

MORA-SAN MIGUEL ELECTRIC COOPERATIVE, INC.
BOARD OF TRUSTEES MEETING
BOARD MEETING MINUTES
HELD ON
JUNE 24, 2021

The meeting was called to order at 10:47 a.m. by Board President, Robert Baca.

Director's Creed – Oath of Office – Samuel Ramirez – Newly Elected Director – District 2 –
Samuel Ramirez, took the oath of office as MSMEC newly elected Board Director from District 2.

1. ROLL CALL AND DETERMINATION OF QUORUM

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

Others Present: Les Montoya, CEO/General Manager
Debbie Alexander, Admin. Assistant

- 2. INVOCATION** – Robert Baca, President, 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. After review, a motion to approve the agenda as presented was made by Virginia Mondragon and seconded by James Ortiz. 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** – None.
- 6. SAFETY REPORT/MINUTES** – The Safety Committee Meeting was held on June 15, 2021. Those in attendance included Lazaro Barela, Francisco Caro, Sara Cordova, Pamela Gallegos, Les Montoya, Isaiah Romero, Lawrence Salas and Albert Salazar. The meeting was held via teleconference. Some of the items covered included:
- There were no accidents, no near misses, no on-the-job injuries to report in Mora or Pecos for the month of May.
 - There were no on-the-job incidents to report in Mora.

- There were two on-the-job incidents to report in Pecos – 1) a line crew responded to a call East of Pecos. Upon arrival, a tree was on power line. Crews worked to remove the tree; 2) A consumer from the Valley called to report a MSMEC bucket truck backed into her gate and damaged it. MSMEC had two working foremen in the area removing trees on the same date as the damage was reported. Management is following up on the investigation on this damage claim.
 - Concerns were raised regarding the damage the AMI meters experienced from recent hail storms. The concern related to how the meter units would be protected from moisture since the housing units of the meters were compromised.
 - It was reported the two-way radios aren't working properly. The Operations Manager indicated that a service request to repair the repeaters has already been arranged.
 - The Ojitos Frios underground replacement project is about 30% complete as of this date.
 - The Apprentice Lineman position will be advertised in the Las Vegas Optic, MSMEC's website and Facebook page.
 - MSMEC is having some problems accessing the GPS devices on the units due to some billing issues. The newer units will need to have the GPS devices installed.
 - Employees were recognized for their role as it applies to safety. Manager Montoya reported there were no reports of accidents and commends those being safe, especially out in the field. Workman's Comp claims are no longer listed on reports provided by NM Rural Electric Self Insurers Fund.
 - Safety training was held on May 19, 2021 in person at the Mora Office. Training consisted of Job Briefing Requirements per OSHA standards. The line and meter departments participated in this safety training.
7. **ACTION OF REGULAR MEETING MINUTES HELD ON MAY 27, 2021** – The Board Minutes of the meeting held on May 27, 2021 were presented for review and approval. After review, **a motion was made by Virginia Mondragon and seconded by Joe C de Baca. Motion carried.**
8. **APPROVAL OF NEW MEMBERSHIPS (MORA 20 – PECOS 16)** – A total of 36 new memberships were presented for review and approval. After review and discussion, **a motion was made by James Ortiz, seconded by Joe C de Baca, to approve all new memberships presented. Motion carried unanimously.**
9. **MANAGER'S REPORT**
- a. **Delinquent Report** – General Manager Montoya went over the Delinquent Report. There were 1023 delinquent accounts totaling \$324,469.21. After collections, 862 of those accounts remained unpaid for a total of \$275,217.06. Notices for delinquent accounts and disconnects are occurring.

- b. RUS Form 7** – The RUS Form 7 was reviewed. Operating Revenue and Patronage Capital was at \$980,461 for the month and \$5,640,023 year-to-date; Cost of Purchased Power was \$491,039 for the month of May and \$3,022,257 YTD; Total Operation & Maintenance Expense was at \$798,547 for the month and \$4,390,464 YTD. Total Cost of Electric Service \$934,267 for the month of May and \$5,133,894 year-to-date and Patronage Capital or Margins was \$46,657 and \$528,326 YTD. Line loss for the month was at 0.4% and 2.4% year-to-date. TIER as 2.58% for the month and 3.51% year-to-date.
- c. Outage Report** – There were a total of 55 reported outages during the month of May 2021. A total of 228 consumers were affected due to these outages for a combined total of 82 consumer hours without power.
- d. Member Sales Budget Report** – The Tri-State Member Sales Budget Report for May was not received in time to be included in our Board Packets.
- e. Fused Cut-Out Report** – There were no new cut-outs installed or replaced in our system during the month of May.

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

11. TRI-STATE TRUSTEE REPORT – Robert Baca, Tri-State Trustee, reported on their June 2021 meeting held in Westminster, Colorado. A few of the items covered at this meeting included the following:

- Strategic Planning Session - second session held this year. Discussion on the future of the association.
- Western water supply and drought conditions remain exceptionally high throughout the Colorado River Basin.
- Update on Board Policy 125 filing at FERC and how to rectify this policy.
- Colorado governance and transparency requirements.
- Financials.
- Annual Meeting – August 4-6, 2021.

12. NMRECA TRUSTEE REPORT – James Ortiz, NMRECA Trustee, reported on their June 4, 2021 meeting. Some of the items covered include the following:

- RUS interest rates for long-term loans were at 2.08% and short-term loans were at 0.02%.
- The American Rescue Plan – NM governments will receive \$2.4 billion in federal funds.
- Letters sent from NMRECA to NM Governor Grisham in reference to House Bill 57 – Prescribed Burning Act; Senate Bill 93 – Broadband Access and Expansion Act; and House Bill 10 – Broadband Development Division.

