



BOARD OF COUNTY COMMISSIONERS OF MORA COUNTY

Special Meeting – January 30, 2025 – 1:00 p.m.

Mora Library (David F. Cargo Building) 335 NM 518 Mora, NM 87732

1. Call to Order

Chairman George Trujillo called the meeting to order at *1:00 p.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

County Clerk Vivian Trujillo polled the board: **Commissioner George A. Trujillo** – Present; **Commissioner John H. Trujillo** – Present; **Commissioner Veronica M. Serna** – Present. A quorum is present.

4. Approval of Agenda

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

5. Discussion/Action: Approval of Minutes

a. January 14, 2025-Special Meeting

Interim Manager Weathers stated I have reviewed the minutes and recommend approval. **Commissioner J. Trujillo** made a motion to approve the item under the recommendation of the Manager. **Commissioner V. Serna** seconded the motion. *All in favor on a voice vote:* **Commissioner V. Serna** – yes; **Commissioner J. Trujillo** – yes; **Commissioner G. Trujillo** – yes. *Motion carried.*

6. Discussion: Project Status

a. EMS Facility and Communications Repeaters Alex Tafoya

Attorney Cruz stated as was noted in a prior meeting, Mr. Tafoya has tendered a letter regarding the fact that he will, after a period of time, no longer be serving as the Grant Administrator. I think the best approach would be to have Mr. Tafoya and the appointed Grant Administrator meet, along with Wayne Lloyd and his team. I think everybody is very intent on moving this project forward to conclusion, you do have a grant deadline that's upcoming. The next step would be to have an internal meeting amongst the entire team. The Commission can move forward with approving the items identified as items 7 and 8. I think it's prudent to just adopt these two items in the format that was provided by Mr. Tafoya, so you no longer have to worry about those two items, and the team can, instead, focus on getting this project off the ground.

7. Discussion/Action: Approval of Resolution to Adopt Community Development Block Grant (CDBG) Project Number 20-C-RS-1-01-G-02 (see attached resolution)

Interim Manager Weathers stated I recommend approval. **Commissioner J. Trujillo** made a motion to approve the item under the recommendation of the Manager. **Commissioner V. Serna**

seconded the motion. *All in favor on a voice vote: Commissioner V. Serna – yes; Commissioner J. Trujillo – yes; Commissioner G. Trujillo – yes. Motion carried.*

- 8. Discussion/Action: Approval of Exhibit 1-Z CDBG Federal Requirements Plan 2025**
Interim Manager Weathers stated I recommend approval. **Commissioner J. Trujillo** made a motion to approve the item under the recommendation of the Manager. **Commissioner V. Serna** seconded the motion. *All in favor on a voice vote: Commissioner V. Serna – yes; Commissioner J. Trujillo – yes; Commissioner G. Trujillo – yes. Motion carried.*

- 9. Discussion/Action: Consideration and Approval of Recommendation by Lloyd and Associates regarding the EMS Building**
Wayne Lloyd explained that the proposed building is a pre-engineered metal frame structure. While a structural engineer was consulted for the foundation, calculations for the vertical and horizontal structure were not performed by an engineer. Although pre-engineered buildings are usually less expensive, they often become design-build projects with the pre-engineered company, which can be time-consuming. Bidding the project components separately, if allowed by grant regulations, could save time by avoiding the general contractor's bidding process with fabricators. Past experience with engineered buildings has shown that splitting bids can be faster than conventional methods requiring a structural engineer. Lloyd expressed uncertainty about whether this approach is permissible under the grant and stated they need to determine who to ask for clarification. He recalled a previous conversation with Alex Tafoya regarding funding procedures and the need for DFA approval before expenditures. They plan to investigate what documentation is required from DFA.
Interim Manager Weathers stated I recommend approval. **Commissioner J. Trujillo** made a motion to approve the item under the recommendation of the Manager. **Commissioner V. Serna** seconded the motion. *All in favor on a voice vote: Commissioner V. Serna – yes; Commissioner J. Trujillo – yes; Commissioner G. Trujillo – yes. Motion carried.*

