

Board of County Commissioners

Rock G. Ulibarri
Chairman--District 1

Arthur J. Padilla
Vice Chair --District 3

Janice C. Varela
Commissioner-District 2

Maria L. Martinez
Commissioner-District 4

Chris A. Najar
Commissioner -District 5

Vidal
Martinez.Ed.D.

PUBLIC NOTICE DISSEMINATED FOR TODAY'S MEETING

The San Miguel County Board of Commissioners will hold a regular monthly meeting on Tuesday, January 9, 2018 beginning at 2:00 p.m., at the San Miguel County Administration Complex located at 500 West National Avenue, Suite 200, Las Vegas, New Mexico 87701. During the meeting, a County Board of Finance Meeting will take place. Any person who requires special assistance or service to attend or participate at the meeting should call the County Manager's office at 1.505.425.9333.

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the Office of the County Manager, San Miguel County, 500 W. National, Suite 201, Las Vegas, New Mexico 87701, Phone: 505-425-9333, Fax: 505-425-7019 at least one (1) 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 Office of the County Manager, San Miguel County, 500 W. National, Suite 201, Las Vegas, New Mexico 87701, Phone: 505-425-9333, Fax: 505-425-7019 if a summary or other type of accessible format is needed.

Published: Las Vegas Optic: January 3, 2018

Disseminated to Radio Stations KFUN, KLVF, KNMX, KMDZ, KBQL, and KMDS: January 2, 2018

Posted on the SMC Website at www.co.sanmiguel.nm.us: December 29, 2017

At least 72 hours in advance of the 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, Suite 201 of the location noted above.

AGENDA

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

Administration Complex
500 West National Avenue, Suite 201 Las Vegas, New Mexico 87701 (505) 425-9333 phone (505) 425-7019 fax
vmartinez@co.sanmiguel.nm.us

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

December 12, 2017 Regular Commission Meeting

December 20, 2017 Special Meeting

PUBLIC INPUT FORUM

NEW BUSINESS

PRESENTATION: Opioid Law Suit

Presenter: New Mexico Attorneys Cid Lopez, Tim Chelpaty, and Felisha Weingarten

REGULAR ORDER

1. Election of Chairman and Vice Chairman of the San Miguel County Board of Commissioners

Background Information:

Section 4-38-10, NMSA 1978, requires that at the first meeting of each year, the County Commission select a Chairman and Vice Chairman.

Action Requested of Commission: Select a Chairman and Vice Chairman for 2018

Staff Recommendation: Same as above

Presenter: Vidal Martinez, SMC Manager

2. **Adoption of Open Meetings Act Resolution for 2018**

Background Information:

Section 10-15-1 of the New Mexico Open Meetings Act, NMSA 1978, requires that each year the County Commission adopt a Resolution setting forth the date and time of the Commission Meetings and notice requirements for all meetings.

Action Requested of Commission:

Adopt Open Meetings Resolution for 2018 as required by law.

Staff Recommendation: Same as above

Presenter: Dave Romero, Jr SMC County Attorney

3. **Manager's Report**

Presenter: Vidal Martinez, SMC Manager

4. **San Miguel County Hospital update**

Action Requested of Commission: Informational purposes only

Presenter: Rock Ulibarri, SMC Chairman

5. **Appointment Voting Member and Alternate for the NMAC Multi-Line Pool**

Background Information:

Appoint a voting representative and alternate for the NMAC Multi-Line Pool

Action Requested of Commission:

Appoint a voting representative and alternate for the NMAC Multi-Line Pool

Presenter: Vidal Martinez, SMC Manager

6. **Approval of Engineering Services As-Needed – Souder Miller and Associates**

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Background Information:

On December 12, 2017, County staff was given authorization to enter into contract negotiations with Souder Miller and Associates for engineering services as-needed.

Action Requested of Commission:

Approve the agreement for engineering services as-needed by and between San Miguel County and Souder Miller and Associates.

Staff Recommendation: Approve the agreement

Presenter: Alex Tafoya, Planning and Zoning Supervisor ___

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7. **Approval of Engineering Services As-Needed – Miller Engineering**

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Background Information:

On December 12, 2017, County staff was given authorization to enter into contract negotiations with Miller Engineering Consultants for engineering services as-needed.

Action Requested of Commission:

Approve the agreement for engineering services as-needed by and between San Miguel County and Miller Engineering Consultants.

Staff Recommendation: Approve the agreement_

Presenter: Alex Tafoya, Planning and Zoning Supervisor

8. **The Annual County Commission Inspection of the Detention Center**

Action Requested of Commission: Informational purposes only

Staff Recommendation: Informational purposes only

Presenter: Matthew Elwell, SMC Warden

9. **Approval to accept the most Qualified Bidder for Electrical Services**

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Background Information:

To provide electrical services to San Miguel County. APIC Solutions, The Electric Horseman, Inc., and EGB Electric did respond and have met all requirements to be rewarded said contract.

Action Requested of Commission:

To approve a contract to APIC Solutions, the Electric Horseman, Inc., and EGB Electric.

Staff Recommendation: Same as above __

Presenter: Dawn Kryder, Fleet, Building & Safety Compliance Officer ____

10. **Approval to accept the most Qualified Bidder for Pest Control Services**

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Background Information:

Provide pest control services to San Miguel County. Elite Pest Control have met all requirements to be rewarded said contract._

Action Requested of Commission:

To approve a contract to Elite Pest Control

Staff Recommendation: Same as above __

Presenter: Dawn Kryder, Fleet, Building & Safety Compliance Officer ____

11. **Approval to accept the most Qualified Bidder for Plumbing Services**

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Background Information:

Provide plumbing services to San Miguel County. JCG Plumbing have met all requirements to be rewarded said contract.

