

MORA COUNTY BOARD OF COMMISSION
REGULAR MEETING
April 11, 2019

1. Call to order
Commissioner Maestas called the meeting to order at 10:03 a.m.
2. Pledge of Allegiance and Salute to the Flag of the State of NM
All in attendance recited the Pledge of Allegiance and saluted the flag of the State of NM.
3. Roll Call

Commissioner Maestas	–	Present
Commissioner Serna	–	Present
Commissioner Griego	–	Present
4. Approval of Agenda
Attorney Aragon stated the Mora School Superintendent is requesting to make her presentation earlier on the Agenda. With the Commissions permission move item #12 to before public comment.
Commissioner Serna made a motion to approve agenda with changes.
Commissioner Griego second the motion.
All in Favor. Motion Carried.
5. Discussion/Review/Action – Meeting Minutes
 - a. March 14, 2019
Commissioner Serna found errors in the minutes, she gave the corrections to the Clerks.
Commissioner Griego made a motion to approve with corrections.
Commissioner Serna second the motion.
All in Favor. Motion Carried.
6. (12) Information – Data & Maintenance – Dr. Carla Spaniel, Superintendent
Dr. Spaniel shared an information flyer with everyone in attendance at the meeting. She stated she would like to make everyone aware of the maintenance upgrades, technology and structural issues and why they are having an SB9 election. (See attached) Dr. Spaniel stated if anyone has any questions they can give her a call.
7. Public Comment
 - a. Duane Martinez – Mr. Martinez handed a petition signed by all the people of El Alto to the Commission. Mr. Martinez stated he is there to represent the people of El Alto. He stated the El Alto road has been in bad condition for years and he has asked many times for it to be fixed.
Commissioner Serna stated it would be addressed accordingly.
Manager Muniz stated the petition will be handed to the over to the Road Superintendent. Manager Muniz stated the Road Superintendent has a list of roads that are his priorities for now and she will make sure the El Alto road is on the list.
Commissioner Maestas asked Manager Muniz to meet with the Road Superintendent and come up with a response within ten days of a plan of when the road department can address this situation.
Commissioner Maestas stated to Mr. Martinez that they will have a response for him within ten working days.

- b. Duane Freeman –Mr. Freeman is with the Chamber of Commerce. He stated the Annual Clean-up Day for Mora County is on Saturday, April 27th. Mr. Freeman stated he would like to thank the Commission for enforcing the covered load law. He believes it will make a big difference in the Community. Mr. Freeman is requesting to have a free dump day for the public on April 27th.
Commissioner Maestas asked whose responsibility is it to pick up the trash after the clean-up day. Mr. Freeman stated they team up with DOT and they pick it up for them.
- c. Anita Moss – Ms. Moss is with the Arts & Cultural Compound. Ms. Moss stated she would like to inform the Commission on what the ACC has been doing. She stated they worked with the school this year, they have a monthly reading program and have about seven different people who go read stories to the elementary students. The ACC will be hosting a scavenger hunt the Saturday before Easter. Also, they are looking for quilts for a quilt show they are doing. Ms. Moss spoke more to the Commission about the ACC.
- d. Judith Hill – Ms. Hill stated she is from Ojo Feliz and they are having a serious water problem. She stated they have not had running water for about six weeks. Ms. Hill is requesting help for the Village of Ojo Feliz. They would like help with drinking water because they believe the water they have is making people sick. Commissioner Maestas asked Attorney Aragon if the County should get involved since a public safety issue could be arising.
Attorney Aragon stated the County has gotten involved with issues like this one in the past. He stated their water should be tested quarterly and if that is not happening they need to bring it up with their Water Association Board. Also, if there is a request to get help from the County there needs to be a proposal. Commissioner Serna stated the Buena Vista Volunteer Fire Department will deliver drinking water to them. Further Discussion took place.

