

MORA-SAN MIGUEL ELECTRIC COOPERATIVE, INC.
BOARD OF TRUSTEES MEETING MINUTES
HELD ON
OCTOBER 26, 2017

The Regular Board Meeting held on October 16, 2017 was called to order at 11:08 a.m. by Board Chairman, Robert M. Quintana.

1. ROLL CALL AND DETERMINATION OF QUORUM

Present:	Robert Baca, Vice-Chairman
	Joseph C de Baca, Member
	Virginia Mondragon, Secretary/Treasurer
	James Ortiz, Member
	Robert M. Quintana, Chairman
Others	Les Montoya, General Manager
Present:	Debbie H. Alexander, Administrative Assistant

2. INVOCATION – Robert Baca, Vice-Chairman, gave the invocation.

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. **A motion to approve the Agenda as presented was made by Robert Baca, seconded by Virginia Mondragon. Motion carried unanimously.**

5. SAFETY REPORT/MINUTES – Les Montoya, General Manager, reported on the Minutes of the Safety Committee Meeting held on October 11, 2017. The following items were reported for the month of September 2017:

- There were no accidents, near misses, on-the-job injuries nor incidents to report in either Mora or Pecos.
- Question was asked regarding the new roofing project – are snow stoppers going to be installed to avoid snow from sliding off the pro-panel roof and falling on someone. This matter will be looked at and snow stoppers will get installed.
- Employee asked about the water heater for the bathrooms in the warehouse and when they were going to be repaired. He was told the water heater is not broken and only needs to be reconnected. Plumber is aware of this.
- Meter Readers in the Pecos are concerned that the new meters being installed are not appearing on the location books or Itron. Employee was told that the

new AMI meters will not appear in either location book or Itron, the new meters are self-reporting.

- Five applicants for the Systems Operations Manager position in Pecos were interviewed. A decision on who will be selected will be made soon.
- MSMEC is communicating with property owner regarding possible purchase of property for Coop purposes.
- Employee asked about transformer storage in Pecos. A containment pit will be built to store the transformers. A company will also pickup transformers quarterly – they will test and keep record of the transformers plus dispose of them.
- A storage unit will need to be purchased and put in the Las Vegas yard to store new meters coming in.
- Linemen from both offices were trained on grounding methods, circuits and ground testing. Training was conducted by Mr. Roy O'Day, OAE New Mexico Safety & Loss Control Director.

6. RECOGNITION OF GUESTS

a. Invited Speakers – (15 minute time limit) –

1. Community Solar Facility Presentation – Local Economic Development

Organization & Advisors - Group was unable to attend today's meeting. They will be included in the November meeting agenda.

b. General Public Comment (5 minute time limit) - None.

c. Introduction of Employees – None.

7. ACTION OF REGULAR MEETING MINUTES HELD ON SEPTEMBER 28, 2017 – The Minutes of the regular meeting held on September 28, 2017 were presented for review and approval. A motion to approve the Minutes of September 28, 2017 as presented was made by Virginia Mondragon, seconded by Joe C de Baca. Motion carried unanimously.

8. APPROVAL OF NEW MEMBERSHIPS (MORA 25 – PECOS 10) – A total of 35 new memberships were presented for review and approval. A motion was made by Virginia Mondragon, seconded by James Ortiz, to approve the new memberships as presented. Motion carried unanimously.

9. MANAGER'S REPORT

- ### **a. Delinquent Report – The Delinquent Report of September 2017 was reviewed. There were 1033 delinquent accounts totaling \$539,801.01. After collections, 790 accounts remained delinquent for a total of \$118,179.80.**

- b. **RUS Form 7** – The RUS Form 7 for the month of September was not presented to the Board for review at today's meeting due to a few issues. A copy of the completed form will be mailed to each Board Member once it is finalized.
- c. **Outage Report** – A large number of the outages, which occurred during the rainy month of September, were mainly caused by lightening. The outage affecting the largest number of consumers occurred in the Ojitos Frios Subdivision due to a bad underground.

10. FINANCE REPORT – A motion was made by Robert Baca, seconded by Virginia Mondragon, to approve the Finance Minutes of the meeting held earlier today, to include the approval of the donation requests, the renewal of the Rincones Credit Union CD, the approval of the Form 990, with clarification, and the approval of the Manager's Report. Motion carried unanimously.

