

**MINUTES OF REGULAR MONTHLY MEETING OF
SAN MIGUEL COUNTY BOARD OF COMMISSIONERS
HELD TUESDAY, DECEMBER 13, 2016 BEGINNING AT 2:00 P.M.**

CALL TO ORDER

The San Miguel County Board of Commissioners held its regular monthly meeting on Tuesday December 13, 2016, beginning at 2:00 p.m. The meeting convened at the San Miguel Administration Complex located at 500 West National Avenue, Suite 200, New Mexico 87701.

ROLL CALL:

Upon a call of the roll, Chairman Gilbert J.B. Sena present, Vice-Chairman Rock Ulibarri present, Commissioners Arthur J. Padilla present, Marcellino A. Ortiz present, and Nicolas T. Leger absent 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.

County Manager Les Montoya requested the County Commission observe a moment of silence for fellow colleague Kurt Parkinson. Mr. Montoya recognized Mr. Parkinson's outstanding service. Mr. Montoya, along with some staff informed the Commission of a recommendation submitted to the state in honor of Mr. Parkinson.

APPROVAL OF AGENDA

Motion made by Commissioner Marcellino Ortiz to approve the agenda. Second by Vice-Chairman Rock Ulibarri. Motion carried.

APPROVAL OF MINUTES

Motion made by Commissioner Marcellino Ortiz to approve the minutes of the Regular meeting held November 8, 2016. Second by Vice-Chairman Rock Ulibarri. Motion carried.

Motion made by Vice-Chairman Rock Ulibarri to approve the minutes of the Special Meeting held November 10, 2016. Second by Commissioner Arthur Padilla. Motion carried.

PRESENTATIONS

PRESENTATION: Recognition of Outgoing San Miguel County Commissioners for their years of dedicated service to the residents of San Miguel County

PRESENTER: Les W. J. Montoya

Mr. Montoya turned the presentation over to Human Resource Department. Human Resource Division Supervisor Eileen Sedillo who presented to the outgoing Commission tokens of appreciation for their dedicated

service to the County. Chairman Gilbert Sena service from January 1, 2013 to December 31, 2016 District 4, M
Commissioner Marcellino Ortiz service from January 1, 2009 to December 31, 2016 District 2, and
Commissioner Nicolas Leger service from January 1, 2009 to December 31, 2016 District 5.

PRESENTATION: Las Vegas Senior Life Community

PRESENTER: Roy Montibon and Ralph Bustos, SMC Planning and Zoning Division Supervisor

San Miguel Planning and Zoning Division Supervisor Ralph Bustos informed the Commission that Roy Montibon would be presenting a presentation on a Senior Living Community developed and constructed in our community for the elderly and disabled. The elderly assistance living side would consist of a 74 individual residency. The other side would house Alzheimer and Dementia individuals. The estimated cost of this project would consist of 20 million dollars. Mr. Roy Montibon informed the Commission that he is exploring various funding venues to develop this Senior Living Community in Las Vegas.

PRESENTATION: Quarterly update from the County Cooperative Extension Service Office

PRESENTER: Samantha Ortiz, Extension Agent

San Miguel County Extension Agent Samantha Ortiz informed the Commission of all the work she has done with the youth in our Community going back to the summer of this year.

PRESENTATION: Re-Accreditation of the San Miguel County Detention Center by the Adult Detention Professional Standards Council

PRESENTER: Patrick Snedeker, SMC Warden

San Miguel County Warden Patrick Snedeker informed the Commission that the San Miguel County Detention Center recently went through its 3 year Accreditation process with the New Mexico Association of Counties.

PRESENTATION: EDC Report on Old Wood Expansion results and future plans

PRESENTER: Bill Hendrickson EDC

Executive Director of the Las Vegas Development Corporation Bill Hendrickson informed the Commission on Old Wood LLC. Mr. Hendrickson informed the Commission that Old Wood LLC is a good company for Las Vegas and is doing well. It has not only created twenty more jobs but has also helped the environment.

PUBLIC INPUT FORUM

Barbara Jones addressed the Commission in behalf of her niece Christina Urioste who is incarcerated up in San Miguel County Detention Center. Ms. Jones also requested her niece be put in a rehab to help her with her drug addiction being that this was her first offense and feels that she could benefit best from this.

Crystal Urioste addressed the Commission in behalf of her sister Christina Urioste. She informed the Commission that her sister was not receiving adequate care at the detention center.

Manuel Garcia addressed the Commission on County civil matters.

Molly Scout addressed the Commission in support to Christina Urioste. Ms. Scout also addressed the issue of doing something for drug addiction in our community.

Richard Little addressed the Commission on the road maintenance on the Lake Cabin Site road.

BUSINESS

REGULAR ORDER

1. FAIR MARKET RENTS 2017, UTILITY ALLOWANCES 2017, UPDATED ADMINISTRATIVE PLAN

County Section 8 Acting Director Betty Valdez informed the Commission on the Fair Market Rents determination of eligibility of rental Housing subsidy for the Section 8 Housing Assistance Payment program. FMR's are gross rent estimates that include shelter rent and cost utilities. HUD determines how much of the rent is covered by those tenants on the Section 8 program. The Administrative Plan covers such things as: Selection and admission of applicant's from San Miguel County Housing Authority waiting list, issuing or denying vouchers and special rules for use of special purpose programs. HUD requires the Administrative Plan be approved annually or when revision occurs by the Board of Commission. Ms. Valdez requested the Commission approval of Fair Market Rents 2017.

