



Board of County Commissioners

Chris A. Najjar
Chairman-District 5

Janice C. Varela
Vice-Chair-District 2

Rock G. Ulibarri
Commissioner-District 1

Arthur J. Padilla
Commissioner-District 3

Maria L. Martinez
Commissioner-District 4

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 12, 2018 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: May 23, 2018

Notice Disseminated to Radio Stations KFUN, KLVF, KNMX, KMDZ, KBQL, and KMDS:

Notice Posted on the SMC Website at www.co.sanmiguel.nm.us: May 23, 2018

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.

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

APPROVAL OF AGENDA

APPROVAL OF MINUTES

May 9, 2018 Regular Commission Meeting
My 23, 2018 Budget Special Meeting

INTRODUCTION OF NEW SAN MIGUEL COUNTY EMPLOYEES:

PUBLIC INPUT FORUM

NEW BUSINESS

All Presentations will be limited to 10 minutes each

*Presentation: Gallinas River Park
Presenter: Dr. Edward Martinez*

*Presentation: Chamber of Commerce
Presenter: David Luna*

REGULAR ORDER

1. RESOLUTIONS RECOGNIZING THE PECOS PANTHERS BASKETBALL, CHEERLEADING, AND CROSS COUNTRY STATE CHAMPIONSHIPS FOR THE 2017-2018 SCHOOL YEAR

Background Information: San Miguel County recognized the Pecos Panthers basketball, cheerleading, and cross-country teams on their state championships on May 9, 2018. Because the resolutions were not approved, the commission will need to approve and sign the Resolutions.

Action Requested of Commission: Approve and Sign Resolutions

Staff Recommendation: Approve and Sign Resolutions

Presenter: Janice Varela, Commission Vice-Chair

2. RESOLUTION NO. 2018-08-05-POVERTY

Background Information: Item was tabled for the May 2018 regular meeting. The resolution is to draft, finalize, pass, and implement a Poverty Eradication Strategic Plan.

Action Requested of Commission: Review, discuss and approve

Staff Recommendation: Approval

Presenter: Commissioner Rock Ulibarri

3. PECOS FIREWORKS DISPLAY

Background Information: San Miguel County Sheriff's Posse is requesting help funding the 2018 Village of Pecos fireworks display.

Action Requested of Commission: discuss and approve

Staff Recommendation: Approval

Presenter: Consuelo Mondragon Pena, San Miguel County Sheriff's Posse

4. OPIOID PSYCHOEDUCATIONAL PREVENTION PROGRAM (OPEPP)

Background Information: This program will raise community awareness by engaging local families, parents, and community members in four levels of school (grade school, high school, community college, and university). The program should accomplish three goals: A. educate community on scope of the problem and addiction on families, B. identifying addiction factors such as signs and symptoms, and C. link community members to available interventions and treatment.

In addition to presenting this material live, we will work to increase community awareness of available treatments and interventions, and will provide information on navigating the current healthcare system. We will further provide the community with informational handouts for future reference including contacts for local and state treatment providers.

Action Requested of Commission: discuss and approve

Staff Recommendation: Approval

Presenter: Dolores P. Ortega, Ph.D.

5. VILLANUEVA LIBRARY

Background Information: For Villanueva library to remain open, this requires access to funds for support of library resources and staff. We are requesting funding support from San Miguel County for this 1st year.

Action Requested of Commission: Review, discuss and approve

Staff Recommendation: Approval

Presenter: Patricia Gallegos, Advisor

6. RESPECTFULLY REQUESTING THE APPROVAL OF MOU BETWEEN SAN MIGUEL COUNTY SHERIFF'S OFFICE AND UNITED STATES DEPARTMENT OF THE INTERIOR U.S. WILDLIFE SERVICE

Background Information: San Miguel County Sheriff's Office is respectfully requesting approval of the MOU between San Miguel County Sheriff's Office and United States Department of The Interior U.S. Wildlife Service.

Action Requested of Commission: Review and approve MOU between San Miguel County Sheriff's Office and United States Department of The Interior U.S. Wildlife Service.

Staff Recommendation: Review, discuss, and approve as submitted

Presenter: Gary Gold, San Miguel County Sheriff

7. RESPECTFULLY REQUESTING THE APPROVAL OF MOU BETWEEN SAN MIGUEL COUNTY SHERIFF'S OFFICE AND THE VILLAGE OF PECOS

Background Information: San Miguel County Sheriff's Office is respectfully requesting approval of the MOU between San Miguel County Sheriff's Office and The Village of Pecos.

