

**MINUTES OF REGULAR MONTHLY MEETING OF
SAN MIGUEL COUNTY BOARD OF COMMISSIONERS
HELD TUESDAY, APRIL 14, 2015, BEGINNING AT 2:00 P.M.**

CALL TO ORDER

The San Miguel County Board of Commissioners held its regular monthly meeting on Tuesday, April 14, 2015, beginning at 2:00 p.m. The meeting convened at the County Commission Chambers, San Miguel County Courthouse, 2nd floor, 500 West National Ave., Suite 200, Las Vegas, New Mexico 87701.

ROLL CALL:

Upon a call of the roll, Chairman Arthur J. Padilla, Vice-Chairman Gilbert J.B. Sena, and Commissioners Rock G. Ulibarri and Marcellino A. Ortiz, were present, and a quorum was duly noted by Chairman Salazar.

PLEDGE OF ALLEGIANCE AND SALUTATION TO NM STATE FLAG

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

APPROVAL OF AGENDA

County Manager Les Montoya advises the Commission to remove item #14 from the agenda and to move item #27 to item #9, recommend to move item #9 to item #10. Motion made by Commissioner Ulibarri to approve agenda with changes. Second by Commissioner Ortiz. Motion carried.

APPROVAL OF MINUTES

Motion made by Commissioner Sena to approve the minutes of the regular monthly meeting held March 10, 2015. Second by Commissioner Ortiz. Motion carried.

Motion made by Commissioner Ortiz to approve the minutes of the emergency meeting held March 15, 2015. Second by Commissioner Ulibarri. Motion carried.

Motion made by Commissioner Ortiz to approve the minutes of the special meeting held on March 20, 2015. Second by Commissioner Ulibarri. Motion carried.

Motion made by Commissioner Sena to approve the minutes of the special meeting held on March 30, 2015. Second by Commissioner Ulibarri. Motion carried.

PUBLIC INPUT FORUM

The public input forum began at 2:05 p.m., and the following four persons addressed the Commission, the subject of their comments indicated parenthetically following each name: **Gabe Estrada** (requested to remove overgrown trees); **Lee Einer** (expressed his opinions on economic development); **Levinia Fenzi** (expressed support for funding for economic development commended new direction of County Commission); **Cruz Flores** (spoke on wanting more support in economic development)

The public input forum ended at 2:20 p.m.

INTRODUCTION OF NEW SAN MIGUEL COUNTY EMPLOYEES

County Manager introduced the new county employees Manuel Duran (DWI Transit Operator), Manuel Valdez (DWI Transit Operator), Elaine Estrada (Chief Deputy), Arnold Lopez (Public Works Foreman), Rodney Perea (Deputy Sheriff), and Jonathon Crespín (Deputy Sheriff) most were present and welcomed by the Commission.

PRESENTATIONS:

The Honorable Melanie Y. Rivera recognized to the Board of County Commissioners for their attentiveness for accommodating the Magistrate Court employees during their time of need. Mrs. Rivera recognized the Warden Patrick Snedeker as well. Mrs. Rivera recognized Sheriff Gold who was not present at the meeting.

Commissioner Marcellino Ortiz recognized San Miguel County Veteran Daniel Encinias. Mr. Encinias was present along with his wife and family.

LV/SM Chamber of Commerce, Lavinia Fenzi, advised the Commission of members and plans and missions for economic development. Commissioner Ulibarri offers his services to assist with the EDC.

City of Las Vegas Event Planner/Film Liaison, Annette Velarde and City of Las Vegas Community Development Director, Lindsey Valdez present to the Commission a joint marketing strategy for the community and County.

REGULAR ORDER

1. RESPONSE TO HUD SINGLE AUDIT

Director San Miguel County Housing Authority, Betty Valdez advised the Commission a single audit was conducted June 2014, reports were sent February 2015 and there were shortfalls that were addressed prior to the report. Second audit was conducted and documented and will be

available at a later time. Motion made by Commissioner Sena to approve audit response from San Miguel County. Second by Commissioner Ortiz. Motion carried.

2. SAN MIGUEL HUD ANNUAL PLAN 2015

Director-San Miguel Housing Authority Betty Valdez advised the Commission HUD requires preparation, public participation and Board approval for an annual plan. Motion made by Commissioner Ulibarri to approve Annual Plan for 2015 and submission to HUD. Second by Commissioner Ortiz. Motion carried.