Motion made by Commissioner Padilla to approve the Fair Market Rents 2017, Utility allowances 2017, Updated Administrative Plan. Second by Commissioner Ortiz. Motion carried.

2. SAN MIGUEL COUNTY HOUSING AUTHORITY HUD SECTION 8 ASSESSMENT PROGRAM (SEMAP) NOTIFICATION AND SCORE

San Miguel County Section 8 Acting Director Betty Valdez informed the Commission on Housing Authority HUD Section 8 Assessment Program (SEMAP) notification and score. Ms. Valdez informed the Commission on the timely housing quality inspections, performing of quality control inspections to ensure housing quality. County Housing Authority received an overall score of 92% on October 26, 2016 and is rated as a high performer. The "Higher Performer" rating often allows additional funding by HUD (if available) and gains trust from not only HUD but the public.

This was for informational purposes only.

3. CERTIFICATES OF NOMINATION TO THOSE SUCCESSFUL CANDIDATES FOR THE NOVEMBER 8, 2016 GENERAL ELECTION

San Miguel County Clerk Geraldine Gutierrez presented to the Commission certificates of nomination to those successful candidates for the November 8, 2016 General Election consisting of: Janice Varela District 2, Maria L Martinez County Commissioner District 4, Chris Najar County Commissioner District 5, Bertha Bustamante County Treasurer, and Geraldine E. Gutierrez County Clerk. Ms. Gutierrez requested the Commission approval and signature for the above mentioned incoming elected officials.

Motion made by Commissioner Padilla to approve the certificates of nomination to those successful candidates for the November 8, 2016 General Election. Second by Vice-Chairman Ulibarri. Motion carried.

4. SELECTION OF PROJECT FOR 2017 CDBG APPLICATION

San Miguel County Grants Writer Alex Tafoya informed the Commission that in 2015, the Board of County Commissioners selected the Upper town/San Antonio Road project for 2016 Community Development Block Grant application. Due to various delays in the CDBG project at the time, the County was not able to meet the threshold deadline for a 2016 application. DFA-Local Government Division has suggested that a public hearing once again be held and conducted in regards to the selection of a project for 2017 CDBG application. Mr. Tafoya requested the Commission adjourn from the regular meeting and call to order a public hearing.

Chairman Gilbert Sena requested to adjourn the meeting at 3:40 pm for a public hearing. Motion made by Vice Chairman Ulibarri to conduct a public hearing. Second by Commissioner Padilla. County Manager Les Montoya stated for the record mention to discuss previous, Gonzales Ranch, San Antonio projects, and the previously approved Upper Town project.

Motion made by Commissioner Padilla to return back to executive session at 3:49 pm. Second by Vice-Chairman Ulibarri.

Motion made by Commissioner Padilla to vote to continue with the Sabinoso Project. Second by Vice-Chairman Ulibarri. Motion carried.

Motion made by Commissioner Padilla to approve the Selection of project for 2017 CDBG application. Second by Vice-Chairman Ulibarri. Motion carried.

5. RESOLUTION NO 12-13-16 SECTION 3

San Miguel County Grants Writer Alex Tafoya informed the Commission of the Community Block Grant (CDBG) program which requires applicants and recipients of CDBG funds to adopt a Section 3 Plan by resolution annually, this plan encourages the use of small local businesses and the hiring of low income residents. Mr. Tafoya requested the Commission adopt Resolution NO. 12-13-16-SECTION 3 and authorize the County Manager Les Montoya to sign the Plan.

Motion made by Commissioner Padilla to approve Resolution NO 12-13-16-SECTION 3. Second by Commissioner Ortiz. Motion carried.

6. RESOLUTION NO. 12-13-16-CITIZEN PARTICIPATION PLAN

San Miguel County Grant Writer Alex Tafoya informed the Commission the Community Development Block Grant program requires that applicants for and recipients of CDBG funds adopt a Citizen Participation Plan by resolution on an annual basis. Mr. Tafoya requested the Commission adopt resolution NO 12-13-16-Citizen Participation Plan.

Motion made by Commissioner Padilla to approve the adoption of Resolution No.12-13-16-Citizen Participation Plan. Second by Vice-Chairman Ulibarri. Motion carried.

7. RESOLUTION NO. 12-13-16 PROCUREMENT

San Miguel County Grants Writer Alex Tafoya informed the Commission the Community Development Block Grant Program requires entities that apply for and receive CDBG Funds to establish and adopt a procurement policy annually by resolution. Mr. Tafoya requested the Commission adopt Resolution NO 12-13-16-Citizen Participation Plan.

Motion made by Commissioner Padilla to approve the adoption of Resolution No. 12-13-16-Procurement. Second by Vice-Chairman Ulibarri. Motion carried.

