



# 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, June 11, 2019 beginning at 2:00 p.m., at the San Miguel County Administration Complex located at 500 West National Avenue, Suite 200, Las Vegas, New Mexico 87701. 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: June 2, 2019

Notice Posted on the SMC Website at [www.co.sanmiguel.nm.us](http://www.co.sanmiguel.nm.us): May 28, 2019

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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](http://www.co.sanmiguel.nm.us), and also available in hard copy at the office of the San Miguel County Manager.

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## 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 9, 2019 Regular Meeting  
May 15, 2019 Regular Meeting  
May 29, 2019 Special Meeting

**INTRODUCTION OF NEW SAN MIGUEL COUNTY EMPLOYEES:**

Summer Youth Program Participants

**PUBLIC INPUT FORUM**

**NEW BUSINESS**

*Oath of office San Miguel County Detention Center*

**Presentations**

Presentation: Retirement Plaque for Larry Alires  
Presenter: Maria Martinez, Commission Chair

Presentation: 2020 Census  
Presenter: Veronica Arzate

**REGULAR ORDER**

**1. RESOLUTION FULGENZI FAMILY**

**Background Information:** Resolution for the Fulgenzi family for their dedication to our community.

**Action Requested of Commission:** Review and approval

**Staff Recommendation:** Approval

**Presenter:** Maria Martinez, Chair

**2. RESOLUTION 2020 CENSUS PARTICIPATION AND AWARENESS**

**Background Information:** Resolution creating countywide 2020 census awareness

**Action Requested of Commission:** Review and approval

**Staff Recommendation:** Approval

**Presenter:** Janice Varela, Commissioner

### **3. RESOLUTION IN SUPPORT OF THE WILDERNESS LAND TRUST**

**Background Information:** Resolution in support of the Wilderness Land Trust buying the Hobo Ranch and donating it to the BLM to extend the boundaries of the Sabinoso Wilderness.

**Action Requested of Commission:** Review and approval

**Staff Recommendation:** Approval

**Presenter:** Max Trujillo, Commissioner

### **4. MANAGERS REPORT**

**Background Information:** Managers report for the months of May and June

**Action Requested of Commission:** Informational only

**Staff Recommendation:** none

**Presenter:** Vidal Martinez, County Manager

### **5. LODGERS TAX UPDATES**

**Background Information:** Updates and possible taxing for lodger's tax

**Action Requested of Commission:** Informational only

**Staff Recommendation:** none

**Presenter:** Glen Post, Lodgers Tax Chairman

### **6. PUBLIC HEARING CDBG PROJECT SELECTION**

**Background Information:** CDBG requires that a public hearing be held and conducted in order to report on past CDBG program activities, receive public input and select a project for an application. The

public hearing may be held during a County Commission meeting; however, the public hearing must be a meeting to itself, separate from the County Commission meeting.

**Action Requested of Commission:** (1) adjourn from its regular Commission meeting and call to order a CDBG public hearing; (2) hear a presentation on the purpose and history of the CDBG program; (3) accept public comment; and (4) select a project by Resolution No. 6-11-19-CDBG.

**Staff Recommendation:** As requested of the Commission.

**Presenter:** Alex Tafoya, Planning and Zoning Supervisor

## **7. PROCESS TO ABANDON AND ADOPT COUNTY ROADS**

**Background Information:** discussion on the process of abandoning roads, recommendation by public works interim supervisor, discussion on the process to adopt county roads, discussion of roads Vista de Vegas, Ronnie Road, Rodger Road, and Kemm Drive and financial impact.

**Action Requested of Commission:** Informational only

**Staff Recommendation:** information only

**Presenter:** Alex Tafoya, Planning and Zoning Supervisor, and Arnold Lopez, Interim Public Works Director

## **8. ROAD PETITION NO. CR-19-001**

**Background Information:** San Miguel County has received Road Petition No. CR-19-001 from residents of the Glenwood Estates Subdivision requesting that a portion of Harlan Drive be established as a public road (county road) and request county maintenance.

