

MORA-SAN MIGUEL ELECTRIC COOPERATIVE, INC.
BOARD OF TRUSTEES MEETING MINUTE
HELD ON
DECEMBER 28, 2017

The Regular Board Meeting of Thursday, December 28, 2017 was called to order by Robert M. Quintana, Board Chairman, at 10:57 a.m.

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 Present: Les Montoya, General Manager
Debbie H. Alexander, Admin. Assistant

- 2. INVOCATION** – Vice-Chairman, Robert Baca, led us in prayer.
- 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 and seconded by Virginia Mondragon. 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 – Garrick Martinez – Journeyman Lineman Certificate Presentation** – Garrick Martinez was presented with his Journeyman Lineman Certificate after successfully completing his Merchant Job Training and Safety Program together with his in-house Journeyman tests. Garrick will now be promoted to Journeyman Lineman. We are all very proud of Garrick for a job well done.
- 6. SAFETY REPORT/MINUTES** – The Safety Committee Minutes of December 11, 2017 were reviewed by Les Montoya, Manager. Some of the following items were covered:
- There were no accidents, no near misses, nor on-the job injuries to report in Mora or Pecos for the month of November
 - There were no incidents to report in Mora

- There was one incident to report in Pecos. A lineman filled the bucket truck with gas instead of diesel. Truck had to be taken to the mechanic to be drained
- The rain gutters and snow stoppers need to be installed by roofing contractors
- Plumbing contractor need to come back and replace some gravel
- One of our supervisors mentioned that a meter reader brought up a good idea and thinks meter readers should get trained on Pole Top Rescue
- Due to money being spent on repair and maintenance on cooperative vehicles, the Board directed the Manager to address this issue by setting up a system to obtain competitive pricing
- Manager Montoya mentioned consumer have raised issues with the new AMI meters and their potential negative impact on their existing medical conditions. Based on this concern, the Board directed the Manager to present an Opt-Out Policy for consideration
- Apprentice Lineman, Garrick Martinez, successfully completed his Merchant Job Training and Safety Program and his in-house Journeyman tests. He will now be promoted to Journeyman Lineman.
- Temporary Reader Meter positions have been posted for both Mora and Pecos. One Apprentice Lineman job position was posted for Mora.

- RESAP Certification – Presentation of Certificate** – Manager Montoya presented the Board with a copy of the RESAP Certificate of Safety Achievement to Mora-San Miguel Electric Cooperative. The certificate, awarded by National Rural Electric Cooperative Association (NRECA), was for national recognition of its dedication to employee and public safety and commitment to regulatory compliance and loss control practices. Congratulations to all employees.

- ACTION OF REGULAR MEETING MINUTES HELD ON NOVEMBER 29, 2017** – The Minutes of the meeting held on November 29, 2017 were presented for review and approval. After review, **Robert Baca made to approve the Minutes as presented. A second was made by Joe C de Baca. Motion carried unanimously.**

- APPROVAL OF NEW MEMBERSHIPS (MORA 20 – PECOS 16)** – Thirty-six new memberships were presented for review and approval. After review, **a motion to approve all 36 new memberships was made by James Ortiz and seconded by Robert Baca. Motion carried unanimously.**

- MANAGER’S REPORT**

- Delinquent Report** – The Delinquent Report for the month of November was reviewed. There were 939 unpaid accounts totaling \$503,992.73. After collections, 574 of those accounts remained unpaid totaling \$77,964.52.
- RUS Form 7** – The Board voiced concern again regarding the TIER, for the month of November, reported as a negative to include concern for the year-to-date TIER. The Board directed the Manager to look into this matter with the Coop auditor. The

Board was concerned why they were informed at a prior meeting that a previous negative TIER would balance out a month later. However, in November this was not realized.

- c. **Outage Report** – The Outage Report was reviewed. There were a total of 34 outages for the month of November. Twenty-six were recorded in the Mora area and eight the Pecos area.

10. FINANCE REPORT – After review of today's Finance Minutes, **Virginia Mondragon motioned to approve those Minutes and to approve the Manager's Report. The motion was seconded by Robert Baca. Motion carried unanimously.**

11. TRI-STATE TRUSTEE REPORT – Robert Baca, Tri-State Trustee, reported on their December Meeting. Some items covered include the following:

- Member communications to promote our Coops
- Communications on solar power garden
- National Energy Education Development (NEED) Project for teachers
- Keystone Pipeline
- No plans at this time to build any new Coal Plants

12. NMRECA TRUSTEE REPORT – Robert M. Quintana, NMRECA Trustee, reported on their December 1, 2017 meeting held in Santa Fe, NM. A few of the items covered included:

