the agenda will continue as presented.

7. **B. Department Heads (s) Report**
  1. **Road Department/Solid Waste Department – Jerry Martinez**  
**Mr. Martinez** reported his departments have safety meeting every Tuesday Morning to go over all that needs to be fixed handed copy of his report to Board **SEE ATTCHMENT** he went over the equipment road log as to which roads have been worked on. There has been some newly reported illegal dumping sites and they will looking into that matter ASAP. He agreed to meet with Mr. Martinez here in the village to go over all miss named and road that may have issues next week if possible.
  2. **Planning and Zoning – Rumaldo Pino, Director.**  
**Ms. Muniz** stated that Mr. Pino has been out this week and left no report Commissioner Maestas stated that he would request the Manager to remind Mr. Pino a report is needed even if it be done by the end of the week.
  3. **Fire Administration – David Montoya, Fire Administrator.**  
**Mr. Montoya** stated he met with NORCOM and NM State Police to work out all the miss named and side roads that need to be properly addressed. He stated there has been several call out for a few fires and a few medical reasons. He stated he would like to meet with Daniel Esquivel to go over the miss named areas and to go over thing s with the fire departments.
  4. **DWI – Yolanda Medina DWI Coordinator.**  
**Ms. Muniz** stated that Mrs. Medina had nothing to report at this time but will be present at the next meeting in April.

11. **INFORMATION – COUNTY COMPLEX REPORT- COMMISSIONER LIONOR MAESTAS:**  
**Commissioner Maestas** stated that he has met with the architects and contractor three times there has been a few delays the elevators just came in and the state fire marshal refused to inspect both top and bottom levels he stated that both areas need to be completed before he will even step foot in the building. He stated that the title work in the bathrooms was not matching so the contractor had several cases that could be placed. The paint on the outside.

didn't match the first phase and will be repainted. But with all of these little details they are telling him moving date should be March 25, 2019. But with that said he inquired from the Clerk's office BOE Clerk about the dates of the Special bond Election and when they would be able to move in the grand opening will be held within that time line.

**12. INFORMATION- CONSITUENT SERVICES – ON BEHALF OF CONGRESSMAN BEN RAY LUJAN – PAMELA GARCIA:**

**Ms. Garcia** stated that she is here today to inform both the public and the board about the services Congressman Lujan has to offer there his six district offices located in Santa Fe, Rio Rancho, Las Vegas, Gallup, Farmington, Tucumcari. SEE ATTACHMENT. She gave several example as to the type of help his office may help with.

Commissioner Griego made the motion to take a 45 minute lunch break with a roll call vote at 12:10 p.m.

Commissioner Serna second the motion.

BOE Clerk polled the board

Commissioner Maestas ----- Yes

Commissioner Serna ----- Yes

Commissioner Griego ----- Yes

**All in favor. Motion carried.**

Commissioner Griego made the motion to reconvene back in to session after a 45 minutes lunch break at 1:00 p.m. by roll call vote.

Commissioner Serna second the motion

BOE Clerk Mrs. Trujillo polled the board.

Commissioner Maestas ----- Yes

Commissioner Serna ----- Yes

Commissioner Griego ----- Yes

**All in favor. Motion carried.**

**13. DISCUSSION/REVIEW/ACTION – APPOINTMENT OF A COMMISSIONER TO SIT ON THE BOARD OF NORTH CENTRAL ECONOMIC DEVELOPMENT DISTRICT – Frances Muniz, Interim County Manager:**

**Ms. Muniz** stated that a member of the commissioner is to be appointed to sit in this committee.

Commissioner Maestas made the motion to nominate Commissioner Serna for this committee.

Commissioner Griego second the motion.

**All in favor. Motion carried**

Commissioner Serna made the motion to nominate Commissioner Griego as alternate if

Commissioner Serna cannot attend meetings.

Commissioner Maestas second the motion.

*All in favor. Motion carried.*

**14. DISCUSSION/REVIEW/ACTION – RESOLUTION – PROCUREMENT SAMLL PURCHASES \$2,500.00 – EDNA SENA, PROCURMENT OFFICER:**

Commissioner Serna made the motion to approve resolution for the \$2,500.00.

Commissioner Griego second the motion.

*All in favor. Motion carried.*

**15. DISCUSSION/REVIEW/ACTION/ - RESOLUTION NMDOT 2019 PUBLIC ENIT SALE- EDNA SENA, ROAD DEPARTMENT SECRETARY:**

Some discussion was had on the process of how this sale works and how to felicitate the best course of action.

