

**MORA-SAN MIGUEL ELECTRIC COOPERATIVE, INC.**  
**BOARD OF TRUSTEES MEETING MINUTES**  
**HELD ON**  
**OCTOBER 27, 2022**

The meeting of Thursday, October 27, 2022 was called to order by Board President, Robert Baca, at approximately 10:48 a.m.

**1. ROLL CALL AND DETERMINATION OF QUORUM**

**Present:**       **Robert Baca, President**  
                  **James Ortiz, Vice President**  
                  **Virginia Mondragon, Secretary/Treasurer**  
                  **Joe C de Baca, Trustee**  
                  **Samuel Ramirez, Trustee**

**Les Montoya, General Manager**  
                  **Debbie Alexander, Admin. Assistant**

**2. INVOCATION** – We were led in prayer by Robert Baca, Board President.

**3. PLEDGE OF ALLEGIANCE** – The Pledge of Allegiance was recited.

**4. APPROVAL OF AGENDA** – The Agenda for today’s meeting was presented for review and approval. After review, a **motion was made by Virginia Mondragon, seconded by Sam Ramirez, to approve the agenda as presented. Motion carried unanimously.**

**5. RECOGNITION OF GUESTS**

- a. **Invited Speakers – (15-minute time limit) – None.**
- b. **General Public Comment (5-minute time limit) – None.**
- c. **Introduction of Employees – Damian Gutierrez – Apprentice Lineman –** Damian Gutierrez was introduced to the MSMEC Board of Directors. Damian was recently hired as an Apprentice Lineman. He is a native of Santa Fe and currently living in the Bernal area. Welcome Damian.

**6. SAFETY REPORT/MINUTES** – The MSMEC Safety Committee met on October 4, 2022. Those in attendance included Manager Les Montoya, employees Francisco Caro, Jacob Jaramillo, Isaiah Romero, Gwen Mascarenas and Sonya Vasquez. Items covered included:

- There was one accident to report in Mora – Meter tech was parked in driveway preparing to read meter when suddenly the property owner proceeded to accelerate his truck in reverse and hit the MSMEC unit on the passenger side
- There were no accidents to report in Pecos
- There were no near misses and no on-the-job injuries to report in either Mora or Pecos
- There were no incidents reported in Mora
- There was one incident reported in Pecos which involved a rock falling off a dump truck and hitting and cracking the passenger side of the MSMEC unit's windshield
- Employee conduct while out in the field – it is a direct reflection of the employee and MSMEC
- FEMA update regarding system damage due to fire
- Recent employee trainings completed – CDL Courses, Merchant's Finals and In-House test, Underground & Climbing School and Leadership Training
- Discussion on communication with contractors during the rebuilding of our system
- Manager Montoya traveled to Tempe, AZ (NRECA) to present on the Hermits Peak/Calf Canyon Fire and the impact it has had on MSMEC
- Next crew safety training – October 25<sup>th</sup> on Aerial Device Safety Operations and Rescue and Fall Arrest Systems Inspections

**7. ACTION OF REGULAR MEETING MINUTES HELD ON SEPTEMBER 27, 2022** – The minutes of the meeting held on September 27, 2022 were presented to the Board by email for their review prior to the meeting. **A motion to approve the minutes as presented was made by Virginia Mondragon, seconded by James Ortiz. Motion carried unanimously.**

**8. APPROVAL OF NEW MEMBERSHIPS (MORA 22 – PECOS 15)** – A total of 37 new memberships were presented for review and approval. After review, **a motion was made by James Ortiz, seconded by Sam Ramirez, to approve all new memberships. Motion carried unanimously.**

**9. MANAGER'S REPORT**

- a. **Delinquent Report** – There were 987 delinquent accounts totaling \$216,526.85. After collections at the end of September, 590 of those accounts remained unpaid for a total of \$83,132.97.
- b. **RUS Form 7 – For Period Ending September 30, 2022** – Operating Revenue and Patronage Capital for the month of September 2022 was \$877,851, Cost of Purchased Power was \$441,619, Administrative and General Expense at \$133,332,

with Total Operation & Maintenance Expense at \$810,664. Total Cost of Electric Service was at \$1,013,373, Patronage Capital & Operating Margins (\$135,522) and Patronage Capital or Margins was at (\$43,769). TIER for the month was a 0.48% and 1.98% YTD.

- c. **Outage Report** – A total of 35 outages were reported during the month of September. These outages affected 230 consumers for a combined 87 total hours.
- d. **Member Sales Budget Report** – The Member Sales Budget Report from Tri-State for the month of September was as follows: Total energy monthly comparison was 5,376,334 Actual kWh and 5,456,912 Budgeted kWh. Revenues were \$407,863 Actual and \$410,195 Budgeted.
- e. **Fused Cut-Out Report** – There were no new or replaced cut-outs during the month of September.

