

**MINUTES of the REGULAR MEETING**  
**of the BOARD of COUNTY COMMISSIONERS**  
**of SAN MIGUEL COUNTY, NEW MEXICO**

**HELD TUESDAY SEPTEMBER 10, 2024 AT 1:00 PM**

ZOOM LINK is active. 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](http://www.co.sanmiguel.nm.us) and available in hard copy at the office of the San Miguel County Manager 505-425-9333. Contact Manager's Office for ZOOM link 505-425-9333.

**1. CALL TO ORDER**

Chairman Harold Garcia called the meeting to order at 1:01 PM in the SMC Commission Chambers at 500 W. National Avenue, Suite 201, Las Vegas, New Mexico 87701.

**2. ROLL CALL**

Deputy Clerk Elena I. Chavez administered Roll Call: Chairman Harold Garcia – present; Vice Chairman Martin Sena – present via Zoom at 1:04 PM; Commissioner Bernadette Baca – present; Commissioner Max Trujillo – present via Zoom at 1:34 PM. Commissioner Kenneth Medina – present.

A quorum is present.

**3. PLEDGE OF ALLEGIANCE**

Commissioner Kenneth Medina led the Chambers in the Pledge, and:

**4. 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".**

**5. APPROVAL OF AGENDA**

County Manager Joy Ansley asked for approval to add a discussion item for ICIP 2026-2030 after the county managers' report.

Motion to approve the Agenda as amended made by Commissioner Kenneth Medina. Second by Commissioner Bernadette Baca. Motion carried.

**6. APPROVAL OF MINUTES**

Minutes for Approval: RM-08-13-2024

Motion to approve minutes RM-08-13-2024 made by Commissioner Kenneth Medina. Second by Commissioner Bernadette Baca. Motion carried.

## **7. PUBLIC INPUT FORUM**

No citizens signed up for public input forum.

## **NEW BUSINESS**

### **8. REGULAR ORDER**

#### **a. COUNTY MANAGER/DEPUTY MANAGER'S REPORT**

County Manager Joy Ansley informed the Commission on the following:

\*FY 22 Audit has been completed and submitted to the State's auditor's office. State is requesting minor adjustments that will be made this week by the auditor. SMC has elected to waive the five day release period. Once the audit is released, SMC can print and be taken off of the DFA's at-risk list. Auditors have scheduled time in September to do field work for FY23 and FY24 audits. FY23 was due in December of last year. FY24 is being processed simultaneously.

\*Village of Pecos is having a fishing derby on September 28th, 7AM until 12PM at Monastery Lake. Village of Pecos has asked SMC to post date and time. \*SMC has received numerous complaints about the convenience center in Pecos. Public Works, Solid Waste billing and Commissioner Baca had a meeting to modify the layout of the station and personnel changes. SMC does not have enough attendants or equipment to effectively address the amount of trash coming in. Construction costs and quotes will need to be looked at to adjust the layout of the station. SMC will consider adding an attendant and driver to that facility. Recycling bins will be removed as SMC is not recycling at this time. Public signs will be posted at the site. \*The completed County Fair Grounds Operating Agreement will not be presented this meeting. The SMC County Fair was successful. The Fair Board is a separate entity that utilizes County property. There are options to be considered before the Operating Agreement is presented to the Commission. The first option is to issue an RFP to select an entity to operate the fairgrounds. The Fair Association would have the opportunity to participate. The second option is to absorb The Fair Association Board. \*Earlier this week, Chairman Harold Garcia discussed adopting policy and procedure for SMC organizations and non-profits to follow prior to requesting funding from SMC or the State Legislature. Groups are lobbying for funds on their own without SMC's consent or direction. When funds are allocated, SMC must figure out where funds can be spent. Some have been reverted to the State. Policy will be ready for discussion in October.

Deputy Manager Jesus Romero informed the Commission on the following:

\*Maintenance has received several requests from District Court for additional, new or continued maintenance services throughout the District Courthouse. Deputy Manager Romero and Maintenance Director Peter Mares are compiling a list of improvements that will have Chief Judge Floripa 'Flora' Gallegos's approval to request funding from DFA. Funding which will offset costs. This item will come before the Commission in the October regular meeting for approval.

\*2025 Cyber Liability Applications have been submitted to New Mexico County's Risk Management Division. \*Nine SMC employees were selected by Management and the Safety Officer to take instructor courses for First Aid, CPR and ADD Training. This is a series of online courses that need be completed within a month. Upon completion, Mr. Clay Horn from New Mexico Counties will visit to complete the instructor certification. There are employees from each floor in the Administration Building, County Annex, Detention Center, Public Works and Sheriff's Office who will be certified to teach and render aid. \*SMC has elected to have a Trunk-or-Treat event this year. Planning for that event will begin sometime next week.

