

MORA-SAN MIGUEL ELECTRIC COOPERATIVE, INC.

BOARD OF TRUSTEES MEETING MINUTES

HELD ON

JANUARY 25, 2024

The meeting was called to order by Board President, Robert Baca, at 10:45 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, Administrative Assistant

**2. INVOCATION** – Board President, 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. After review, an amendment to add an item to the agenda was made – add under #14. New Business – e. Award Material Bids for 2024. **A motion to approve the agenda with one amendment was made by Virginia Mondragon, seconded by James Ortiz. Motion carried.**

**5. RECOGNITION OF GUESTS**

- a. **Invited Guests – (15-minute time limit) – Villanueva Library and El Valle Community Center Donation Presentation** – Board President, Geri Madrid, Vice President, Rose Marie Saiz, and Member, Bernadette Gallegos – were present to accept a donation check in the amount of \$2,000.00 as recommended by District 3 Trustee, James Ortiz. These funds are in support of the Villanueva Library and El Valle Community Center and their efforts to strengthen their community.
- b. **General Public Comment (5-minute time limit) – None.**
- c. **Introduction of Employees – None**

**6. SAFETY REPORT/MINUTES** - Safety Meeting and Training was held on January 23<sup>rd</sup>, 2024 by Mr. Tanner Dunlap. Topics covered for outside crews included the following: 1) Close

call/near miss discussions; 2) Substation safety; 3) Use and care of FR clothing; and 4) Electrical safety (all employees).

7. **ACTION OF REGULAR MEETING MINUTES HELD ON DECEMBER 27, 2023** – The Minutes of the Board Meeting held on December 27, 2023 were presented to the Board for their review. After review, a motion was made by Sam Ramirez, seconded by Virginia Mondragon, to approve the minutes as presented. Motion carried.
8. **APPROVAL OF NEW MEMBERSHIPS (MORA 14 – PECOS 11)** – A total of twenty-five new memberships were presented for review. After review, a motion to approve all new memberships as presented was made by Sam Ramirez and seconded by Virginia Mondragon. Motion carried.
9. **MANAGER'S REPORT**
  - a. **Delinquent Report** – The Delinquent Report was presented by Manager Montoya. There were 860 delinquent accounts totaling \$176,192.80. After collections, 529 of those accounts remained unpaid for a total of \$101,099.37.
  - b. **RUS Form 7** – RUS Form 7 was not available prior to meeting.
  - c. **Outage Report** – Outage Report was not available prior to meeting.
  - d. **Fused Cut-Out Report** – Report not available prior to meeting.

A motion to approve the Manager's Report was made by Virginia Mondragon and seconded by Sam Ramirez. Motion carried.
10. **FINANCE REPORT** – Finance Meeting was not held today as closings of the books for the month of December was not finalized prior to meeting.
11. **TRI-STATE TRUSTEE REPORT** – Robert Baca, Tri-State Trustee, reported on the 2024 January virtual meeting. Areas of discussion included:
  - Retirement of \$10 million in patronage capital to members
  - Finances and Operational Performance
  - FERC issues Contract Termination Payment (CTP) methodology order – Refiling & protesting of 7 Coops
  - National Miners Day – recognizing Colowyo Mine employees
  - Strategic Planning next month – no Committee Meeting will be held
  - Rate Filing
12. **NMREC TRUSTEE REPORT** – James Ortiz, NMREC Trustee, reported on their January 2024 meeting. Some of the topics covered included:
  - RUS loan rates are 5.48% short-term and 4.13% long-term
  - New hire – Ms. Talia Storch – will be working on the Business Alliance Partners, event planning and community engagement

- Income and Expense Financial Report
- The Budget & Finance Committee, together with the Bylaws, Policy & Resolution Committee, will schedule a combined meeting
- NMRECA was changed to NMREC due to copyright issues
- Legislative Committee discussion on Broadband, Paid Family Medical Leave Act, EV Charging Infrastructure and potential bills.
- Publications Committee reviewed an ad plan for the Enchantment regarding Hemp, CBD, and Casino advertising for the local and Statewide. MSMEC is good with this advertising.
- State renewals and fees on right-of-way easements with the NM State Land Office
- Discussion regarding the dues formula for 2024 will be up for discussion
- April 2024 meeting was cancelled

### 13. ON-GOING BUSINESS

- Ameren - Lucky Corridor Project Update – Sean Black** - Mr. Sean Black, Ameren Company; Mr. Nick Bamvakais, Ameren's Real Estate Group; and Mr. Erik Aaboe, New Mexico RETA, briefed the Board of Trustees and Staff on the Lucky Corridor Project. Information on the status of the project and what they are expecting to be completed in 2024 was discussed. Projected final construction and energizing is the end of 2027.
- EV Fast Charging Station Rate Approval by PRC** – Advice Notice No. 68, EV Fast Charging Station Rate, was approved by the NMPRC in early January 2024. The effective approval date was January 16, 2024. Our Cooperative staff will work with the charging station vendor to program the user rate. Once the rate is programed, the charging station will be energized and become operational for customers who chose to charge their vehicles. Improvements to the site will also be made such as installing an enclosure with lighting.
- MSMEC Operating Budget Proposal for 2024** – The MSMEC Operating Budget proposal for 2024 was presented to the Board for final approval. The Operating Budget consists of a three-year comparison for years 2022, 2023 and projected 2024. The calendar year budget included projected revenue of kWh sales and expenditures and essential departmental requests for 2024. After review and discussion, **a motion to approve the Operating Budget proposal for 2024 as presented was made by Virginia Mondragon and seconded by James Ortiz. Motion carried.**
- Tri-State Bill/MSM Solar Bill** – The Tri-State power bill for the month of December 2023 was \$689,883.55. MSM Solar bill was \$23,833.91 with a credit from Tri-State of \$ \$14,433.43.

