



Board of County Commissioners

Maria L. Martinez
Chair-District 4

Harold M. Garcia
Vice-Chair-District 1

Janice C. Varela
Commissioner-District 2

Max O. Trujillo
Commissioner-District 3

Chris A. Najjar
Commissioner-District 5

Vidal Martinez, Ed.D.
County Manager

PUBLIC NOTICE DISSEMINATED FOR TODAY'S MEETING

The San Miguel County Board of Commissioners will hold a regular monthly meeting on Tuesday, May 12, 2020 beginning at 2:00 p.m., this meeting will be remote and can be viewed online at www.co.sanmiguel.nm.us. During the meeting; a County Board of Finance Meeting will take place.

NOTICE TO PEOPLE WITH DISABILITIES: If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter or any form of auxiliary aid or service to attend or participate in the hearing(s) or meeting(s), please contact the San Miguel County Managers Office at (505) 425-9333 at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the Commission Administrator at either of the above numbers if a summary or other type of accessible format is needed.

Notice Published Las Vegas Optic: May 1, 2020

Notice Posted on the SMC Website at www.co.sanmiguel.nm.us: April 29, 2020

At least 72 hours in advance of the meeting, the following agenda for today's meeting was posted and available for public inspection on the San Miguel County Website at www.co.sanmiguel.nm.us, and also available in hard copy at the office of the San Miguel County Manager.

AGENDA

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

SALUTATION TO THE NEW MEXICO STATE FLAG:

"I salute the flag of the State of New Mexico and the Zia Symbol of perfect friendship among United Cultures."

APPROVAL OF AGENDA

Administration Complex

500 West National Avenue, Suite 201 Las Vegas, New Mexico 87701 (505) 425-9333 phone (505) 425-7019 fax

APPROVAL OF MINUTES

April 14, 2020 Regular Meeting

PUBLIC INPUT FORUM

NEW BUSINESS

REGULAR ORDER

1. COVID-19 UPDATE

Background Information: Update on Covid- 19

Action Requested of Commission: Information only

Staff Recommendation: Information only

Presenter: Leo Maestas, Emergency Manager and Andrew Duran, Fire Chief

2. UPDATE ON CENSUS AND THE COUNTY COMPUTER SYSTEM

Background Information: update on the 2020 Census

Action Requested of Commission: Information only

Staff Recommendation: Information only

Presenter: Diego Trujillo, I.T. Director

3. RESOLUTIONS RECOGNIZING THE PECOS PANTHERS BOYS' BASKETBALL ON THEIR FOUR PEAT STATE CHAMPIONSHIP

Background Information: San Miguel County will be recognizing the Pecos Panthers boys' basketball on their four peat state championships for the 2019-2020 school year.

Action Requested of Commission: Review Resolution and Approve

Staff Recommendation: Approval

Presenter: Janice Varela, Commissioner

4. SAN MIGUEL PARTICIPATION AS A PETITIONER FOR ONRW (OUTSTANDING NATIONAL RESOURCE WATER)

Background Information: Commissioner Varela through the County Attorney is requesting that the County act as Petitioner in a case in front of the NM Water Quality Control Commission. The Petition would be to designate the waters of the Upper Pecos watershed as Outstanding National Resource Waters (ONRWs). The Western Environment Law Center is offering to file the suit on behalf of the county and other Petitioners. The County would be the main petitioner since it is the County that determines the “Public Welfare.”

There is no charge for the county to participate.

This Petition is a separate matter from the mining issues in the Upper Pecos.

The County may terminate the Petition and Participation at any time.

Action Requested of Commission: The action requested of the Commission is a motion and vote to approve participation in the petition as the lead Petitioner and to employ the Western Environment Law Center to file and conduct the suit.

Staff Recommendation: Approval

Presenter: Dave Romero Jr., County Attorney

5. RESOLUTION NO. 05-12-2020-NCNMEDD

Background Information: As a member of the North Central New Mexico Economic Development District (NCNMEDD), San Miguel County wishes to appoint an individual to represent San Miguel County on the NCNMEDD Board of Directors.

Action Requested of Commission: Approve Resolution No. 05-12-2020-NCNMEDD, which Resolution appoints Phillip Martinez, Director of the Las Vegas/San Miguel Chamber of Commerce to serve on the Board of Directors of the North Central New Mexico Economic Development District.

Staff Recommendation: As requested.

Presenter: Max O. Trujillo, County Commissioner

6. RECYCLING GRANT UPDATE

Background Information: update on the recycling grant

Action Requested of Commission: Information only

Staff Recommendation: Information only

Presenter: Elizabeth Jurros, Grant Writer

7. RESOLUTION NO. 05-01-2020-FIRE RESTRICTIONS

Background Information: San Miguel County is predicted to remain in Abnormally Dry conditions through May and June, and with the COVID-19 pandemic, firefighters would have a difficult time implementing social distancing should a wildfire incident occur. In an effort to prevent and or reduce the possibility of wildfire incidents, restriction on open burning are advisable.

Action Requested of Commission: Consider Approval of Resolution No. 05-01-2020-Fire Restrictions

Staff Recommendation: Approve Resolution No. 05-01-2020-Fire Restrictions

Presenter: Andrew J. Duran, Fire Chief

8. ORDINANCE NO. SMC-05-12-2020-LED-HIGH PLAINS PROCESSING, LLC

Background Information: Ordinance No. SMC-05-12-2020-LED-HIGH PLAINS PROCESSING, LLC, being presented for review and consideration for adoption. The Ordinance approves High Plains Processing, LLC, as a local economic development project eligible for economic development assistance as provided under the Local Economic Development Act (LEDA).