**Action Requested of Commission:** Request authorization to schedule a road viewing.

**Staff Recommendation:** As requested of the County Commission.

**Presenter:** Alex Tafoya, Planning and Zoning Supervisor

## **9. 2019 LEGISLATIVE AGREEMENT – EL PUEBLO FIRE TRUCK**

**Background Information:** San Miguel County has received 2019 Legislative Agreement No. 19-D3152 for \$100,000 to purchase and equip a fire truck for El Pueblo volunteer fire department.

**Action Requested of Commission:** Accept the Legislative Agreement and authorize Commission Chair Maria L. Martinez to sign the Agreement.

**Staff Recommendation:** As requested.

**Presenter:** Alex Tafoya, Planning and Zoning Supervisor

#### **10. APPROVAL OF CONTRACT – SOUDER MILLER AND ASSOCIATES**

**Background Information:** At its May 15, 2019 meeting, the Board of County Commission authorized County staff to enter into contract negotiations with Souder Miller and Associates for engineering services as-needed.

**Action Requested of Commission:** Approve contract between San Miguel County and Souder Miller and Associates; authorize the County Manager to sign the contract.

**Staff Recommendation:** As requested of the Commission.

**Presenter:** Alex Tafoya, Planning and Zoning Supervisor

#### **11. APPROVAL OF CONTRACT – STANTEC CONSULTING SERVICES**

**Background Information:** At its May 15, 2019 meeting, the Board of County Commission authorized County staff to enter into contract negotiations with Stantec Consulting Services for engineering services as-needed.

**Action Requested of Commission:** Approve contract between San Miguel County and Stantec Consulting Services; authorize the County Manager to sign the contract.

**Staff Recommendation:** As requested of the Commission.

**Presenter:** Alex Tafoya, Planning and Zoning Supervisor

#### **12. APPROVAL OF CONTRACT – MILLER ENGINEERING CONSULTANTS**

**Background Information:** At its May 15, 2019 meeting, the Board of County Commission authorized County staff to enter into contract negotiations with Miller Engineering Consultants for engineering services as-needed.

**Action Requested of Commission:** Approve contract between San Miguel County and Miller Engineering Consultants; authorize the County Manager to sign the contract.

**Staff Recommendation:** As requested of the Commission.

**Presenter:** Alex Tafoya, Planning and Zoning Supervisor

### **13. AUTHORIZATION TO ENTER INTO CONTRACT NEGOTIATIONS – NCA ARCHITECTS**

**Background Information:** San Miguel County received proposals from four (4) companies in response to RFP No. 2019-PZ-3 professional Architectural Services for the San Miguel County Public Safety Facility. Proposals were evaluated and scored as follows: Hartman Majewski with 496 points; RMKM Architecture with 408 points; NCA Architects with 537 points and Soleil West with 522 points.

**Action Requested of Commission:** Authorize County staff to enter into contract negotiations with NCA Architects.

**Staff Recommendation:** As requested.

**Presenter:** Alex Tafoya, Planning and Zoning Supervisor

### **14. FIRE DIVISION UPDATES**

**Background Information:** Fire Division update, information on recent and upcoming projects.

**Action Requested of Commission:** information only

**Staff Recommendation:** information only

**Presenter:** Andrew Duran, Fire Chief

### **15. REVIEW OF ICIP 2021-2025**

**Background Information:** San Miguel County is developing its Infrastructure Capital Improvement Plan (ICIP) for 2021-2025. The plan is being presented for review and comment.

**Action Requested of Commission:** Review and comment on projects listed.

**Staff Recommendation:** As Requested.

**Presenter:** Alex Tafoya, Planning and Zoning Supervisor

## **16. OUT OF STATE TRAVEL**

**Background Information:** Requesting approval for out of state travel, for Matthew A. Elwell to attend the National Conference on Correctional Health Care in Fort Lauderdale, Florida October 12, 2019 through October 17, 2019. Mr. Elwell has been invited to speak at the conference on Advanced Technology Solutions for High Risk Inmates in Rural Detention Centers.