8. NEW MEXICO FIRE PROTECTION GRANT COUNCIL AWARD NOTICE

San Miguel County Fire Chief Mike Montano informed the Commission that we have received the Grant award notice from the New Mexico Public Regulation Commission, awarding the NMFP Grant for 2017, to Cabo Lucero VFD in the amount of \$100,000.00 with a 20% match. El Pueblo VFD in the amount of \$100,000.00 with a 20% match. La Placita VFD in the amount of \$92,750.00 with a 20% match. Mr. Montano requested the Commission to accept the NMFP 2017 Grant for a total of \$292,750.00 for Cabo Lucero, El Pueblo, and La Placita VFD's.

Motion made by Commissioner Padilla to approve the New Mexico Fire Protection Grant Council Award Notice. Second by Commissioner Ortiz. Motion carried.

9. AGREEMENT TO PROVIDE FUNDING TO SAMARITAN HOUSE INC. FOR 2017 COMMENCING ON DECEMBER 1, 2016 AND CONTINUING THROUGH DECEMBER 2017. FUNDING AMOUNT TOTALS \$ 15,000.00 FOR THE PURPOSE OF PROVIDING HOUSING ASSISTANCE AND OTHER SERVICES FOR THOSE WHO QUALIFY FOR SUCH ASSISTANCE.

San Miguel County Manager Les Montoya informed the Commission the County provided support to the Samaritan House Inc. in the fiscal year 2016. This contract expired November 30, 2016. Renewal of the agreement for 2017 is presented for review and consideration for approval by the Board of County Commissioners. Mr. Montoya requested the Commission review the Agreement with Samaritan House Inc. and consider approving there by authorizing the County Manager to execute the Agreement as presented.

Motion made by Commissioner Padilla to approve Agreement to provide funding to Samaritan House Inc. for 2017. Second by Commissioner Ortiz. Motion carried.

10. RESOLUTION NO.12-13-16 -RA02, ADDITION OF AVENIDA PASAR. A NEWLY NAMED PRIVATE ROAD TO THE OFFICIAL E-911 ROAD LIST OF SAN MIGUEL COUNTY, NEW MEXICO

San Miguel County Interim IT Supervisor Mario Vasquez informed the Commission that during a routine audit of San Miguel addressing data it was discovered that there are (4) addressed structures on a single road located off Camino de Pista in Tecolote New Mexico 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." Letters were sent to the residents on July 19,

2016, informing them of San Miguel County's intent to name the road. Only one of the four letters returned undeliverable. The remaining three current residents did not respond within the allotted 30 day period so therefore the name of "Avenida Pasar" has been suggested as the name for the road. 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. The \$100.00 fee has been waived because this road naming was required and not requested. Mr. Vasquez requested the Commission review and approved Resolution No. 12-13-16-RA02.

Motion made by Vice-Chairman Ulibarri to approve Resolution No. 12-13-16-RA02. Second by Commissioner Padilla. Motion carried.

11. RESOLUTION NO. 12-13-16 RA01; ADDITION OF COPPERHEAD RD. A NEWLY NAMED PRIVATE ROAD TO THE OFFICIAL E-911 ROAD LIST OF SAN MIGUEL COUNTY, NEW MEXICO

San Miguel County Interim IT Supervisor Mario Vasquez informed the Commission that during a routine audit of San Miguel addressing data, it was discovered that there were three addressed structures on a single road located off Camino de Leon in Tecolote, NM per San Miguel 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." Letters were sent to the residents on July 21, 2016 informing them of San Miguel County's intent to name the road. The residents returned a road naming petition and all the current residents agreed to the name "Copperhead." 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. The \$100.00 fee has been waived because this road name was required not requested. Mr. Vasquez requested the Commission review and approved Resolution 12-13-16 RA01.

Motion made by Vice-Chairman Ulibarri to approve Resolution NO 12-23-16-RA01. Second by Commissioner Padilla. Motion carried.

12. RESOLUTION NO. 12-13-16-RA03; ADDITION OF DEAD HORSE RANCH A NEWLY NAMED PRIVATE ROAD TO THE OFFICIAL E-911 ROAD LIST OF SAN MIGUEL COUNTY, NEW MEXICO

San Miguel County Interim IT Supervisor Mario Vasquez informed the Commission that during a routine audit of San Miguel County addressing data it was discovered that there are nine addressed structures on a single road located off Frontage Road 2116 Bernal NM per San Miguel Ordinance NOSMC-07-13-99-ORD-2, section 4.1-C; proposed to San Miguel Board of County Commissioners please review and take appropriate action on the 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." Letters were sent to the Ranch on July 14, 2016 informing them of San Miguel County's intent to name the road. The ranch Foreman Jack Skinner returned a road name petition and a letter from the ranch owner allowing him to assign the name of "Dead Horse Ranch" and sign the petition on his behalf. This name has been determined to be acceptable by SMC Rural Addressing staff per San Miguel County Ordinance NO-07-13-99-ORD-2. The \$100.00 fee had been waived because the name change was required not requested. Mr. Vasquez requested that the Commission approve Resolution NO 12-13-16-RA03.

Motion made by Vice-Chairman Ulibarri to approve Resolution NO 12-13-16-RA03. Second by Commissioner Padilla. Motion carried.