Action Requested of Commission: (1) Review proposed Ordinance No. SMC-05-12-2020-LED-HIGH PLAINS PROCESSING, LLC; (2) accept public comment on the proposed Ordinance; and (3) consider adoption of Ordinance No. SMC-05-12-2020-LED-HIGH PLAINS PROCESSING, LLC.

Staff Recommendation: As requested of the Commission.

Presenter: Alex Tafoya, Planning and Zoning Supervisor

9. AMENDMENT FOUR TO THE FOOD MANAGEMENT SERVICES AGREEMENT

Background Information:

The San Miguel County Detention Center is requesting approval of an extension of our agreement with Summit Food Services to provide food and commissary services. This will be the fourth and final extension and will be a six-month extension of the contract to allow the Detention Center to complete the Food Services and Commissary services RFP delayed due to the COVID 19 pandemic. This extension also a CIP on meals and costs for meal counts fewer than 75 detainees', which were not addressed in the original contract.

Action Requested of Commission: Review and Approve

Staff Recommendation: Review and Approve

Presenter: Matthew A. Elwell, Warden

10. SOLID WASTE ORDINANCE UPDATE

Background Information: Update on ne solid waste ordinance

Action Requested of Commission: Information only

Staff Recommendation: Information only

Presenter: Gerald Garcia, Public Works Supervisor

11. COMMERCIAL DRIVER'S LICENSE MEDICAL CARD POLICY FOR SAN MIGUEL COUNTY PUBLIC WORKS OPERATION DIVISION.

Background Information: San Miguel County Public Works Department will provide an eighty dollar (\$80.00) stipend every two (2) years to each employee that is required to carry a Commercial Driver's License Medical Card.

Action Requested of Commission: Review and Approval

Staff Recommendation: Approval

Presenter: Gerald Garcia, Public Works Director

12. PUBLIC WORKS DIVISION REPORT FOR THE MONTH OF APRIL 2020

Background Information: The San Miguel County Public Works Division submits a report to County Commission on a monthly basis on any maintenance including blading of county roads and/or special projects with County Roads that are addressed.

Action Requested of Commission: For Information Purposes Only

Staff Recommendation: For Informational Purposes Only

Presenter: Arnold Lopez, SMC Public Works Road Foreman

BOARD OF FINANCE MEETING

13. BANK TRANSFERS FOR THE MONTH OF MARCH

Background Information: Regulation No. ADM-R-08-09-2016-CM Governing Wire Transfer

Action Requested of Commission: Informational purposes only

Staff Recommendation: None

Presenter: Bertha Bustamante, County Treasurer

14. RESOLUTION 2019-05-29-F2 – ESTABLISHING THE FY20/21 INTERIM BUDGET

Background Information: Normally, the County Manager and the Finance Supervisor will meet with departments to formulate the interim budget for FY20/21. Since we have not been able, the Department of Finance and Administration is allowing us to send in an interim budget that can mirror the FY19/20 budget. The budget being provided is copied from the FY19/20 interim budget but certain items have been factored in to have a good initial understanding of what are personnel cost will be. Grant funds were also modified based on current available balances.

In July 2020, the County Manager and the Finance Supervisor will work on a Final FY20/21 budget and present it to the Commission for Approval at that time. That budget will include actual beginning cash balances and by that time, we will have a better idea of what revenue changes we will need to make.

Action Requested of Commission: Review and approve.

Staff Recommendation: Review and approve.

Presenter: Melinda Gonzales

15. RESOLUTION 2020-05-12-F1

Background Information: To present requested budget changes.

Action Requested of Commission: Review and approval.

Staff Recommendation: Review and approval.

Presenter: Melinda Gonzales

16. ACCOUNTS PAYABLE REPORT FOR THE MONTH OF MARCH 2020

Background Information: Present payments processed through the finance office and Bernalillo County on behalf of San Miguel County.

Action Requested of Commission: Review and approve.

Staff Recommendation: Review and approve.

Presenter: Melinda Gonzales

17. RECEIPT REPORT FOR THE MONTH OF MARCH 2020

Background Information: To provide the Commissioners with a Receipt Detail Report for the month of March 2020

Action Requested of Commission: Informational purposes

Staff Recommendation: Informational purposes.

Presenter: Melinda Gonzales

18. JOURNAL ENTRY REPORT FOR THE MONTH OF MARCH 2020

Background Information: To provide the Commissioners with a Journal Entry Reports for the month of February 2020

Action Requested of Commission: Informational purposes

Staff Recommendation: Informational purposes.

Presenter: Melinda Gonzales

19. CASH BALANCE REPORT FOR THE MONTHS OF MARCH 2020

Background Information: To report the March2020 cash balances to the Commission.

Action Requested of Commission: Informational purposes only.

Staff Recommendation: Informational purposes only.

Presenter: Melinda Gonzales

20. BUDGET REPORT FOR THE PERIOD OF JULY 1, 2019 THROUGH MARCH 31, 2020

Background Information: To provide the Commissioners with a FY19/20 Year to Date Budget Report.

Action Requested of Commission: Informational purposes only.

Staff Recommendation: Informational purposes only.

Presenter: Melinda Gonzales

ADJOURNMENT