Action Requested of Commission: Review and approve MOU between San Miguel County Sheriff's Office and The Village of Pecos.

Staff Recommendation: Review, discuss, and approve as submitted

Presenter: Gary Gold, San Miguel County Sheriff

8. SAN MIGUEL COUNTY HOUSING AUTHORITY NEW FY 20018 HUD INCOME LIMITS

Background Information: HUD develops income limits annually based on median family income earnings in the area with adjustments for family size. These income limits determine eligibility for assisted housing programs. HUD regulations require Board of County Commissioner approval for these new income limits.

Action Requested of Commission: Approval of new HUD FY 2018 income limits

Staff Recommendation: Approval of new HUD FY 2018 income limits

Presenter: Betty Valdez- Acting Director San Miguel County Housing authority

9. MODIFY AND EXTEND PROCLAMATION TO RESTRICT FIREWORKS SALE AND USE

Background Information: Due to on-going and worsening drought conditions, the majority of San Miguel County is identified as being in Extreme Drought conditions while a portion is identified as being in Exceptional Drought conditions as identified by the National Weather Service and other drought monitoring services. As a provision of the Fireworks Licensing and Safety Act [60-2C-1 NMSA 1978] a Proclamation establishing that severe or extreme drought condition exist in San Miguel County and Restricting the Sale and Use of Fireworks is necessary to be modified and extended for thirty (30) days.

Action Requested of Commission: Modify and Extend Proclamation to Restrict Fireworks Sale and Use for thirty (30) days.

Staff Recommendation: Approve to modify and extend Proclamation to Restrict Fireworks Sale and Use.

Presenter: Andrew J. Duran, Fire Marshal

10. MULTI-JURISDICTIONAL MASS CASUALTY INCIDENT PLAN

Background Information: San Miguel County/City of Las Vegas Office of Emergency Management has conducted preliminary meetings with first responders, Office of Emergency Management is continuing to host collaborative meetings in developing the Multi-jurisdictional Mass Casualty Incident Plan.

Action Requested of Commission: Informational purposes only

Staff Recommendation: Informational purposes only

Presenter: Leo Maestas, Emergency Manager

11. CONTINUITY OF GOVERNMENT PLAN

Background Information: San Miguel County/City of Las Vegas Office of Emergency Management recently hosted a class on Continuity of Government Plan; the Office of Emergency Management along with staff is working on a plan in preparation to relocate vital services to an off-site location in the event that the Administration Building has to be vacated.

Action Requested of Commission: Informational purposes only

Staff Recommendation: Informational purposes only

Presenter: Leo Maestas, Emergency Manager

12. APPOINTMENT TO LODGERS' TAX ADVISORY BOARD

Background Information: A vacancy exists on the San Miguel County Lodgers' Tax Advisory Board. The Board has voted to recommend that Kimberly Allen of Pecos River Cabins be appointed to fill the vacancy.

Action Requested of Commission: Accept the recommendation of the Lodgers' Tax Advisory Board and appoint Kimberly Allen of Pecos River Cabins to fill the vacancy on the Board.

Staff Recommendation: As requested by the Lodgers' Tax Advisory Board.

Presenter: Alex Tafoya, Planning and Zoning Supervisor

13. RATIFICATION OF LODGERS' TAX ADVISORY BOARD FUNDING AWARD

Background Information: The Lodgers' Tax Advisory Board reviewed proposals received in response to the Invitation for Sealed Proposals Lodgers' Tax 2018-2019 and voted to award Lodger's Tax to nine (9) local organizations as follows: San Miguel County Fair Board \$1,400.00; Las Vegas First Independent \$5,000.00; San Miguel County Fair Board \$900.00; Las Vegas Arts Council \$1,500.00; Animal Welfare Coalition \$600.00; Hermits Peak Watershed Alliance \$300.00; Main Street Program \$7,750.00; Chamber of Commerce \$3,000.00; and Pecos Business Association \$8,700.00.

Action Requested of Commission: Ratify the Lodgers' Tax Advisory Board awards and authorize the County Manager to sign the appropriate Lodgers' Tax Funding Agreements between San Miguel County and the respective awardees.

