

**MINUTES OF REGULAR MONTHLY MEETING OF
SAN MIGUEL COUNTY BOARD OF COMMISSIONERS
HELD TUESDAY JULY 10, 2018 BEGINNING AT 2:00 P.M.**

CALL TO ORDER

The San Miguel County Board of Commissioners held its regular monthly meeting on Tuesday July 10, 2018, beginning at 2:00 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.

ROLL CALL:

Upon a call of the roll, Chairman Chris Najar present, Commissioner Rock Ulibarri not present, Commissioner Arthur Padilla present, Commissioner Maria Martinez not present, and Vice-Chairman Janice Varela present and a quorum was duly noted.

PLEDGE OF ALLEGIANCE AND SALUTATION TO NM STATE FLAG

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

APPROVAL OF AGENDA

Motion made by Vice-Chairman Janice Varela to approve agenda. Second by Commissioner Arthur Padilla. Motion carried.

APPROVAL OF MINUTES

Motion made by Commissioner Arthur Padilla to approve June 7, 2018 Canvass Special Meeting. Second by Vice-Chairman Janice Varela. No motion was carried.

Motion made by Commissioner Arthur Padilla to approve June 12, 2018 Regular Meeting. Second by Vice-Chairman Janice Varela. Motion carried.

Motion made by Commissioner Arthur Padilla to approve June 18, 2018 Special Meeting. Second by Vice-Chairman Janice Varela. Motion carried.

Motion made by Commissioner Arthur Padilla to approve June 29, 2018 Canvass Special Meeting. Second by Vice-Chairman Janice Varela. Motion carried.

INTRODUCTION OF NEW SAN MIGUEL COUNTY EMPLOYEES

Summer Youth Program

San Miguel County Planner/Program Administrator Stephanie Leger presented to the Commission the twelve Summer Youth Program Employees. The Summer Youth Program Employees stood up and introduced themselves.

PUBLIC INPUT FORUM

Sally Flores-City Expo Invitation
Linda Alarcon-USDA Drought Issue
Manuel Garcia –County Procedures

NEW BUSINESS

Presentation: Northeastern Regional Crisis and Treatment Center
Presenter: Manny Martinez

Mr. Manny Martinez was not present to speak in behalf of the Northern Regional Crisis and Treatment Center.

Presentation: Northeastern Regional Crisis and Treatment Center
Presenters: Chief Chris Lopez, Yolanda Cruz, Desiree Martinez, Dr. Rocky Romero

Northeastern Regional Crisis and Treatment Center Chief Chris Lopez presented to the Commission a plan to overcome the Opioid crisis. Mr. Lopez also informed the Commission they are working on establishing a treatment center here in Las Vegas.

Presentation: True Connect Loan Benefit Program
Presenter: Susan Mayes, NMAC Communications Director

NMAC Communications Director Susan Mayes presented to the Commission the Employee Voluntary Loan Benefit Program. Ms. Mayes explained that this would be a program that would help those individuals that have bad credit, no credit, or to improve their credit by offering this Loan Benefit Program whenever an individual is in need of immediate funds. This would be an ACH debit withdrawn from the account every pay period for a time frame of a year.

REGULAR ORDER

1. DROUGHT ISSUES IN SAN MIGUEL COUNTY

San Miguel County Emergency Manager Leo Maestas informed the Commission of the drought issues in San Miguel County. Mr. Maestas informed the Commission there are no funds available from the state in the event that a declaration drought would have to be issued. The USDA Office will have some funds available for assistance in the event that this should occur.

Informational purposes only.

2. BOOKMOBILE CONTRACT FOR SERVICES

San Miguel County Chairman Chris Najar tabled this item because Commissioner Maria Martinez was unable to present this item today.

3. RESOLUTION PROPOSING ADOPTION OF ORDINANCE NO. SMC-08-14-18

San Miguel County Planning and Zoning Supervisor Alex Tafoya informed the Commission the USDA has informed San Miguel County that the County is not in compliance with the Federal requirements of the USDA RBEG grant award made to San Miguel County back in 2008. The Ordinance No SMC-08-14-18 will provide for termination of the Primary Lease between San Miguel County and EDC; the Project Participation Agreement between San Miguel County, EDC and Old Wood LLC; and sub-lease Agreement between EDC and Old Wood, LLC. USDA has given San Miguel County a list of servicing actions that the County needs to address by August 31, 2018 to be in compliance. Mr. Tafoya requested the Commission approve and adopt Resolution No SMC-07-10-18 which proposes the adoption of Ordinance No SMC-08-14-18.