- 10. Discussion/Action: Approval of Procurement Officer Recommendation regarding CDBG Grant Administrator**
Interim Manager Weathers stated I recommend approval with the new Grant Administrator being North Central Economic Development.
Procurement Officer Adelita Encinias stated I spoke with Donna Stewart, the CDBG Program Manager with DFA, and she said since DFA does not require procurement involving Councils of Government, I recommend proceeding with North Central Economic Development District as Mora's Grant Administrator for the CDBG project involving the EMS building.
Attorney Cruz stated DFA did indicate that if the County wanted to move forward with procurement such as an RFP, it could do that. However, as Adelita indicated that Ms. Stewart referenced in her email does not require procurement process when you're working with Councils of Government and North Central, according to DFA, qualifies as a Council of Government. Because you have such a short timeline that you're working with, I do believe it is consistent with what Ms. Encinias said, it would be prudent for the County just to move forward with the retention of North Central in lieu of procurement.
Commissioner V. Serna made a motion to approve the item. **Commissioner J. Trujillo** seconded the motion. *All in favor on a voice vote: Commissioner V. Serna – yes; Commissioner J. Trujillo – yes; Commissioner G. Trujillo – yes. Motion carried.*

11. Discussion/Action: Approval of Clerk's Office to Change Access of Signatures for Safety Deposit Box at Community 1st Bank

County Clerk Trujillo stated as discussed during the last meeting where the item was tabled, there is a need to change the names of the individuals who have access to the safety deposit box at Community 1st bank. The names should reflect my name Vivian Trujillo, County Clerk, Commission Chair George Trujillo and the County Manager.

Interim Manager Weathers stated I recommend that you approve the changing of the signature card for the safety deposit box. **Commissioner J. Trujillo** made a motion to approve the item under the recommendation of the Manager. **Commissioner V. Serna** seconded the motion. *All in favor on a voice vote: Commissioner V. Serna – yes; Commissioner J. Trujillo – yes; Commissioner G. Trujillo – yes. Motion carried.*

12. Discussion/Action: Resolution Approving 9th Withdrawal of LGIP Interest involving Senate Bill 6 Account

Attorney Cruz stated at the December 9, 2024, Commission meeting, a majority of the Commission voted in favor of the eighth withdrawal of LGIP interest, and that resolution reflected a withdrawal of interest for the date October 1, November 1 and December 1, 2024. This resolution is authorizing the ninth withdrawal of interest proceeds related to Senate Bill 6 loans. Ms. Cruz read the resolution. See resolution in the packet.

Chief Deputy Treasurer Josephine Montoya questioned the withdraw number on the resolution.

Attorney Cruz stated the fifth and sixth withdrawals had been presented, but they had not been previously approved. So, when this was brought to the attention of Management by the Treasurer's Office, the Commission did take action to formally approve the fifth and six withdrawals. So, nothing has been rescinded, that vote just reflected that the Commission proceeded with those prior withdrawals that had been presented but had not been voted on.

Mrs. Montoya stated the fifth was approved. The sixth was approved and then rescinded in one meeting, I have the minutes on it, that's why it never went through. Then the eighth came out with the sixth and seventh. Then we went back and did the sixth and seventh. So, the eighth that you did previously is currently good?

Attorney Cruz stated yes, and I will provide a summary to you and to the Management team, reflecting what those votes were, and which amounts have been authorized for withdrawal, so that everybody's on the same page,

Mrs. Montoya stated okay, because the eighth wasn't pulled only because we thought the numbering was off. So, we're going to have to get back in there and look at it, because as of right now, Octobers and Novembers are still sitting in the LGIP. Decembers and January's are what should be the eighth, unless that eighth was a good one?

Commissioner V. Serna stated I would like to suggest, it says on this resolution for later use of various expenses, I think if we could specifically say it be used for the work that Wilson and Company will be doing. I mean, they say it's not to exceed \$250,000 for one of them, and I'm not sure what the other one is, but I don't know where else we would be taking money for these services out of and it just seems prudent to use this money for that. The other thing I wanted to mention is that we've got another \$5.6 million approved or obligated for Category B and Category C projects to include culverts. I don't know that they are specific to any roads, but I

think it's probably some of the pre-work that needs to get done for these; they could start with that. That might be something they could do within the 90 days, but I don't know.