**10. FINANCE REPORT – A motion to approve the Finance Report, together with the Manager’s Report, was made by Virginia Mondragon and seconded by James Ortiz. Motion carried unanimously.**

**11. TRI-STATE TRUSTEE REPORT** – Robert Baca, Tri-State Trustee, reported on their monthly meeting. A few of the items covered included the following:

- A draft of Tri-State’s budget was reviewed and will be reviewed again next month
- Review of Finances & Operations report
- Energy Service update
- Copper theft in Colorado – 7 sub-stations were robbed and is becoming a safety issue for employees
- Future events – CEO Meeting, Rate Committee Meetings, Rate Increase, 2023 Review Meeting

**12. NMRECA TRUSTEE REPORT** – James Ortiz, NMRECA Trustee, reported on their October 7<sup>th</sup>, 2022 meeting which was held in Las Cruces, NM. Some of the items covered included the following:

- RUS long-term interest rates are at 3.93% and the short-term rates are at 3.49%. Loans are being processed although RUS is not able to fund them at this time
- NMPRC cases were reviewed
- Thank you card from the NM-4H Program for NMRECA’s continued annual contribution of their Youth Get-A-Way Summer Camp
- Electric school bus opportunities
- Budget and Finance
- Production and cost of the Enchantment Magazine

### 13. ON-GOING BUSINESS

- a. **Update Report – Rebuilding of MSMEC’s Electric Distribution System damaged by the Hermits Peak/Calf Canyon Wildfires – Adam Roybal, T& D Engineering, Presentation on progress made to date – Adam Roybal, Engineer with T&D Engineering, presented to the Board a report on the rebuilding of our electric distribution system damaged by the Hermits Peak/Calf Canyon Fire and the progress made to date. There are currently four contractors and two sub-contractors and a lot of work being done. They are currently working in the following areas: El Porvenir, San Ignacio, Las Dispensas and Mineral Hill. Mr. Roybal took questions from the Board and staff regarding this extensive and very expensive process.**
- b. **Board Policy No. 311 – Collection & Writing-Off Delinquent Member/Consumer Accounts determined to be Uncollectable – Approval – Board Policy No. 311 was presented for final approval. A motion to approve Board Policy No. 311, Collection & Writing-Off Delinquent Member/Consumer Accounts determined to be Uncollectable with no revisions and as presented to the Board was made by James Ortiz, seconded by Sam Ramirez. Motion carried unanimously.**
- c. **Board Policy No. 212 – Code of Conduct – Approval – Board Policy No. 212, Code of Conduct was presented to the Board for final approval. A motion to approve Board Policy 212, Code of Conduct, as presented and with no revisions was made by Virginia Mondragon and seconded by Joe C de Baca. Motion carried unanimously.**
- d. **Tri-State Bill/MSM Solar Bill – The Tri-State power bill was \$407,863.42. MSM Solar bill was \$33,755.75 with a credit from Tri-State of \$20,034.71.**

### 14. NEW BUSINESS

- a. **CIGNA Medical & Dental 2023 Renewal Rates – General Manager Montoya reported that the CIGNA Medical and Dental renewal rates for 2023 will not increase. Claims for 2022 have dropped which contributed in a credit, thus no increase. A motion was made by Virginia Mondragon, seconded by Joe C de Baca, to accept the 2023 medical and dental rates from CIGNA. Motion carried unanimously.**

### 15. MSMEC EDUCATIONAL FOUNDATION

- a. **Proposed Amendments to Articles of Incorporation of the MSMEC Education Foundation, Inc. – The MSMEC Educational Foundation, Inc. Bylaws were amended by the Board of Trustees during their September 27<sup>th</sup>, 2022 meeting. They were amended to include “donations for educational purposes” in addition to providing education scholarships. It was recommended that the Board of Trustees amend the Articles of Incorporation of the MSMEC Education Foundation, Inc. to mirror the Bylaws. A motion was made by Virginia Mondragon, seconded by Sam Ramirez, to amend the MSMEC Education Foundation, Inc. Articles of Incorporation to include “donations for educational purposes”. Motion carried unanimously.**

### 16. CORRESPONDENCE

- a. **NMRECA - Director Training Course – NRECA Training Course, Governance Challenges of the Evolving Distribution Cooperatives, will be held in Albuquerque**

in mid-December. This is a 900-level course. Staff will make arrangements for those who plan to attend this training.

- b. Western Interstate Energy Board – Thank You Letter to Manager Montoya –** General Manager Montoya shared a letter sent to him from the Western Interstate Energy Board thanking him for his participation in the Fall 2022 Joint CREPC-WIRAB Meeting held in Tempe, Arizona on September 30, 2022. Mr. Montoya shared his experience and spoke about the destruction brought to our community and distribution system due to the Hermits Peak/Calf Canyon Fire. Mr. Montoya also presented the group with many photos taken during and after the fires.

## **17. INFORMATION**

- a. Calendar of Events –** Tri-State meetings will be held October 31<sup>st</sup>, November 1<sup>st</sup> and November 2<sup>nd</sup>. NMRECA Meetings will take place in Santa Fe on November 3<sup>rd</sup> and November 4<sup>th</sup>. Offices will be closed on Thursday, November 10<sup>th</sup> in observance of Veteran’s Day. The Thanksgiving Holiday will be observed on Wednesday, November 23<sup>rd</sup> and Thursday, November 24<sup>th</sup>, 2022. The MSMEC Board has scheduled their next Finance and regular Board Meeting on Wednesday, November 30<sup>th</sup>, 2022.

**A motion to move into Executive Session was made by Virginia Mondragon, seconded by James Ortiz. Motion carried unanimously.**

## **18. EXECUTIVE SESSION**

- a. Personnel Matters**
- b. Update on Union Matters**
- c. Litigation Matters**


**A motion to move out of Executive Session and back into Regular Session was made by James Ortiz and seconded by Sam Ramirez. Motion carried unanimously.**

**19. ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION – None.**

**20. OTHER BUSINESS TO COME BEFORE THE BOARD – None.**

**21. ADJOURNMENT – A motion to adjourn was made by James Ortiz and seconded by Sam Ramirez. Motion carried unanimously. Meeting adjourned at 2:32 p.m.**

ATTEST:

  
Virginia Mondragon, Secretary/Treasurer

  
Robert Baca, President