Chairman Harold Garcia asked if there is a special fund from the DFA for the improvements on the District Courthouse.

Deputy Manager Romero confirmed there is a fund that was passed at the Legislature this past year and money available in that fund to utilize for these improvements and requires a 50% match for SMC.

\*For Information Purposes Only

#### **t. ICIP 2023-2030**

County Manager Joy Ansley stated that ICIP is usually due in September. DFA has had turnover; there was no notice or calendar events sent to SMC that it was due. An extension was given and it is now due Friday, September 13<sup>th</sup>. Public Safety Software for Law Enforcement Project is for specific things that have not yet been obtained. Property and Construction for the EMS base has funding and a contract has been secured so that project will be removed. Rodeo Event Center which was amended to Rodeo and Fairgrounds, North Eastern Regional Crisis and Addiction Treatment Center, Regional Animal Shelter, Tecolotito Fire Station, Fire Engine for Tecolotito, El Pueblo Fire Department Substation, Sapello/Rociada Fire Department, Demolition of Public Housing Project in Ribera, IT upgrades and Improvements, Sheriff's Department Emergency Vehicles, SMC Fire Department improvements, Public Safety Facility, Buildings and Grounds improvements, Detention Center Renovations and Additions, District Attorney Building HVAC Replacement, Solid Waste Containers, IT Equipment for interview and interrogation for the Sheriff's Department, Old National Upper Town Milling and Re-paving in CR A11A, Tecolotito B45C Road and Drainage, San Isidro B43B, CR A27, Cinder Road A11D Resurfacing,

Village of Ribera Road and Drainage, East Pecos Drainage and Asphalt Paving, Tri-County Family Justice Center and County Extension Office Upgrades, District Court Building Improvements and Expansions, CR B27A Road and Low Water Crossing, Culverts Purchase for Paved Roads for all Commissioner Districts , Solid Waste Collection Center, CR B51A Low Water Crossing, CR C51A Improvement to Sabinoso, Sheriff's Department Data and Lapel Cameras, Road Drainage Improvements to Various County Roads, Firefighter Equipment and Tools, Joya del Padre Bridge, Public Works Heavy Equipment and Accessories, Movie Studio and Film Museum, Communications Upgrades, Broadband Expansion, Mobile Services and Hardware for Data Recovery, Mobile Command Unit, Emergency Management Vehicles, Communications Radios, Road Closure Trailer, and Detention Center re-wiring are all projects that management has determined to be left on ICIP. SMC received funding to complete Vista de Vegas for County Road Improvements in Camp Luna and can be removed. SMC received funding from the Legislation last year for laptops for EOC for Emergency Operations Equipment; the project is complete and can be removed. County Vehicle Purchase and Equip and the 12 Passenger Transportation Bus were taken care of last legislative session and will be removed. County Fair Facility was a duplicate of another project and can be removed. Public Works Admin Building and La Liendre Road Improvements have been taken care of and can be removed. Cattle guards for County Roads have been purchased with ARPA funds and can be removed. Dora Celeste and Williams Drive have been funded through TPF and can be removed. County Annex Building upgrades can be removed. Sheridan CR A25A will be complete by end of year and can be removed. Los Pueblos Community Cultural Center is having anti-donation issues due to SMC not owning the building; management feels that project can be removed. CR B65 has been funded, designed and awarded a contract and should be done within the year and can be removed. Low Water Crossing and County Roads can be funded using FEMA funds so it can be removed. SMC is working on securing funding for Wi-Fi upgrades through ARPA funds so that project can be removed.

\*For information only

#### **b. DEPARTMENT HEAD UPDATES**

Road Foreman Martin Aguilar stated his department has been busy trimming trees, mowing, and cleaning cattle guard and culverts on the East side. He thanked County Manager for the design on the Solid Waste Convenience Center in Pecos. Four blades are out and rotating locations. One employee is being internally trained for the grader. There have been complaints on pot holes and road conditions that are being addressed. Gonzales and Conchas area are in bad shape.

Commissioner Kenneth Medina asked if the Conchas cattle guards are included in that cleaning.

Mr. Aguilar confirmed that those cattle guards are included. In October, there are plans to revamp the drainage system and remove old cattle guards.

Chairman Harold Garcia inquired on the status of the Valley in El Ancon and Ribera.

Mr. Aguilar stated he has a blade in that area starting on CR 41A to 41F. Those roads could take two weeks to complete. From there, they will move to Pecos area.

Commissioner Bernadette Baca asked about Cows Creek area.

Mr. Aguilar stated that area is rough. Material has not been added as those are FEMA projects. The culverts are silted in.

Vice Chairman Martin Sena asked about when the cattle guards in the Maez area will be installed.

Mr. Aguilar stated they were supposed to begin work today but due to the heavy workload they will have to start on those cattle guards soon.