Motion made by Vice-Chairman Janice Varela to approve and adopt Ordinance No SMC-08-14-18. Second by Commissioner Arthur Padilla. Motion carried.

4. APPLICATION CU-0252 VERTICAL BRIDGE EL PUEBLO FIRE DEPARTMENT

San Miguel County Planning and Zoning Supervisor Alex Tafoya informed the Commission Miguel County has an Application No.CU-0252 to construct and operate a 190/195 foot Lattice Telecommunications Tower on the El Pueblo Fire Department property. The Planning and Zoning Commission is recommending approval of the application subject to Lease Agreement approval and completion of Fair Market Value Appraisal. Mr. Tafoya requested the Commission; (1) review application; (2) accept public comment on application; (3) grant approval of the application subject to Board of County Commission and New Mexico Board of Finance approval of the property lease and the fair Market Value Appraisal.

San Miguel County Chairman Chris Najar asked the public if there was anyone present that would like to speak for or against the Lattice Telecommunications Tower on the El Pueblo Fire Department Property.

San Miguel County Attorney Dave Romero swore in Mr. Duos who spoke in behalf of the Lattice Telecommunications Tower which would be located on El Pueblo Fire Department property. Mr. Duos stated that this tower would be very beneficial for this area.

No one spoke against the Telecommunications Tower. Mr. Tafoya requested the Commission approve Application CU-0252.

Motion made by Vice-Chairman Janice Varela to conclude the public hearing. Second by Commissioner Arthur Padilla. Motion carried.

Motion made by Vice-Chairman Janice Varela to approve Application CU-252. Second by Commissioner Arthur Padilla. Motion carried.

5. PROPOSED ICIP 2020-2024

San Miguel County Planning and Zoning Supervisor Alex Tafoya informed the Commission San Miguel County is preparing its Infrastructure Capital Improvements Plan (ICIP) for 2020-2024. The proposed ICIP is being submitted to the Board of County Commissioners for review and comment.

Informational purposes only.

6. RECOMMENDATION TO APPROVE THE DETENTION CENTER CARE COORDINATOR JOB DESCRIPTION WITHIN THE SAN MIGUEL COUNTY DETENTION CENTER

San Miguel County Human Resource Supervisor Eileen Sedillo informed the Commission the San Miguel County Detention Center is advertising a position. This individual would be responsible for the coordination and implementation of the inmate pre and post release care coordination process. This individual will conduct need assessments, risk assessments, and Medicaid eligibility and will link the inmate to community programs and resources. Ms. Sedillo requested the Commission approval of the Detention Center Care Coordinator Job Description.

Motion made by Vice Chairman Janice Varela to approve the Detention Center Care Coordinator Job Description . Second by Commissioner Arthur Padilla. Motion carried.

7. PERSONNEL ACTIONS OR CHANGES FOR THE MONTH OF JUNE 2018

San Miguel County Human Resource Supervisor Eileen Sedillo informed the Commission of the Personnel actions or changes which have taken place in San Miguel County for the month of June 2018. These changes are being submitted for ratification and approval by the San Miguel County Board of Commissioners. Ms. Sedillo requested approval and ratification of the Personnel Actions or Changes for the month of June 2018.

Motion made by Commissioner Arthur Padilla to approve and ratify Personnel Actions or Changes for the month of June 2018. Second by Vice-Chairman Janice Varela. Motion carried.

8. RATIFICATION OF INSURANCE FOR THE SAN MIGUEL COUNTY VOLUNTEER FIRE FIGHTERS

San Miguel County Fire Marshall Andrew J Duran informed the Commission recently the Fire Division advertised a Request for Bids for insurance for the San Miguel County Volunteer Fire Fighters. This insurance would cover all 12 districts. One bid in the amount of \$40,756.00 was received from HUB International Limited. At this time a requested ratification of the award of the request for bids to HUB International Limited for insurance for the San Miguel County Volunteer Fire Fighters for fiscal year 2018-2019. Mr. Duran requested the Commission review and approve the request for ratification of the award to HUB International Limited.

Motion made by Commissioner Arthur Padilla to approve the ratification of insurance for the San Miguel County Volunteer Fire Fighters. Second by Vice Chairman Janice Varela. Motion carried.