Interim Manager Weathers stated the resolution that we needed this money for is for the emergency heating. We have seven units that are burnt. There's only one unit that's working right now, we're trying to heat the space with space heaters, and it's not sufficient.

Attorney Cruz explained that withdrawal resolutions are broad because management must submit a budget adjustment request to use the funds. Often, management hasn't provided a recommendation before the withdrawal. The management team, with the Finance Director, then presents the budget adjustment request, detailing the expenditures. Earlier, a meeting was held to identify expenses, but a budget adjustment request wasn't possible due to the former County Manager's departure. The team couldn't proceed without a Finance Director. Now that a Finance Director is in place, a detailed budget adjustment request is expected, addressing prior discussions. Currently, there's urgency regarding the heating units, as only one of seven is operational. Some withdrawn funds are also intended for Wilson and Company's short-term work.

Interim Manager Weathers stated I recommend approval. **Commissioner J. Trujillo** made a motion to approve the item under the recommendation of the Manager. **Commissioner G. Trujillo** seconded the motion. *All in favor on a voice vote: Commissioner V. Serna – no; Commissioner J. Trujillo – yes; Commissioner G. Trujillo – yes. Two in favor. One no. Motion carried.*

13. Discussion/Action: Approval of Resolution for Budget Adjustment Request Ruthie Castellon, Finance Director

Interim Manager Weathers stated I recommend approval. **Commissioner J. Trujillo** made a motion to approve the item under the recommendation of the Manager. **Commissioner G. Trujillo** seconded the motion. **Ms. Castellon** stated the funds are coming from the drawdown of the LGIP interest. This is just a motion to approve an increase to the budget, and to request a line item so we can get those funds and get those units ordered. The total cost is approximately \$177,000, this drawdown of interest is less, so we will have to make up the funds. The remaining funds will be transferred from a different line item to make up for the difference that the interest doesn't cover.

Commissioner V. Serna stated just to make it clear *for the record* we do have enough money to cover the \$177,000 budget adjustment cost of the units?

Ms. Castellon stated yes, we do.

Interim Manager Weathers stated the quote for the units is \$136,000 but there's also a 30% add on in the quote, in case it is higher than \$136,000 so it may not cost \$177,000 but we do have the money covered with the building maintenance line item.

Commissioner G. Trujillo stated *all in favor on a voice vote: Commissioner V. Serna – yes; Commissioner J. Trujillo – yes; Commissioner G. Trujillo – yes. Motion carried.*

Commissioner V. Serna stated *for the record* personally, I think if we could just leave that interest money there so it could earn more interest until we need it. Like now we need it for heating. We're going to need it for Wilson and Company. I think had we left it in there until we absolutely needed it, we could have gotten a little bit more money, because it sounds like we haven't done anything with a lot of the money that has been withdrawn.

14. Discussion/Action: Approval of Scope of Work for Wilson and Company (Short-Term Disaster Recovery Consultant)

Attorney Cruz stated you all met last Tuesday, and there was a conversation that was had with DHSEM and three representatives from Wilson and Company. We talked about needing to clean up their scope of work based upon the prior documents that they had forwarded for review and consideration by the County. Following the meeting on Tuesday, I was able to have a meeting with representatives from Wilson and Company. There were four individuals that were in attendance: Edward Cordova, John D' Antonio, Mike Duran, and Lori Montoya, Grants Administrator. We were able to talk about how they could go about reframing their scope of work. They have since presented a scope of work. The scope that is in your packet is what I had available, but I did see a subsequent email from Edward Cordova. He wrote "Tina, we were working with CES and Deputy County Manager Aragon today, and sent a revised proposal, indicating the CES contract number and attaching the CES rates. Attached is what we sent to Mr. Aragon, and about 30 minutes ago." Ms. Cruz stated I also asked Adelita to take two additional copies over to you so that you have that available. What you're going to be voting on today is the letter that was provided by Mr. Cordova and then you also now have the CES rate schedule for Wilson and Company, along with the identified CES contract number reflected in that document. **Interim Manager Weathers** stated I recommend approval. **Commissioner J. Trujillo** made a motion to approve the item under the recommendation of the Manager. **Commissioner V. Serna** seconded the motion. *All in favor on a voice vote: Commissioner V. Serna – yes; Commissioner J. Trujillo – yes; Commissioner G. Trujillo – yes. Motion carried.*