Public Works Director Benito Romero updated the Commission on the two bids they received for the TPF 2023-2024, 2022-2023 projects. \*Debris removal program is underway. \*Site inspections on various county roads are nearing completion by collecting data on culverts, cattle guards, and start and stop locations. \*Public Works received approval for Type 3 barricades. They will receive 50 Type 3 barricades. Two T900 Transport trucks, One Tandem T-880, and a 70 Transport Trailer were received with funding from FEMA. A Water Truck, Five belly dumps, Hydro Excavator, Peterbilt Roll-Off, and Walking Floor Trailer are on order with tentative arrival in October. \*The 150 signs from the County Road Sign projects should be arriving soon from a sign vendor in Albuquerque. \*11 County bridges were inspected. Two are impassable including C23 and A3. South San Isidro Bridge has significant damage. Contractors will implement temporary bridges for C23 and A3. One local contractor has submitted a bid as well as a contractor through The Sulzer Group. Public Works will reach out to the remaining three contractors as well. \*Crusher is down; repair will begin soon. Paving project for Tecolote began this week. After that project is complete, they will begin the chip seal project in Sheridan and Pecos. \*Flood repairs done by contract team A3A are complete. \*Martinez Ranch Rd and culvert crossing on CR A4B are complete.

IT Director Kenneth Abeyta introduced the new hire for the Administrative Assistant in the IT Department, Mr. Noah Sandoval.

Warden Antonio Padilla informed the Commission on the monthly report for August 2024. \*RFP's for food, commissary and telephone services for the Detention Center have been published. \*SMCDC was awarded a \$100K grant. Part of the funding will go to services and

programming for the detainees. \$40K will be used on the mental health court. Individuals will be screened at booking for mental health issues. Rather than pose competency issues at arraignment, solutions will be determined for these individuals before that time. The grant funds will also be used for technology upgrades throughout the facility. \*Last month SMCDC received a grant of \$653K for recruitment. \*Warden and County Manager are working on the San Miguel County Advisory Board bylaws.

County Assessor Doreen Garcia-Lujan informed the Commission that Paul Espinoza has been appointed as her Chief Deputy Assessor. She introduced Suzanne Pino as her First Deputy and Stephanie Torrez as an Appraiser. Two Appraiser positions need to be filled. \*Assessor's Office staff is organizing and updating files. \*Various job descriptions need to be revised and those will come before the Commission. A new position of Office Manager will come before the Commission for approval. \*Assessor's staff is working on protests. \*FEMA requests have slowed down. As a result from FEMA claims, many properties are being updated to current ownership.

Chairman Harold Garcia inquired about the audit from the Property Tax Division.

County Assessor Doreen Garcia-Lujan stated that will come before the Commission at next month's meeting.

\*For Informational Purposes Only

**c. 2024 PROPERTY TAX RATE SETTING ORDER**

County Assessor Doreen Garcia-Lujan presented the Property Tax Rate Setting Order to the Commission. Each district was reviewed and entered into the system.

Chairman Harold Garcia asked if there was feedback from other entities that are affected by tax rates.

County Assessor Doreen Garcia-Lujan stated that she has not received feedback.

County Manager Joy Ansley stated that the Property Tax Rate Setting Order was sent to each of the three school districts, Luna Community College, City of Las Vegas, Village of Pecos, and (?). She clarified that DFA sets the tax rates for the County Commission to accept.

Motion to accept the 2024 tax rate setting order made by Commissioner Kenneth Medina.  
Second by Commissioner Bernadette Baca. Motion carried.

**d. HPCC FIRE/FLOOD RECOVERY ACTIVITY**

Ms. Deb Sulzer from The Sulzer Group updated the Commission on the following:

