

MINUTES of the SPECIAL MEETING
of the BOARD of COUNTY COMMISSIONERS
for SAN MIGUEL COUNTY, NEW MEXICO
HELD JULY 30, 2024 AT 10:00 AM

1. CALL TO ORDER

The San Miguel County Board of Commissioners held a special meeting on Tuesday, July 30, 2024. Chairman Harold Garcia called the meeting to order at 10:03 AM at the San Miguel County Administration Complex, 500 W. National Avenue in the Commission Chambers Suite 201, Las Vegas, New Mexico 87701.

2. ROLL CALL

Deputy Clerk Elena Chavez administered roll-call: Chairman Harold Garcia - present, Vice-Chairman Martin Sena - absent, Commissioner Bernadette Baca - present, Commissioner Max Trujillo – present, and Commissioner Kenneth Medina - present.

A quorum is present.

3. PLEDGE OF ALLEGIANCE

Ms. Karla Gallegos led the Chambers in the Pledge of Allegiance, 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

There are no changes to the agenda.

Commissioner Max Trujillo asked for a moment of silence for Vice Chairman Martin Sena’s family.

Motion to approve Agenda made by Commissioner Kenneth Medina. Second by Vice Chairman Max Trujillo. Motion carried.

NEW BUSINESS

6. PRESENTATION OF FINAL BUDGET FOR FISCAL YEAR 2025

Director of Finance Katherine Sanchez presented the final budget for Fiscal Year 2025. She began with salary increases. She stated this spreadsheet is in an email sent to Commissioners and she will update that email with revenues, PERA and medical increases.

- Chairman Harold Garcia asked for a printed copy of those spreadsheets.

Ms. Sanchez proceeded with the budget outlining Commissioners and elected officials. Managers, General Services, Commissioner Salary, and Attorney line items that show salary and benefit increases for FY25. Spreadsheet shows the 75/25 for benefits where SMC pays 75 percent and employee pays 25 percent for Insurance Related Costs per ACA.

- Commissioner Max Trujillo asked for clarity on the grants and services line item.
- County Manager Joy Ansley stated that line item is fiscal assistance that the Commission gives to other entities including non-profits, NMSU for extension, Chamber of Commerce, MOU's, Animal Control, Animal Shelter and Senior Center among others.

Ms. Sanchez presented line items for the Finance Department including salary, medical and benefit increases, requested funds and money spent. Maintenance budget includes individual salary increases as well as Safety Department Supervisor's salary. Any vacant positions are labeled IT Budget shows any increases and individual staff salary.

- Chairman Harold Garcia asked if this shows projected expenses. For example, the data processing started with 300k and increased to 515k.
- IT Director Kenneth Abeyta explained that IT Department budgeted to use a hosted system of Tyler instead of maintaining servers in-house. Maintenance on servers is costly. This line item also includes Wi-fi and network project and a back-up location with a server rack set up at Public Works.

Ms. Sanchez proceeded with HR budget that includes individual salaries and summer interns. Clerk's budget includes recording revenue, individual salaries, Probate Judge Dwight Torres and Probate Administrative Assistant salary. Public Works budget includes activity in FY24, final increases, County Roads, crusher, and Solid Waste salary.

- Chairman Harold Garcia asked about the Public Works budget regarding road projects line item and if there is a starting balance.

- Public Works Director Benito Romero stated there are projects out for bid this month. Everything else is encumbered. New items in the final for this fiscal year are the new grants, the 22/23 TPFs and the 23/24 TPFs.

Ms. Sanchez proceeded with the Crusher budget including salary, medical, PERA increases.

- Chairman Harold Garcia inquired about the Public Works salaries.
- Public Works Director Benito Romero stated that each position coincides with that budget. For example, Crusher budget has two positions that fall under that specific budget.
- Chairman Harold Garcia noted that the Solid Waste budget is an enterprise fund. SMC can analyze the rate structure's effectiveness if the staff positions are incorporated into that budget. He would like to revisit the rate structure to have a budget that is self-sustaining.
- Commissioner Max Trujillo agreed with Chairman Garcia.

Ms. Sanchez proceeded with the Solid Waste budget.

- Chairman Garcia asked if there is any subsidy from the general fund going into that budget.
- County Manager Joy Ansley stated SMC does not have ERGT; gross receipts come in and are distributed by the budget and are not specifically allocated into Solid Waste. It is subsidized through revenues.