8. Elected Officials/Department Reports

a. Elected Official Report

1. County Clerk – Carlos Arellano – Clerk Arellano stated the Clerk's Office is currently having a mail out election. The last day to return a ballot will be May 7th. Also, Clerk Arellano is requesting to join the Commission in Executive Session.
The Commission agreed.
2. County Assessor – Rosalee Trujillo – **No Report.**
3. County Sheriff – Amos Espinoza – Sheriff Espinoza presented his monthly report (see attached). He informed the Commission about all the training he and his staff have been attending. Also, there is a new full time Deputy, Chantel Sena. Sheriff Espinoza stated he would like to recognize Deputy Tim Marquez who was awarded "Officer of the Year" through CYFD.
Commissioner Maestas stated the Commission would like to present Deputy Marquez with a Certificate of Accomplishment and thanked him for his outstanding service.
4. County Probate Judge – Joanne Padilla-Salas – **No Report.**

b. Department Head Reports

1. Road/Solid Waste Department – Jerry Martinez – Mr. Martinez presented his report to the Commission, (see attached). Mr. Martinez stated one grader operator resigned, that position needs to be filled.
Commissioner Maestas asked if there is a revised job description for that position. Mr. Martinez stated he was assuming the County had one but he has not seen it.

Commissioner Maestas asked Mr. Martinez to meet with the County Manager to be sure there is an updated job description before advertising for this position.

Mr. Martinez also stated there are three individuals who need to get certified to be an Operator for the Solid Waste Department. There is a set date and time to send them but they still need to be signed up.

Mr. Martinez stated he would like to make a comment about the El Alto Road. He stated that road was graded twice within the last 45 days.

Commissioner Maestas asked if Mr. Martinez has inspected that road within that process.

Mr. Martinez stated yes. They have made many repairs to that road because that is going to be an access road when the bridge is closed.

Commissioner Serna stated people from Rainsville are very pleased with the work the Road Department has done. But she's also had complaints from the people in Buena Vista because the road has not been finished and they want to know when that project will be completed.

Mr. Martinez stated what happened on that road is they ran out of culverts. A request has been submitted for more culverts.

Further discussion took place between Mr. Martinez and the Commission.

2. Planning & Zoning – Rumaldo Pino – Mr. Pino stated his planning and zoning committee is down two members because they have not been showing up to the meetings. Mr. Pino is going to appoint Gilbert Quintana and John Olivas, both submitted a letter of interest. Attorney Aragon suggested to make this an action item before a motion is made. Commissioner Serna requested to schedule a Special Meet as soon as possible to take care of this item. Commissioner Maestas asked if Mr. Pino is involved with the map that the Fire departments are developing. Mr. Pino stated yes, he believes it is almost finalized and the next meeting for that is on the 24th. Commissioner Serna asked Mr. Pino to meet with the Road Superintendent because there were some issues in Wagon Mound with the road signs. Mr. Martinez stated he has already taken care of that issue. Mr. Pino stated he was not aware of that issue. Commissioner Serna stated they were having a hard time getting ambulances to houses because they couldn't find the right roads. Mr. Pino stated Mora County was one of the last Counties to start with the E911 addressing, and that is part of the problem. Another problem is a lot of the signs disappear because people are taking them. Commissioner Maestas stated the East part of the County is concerned with the naming of the roads. The Fire Department are used to having the roads named one and the dispatchers are identifying them differently. He asked Mr. Pino if there is nicknames for the roads and if there is can he work with the Fire Departments to log them and inform the dispatchers what each roads nickname is. Mr. Pino stated he can print the firefighters a copy of the road log to keep in their fire trucks to refer to.
3. Fire Administration – David Montoya – Mr. Montoya stated he took a copy of the E911 addressing system to the Wagon Mound Fire Department. Mr. Montoya then presented his monthly report for the fire departments, he informed the Commission on all the trainings and meetings he would be attending.
4. DWI – Yolanda Medina – **No Report**