Action Requested of Commission:

To approve a contract to JCG Plumbing

Staff Recommendation: Same as above __

Presenter: Dawn Kryder, Fleet, Building & Safety Compliance Officer ____

12. **Out of state travel for Sapello Volunteer Firefighters Erica Larson and Scott Hoogerhuis to attend the January 2018 TEEX Industrial Annual Fire School located on the Texas A&M Campus in College Station Texas**

Background Information:

San Miguel County Fire is requesting authorization for Sapello-Rociada Volunteer Firefighters Erica Larson and Scott Hoogerhuis to attend the January 2018 TEEX Industrial Annual Fire School.

Action Requested of Commission: Review, discuss, and approve

Staff Recommendation: Approve

Presenter: Vidal Martinez, SMC Manager _

13. **Resolution No. 01-09-18-Ra01; Addition of Apostol Santiago, A Proposed Name That Will Replace The County Vacated Road C53B to the Official E-911 Road List Of San Miguel County, New Mexico**

Background Information:

We received a Road Name Petition in the fall of 2016 requesting that vacated County Road C53B be renamed Apostol Santiago. The road is located in the Maes area, which is located in the North Eastern ⅓ of the County. Per San Miguel County Ordinance No.SMC-07-13-99-ORD-2, Section 4.1-C; proposed to San Miguel Board of County Commissioners please review and take appropriate action on road naming for, “any private road that provides access to three or more buildings and requires a name in order to promote the health, safety and welfare of the public.”

The Road Naming petition exceeds the simple majority of the current residents/land owner’s signatures agreeing to the name of “Apostol Santiago”. This name has been determined to be acceptable by SMC Rural Addressing staff per San Miguel County Ordinance No.SMC-07-13-99-ORD-2 and because the County Road was vacated by the county, the \$100 fee will be imposed by IT/Rural Addressing .

Action Requested of Commission: Review and approve

Staff Recommendation: Approve

Presenter: Diego Trujillo, Information Technology Supervisor

14. Public Works Division Report for the Month of December 2017

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: Information purposes only

Staff Recommendation: Informational purposes only

Presenter: Arnold Lopez, SMC Public Works Division Road Foreman

15. Recommendation to approve the revised job description of San Miguel County Fire Marshal

Background Information:

To revise the job description of San Miguel County Fire Marshal to reflect the San Miguel County Organizational Chart.

Action Requested of Commission:

Approval of the Revised Job Description of Fire Marshal within the San Miguel County Fire Service Division

Staff Recommendation:

Approval of the Revised Job Description of Fire Marshal within the San Miguel County Fire Service Division

Presenter: Eileen Sedillo, Human Resources Supervisor

16. Personnel Actions or Changes for the month of December 2017

Background Information:

Personnel actions or changes which have taken place in San Miguel County for the month of December 2017 are submitted for ratification and approval by the San Miguel County Board of Commissioners.

Action Requested of Commission:

To approve and ratify the personnel actions or changes that have taken place during the month of December 2017.

Staff Recommendation:

To approve and ratify the personnel actions or changes that have taken place during the month of December 2017.

Presenter: Eileen Sedillo, Human Resources Supervisor

17. Recommendation to approve the Independent Contractor Agreement with White Sands Drug & Alcohol compliance through year 2018

Background Information:

The independent Contractor Agreement with the White Sands Drug & Alcohol Compliance is being submitted for renewal. The White Sands Drug & Alcohol Compliance of Alamogordo New Mexico has been providing the Third Party Administration of the San Miguel County Drug & Alcohol Policy and the Mobil on site Random Drug and Random Breath Alcohol Testing also all the San Miguel County Pre-Employment Drug Testing.

Action Requested of Commission: Approval of the Independent Contractor Agreement with White Sands Drug & Alcohol Compliance for the period of one year through December 31, 2018.

Staff Recommendation: Approval of the Independent Contractor Agreement with White Sands Drug & Alcohol Compliance for the period of one year through December 31, 2018.

Presenter: Eileen Sedillo, Human Resource Supervisor

BOARD OF FINANCE MEETING

18. Bank Transfers for the Month of December

Background Information:

Regulation No. ADM-R-08-09-2016-CM Governing Wire Transfers

Action Requested of Commission: Informational purposes only

Staff Recommendation: None

Presenter: Bertha Bustamante, SMC Treasurer

19. Accounts Payable Report for the period of November 28, 2017 through December 27, 2017 and the November 2017 Housing Payment Register

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, SMC Finance Supervisor

20. Journal Entry report for the month of November 2017

Background Information:

To provide the Commissioners with a Journal Entry Report for the month of November 2017.

Action Requested of Commission: Informational purposes only

Staff Recommendation: Informational purposes only

Presenter: Melinda Gonzales, SMC Finance Supervisor

21. Cash Balance Report

Background Information: To report the October, 2017 reconciled cash balances

Action Requested of Commission: Informational purposes only

Staff Recommendation: Informational purposes only

Presenter: Melinda Gonzales, SMC Finance Supervisor

22. Receipt report for the month of November 2017

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Background Information:

To provide the Commissioners with a Receipt Detail Report for the month of November 2017

Action Requested of Commission: Informational purposes only

Staff Recommendation: Informational purposes only

Presenter: Melinda Gonzales, SMC Finance Supervisor_

EXECUTIVE/CLOSED SESSION

- A. 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: Fire Division, Sheriff's Office, and Detention Center- AFSCME Members

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. More specifically, Economic Development Corporation, Tenorio.vs. San Miguel County and Water Rights Litigation with the NM State Engineer.

ADJOURNMENT