Commissioner Serna made the motion to approve resolution as presented.

Commissioner Griego second the motion.

*All in favor. Motion carried.*

**16. DISCUSSION/REVIEW/ACTION – RESOLUTION- CERTYING 312.4 MILES OF MAINTAINED MORA COUNTY ROADS- EDNA SENA, ROAD DEPARTMENT SECRETARY:**

There was some discussion on all the roads and about the equipment bought to use to get an accurate total miles.

Commissioner Griego made the motion to approve the resolution as presented.

Commissioner Serna second the motion.

*All in favor. Motion carried.*

**17. INFORMATION- ACC COORDINATOR PART-TIME POSITION- FRANCES MUNIZ, INTERIM COUNTY MANAGER:**

**Ms. Muniz** stated that according to the current contract the county is to pay for a part-time position. Commissioner Maestas stated there is no back up information to refer to and would like her to only assign item to the agenda if there is proper information attached for the packets.

**18. DISCUSSION/REVIEW/ACTION – ADVERTISEMENT OF CONTRACTUAL/ INTERIM POSITIONS- COMMISSIONER VERONICA SERNA:**

**County Attorney Aragon** stated that this item should be discussed in executive session due possible personnel matters.

Commissioner Griego made the motion to table this item for discussion in executive session but no action is to be taken on the item.

Commissioner Serna second the motion.

*All in favor. Motion carried.*

**19. DISCUSSION/REVIEW/ACTION- APPROVAL OF FORENSIC AUDIT SCOPE OF WORK – MICHAEL ARAGON, COUNTY ATTORNEY**

County Attorney Aragon stated he has been in contact with Natalie Cordova from the State Auditor office about this scope of work for the Forensic audit some emails have been exchanged he will forward the email with the board and interim manager once the draft is done.

Commissioner Griego made the motion to approve Forensic Audit Scope of Work.

Commissioner Serna second the motion.

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

**20. EXECUTIVE SESSION:**

Commissioner Griego made the motion to convey into executive session to discuss personnel matters at 1:41 p.m. with a roll call vote.

Commissioner Serna second the motion.

BOE Clerk Mrs. Trujillo polled the board

Commissioner Maestas ----- Yes

Commissioner Serna ----- Yes

Commissioner Griego ----- Yes

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

Commissioner Serna made the motion to reconvene back into regular session at 4:10 p.m. with no action taken while in executive by roll call vote.

Commissioner Griego second the motion

BOE Clerk Mrs. Trujillo polled the board.

Commissioner Maestas ----- Yes

Commissioner Serna ----- Yes

Commissioner Griego ----- Yes

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

Commissioner Maestas stated that for the record there will be a change on the payday schedule starting the next Fiscal year July 2019. He stated that payday will be on Friday instead of Tuesday as per Auditors suggestion.

**21. NEXT COUNTY COMMISSION MEETING:**

Ms. Muniz stated that the next Regular meeting in on April 11, 2019 at Mora School Board room at 10 a.m.

Commissioner Maestas requested a work session be scheduled for next Thursday March 21, 2019 at LCC Meeting room for the Advertisement for Interim positions at 4:00 p.m. and another one scheduled for the Tuesday March 26, 2019 at 9:00 a.m. at the same location for the EDC.



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**22. SIGNING OF APPROVED DOCUMENTS**

All documents were signed.

**23. ADJOURNMENT:**

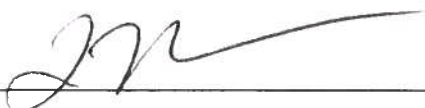
Commissioner Griego made the motion to adjourn at 4:08 p.m.

Commissioner Serna second the motion.

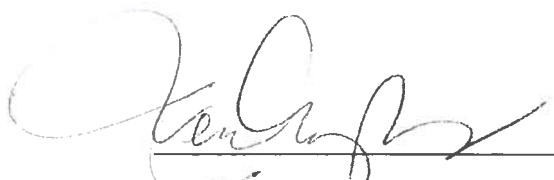
*All in favor. Motion carried.*



MORA COUNTY BOARD OF COMMISSIONER



Lionor Frank Maestas, Chair



Veronica M. Serna, Vice-Chair



Alfonso J. Griego, Member



Attest:



Carlos J. Arellano, Clerk