**Action Requested of Commission:** Approval

**Staff Recommendation:** Approval

**Presenter:** Matthew A. Elwell, Warden

## **17. STATISTICAL DATA SAN MIGUEL COUNTY DETENTION CENTER'S MEDICATED ASSISTED TREATMENT (MAT) PROGRAM**

**Background Information:** Currently San Miguel County Detention Center's evidence-based MAT Program addresses the needs of inmates with opiate use disorders by initiating in-patient treatment to commence naltrexone upon release, for enrolled individuals transitioning to the community; while developing the inmate's cognitive, behavioral, social, vocational and other skills to address the cause of substance use and related problems. We also combine release planning with wrap around services and six months of outpatient treatment and reintegration services in the community to include personal counseling, group treatment, family reunification and education, housing, and assisted support. This pilot program started in May 2018 and we now have a year of evaluation and statistics.

**Action Requested of Commission:** Informational Presentation

**Staff Recommendation:** Informational Presentation

**Presenter:** Matthew A. Elwell, Warden

**18. RESOLUTION NO. 06-11-19-RA01; ADDITION OF RIVER VIEW RD, A NEWLY NAMED PRIVATE ROAD NAME THAT WILL ADDED TO THE OFFICIAL E9-1-1 ROAD LIST OF SAN MIGUEL COUNTY, NEW MEXICO**

**Background Information:** A resident of a private access road off Cinder Road in the Las Vegas NM area petitioned the county to name the driveway leading to their residence. Per San Miguel County Ordinance No.SMC-07-13-99-ORD-2, Section 4.1-C; proposed to San Miguel Board of County Commissioners please review and take appropriate action on road naming for, “any private road that provides access to three or more buildings and requires a name in order to promote the health, safety and welfare of the public.”

This name has been determined to be acceptable by SMC Rural Addressing staff per San Miguel County Ordinance No.SMC-07-13-99-ORD-2.

**Action Requested of Commission:** Review and approve

**Staff Recommendation:** Approval of Resolution

**Presenter:** Diego Trujillo, Information Technology Supervisor

**19. TRASH AMNESTY DAY**

**Background Information:** To discuss process and procedure for a Trash Amnesty Day for San Miguel County.

**Action Requested of Commission:** Informational only

**Staff Recommendation:** none

**Presenter:** Arnold Lopez, Interim Public Service Supervisor

**20. PUBLIC WORKS DIVISION REPORT FOR THE MONTH OF MAY 2019**

**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, Interim Public Service Supervisor

**21. UPDATE FOR DWI PROGRAM, JUVENILE JUSTICE PROGRAM AND MSG COMPREHENSIVE TREATMENT CENTER INITIATIVE**

**Background Information:** Yolanda Cruz will update the Commission on a regular basis as to the major activities from the above-mentioned programs

**Action Requested of Commission:** No action

**Staff Recommendation:** No action

**Presenter:** Yolanda Cruz, DWI Coordinator

**22. LDWI FY20 GRANT AGREEMENT**

**Background Information:** DFA has awarded the San Miguel County DWI Program \$36,000 for FY20, in addition to the Distribution funds. Grant funds help fund the prevention component.

**Action Requested of Commission:** Review and Approve grant agreement

**Staff Recommendation:** Review and Approve grant agreement

**Presenter:** Yolanda Cruz, DWI Coordinator

**23. SUBCONTRACT AGREEMENTS FOR JUVENILE JUSTICE SERVICES: VIOLENCE AND SUBSTANCE ABUSE PREVENTION SERVICES WITH SOMOS FAMILIA; RESTORATIVE JUSTICE SERVICES, GIRLS CIRCLE AND BOYS COUNCIL WITH ARMAND HAMMER UNITED WORLD COLLEGE**

**Background Information:** The Juvenile Justice Continuum would like to renew the contracts for service with Somos Familia and United World College for services they provided in FY19. Funds to provide the services are included in the grant award from CYFD.