9. RESOLUTION NO. 07-10-18-RA01; ADDITION OF SUNSPIRE RD, A NEWLY NAMED PRIVATE ROAD TO THE OFFICIAL E-911 ROAD LIST OF SAN MIGUEL COUNTY, NEW MEXICO

San Miguel County Informational Technology Supervisor Diego Trujillo informed the Commission the owner of five residents (one personal resident and four rentals) located off NM highway 281 petitioned the county to name the roadway leading to the residents. 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 name of Sunspire RD has been determined to be acceptable by SMC Rural Addressing staff per San Miguel County Ordinance No SMC-07-13-99-ORD-2. The \$100 fee has been waived because the road name is required. Mr. Trujillo requested the Commission review and approve Resolution No 07-10-18-RA01; addition of Sunspire RD.

Motion made by Commissioner Arthur Padilla to review and approve Resolution No SMC-07-10-18-RA01; addition of Sunspire RD. Second by Chairman Chris Najjar. Motion carried.

10. PUBLIC WORKS DIVISION REPORT FOR THE MONTH OF JUNE 2018

San Miguel County Public Works Division Road Foreman Arnold Lopez presented to the Commission, the Public Works Division report for the month of June 2018. The report consists of maintenance including blading of County roads and/or special projects on County Roads.

For informational purposes only.

11. DETENTION CENTER BILLING-OUTSTANDING BALANCES-NOT COLLECTABLE

San Miguel County Warden Matthew Elwell informed the Commission a listing of outstanding balances that are specific to the housing/care of other public agency detainees; that are uncollectable. The enumerated public agency locations have cited NMSA 33-3-14 confinement in county other than in which crime committed; expense borne by county; as valid justification for non-payment. Mr. Elwell requested the Commission review and approval of the declaration of the balances as uncollectable, and to expunge/remove such from any future outstanding balance report (s).

Motion made by Commissioner Padilla to approve the declaration of the balances as uncollectable and to remove such individuals from all future outstanding bills. Second by Vice Chairman Janice Barela. Motion carried.

BOARD OF FINANCE MEETING

12. BANK TRANSFERS FOR THE MONTH OF JUNE

San Miguel County Treasurer Bertha Bustamante presented to the Commission wire transfers for the month of June 2018.

Informational purposes only.

13. QUARTERLY TAX DOLLAR REPORT

San Miguel County Treasurer presented to the Commission the Quarterly Tax Dollar Report monies that were collected by SMC Treasurer's Office.

Informational purposes only.

14. RESOLUTION 2018-07-10-F2

San Miguel County Finance Supervisor Melinda Gonzales informed the Commission of a resolution adopting a procurement policy and a policy for capital assets for San Miguel County. A number of grant programs require that the grantee establish and adopt procurement policies and capital assets policies on an annual basis.

Ms. Gonzales requested the Commission review and approval of Resolution 2018-07-10-F2.

Motion made by Vice Chairman Janice Varela to review and approve resolution 2018-07-10-F2. Second by Commissioner Arthur Padilla. Motion carried.

15. RESOLUTION 2018-07-10-F1, AUTHORIZING THE CREATION OF FUND 699

San Miguel County Finance Supervisor Melinda Gonzales informed the Commission during the special meeting held on May 23, 2018 the Commission approved two funds, Fund 705 and Fund 706. These funds need to be associated with General Fund Reserve Bank Account; therefore a pooled cash fund was created, Fund 699. This Fund 699 will account for the pooled cash of Funds 704, 705, 706 and 996. Ms. Gonzales requested the Commission review and approve Resolution 2018-07-10-F1.

Motion made by Vice-Chairman Janice Varela to review and approve Resolution 2018-07-10-F1. Second by Commissioner Arthur Padilla. Motion carried.

16. INDIGENT BURIAL CLAIMS

San Miguel County Finance Supervisor Melinda Gonzales informed the Commission the Finance Office received, reviewed and processed two indigent burial claims. One in the amount of \$600 to Avista Cremation and Burial and the other to Nelson Funeral Home in the amount of \$1200. Ms. Gonzales requested the Commission ratification of the indigent burial payments.

Motion made by Commissioner Arthur Padilla for ratification of the indigent burial payments. Second by Commissioner Arthur Padilla. Motion carried.