13. RESOLUTION NO. 12-13-16-RA 04; ADDITION OF MAVERICK LN. A NEWLY NAMED PRIVATE ROAD TO THE OFFICIAL E-911 ROAD LIST OF SAN MIGUEL COUNTY, NEW MEXICO

San Miguel County Interim IT Supervisor Mario Vasquez informed the Commission that during a routine audit of San Miguel County addressing data, it was discovered that there are (3) addressed structures on a single road located off County Road B26B near Los Montoyas, NM 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.” Letters were sent to the residents on September 2, 2016 informing them of San Miguel County’s intent to name the road. The residents returned a road naming petition and all the current residents agreed to the name “Maverick LN.” 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. The \$100.00 fee has been waived because the name change was required and not requested by the residents. Mr. Vasquez requested that the Commission approve Resolution NO 12-13-16-RA04.

Motion made by Vice-Chairman Ulibarri to approve Resolution No. 12-13-16-RA04. Second by Commissioner Padilla. Motion carried.

14. RESOLUTION NO. 12-13-16-RA05; ADDITION OF ZEPHYR DR. A NEWLY NAMED PRIVATE ROAD TO THE OFFICIAL E-911 ROAD LIST OF SAN MIGUEL COUNTY, NEW MEXICO

San Miguel County Interim IT Supervisor Mario Vasquez informed the Commission that during a routine audit of San Miguel County addressing data, it was discovered that there are three addressed structures on a single road located off La Manga Trail in La Manga NM 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 the 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.” Letters were sent to the residents on August 12, 2016 informing them of San Miguel County’s intent to name the road. The deadline to submit a petition to select a different road name was September 16, 2016. None of the current residents responded within the allotted 30 day period, the name of “Zephyr Dr.” is suggested as the name for the road. This name has been determined to be acceptable by SMC Rural Addressing staff per San Miguel County Ordinance NO SMC-07-13-9-ORD-2. The \$100.00 fee has been waived because the road naming was required and not requested by the residents. Mr. Vasquez requested the Commission approve Resolution No 12-13-16-RA05.

Motion made by Vice-Chairman Ulibarri to approve Resolution NO 12-13-16-RA05. Second by Commissioner Padilla. Motion carried.

15. RESOLUTION NO 12-13-16 RA06; ADDITION OF SUNFLOWER DRIVE A NEWLY NAMED PRIVATE ROAD TO THE OFFICIAL E-911 LIST OF SAN MIGUEL COUNTY, NEW MEXICO

San Miguel County Interim It Supervisor Mario Vasquez informed the Commission that during a routine audit of San Miguel County Addressing data, it was discovered that there are four addressed structures on a single road located off Highway 84 near Los Montoyas per the 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 actions 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.” Letters were sent to the residents on July 21, 2016 informing them of San Miguel County’s intent to name the road. The deadline to submit a petition to select a different road name was September 16, 2016. None of the current residents responded within the allotted 30 day period, the name of “Sunflower Drive” is suggested at the name of the road. 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. The \$100.00 fee was waived because this road name was required not requested. Mr. Vasquez requested the Commission approve the Resolution NO 12-13-16 RA06.

Motion made by Vice-Chairman Ulibarri to approve Resolution NO 12-13-16-RA06. Second by Commissioner Padilla. Motion carried.

16. MOU (MEMORANDUM OF UNDERSTANDING) –ESTABLISHING PROCEDURES FY16 ASSISTANCE TO FIRE FIGHTERS GRANT

San Miguel County Fire Chief Mike Montano informed the Commission of the purpose of the MOU is to establish activities and responsibilities to the FY16 Assistance to Firefighters Grant. This MOU is made and entered into by and between San Miguel County, New Mexico, and the following entities: Cabo Lucero VFD, Gallinas VFD, La Placita VFD, Rowe VFD, and Trementina VFD. Mr. Montano requested the Commission approval to enter into agreement to Memorandum of Understanding.

Motion made by Commissioner Ortiz to approve MOU establishing procedures FY16 Assistance to Firefighters Grant. Second by Vice-Chairman Ulibarri. Motion carried.

17. RESOLUTION NO. 12-13-16 CM-RECOGNIZING THE VALUE OF NATIONAL PUBLIC LANDS TO SAN MIGUEL COUNTY

San Miguel County Vice-Chairman Rock Ulibarri informed the Commission recently he met with Mr. Olivas to discuss the values of national public lands to San Miguel. The discussion was informative and extensive knowledge was shared regarding national public lands to San Miguel County. Mr. John Olivas informed the Commission of the Resolution to keep Federal Lands and not transfer to the state. Mr. Olivas stated that we need the Federal lands to remain the same. Mr. Olivas requested the Commission read the Resolution, discuss and approve said Resolution.

Motion made by Vice-Chairman Ulibarri to approve Resolution NO 12-13-16-CM. Second by Commissioner Padilla. Motion carried.

18. OUT OF STATE TRAVEL FOR DANIEL ATENCIO AND XAVIER SMITH-SHERIDAN FIRE DEPARTMENT

San Miguel County Fire Chief Mike Montano informed the Commission the Sheridan VFD ordered a new Mini Pumper Brush Truck. The truck was purchased through IFB. The awarded vendor is Fouts Brothers, from Smyrna Georgia. Mr. Montano informed the Commission the truck is ready, and two Sheridan Fire Volunteers Daniel Atencio and Xavier Smith will travel to La Grange Texas to pick up the truck and drive it back. Mr. Montano requested the Commission ratification of out of state/travel for Sheridan Fire Chief Daniel Atencio and Sheridan Fire Volunteer Xavier Smith.