Staff Recommendation: Ratify the awards and authorize the County Manager to sign the agreements.

Presenter: Alex Tafoya, Planning and Zoning Supervisor and Hugh Ley, Lodgers' Tax Advisory Board

14. VACATION OF PLAT – APPLICATION SV-0028

Background Information: An application for vacation of plat has been submitted by Steven G. Millard and Robyn L. Wood-Millard who propose to vacate Lots 1,2,3,5 and 7 to consolidate into existing Lot 6, within Pendaries Village Subdivision 4-2.

Action Requested of Commission: (1) Review the application; (2) accept public comment on the application; and (3) approve the application to vacate plat.

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

Presenter: Alex Tafoya, Planning and Zoning Supervisor

15. ROAD PETITION APPLICATION NO. CR-18-001

Background Information: San Miguel County received Road Petition Application No. CR-18-001 from residents in the Conchas Dam area requesting adoption of five (5) roads as County roads. A public road viewing is part of the application process.

Action Requested of Commission: Authorize the County road viewers to schedule a public road viewing and direct the road viewers to return a recommendation to the Board of County Commissioners for consideration.

Staff Recommendation: Authorize road viewing and direct road viewers to return a recommendation.

Presenter: Alex Tafoya, Planning and Zoning Supervisor

16. APPLICATION FOR SUMMARY REVIEW – AUGUSTINE PACHECO

Background Information: San Miguel County received Application No. SC-0088 for division of land under the summary review process from Augustine Pacheco, who proposes to divide a 56.087 acre, more or less, tract of land into three (3) tracts.

Action Requested of Commission: (1) Hold and conduct a public hearing and accept public comment on the application; and (2) approve the application.

Staff Recommendation: As requested.

Presenter: Alex Tafoya, Planning and Zoning Supervisor

17. ADOPTION OF ORDINANCE NO. SMC-06-12-18-ORD-1.2

Background Information: Authorization was given to the County Manager by the Board of County Commissioners on May 9, 2018 to proceed with the adoption of proposed Ordinance No. SMC-06-12-18-ORD-1.2.

Action Requested of Commission: (1) Hold and conduct a public hearing on the adoption of proposed Ordinance No. SMC-06-12-18-ORD-1.2, and (2) adopt the Ordinance.

Staff Recommendation: Conduct a public hearing and adopt the Ordinance.

Presenter: Alex Tafoya, Planning and Zoning Supervisor

18. RESOLUTION NO. 06-12-18 –CAP-4-19(404) AUTHORIZING SAN MIGUEL COUNTY TO ENTER INTO A COOPERATIVE AGREEMENT WITH THE NEW MEXICO DEPARTMENT OF TRANSPORTATION FOR ROAD IMPROVEMENT FUNDS THROUGH THE LOCAL GOVERNMENT ROAD FUND PROGRAM

Background Information: The San Miguel County Public Works Division appealed to the New Mexico Department of Transportation for funding assistance through the 2018/2019 Cooperative Funding Assistance Program to improve the conditions of its public right-of-way. The New Mexico Department of Transportation authorized the County \$209,700.00 (75%) as an appropriation from the State with the understanding the county is to match \$69,900.00 (25%) for this project.

Action Requested of Commission: Approve Resolution 06-12-18-CAP-4-19(404).

Staff Recommendation: Approve Resolution 06-12-18-CAP-4-19(404) and authorize staff to submit the 2018-2019 Cooperative Agreements to the New Mexico Department of Transportation for execution.

Presenter: Morris Madrid, Public Works Supervisor

19. RESOLUTION NO. 06-12-18 –SP-4-19(954) AUTHORIZING SAN MIGUEL COUNTY TO ENTER INTO A COOPERATIVE AGREEMENT WITH THE NEW MEXICO DEPARTMENT OF TRANSPORTATION FOR ROAD IMPROVEMENT FUNDS THROUGH THE LOCAL GOVERNMENT ROAD FUND PROGRAM

Background Information: The San Miguel County Public Works Division appealed to the New Mexico Department of Transportation for funding assistance through the 2018/2019 Cooperative Funding Assistance Program to improve the conditions of its public right-of-way. The New Mexico Department of Transportation authorized the County \$103,273.00 (75%) as an appropriation from the State with the understanding the county is to match \$34,424.00 (25%) for this project.

