



# BOARD OF COUNTY COMMISSIONERS OF MORA COUNTY

Special Meeting – November 15, 2024 – 9:00 a.m.

Mora Library NM 518 David Cargo Library

**1. Call to Order**

**Chairman George Trujillo** called the meeting to order at 9:00 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**

**Deputy Clerk/BOE Vivian Duran** polled the board: **Commissioner George A. Trujillo** – Present; **Commissioner John H. Trujillo** – Present Via Phone; **Commissioner Veronica M. Serna** – Present. A quorum is present.

**4. Approval of Agenda**

**Interim Manager Joseph Weather** recommended approval of the agenda as presented. **Commissioner J. Trujillo** made a motion to approve the agenda as recommended. **Commissioner V. Serna** seconded the motion. *All in favor. Motion carried.*

**5. Discussion/Action: Approval of Contract for Consultant which will Provide Support to the Finance Department**

**Attorney Ernestine Cruz** stated at a previous meeting the Commission authorized procurement below the \$60,000 threshold for purposes of identifying a contractor who could provide support for the Finance Department. While you're in this transition period of identifying a new Finance Director, the need is urgent. To my understanding the Finance Director position has been advertised, and unfortunately, there has not been a response to this point. The management team led by the Deputy County Manager conducted a search for a contractor who would be a good fit to be able to assist. My understanding is that they have complied with procurement and coordination with the Chief Procurement officer, Adelita Encinias, and a contractor has been identified, and you have that contract for you for review. It does indicate that the contract is for no more than \$60,000 inclusive of gross receipts tax, and it will be for the balance of the fiscal year or when \$60,000 is expended first. Another point to be made is that there is a contract termination provision, so in the event the County hires a Finance Director who does not need support or training or assistance, then the County can move forward with canceling the contract with Ms. Pettigrew.

**Commissioner V. Serna** asked if it would be possible to contract with these people just to be on standby or on record, in the event that we lose a Finance Director again, so that we're not scrambling. If we could put out an RFP to have them available, just so that we don't run into this problem again.

Further discussion took place regarding cross training employees and creating a "how to binder" in the event the County loses another Finance Director.

**Attorney Cruz** stated the reason why I recommended extending this contract through the end of the fiscal year was in anticipation of what Commissioner Serna mentioned, which is ensuring that you do have that support in the event that the new person that you hire leaves abruptly. In terms

of thinking long term about having somebody essentially on call, and you do have the ability to issue an RFP between now and the end of the fiscal year, so that when this contract terminates, you will have a contractor available for at least a four-year period. What it essentially would say is that the individual would be on call as needed. They would be requested to provide services that will be better defined within the RFP. If that's the pleasure of the Commission, it can be an item addressed at the upcoming meeting.

**Interim Manager Weathers** recommended approval. **Commissioner V. Serna** made a motion to approve. **Commissioner J. Trujillo** seconded the motion. *All in favor. Motion carried.*

**6. Discussion/Action: Approval of Contract with Vendor for Pit Run Material**

**Procurement Officer Adelita Encinias** stated I recommend that we award the pit run material to Mr. LJ Pacheco Trucking and Gravel. They followed all procurement, and their bid was the lowest.

**Commissioner V. Serna** stated I understand that the property is owned by Ms. Erlinda Ledoux. Is that going to pose an issue with the property owner? If Louis is not the legal property owner, can he contract? *For the record* I checked with the Assessor's office, and their map still shows it under Erlinda Ledoux.

**Attorney Cruz** stated I believe that would require some additional conversation with Mr. Pacheco. I would recommend you table this item until the meeting on Monday. Another point of inquiry is if Mr. Pacheco is not the lawful owner, maybe he leases the property, and you just want to receive verification that the property can be utilized for this purpose.

**Commissioner V. Serna** made a motion to *table*. **Commissioner J. Trujillo** *abstains* from the vote, because of his previous relationship with Mr. Pacheco. **Commissioner G. Trujillo** seconded the motion. *Two in favor. One abstained.*

**7. Discussion/Action: Approval of Contract with Vendor for Propane**

**Procurement Officer Adelita Encinias** stated I recommend you approve the propane for Mr. Martinez Propane.

**Interim Manager Weathers** recommended approval. **Commissioner V. Serna** made a motion to approve. **Commissioner J. Trujillo** seconded the motion. *All in favor. Motion carried.*

**8. Discussion/Action: Approval of Minutes for Emergency Meeting of November 1, 2024**

**Interim Manager Weathers** recommended approval. **Commissioner J. Trujillo** made a motion to approve. **Commissioner V. Serna** stated I was not present so I will abstain. **Commissioner G. Trujillo** seconded the motion. *Two in favor. One abstained.*

**9. Discussion: Other informational items**

No other informational items were discussed.

**10. Adjournment**

**Commissioner J. Trujillo** made a motion to adjourn the meeting. **Commissioner V. Serna** seconded the motion. *All in favor. Motion carried.* The meeting adjourned 9:13 a.m.



**MORA COUNTY BOARD OF COMMISSION**



George A. Trujillo, Chairman



John H. Trujillo, Vice Chairman



Veronica M. Serna, Member



ATTEST:



Carlos J. Arellano, County Clerk