5. Extension Agent – Suzanne DeVos Cole – Ms. Cole presented her report to the Commission. (See attached) She stated the advisory Committees next meeting is on the 29th of May at 5:30 at the Extension Office, everyone is welcome. Also, a few people in the County would like to produce hemp. There is a Conference in Las Curses at the end of May.
- c. Financial Repots
1. EMS/Ambulance – Brenda Casados – Ms. Casados presented her monthly report to the Commission. She stated in February there were 23 calls, one of those calls was in Wagon Mound and in March there was 20 calls and one of those calls was in Wagon Mound. Also, the pharmacy inspection was on March 26th with no findings. Further discussion took place between Ms. Casados, the Commission, and Mr. Tim Montgomery.
Ms. Casados also stated she would like to Commend Ms. Michelle Duran. This year marks 30 years of dedicated service to Mora County.
 2. Treasurer’s Repot – Florence Romero – Ms. Romero presented her report to the Commission. (See attached). Ms. Romero stated she is going to be in Wagon Mound on the 15th to collect the second half of the taxes. The Assessor will be there with her to answer any questions the people have. The Assessor will also be helping her with the mobile homes. Further discussion took place between Ms. Romero, the Commission and Mr. Montgomery.

Executive Session

*Commissioner Griego made a motion to go into executive session to discuss personnel issues and pending or threatening litigation at 12:15 p.m. No decisions will be made, only discussion.
Commissioner Serna second the motion.*

All in favor on a roll call vote

Commissioner Maestas – Yes

Commissioner Serna – Yes

Commissioner Griego – Yes

Commissioner Griego made a motion to reconvene into regular session at 3:17 p.m. only personnel and pending litigation was discussed, no action was taken.

Commissioner Serna second the motion.

All in favor on a roll call vote

Commissioner Maestas – Yes

Commissioner Serna – Yes

Commissioner Griego – Yes

3. Financial Report – Timothy Montgomery – Mr. Montgomery presented all his reports that were on the agenda at this time. (See attached) Discussion took place between Mr. Montgomery and the commission about the Financial report, the Expenditure report (item #9), the Audit report (item #10), and the Budget Resolutions (item #11).
- d. County Manager Report – Frances Muniz
Manager Muniz stated she would like to let everyone know the agenda requests are available in the County Managers office and are due the first Monday of the Month. In order to be placed on the agenda. Also, the back parking has been rearranged for the Sheriff’s office. They need enough room to get in and

out in case of a call. There was a meeting the Senior Citizens, they were having some issues with the insurance for the vehicles for the Capital Outlay. The issue was they were employed with Colfax County and not Mora County. Ms. Muniz stated this morning she received a Certificate of Liability Insurance, they are insured with Colfax County to drive vehicles not owned. Also, the Senior Citizens are asking if the County can help with \$200 while they relocate to their temporary location.

9. Discussion/Review/Action – Expenditure Report March 2019

Commissioner Serna made a motion to approve.

Commissioner Griego second the motion.

All in Favor. Motion Carried.

10. Discussion/Information - 2018 Audit Update

Mr. Montgomery stated the Audit was sent to the State on the 27th. It should be made public knowledge by tomorrow, the 12th of April, it is complete. Also, as soon as this fiscal year closes they will start on the new Audit to meet the December deadline.

11. Discussion/Review/Action – Budget Resolutions (BARS)

1. Commissioner's – Other Contractual Services \$42,449.12 / Health Care \$1,792.72 / Attorney Fees \$20,000.00 / Insurance (non-employee) \$20,656.40

Commissioner Serna made a motion to approve.

Commissioner Griego second the motion.

All in Favor. Motion Carried.

2. Manager's – Supplies / Equipment rental \$494.32

Commissioner Serna made a motion to approve.

Commissioner Griego second the motion.

All in Favor. Motion Carried.

3. Building & Grounds – Maintenance & Building Structure / Maintenance Contracts - \$1,703.32

Commissioner Serna made a motion to approve.