3. RESOLUTION NO. 04-14-2015-CM-NATIONAL COUNTY GOVERNMENT MONTH

County Manager Les Montoya advised the Commission NACO is encouraging all counties throughout the Country to recognize the month of April as National County Government month, and to focus on how they have improved their communities. Mr. Montoya presented to the Commission a resolution to recognize San Miguel County and staff for the improvements in San Miguel County. Motion made by Commissioner Ortiz to approve Resolution. Second by Commissioner Ulibarri. Motion carried.

4. MEMORANDUM OF AGREEMENT(MOA) BETWEEN CITY OF LAS VEGAS, STORRIE PROJECT WATER USERS ASSOCIATION AND SAN MIGUEL COUNTY FOR THE PURPOSE OF PLANNING, DESIGNING AND CONSTRUCTING A FLOOD MITIGATION PROJECT WITHIN SAN MIGUEL COUNTY

County Manager Les Montoya advised the Commission adopted a multijurisdictional mitigation plan and that allows San Miguel County to apply for various natural disaster litigation projects. That makes the County eligible to apply for FEMA funds to implement litigation projects. Mr. Montoya mentioned the flooding on September 13, 2013, and would like to get the City, County and Storrie Project Water Association to work together to construct flood diversion gate in the Gallinas River Corridor. Commissioner Ulibarri inquires about FEMA disaster coverage for homeowners. Motion made by Commissioner Ulibarri to approve the MOA. Second by Commissioner Sena. Motion carried.

5. ICIP LIST 2017-2021

Planning and Zoning Division Supervisor Alex Tafoya advised the Commission San Miguel County is preparing its Infrastructure Capital Improvement Plan (ICIP) for 2017-2021. Mr. Tafoya advised he received comments from public in regard to projects they would like to see included in the ICIP and explains to Commissioners the process in choosing five from the 114 proposed projects.

6. RATIFICATION OF 50/50 GRANT APPLICATION FOR THE 2013 (EMPG) EMERGENCY MANAGEMENT PERFORMANCE GRANT THROUGH THE NEW MEXICO DEPARTMENT OF HOMELAND SECURITY GRANT PROGRAM

Emergency Manager Dennis English asked the Commission to ratify the New Mexico Department of Homeland Security 50/50 grant in the amount of \$150,095.00. The ratification is for three projects: Critical Infrastructure Protection and Access Control of the SMC EOC Facility, Compressor and Cascade Fill Station (LVFD), and Personal Radiation Detection Devices (SMC Fire). Motion made by Commissioner Ortiz. Second by Commissioner Sena. Motion carried.

7. REGIONAL MOBILIZATION PLAN AGREEMENT WATER TENDER RATE CHANGE AGREEMENT

Fire Chief Russell Pacheco advised the Commission the New Mexico Energy Minerals and Natural Resources-Forestry Division submitted a rate change on the Regional Mobilization Plan to increase the rate of Water Tenders utilized for fire suppression activities during wildfire events. The rate change will be \$125.00/hr an increase of \$43.00. Mr. Pacheco advised the monies get reverted to the Fire Districts. Motion made by Commissioner Ulibarri. Second by Commissioner Ortiz. Motion carried.

8. AWARD OF BIDS FOR THE FEDERAL (FEMA) DISASTER ROAD IMPROVEMENTS WITHIN VARIOUS COUNTY ROADS IN SAN MIGUEL COUNTY

Emergency Manager Dennis English advised the Commission he is requesting to award the bid to Rocky Road Gravel Products, the sole bidder on this project. Motion made by Commissioner Ortiz to approve. Second by Commissioner Ulibarri. Motion carried.

9. MEMORANDUM OF AGREEMENT-NEW MEXICO HIGHLANDS UNIVERSITY, SCHOOL OF SOCIAL WORK AND SAN MIGUEL COUNTY DETENTION CENTER

Warden Patrick Snedeker advised the Commission a Memorandum of Agreement by and between the New Mexico Highlands University school of Social Work, and the San Miguel County Detention Center, delineating the collaboration between the two entities, specific to a reintegration initiative for detainees housed at the San Miguel County Detention Center is presented for San Miguel County Commission.

Motion made by Commissioner Ortiz to approve Memorandum of Agreement. Second by Commissioner Sena. Motion carried.