Motion made by Commissioner Padilla to approve the Out of State/Travel for Daniel Atencio and Xavier Smith. Second by Commissioner Ortiz. Motion carried.

**19. OUT OF STATE TRAVEL REQUEST- DETENTION SERGEANT JESUS ROMERO-
CONTROLLED FORCE DEFENSE TACTICS INSTRUCTOR CERTIFICATION-LEVEL 1& 2
RE-CERTIFICATION TRAINING**

San Miguel County Warden Snedeker informed the Commission Detention Sergeant Jesus Romero is the Certified Defensive Tactics Instructor for the San Miguel County Detention Center. Mr. Snedeker informed the Commission that Sergeant Romero will attend the Instructor Re-Certification Course of Instruction in El Paso, Texas, sponsored by Controlled Force. Mr. Snedeker requested the Commission review and approve the Out of State travel request for Detention Sergeant Jesus Romero.

Motion made by Commissioner Ortiz to approve the Out of State travel request for Detention Sergeant Jesus Romero. Second by Commissioner Padilla. Motion carried.

20. ROAD PETITION CR 16-006-BIG MESA AREA/CABIN SITE SUBDIVISION

San Miguel County Planning and Zoning Division Supervisor Ralph Bustos informed the Commission that San Miguel County received a petition from several residents of the Conchas Lake Cabin Sites, which is referred as the Cabin Site Subdivision in the petition, requesting that four roads in that area be established as public roads and be maintained by the County. The County Road viewers held and conducted a public road viewing on November 9, 2016 and their recommendations are being submitted for consideration. Mr. Bustos requested the Commission conduct a public hearing and accept comments, review the recommendations of the Road Viewers, and take action to approve or deny the petition request.

Chairman Sena called a public hearing and asked if there was anyone who was for or against this road petition. Richard Little- was in favor of this road maintenance.

Bob Winters- opposed, stated that these roads do not meet the standards.

Daniel Encinias- (County road wrecker operator) opposed, do not accept these roads as County Roads.

Motion made by Commissioner Padilla to not accept these roads at this time. Second by Commissioner Ortiz. Motion carried.

**21. AGREEMENT FOR JUVENILE DETENTION-SAN MIGUEL COUNTY, NEW MEXICO, AND
TAOS COUNTY, NEW MEXICO**

San Miguel County Warden Patrick Snedeker informed the Commission that an agreement for Juvenile Detention for the housing and care of San Miguel County Juvenile detainees at the Taos County Juvenile Detention Center is presented for San Miguel County Commission review and approval. The cost per day for each juvenile detained is \$130.00 plus a \$10.00 booking fee. Mr. Snedeker requested the Commission review and approve the Agreement for San Miguel County Juvenile Detainees housing in Taos County.

Motion made by Commissioner Padilla to approve Agreement for Juvenile Detention housing in Taos County. Second by Commissioner Ortiz. Motion carried.

22. PROCLAMATION #DWI-12-13-16 DWI AWARENESS MONTH DECEMBER 2016

San Miguel County DWI Coordinator Yolanda Cruz informed the Commission that San Miguel County is being asked to join with the New Mexico DWI Coordinators Affiliates to support their efforts to reduce DWI crashes, DWI fatalities and the use of alcohol by residents throughout the State. Ms. Cruz requested the Commission read and approve Resolution declaring December 2016 as DWI Awareness Month.

Motion made by Commissioner Padilla to approve Proclamation #DWI-12-13-16 DWI Awareness Month December 2016. Second by Commissioner Ortiz. Motion carried.

23. 1ST EXTENSION AGREEMENT BY AND BETWEEN SAN MIGUEL COUNTY, NEW MEXICO AND MORA COUNTY, NEW MEXICO, FOR CONFINEMENT OF MORA COUNTY PRISONERS, AT THE SAN MIGUEL COUNTY DETENTION CENTER.

San Miguel County Warden Patrick Snedeker informed the Commission the 1st Extension Agreement between San Miguel County, New Mexico and Mora County New Mexico for the confinement of Mora County prisoners at the San Miguel County Detention Center is presented for San Miguel County Commission review and approval. The cost per day to house a prisoner is ninety dollars (\$90.00) along with a twenty dollar (\$20.00) booking fee. Mr. Snedeker requested the Commission review and approve the 1st Extension Agreement.

Motion made by Commissioner Padilla to approve the 1st Extension Agreement by and between San Miguel County and Mora County. Second by Commissioner Ortiz. Motion carried.

24. AMENDMENT TO MOU-LUNA COMMUNITY COLLEGE AND SAN MIGUEL COUNTY DETENTION CENTER-ADULT EDUCATION CLASSES

San Miguel County Warden Patrick Snedeker informed the Commission of an amendment to the MOU between Luna Community College and the San Miguel County Detention Center, for the provision of Adult Education Classes to detainees. The amendment provides additional services, specifically a Heavy Equipment Certification Program, and Program Simulator Equipment, including instructor, at no additional cost to the San Miguel County Detention Center. Mr. Snedeker requested the Commission review and approve the Amendment to MOU-Luna Community College and San Miguel County Detention Center-Adult Education Classes.