Action Requested of Commission: Approve Resolution 06-12-18-SP-4-19(954).

Staff Recommendation: Approve Resolution 06-12-18-SP-4-19(954) and authorize staff to submit the 2018-2019 Cooperative Agreements to the New Mexico Department of Transportation for execution.

Presenter: Morris Madrid, Public Works Supervisor

20. RESOLUTION NO. 06-12-18 –SB-7747(962)19 AUTHORIZING SAN MIGUEL COUNTY TO ENTER INTO A COOPERATIVE AGREEMENT WITH THE NEW MEXICO DEPARTMENT OF TRANSPORTATION FOR ROAD IMPROVEMENT FUNDS THROUGH THE LOCAL GOVERNMENT ROAD FUND PROGRAM.

Background Information: The San Miguel County Public Works Division appealed to the New Mexico Department of Transportation for funding assistance through the 2018/2019 Cooperative Funding Assistance Program to improve the conditions of its public right-of-way. The New Mexico Department of Transportation authorized the County \$117,447.00 (75%) as an appropriation from the State with the understanding the county is to match \$39,149.00 (25%) for this project.

Action Requested of Commission: Approve Resolution 06-12-18-SB-7747(962)19.

Staff Recommendation Approve Resolution 06-12-18-SB-7747(962)19 and authorize staff to submit the 2018-2019 Cooperative Agreements to the New Mexico Department of Transportation for execution.

Presenter: Morris Madrid, Public Works Supervisor

21. APPROVAL OF BID AWARD FOR THE REVENUE BOND PROJECT IN COUNTRY ACRES TO THE LOWEST MOST QUALIFIED BIDDER

Background Information: The San Miguel County Public Works Division went out for advertisement and opened bids on May 24, 2018. We recommend awarding the bid to Rocky Road as the lowest most qualified bidder on the Revenue Bond Project in Country Acres.

Action Requested of Commission: The San Miguel County Commission to approve awarding the bid to Rocky Road being the lowest most qualified bidder.

Staff Recommendation: Award bid to lowest most qualified bidder Rocky Road.

Presenter: Morris Madrid, Public Works Supervisor

22. APPOINTMENT OF AMERICANS WITH DISABILITIES ACT (ADA) COMPLIANCE OFFICER HUMAN RESOURCES SUPERVISOR EILEEN SEDILLO, FOR SAN MIGUEL COUNTY

Background Information: In order to remain eligible to receive federal funding, San Miguel County Public Works Division is required to develop and implement an Americans with Disabilities Act Transition Plan. The plan will be drafted by Morris Madrid, Public Services Supervisor, for approval by the New Mexico Department of Transportation and ultimately the San Miguel County Commission. One of the initial steps is the appointment of the ADA Compliance Officer. This official will be responsible for the intake, evaluation, and resolution of ADA compliance issues.

Action Requested of Commission: Approve appointment of Eileen Sedillo, ADA Compliance Officer.

Staff Recommendation Approve appointment of Eileen Sedillo, ADA Compliance Officer.

Presenter: Morris Madrid, Public Works Supervisor

23. PUBLIC WORKS DIVISION REPORT FOR THE MONTH OF MAY 2018

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 Division Road Foreman

24. RECOMMENDATION TO APPROVE THE SAN MIGUEL COUNTY ORDINANCE NO. 06-12-18-PERSONNEL.

Background Information: The Board of County Commissioners of San Miguel County, New Mexico, hereby provides notice of its intent to adopt San Miguel County ordinance No. 06-12-18-PERSONNEL replacing Ordinance No. 00-12-00-ORD-PERSONNEL and all subsequent amendments.

Action Requested of Commission: 1. Hold and conduct a Public Hearing and Accept Public Comment. 2. Approve San Miguel County Ordinance No. 06-12-18-PERSONNEL replacing Ordinance No. 00-12-00-ORD-PERSONNEL and all subsequent amendments.

Staff Recommendation: 1. Hold and Conduct a Public Hearing and Accept Public Comment. 2. Approve San Miguel County Ordinance No. 06-12-18-PERSONNEL replacing Ordinance No. 00-12-00-ORD-PERSONNEL and all subsequent amendments.

Presenter: Eileen Sedillo, Human Resource Supervisor

25. PERSONNEL ACTIONS OR CHANGES FOR THE MONTH OF MAY 2018

Background Information: Personnel actions or changes which have taken place in San Miguel County for the month of May 2018 are submitted for ratification and approval by the San Miguel County Board of Commissioners.