10. FAIR HOUSING PROCLAMATION/CDBG GRANT REQUIREMENT

Planning and Zoning Supervisor Alex Tafoya advised the Commission San Miguel County has received Community Development Block Grant funds and as a recipient of such funds is required to publicize its commitment to fair housing. One such method of publicizing a commitment to fair housing is by proclaiming April 14, 2015 as Fair Housing Day.

Commissioner Sena recommends change to the language in the Resolution to add handicap and add sexual orientation.

County Manager Les Montoya advised the Commissioners to include the changes during the public hearing.

Motion made by Commissioner Ortiz to approve. Second by Commissioner Ulibarri. Motion carried.

11. AWARD OF BIDS FOR STATE DISASTER ROAD IMPROVEMENTS WITHIN THE BIG MESA SUBDIVISION LOCATED IN CONCHAS, NEW MEXICO IN SAN MIGUEL COUNTY

Emergency Manager Dennis English advised the Commission San Miguel County recently advertised for improvements in Conchas due to the State Disaster Relief Program. Five Contractors submitted bids and staff is requesting the lowest bid be awarded in the amount of \$138,851.00. Mr. English is requesting three options with number four in option two.

Chairman Padilla inquires about time limits and advised the Commissioners to place a time line on the project.

Motion made by Commissioner Ulibarri to award the bid. Second by Commissioner Sena. Motion carried.

12. REVISION OF SAN MIGUEL COUNTY SHERIFF'S OFFICE POLICIES AND PROCEDURES

Undersheriff Anthony Madrid advised the Commission the Sheriff's Office has two new policies, Civil process policy in which states the cost of serving the public in serving subpoenas, restraining orders, etc., and Social Media in which will monitor social media to eliminate demeanor of the County.

Motion made by Commissioner Ulibarri to approve Policies and Procedures. Second by Commissioner Sena. Motion carried.

13. RECOMMENDATION FOR AWARD OF THE BID-SAN MIGUEL COUNTY DETENTION CENTER-DETENTION CENTER UNIFORMS

Warden Snedeker advised the Commission that approval was received to solicit competitive sealed bids for detention officer uniforms to Neve's Uniforms and Equipment, Inc.

Motion made by Commissioner Sena to approve the bid to Neve's. Second by Commissioner Ulibarri. Motion carried.

Item #14 was removed as per County Manager Les Montoya

15. MEMORANDUM OF UNDERSTANDING FOR COOPERATIVE FREQUENCY USE BETWEEN SAN MIGUEL COUNTY AND THE USDA FOREST SERVICE SANTA FE NATIONAL FOREST

Fire Chief Russell Pacheco advised the Commission the Memorandum of Understanding is for cooperative frequency use to share between the County and the Santa Fe National Forest.

Motion made by Commissioner Ulibarri to approve the MOU. Second by Commissioner Ortiz. Motion carried.

16. PLUMBING SERVICES AGREEMENT BETWEEN JCG PLUMBING WITH SAN MIGUEL COUNTY FOR PLUMBING SERVICES ON AN "AS NEEDED" BASIS FOR PERIOD OF 12 MONTHS

Emergency Manager Dennis English advised the Commission the County currently has an annual contract with JCG Plumbing for the purpose of providing plumbing services on an "as needed basis" for our facilities.

Motion made by Commissioner Ortiz to approve agreement. Second by Commissioner Sena. Motion carried.

17. EXHIBIT 4-N-APPOINTMENT OF LABOR STANDARDS OFFICER/CDBG GRANT REQUIREMENTS

Planning and Zoning Division Supervisor Alex Tafoya advised the Commission the county is grantee of Community Development Block Grant Funds, it is required to designate a Labor Standards Officer with the responsibility of administration and enforcement of state and federal labor standards provision regarding Community Development Block Grant. Mr. Tafoya is requesting authorization for Chairman Padilla to appoint Mr. Tafoya as the Labor Standards Officer for CDBG Project No. 14-C-NR-I-01-G-04.

Motion made by Commissioner Sena to approve Mr. Tafoya. Second by Commissioner Ortiz. Motion carried.

18. SAN MIGUEL COUNTY DETENTION CENTER-FACILITY JANITORIAL SUPPLIES, LAUNDRY PRODUCTS (DETERGENT, BLEACH, ETC.)

Warden Snedeker advised the Commission Brady Industries, Inc. 3rd Extension agreement to award bid for janitorial supplies and laundry products, at the San Miguel County Detention Center. Prices are set as per the bid award and all terms of the underlying agreement remain in full force and effect.

