

**MINUTES OF THE SPECIAL MEETING**  
**OF THE BOARD OF COUNTY COMMISSIONERS**  
**OF SAN MIGUEL COUNTY, NEW MEXICO**  
**HELD TUESDAY AUGUST 17, 2021**

**1. CALL TO ORDER**

Chairman Harold Garcia called the meeting to order at 2:00 PM at the San Miguel County Administration Complex located at 500 West National Avenue, Suite 200, Las Vegas, New Mexico 87701. Zoom link is active.

**2. ROLL CALL**

Chairman Harold Garcia present, Vice-Chairman Janice Varela present, Commissioner Max Trujillo present, Commissioner Martin Sena present, and Commissioner Kenneth Medina present.

The record will show a quorum.

**3. PLEDGE OF ALLEGIANCE**

Vice-Chair Janice Varela led the Chambers in the Pledge and Salute to the NM flag,

**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 the Commission to move for the addition of an Executive Session to discuss personnel and contract issues after deliberation of items listed under **6 Regular Business**.

Motion made by Commissioner Max Trujillo to approve Agenda with the addition of an Executive Session. Second by Commissioner Kenneth Medina. Roll call vote: all Commissioners voted Affirmative. Motion carried.

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## NEW BUSINESS

### **6. REGULAR BUSINESS**

#### **a. AWARD RFP FOR COUNTY ATTORNEY SERVICES**

Chairman Harold Garcia asked County Manager Joy Ansley if moving Agenda 6a Award RFP for County Attorney Services to 6e would be recommended. The Executive Session was added to the Agenda for such purpose and feels this is prudent. Manager Ansley agreed.

Motion made by Commissioner Max Trujillo to modify Agenda by moving 6a to 6e on the Agenda. Second by Commissioner Martin Sena. Motion carried.

#### **a. AWARD RFP FOR COUNTY ARCHITECT GENERAL SERVICES**

County Manager Joy Ansley informed the Commission there were two submissions for RFP for County Architect General Services: NCA Architects and Soleil West Architects. A four-panel advisory committee awarded points based on Qualifications. NCA was awarded 377 points, and Soleil West awarded 348 points. Chairman Garcia queried whether it would be acceptable to Award RFP to both submissions and then choose each firm by Project. Manager Ansley felt since the RFP did not specify that there would be two awards, this may not be feasible based on the language of the RFP. County Attorney Dave Romero Jr. counseled the Commission the language does not allow for awarding the RFP to more than one firm.

Motion made by Chairman Harold Garcia to Award RFP for County Architect General Services Soleil West Architects. Second by Commissioner Max Trujillo. Roll call vote: all Commissioners voted in the affirmative. Motion carried.

#### **b. RESOLUTION APPROVING SURPLUS PROPERTY**

County Manager Joy Ansley asked for approval to include (2) 2008 Dodge Pick-ups, and (2) 2008 Ford Taurus vehicles in prior approved Resolution Approving Surplus Property. These vehicles were not included in the original inventory and are surplus property of the Sheriff's Department. Upon approval, County Manager will forward for approval from NM-DFA and include property in the auction.

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Motion made by Commissioner Kenneth Medina to approve Resolution Approving Surplus Property. Second by Vice-Chair Janice Varela. Motion carried.

**c. APPOINT CERTIFIED ENVIRONMENTAL OFFICIAL FOR CDBG**

County Manager Joy Ansley informed the Commission that NM-DFA wants the appointed Certified Environmental Official for CDBG to be an employee of San Miguel County. Manager Ansley recommended she be appointed as Certified Environmental Official for CDBG.

Motion made by Vice-Chair Janice Varela to appoint Manager Ansley as Certified Environmental Official for CDBG. Second by Commissioner Max Trujillo. Motion carried.

**d. CONSIDERATION OF CHANGING HOURS OF OPERATION IN ADMINISTRATIVE OFFICES**

County Manager Joy Ansley informed the Commission at the Managers/Officials retreat it was recommended the Administrative offices be open during the lunch hour to better serve taxpayers between the hours of 8:00-4:30. There will need to be sufficient time for notices to the public. Manager Ansley indicated a target date of October 4 for implementation.

Motion to approve County Managers Recommendation to adjust Administrative hours from 8:00 AM through 4:30 PM made by Commissioner Martin Sena. Second by Commissioner Kenneth Medina. Motion carried.