Ms. Sanchez stated that the revenue for July is \$56,995K.

- Chairman Garcia stated the rate structure may need to be adjusted. It was adjusted in December 2023 based on the CPI but not in consideration with the Solid Waste budget.
- County Manager Joy Ansley stated there was preliminary discussion about the Village of Pecos bearing some of the cost. Next Commission meeting there is an agenda item with the Mayor of Pecos.

Ms. Sanchez proceeded with the Treasurer budget showing the salaries and increases. DWI Program budget shows revenue and salaries. There is no longer a Juvenile Justice Program; that position is under the DWI fund. The DWI budget will be sustained when the audit is complete. There is \$70K pending for the DWI grant.

- Chairman Harold Garcia asked for the projected date for that audit completion.

Ms. Sanchez stated within the next couple of weeks. There is one item in Housing that is pending. Once FY22 is uploaded, the amount for the Capital Outlay funds will be available.

Audit for FY23 and FY24 are underway simultaneously. She proceeded with the OEM budget including Fire Chief Position.

- Chairman Harold Garcia asked if the OEM supervisor position was off budget. City of Las Vegas showed interest in being more involved with that position which will result in more duties for that individual.
- County Manager Joy Ansley stated the plan was to decide based on the classification compensation study adjust the salary range. That will be dependent on a commitment from the City of Las Vegas. There can be a budget adjustment later. Hiring process has stalled due to recent flooding.

Ms. Sanchez proceeded with the Assessor budget that shows salaries and benefits.

- Chairman Harold Garcia asked about photo imaging project in the Assessor's Office and if additional staff will need to be included in the budget.
- County Manager Joy Ansley stated that SMC has asked for positions through the fire claims with FEMA to hire contract appraisers pending approval. Those individuals would work from home as there is little room to house them.

Ms. Sanchez continued with the Fire Department budgets outlining the final and roll-over columns.

- County Manager Joy Ansley asked if WIP money has been spent on roads.
- Fire Chief Andrew Duran stated WIP money was spent this fiscal year as those funds cannot be rolled over. Those funds are specific to hazmat or radiological emergencies. It applies to departments along the I-25 corridor.
- Chairman Harold Garcia asked if equipment from a fire department could be cycled to another fire department budget.
- Fire Chief Andrew Duran stated that it is possible. State Fire Marshalls review budgets for SMC and made the same suggestion.
- County Manager Joy Ansley stated that the Fire Departments are preparing to improve their ISO ratings and will receive extra funding.

Ms. Sanchez proceeded with the Sheriff's budget and Animal Control budget. Sheriff's budget includes capital outlay, overtime, law enforcement protection fund, deputies, and sergeants salaries. Animal Control has one vacant position. She proceeded with the Detention Center budget and indigent fund. Detention Center budget shows employee positions including vacant positions.

- Chairman Harold Garcia asked for an update in the City of Las Vegas contracts with the Detention Center to house inmates.

- County Manager Joy Ansley stated that there has not been a meeting regarding contracts with City of Las Vegas due to recent flooding.
- Warden Antonio Padilla stated the most significant change to the Detention Center budget is the medical budget. There is an additional \$500K for FY25. The Senate passed Bill 425 which mandates all facilities to start a Medically Assisted Treatment or MAT Program. That program is projected to cost \$300K to \$500K per year. That cost is based on other facilities that have started the program. Warden is working with the health care provider on the specifics of the program. New providers and medications will need to be considered for the budget. The new medication will cost \$3.25 a day per inmate if they take one pill. Multiple pills will cost more.
- County Manager Joy Ansley stated that the MAT Program allows inmates to continue medication that helps them taper off opiates in the Detention Facility.
- Warden Antonio Padilla stated there was an increase of deaths in custody across the nation due to withdrawals. Currently, SMC detoxes inmates from alcohol and opiates.
- Commissioner Max Trujillo asked if this program is reimbursable.
- Warden Antonio Padilla stated that the funds are unfunded mandates. There is a fund called the 1115 Waiver that is working on reimbursement for Counties for the MAT Program for the first 90 days of an inmate being in custody.
- Chairman Harold Garcia asked about how this affects the Detention Operating Budget.
- Warden stated it will be an increase of approximately \$450K.
- Chairman Harold Garcia asked if other Counties that transfer inmates to SMC facility are responsible for the cost to house that inmate per day.
- Warden stated the cost for housing an inmate has increased in the last year from \$95 per day to \$125 per day for other Counties that are housing at the facility. Last year there was \$230K in revenue.
- Chairman Harold Garcia asked if there will be adjustment to those contracts based on the MAT Program.
- Warden Antonio Padilla stated that can be discussed when those contracts renew.
- County Manager Joy Ansley stated that those entities are responsible if SMC has offsite medical costs. SMC pays in-house medical. MAT Program will take additional planning to implement the cost to other Counties as there are different ways to administer the medication per inmate.
- Warden Antonio Padilla stated the MAT Program will also require additional duties for his staff at the facility.

