

MORA-SAN MIGUEL ELECTRIC COOPERATIVE, INC.
BOARD OF TRUSTEES MEETING MINUTES
HELD ON
NOVEMBER 30, 2020

The meeting of November 30, 2020 was called to order at 12:00 noon by Robert M. Quintana, Board Chairman. The meeting was scheduled to start at 10:45 a.m., but was late in starting due to the 2021 Budget review held during the Finance Meeting.

1. ROLL CALL AND DETERMINATION OF QUORUM

Present: Robert Baca, Vice-Chairman
 Joseph C de Baca, Member – Via Teleconference
 Virginia Mondragon, Secretary/Treasurer
 James Ortiz, Member – Via Teleconference
 Robert M. Quintana, Chairman

Others Les Montoya, CEO/General Manager
Present Debbie H. Alexander, Admin. Assistant – Via Teleconference

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

3. RECOGNITION OF GUESTS

- a. Invited Speakers – (15-minute time limit) – None.
- b. General Public Comment (5-minute time limit) – None.
- c. Introduction of Employees – None.

4. SAFETY REPORT/MINUTES – The Safety Committee held their meeting on November 24th, 2020. Those present included the following: Vidal Barela, Les Montoya, Pauline Olivas, Martin Terran and George Valdez. Those absent included Danny Flores, and Melvin Salas. Some of the items covered included:

- There were no accidents, no near misses, nor on-the-job injuries in either Mora or Pecos.
- There were no on-the-job incidents to report in Mora.
- There were two on-the-job incidents to report in Pecos – Consumer claims a loss of a TV due to a power outage and a report of possible tampering or unauthorized work on a service of a consumer.
- Journeyman inquired as to tools being purchased for Unit 50, the backup Unit. A list of linemen tools needed in this unit will be provided .

- The mapping for the underground line at the National Monument in Pecos is complete and needs to be added to the mapping model.
 - There was a review of COVID-9 safe practices in place state wide and within our Cooperative.
 - Safety training for linemen was provided in Mora and Pecos Linemen. The training focused on Aerial Device Safety Set-up & Operations/Rescue and Underground Lines and Equipment Trenching/Shoring.
5. **ACTION OF REGULAR MEETING MINUTES HELD ON OCTOBER 28, 2020** – The Board Minutes for the meeting held on October 28, 2020 were presented for review and approval. After review, a **motion to approve the Minutes of October 28, 2020 as presented was made by James Ortiz and seconded by Joe C de Baca. Motion carried unanimously.**
6. **APPROVAL OF NEW MEMBERSHIPS (MORA 28 – PECOS 26)** – A total of 54 new memberships were presented to the Board. After review, a **motion was made by Robert Baca, seconded by Virginia Mondragon, to approve all new memberships as presented. Motion carried unanimously.**
7. **MANAGER'S REPORT**
- a. **Delinquent Report** – The Delinquent Report was presented for the month of October 2020. There were 900 delinquent accounts totaling \$221,024.60. After collections, 683 of those accounts remained unpaid for a total of \$151,516.73.
 - b. **RUS Form 7** – The RUS Form 7 was reviewed by Manager Montoya. Operating Revenue and Patronage Capital for the month was \$1,050,651; Cost of Purchased Power was \$550,015; after expenses, Total Operation & Maintenance Expense was \$875,521. Total Cost of Electric Service was \$1,021,058; Patronage Capital & Operating Margins was \$29,593; with Patronage Capital or Margins at \$33,351. TIER for the month ending October 31, 2020 was 2.08% and 2.18% YTD. OTIER was 1.96% for the month and 1.99% YTD.
 - c. **Outage Report** – There were a total of 30 outages reported throughout our service area. One hundred and forty-six consumers were affected by these outages for a total combined 61 hours.
 - d. **Member Sales Budget Report** – The Tri-State Member Sales Budget Report for October 2020 was as follows: Total Energy (kWh) monthly comparison was 6,171,034 Actual and 5,709,244 Budgeted. The month's Revenues were \$550,015 Actual and \$442,558 Budgeted.
 - e. **Fused Cut-Out Report** – There were no new or replaced cut-outs on the MSMEC system during the month of October.

