

**MINUTES OF REGULAR MONTHLY MEETING OF
SAN MIGUEL COUNTY BOARD OF COMMISSIONERS
HELD TUESDAY, MAY 12, 2020 BEGINNING AT 2:00 P.M.**

CALL TO ORDER

The San Miguel County Board of Commissioners held its regular monthly meeting on Tuesday, May 12, 2020, beginning at 2:00 p.m. The meeting convened at the San Miguel County Administration Complex located at 500 West National Ave., Suite 200, Las Vegas, New Mexico 87701. During the meeting, a County Board of Finance Meeting will take place.

Madam Chair Maria Martinez called the meeting to order at 2:00 p.m.

ROLL CALL:

Upon roll call, Madam Chair Maria Martinez present, Vice-Chair Chris Najjar present, Commissioner Janice Varela present, Commissioner Max Trujillo present, and Commissioner Harold Garcia present and a quorum was duly noted.

PLEDGE OF ALLEGIANCE

SALUTATION TO THE NEW MEXICO STATE FLAG

Commissioners, staff and citizens in attendance joined in the pledge and salute.

APPROVAL OF AGENDA

Motion made by Commissioner Janice Varela to approve the agenda. Second by Commissioner Harold Garcia. Motion carried.

At 2:14 p.m. Madam Chair Maria Martinez asked for Vice-Chair Chris Najjar to take over the meeting due to some technical difficulties.

APPROVAL OF MINUTES

Motion made by Commissioner Harold Garcia to approve the minutes for the Special Meeting held April 14, 2020 with the Corrections made to item 8. Motion carried.

PUBLIC INPUT

No public input

REGULAR ORDER

1. COVID-19 UPDATE

San Miguel County Emergency Manager and Fire Chief Andrew Duran updated the Commission on the Virus known as Covid-19 aka Coronavirus.

For informational purposes only.

2. UPDATE ON CENSUS AND THE COUNTY COMPUTER SYSTEM

San Miguel County I.T. Director Diego Trujillo updated the Commission on the status of the 2020 census and the county computer systems.

For informational purposes only.

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

San Miguel County Commissioner Janice Varela presented to the commission Resolution 05-12-2020-PPBB recognizing the Pecos Panthers Boys' Basketball team on their fourth consecutive state Championship for the 2019-2020 school year. Ms. Varela Requested the Commission Review and approve Resolution 05-12-2020-PPBB.

Motion made by Commissioner Harold Garcia to approve Resolution 05-12-2020-PPBB. Second by Madam Chair Maria Martinez. Motion carried.

At 2:47 p.m. Madam Chair Maria Martinez returned to the meeting.

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

San Miguel County Attorney Dave Romero Jr. requested to the Commission that the County act as a petitioner in a case 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." Mr. Romero Requested the Commission approve to participate in the petition as the lead petitioner and to employ the Western Environment Law Center to file and conduct the suit.

Motion made by Vice-chair Chris Najar to approve to participate in the petition as the lead petitioner and to employ the Western Environment Law Center to file and conduct the suit. Second by Commissioner Max Trujillo. Motion carried.

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

San Miguel County Commissioner Max Trujillo informed the Commission 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. Mr. Trujillo requested the 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.

Motion made by Vice-Chair Chris Najar to 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. Second by Commissioner Harold Garcia. Motion carried.

6. **RECYCLING GRANT UPDATE**

Grant Writer Elizabeth Jurros gave the Commission a presentation on the updates to the recycling grant.

For informational purposes only.

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

San Miguel County Fire Chief Andrew Duran informed the Commission that 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. Mr. Duran requested the Commission approve Resolution No. 05-01-2020-Fire restrictions.

Motion made by Vice-Chair Chris Najar to approve Resolution No. 05-01-2020-Fire restrictions. Second by Commissioner Max Trujillo. Motion carried.