**e. AWARD RFP FOR COUNTY ATTORNEY SERVICES**

County Manager Joy Ansley informed there were three proposals submitted for Award RFP for County Attorney Services. Manager Ansley recommended each of the firms be allotted time to address the Commission and then basic/general questions be asked of the presenters. In alphabetical order the firms made their presentation to the Commission:

Ernestina Cruz of Cruz Law Offices

Jun Roh of Cuddy & McCarthy, LLP PC

Dave Romero Jr. of Romero Law Firm

Primary concerns of the Commission are the following: (1) the Cannabis Medical and Recreational Use statutes, (2) Subdivision and Zoning growth concerns, (3) Environmental issues and responsibilities, (4) Law Enforcement and Detention Center concerns, (5) Employment and Human Resources, and (6) availability to Commission, Officials and County Manager's needs and questions, and knowledge of the geography of San Miguel County.

The Commission was pleased with the presentations and answers given by the respective firms.

1. The first part of the document discusses the importance of maintaining accurate records of all transactions and activities. It emphasizes that this is essential for ensuring transparency and accountability in the organization's operations.

2. The second part of the document outlines the various methods and tools used to collect and analyze data. It highlights the need for consistent and reliable data collection processes to support informed decision-making.

3. The third part of the document focuses on the role of technology in modern data management. It discusses how advanced software solutions can streamline data collection, storage, and analysis, thereby improving efficiency and accuracy.

4. The fourth part of the document addresses the challenges associated with data security and privacy. It stresses the importance of implementing robust security measures to protect sensitive information from unauthorized access and breaches.

5. The fifth part of the document explores the ethical implications of data collection and analysis. It discusses the need for transparency in data practices and the importance of obtaining informed consent from individuals whose data is being collected.

6. The sixth part of the document provides a summary of the key findings and recommendations. It reiterates the importance of a data-driven approach and offers practical advice for organizations looking to optimize their data management processes.

Motion to adjourn Special Meeting and enter Executive Session made by Commissioner Max Trujillo. Second by Commissioner Kenneth Medina. Roll Call vote: Chairman Harold Garcia, yes; Vice-Chair Janice Varela, not present for vote; Commissioner Max Trujillo, yes; Commissioner Martin Sena, yes; Commissioner Kenneth Medina, yes. Motion carried and Executive Session was entered into at 3:54 PM.

#### EXECUTIVE/CLOSED SESSION

Limited Personnel Matters, as permitted by NMSA 1978, Section 10-15-1(II)(2) (as amended) of the Open Meetings Act, more specifically personnel matters regarding specific county Departments: appointment of the County Attorney.

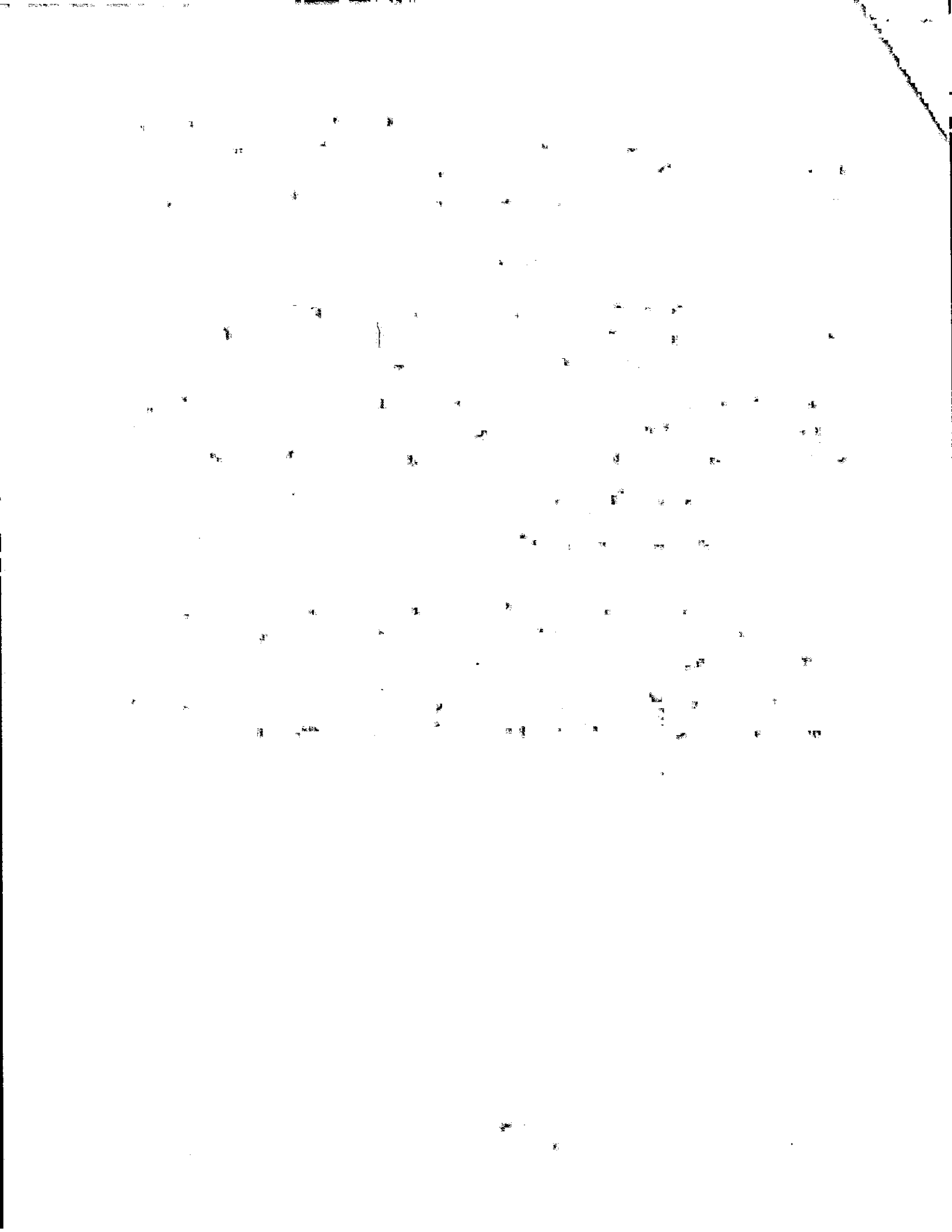
Commission re-entered Chambers at 4:23 PM and indicated NO ACTION was entered while in Executive Session. Motion to adjourn Executive Session and resume Special Meeting made by Commissioner Kenneth Medina. Second by Commissioner Max Trujillo. Motion carried.

