



Board of County Commissioners

Maria L. Martinez
Chair-District 4

Chris A. Najan
Vice-Chair-District 5

Harold M. Garcia
Commissioner-District 12

Janice C. Varela
Commissioner-District 2

Max O. Trujillo
Commissioner-District 3

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 September 8, 2020 beginning at 2:00 p.m., at 500 W. National Ave, Las Vegas, NM 87701 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 county at the above number if a summary or other type of accessible format is needed.

At least 72 hours in advance of this 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

APPROVAL OF MINUTES

August 11, 2020 Regular Meeting

August 27, 2020 Special Meeting

PUBLIC INPUT FORUM

NEW BUSINESS

Recognition of Alex Tafoya for his years of service to San Miguel County

Presented by: Arnold Lopez, Melinda Gonzales and Eileen Sedillo

Presentation: EMS Services in Pecos, New Mexico

Presented by: Mayor Ted Benavidez, Gabe Estrada and Chris Archuleta of Superior Ambulance, Inc.

REGULAR ORDER

1. RESOLUTION NUMBER 2020-09-08, A RESOLUTION AMENDING THE 2019 POLLING PLACE RESOLUTION 2019-06-11

Background Information: Pursuant to New Mexico Statutes Annotated 1978 Section 1-3-2 (2019), the Board of County Commissioners shall by Resolution amend the 2019 Polling Place Resolution 2019-06-11, the Board of County Commissioners designated 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 Number 2020-09-08 Amending Resolution 2019-06-11 for the conduct of any statewide election conducted in calendar years 2020 and 2021.

Staff Recommendation: Approve Resolution Number 2020-09-08 Amending Resolution 2019-06-11 for the conduct of any statewide election conducted in calendar years 2020 and 2021.

Presenter: Geraldine E. Gutierrez, San Miguel County Clerk

2. MANAGERS REPORT

Background Information: Update on CARES ACT Application

Action Requested of Commission: Information only

Staff Recommendation: Information only

Presenter: Vidal Martinez, County Manager

3. RECOMMENDATION TO APPROVE THE JOB DESCRIPTION FOR THE PUBLIC WORKS/SOLID WASTE ACCOUNTS RECEIVABLE CLERK I POSITION.

Background Information: This term appointment position is under the general direction of the Public Works Director, this individual is to provide communication to the public, solid waste customers and the County Administration. Assist and provide support to the Department as requested by the Supervisor. Responsible for maintaining computerized record system and preparing billing for solid waste collection service associated within the Accounts Receivable Department.

Action Requested of Commission: Approval of the Public Works/Solid Waste Accounts Receivable Clerk I Job Description.

Staff Recommendation: Approval of the Public Works/Solid Waste Accounts Receivable Clerk I Job Description.

Presenter: Eileen Sedillo, Human Resource Director

4. RECOMMENDATION TO APPROVE THE JOB DESCRIPTION FOR THE PUBLIC WORKS/SOLID WASTE ACCOUNTS RECEIVABLE CLERK II POSITION

Background Information: This term appointment position is under the general direction of the Public Works Director. This individual will provide oversight and supervision of the administrative activities including other employees and/or contractors within the Solid Waste Billing Department. Will provide communication with general public, solid waste customers and the County Administration. Responsible for maintaining computerized record system and preparing billing for solid waste collection service associated within the Solid Waste Billing Department.

Action Requested of Commission: Approval of the Public Works/Solid Waste Accounts Receivable Clerk II Job Description.

Staff Recommendation: Approval of the Public Works/Solid Waste Accounts Receivable Clerk II Job Description.

Presenter: Eileen Sedillo, Human Resource Director

5. RESOLUTION-09-08-20-SEPTEMBER PREPAREDNESS MONTH

Background Information: Department of Homeland Security/Emergency Management, San Miguel County/City of Las Vegas Office of Emergency Management proclaimed September Preparedness Month in San Miguel County in promoting awareness for preparatory steps to protect lives and property.

Action Requested of Commission: Request for approval

Staff Recommendation: Request for approval

Presenter: Leo Maestas, Emergency Manager

6. SAN MIGUEL COUNTY DETENTION CENTER MEDICAL AND BEHAVIORAL HEALTH SERVICES AGREEMENT

Background Information: The San Miguel County Detention Center is requesting approval of amendment one to our medical and behavioral health services agreement with CorrHealth. Included in the amendment is a rate escalation of 3% pursuant to Section 3 paragraph A. of the original agreement.

Action Requested of Commission: Review and Approve

Staff Recommendation: Approval

Presenter: Matthew A. Elwell, Warden

7. OUT OF STATE TRAVEL – INSTRUCTOR/ARMORER PEPPERBALL CERTIFICATION

Background Information: Requesting approval for out of state travel for Lieutenant Steven Garcia and Lieutenant Jose Ortiz, they will be attending an instructor and armorer PepperBall certification in Lakewood CO. This certification is required for use of non-lethal systems use in the detention center.

Action Requested of Commission: Approve

Staff Recommendation: Approval

Presenter: Matthew A. Elwell, Warden

8. CENSUS UPDATE

Background Information: Update on the census

Action Requested of Commission: Information only

Staff Recommendation: Information only

Presenter: Diego Trujillo, IT Supervisor

9. RURAL ADDRESSING

Background Information: information on the San Miguel County rural addressing

Action Requested of Commission: Information only

Staff Recommendation: Information only

Presenter: Diego Trujillo, IT Supervisor

10. SAN MIGUEL COUNTY PUBLIC WORKS DEPARTMENT - RECOMMENDATION OF REJECTION 2020 SAN MIGUEL COUNTY ROAD IMPROVEMENTS – TECOLOTE BRIDGE FEMA PROJECT

Background Information: San Miguel County, solicited competitive sealed bid(s) from a qualified vendor(s), for the Tecolote Bridge Fema Project. The received bid (1) was evaluated. Bidding Contractor was over budget of Engineer's cost estimate.