\*When SMC started working with Sulzer Group, FEMA had obligated a few projects. SMC had taken advantage of Senate Bill 6. Only 11 roads and 37 culverts had been captured as damaged by FEMA and their site inspection team. Sulzer Group has surveyed 198 roads; 472 miles have been completed with 42 miles remaining. Over 400 of the roads have shown damage. 56 roads have not been surveyed, 15 were inaccessible, and five showed no damage. FEMA's assessments did not include culverts or component parts. The damage to the drainage system has been incredible. Sulzer Group has identified 1,008 damaged culverts so far. 538 are destroyed, 238 are not showing visible damage, 162 are partially obstructed and 72 are fully obstructed. \*Sulzer Group had a structural engineer assess 11 of the bridges that have been impacted. Two are destroyed. The engineer put together material for a temporary bridge. There is some overtopping on two of them; the engineer recommends replacement. Three bridges have not been reviewed. One low water crossing needs immediate attention. Sulzer Group has made a priority request to FEMA for funding for the temporary bridges. That will go through the State first and then to FEMA. In order for SMC to replace those culverts to current codes and standards and take advantage of hazard mitigation, FEMA requires an H&H study. An H&H study is a modeling of the watershed and how the watershed flows down through the roads and bridges. A team is putting together H&H study and Sulzer group built an app for every culvert and road to be included in County's GIS. The study will show the watershed activity and gets overlaid onto where the culverts are so that the engineers and subject matter experts can recommend the proper size for each of those culverts. Sulzer Group has been able to model some of the debris flow to show a projection of the debris over the next 25 years. \*Sulzer Group has been working on predicting and quantifying what SMC can expect to clean up after each one of these rain events. That will be submitted to FEMA as a claim for future debris cleanup. \*Sulzer Group has assessed 59 county buildings showing 253, 681 square feet for the smoke damage claim. Sulzer Group has determined that SMC incurred an approximate expense of \$500K during the recent June flood. \*Sulzer Group is compiling a report depicting the labor and machine use from Public Works to receive compensation and reviewing if anything was missed from February 2023 until current for emergency response to receive compensation. \*There are some difficulties working with the claims office and P.A. One issue is determining who will pay for the equipment piece. Sulzer Group has had discussions with stakeholders on how the HPCC Fires have changed the needs in SMC such as increased services, debris removal, solid waste, animal control, and the Detention Center. They are compiling that information to submit a claim for those costs as well. \*Sulzer Group has been discussing updating SMC's codes and standards as well as securing funding for code enforcement so that SMC can be in a position to accept new growth. \*Sulzer Group has been working with Mr. Dennis Esquibel to update the emergency preparedness plans. SMC's Community Wildlife Protection Plan will need to be updated.

Chairman Harold Garcia inquired how engineer services will be secured ahead of time.

Ms. Deb Sulzer stated that SMC had procured engineering services in the recent past. The contracts are being reviewed to check for the FEMA compliance language. Architects and engineers in NM are busy. Securing an engineer ahead of time would be a good idea. RFP for debris removal is published.

Chairman Harold Garcia stated that SMC has a secured amount of funds in place. He asked if it is being done in phases or if it will be given at completion.

Ms. Deb Sulzer stated that the funding FEMA has obligated is for 11 roads and does not include culverts. 37 culverts have not been obligated. Sulzer Group has been working on organizing these projects in phases. They are waiting on H&H study to guide this process.

Commissioner Max Trujillo asked if they are capturing the reoccurring damage due to the various on-going burn scar flooding.

Ms. Deb Sulzer stated they are working with Public Works on capturing those projects. November 14<sup>th</sup> 2024 is the deadline for all emergency protective measure work to be completed for a claim for FEMA.

Commissioner Max Trujillo stated if Sulzer Group had any advice to advocate for an extension for that deadline.

Ms. Deb Sulzer stated that in a normal disaster, they would ask for an extension by project for temporary measures. Those extensions are granted six months at a time. The process to ask for extensions for non-temporary is a difficult and extensive process.

Chairman Harold Garcia asked if the Commission had any questions or comments.

County Manager Joy Ansley stated that a spreadsheet was provided to the Commission that shows the costs of equipment that SMC purchased with the funds from FEMA per Commission request. She stated that the total is approximately \$1.2M for the equipment received thus far. The total number encumbered for the equipment is approximately \$4M.

Chairman Harold Garcia inquired if the cost for the Crusher maintenance and upkeep is included.

Ms. Deb Sulzer confirmed that those costs are included. FEMA asks for a record of when the Crusher was used for any particular emergency protective measure. FEMA gave SMC funds to purchase equipment that belongs to SMC. SMC then records the usage of the equipment for emergency protective measures and bills FEMA for that usage.

\*For Information Purposes Only



**e. PRESENTATION AND REQUEST FOR FUNDING – CENTER FOR SOUTHWEST CULTURE**

Founding Director of the Center of Southwest Culture, Arturo Sandoval informed the Commission on the Center's mission which is to create indigenous Nuevo Mexicano and Mexicano communities through economic development, educational and cultural programming. They are seeking assistance for their program Sembrando Salud. They help rural communities to use existing resources. In this case, those communities own land in Northern New Mexico and have first rights to irrigation water. These resources were not being used to their best ability. Instead of planting alfalfa, they grow organic produce which is more profitable. They have trained 300 farmers. That program has been successful; however Mr. Sandoval noticed that the consumers of the organic produce were primarily upper and middle class people. Sembrando Salud is a solution to make organic, nutritious produce available to the all people in the community. They provide a drip irrigation system, soil, seed and training for free. The values of the kits they provide are \$110 for a 10 by 10 garden. Each garden with a regular production season is worth approximately \$600-\$800 per family. They have 3,700 participants across the state. In San Miguel County, they have helped 45 families in Villanueva, Valley and 80 families in Las Vegas with a waiting list. Over 200 people in the community have signed up. Mr. Sandoval is asking the Commission for \$6K for the SMC community. To avoid anti-donation, they buy kits first and then they submit the invoice showing where those funds were spent. They invested about \$35K in kits for families in SMC this last season.