- 2022 Government-in-Action Youth Tour – commitment forms.
- 2020 Form 990 Disclosure questionnaire for NMRECA Director/Trustee.

13. ON-GOING BUSINESS

- a. **CoBank Sharing Success Program – Los de Mora Local Growers’ Cooperative, Approval Notice and Award** – CoBank Sharing Success Grant awarded \$2600.00 to Los de Mora Grocery Store to purchase and install a new sign on the existing billboard located in front of the store. MSMEC applied to the CoBank Sharing Success Program to grant 50% of the funds required to purchase and install this sign. MSMEC also committed to match the granted amount with \$2600.00. Darlene Ortiz with Los de Mora Grocery Store was present at today’s meeting and was presented with two checks – one from CoBank and one from MSMEC, each for \$2600.00.
- b. **Board Policy No. 217 Amendment – Retirement & Recognition – Approval** – Board Policy No. 217, Retirement Recognition, was again included in today’s agenda for final review and approval as amended. After review and discussion, **a motion was made by Virginia Mondragon, seconded by James Ortiz, to approve Board Policy No. 217 as amended. Motion carried unanimously.**
- c. **Mora EV Charging Station Update** – Manager Montoya and Jason Trujillo, AMI Network Supervisor, provided the Board with an update on the setting up of EV charging stations in Mora and Pecos. Staff will continue to update the progress being made to set up these charging stations. No action was required of the Board at this time – for information purposes only.
- d. **Tri-State Bill/MSM Solar Bill** – The Tri-State power bill for May 2021 was \$460,305.68; MSM Solar bill was \$30,733.75 with a credit from Tri-State of \$18,088.31.

14. NEW BUSINESS

- a. **Review Revisions to Board Policy No. 100 – General Board Policy** – Board Policy 100 was approved by the then Board in 1993 and last reviewed in 1995. This policy sets general requirements of the Board and their responsibilities representing the management and operation of the Cooperative. Board Policy 100 draft presented today, updates the general requirements and language extending the Boards authority and cooperative involvement. A new format is also proposed for all future policies. This policy will be included again at next month’s Board Meeting for final review and approval.
- b. **Notice of NRECA Director Election & Certification of Voting Delegate** – Notice of NRECA Director Election was presented to the Board to be held during the New Mexico Statewide Annual Meeting on August 25 & 26, 2021. Certification of Voting Delegate was approved by **a motion made by Virginia Mondragon, seconded by Joe C de Baca, to nominate James Ortiz to serve as Voting Delegate. Motion carried unanimously. A motion to nominate Sam Ramirez as Alternate Voting Delegate was made by Virginia Mondragon and seconded by James Ortiz. Motion carried unanimously. Motion carried unanimously.**

- c. **Resolution No. 6-24-2021-002 – Supporting the interests of Cooperative Members from an economic and reliability perspective when extreme weather events impact the delivery of electricity** – Resolution No. 6-24-2021-002 was presented to the Board requesting NRECA to become engaged in the investigation and legislative processes that may mitigate the economic and reliability issues cooperative members are faced with after the cold weather event that took place in 2021. After review and discussion, a **motion was made by Virginia Mondragon, seconded by Sam Ramirez, to approve Resolution No. 6-24-2021-002 supporting the interests of cooperative members from an economic and reliability perspective when extreme weather events may occur and impact the deliver of electricity. Motion carried unanimously.**
- d. **MSMEC Organizational Chart – Proposed** – A copy of the proposed organizational chart was presented to the Board. After review, the Board asked that names of employees be included next to the job positions. An updated copy of the MSMEC organizational chard will be included in next month’s meeting agenda.
- e. **Tri-State Annual Meeting – Certification of Election & Credentials Sheet** – Tri-State’s Annual Meeting will be held on August 4-6, 2021. The Certification of Election to Tri-State Board and Credentials Sheet was sent to Member Systems of Tri-State for certification. After review, a **motion was made by Virginia Mondragon, seconded by James Ortiz, to retain Robert Baca as Director on the Tri-State Board of Directors effective as of Tri-State’s 2021 Annual Meeting. Motion carried unanimously. A motion to certify Robert Baca as the Voting Delegate and Virginia Mondragon as the Alternate was made by James Ortiz and seconded by Sam Ramirez. Motion carried unanimously.** Arrangements will be made by staff for the Board to attend the Tri-State Annual Meeting in August.

15. CORRESPONDENCE – None.

16. INFORMATION

- a. **Calendar of Events** – Statewide meeting will be held on July 1st and 2nd. Offices will be closed on Monday, July 5th in observance of Independence Day. Tri-State Meeting will be held on July 7th and 8th in Westminster, Colorado. Manager Montoya will attend the quarterly Tri-State CEO/Manager Meeting in Saratoga, Wyoming on July 20 – 22, 2021. The next MSMEC Finance and Regular Board Meetings are scheduled for Thursday, July 29th, 2021.

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

17. 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 Virginia Mondragon and seconded by James Ortiz. Motion carried unanimously.

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

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

20. ADJOURNMENT - A motion to adjourn today's meeting was made by Virginia Mondragon and seconded by James Ortiz. Motion carried unanimously. Meeting adjourned at approximately 1:35 p.m.

ATTEST:


Virginia Mondragon, Secretary/Treasurer


Robert Baca, President