Action Requested of Commission: Review and Approval

Staff Recommendation: Approval

Presenter: Gerald Garcia, SMC Public Works Supervisor

11. PUBLIC WORKS DIVISION REPORT FOR THE MONTH OF AUGUST 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

12. SECOND READING OF SAN MIGUEL COUNTY HARD ROCK MINING MORATORIUM ORDINANCE EXTENSION, THE FULL TITLE, WHICH SHALL BE ORDINANCE NO. SMC-09-10-2019 HARD ROCK MINING MORATORIUM

Background Information: The County has approved a Hard Rock Mining Moratorium Ordinance. This proposed Ordinance will extend in time the authority of the ordinance until January 2021.

Action Requested of Commission: The action requested of the Commission is to have a public hearing on the proposed Ordinance and then through motion, second and majority vote; to approve the proposed Extension.

Staff Recommendation: The County Attorney recommends the approval of the Ordinance so that its authority will continue until January 2021.

The Office of the County Attorney recommends this participation.

Presenter: Dave Romero, Jr., County Attorney

13. MILL TAX LEVY

Background Information: San Miguel County's budget is dependent on these tax rates.

Action Requested of Commission: Approval of Mill Tax Levy

Staff Recommendation: Approval

Presenter: Connie M. Gallegos, County Assessor

BOARD OF FINANCE MEETING

14. BANK TRANSFERS FOR THE MONTH OF JULY

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

15. TO ENTER INTO AGREEMENT WITH EL CENTRO

Background Information: To finalize an agreement with El Centro for the FY20/21

Action Requested of Commission: Review and approval

Staff Recommendation: Informational purposes only

Presenter: Melinda Gonzales, Finance Director

16. RESOLUTION 2020-09-08-F1

Background Information: To make a correction to the Final Budget by reducing a miscellaneous expense of \$140,000 to \$0, this money was set aside in the event we had out of ordinary expenses tied to COVID. However, the 3/12th reserve requirement would fall lower than it should. This was not noticed as the Finance Supervisor was taking into account prepaid balances that are not taken out taken into consideration on the DFA budget side.

To transfer funds from Fund 206 to General Fund for cost of the professional services related to the Opioid lawsuit.

To adjust the LEPF budget based on the DFA Budget Review.

To budget the CARES Act award.

To budget the EMW Award for the Cabo Lucero Volunteer Fire Department.

To adjust budget to Fund 753 based on FY19/20 reallocation of costs.

To budget transfer to Solid Waste of \$30,000

Action Requested of Commission: Review and approval.

Staff Recommendation: Review and approval.

Presenter: Melinda Gonzales

17. RESOLUTION 2020-09-08-F2

Background Information: The County has received a legislative appropriation to plan, design, construct, renovate and make improvements to eliminate architectural barriers for county buildings and grounds. The Finance Office has budgeted for these Funds in a defunct Fund 205. Fund 205 was previously entitled District Attorney Remodeling. The fund has not had activity for several years and the Finance Office is asking for the name of the fund to be changed to Building Improvement Fund.

Action Requested of Commission: Review and approve fund authority

Staff Recommendation: Review and approve fund authority

Presenter: Melinda Gonzales, Finance Director

18. RESOLUTION 2020-09-08-F3

Background Information: The County has received a CARES Act Award for costs incurred due to the Coronavirus-19. The Finance Office has budgeted for these Funds in a Fund 317. Fund 317 was previously used for an OEM-EMW-2011-EP-00051 that has not had activity for several years and the Finance Office is asking for the name of the fund to be changed to CARES Act Fund.

Action Requested of Commission: Review and approve fund authority.

Staff Recommendation: Review and approve fund authority.

Presenter: Melinda Gonzales

19. INDIGENT CLAIMS

Background Information: To provide the Commission with information regarding the indigent claims for the month of July 2020.

Action Requested of Commission: Ratification of the indigent claims

Staff Recommendation: Ratification of the indigent burial payment

Presenter: Melinda Gonzales, Finance Director

20. RECEIPT REPORT FOR THE MONTH OF JUNE 2020 AND JULY 2020

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

Action Requested of Commission: Informational purposes

Staff Recommendation: Informational purposes

Presenter: Melinda Gonzales, Finance Director

21. JOURNAL ENTRY REPORT FOR THE MONTH OF JULY 2020

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

Action Requested of Commission: Informational purposes

Staff Recommendation: Informational purposes

Presenter: Melinda Gonzales, Finance Director

22. CASH BALANCE REPORT FOR THE MONTH OF JULY 2020

Background Information: To report the July 2020 cash balances to the Commission

Action Requested of Commission: Informational Purposes Only

Staff Recommendation: Informational Purposes Only

Presenter: Melinda Gonzales, Finance Director

23. BUDGET REPORT FOR THE PERIOD OF JULY 1, 2020 THROUGH JULY 31, 2020

Background Information: To provide the Commissioners with a FY20/21 Year to Date Budget Report.

Action Requested of Commission: Informational purposes only.

Staff Recommendation: Informational purposes only.

Presenter: Melinda Gonzales, Finance Director

24. ACCOUNTS PAYABLE REPORT FOR THE MONTH OF JULY 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, Finance Director

Adjournment