Commissioner Harold Garcia asked Counselor Gallegos if he has reviewed this request in regards to anti-donation laws.

Counselor Chico Gallegos stated that he had not reviewed it.

Mr. Arturo Sandoval stated that they work with Bernalillo County and have been vetted to verify that this does not violate anti-donation laws.

Chairman Harold Garcia stated that when the funds go directly to the residents, it can still be a violation of the anti-donation laws. He stated he fully supports the program.

Vice Chairman Martin Sena stated that he supports the endeavor as long as it does not violate the anti-donation laws.

Commissioner Max Trujillo stated that he supports this program.

Chairman Harold Garcia asked County Manager if SMC has funds available in the budget.

County Manager Joy Ansley stated it can be pulled from somewhere in the budget. She requests if the Center has agreements or MOU's with other counties that they be submitted to SMC so they can draft the MOU.

Counselor Gallegos stated he is not comfortable recommending to approve the funding without more information. He would need further review.

Motion to table the Request for Funding from the Center of Southwest Culture made by Commissioner Kenneth Medina. Second by Chairman Harold Garcia.

**Roll call: AYES: H Garcia M Sena B Baca M Trujillo K Medina**

**Motion passes: Unanimous**

**f. REQUEST FOR ADDITIONAL POSITIONS FOR PUBLIC WORKS**

Public Works Director Benito Romero asked the Commission for additional positions for Public Works Department. He is requesting two Heavy Equipment Operator II Positions and two Heavy Operator III Positions, a Skilled Laborer Position, an Admin Position, a Blade-man Position and an Operator II in Pecos area. Total cost for additional positions is \$531,859.39.

Chairman Harold Garcia stated that additional staff requires additional equipment. He asked if that has been considered. He also asked if that includes benefits and uniform allowances.

Director Romero stated that additional pickups are included in the \$4.4 FEMA grant. He also met with HR and the benefits and allowances are included in that total.

Chairman Harold Garcia stated that it is a \$600K impact to the budget which has been submitted to DFA. He asked the County Manager if it can be included in the mid-year budget. He stated his concern is recurring funds. He suggested that SMC seek assistance from a financial consultant.

County Manager Joy Ansley stated that Public Works positions are not in the budget. SMC cannot put additional funds in the budget unless it is certain that SMC has \$600K of revenue above the reserved requirement. The budget is approved and solid. They would need to ask the Treasurer's Office about the cash reserves to increase that budget. She stated she is uncertain that those funds are unavailable. SMC does not submit a mid-year budget; Finance submits quarterly reports that shows projected revenues and expenditures. SMC does an internal mid-year budget to analyze the budget. With the funds from the FEMA grant, the positions may be recurring for approximately two years. She reached out to RBC Capital Markets for a financial consultant.

Motion to table the request for additional positions for public works made by Commissioner Kenneth Medina. Second by Commissioner Bernadette Baca. Motion carried.

**g. AWARD OF 2022-2023 & 2023-2024 TPF PROJECTS**

Public Works Director Benito Romero stated that Miller Engineering requested bids for 2022-2023 TPF and 2023-2024 TPF. He asked for approval to award the projects to GM Emulsion LLC who was the low bidder. SMC reached out to five contractors through State and CES. Two bids were submitted.

Chairman Harold Garcia asked they are within budget and if funds will be taken out of FY24 or FY25 budgets.

Director Romero stated that they are within budget. They could start the projects this year but will most likely go into spring of 2025.

Motion to award the 2022-2023 and 2023-2024 TPF Projects to GM Emulsion LLC made by Commissioner Bernadette Baca. Second by Commissioner Kenneth Medina. Motion carried.

**h. RESOLUTION REQUESTING MATCH WAIVER TO 2025 TPF PROJECT**

Public Works Director Benito Romero informed the Commission that SMC has received TPF funding. He is requesting a match waiver of \$35,705.41 with Resolution No. SMC-09-10-2024 TPF 2024-2025.

Chairman Harold Garcia asked if these are the projects for Dora Celeste and Williams Dr.

Director Romero confirmed that is correct.

Motion to accept the Resolution Requesting Match Waiver to 2025 TPF Project made by Chairman Harold Garcia. Second by Commissioner Kenneth Medina. Motion carried.

**i. NEW JOB DESCRIPTION: OFFICE MANAGER ASSESSOR'S OFFICE**

HR Director Eileen Sedillo requested the approval of a new job description for Office Manager in the Assessor's Office.