Motion made by Commissioner Padilla to approve the Amendment for San Miguel Detention Center-Adult Education Classes. Second by Commissioner Ortiz. Motion carried.

25. DETENTION CENTER BILLING-OUTSTANDING BALANCES-NOT COLLECTABLE

San Miguel County Warden Patrick Snedeker informed the Commission of a list of outstanding balances has been composed specifying the housing/care of other 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. Snedeker requested the Commission approval to declare the balances as uncollectable and to remove such from any future outstanding balance reports.

Motion made by Commissioner Padilla to approve the Detention Center Billing. Second by Vice-Chairman Ulibarri. Motion carried.

26. REQUEST FOR SPECIAL MEETINGS OF THE SAN MIGUEL COUNTY BOARD OF COUNTY COMMISSIONERS

San Miguel County Manager Les Montoya informed the Commission the 2017 Legislative session is approaching. Mr. Montoya stated the Special Meetings are necessary due to timelines that must be adhered to. The first meeting is the Legislative Breakfast 2017 Capital Outlay Request to be held on December 20, 2016 at 7:00 AM at the Spic & Span. The purpose of this meeting is to present the 2017 Capital Outlay requests to local area legislators. The second meeting is due to an appeal regarding Conditional Use Permit CU-0245 in the Bernal area. This meeting will be conducted on December 28, 2016 at 9:00 AM at the San Miguel County Board of Commissioners Chambers.

Chairman Sena Stated the Commission would go ahead and set up those meetings.

27. PUBLIC SERVICE DIVISION REPORT FOR THE MONTH OF NOVEMBER 2016

San Miguel County Public Service Operations Division Supervisor Arnold Lopez informed the Commission the monthly report regarding maintenance, blading of County roads and any special projects.

Discussion ensued.

28. SAN MIGUEL COUNTY MANAGER'S RECOMMENDATION FOR APPROVAL OF THE GOVERNING HOLIDAYS FOR CALENDAR YEAR 2017

San Miguel County Manager Les Montoya informed the Commission of Resolution NO SMC-RES-12-13-Governing Holidays for Calendar Year 2017. Mr. Montoya requested the Commission approval of the Resolution.

Motion made by Commissioner Padilla to approve the Governing Holidays for Calendar Year 2017. Second by Vice-Chairman Ulibarri. Motion carried.

29. PERSONNEL ACTIONS OR CHANGES FOR THE MONTH OF NOVEMBER 2016

San Miguel County Human Resource Division Supervisor Eileen Sedillo informed the Commission of the personnel actions or changes which have taken place in San Miguel County for the Month of November 2016 are submitted for ratification and approval by the San Miguel County Board of Commissioners. Ms. Sedillo requested the Commission approve and ratify the personal actions for the month of November 2016.

Motion made by Commissioner Padilla to approve and ratify the personnel actions for the month of November 2016. Second by Commissioner Ortiz

30. SAN MIGUEL COUNTY MANAGER'S RECOMMENDATION TO RATIFY THE HIRING OF 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

San Miguel County Manager Les Montoya informed the Commission on the recommendation to ratify the hiring of the following individuals below to fill the vacant position of detention officer at the San Miguel County Detention center as per the recommendation of Warden/Facility Administrator Patrick Snedeker. Mr. Montoya requested the Commission approve the ratification and hiring of the following individuals.

DAVID LUCERO- DETENTION OFFICER- EFFECTIVE DATE OF HIRE: NOVEMBER 21, 2016- PROBATIONARY SALARY: \$20,900.00

JERRY MONTANO- DETENTION OFFICER-EFFECTIVE DATE OF HIRE: DECEMBER 5, 2016- PROBATIONARY SALARY: \$20,900.00

JOSHUA MARTINEZ-DETENTION OFFICER-EFFECTIVE DATE OF HIRE: DECEMBER 5, 2016- PROBATIONARY SALARY: \$20,900.00

Motion made by Commissioner Ortiz to approve the ratification to hire the above three individuals. Second by Vice-Chairman Ulibarri. Motion carried.

31. SAN MIGUEL COUNTY MANAGER'S RECOMMENDATION TO HIRE THE FOLLOWING INDIVIDUAL TO FILL THE POSITION OF SKILLED LABORER WITH THE SAN MIGUEL COUNTY PUBLIC SERVICE OPERATIONS DIVISION SUPERVISOR

PROBATIONARY FULL TIME EMPLOYEE

SAMUEL J. SALAZAR-SKILLED LABORER-EFFECTIVE DATE OF HIRE: DECEMBER 19, 2016-PROBATIONARY

San Miguel County Manager Les Montoya informed the Commission of the recommendation to hire the above individual to fill the position of Skilled Laborer with the San Miguel County Public Service Operations Division Supervisor. Mr. Montoya requested the Commission approve the recommendation to hire the above individual.