8. FINANCE REPORT – A motion was made by Virginia Mondragon, seconded by Joe C de Baca, to approve the Manager’s Report together with the Finance Report of the meeting held earlier today. Motion carried unanimously.

9. TRI-STATE TRUSTEE REPORT – Robert Baca, Tri-State Trustee, reported on the November meeting held virtually. Some of the times covered included:

- No rate increase for 2021 nor 2022. Possible rate decrease of 8% in 2023
- Tri-State’s continued cost cutting
- Quarterly margin forecast review
- General Election highlights
- Special Meeting will be held to decide on percentage of power required to be purchased to retain a seat on the Board of Directors

10. NMRECA TRUSTEE REPORT – Robert M. Quintana, Board Chairman, reported on NMRECA’s November meeting. Items covered included the following:

- RUS loan interest rates are 1.26% for long-term loan and 0.10% for short-term loan
- Now that elections are over, NRECA will be focusing on supporting a stimulus package be passed which will include financing for co-ops
- Constitutional Amendment 1 passed by a wide margin. Beginning January 2023, the PRC will go back to possessing three members appointed by the Governor
- Board was provided a copy of the Federated 3rd quarter 2020 report. Mr. Wagner, representing CVEC and WFEC, was elected to the Federated Board.
- Manager’s Committee had an update from the Managers on COVID-19 and their employees and families’ experiences. Mr. Najjar’s updates to the co-op Managers have been very helpful
- There are concerns about having an annual meeting during COVID-19 and options whether members should be present or not. They will look into this matter
- The Board was provided with a copy of the updated 2021 proposed budget draft, together with a copy of the proposed 2021 co-op dues. The Board was asked to take the proposed budget and dues to their Boards for discussion with the goal to approve at their December meeting

11. ON-GOING BUSINESS

- a. **Tri-State Bill/MSM Solar Bill –** The Tri-State power bill for the month of October 2020 was \$550,014.93; the MSM Solar bill was \$30,776.51; with a Tri-State solar credit of \$18,012.08. For information only.

12. NEW BUSINESS

- a. **Proposal – Williams Aerial Videography Productions, LLC –** Manager Montoya presented the Board with a proposal from Williams Aerial Videography Productions, LLC to perform aerial patrol of our distribution line from the Storrie Lake Sub Station

south to Tecolote utilizing drone technology. Consumers served by this line call and advise of blinks and outages. MSMEC has performed ground patrols of the distribution line identified. Discussions surrounding possible causes for these continual concerns from consumers caused staff to consider an approach to patrol the line and its components in a more thorough manner. Drones are now being used by many companies to complete inspections such as what is needed by MSMEC. After review and discussion, the Board decided to put this on hold and asked Manager Montoya to get an opinion from our engineers. Mr. Montoya will seek to contract with Williams Aerial Videography on an "as needed contract" in the event situations call for this type of service.

- b. Draft - Equipment Use, Maintenance and Parking Procedures Policy** – A draft copy of Policy No. 412, Equipment Use and Parking Procedures, was presented to the Board for their review and approval consideration. MSMEC possess vehicles and equipment necessary to aid employee's in completing the work required to provide service to its members and distribution system. It is important to set procedures for the appropriate use, maintenance and parking of such vehicles and equipment as operated. Recent safety inspections identified weaknesses in the manner in which MSMEC is maintaining and parking their vehicles and equipment. Policy No. 412 will be included in next month's agenda for approval.

13. CORRESPONDENCE- None.

14. INFORMATION

- a. Calendar of Events** – Tri-State will hold their meetings on December 1st and 2nd. NMRECA meetings are scheduled for December 3rd & 4th. MSMEC Offices will be closed on December 24th and 25th in observance of the Christmas Holiday. MSMEC Board of Trustees scheduled their next Finance & Board Meeting for Tuesday, December 29th. The offices will be closed at noon on Thursday, December 31st, 2020 and on January 1st, 2021 in observance of New Year's Day.

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

15. 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 Robert Baca and seconded by Virginia Mondragon. Motion carried unanimously.

16. ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION – None.

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

**18. ADJOURNMENT – A motion to adjourn today’s meeting was made by James Ortiz.
Motion carried unanimously. The meeting adjourned at approximately 2:08 p.m.**

ATTEST:


Virginia Mondragon, Secretary/Treasurer


Robert M. Quintana, Board Chairman