

**MORA COUNTY BOARD OF COMMISSION  
MARCH 16, 2023  
REGULAR MEETING**

**1. Call to Order**

**Commissioner George Trujillo** called the meeting to order at 9:01 am.

**2. Roll Call**

**Deputy Clerk Trujillo** polled the board:

**Commissioner George Trujillo - Present**

**Commissioner John Trujillo - Present**

**Commissioner Veronica Serna - Present**

*The majority are present. Quorum has been met.*

**3. Pledge of Allegiance and Salute to the Flag of the State of New Mexico**

**Commissioner George Trujillo** led the audience and Board in the Pledge. All in attendance recited the Pledge and saluted the Flag of the State of New Mexico.

**4. Approval of Agenda:**

**Commissioner Veronica Serna** requested that Items #16 and #17 be brought up after Item #7.

**Commissioner John Trujillo** requested that Item #12 be discussed after Executive Session,

**Commissioner John Trujillo** made a motion to approve the agenda with changes.

**Commissioner Veronica Serna** seconds the motion.

*All in favor, motion carried.*

**5. Public Comment**

**Commissioner George Trujillo** indicated no one was present for public comment.

**Manager Martinez** indicated no one was on Zoom for public comment.

**6. Discussion – Introduction to Rural Partners Network and Community:**

**Mr. Michael Rivera** presented the board with a power point and attachment on the different programs this network office may help the community with different funding and grants available to rural areas. He went on to explain how this network may help small businesses and private citizens obtain funding through this disastrous time.

**7. Discussion – North Central Disaster Recovery Support:**

**Monica Abeita** presented to the board an attachment that indicates the different programs her office that may help the board and other entities find grants that may be available. She went over the different branches the program has to offer support. Much like Mr. Rivera's presentation this program is dedicated to help our community.

**(16) 8. Discussion/Action – Create Emergency Manager:**

**Manager Martinez** requested that the board approve the creation for this position of Emergency Manager being that the NCED will be able to help fund the salary by finding a grant that will fund this position. He stated that this position will only be filled if the funding is found.

**Commissioner Veronica Serna** made the motion to approve the creation of this position.

**Commissioner John Trujillo** second the motion.

*All in favor, motion carried.*

**(17) 9. Discussion/Action – Create Wildland Coordinator position:**

**Manager Martinez** requested that the board approve the creation of this position of wildland coordinator as well as the last item. It would only be filled if the funding is found with the help of NCED.

**Commissioner Veronica Serna** made the motion to approve this item as to the recommendation of the manager.

**Commissioner John Trujillo** second the motion to approve.

All is favor, motion carried.

**10. Discussion – Planning & Zoning Update:**

**Joseph Garcia** Chairman of the Planning and Zoning stated that upon the last P&Z meeting the Committee has a few recommendations for the board to consider:

- a. Making Carlos J Arellano County Clerk a voting member of the committee.
- b. Creating a line item on the counties budget that will allow the fees from P&Z to pay for a code enforcement officer and other projects needing to be paid.
- c. For them to meet with the County Attorney to work out some kind of contract with the private landowners allowing them to test their private wells.

**11. Discussion – Opioid Remediation Collaborative:**

**County Attorney Ms. Cruz** stated that she has been in contact with David Pato the attorney with the opioid settlement, he would like to meet with the board about the use of the settlement monies for treatment programs it could bring. She would like to remind the board this County is one of many that will receive the settlement monies so the portion we receive will be a smaller amount than other counties.

**12. Discussion – Veteran’s Memorial Committee Update:**

**Mr. Larry Garcia** representative of the Veteran’s Committee stated that he has nothing to update the board.

**County Attorney Ms. Cruz** stated that she has been looking at the fund-raising aspect that would allow monies to be raised to be used on the memorial and other events the committee may have. She stated that a third party or the un-profit organization, may be the ones to promote and receive the monies to be placed into a budget line item. It would have to be processed through a procurement request.

**13. Discussion/Action – RATIFICATION – Resolution – DWI Grant Application:**

**Manager Martinez** stated that this item was approved before, but the last coordinator hadn’t placed the right language in the application. He recommends the board approve the ratification as presented.