Motion made by Commissioner Ortiz to approve. Second by Commissioner Ulibarri. Motion carried.

19. BID AWARD FOR THE PECOS CANYON FIRE STATION TO INSTALL A VEHICLE EXHAUST SYSTEM

Fire Chief Russell Pacheco advised the Commission requesting permission to award a bid for the installation of a vehicle exhaust system in the Pecos Canyon Fire Station. There were two bidders-Done Right Construction and Michael Long Construction. The lowest was Done Right Construction.

Motion made by Commissioner Ortiz to approve the bid award. Second by Commissioner Ulibarri. Motion carried.

20. AGREEMENT FOR PEST CONTROL SERVICES WITH DIAMOND PEST CONTROL

Emergency Manager Dennis English advised the Commission he is requesting approval of the maintenance agreement Diamond Pest Control Services for providing services to the County. This contract is in its second year of four year contract.

Motion made by Commissioner Ortiz to approve agreement. Second by Commissioner Sena. Motion carried.

21. PLUMBING SERVICES AGREEMENT BETWEEN JEFFERY'S PLUMBING WITH SAN MIGUEL COUNTY FOR PLUMBING SERVICES ON AN "AS NEEDED" BASIS FOR A PERIOD OF 12 MONTHS

Emergency Manager Dennis English advised the Commission the contract is a second year of a four year contract. Mr. English is requesting approval of agreement.

Motion made by Commissioner Ortiz to approve service agreement. Second by Commissioner Sena. Motion carried.

22. RATIFICATION OF GRANT AGREEMENT BETWEEN THE NEW MEXICO DEPARTMENT OF TRANSPORTATION AND SAN MIGUEL COUNTY THROUGH THE RECREATIONAL TRAILS PROGRAM (RTP) FUNDS IN THE AMOUNT OF \$46,816.48

Emergency Manager Dennis English advised the Commission the grant agreement is to purchase a compact utility tractor. The grant is from the New Mexico Department of Transportation in the amount of \$40,000.00. The County will match \$6,816.48.

Motion made by Commissioner Ulibarri to approve grant agreement. Second by Commissioner Sena. Motion carried.

23. APPROVAL OF ELECTRICAL SERVICES CONTRACT WITH EGB ELECTRIC

Emergency Manger Dennis English advised the Commission for electrical services for the facilities. This is the second contract renewal of four year contract.

Motion made by Commissioner Sena to approve the contract. Second by Commissioner Ortiz. Motion carried.

24. PUBLIC WORKS DIVISION MONTHLY REPORT FOR THE MONTH OF MARCH 2015

Emergency Manager Dennis English presented the monthly report for the information of the Commission, and introduced the new Roads Foreman Arnold Lopez. Mr. Lopez stood for questions and comments. Discussion ensued and several questions were propounded to Lopez by Commissioners. (This item is presented only for information, and no formal action was required by the Commission).

25. SAN MIGUEL COUNTY DETENTION CENTER AND SWISHER 3RD EXTENSION AGREEMENT-FACILITY DISH MACHINE RENTAL AND DISH MACHINE PRODUCTS (DETERGENT, SANITIZER, ETC.)

Warden Snedeker advised the Commission the 3rd extension agreement is being presented to award bid for dish machine rental, and dish machine supplies for the San Miguel County Detention Center. Prices are set as per the bid award and all terms of the underlying agreement remain in full force and effect.

Motion made by Commissioner Sena to award agreement. Second by Commissioner Ulibarri. Motion carried.

26. 3RD RENEWAL AGREEMENT-SAN MIGUEL COUNTY, NEW MEXICO-SUMMIT FOOD SERVICE/COMMISSARY SERVICES MANAGEMENT AGREEMENT

Warden Snedeker advised the Commission the 3rd extension food service/commissary services agreement by and between San Miguel County and Summit Food services is presented. This agreement is for the operation and management of food services/commissary. The renewal agreement includes costs that are based on the number of meals served per meal period and reflects the contractual allowed price adjustment for inflationary costs within the food/beverage component of the U.S. Department of Labor consumer price index.

Motion made by Commissioner Sena to approve agreement. Second by Commissioner Ortiz. Motion carried.