Special Meeting re-adjourned at 4:24 PM.

The Commission expressed gratitude to the interested parties in the Award RFP for County Attorney Services.

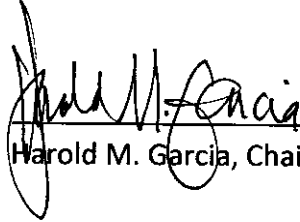
Motion to Award RFP for County Attorney Services made by Vice-Chair Janice Varela to Dave Romero Jr. Second by Commissioner Martin Sena. Roll Call vote: All Commissioners voted Affirmative. Motion carried.

Motion to adjourn Special Meeting made by Commissioner Max Trujillo. Second by Commissioner Kenneth Medina. Motion carried. Special Meeting adjourned at 4:27 PM.

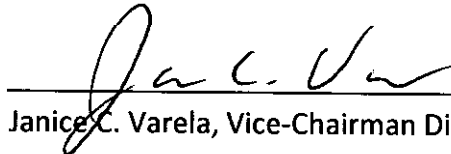




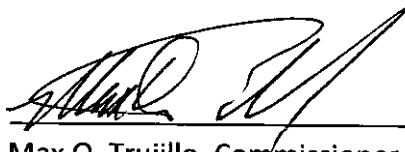
Approved this 14<sup>th</sup> day of Sept., 2021 as the Official Minutes of the Board of County Commissioners of San Miguel County New Mexico, of its Special Meeting held August 17, 2021.

  
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Harold M. Garcia, Chairman District 1

  
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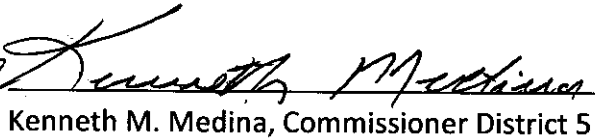
Janice C. Varela, Vice-Chairman District 2

  
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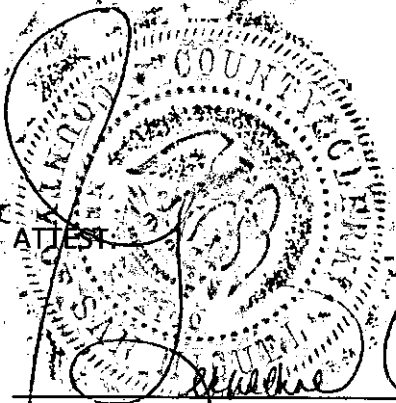
Max O. Trujillo, Commissioner District 3

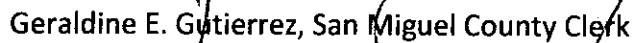
  
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Martin M. Sena, Commissioner District 4

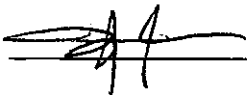
  
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Kenneth M. Medina, Commissioner District 5



  
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Minutes submitted, Jacob P. Gonzales, Deputy Clerk

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