**Commissioner Veronica Serna** made a motion to approve as per the recommendation from the manager.

**Commissioner John Trujillo** seconds the motion.

*All in favor, motion carried.*

**14. Discussion/Action – RESOLUTION AMENDMENT – 2023 Holiday Calendar:**

This item was moved to be done after executive session.

**15. Discussion/Action – Recommendation from Veteran’s Memorial Committee to Approve Operating Principles:**

**Manager Martinez** recommends that the board approve this item as presented.

**County Attorney Ms. Cruz** also recommends approving a few language changes made.

**Commissioner Veronica Sena** made a motion to approve as per the recommendation from both the manager and attorney.

**Commissioner John Trujillo** seconds the motion.

*All in favor, motion carried.*

**16. Discussion/Action – Professional Service Contract – RFP No. ENVARCH2020 between Mora County and Bohannon Huston, Inc. Amendment:**

**Manager Martinez** recommends that this item be approved to extend this contract for 12 months with the option to extend it for another year after. There are some pricing changes to be reflected due to the increasing cost of material.

**Commissioner Veronica Sena** made a motion to approve as per the manager recommendation.

**Commissioner John Trujillo** seconds the motion.

*All in favor, motion carried.*

**17. Discussion/Action – Memorandum Proposals – RFP No. 1-4-23 for Design Professional Services CDBG – Authorizing the Mora County Manager to enter contract negotiations:**

**Alex Tafoya Grant Administrator** stated that he recommends that Manager Martinez be the point of contact for this project to move forward and that the board grant the RFP to Lloyd & Ass. Other discussion was had about the need to drill a well or to have it tapped to the community water line.

**Commissioner Veronica Sena** made a motion to approve as per Alex Tafoya recommendation.

**Commissioner John Trujillo** seconds the motion.

*All in favor, motion carried.*

**18. Discussion/Action – Create Emergency Manager position:**

This item was moved after item #7 and approved.

**19. Discussion/Action – Create Wildland Coordinator position:**

This item was moved after item #7 and approved.

**20. Discussion/Action – Minutes:**

**Manager Martinez** recommends that both minutes be approved as presented.

**a. January 31, 2023 – Special Meeting**

**Commissioner John Trujillo** made a motion to approve as per the Manager’s recommendation.

**Commissioner Veronica Sena** seconds the motion.

*All in favor, motion carried.*

**b. February 22, 2023 – Special Meeting**

**Commissioner Veronica Serna** made a motion to approve as per the Manager's recommendation.

**Commissioner John Trujillo** seconds the motion.

*All in favor, motion carried.*

## 21. Department Head/Elected Official Report(s)

### a. Elected Official(s)

**Treasurer's Office – Josephine Montoya** stated that their office had nothing to report at this time other than that Mr. Montoya from the NM department of Taxation is here to set up and auction of unpaid properties sometime in June or July.

### b. Department Head(s)

**Road Supervisor/ Solid Waste – John Romero** reported that all county roads need some kind of work, and he has his department working on them as needed. He reported that the grader they have still needs to be leased and a representative from CAT will be here today to work something out. He stated that the burn scar area will be an area that needs to be a top priority once the spring run-off starts.

### c. County Manager:

**Manager Martinez** stated that the whole agenda is his report, but he will touch on other items needed to be addressed. The H Vac units on top of the Complex needed to be dismantled and replaced sooner than later. He has been looking into finding funds for this issue but will let the board know what he finds. He stated that Mr. Daniel Casados was hired as the DWI Coordinator and has been working with Mrs. Medina to get up to speed with the process of that office and its duties.

**Sheriff – Americk Padilla** reported that his office has been busy as normal and will continue to be. He feels it's better to be proactive than to do more after the fact.

His department received funds from the HB68 bill that gives his staff a retention bonus for being available during both COVID and the disaster fires in the amount of \$37,500.00. With the understanding that it is an incentive to stay for a longer period with the county if they should leave within a shorter timeline, they may need to pay the monies back.

**Planning & Zoning Director Brad Sena** stated that Joseph Garcia summarized what the committee needed. He stated that the committee has been using the MCC and DGS guides that need to be updated.