27. HEALTH IMPACT-ASSESSMENT-SUPPORT RESOLUTION-SAN MIGUEL COUNTY, NEW MEXICO

Warden Patrick Snedeker advised the Commission a New Mexico Health Equity Partnership Program, Health Impact Assessment has been completed; specific to the impact of a NE New Mexico Adult Reintegration Center, targeting community health and wellness and focused upon the health determinants of addiction, violence, and recidivism. The HIA final report was presented to San Miguel County Commission on March 10, 2015. Mr. Snedeker is requesting approval of the support resolution. Commissioner Ulibarri requests two amendments: to remove “community based housing” and to add “recommendations” back in the resolution.

County Manager Les Montoya advised the Commission “recommendation” could lead to financial issues.

Health Impact Assessment Project Coordinator Pat Leahan advised the Commission supports the adding “recommendations”, and will not in commit the County to financial issues.

Motion made by Commissioner Ulibarri amendments in the Resolution. Second by Commissioner Sena. Motion carried.

Motion made by Commissioner Sena to approve Resolution. Second by Commissioner Ulibarri. Motion carried.

County Manager Les Montoya advised for the record, the Resolution will not be signed due to the changes.

28. BERNALILLO COUNTY-JUVENILE HOUSING-COST OF CARE AMENDMENT

Warden Snedeker advised the Commission he is requesting approval of the cost of care amendment which houses juveniles from Bernalillo County and Youth Services Center at the San Miguel County Detention Center. The cost is \$165.00 per juvenile/per day.

Motion made by Commissioner Ortiz to approve amendment. Second by Commissioner Ulibarri. Motion carried.

29. ADMINISTRATIVE REGULATION NO. 04-14-2015-EF AMENDING ADMINISTRATIVE REGULATION NO. 10-14-2008-SAN MIGUEL COUNTY EMPLOYEE FUND GUIDELINES FOR AN EMPLOYEE FUND PROGRAM FOR SAN MIGUEL COUNTY

County Manager Les Montoya advised the Commission there is an employee fund to set up events for employees and family members to participate. This fund also administers birthdays and illnesses. He recognized all employees and is asking for approval of Regulation 04-14-2015-EF.

Motion made by Commissioner Ulibarri to approve Regulation. Second by Commissioner Ortiz. Motion carried.

30. PARTICIPATION REQUESTED FROM NEW MEXICO MISSION OF MERCY (NMMOM) AND REQUEST FOR FUNDING TO HELP DEFRAY COSTS FOR DENTAL SERVICES PROVIDED TO RESIDENTS WHO OBTAIN FREE DENTAL CARE AT AN UPCOMING SCHEDULED DENTAL CLINIC

Board Member of MOM Dennis Aragon advised the Commission this program is going on its 5th year of this dental event. The service offers free dental services for the public, and Mr. Aragon is requesting financial contribution to offer free services.

Discussion ensued. Commissioners will analyze the budget and discuss what is available.

No action was required at the time of the meeting.

31. PERSONNEL ACTIONS OR CHANGES FOR THE MONTH OF MARCH 2015

County Manager Les Montoya advised the Commission Personnel actions or changes which have taken place in San Miguel County for the month of March 2015.

Motion made by Commissioner Ortiz to ratify the Personnel Actions. Second by Commissioner Sena. Motion carried.

32. SAN MIGUEL COUNTY MANAGER'S RECOMMENDATION TO RATIFY THE HIRING OF THE FOLLOWING INDIVIDUAL TO FILL THE VACANT POSITION OF OFFICE MANAGER WITH SAN MIGUEL COUNTY SHERIFF'S DIVISION AS PER THE RECOMMENDATION OF GARY GOLD, SAN MIGUEL COUNTY SHERIFF

APPOINTEE OF ELECTED OFFICIAL/EXEMPT EMPLOYEE:

ANDREA HERRERA-GABALDON-OFFICE MANAGER-EFFECTIVE DATE OF HIRE: APRIL 13, 2015-SALARY: \$30,000.00

County Manager Les Montoya advised the Commission Andrea Herrera-Gabalton will fill the vacant position of Office Manager with the San Miguel County Sheriff's Division due to the resignation of Iris Vigil.

Motion made by Commissioner Ulibarri to approve the hiring. Second by Commissioner Ortiz. Motion carried.