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

San Miguel County Planning and Zoning Supervisor Alex Tafoya presented to the Commission Ordinance No. SMC-05-12-2020-LED-HIGH PLAINS PROCESSING, LLC, which is 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). Mr. Tafoya requested the Commission review proposed Ordinance No. SMC-05-12-

2020-LED-HIGH PLAINS PROCESSING, LLC, accept public comment on the proposed Ordinance, and consider the adoption of Ordinance No. SMC-05-12-2020-LED-HIGH PLAINS PROCESSING, LLC.

At 3:29 p.m. Attorney Dave Romero swore in Alex Tafoya to speak on Ordinance No. SMC-05-12-2020-LED-HIGH PLAINS PROCESSING, LLC.

At 3:30 p.m. Attorney Dave Romero swore in other people wishing to speak on the item

Commissioner Harold Garcia made a motion at 3:31p.m to come out of regular order. Second by Vice-Chair Chris Najjar. Motion carried

Commissioner Harold Garcia made a motion at 3:32p.m to go into public hearing. Second by Vice-Chair Chris Najjar. Motion carried

Tim Hagaman of the Economic Development Department answered questions and gave further information on the High Plains Processing LLC.

Commissioner Harold Garcia gave his comments and appreciation to Planning and Zoning Supervisor Alex Tafoya and Tim Hagaman for the work they did on this ordinance.

At 3:40 Commissioner Harold Garcia made a motion to close the public hearing. Second by Vice-Chair Chris Najjar. Motion carried.

At 3:41 Commissioner Janice Varela made a motion to go into regular order. Second by Commissioner Harold Garcia. Motion carried.

Motion made by Commissioner Harold Garcia to approve Ordinance No. SMC-05-12-2020-LED-HIGH PLAINS PROCESSING, LLC. Second by Commissioner Max Trujillo. Motion carried.

9. AMENDMENT FOUR TO THE FOOD MANAGEMENT SERVICES AGREEMENT

San Miguel County Warden Matthew A. Elwell informed the Commission the San Miguel County Detention Center is requesting approval of an extension of the 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. Mr. Elwell Requested the Commission review and approve the amendment four to the food management services agreement.

Motion made by Commissioner Chris Najjar to approve the amendment four to the food management services agreement. Second by Commissioner Harold Garcia. Motion carried.

10. **SOLID WASTE ORDINANCE UPDATE**

San Miguel County Public Works Director Gerald Garcia updated the Commission on the solid waste ordinance.

For informational purposes only.

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

San Miguel County Public Works Director Gerald Garcia informed the Commission that the 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. Mr. Garcia requested the Commission review and approve the Commercial Driver's License Medical Card.

Motion made by Commissioner Janice Varela to review and approve the Commercial Driver's License Medical Card. Second by Commissioner Max Trujillo. Motion carried.

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

San Miguel County Public Works Road Foreman Arnold Lopez informed the Commission of all maintenance and blading of the County roads that took place in the month of April 2020.

For informational purposes only.

BOARD OF FINANCE MEETING

13. **BANK TRANSFERS FOR THE MONTH OF MARCH**

San Miguel County Finance Supervisor Melinda Gonzales presented to the Commission the bank transfers for the month of March for the Treasurer's Office.

For informational purposes only.

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

San Miguel County Finance Supervisor Melinda Gonzales informed the Commission that the County Manager and she normally meet with departments to formulate the interim budget for FY20/21. Since that has not been able to do, the Department of Finance and Administration is allowing the county 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 our personnel cost will be. Grant funds were also modified based on current available balances. Ms. Gonzales requested the Commission review and approve Resolution 2019-05-29-F2.

Motion made by Vice-Chair Chris Najar to approve Resolution 2019-05-29-F2 Second by Commissioner Janice Varela. Motion Carried.

15. **RESOLUTION 2020-05-12-F1**

San Miguel County Finance Supervisor Melinda Gonzales informed the Commission on Budget adjustment resolution 2020-05-12-F1. Ms. Gonzales requested the commission review and approve resolution 2020-05-12-F1.

Motion made by Commissioner to approve Resolution 2020-05-12-F1. Second by Commissioner Max Trujillo. Motion carried.

16. **ACCOUNTS PAYABLE REPORT FOR THE MONTH OF MARCH 2020**

San Miguel County Finance Supervisor Melinda Gonzales informed the Commission of the accounts payable report for the period of March 2020. Ms. Gonzales requested the Commission review and approve the accounts payable report for the period of March 2020.