- RUS long-term interest loan rate is at 2.62% and short-term is at 1.29%
- It was reported that Columbus Electric is rejoining the NMRESIF effective January 1, 2018
- Eligible staff at Statewide were given an option to take a 2% wage increase or a onetime increase of 40 hours of vacation/annual leave, which would equal to about a 2% increase
- After some opposition, the Board awarded a 4% salary increase to the CEO, Keven Groenewold, to be effective January 1, 2018
- A committee was appointed to approach Jemez Mountain Electric Cooperative to discuss re-establish membership with Statewide (NMRECA)

13. ON-GOING BUSINESS

- a. **NRECA Voting Delegate and Alternate Delegate Certification** – After review of the 2018 NRECA Annual Meeting information, **a motion was made by James Ortiz, seconded by Joe C de Baca, for Robert Baca to remain as voting delegate and Robert Quintana to remain as alternate delegate. Motion carried unanimously.**
- b. **NRTC 2018 Annual Meeting Voting Delegate Registration Form** – The above motion was to include the same for the NRTC 2018 Annual Meeting voting delegate and alternate delegate.

- c. **Alcohol and Drug Policy Amendments** - There were a few amendments made to our Alcohol and Drug Policy. Julie Pacheco, Human Resource Manager, reported on the changes made as per our Attorney's recommendation. As a condition of continued employment, some of the amendments included: a. All forms of narcotics, depressant, stimulants, hallucinogens, or other drugs, including marijuana (with or without a medical marijuana card, patient registry number and/or prescription) whose use, possession or transfer is restricted or prohibited by federal, state or local law; b. Prescription drugs or over-the counter medications not used in accordance with product and/or physician instructions or pursuant to a valid prescription; c. Prescription drugs or over-the-counter medication that impairs the employee's ability to perform their work safely. After review, **a motion to approve the amendments made to Board Policy 215 was made by Virginia Mondragon and seconded by James Ortiz. Motion carried unanimously.**
- d. **Tri-State Bill/MSM Solar Bill** – The Tri-State power bill was \$486,222.29 for the month of November 2017. The MSM Solar bill was \$24,508.83 with a credit from Tri-State of \$15,140.17.

14. NEW BUSINESS

- a. **AMI Meter Opt-Out Policy - Board Policy 129** – General Manager Montoya presented the Board with a draft of new Board Policy 129 – AMI Meter Opt-Out Policy. As directed by the Board at a previous meeting, Mr. Montoya was to present an Opt-Out Policy for consideration due to some consumers raising issues with the new AMI meters and their potential negative impact on their existing medical conditions. After review of new Board Policy 129, **Robert Baca, seconded by Virginia Mondragon, motioned to approve Board Policy 129 – AMI Meter Opt-Out Policy, as presented. Motion carried unanimously.**
- b. **Request for Proposals requesting Diesel and Gasoline vehicle maintenance & repairs on MSMEC vehicles and equipment** – A copy of the RFP requesting Diesel and Gasoline vehicle maintenance & repairs on MSMEC vehicles and equipment was presented to the Board. The Board agreed with the RFP as formulated but directed the Manager to allow for minor maintenance and repair work to be assigned with local vendors who may not meet the requirements of the RFP. **A motion to utilize local vendors to allow for maintenance work not to exceed \$1000 was made by James Ortiz and seconded by Joe C de Baca. Motion carried unanimously.**
- c. **Request for Competitive Sealed Bids to purchase new tires for MSMEC vehicles** – Manager Montoya presented the Board with a copy of the Invitation for Competitive Sealed Bids for the Purchase of Tires for MSMEC. Invitation for bids will be advertised in the Las Vegas Optic including stipulations of how bids will be accepted and opened and who to contact at MSMEC if interested in bidding. After further review, **a motion was made by Robert Baca to accept the Request for Competitive Sealed Bids to purchase new tires for MSMEC Vehicles. The motion was seconded by Virginia Mondragon. Motion carried unanimously.**

15. CORRESPONDENCE – None.

16. INFORMATION

- a. **Calendar of Events** – MSMEC Offices will be closed on January 1st, 2018 in observance of the New Year's Holiday. The Statewide Meeting will be held on January 4th and 5th in Santa Fe. Tri-State will have their meetings on January 9th and 10th. MSMEC Offices will be closed on Monday, January 15th in observance of Dr. Martin Luther King, Jr. Day. Tri-State Member Manager's Committee Meetings will be held on January 16th and 17th in Westminster. Finance and Regular Board Meetings are scheduled for Thursday, January 25th, 2018.

A motion to move into Executive Session was made by Virginia Mondragon 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 Virginia Mondragon and seconded by Joe C de Baca. Motion carried unanimously.

18. ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION

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 2:35 p.m.

ATTEST:



**Virginia Mondragon
Secretary/Treasurer**



**Robert M. Quintana
Board Chairman**