### d. Human Resources

### e. Announcements

### f. County Commission

## 22. Discussion/Action – Expenditure Report/Budget Report

### a. Expenditure Report – February 2023

**Ms. Edna Sena** presented the board the total amounts for the month of February 2023.

**Manager Martinez** recommends the board to approve as presented.

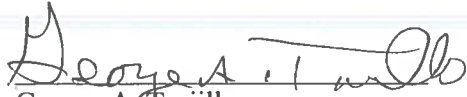
**Commissioner Veronica Serna** made a motion to approve as per the Manager recommendation.

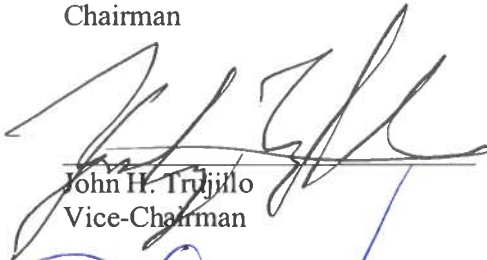
**Commissioner John Trujillo** seconds the motion.

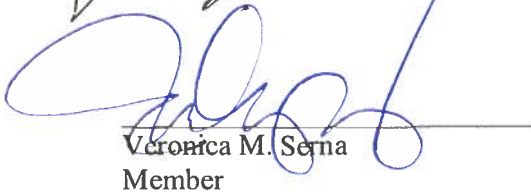
*All in favor, motion carried.*

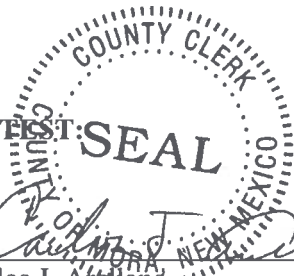
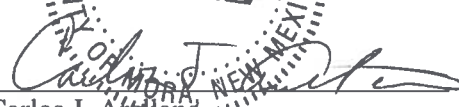
### b. Budget Report – February 2023:

MORA COUNTY BOARD OF COMMISSION

  
George A. Trujillo  
Chairman

  
John H. Trujillo  
Vice-Chairman

  
Veronica M. Serna  
Member

ATTEST:    
Carlos J. Arellano  
County Clerk

**Ms. Edna Sena** presented the board the report for the month of February 2023 that shows the county budget is within a reasonable percentage for the fiscal year.

**Manager Martinez** recommends the board approve the budget as presented.

**Commissioner John Trujillo** made a motion to approve as per the manager's recommendation.

**Commissioner Veronica Serna** seconds the motion.

*All in favor, motion carried.*

**23. Executive Session:**

- a. **Threatened Litigation by Steve Kopelman: HPCC Claims and Potential Request for Proposals**
- b. **Threatened Litigation Update by County Attorney: Estate of Daniel Chavez**
- c. **Pending Litigation by County Attorney: Estate of Jennings v. Mora County; John Paul Vigil v. Mora County; Isaac Martinez v. Mora County; Opioid Litigation**

**Commissioner Veronica Serna** made motion to convene into executive session at 12:23 pm.

**Commissioner John Trujillo** seconds the motion.

*All in favor, motion carried.*

**Deputy Clerk Trujillo** polled the board:

**Commissioner John Trujillo – Yes.**

**Commissioner Veronica Serna – Yes.**

**Commissioner George Trujillo – Yes.**

**Commissioner John Trujillo** made a motion to reconvene from executive session at 3:04 pm.

**Commissioner Veronica Serna** seconds the motion.

*All in favor, motion carried.*

**Deputy Clerk Trujillo** polled the board:

**Commissioner John Trujillo – Yes.**

**Commissioner Veronica Serna – Yes.**

**Commissioner George Trujillo – Yes.**

**Commissioner John Trujillo** advised decisions were not made while in executive session, personnel matters and potential & pending litigation were discussed.

**(12)24. Discussion/Action – Resolution Amendment -2023 Holiday Calendar:**

**Commissioner John Trujillo** requested this item be moved after the executive session. He made the motion to table this item until next meeting for public comment to be heard.

**Commissioner Veronica Serna** seconds the motion.

*All in favor, motion carried.*

**24. Next Regular Meeting – April 20, 2023**

**25. Signing of Approved Documents**

**26. Adjournment**

**Commissioner John Trujillo** made motion to adjourn meeting at 3:08 pm

**Commissioner Veronica Serna** seconds the motion.

*All in favor, motion carried.*