

MINUTES OF THE SPECIAL MEETING
OF THE BOARD OF COUNTY COMMISSIONERS
OF SAN MIGUEL COUNTY, NEW MEXICO
HELD MONDAY JULY 29, 2019

The San Miguel County Board of County Commissioners held a special meeting on Monday, July 29, 2019 at 3:30 p.m. The meeting convened at the San Miguel County Administration Complex, located at 500 West National Avenue, Suite 200, Las Vegas, New Mexico 87701.

The purpose of the meeting is to discuss the FY19/20 Final Budget.

CALL TO ORDER

Madam Chair Maria Martinez called the meeting to order at 3:30 p.m.

ROLL CALL

Upon roll call, by Deputy Clerk Erica Sena, Madam Chair Maria Martinez present, Vice-Chairman Harold Garcia present, Commissioner Max Trujillo present, Commissioner Chris Najjar present, and Commissioner Janice Varela present.

The record will show a quorum is present.

PLEDGE OF ALLEGIANCE AND SALUTATION TO THE NEW MEXICO FLAG:

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

“I salute the flag of the State of New Mexico and the Zia Symbol of perfect friendship among United Cultures.

APPROVAL OF AGENDA

Motion made by Commissioner Harold Garcia to move item 5 thru 11 to item 2 thru 8. Second by Commissioner Chris Najjar. Motion carried.

Motion to Approve the agenda by Commissioner Harold Garcia. Second by Commissioner Max Trujillo. Motion carried.

NEW BUSINESS

REGULAR ORDER

1. 1st EXTENSION OF TRANE CONTRACT

San Miguel County Finance Director Melinda Gonzales informed the Commission Trane was awarded a contract last year based on a request for proposals. The Contract was initiated for a one a year term with the option to renew three additional years. The Maintenance Department is satisfied with their performance and would like to enter into a second year contract. The contract is being renewed at the same terms and prices for the period of 7/1/2019 through 6/30/2020. Ms. Melinda Gonzales requested the Commission review and approve the 1st Extension of Trane Contract.

Motion made by Commissioner Harold Garcia to approve of the 1st Extension of Trane Contract. Second by Commissioner Max Trujillo. Motion carried

2. RESOLUTION NO. SMC-07-29-2019D-3393 AUTHORIZING SAN MIGUEL COUNTY TO ENTER INTO A COOPERATIVE AGREEMENT WITH THE NEW MEXICO DEPARTMENT OF TRANSPORTATION FOR ROAD IMPROVEMENT FUNDS THROUGH THE LEGISLATIVE APPROPRIATIONS PROGRAM

San Miguel Interim Director Arnold Lopez Informed the Commission the following Item was brought before the Board of County Commissioners and approved at the 7-09-2019 County Commission Meeting. Mr. Lopez stated he is bringing this item back to the commission because it needs to be approved by resolution. This Resolution is regarding the Department of Transportation for funding assistance through the 2019-2020 Legislative Appropriations Program to plan, design, and construct improvements to County Road B26C in the Chapelle area. The New Mexico Department of Transportation authorized the County \$100,000.00 (100%) as an appropriation from the State of New Mexico. Mr. Arnold Lopez requested the Commission approve Resolution SMC-07-29-2019D-3393.

Motion made by Commissioner Harold Garcia to approve Resolution No SMC-07-29-2019D-3393. Second by Commissioner Chris Najar. Motion Carried.

3. RESOLUTION NO. SMC-07-29-2019D-3390 AUTHORIZING SAN MIGUEL COUNTY TO ENTER INTO A COOPERATIVE AGREEMENT WITH THE NEW MEXICO DEPARTMENT OF TRANSPORTAION FOR ROAD IMPROVEMENT FUNDS THROUGH THE LEGISLATIVE APPROPRIATIONS PROGRAM

San Miguel Interim Director Arnold Lopez Informed the Commission the following Item was brought before the Board of County Commissioners and approved at the 7-09-2019 County Commission Meeting. Mr. Lopez stated he is bringing this item back to the commission because it needs to be approved by resolution. This Resolution is regarding the New Mexico Department of Transportation for funding assistance through the 2019-2020 Legislative Appropriations Program to plan, design and construct improvements to county road A27 in the Gallinas area. The New Mexico Department of Transportation authorized the County \$50,000.00 (100%) as an appropriation from the State of New Mexico. Mr. Arnold Lopez requested the Commission approve Resolution SMC-07-29-2019D-3390.

Motion made by Commissioner Harold Garcia to approve Resolution No SMC-07-29-2019D-3390. Second by Commissioner Janice Varela. Motion Carried.