11. TRI-STATE TRUSTEE REPORT – Robert Baca, Tri-State Trustee, reported on the October Meeting held in Westminster. Some of the items covered included:

- Waters of the US (WOTUS) and EPA
- Rebates for appliances
- Media relations
- Outages caused on Tri-State side to Coops

12. NMRECA TRUSTEE REPORT – Robert M. Quintana, NMRECA Trustee, reported that he was unable to attend the meeting held in Las Cruces after it was changed from the regularly scheduled meeting of October 6th to the afternoon of October 5th. Chairman Quintana did report from the minutes that Mora-San Miguel will co-sponsor the 2018 NMRECA Annual Meeting, together with Springer, Socorro, Central New Mexico and Sierra Coops.

13. ON-GOING BUSINESS

- a. **Confirmation of 2018 Youth Tour Dates and Costs** – NMRECA has advised NM Coops that the cost per student to attend the 2018 Youth Tour will increase from \$1300 to \$1500. Washington Youth Tour will be held from June 8-15, 2018.
- b. **Tri-State Bill/MSM Solar Bill** – The Tri-State power bill for September was \$414,023.95 and the MSM Solar bill was \$24,751.18; with a credit from Tri-State of \$15,568.35.

14. NEW BUSINESS

- a. **MSMEC Application for Approval of continued use of its Fuel and Purchased Power Cost Adjustment Clause** – The Board was presented with a copy of the PRC Application for Continued Use of its Fuel and Purchased Power Cost Adjustment Clause and Change in Methodology which was filed in April of 2013. Manager Montoya recently discovered that this application should have once again been filed in July of 2017. After some discussion, a motion was made by Robert Baca, and

second from Joe C de Baca, to authorize Manager Montoya to submit application to PRC as soon as completed. Motion carried unanimously.

- b. **NRECA Training Courses – December 13 & 14, 2017 - Albuquerque, NM** – After review of the courses being offered, General Manager Montoya will be registered to attend course “Understanding the Electric Business” to be held on December 13th in Albuquerque. All Board Members have already taken this course and received their Credentialed Cooperative Director (CCD) certification.
- c. **NRECA – Correspondence on Membership Dues** – For information only.

15. CORRESPONDENCE

- a. **Thank you to all employees from Mr. Harvey Weakland** – For information only.
- b. **Thank you for MSMEC donation from Cleveland Roller Mill Museum – Dan Cassidy and Sandra Alcon** – For information only.
- c. **2018 Tri-State Board Meeting Schedule** – For information only.

16. INFORMATION

- a. **Calendar of Events** – Statewide will meet on November 9th and 10th. Offices will be closed on Friday, November 10th in observance of the Veterans Day Holiday. Tri-State will meet in Westminster on November 14th and 15th. Offices will be closed in observance of the Thanksgiving Day Holiday on Thursday, November 23rd and Friday, November 24th. The monthly Finance and regular Board Meetings will be held on Tuesday, November 28th at its regular time. Statewide Meeting will be held on November 30th and December 1st in Santa Fe.

A motion to move into Executive Session was made by Robert Baca and seconded by James Ortiz. Motion carried unanimously.

17. EXECUTIVE SESSION

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

A motion to move back into Regular Session was made by James Ortiz and seconded by Virginia Mondragon. Motion carried unanimously.

18. ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION

- a. **There was a motion made by Joe C de Baca, seconded by Robert Baca, to give each MSMEC employee a \$50 Christmas Bonus. Motion carried unanimously.**

19. OTHER BUSINESS TO COME BEFORE THE BOARD – None.

20. ADJOURNMENT – A motion to adjourn today’s meeting was made by Robert Baca. Motion carried unanimously. Meeting adjourned at 1:30 p.m.

ATTEST:

A handwritten signature in cursive script, appearing to read "Virginia Mondragon", written over a horizontal line.

Virginia Mondragon
Secretary/Treasurer

A handwritten signature in cursive script, appearing to read "Robert M. Quintana", written over a horizontal line.

Robert M. Quintana
Board Chairman