Motion made by Vice-Chairman Ulibarri to hire the above individual. Second by Commissioner Padilla. Motion carried.

32. SAN MIGUEL COUNTY MANAGER'S RECOMMENDATION TO RATIFY THE HIRING OF THE FOLLOWING INDIVIDUAL TO FILL THE POSITION OF PROJECT INSPECTION WITH THE SAN MIGUEL COUNTY PUBLIC SERVICE OPERATIONS DIVISION AS PER THE RECOMMENDATION OF MORRIS MADRID, SAN MIGUEL COUNTY PUBLIC SERVICE OPERATIONS SUPERVISOR

CASUAL EMPLOYEE:

BARNEY J SALAZAR-PROJECT INSPECTOR-DATE OF HIRE: December 5, 2016-HOURLY SALARY: \$18:00

San Miguel County Manager Les Montoya informed the Commission of the recommendation to ratify the hiring of the above individual to fill the position of project inspection with the San Miguel County Public Service Operations Division as per the recommendation of Morris Madrid, San Miguel County Public Service Operations Supervisor. Mr. Montoya requested the Commission approve the recommendation to ratify the hiring of the above individual.

Motion made by Commissioner Padilla to approve the recommendation to ratify the hiring of the above individual. Second by Vice-Chairman Ulibarri. Motion carried.

33. SAN MIGUEL COUNTY MANAGER'S RECOMMENDATION TO HIRE THE FOLLOWING INDIVIDUAL TO FILL THE TEMPORARY PART TIME FINANCIAL SPECIALIST 111 POSITION WITH THE SAN MIGUEL COUNTY FINANCE DIVISION AS PER THE RECOMMENDATION OF MELINDA GONZALES, SAN MIGUEL COUNTY FINANCE DIVISION SUPERVISOR

TEMPORARY/PART TIME EMPLOYEE

HARRY C. ANDERSON-FINANCIAL SPECIALIST III-DATE OF HIRE: DECEMBER 19, 2016-HOURLY SALARY: \$25.00

San Miguel County Manager Les Montoya informed the Commission of the recommendation to hire the above individual to fill the temporary part time Financial Specialist position with the San Miguel County Finance Division. Mr. Montoya requested the Commission approval to ratify the hiring of the above individual.

Motion made by Vice-Chairman Ulibarri to approve the recommendation to hire the above individual. Second by Commissioner Padilla. Motion carried.

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

ANAYELI RIVERA-OFFICE MANAGER/ADMINISTRATIVE ASSISTANT-DATE OF HIRE: DECEMBER 19, 2016-ANNUAL SALARY \$30,000.00

San Miguel County Manager Les Montoya informed the Commission of the recommendation to hire the above individual to fill the vacant position of Office Manager with the San Miguel County Sheriff's Division as per the recommendation of San Miguel County Sheriff Gary Gold. Mr. Montoya requested the Commission approval to ratify the hiring of the above individual.

Motion made by Commissioner Padilla to approve the recommendation to hire the above individual. Second by Commissioner Ortiz. Motion carried.

35. BANK TRANSFERS FOR THE MONTH OF NOVEMBER 2016

San Miguel County Treasurer Bertha Bustamante informed the Commission of all Bank Transfers made for the Month of November 2016. Ms. Bustamante informed the Commission that the following transfers took place for the month of November 2016; wire transfers (2), payroll (2), and (4) internal transfers.

This was for informational purposes only.

36. RESOLUTION 2016-12-13-F1 BUDGET ADJUSTMENTS

San Miguel County Finance Division Supervisor Melinda Gonzales informed the Commission of the following budget adjustments. Audit adjustments to close the fiscal year, Budget Adjustment to the FUND 305 Grant amount, Adjustment to Fire Funds (DFA SR209/SR222). Ms. Gonzales requested the Commission review and approve Resolution 2016-12-13 F1 Budget Adjustments.

Motion made by Commissioner Padilla to approve Resolution 2016-12-13-F1. Second by Commissioner Ortiz. Motion carried.

37. INDIGENT BURIAL-NELSON FUNERAL HOME

San Miguel County Finance Division Supervisor Melinda Gonzales informed the Commission that the Finance Office has received, reviewed and processed an Indigent Burial payment to Nelson Funeral Home. Ms. Gonzales requested the Commission ratify the Indigent Burial.

Motion made by Vice-Chairman Ulibarri to approve the Indigent Burial to Nelson Funeral Home. Second by Commissioner Padilla. Motion carried.

38. IMUS TRAINING REQUEST FOR SAMANTHA ARMIJO

San Miguel County Finance Division Supervisor Melinda Gonzales informed the Commission that Ms. Armijo has been taking courses at Luna Community College with the intent of receiving a Business Management Certificate. This education would help her with her job in the Solid Waste Department. Ms. Armijo is seeking permission to take an English course during working hours, which would be held 10:00 am to 10:50 am Monday, Wednesday and Friday. This is during the time frame that she works as an Administrative Assistant to the Probate Judge. The judge has assured that this will not interfere with her job duties and is agreeable to her taking this time. Ms. Gonzales is requesting the Commission allow Samantha Armijo the time to take the class and to reimburse upon successfully completion of this course.