Ms. Sanchez proceeded with the Planning and Zoning budget which includes salaries and lodgers tax.

- Commissioner Trujillo thanked Ms. Amanda Salas for her work on with the lodger's tax regarding Air Bnb's.
- Planning and Zoning Director Amanda Salas clarified that the five revenue line items from Planning and Zoning are included in the General fund.

Ms. Sanchez proceeded with the Revenues portion of the budget.

- Chairman Harold Garcia asked if any of the line items for Revenue are tied to FEMA funds.

Ms. Sanchez stated that there is about \$29M related to FEMA in the Revenue.

*For informational purposes only

7. FINAL BUDGET APPROVAL FOR FISCAL YEAR 2025

Finance Director Katherine Sanchez asked for approval for the Final Budget for Fiscal Year 2025.

Motion to approve FY25 Final Budget as submitted made by Commissioner Max Trujillo. Second by Commissioner Kenneth Medina. Motion carried.

8. PRESENTATION OF FISCAL YEAR 2024 QUARTER 4 REPORT

Finance Director Katherine Sanchez informed the Commission that the Quarter 4 Report was not yet complete. Director Sanchez will complete report by EOD and submit to County Manger Joy Ansley and Commission for approval before tomorrow's deadline.

*For information purposes only

9. RESOLUTION 07-30-24-FINANCE – ACCEPTANCE OF FISCAL YEAR 2024 QUARTER 4 BUDGET

Finance Director Katherine Sanchez asked for approval of the Acceptance of Fiscal Year 2024 Quarter 4 budget.

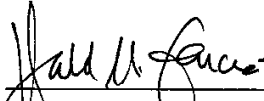
Motion to accept the FY24 Quarter through Resolution 07-30-24-Finance made by Commissioner Kenneth Medina upon Review on 7/31/24 by County Manager Ansley. Second by Commissioner Max Trujillo. Motion carried.

ADJOURNMENT

Motion to adjourn SM-07-30-2024 made by Commissioner Kenneth Medina. Second by Commissioner Bernadette Baca. Motion carried.

Adjournment at 11:15 AM.

Approved this 13th day of August 2024 as the Official Minutes of the Board of County Commissioners of San Miguel County - New Mexico of its Special Meeting held the 30th of July 2024 at the San Miguel County Administration Complex, 500 W. National Ave. Suite 201, Las Vegas, New Mexico.



Harold M. Garcia, Chairman District 1

approved telephonically
Martin Sena, Vice-Chairman District 4



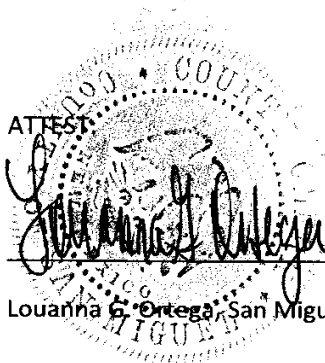
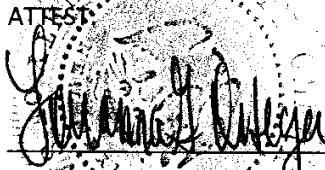
Bernadette Baca, Commissioner District 2

absent

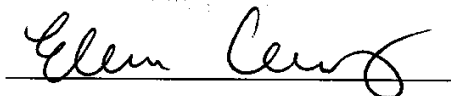
Max Trujillo, Commissioner District 3



Kenneth C. Medina, Commissioner District 5

ATTEST



Louanna Ortega, San Miguel County Clerk



Minutes submitted by Elena 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 Manger'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 at 505-425-9331 if a summary or other type of accessible format is needed.

Contact: mstroud@co.sanmiguel.nm.us | jgonzales@co.sanmiguel.nm.us