Motion made by Commissioner Janice Varela to the accounts payable report for the period of March 2020. Second by Commissioner Max Trujillo. Motion carried.

17. **RECEIPT REPORT FOR THE MONTH OF MARCH 2020**

San Miguel County Finance Supervisor Melinda Gonzales presented to the Commission a receipt detail report for the month of March 2020.

For informational purposes only

18. **JOURNAL ENTRY REPORT FOR THE MONTH OF MARCH 2020**

San Miguel County Finance Supervisor Melinda Gonzales provided the Commissioners with the journal entry report for the month of March 2020.

For informational purposes only

19. CASH BALANCE REPORT FOR THE MONTH OF MARCH 2020

San Miguel County Finance Supervisor Melinda Gonzales informed the Commission of the cash balance report for the month of March 2020.

For informational purposes only.

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


San Miguel County Finance Supervisor Melinda Gonzales presented to the Commission the budget report for the period of July 1, 2019 through March 31, 2020.

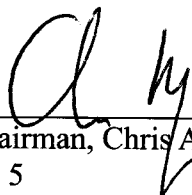
For informational purposes only.

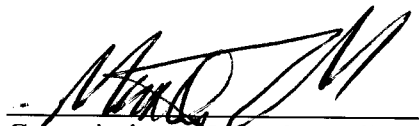
ADJOURNMENT

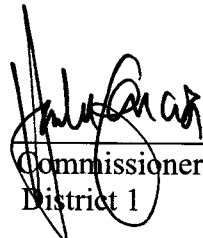
Motion made by Commissioner Janice Varela to adjourn the meeting at 4:33 p.m. Second by Commissioner Max Trujillo. Motion carried.

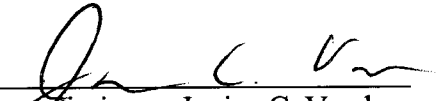
Approved this 9th day of June, 2020 as the Official Minutes of the Board of County Commissioners of San Miguel County, New Mexico, of its Regular Meeting held May 12, 2020.


Madam Chair, Maria L. Martinez
District 4


Vice-Chairman, Chris A. Najar
District 5

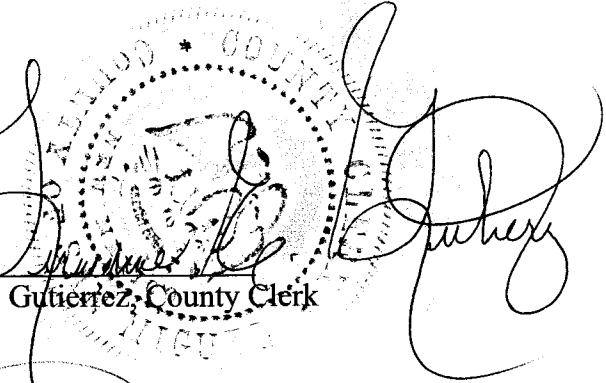

Commissioner, Max O. Trujillo
District 3


Commissioner, Harold M. Garcia
District 1

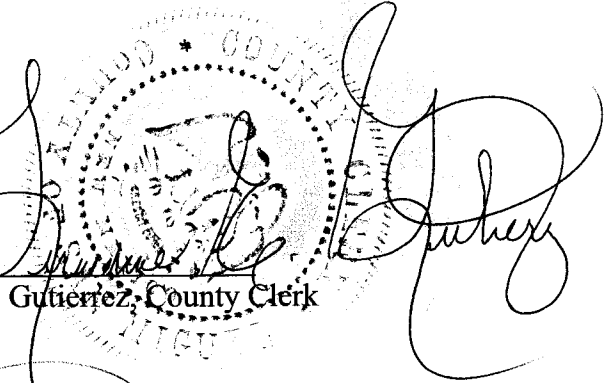



Commissioner, Janice C. Varela
District 2

ATTEST



Geraldine E. Gutierrez, County Clerk





Submitted By: Justin Dimas