County Assessor Doreen Garcia-Lujan stated that an Office Manager is necessary due to the two offices that the Assessor manages. Their office has seen an increase in customers.

Motion to approve the job description for office manager in the Assessor's office made by Commissioner Kenneth Medina. Second by Commissioner Bernadette Baca. Motion carried.

**j. REVISED JOB DESCRIPTION: FIRST DEPUTY ASSESSOR**

HR Director Eileen Sedillo stated that the First Deputy Assessor is an existing position that requires revision. Assessor's Office is requesting to approve the revised job description.

Motion to approve the revised job description for First Deputy Assessor made by Commissioner Kenneth Medina. Second by Commissioner Kenneth Medina. Motion carried.

**r. QUARTERLY REPORT MOU LAS VEGAS SAN MIGUEL CHAMBER OF COMMERCE**

Interim Director of Las Vegas San Miguel Chamber of Commerce Elias Trujillo presented on update on the MOU to the Commission. LVSMCC assisted in the Summer Conference 2024. They identified 3 places for SMC to have RAP cards. There is one at the Villanueva General Store. The other two places are Conchas and Pecos. They are in the process of setting up a Calendar for a legislative session that may be available digitally. Most of the deliverables on the MOU are film related. Film Liaison Angie Lyster will present on those items at a later time. The Chamber has been experiencing turnover and is currently transitioning in positions. LVSCC will be hosting a Meadow City Motor Show and Film Expo at the Plaza Park to recruit both car extras and extras for filming.

**k. LEASE RENEWALS WITH OLD WOOD FOR WOOD BUSINESS PARK LEASES**

County Manager Joy Ansley informed the Commission on the two lease agreements with Old Wood. They were originally approved in 2019 under LEDA. The lease expired in August. SMC has received \$1M in funds to improve those properties and equipment. The leases need to be revised to reflect updated grant funding. The term has been changed from two years to five years. SMC has adjusted rent based on inflation. Old Wood did not recommend or request any changes.

Counselor Chico Gallegos recommended moving forward.

Motion to table the lease renewals with Old Wood for Wood Business Park made by Commissioner Kenneth Medina. Second by Commissioner Bernadette Baca. Motion carried.

**i. RATIFICATION OF RESOLUTION 09-10-2024-COMMISSION-SEMAP CERTIFICATION FOR SECTION 8 HOUSING**

County Manager Joy Ansley stated that SMC has a requirement from HUD to have the SEMAP Certification issued to the County 60 days after the end of fiscal year. Manager's Office did not realize this until El Camino Real Director Mary Ann reached out to inform the Commission that she needed this by August 29<sup>th</sup>, 2024. Manager's Office drafted the resolution and had

Chairman Harold Garcia and Counselor Chico Gallegos sign. She is requesting the Commission ratify those signatures.

Motion to approve the Ratification of Resolution 09-10-2024-Commission-SEMAP Certification for Section 8 Housing made by Commissioner Kenneth Medina. Second by Commissioner Bernadette Baca. Motion carried.

**m. GRANT AGREEMENT WITH DFA FOR FIREFIGHTER AND EMT POSITIONS**

Fire Chief Andrew Duran stated that the grant agreement is to hire eight fire fighters and EMT's. The grant comes from the State in the last legislative session in the amount of \$787,500K over a three year period. The grant covers 100% of salaries and benefits for the first year, 50% for the second year and 25% for the third year. The first year would cover about six positions for SMC. There was discussion to do part time positions instead of full time. There may be a struggle to compete with City of Las Vegas Fire Departments. Job descriptions are still pending. An approximate annual salary for a basic non-certified firefighter without benefits will be \$49K and with benefits be \$61K. A part-time firefighter with about one shift a week will be about \$19K per year.

County Manager Joy Ansley stated that SMC was encouraged to apply for this funding and received the \$800K for paid firefighters. There was discussion between Manager's Office, Fire Chief and Finance for the recurring funds for these firefighters which will be around \$1M annually.

Chairman Harold Garcia stated that is difficult for the Commission to commit without a plan in place. He suggested a retreat to discuss the positions from different departments and meet with a finance consultant.

Commissioner Max Trujillo suggested that SMC look into a paid fire department for residents insurance purposes. Insurance rates that live within a paid department area are much lower than a volunteer fire department.

Commissioner Kenneth Medina agreed with Chairman Harold Garcia.

Sheriff Christopher Lopez stated that this is an opportunity to fulfill a need in the community especially in terms of future emergency management.

Commissioner Bernadette Baca agreed with Sheriff Lopez.

Motion to table the Grant Agreement with DFA for firefighter and EMT Positions made by Commissioner Kenneth Medina. Second by Chairman Harold Garcia. Motion carried.

**n. CONSIDERATION OF SMCDC ADVISORY BOARD RULES AND PROCEDURES**

Warden Antonio Padilla presented a draft of the bylaws of the SMCDC Advisory Board.