### 14. NEW BUSINESS

- Employee Years of Service Recognition** – Four MSMEC employees will receive recognition for their years of service to our Cooperative. Those employees include: Denise Casados, Administrative Assistant – 10 years; Amanda Lovato,

Member Service Representative - 20 years; George Valdez, Working Foreman – 20 years; and Jason Trujillo, AMI Network Supervisor – 25 years. As per policy and part of their recognition, each employee will receive a cashier's check for their years of service.

- b. **IRS Standard Mileage Rate for 2024** – The standard mileage rate for 2024 has changed. The new rate is 67 cents per business mile. **A motion to approve the 2024 IRS standard mileage rate of 67 cents per business mile was made by Sam Ramirez, seconded by Virginia Mondragon. Motion carried.**
- c. **Stale/Outstanding Work Orders** – A list of stale/outstanding work orders were presented to the Board for their review. These work orders have been on the “work in progress reports” for a long time and the Auditors suggest clearing them up. These work orders were cost estimates where work was never done. The Board was requested to approve the write-offs on the list provided to show the auditors we are working at cleaning up our work order system and process. After review and discussion, **a motion was made by Joe C de Baca, seconded by Sam Ramirez, to approve the write-off list of all state/outstanding work orders provided today. Motion carried.**
- d. **Retirement of Capital Credits** – A list was presented to the Board for the retirement of deceased/estate patrons capital credits. Board Policy No. 406 requires a minimum of \$12,000.00 be retired each year. Due to the Hermit's Peak/Calf Canyon fire and our Cooperative's financial condition, capital credits were not retired in 2022. After review, **a motion was made by James Ortiz, seconded by Virginia Mondragon, to approve the refund of the deceased/estate capital credits from 2022. Motion carried.**

**A motion to move into the MSMEC Educational Foundation meeting was made by Virginia Mondragon, seconded by Sam Ramirez. Motion carried.**

#### **15. MSMEC EDUCATIONAL FOUNDATION**

- a. **High Country-4-H Club Donation Request** – The High Country 4-H Club, which represents Mora and San Miguel counties, requested a donation to be used to support their programs. These programs include raising and showing of animals plus many other activities that encourage and enrich the lives of many children and young adults. These skills contribute to the development of our future leaders. Trustee Sam Ramirez recommended that the High Country 4-H Club be granted this funding of \$2,000.00 to support its program. After discussion, **a motion was made by Virginia Mondragon, seconded by James Ortiz, to approve an annual funding of \$2,000.00 to the High Country 4-H Club. Motion carried.**
- b. **Northeast Economic Development Organization (NEEDO) - Request for Funding** – NEEDO requested funding to promote economic development within an eight-county region. Counties represented include Mora, San Miguel, Colfax, Union, Harding, Quay, DeBaca and Guadalupe. NEEDO strives to create economic activity within this region to benefit the economy in these counties. Funding is needed to support marketing of the regions assets and resources to enable NEEDO to

continue its goal of improving the quality of life for residents in the region, while supporting the development and expansion of business with the region. Trustee Robert Baca recommended NEEDO be granted this funding of \$2,000.00 per year to support their efforts to invest and enhance the resources of Mora and San Miguel Counties to include the region. After discussion, **a motion was made by James Ortiz, seconded by Sam Ramirez, to approve an annual funding of \$2,000.00 to NEEDO, Northeast Economic Development Organization. Motion carried.**

- c. **Los Amigos del Valle de Mora (LADVDM)** – Los Amigos del Valle de Mora (LADVDM) is seeking donations to aid in awarding scholarships to local students and to continue their annual school supply drive. Since 2014, LADVDM has awarded 35 scholarships to Mora Valley students and hundreds of other students have benefited by being provided school supplies. Their funding request is to continue to invest in the youth of our community. Trustee Virginia Mondragon recommended LADVDM be granted this funding of \$2,000.00 to support the scholarships and school supplies for our future leaders. After discussion, **a motion was made by James Ortiz, seconded by Sam Ramirez, to approve an annual funding of \$2,000.00 to LADVDM for the continued support of our community youth. Motion carried.**

**A motion to move out of the MSMEC Education Foundation meeting and back into regular session was made by Sam Ramirez and seconded by James Ortiz. Motion carried.**

#### **16. CORRESPONDENCE – None.**

#### **17. INFORMATION**

- a. **Calendar of Events** – The Statewide Meetings will be held on February 1<sup>st</sup> and 2<sup>nd</sup> in Santa Fe, New Mexico. The Tri-State Meetings will be held on February 6<sup>th</sup> and 7<sup>th</sup>. The MSMEC Finance and regular Board Meetings will be held on Thursday, February 22<sup>nd</sup>, 2024 starting at 10:00 a.m.

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

#### **18. EXECUTIVE SESSION**

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

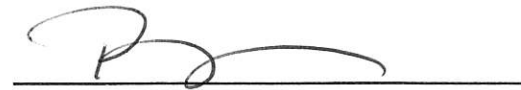
**A motion to move out of Executive Session and back into regular session was made by Virginia Mondragon and seconded by James Ortiz. Motion carried.**

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

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

21. ADJOURNMENT – A motion to adjourn today's meeting at 3:17 p.m. was made by James Ortiz and seconded by Sam Ramirez. Motion carried.

ATTEST:

  
Virginia Mondragon, Secretary/Treasurer  
Robert Baca, Board President