17. JOURNAL ENTRY REPORT FOR THE MONTH OF MAY OF MAY 2018

San Miguel County Finance Supervisor Melinda Gonzales presented to the Commission the Journal Entry Report for the month of May 2018.

Informational purposes only.

18. ACCOUNTS PAYABLE REPORT FOR THE PERIOD OF MAY 30, 2018 THROUGH JUNE 24, 2018 AND THE HOUSING PAYMENT REGISTERS FOR THE MONTH OF MAY 2018

San Miguel County Finance Supervisor Melinda Gonzales presented to the Commission the payments processed through the finance office and Bernalillo County on behalf of San Miguel. Ms. Gonzales requested the Commission review and approve the Accounts Payable Report and the Housing Payment Registers.

Motion made by Vice-Chairman Janice Varela to review and approve the Accounts Payable Report and the Housing Payment Registers. Second by Commissioner Arthur Padilla.

19. CASH BALANCE REPORT FOR THE MONTH OF APRIL 2018

San Miguel County Finance Supervisor Melinda Gonzales presented to the Commission the reconciled cash balance report for the month of April 2018.

Informational purposes only.

20. RECEIPT REPORT FOR THE MONTH OF MAY 2018

San Miguel County Finance Supervisor Melinda Gonzales presented to the Commission a Receipt Detail Report for the month of May 2018.

Informational purposes only.

EXECUTIVE/CLOSED SESSION

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, Union-AFSCME v. SMCDC.

Motion made by Chairman Chris Najar to go into executive/closed session at 4:00 pm. Roll call was taken. No motion was made.

ROLL CALL

Chairman Chris Najar- present

Vice-Chairman Janice Varela- present

Commissioner Maria Martinez- not present

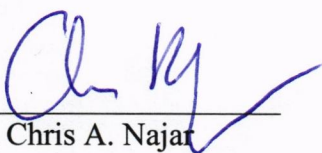
Commissioner Rock Ulibarri- not present

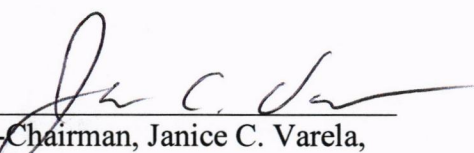
Commissioner Arthur Padilla- present

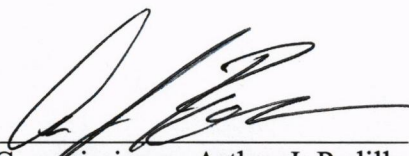
ADJOURNMENT

Motion made by Commissioner Arthur Padilla to come out of executive/closed session at 4:04 p.m. Second by Vice-Chairman Janice Varela. Motion carried.

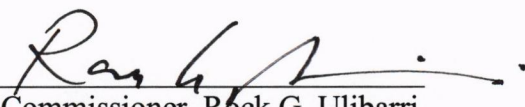
Approved this 14th day of August, 2018 as the Official Minutes of the Board of County Commissioners of San Miguel County, New Mexico, of its Regular Meeting held July 10, 2018.


Chairman, Chris A. Najar
District 5

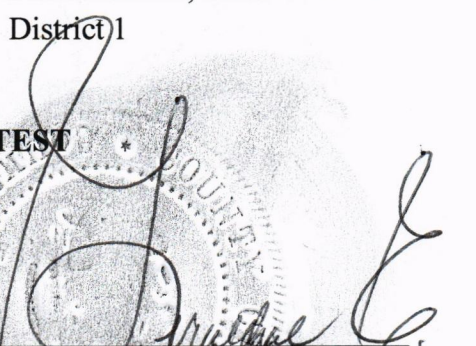

Vice-Chairman, Janice C. Varela,
District 2

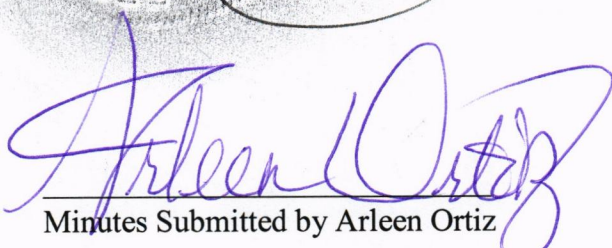

Commissioner, Arthur J. Padilla
District 3


Commissioner, Maria L. Martinez
District 4


Commissioner, Rock G. Ulibarri
District 1

ATTEST


Geraldine E. Gutierrez, County Clerk


Minutes Submitted by Arleen Ortiz