County Manager Joy Ansley stated that this document needs further review and adjustments. She recommended to table to next month's regular meeting.

Motion to table the consideration of SMCDC Advisory Board rules and procedures made by Commissioner Kenneth Medina. Second by Commissioner Bernadette Baca. Motion carried.

**o. ROADRUNNER MEDICAL / OATH OF NEW OFFICERS**

Warden Antonio Padilla asked the Commission to award an extension of the contract with Roadrunner Health Services for medical, mental health and dental services. The contract was reviewed by the Manager's Office and Counselor Chico Gallegos.

Counselor Chico Gallegos recommended moving forward.

County Manager Joy Ansley stated that the added dental service will increase by 50%.

Motion to approve the extension of Roadrunner Medical and Mental Health Agreement made by Commissioner Kenneth Medina. Second by Commissioner Bernadette Baca. Motion carried.

Chairman Harold Garcia administered the oath to Officer Vanessa Padilla who completed the necessary requirements to be promoted to Detention Officer.

**p. MOA WITH NMSU FOR EXTENSION SERVICES FOR FY25**

County Manager Joy Ansley asked for approval of the MOA with NMSU for the amount of \$44,274K.

Motion to approve the MOA with NMSU for Extension Services for FY25 made by Commissioner Kenneth Medina. Second by Commissioner Bernadette Baca. Motion carried.

**q. CONSIDERATION OF GRANT AGREEMENT WITH NM ECONOMIC DEVELOPMENT  
DEPARTMENT TO CONSTRUCT ROAD, PARKING LOT AND TRAIL ON NORTHWESTERN  
EDGE OF THE SABINOSO WILDERNESS**

County Manager Joy Ansley stated that this grant agreement is for funding that was applied for on SMC's behalf to construct a parking lot and road to the Sabinoso Wilderness in the amount of \$140,300. A non-profit group applied for the funds that SMC is now fiscally responsible for.

Motion to approve the Grant Agreement with NM Economic Development Department made by Commissioner Kenneth Medina. Second by Commissioner Max Trujillo. Motion carried.

~~r. QUARTERLY REPORT MOU LAS VEGAS SAN MIGUEL CHAMBER OF COMMERCE~~

\*Comment/Motions are reflected after item "j"

**s. ARPA UPDATE**

County Manager Joy Ansley provided on update on ARPA Projects to the Commission.

\*Completed projects include Security Updates at the Detention Center, Addition to the Sheriff's Department, Brush Truck for Gallinas Fire, Drive-Thru structures at the Health Departments, Youth Program Coordinator for DWI, AED's for County Buildings, Roll-off Truck for Solid Waste, Temporary Deputy for Sheriff's Department, COVID Hazard Pay for Employees, Senior Center Chore Services Employee, Fire-proof documents and Document Restoration in the Clerk's Office, In-Car Video Systems for the Sheriff's Department, Digital Campaign Ad for Hiring, Patrol Unit for the Sheriff's Department, Vehicle for Clerk's Office, Vehicle for Maintenance, Chip-seal on Jones Rd, Harris Rd, and Chico Dr., Mower and Trailer for Maintenance and Roll-off Containers for Solid Waste. \*Projects in progress include Broadband study, El Valle David F Cargo Library, Material Excavation, Fairgrounds, Pressure Maintenance and Repair, El Pueblo Community Center, Construction of Ambulance Living Quarters, and Sheriff's Animal Control Unit. \*Pending projects that have allocated money include Hauling Material in District 2 and 4, San Isidro Road, San Miguel County Senior Center, Rociada Fire Department and a Contractor for Green Waste Disposal. \*New projects to expend the excess funds include Combination Toilets at Detention Center, Servers for IT, and Wi-Fi for Admin Building, Intercom System Repairs at the Detention Center and a Packer Truck for Solid Waste. Projects that Manager's Office is proposing to reallocate funds from include Digital Imagery System for Assessor's Office (approved through FEMA claims), Tecolotito Fire Station, Fire Department Paid-Per-Call, La Liendre, and County-wide Health Study. The total amount of ARPA funds received is \$5.298M. The remaining balance is \$581K.

Chairman Harold Garcia asked if the funds for the Green Waste Project (\$100K) could be allocated to Commissioner Bernadette Baca's project (concrete crossing in East Pecos), for a total of \$681K.

Motion to accept Proposed Projects and Allocate Funds from Green Waste Project to Concrete Crossing Project in East Pecos made by Chairman Harold Garcia. Second by Commissioner Bernadette Baca. Motion carried.

**Roll call: AYES: H Garcia M Sena B Baca M Trujillo K Medina Unanimous Passage**

## **9. BOARD OF FINANCE MEETING**

### **a. CHECK REPORT AUGUST 2024**

SMC Finance Specialist Ebony Mondragon presented the Commission with the August 2024 check report.