Action Requested of Commission: To approve and ratify the personnel actions or changes that have taken place during the month of May 2018.

Staff Recommendation: To approve and ratify the personnel actions or changes that has taken place during the month of May 2018.

Presenter: Eileen Sedillo, Human Resource Supervisor

26. APPROVAL FOR JENNIFER LAFEBRE TO TAKE AN ONLINE CLASS

Background Information: Jennifer is looking to take a class for QuickBooks, which is needed for her accounting degree. The class is offered as an online class at Luna Community College.

Action Requested of Commission: Approval

Staff Recommendation: Approval

Presenter: Bertha Bustamante, SMC Treasurer

27. AWARD OF HVAC CONTRACT

Background Information: San Miguel County received proposals in response to an RFP for a HVAC Services. Two proposals were received, one from Trane US Inc and the other from CAC Inc. A committee was formed to independently rate the RFP's and Trane was rated the higher of the two.

Action Requested of Commission: Authorize the County Manager and staff to enter into a contract with Anchor Point.

Staff Recommendation: Authorize the County Manager and staff to enter into a contract with Anchor Point.

Presenter: Melinda Gonzales, Finance Supervisor

28. PROFESSIONAL SERVICES AND CONTINGENCY FEE AGREEMENT BETWEEN SAN MIGUEL COUNTY AND ATTORNEYS CID D. LOPEZ, DAVID M. HOULISTON, RAY M. VARGAS II AND FELICIA C. WEINGARTNER

Background Information: During the April 10, 2018 Commission Meeting the Board of County Commissioners approved the award of an RFP for Opioid Litigation to Cid Lopez, David M. Houliston, Ray M. Vargas II and Felicia C. Weingartner. At this time we are seeking approval to enter into a professional services and contingency fee agreement with them.

Action Requested of Commission: Review and approval

Staff Recommendation: Review and approval

Presenter: Melinda Gonzales, Finance Supervisor

BOARD OF FINANCE MEETING

29. 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, SMC Treasurer

30. RESOLUTION 2018-06-12-F1, INSURANCE PREMIUMS – AFFORDABLE CARE ACT

Background Information: The insurance premiums for health care have increased by 4%. As a result this resolution will supersede Resolution 2017-06-13-F1, which established the insurance tiers for the FY17/18. The revision is necessary to ensure we are providing affordable health care.

Action Requested of Commission: Review and approval

Staff Recommendation: Review and approval

Presenter: Melinda Gonzales, Finance Supervisor

31. INDIGENT BURIAL CLAIMS

Background Information: The Finance Office has received, reviewed and processed an indigent burial claim from Rogers Mortuary for \$1,200.00.

Action Requested of Commission: Ratification of the indigent burial payments

Staff Recommendation: Ratification of the indigent burial payment

Presenter: Melinda Gonzales, Finance Supervisor

32. ACCOUNTS PAYABLE REPORT FOR THE PERIOD OF MARCH 24, 2018 THROUGH APRIL 20, 2018 AND APRIL 21, 2018 THROUGH MAY 29, 2018 AND THE HOUSING PAYMENT REGISTERS FOR THE MONTHS OF MARCH AND APRIL 2018

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, Finance Supervisor

33. JOURNAL ENTRY REPORT FOR THE MONTH OF MARCH AND APRIL 2018

Background Information:

To provide the Commissioners with a Journal Entry Reports for the month of March and April 2018.

Action Requested of Commission: Informational purposes

Staff Recommendation: Informational purposes

Presenter: Melinda Gonzales, Finance Supervisor

34. CASH BALANCE REPORT FOR THE MONTHS OF FEBRUARY AND MARCH OF 2018

Background Information: To report the February and March 2018 reconciled cash balances.

Action Requested of Commission: Informational purposes only

Staff Recommendation: Informational purposes only

Presenter: Melinda Gonzales, Finance Supervisor

35. RECEIPT REPORT FOR THE MONTH OF MARCH AND APRIL 2018

Background Information: Providing the Commissioners with a Receipt Detail Report for the months of March and April 2018.

Action Requested of Commission: Informational purposes

Staff Recommendation: Informational purposes

Presenter: Melinda Gonzales, Finance Supervisor

ADJOURNMENT