

**MINUTES  
REGULAR MEETING  
LUNA COUNTY BOARD OF COUNTY  
COMMISSIONERS  
Thursday, February 13, 2020**

**BE IT REMEMBERED** that the Luna County Board of County Commissioners met in regular session at 10:00 a.m. on Thursday, February 13, 2020 in the County Commission Chambers of the Luna County Courthouse, Deming, New Mexico, for the purpose of conducting any and all business to come properly before the Board.

**The following staff and elected officials were present:** County Manager Chris Brice, Executive Assistant Yossie Nieblas, County Attorney Charles Kretek, Clerk Andrea Rodriguez, Chief Deputy Clerk Berenda McWright, Deputy Clerk Pilar Salcido, Treasurer Gloria Rodriguez, Chief Deputy Treasurer Dora Madrid, Assessor Michelle Holguin, Chief Deputy Assessor Isabelle Enciso, Sheriff Kelly Gannaway, Captain Michael Brown, IT Professional Elizabeth El Bizri, GIS Coordinator Judit Hatch, IT Technician James Ozment, Administrative Assistant Debra Seats, Road Department Director Marty Miller, Road Department Supervisor Mike Hatch, Dispatch Director Lauree Sanchez, and Budget & Procurement Director/Indigent Claims Administrator Joanne Hethcox.

**CALL TO ORDER:** Chair Sweetser called the meeting to order at 10:06 a.m., and led the Pledge of Allegiance and the salute to the flag of New Mexico.

**ROLL CALL:** Deputy Clerk Pilar Salcido called roll. The following members of the Board constituting a quorum were present:

**Barbara L. Reedy, District 1  
Linda M. Smrkovsky, District 2  
John S. Sweetser, Chair District 3**

**APPROVAL OF AGENDA:** Chair Sweetser entertained a motion to approve the agenda. Commissioner Smrkovsky asked to move items 7, 8, 9 and 10 to be heard after New Business as Commissioner Smrkovsky must attend a phone conference at 11:00 a.m. Commissioner Smrkovsky moved to approve the agenda as amended. Commissioner Reedy seconded the motion which carried unanimously.

**MINUTES:**

- **Regular Meeting – January 8, 2020:** Upon a motion made by Commissioner Reedy and a second by Commissioner Smrkovsky the Minutes of the January 8, 2020 Regular Meeting were unanimously approved.

**SERVICE AWARDS:**

- Dispatch Shift Supervisor Cody Garcia presented five-year anniversary pin to Heather Seats.
- Assessor Michelle Holguin presented five-year anniversary pin to Casi Goldman.
- Deputy Director Pablo Montoya presented a twenty-year anniversary pin to Andrew Gilmore.

- Sheriff Gannaway presented the Deputy of the Year award to Sergeant Kristopher Seats.

**PRESENTATIONS:**

- **Presentation of Audit by Robert Gonzalez, Cordova CPA, LLC:** CPA Robert Gonzalez stated that he was the Lead Principal on the 2019 financial statement audit and gave a presentation of the audit report. He presented an overview of the timeline and a summary of the findings. Included in the results of the audit was one repeat finding from 2018 and three new findings. The three findings were all related to the Stone Garden program. Commissioner Smrkovsky thanked Mr. Gonzalez and the staff involved in the audit process.

**CONSENT AGENDA:** Upon a motion from Commissioner Smrkovsky, and a second by Commissioner Reedy the following items of Consent Agenda were approved unanimously following a roll call vote.

- a. Accounts Payable: \$749,818.19
- b. Payroll: \$1,614,616.86
- c. Resolution 20-16 Budget Increases
- d. Amended Resolution 20-08 Approval to participate in the Local DWI Grant and Distribution Program
- e. Memorandum of Understanding between Luna County DWI and New Mexico Department of Finance and Administration/Local Government Division/Driving While Intoxicated Program
- f. Statement of Assurances Local DWI Grant and Distribution Program
- g. Proclamation 20-01 Recognizing 911 Telecommunicators of Luna County Communication Authority as First Responders