Motion to approve the August 2024 check report made by Commissioner Kenneth Medina. Second by Chairman Harold Garcia. Motion carried.

Commissioner Max Trujillo left at 3:34PM.

### **b. BUDGET RESOLUTIONS**

SMC Finance Specialist Ebony Mondragon presented the proposed Budget Resolutions. The Grant Agreement with DFA for Firefighter and EMT Positions is included the budget resolutions but was tabled earlier in the meeting.

County Manager Joy Ansley clarified that the grant agreement was an appropriation and has not been accepted by SMC. SMC has until June 2025 to spend the first part of the allocation or it reverts back to the State. There is a misprint on the Budget Resolution document; the HRSA Treatment Center should be \$1.5 M instead of \$1M.

Chairman Harold Garcia asked about the \$2.5M that was received for the Treatment Center.

County Manager Joy Ansley explained that the confirmation that the funding is there and the bill is signed but SMC has not received an agreement.

Motion to approve the adjusted Budget Resolutions excluding Firefighter Recruitment funds of \$787,500 and amended amount of HRSA Treatment Center for \$1.5M made by Commissioner Kenneth Medina. Second by Commissioner Bernadette Baca.

### **c. POOLED CASH REPORT FOR AUGUST 2024\***

SMC Finance Specialist Ebony Mondragon presented the Pooled Cash Report for August 2024.

\*For informational purposes only.

### **d. FY22 & F23 AUDIT UPDATE\***

SMC Finance Specialist Ebony Mondragon updated the Commission on the FY22 and FY23 audit update. FY22 has been uploaded to DFA. Auditors will be visiting next week to begin work on FY23 and FY24.



\*For information purposes only.

Chairman Harold Garcia asked if there was a need to enter Executive Session.

County Manager Joy Ansley said "no." Other members of the Commission and Counselor Chico Gallegos also said "no".

#### **EXECUTIVE / CLOSED SESSION**

Limited Personnel Matters, as permitted by NMSA 1978, Section 10-15-1(H)(2) (as amended) of the Open Meetings Act, more specifically personnel matters regarding specific County departments:

Certain Purchases, as permitted by NMSA 1978, Section 10-15-1(H)(6) (as amended) or the Open Meetings Act, and Section 13-1-116 of the Procurement Code.

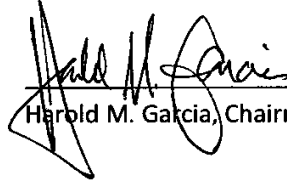
Attorney-Client Privilege pertaining to Threatened or Pending Litigation, as permitted by NMSA 1978, Section 10-15-1(H)(7) (as amended) of the Open Meetings Act.

#### **10. ADJOURNMENT**

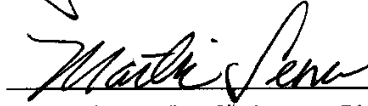
Motion to adjourn the Regular session of the RM-09-10-2024 made by Commissioner Kenneth Medina. Second by Commissioner Bernadette Baca. Motion carried.

Adjournment at 3:29 PM.

Approved the 8<sup>th</sup> of October 2024 as the Official Minutes of the Board of County Commissioners of San Miguel County New Mexico of its Regular Meeting held the 10<sup>th</sup> of September 2024 at 1:00 PM in Suite 201 of the San Miguel County Administration Complex, 500 W. National Ave.



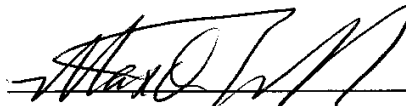
Harold M. Garcia, Chairman - District 1



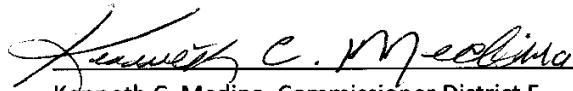
Martin Sena, Vice-Chairman - District 4



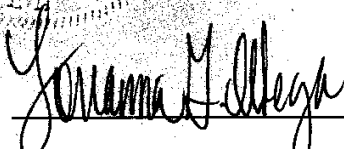
Bernadette Baca, Commissioner - District 2



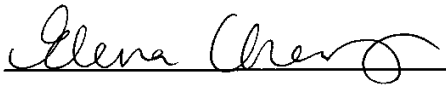
Max Trujillo, Commissioner - District 3



Kenneth C. Medina, Commissioner District 5



Louanna G. Ortega, San Miguel County Clerk



Minutes submitted by Elena I. Chavez

**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 Manager's 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 Clerk's Office at 505-425-9331 if a summary or other type of accessible format is needed.

Contact: | [jpgonzales@co.sanmiguel.nm.us](mailto:jpgonzales@co.sanmiguel.nm.us)