4. **RESOLUTION NO. SMC-07-29-2019-3394 AUTHORIZING SAN MIGUEL COUNTY TO ENTER INTO A COOPERATIVE AGREEMENT WITH THE NEW MEXICO DEPARTMENT OF TRANSPORTATION FOR ROAD IMPROVEMENT FUNDS THROUGH THE LEGISLATIVE APPROPRIATIONS PROGRAM**

San Miguel Interim Director Arnold Lopez Informed the Commission the following Item was brought before the Board of County Commissioners and approved at the 7-09-2019 County Commission Meeting. Mr. Lopez stated he is bringing this item back to the commission because it needs to be approved by resolution. This Resolution is regarding the New Mexico Department of Transportation program to plan, design, and construct low water crossing structure and road overlay improvements to County Road B-51A, which is in the Pecos area. This appropriation is in the amount of \$50,000.00. Mr. Arnold Lopez requested the Commission approve Resolution No. SMC-07-29-2019-3394.

Motion made by Commissioner Max Trujillo to approve Resolution No SMC-07-29-2019-3394. Second by Commissioner Harold Garcia. Motion Carried.

5. **RESOLUTION NO. SMC-07-29-2019-3392 AUTHORIZING SAN MIGUEL COUNTY TO ENTER INTO A COOPERATIVE AGREEMENT WITH THE NEW MEXICO DEPARTMENT OF TRANSPORTATION FOR ROAD IMPROVEMENT FUNDS THROUGH THE LEGISLATIVE APPROPRIATIONS PROGRAM**

San Miguel Interim Director Arnold Lopez Informed the Commission the following Item was brought before the Board of County Commissioners and approved at the 7-09-2019 County Commission Meeting. Mr. Lopez stated he is bringing this item back to the

commission because it needs to be approved by resolution. This Resolution is regarding the program to plan, design, construct, equip, maintain and/or make improvements to County Road A4 and County Road A34 in the Rociada area in the amount of \$25,000.00. Mr. Arnold Lopez requested the Commission approve Resolution No SMC-07-29-2019-3392.

Motion made by Commissioner Harold Garcia to approve Resolution No SMC-07-29-2019-3392. Second by Commissioner Max Trujillo. Motion Carried.

6. **RESOLUTION NO. SMC-07-29-2019D-3391 AUTHORIZING SAN MIGUEL COUNTY TO ENTER INTO A COOPERATIVE AGREEMENT WITH THE NEW MEXICO DEPARTMENT OF TRANSPORTATION FOR ROAD IMPROVEMENT FUNDS THROUGH THE LEGISLATIVE APPROPRIATIONS PROGRAM**

San Miguel Interim Director Arnold Lopez Informed the Commission the following Item was brought before the Board of County Commissioners and approved at the 7-09-2019 County Commission Meeting. Mr. Lopez stated he is bringing this item back to the commission because it needs to be approved by resolution. This Resolution is regarding the program to plan, design, and construct road and drainage improvements to County Road A34 in the Pendaries area in the amount of \$50,000.00. This will be used in connection with the previous Resolution SMC-07-29-2019D-3392. Mr. Arnold Lopez requested the Commission approve Resolution No SMC-07-29-2019-3391.

Motion made by Commissioner Janice Varela to approve Resolution No SMC-07-29-2019D-3391. Second by Commissioner Chris Najjar. Motion Carried.

7. **RESOLUTION NO. SMC-07-09-2019-CAP-0436 AUTHORIZING SAN MIGUEL COUNTY TO PARTICIPATE IN THE LOCAL GOVERNMENT ROAD FUND MATCH WAIVER PROGRAM**

San Miguel interim Director Arnold Lopez informed Commission the San Miguel County Public Service Division appealed to the New Mexico Department of Transportation for funding assistance through the 2019-2020 Cooperative Funding Assistance Program to improve the conditions of its public right-of-way. The New Mexico Department of Transportation authorized the County \$112,685.00 (75%) as an appropriation from the State with the understanding the County is to match \$37,562.00 (25%) for this project. The County of San Miguel requests a Match Waiver in the amount of \$37,562.00. Mr. Arnold Lopez requested the Commission approve Resolution No SMC-07-09-2019-CAP-0436.

Motion made by Commissioner Harold Garcia to approve Resolution No SMC-07-09-2019-CAP-0436. Second by Commissioner Chris Najar. Motion Carried.

8. **RESOLUTION NOSMC-07-2019-SB-0443 AUTHORIZING SAN MIGUEL COUNTY TO PARTICIPATE IN THE LOCAL GOVERNMENT ROAD FUND MATCH WAIVER PROGRAM**

San Miguel Interim Director Arnold Lopez informed the Commission the San Miguel County Public Service Division appealed to the New Mexico Department of Transportation for funding assistance through the 2019-2020 Cooperative Funding Assistance Program to improve the conditions of its public right-of-way. The New Mexico Department of Transportation authorized the County \$63,080.00 (75%) as an appropriation from the State with the understanding the county is to match \$21,027.00 (25%) . The County of San Miguel Public Works requests a Match Waiver in the amount of \$21,027.00. Mr. Arnold Lopez requested the Commission approve Resolution No SMC-07-2019-SB-0443.