**Action Requested of Commission:** Approve subcontract agreements for Juvenile Justice Services.

**Staff Recommendation:** Approve subcontract agreements for Juvenile Justice Services.

**Presenter:** Yolanda Cruz, DWI Coordinator

**24. RESOLUTION #2019-06-11-CLERK- DESIGNATING THE LOCATION OF ELECTION DAY POLLING PLACES FOR ALL STATEWIDE ELECTIONS CONDUCTED IN 2020 AND 2021; COUNTY CANVASSING BOARD DUTIES THROUGH THE END OF 2021; AND APPOINTING THE BOARD OF REGISTRATION MEMBERS FOR THE COUNTY**

**Background Information:** Pursuant to the New Mexico Statutes Annotated 1978, Section 1-3-2 (2019) in June or July of 2019 the Board of County Commissioners by resolution shall designate the location of election day polling places in the county for the conduct of any statewide election conducted in calendar years 2020 and 2021.

**Action Requested of Commission:** Approve Resolution # 2019-06-11-Clerk

**Staff Recommendation:** Approve Resolution # 2019-06-11-Clerk

**Presenter:** Geraldine E Gutierrez, County Clerk

**BOARD OF FINANCE MEETING**

**25. BANK TRANSFERS FOR THE MONTH OF MAY**

**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

**26. RESOLUTION 2019-06-11-F2 CAPITAL ASSETS**

**Background Information:** A resolution adopting a Capital Asset policy for FY19/20.

**Action Requested of Commission:** Review and approval.

**Staff Recommendation:** Review and approval.

**Presenter:** Melinda Gonzales

## **27. RESOLUTION 2019-06-11-F1 PROCUREMENT**

**Background Information:** A resolution adopting a procurement policy for FY19/20.

**Action Requested of Commission:** Review and approval.

**Staff Recommendation:** Review and approval.

**Presenter:** Melinda Gonzales

## **28. RECEIPT REPORT FOR THE MONTH OF APRIL 2019**

**Background Information:** To provide the Commissioners with a Receipt Detail Report for the month of April 2019.

**Action Requested of Commission:** Informational purposes

**Staff Recommendation:** Informational purposes.

**Presenter:** Melinda Gonzales

## **29. JOURNAL ENTRY REPORT FOR THE MONTH OF APRIL 2019**

**Background Information:** To provide the Commissioners with a Journal Entry Reports for the month of April 2019

**Action Requested of Commission:** Informational purposes

**Staff Recommendation:** Informational purposes.

**Presenter:** Melinda Gonzales

## **30. RESOLUTION 2019-06-11-F3 INDIGENT**

**Background Information:** A resolution adopting an Indigent Claim policy for FY19/20.

**Action Requested of Commission:** Review and approval.

**Staff Recommendation:** Review and approval.

**Presenter:** Melinda Gonzales

### **31. INDIGENT CLAIMS**

**Background Information:** To provide the Commission with information regarding the indigent claims processed since the last Commission Meeting.

**Action Requested of Commission:** Ratification of the indigent claims.

**Staff Recommendation:** Ratification of the indigent burial payment.

**Presenter:** Melinda Gonzales

### **32. CASH BALANCE REPORT FOR THE MONTHS OF APRIL 2019**

**Background Information:** To report the April 2019 reconciled cash balances.

**Action Requested of Commission:** Informational purposes only.

**Staff Recommendation:** Informational purposes only.

**Presenter:** Melinda Gonzales

### **33. BUDGET REPORT FOR THE PERIOD OF JULY 1, 2018 THROUGH APRIL 30, 2019**

**Background Information:** To provide the Commissioners with a FY18/19 Year to Date Budget Report

**Action Requested of Commission:** Informational purposes only

**Staff Recommendation:** Informational purposes only

**Presenter:** Melinda Gonzales

### **34. ACCOUNTS PAYABLE REPORT FOR THE PERIOD OF APRIL 2019**

**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

**ADJOURNMENT**