15. Discussion/Action: Resolution Authorizing Disposal of Portable Buildings

Interim Manger Weathers stated this is a resolution long time coming. Ms. Encinias has done due diligence, and I'm happy to ask for your approval of this resolution for the disposal of the portable building.

Commissioner J. Trujillo made a motion to approve the item under the recommendation of the Manager. **Commissioner V. Serna** seconded the motion.

Attorney Cruz explained that an appraisal was conducted to determine the value of the four portable buildings. County staff, including Ms. Encinias, inspected the portables but found no identifying information, therefore the resolution refers to them simply as "four portables." Ms. Encinias contacted the Department of Finance and Administration (DFA) regarding disposal via public auction. DFA responded via email that because the portables were federally donated, DFA approval is not required. Upon Commission approval, the resolution will be sent to DFA and the State Auditor's Office. If DFA confirms no further approvals are needed, the County can proceed with a public auction, ideally with J and J auctioneers, as outlined in the resolution.

Commissioner G. Trujillo stated *all in favor on a voice vote: Commissioner V. Serna – yes; Commissioner J. Trujillo – yes; Commissioner G. Trujillo – yes. Motion carried.*

16. Discussion/Action: Approval of next steps in addressing Mora County Health Council Coordinator Contract Services Agreement

Attorney Cruz discussed the meeting between Manager Weathers, Debbie Rivera and two representatives from the Department of Health that took place to discuss the next best steps for the agreement. Ms. Cruz has already started putting together the agreement that can be utilized between Mora County and the Health Council in Mora. DOH agreed to look at the substance of the agreement as it relates to the amount and how the process works on reimbursement. They

were fairly satisfied with those changes that will be made. The agreement will be generated within the next day at which it will be sent to the two representatives from DOH to review and provide feedback, and at the next Commission meeting, this item can be presented for consideration. For this fiscal year, Mora County has a little over \$80,000 that it's going to administer in its fiscal agent capacity for the Health Council. They wanted you all to know that there's additional funding that was made available for this year that's going to benefit the residents of Mora.

Interim Manager Weathers stated I recommend approval. **Commissioner J. Trujillo** made a motion to approve the item under the recommendation of the Manager. **Commissioner V. Serna** seconded the motion. *All in favor on a voice vote: Commissioner V. Serna – yes; Commissioner J. Trujillo – yes; Commissioner G. Trujillo – yes. Motion carried.*

17. Discussion: Update by Management and Procurement Officer regarding Emergency Procurement for Replacement of Heating/HVAC Units, and/or Repair, at the County Complex

Deputy Manager Weathers stated now that the resolution for the funding has been approved, we can proceed with issuing a purchase order to engage TLC plumbing, who is under state contract, so no further procurement is necessary.

Commissioner V. Serna stated *for the record* I appreciate that this is finally happening. I think those heaters were sitting on that building when they first constructed this shell, 20 years ago, and they continued with the construction of using outdated HVACs. Is that correct? We were lucky that they even functioned as long as they did, but we should have taken care of this problem a long time ago.

Mr. Geno Maes stated what they did when they split up the building, they changed the heating and air conditioning units, and downsized them and put rooftop units, instead of utilizing the mechanical room that was designed before and utilizing the heating and air conditioning units that were supposed to heat up the buildings. The reason they were duplicated by two is, in case something would have gone wrong with one of them, you could turn on a switch and turn on the other one, while you're fixing the other one. They're really not adequate enough size for the whole building. Whenever the design does come up, they got to size it to accommodate the whole building and not just a portion of it. Those units are air conditioning and heating, so they're operational 100% all year round. TLC is warranting the new units for five years. After five years, you're going to have to acquire qualifying units, and give the engineers and the architects your recommendation to upgrade everything and size it so that you don't have this problem when the machine goes down. Another thing to consider is the roofing right now does not have a warranty on it because they entered through the roof to accommodate the rooftop heating units.