Motion made by Vice-Chairman Ulibarri to approve the Imus Training for Samantha Armijo. Second by Commissioner Padilla. Motion carried.

39. CASH BALANCE REPORT

San Miguel County Finance Division Supervisor Melinda Gonzales informed the Commission of the unreconciled cash balance as of 11-17-16.

This was for informational purposes only.

40. ACCOUNTS PAYABLE REPORT FOR THE PERIOD OF OCTOBER 24, 2016 THROUGH NOVEMBER 24, 2016 AND THE HOUSING REGISTER FOR THE MONTH OF OCTOBER 2016

San Miguel Finance Division Supervisor Melinda Gonzales informed the Commission of the present payments made during the period of October 24, 2016 through November 17, 2016 and to present the Housing Payment Register for the month of October 2016 as processed by Bernalillo County on behalf of San Miguel County. Ms. Gonzales is requesting the Commission review and approve the Accounts Payable Report.

Motion made by Vice-Chairman Ulibarri to review and approve the Accounts Payable Report. Second by Commissioner Ortiz. Motion carried.

Executive/Closed Session

- A. Limited Personnel Matters, ads permitted by NMSA 1978, Section 10-15-1(H)(2) (as amended) of the Open Meeting Act. More specifically, Personnel Matters regarding specific County Employees.**
- B. 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, threatened and potential civil litigation claims against the County.**
- C. Bargaining Strategy Preliminary to Collective Bargaining Negotiations, as permitted by NMSA 1978, Section 10-15-1(H)(5) (as amended) of the Open**

Roll Call:

Chairman Gilbert J. B. Sena Yes
Vice-Chairman Rock G. Ulibarri Yes
Commissioner Marcellino Ortiz Yes
Commissioner Arthur J. Padilla Yes
Commissioner Nicolas T. Leger No

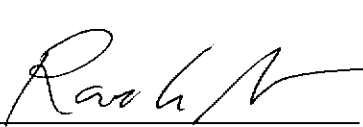
Motion made by Commissioner Padilla to go into Executive/Closed session at 5:07 P.M. Second by Vice-Chairman Ulibarri. Motion carried.

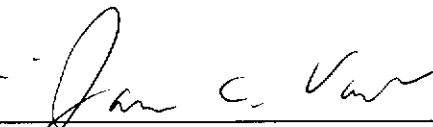
Motion made by Commissioner Padilla to come out of Executive Session at 5:20 P.M. Second by Vice-Chairman Ulibarri.


ADJOURNMENT

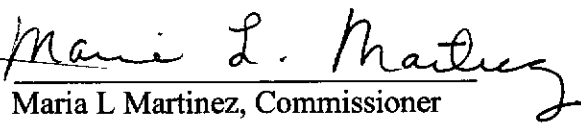
Motion made by Vice-Chairman Ulibarri to adjourn the meeting at 5:21 P.M. Second by Commissioner Padilla.


Approved this ^{10th} ~~January~~ ^{January} day of 10th, 201~~7~~ as the Official Minutes of the Board of County Commissioners of San Miguel County, New Mexico, of its Regular Meeting held December 13, 2016.

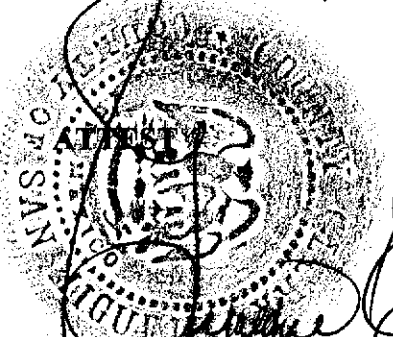
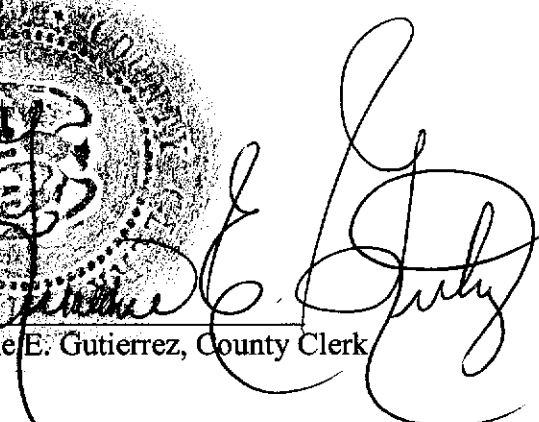

Rock G. Ulibarri, Commissioner
District 1

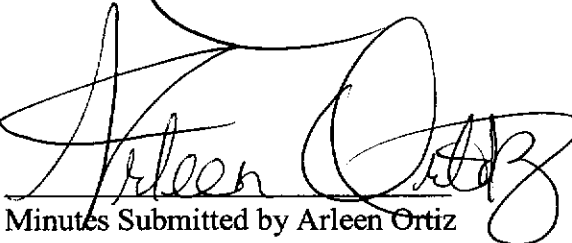

Janice C. Varela, Commissioner
District 2


Arthur J. Padilla, Commissioner
District 3


Maria L. Martinez, Commissioner
District 4


Chris A. Najar, Commissioner
District 5



Geraldine E. Gutierrez, County Clerk


Minutes Submitted by Arleen Ortiz