33. SAN MIGUEL COUNTY MANAGER'S RECOMMENDATION TO HIRE THE FOLLOWING INDIVIDUAL TO FILL THE VACANT POSITION OF DETENTION OFFICER AT THE SAN MIGUEL COUNTY DETENTION CENTER AS PER THE RECOMMENDATION OF PATRICK SNEDEKER, WARDEN/FACILITY ADMINISTRATOR

PROBATIONARY/FULL TIME EMPLOYEE:

JEFFREY PADILLA-DETENTION OFFICER-EFFECTIVE DATE OF HIRE: APRIL 27, 2015-PROBATIONARY SALARY: \$20,900.00

County Manager Les Montoya advised the Commission the detention officer position became vacant due to an employee resigning or has been dismissed from their position as detention officer.

Motion made by Commissioner Ulibarri to approve the hiring. Second by Commissioner Ortiz. Motion carried.

34. SAN MIGUEL COUNTY MANAGER'S RECOMMENDATION TO RATIFY THE HIRING OF THE FOLLOWING INDIVIDUAL TO FILL THE VACANT POSITION OF DEPUTY SHERIFF WITH SAN MIGUEL COUNTY SHERIFF'S DIVISION AS PER THE RECOMMENDATION OF GARY GOLD, SAN MIGUEL COUNTY SHERIFF

PROBATIONARY/FULL TIME EMPLOYEE:

**JERADE NIX-DEPUTY SHERIFF-EFFECTIVE DATE OF HIRE: APRIL 13, 2015-
PROBATIONARY SALARY: \$26,000.00**

County Manager Les Montoya advised the Commission the vacant position of deputy sheriff with the San Miguel County Sheriff's Division needs to be filled.

Motion made by Commissioner Ortiz to hire Jerade Nix. Second by Commissioner Ulibarri. Motion carried.

35. COUNTY MANAGER'S RECOMMENDATION TO HIRE THE FOLLOWING INDIVIDUAL TO FILL THE VACANT PART TIME POSITION OF CONVENIENCE CENTER OPERATOR AT THE PECOS CONVENIENCE CENTER AS PER THE RECOMMENDATION OF DENNIS ENGLISH, SMC EMERGENCY MANAGER

PROBATIONARY/PART-TIME EMPLOYEE:

**JOE LOPEZ-CONVENIENCE CENTER OPERATOR-EFFECTIVE DATE OF HIRE:
APRIL 28, 2015-PROBATIONARY SALARY: \$16,150.00**

County Manager Les Montoya advised the Commission Mr. Lopez will be hired to work 20 hours per week at the Pecos Convenience Center.

Motion made by Commissioner Ortiz to hire Mr. Lopez. Second by Commissioner Sena. Motion carried.

36. OUT OF STATE TRAVEL REQUEST-DETENTION LIEUTENANT STEVEN GARCIA-LESS LETHAL INSTRUCTOR RE-CERTIFICATION COURSE

Warden Snedeker advised the Commission Lieutenant Steven Garcia is the certified instructor for the detention center specific to chemical munitions/agents. Lt. Garcia will attend the instructor re-certification course of instruction in Canon City, Colorado, sponsored by Colorado Department of Corrections.

Motion made by Commissioner Ulibarri to approve out of state travel. Second by Commissioner Sena. Motion carried.

37. RATIFICATION OF SAN MIGUEL COUNTY SHERIFF'S OFFICE MANAGER JOB DESCRIPTION

Undersheriff Anthony Madrid advised the Commission the Sheriff's Office has revised the Office Manager Job description from non-exempt to exempt position, and is asking for ratification of said job description.

Motion made by Commissioner Ortiz to ratify office manager job description. Second by Commissioner Ulibarri. Motion carried

BOARD OF FINANCE MEETING

38. QUARTERLY REPORT FOR COMMISSIONER'S COLLECTIONS

Treasurer Bertha Bustamante presented the Treasurer's Monthly Report for the month of March 2015. This monthly report is presented for information only, and no action is sought from nor required of the Commission.

39. BUDGET ADJUSTMENT RESOLUTION 2015-04-14-F1

Finance Supervisor Melinda Gonzales advised the Commission there were three different changes. Ms. Gonzales is asking for an increase of the general fund to cover costs associated with Air Quality on the first floor and to cover costs associated with lights at the Bernal and Romeroville exit.

The second budget adjustment is in Fund 201. This is tied to a lease that Public Works is entering into with. Money will be received from Caterpillar to pay Wagner for the equipment and then we will enter into a lease agreement with Caterpillar for the equipment.