Commissioner V. Serna stated so are you saying that what we are getting right now is just temporary?

Mr. Geno Maes stated it is a five-year temporary fix, not unconditional. We've only got one unit going on, and they're warranting these seven units for five years. We can work with engineers and architects to get better heating and air-conditioned units where it would accommodate the whole courthouse.

Commissioner V. Serna stated so what you are saying is they removed the original one from 20 years ago, and they got new HVAC for the part that is out now?

The discussion continued regarding the HVAC units, clarifying that the current units, while not original to the building's 20-year history, were replaced in 2014. A unit at the Sheriff's Office was

identified as potentially usable for the complex, pending proper connection. The new units will effectively heat and cool the building's occupied areas. The HVAC system's age and condition will require consideration in future construction planning. It was noted that four units on the building's south side have been removed. Ensuring this information is communicated to engineers for any future renovations is crucial.

18. Discussion/Action: Advertisement of County Manager Position and Next Steps in Hiring Process

Attorney Cruz explained that the County Manager position, initially slated for advertisement in October or November, was delayed to ensure leadership continuity during the Legislative Session. Mr. Weathers' three-month contract was extended for another three months, the maximum allowable for a temporary appointment. The county is now ready to re-advertise the position. Attorney Cruz recommended a three-week advertising period, targeting application receipt by the third week of February. The Commission, with HR Coordinator support, could then begin applicant outreach and interviews, followed by formal negotiations and contract presentation for approval. A vote to advertise would align with the remaining time on Mr. Weather's contract and facilitate the subsequent hiring steps. Because this is a matter that involves the County Manager's position, Ms. Cruz stated I would say that you can rely upon my recommendation, as stated, for purposes of soliciting a motion on this item.

Commissioner J. Trujillo made a motion to approve Attorney Cruz's recommendation.

Commissioner V. Serna seconded the motion and stated, is it going to be the same job description as it has been in the past? **Attorney Cruz** stated I don't think there is a need for revision. **HR Coordinator DesMarie Romero** stated we'll have a close date of February 21, and then would you guys also like me to re advertise in the Albuquerque Journal, the Santa Fe New Mexican and the Optic? **Commissioner G. Trujillo** stated I think the Optic, the website and the Albuquerque Journal. **Commissioner G. Trujillo** stated *all in favor on a voice vote:*

Commissioner V. Serna – yes; **Commissioner J. Trujillo** – yes; **Commissioner G. Trujillo** – yes. *Motion carried.*

19. Closed Session: Personnel matter subject to Section 10-15-1(H)(2)

Commissioner G. Trujillo stated we do not have to go into closed session at this time.

20. Discussion: Other Informational Items

Commissioner V. Serna mentioned Senate Bill 134 to create a revolving account on Senate Bill 6 money. The hope is that they vote yes.

Mr. Aragon stated we had a meeting with the DHSEM. The meeting was to be put in contact with the New Mexico National Guard. They have received an amount of funding that can be used for emergency mitigation activities within the fire burn area. So, they're reaching out to us and are interested in coming out here next week so that we can identify projects that fit the criteria that they can work under, and we can get them some projects to work on. So initially we got together with the Road Department, and we have some ideas. The meeting will be on Monday if you want to be there, we can certainly go over those priorities. The discussion continued regarding potential projects and where the funding can possibly be utilized.

Commissioner G. Trujillo suggested including the public so they can share the areas that may have been overlooked to ensure the areas are considered in the projects.