Motion made by Commissioner Harold Garcia to approve Resolution No SMC-07-2019-SB-0443. Second by Commissioner Max Trujillo. Motion Carried.

9. **RESOLUTION 2019-07-29-F3 – FINAL BUDGET PROPOSAL**

San Miguel County Finance Supervisor Melinda Gonzales provided the Board of County Commissioners Resolution No. 2019-07-29-F3. Ms. Gonzales informed the commission that during the Special Meeting held on May 29, 2019, the Board of County Commissioners approved the interim FY19/20 budget. Ms. Melinda Gonzales informed the Commission as of June 2019 the cash had been reconciled. Ms. Gonzales provided the adjusted cash balances with a fund by fund breakdown with changes that are being made to the final budget. Ms. Melinda Gonzales informed the Commission that the county ended FY18/19 in good standing. Ms. Melinda Gonzales requested the Commission to approve Resolution No 2019-07-29-F3.

Motion made by Commissioner Chris Najar Vice-Chair Harold Garcia to approve Resolution 2019-07-29-F3. Second by Commissioner Janice Varela. Motion carried.

10. **RESOLUTION 2019-07-29-F2 FY18/19 – FOURTH QUARTER REPORT**

San Miguel County Finance Director Melinda Gonzales presented to the Board of County Commissioners the fourth quarter FY18/19 quarterly budget report which needs to be reviewed and approved by resolution by the commission. Ms. Gonzales stated that at the end of every quarter the County is required to report to The Department of Finance Administration the quarterly budget report. Ms. Gonzales requested the Commission review and approve Resolution 2019-07-29-F2 FY18/19 Fourth Quarter Report.

Motion made by Commissioner Harold Garcia to approve Resolution 2019-07-29-F2 FY18/19 Fourth Quarter Report. Second by Commissioner Max Trujillo. Motion Carried.

11. **RESOLUTION 2019-07-29 F1 FY18/19 FINAL BUDGET ADJUSTMENT RESOLUTION**

San Miguel County Director Melinda Gonzales presented to the Commission the Final FY18/19 Budget Adjustment Resolution. Ms. Melinda Gonzales requested the Commission review and approve Resolution No 2019-07-29 F1 FY18/19 Final Budget Adjustment Resolution.

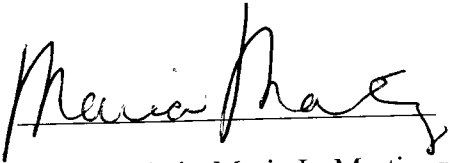
Motion made by Commissioner Harold Garcia to approve Resolution No 2019-07-29 F1 FY18/19 Final Budget Adjustment Resolution. Second by Commissioner Chris Najar. Motion Carried.

Adjournment

Motion made by Commissioner Harold Garcia to adjourn the meeting at 4:05 p.m. Second by Commissioner Max Trujillo. Motion carried

Approved this 10th day of September, 2019 as the Official Minutes of the Board of County

Commissioners of San Miguel County, New Mexico, of its Special Meeting held July 29, 2019

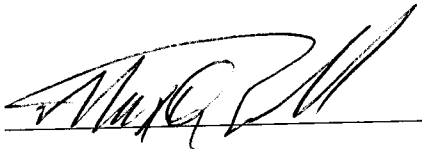


Madam Chair, Maria L. Martinez

District 4

Vice-Chairman, Harold M. Garcia

District 1



Commissioner, Max O. Trujillo

District 3

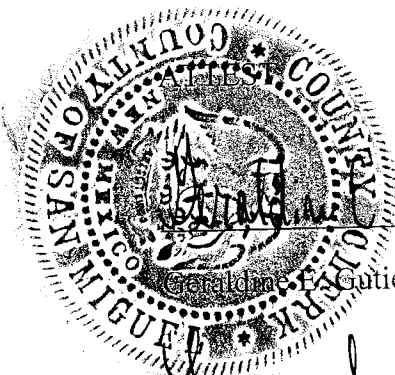
Commissioner, Chris A. Najar

District 5



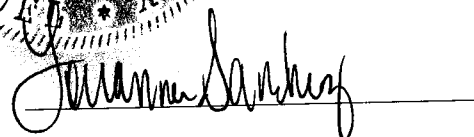
Commissioner, Janice C. Varela

District 2





Esteban Gutierrez, County Clerk



Minutes Submitted by Louanna Sanchez