The third budget adjustment has to do with Cabo Lucero Volunteer Fire Department. In March, Ms. Gonzales incorrectly stated the amount of the Centurylink Grant as \$5,000.00, but should have been \$500.00.

Motion made by Commissioner Sena to approve Budget Adjustment Resolution. Second by Commissioner Ulibarri. Motion carried.

40. RECOMMENDATION MADE BY STAFF TO HIRE CLIFTONLARSONALLEN TO PERFORM THE FY 14/15 AUDIT

Finance Division Supervisor Melinda Gonzales advised the Commission the Finance office received notification from the State Auditor's Office to obtain auditing services for the Fiscal Year 14/15. Ms. Gonzales is asking to enter into the second year of the third year proposal.

Motion made by Commissioner Ortiz to approve recommendation to hire CliftonLarsonAllen to perform the FY 14/15 audit. Second by Commissioner Sena. Motion carried.

41. INDIGENT BURIAL PAYMENT TO BERNARDINELLI FAMILY FUNERAL SERVICES

Finance Supervisor Melinda Gonzales advised the Commission that the finance office has received, reviewed and processed one indigent burial payment and is seeking ratification from the Commission.

Motion made by Commissioner Sena to approve payment. Second by Commissioner Ulibarri. Motion carried.

42. ACCOUNTS PAYABLE LISTING ITEMS 2015-8-208 THROUGH 2015-8-351 AND ITEMS 2015-9-1 THROUGH 2015-9-256

Finance Division Supervisor Melinda Gonzales advised the Commission of all payments made from February 18, 2015 through March 23, 2015.

Motion made by Commissioner Ortiz to approve accounts payable as submitted by Ms. Gonzales. Second by Commissioner Sena. Motion carried.

43. CASH BALANCE REPORT AS OF MARCH 26, 2015

Finance Division Supervisor Melinda Gonzales advised the Commission of all payments made since the last regular meeting. Ms. Gonzales advised the balances reflected are unreconciled balances, and are done the following month.

For informational purposes only.

Executive/Closed Session

- A. Personnel Matters, as permitted by Section 10-15-1(H)(2) of the New Mexico Open Meetings Act, NMSA 1978.**
- B. Matters subject to the attorney client privilege pertaining to threatened or pending litigation in which SMC is or may become a participant, as permitted by Section 10-15-1(H)(7) of the New Mexico Open Meetings Act, NMSA 1978.**
- C. Matters pertaining to the discussion of the acquisition of real property, as permitted by Section 10-15-1(H)(8) of the Open Meetings Act, NMSA 1978.**

County Manager Les Montoya recommended to retire into Executive/Closed Session to discuss Personnel Matters, as permitted by Section 10-15-1(H) (2) of the New Mexico Open Meetings Act, NMSA 1978, matters subject to the attorney-client privilege pertaining to threatened or pending litigation in which SMC is or may become a participant, as permitted by Section 10-15-1(H) (7) of the New Mexico Open Meetings Act, NMSA 1978, and matters pertaining to the discussion of the acquisition or disposal of real property, as permitted by Section 10-15-1-(H)(8) of the Open Meetings Act, NMSA 1978, and matters pertaining to collective bargaining strategy preliminary to collective bargaining negotiations, as permitted by Section 10-15-1(H)(5) of the Open Meetings Act, NMSA 1978, as amended.

Motion made by Commissioner Ortiz to retire into Executive/Closed Session at 6:10 p.m. to discuss the matters outlined above by the County Manager. Second by Commissioner Ulibarri.

Commissioner Sena made a motion to return to regular session at 6:50 p.m. Second by Commissioner Ortiz. Motion carried.

The record will show that no action was taken in the Executive Session, and matters discussed in the closed meeting were limited to those specified in the motion for closure.

ADJOURNMENT

Commissioner Sena made a motion to adjourn. Second by Commissioner Ortiz. Motion carried. The meeting ended at 6:51 P.M.

Approved this _____ day of _____, 2015 as the Official Minutes of the Board of County Commissioners of San Miguel County, New Mexico, of its Regular Meeting held April 14, 2015.

Arthur J. Padilla, Chairman

Gilbert J.B. Sena, Vice-Chair

Rock G. Ulibarri, Commissioner

Marcellino A. Ortiz, Commissioner

Nicolas T. Leger, Commissioner

ATTEST

Geraldine E. Gutierrez, County Clerk

Minutes Submitted by Michelle J. Cordova