**NEW BUSINESS:** Chair Sweetser reviewed each item on the New Business Agenda with the Commissioners:

- a. **Resolution 20-17 Consolidation of Volunteer Fire Departments:** County Manager Chris Brice explained that to better control the training and policies they would like to consolidate all Volunteer Fire Departments under one Luna County Volunteer Fire Department. Mr. Brice stated they consulted with the State Fire Marshalls to make sure it would not affect the distribution of monies throughout the State for Volunteer Fire Departments. This Resolution will bring all the Volunteer Fire Departments under one umbrella for the County instead of having separate entities. Commissioner Smrkovsky moved to approve Resolution 20-17 Consolidation of Volunteer Fire Departments. Commissioner Reedy seconded the motion which carried unanimously following a roll call vote.
- b. **Resolution 20-18 Indigent Policy:** Commissioner Smrkovsky moved to approve Resolution 20-18 Indigent Policy. Commissioner Reedy seconded the motion which carried unanimously following a roll call vote.
- c. **Luna County Information Technology and Security Policy:** Commissioner Reedy moved to table the Luna County Information Technology and Security Policy until next meeting. Commissioner Smrkovsky seconded the motion to table with the understanding that if there is a special meeting it should be considered then. The motion and second carried unanimously following a roll call vote.

- d. **Appointment of Freeholders Committee:** County Manager Chris Brice explained that a citizen of Luna County has requested that the County abandon a road that goes through a portion of his property. Mr. Brice explained that he and County Attorney Charles Kretek selected a group of individuals for the Freeholders Committee who own property around the road in question. Commissioner Reedy motioned to approve the following three Freeholders: Kevin or Kathy Penn, Diane Zachek, and Bill Johnson and the Alternate Freeholders are Cole Viramontes, Larry Hooper and Joe Johnson. Commissioner Smrkovsky seconded the motion which carried unanimously following a roll call vote.

**ELECTED OFFICIALS REPORTS:** Clerk Andrea Rodriguez reported that the office is business as usual. The Primary Election is coming in June and the candidate filing date for that election is March 10<sup>th</sup>.

Treasurer Gloria Rodriguez reported business as usual.

Assessor Michelle Holguin reported the Assessor's Office is busy with the rendering period. She stated that now is the time for the public to sign up for family, veterans, other governmental exemptions, including the sixty-five and older or disabled limitations. All exemptions are due by the end of April. Manufactured home stickers need to be picked up before the end of February or a 5% penalty will be assessed. Ms. Holguin also reported that for 2019 the office processed 2,600 documents that were recorded in the Luna County Clerk's Office. The number of building permits issued for 2019 were 260 for the City, 56 for the County and 3 for the State. Ms. Holguin stated they are getting ready to mail out 63,000 Notice of Values on March 31, 2020. The Assessor's Office will be taking over the duties of floodplain. Javier Reyes holds the certification required to sign off as Floodplain Manager for Luna County. The Specialist position was just filled.

Sheriff Kelly Gannaway reported that the criminal side in January is down except the burglaries are still running high. Non-criminal paper service is definitely way up, accidents are down, DWI was zero. Overall for the month of January calls are way up. Sheriff Gannaway stated Deputy Sias and Deputy McBurney are still deployed overseas. He also stated that Deputy Solano is going to be deployed to the Middle East in the near future. Investigator Adrian Flores will be retiring at the end of the month and Sergeant Garcia resigned last week. Sergeant Garcia will be going to the Dona Ana County Sheriff's Department. David Townsend will start as Court Security Officer in a couple of weeks.

**COUNTY MANAGER'S REPORT:** County Manager Chris Brice reported on the following items:

- Dispatch had 96 warrants served in the County and 18 served out of the County. There were 1,149 (911) calls for the month of January. State Police warrants are almost done and the Dispatch Office had two resignations in January.