Attorney Cruz stated Singleton Schreiber has been retained to be your legal counsel on the claim and process that's been discussed is just ensuring that Singleton Schreiber is aware of what's happening on the PA side, so that the County is not making duplicate requests of PA and then claim, because at that point, the County would essentially be double dipping in terms of the ask of the Federal Government and its recovery effort. So, to that effect, it was a very constructive conversation that was had regarding the best next steps, and Singleton Schreiber is aware of what was discussed, and you as a County will not be duplicating efforts. And more importantly, I'm not talking about that conversation now, but I'm just going to highlight the essence of what has been discussed time and again since Singleton Schreiber was retained as your legal counsel. Brian Colon has stated that his firm is going to actively support the County in its PA recovery effort, and to that effect, Singleton Schreiber continues to provide any support that it can, and they will be reviewing any proposal that's put together by staff that will ultimately be presented to you as a Commission for consideration on a PA request. Essentially what the next steps will look like are as follows, at the request of DHSEM, Mr. Gentles, in particular, as I understand it, he's to be credited for his ongoing efforts on the PA side. It's an active effort that's being undertaken by the County. The County continues to engage directly with DHSEM on Public Assistance recovery, and it's been engaged in that effort since day one, what the County will be doing is putting together a list of equipment needs, and it'll be itemized by equipment type and amount of money for each piece of equipment, and then personnel needs, which will be identified by personnel category and hourly rates. Mr. Aragon will be working with DesMarie on that to ensure that the proper rate of pay is identified. And then that summary will be sent up to Singleton Schreiber, because they've already been doing work in this arena. They'll quickly review it, and then they will provide feedback to the management team. At that point, the management team, as has been recommended, will schedule a Commission meeting so that you as Commissioners can review their proposed request, and offer any additional feedback. At that point, the management team will hand off the request to Greg Gentles, who will then present the request through the PA process. And again, it's very specific, this request at this point is related to needs that are coming out of the Road Department. It's heavy equipment, and then the other is people power, personnel. And I think that provides a summary of what you all plan on doing.

Commissioner G. Trujillo asked that Mr. Weathers direct the Road Superintendent, John Romero, whenever it snows to send the plow with salt and cinders to the bus routes first thing in the morning.

Interim Manager Weathers asked that Mr. Romero share what is going on with CR B008.

Mr. Romero explained that material has been hauled to the site, but more is still needed. The recent work will redirect water flow into the ditch, preventing ice from forming across the road. A berm is being built on the right side of B008 to further channel water to the left. People are pleased with the progress. An additional 40 yards of material is needed to complete the project.

Sheriff Americk Padilla stated I'm here to take care of our community members and people that come here as well. I was elected to serve constituents; I'm not going to go and differentiate from the Constitution in any shape or fashion. I just want to let it be known that I'm here to take care of the people, and we're not going to join forces with any outside federal agencies right now or ever.

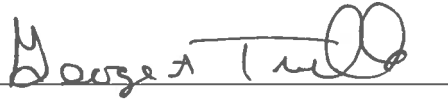
21. Signing of Approved Documents

The Commission signed the approved documents.

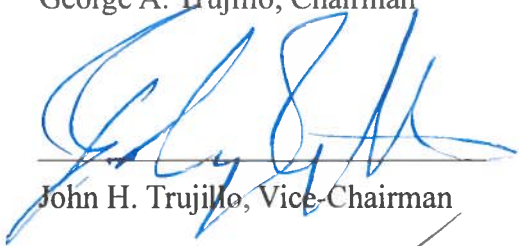
22. Adjournment

Commissioner J. Trujillo made a motion to adjourn the meeting. **Commissioner V. Serna** seconded the motion. *All in favor. Motion carried.* The meeting was adjourned at 2:34 p.m.

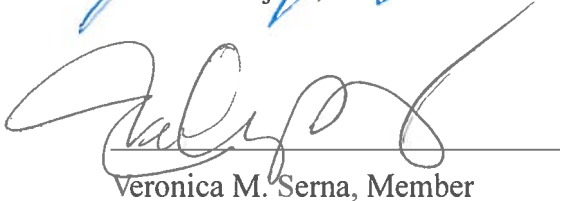
MORA COUNTY BOARD OF COMMISSION



George A. Trujillo, Chairman



John H. Trujillo, Vice-Chairman



Veronica M. Serna, Member

ATTEST: 

Vivian L. Trujillo, County Clerk