Commissioner Griego second the motion.

All in Favor. Motion Carried.

4. Bureau of Elections – Maintenance Contracts / Equipment Rental - \$500.00

Commissioner Serna made a motion to approve.

Commissioner Griego second the motion.

All in Favor. Motion Carried.

5. Law Enforcement – maintenance Vehicles \$4,300.00 / Transportation \$3,000.00 / Workers Comp \$1,300.00

Commissioner Griego made a motion to approve.

Commissioner Serna second the motion.

All in Favor. Motion Carried.

6. Property Valuation – FICA Medicare / Healthcare \$20.46

Commissioner Griego made a motion to approve.

Commissioner Serna second the motion.

All in Favor. Motion Carried.

7. MCFA – Other Operating Costs \$6,066.00
Commissioner Serna made a motion to approve.
Commissioner Griego second the motion.
All in Favor. Motion Carried.

8. Rainsville VFD – Contract/Other Services \$4,800.00
Commissioner Serna made a motion to approve.
Commissioner Griego second the motion.
All in Favor. Motion Carried.

12. Information – County Complex Report
Commissioner Maestas stated there were a few issues that the Contractor did not want to address, but after speaking with the architect the Contractor is liable to fix these issues. There has been delays in the move, the Contractor has continuously pushed back the date. They cannot get a Fire Marshal inspection until the 17th of this month and a walk through will have to be set up before occupancy can happen.
Commissioner Maestas stated we have to be satisfied with the product they are paying 1.6 million dollars for.
13. Discussion/Review/Action – Approval to Advertise for Annual Audit for FY 2018-19
Commissioner Serna asked where this get advertised.
Ms. Sena stated they usually advertise on the State Purchasing Division website, the Optic, the Albuquerque Journal, and the Mora County Website.
Commissioner Serna made a motion to approve.
Commissioner Griego second the motion.
All in Favor. Motion Carried.
14. Discussion/Review/Action –Resolution to amend the fees for Churches & Cemeteries from Class A to Class D (from \$20 per month to \$10 per month) Limited construction debris maximum of two tons a month.
Attorney Aragon stated the County would have to amend the Ordinance and that would require a Notice of the change to be published for 14 days.
Mr. Martinez suggested to table this item to give them time to look over the Solid Waste Ordinance because there are other things they would like to amend as well.
Commissioner Griego made a motion to table this item.
Commissioner Serna second the motion.
All in Favor. Motion Carried.
15. Discussion/Review/Action – Update operating agreement between the County and Mora Senior Citizen Center to include the use/insurance of vehicles.
Briefly discussed in the Managers report.
Commissioner Serna made a motion to approve.
Commissioner Griego second the motion.
All in Favor. Motion Carried.
16. Discussion/Review/Action – Mora County Senior Citizen Center Assistance with rent in the amount of \$250 during renovations.
Briefly discussed in the Managers report.
Commissioner Griego made a motion to approve.
Commissioner Maestas second the motion.

All in Favor. Motion Carried.

17. Discussion/Review/Action – Resolution – Mora County Clean Up Day (April 27, 2019)

Commissioner Serna made a motion to approve.

Commissioner Griego second the motion.

All in Favor. Motion Carried.

18. Executive Session

Executive session was done during lunch.

19. Next County Commission Meeting

Next Regular Meeting will be Thursday, May 9, 2019 at the Mora Administration Building.

20. Signing of Approved Documents

All approved documents were signed at this time.


21. Adjournment

Commissioner Griego made a motion to adjourn.

Commissioner Serna second the motion.

All in Favor. Motion Carried.

MORA COUNTY BOARD OF COMMISSION

X 

Lionore F. Maestas
Chairman

X 

Veronica M. Serna
Vice-Chairman

X 

Alfonso J. Griego
Member

Attest:



X 

Carlos J. Arellano
County Clerk