- Detention Center booked 730 people and released 314, average day population was 419 and the total of US Marshall inmates was 298. LCDC has five Detention Officer openings and one maintenance.
- DWI tracked 104 misdemeanor DWI offenders in the month, 20 individuals in teen court, 13 in Moral Reconciliation Therapy (MRT).
- The Road Department graded 159 miles of road, bus routes and high traffic areas take priority. Almost 4,000 tires were received and 2,000 have already been cut up and taken to the landfill.
- The Budget and Procurement Department continues to play catch up on Operation Stonegarden. Laura is doing a phenomenal job with oversight from Joanne in getting caught up. The Complete Count Committee grant started. It is vital that we get the word out regarding the Census. Yossie is in charge of that. Alberta Morgan is the co-chair for that committee. The Census consists of ten questions and the County loses out on a lot of money if we do not get a full count of the people in the County. The Indigent Policy was developed by Joanne.
- The Human Resources Department had five new hires, David Townsend, Premal Patel, Philip Rodriguez, Serena Lopez and Ana Kelly.
- Starmax sales for the month of January were up \$3,000 from last year. Camera system quotes should be received soon and ladies bowling tournament is starting this month.
- Community Health and Well Being – CASA is serving eighteen kids in Luna County, two in Hidalgo County and twenty-six in Grant County. Parents as Teachers had two car seat trainings for infants and seventeen car seats were distributed this month. February is teen dating violence month and we have to get the word out.
- Emergency Management hired Philip Rodriguez and will be handing off the Hazard Mitigation Plan to him soon.
- Health Council had thirty-four people attend the January meeting which is a tremendous number from where we were a year or two ago when that program was almost gone. Edith has done a really good job on revitalizing the Health Council and getting people attending.
- DWI is tracking 101 misdemeanor DWI offenders, 23 in teen court and 12 inmates are in the MRT program.
- Luna County Fire responded to two vehicle fires, one trash fire and thirteen controlled burns for the month.
- IT had 186 work orders submitted and 162 have been completed. There were 140 plus attacks on networks last month. New computers were installed in the Sheriff's Office, Detention Center, Dispatch, IT and the Healing House due to end of life. They are wrapping up the camera project in District Court.
- Planning had four new cases with code enforcement issues, all four have been abated. Planning is working with the Assessor's Office to streamline the addressing process and the new Community Development Director starts February 24<sup>th</sup>.

Commissioner Reedy reported that she and County Manager Chris Brice attended the Governor's Prayer Breakfast on Tuesday. Ms. Reedy stated that Deming was recognized for the work done during the migrant situation. The focus statement from the Governor was that Deming has a huge heart.

Commissioner Smrkovsky left the Quorum to attend her conference call.

**INDIGENT CLAIMS REPORT:** Upon motion by Commissioner Reedy and a second by Chair Sweetser, the meeting of the Board of County Commissioners was unanimously recessed, and the meeting of the Indigent Hospital Claims Board convened. Budget and Procurement Director Joanne Hethcox reported nine claims for the month of January in the amount of \$20,649.49 and none from the detention center. The gross receipts collections totaled \$53,892.73 and the balance for Indigent Claims Fund totaled \$1,285,721.21 of that \$524,468.70 is encumbered. Commissioner Reedy motioned to approve the Indigent Claims Report as submitted. Chair Sweetser seconded the motion which carried unanimously. Commissioner Reedy motioned to recess as a Claims Board and reconvene as a County Commission. Chair Sweetser seconded the motion which carried unanimously.

**PUBLIC COMMENT:** Chair Sweetser opened the floor to public comment: Executive Director of Deming Luna County Chamber of Commerce John Richmond gave updates from the Chamber's Office.

Co-Chair for the Census Alberta Morgan addressed the public and asked that they get involved and apply for a job if they are interested.


Grace Dickerman a resident of Deming expressed her concern regarding road repairs at the intersection of Solana Road and Eighth Street. She gave a detailed financial analysis of the repairs completed by the road department near her mother's home over the last 25 years. She supplied pictures for the Commissioners to review. She also provided suggestions for improving the process and saving tax payer dollars.

**UPCOMING MEETINGS:** Chair Sweetser announced the following upcoming meetings:

Complete Count Committee Meeting – February 25, 2020 @ 4:00 p.m.  
Regular Commission Meeting – March 12, 2020 @ 10 a.m.

**ADJOURN:** The meeting was adjourned by Chair Sweetser at 11:05 a.m.

**ATTEST:**

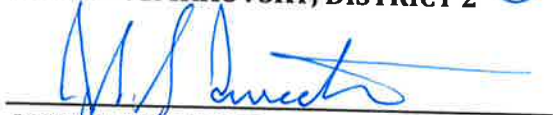
  
ANDREA RODRIGUEZ, LUNA COUNTY CLERK

**LUNA COUNTY BOARD OF COUNTY  
COMMISSIONERS**

  
BARBARA L. REEDY, DISTRICT 1

**APPROVED:** March 12, 2020

  
LINDA M. SMRKOVSKY, DISTRICT 2

  
JOHN S. SWEETSER, DISTRICT 3