

**MINUTES OF REGULAR MONTHLY MEETING OF
SAN MIGUEL COUNTY BOARD OF COMMISSIONERS
HELD TUESDAY, APRIL 12, 2016 BEGINNING AT 2:00 P.M.**

CALL TO ORDER

The San Miguel County Board of Commissioners held its regular monthly meeting on Tuesday, April 12, 2016, 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 Gilbert J.B. Sena, Vice-Chairman Rock Ulibarri, and Commissioners Rock G. Ulibarri, Arthur J. Padilla, Marcellino A. Ortiz, and Nicolas T. Leger were 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

San Miguel County Manager Les Montoya advised the Commission to move item #20-**RESOLUTION NO. 04-12-2016-SMC HEALTH CARE STUDY GROUP** to item #2.

Chairman Sena called for a moment of silence in remembrance of Mr. Willie Salas and Mrs. Desiree Castillo and her unborn child.

Motion made by Commissioner Leger to approve agenda with amendment. Second by Commissioner Ortiz. Motion carried.

APPROVAL OF MINUTES

Motion made by Commissioner Ulibarri to approve the minutes of the regular monthly meeting held March 8, 2016. Second by Commissioner Padilla. Motion carried.

Motion made by Commissioner Ortiz to approve the minutes of the special meeting held March 15, 2016. Second by Commissioner Ulibarri. Motion carried.

PRESENTATIONS:

EDC Executive Director Bill Hendrickson presented the EDC Contract Quarterly Report. Mr. Hendrickson presented the upcoming events and projects he is making progress on.

County Manager Les Montoya advised the public that the County provides public funds for the EDC for Economic Development Purposes in the County.

INTRODUCTION OF NEW SAN MIGUEL COUNTY EMPLOYEE:

ELIZABETH PINO-FIRST DEPUTY ASSESSOR-SAN MIGUEL COUNTY ASSESSOR'S DEPARTMENT-APPOINTEE OF ELECTED OFFICIAL/EXEMPT EMPLOYEE

PUBLIC INPUT FORUM

The public input forum began at 2:25 p.m., and the following persons addressed the Commission, the subject of their comments indicated parenthetically following each name: **Carmen Stone**(concerns with closing of OB services at Alta Vista Regional Hospital); **Naomi Swinton**(local health care issues); **Muina Arthur**(commend the Commissioners on immediate response to OB closing); **Catherine Conn**(focus on youth); **Salvador Higgins**(sang to the Commission, fracking); **Manuel Garcia**(putting County road C53 on road log, AVRH); **Pat Leehan**(supports reintegration center naming, health care); **Jody Stege**(commended the Commission on dental donation, obstetrics closing); **Sally Whitters**(marketing campaign); **Yvonne Cartee**(obstetrics closing); **Connie Trujillo**(obstetrics closing); **Tara Trudell**(obstetrics); **Mike Anaya**(running for Senate District 39); **Joan Cronn**(obstetrics closing); **Lori McKyver**(AVRH)

The public input forum ended at 3:19 p.m.

REGULAR ORDER

1. RESOLUTION NO-4-12-2016-CM-NATIONAL COUNTY GOVERNMENT MONTH

County Manager Les Montoya advised the Commission the National Association of Counties (NACO) is recognizing April 2016 as National County Government month.

Office of Emergency Management Kurt Parkinson informed the Commission of services his office is responsible for.

Motion made by Commissioner Padilla to approve Resolution. Second by Commissioner Ortiz. Motion carried.

At this time the Commission moves to Item #20-**RESOLUTION NO. 04-12-2016-SMC HEALTH CARE STUDY GROUP**

2. RATIFICATION OF RESOLUTION NO. 04-05-2016-CM-RECOGNITION DAY FOR NATIONAL SERVICE-APRIL 5, 2016

Chairman Gilbert J.B. Sena advised the Commission that he requested the County become involved in Recognition Day for National Service by preparing the attached Resolution to be presented on April 7, 2016 at Luna Community College.

Motion made by Commissioner Padilla to approve the Resolution. Second by Commissioner Ulibarri. Motion carried.

3. NAMING OF SAN MIGUEL COUNTY 12 BED REINTEGRATION CENTER FACILITY THE STEVE B. FLORES REINTEGRATION CENTER FACILITY

Vice-Chair Rock Ulibarri advised the Commission of this written recommendation to name the Reintegration center in honor of Mr. Steve B. Flores and family.

County Attorney Marc Grano opens public hearing at this time. The time will show 3:40 p.m.

In favor: Sara Parsons, Catherine Conn, Sebastian Flores, Steve Flores, Jr., Patrick Snedeker, Rock Ulibarri, no opposition.

Motion made by Commissioner Padilla to name the Reintegration Center Facility as recommended and requested staff to present a Resolution at next meeting to officially name the facility. Second by Commissioner Ulibarri. Motion carried.

4. FAIR HOUSING PROCLAMATION RECOGNIZING APRIL AS FAIR HOUSING MONTH

SMC Planning and Zoning Alex Tafoya advised the Commission San Miguel County has received Community Development Block Grant funds. A requirement of receiving such funds is to recognize fair housing as a right guaranteed to all Americans.

Motion made by Commissioner Padilla to approve to adopt proclamation designating April as Fair Housing Month. Second by Commissioner Ortiz. Motion carried.

5. RENEWAL OF AGREEMENT WITH JCG PLUMBING

SMC Planning and Zoning Division Supervisor Alex Tafoya advised the Commission San Miguel County has an agreement with JCG Plumbing for plumbing services. The term of the agreement is four (4) years, renewable on an annual basis. JCG Plumbing has indicated that they wish to renew the agreement for a second year beginning May 1, 2016.

Motion made by Commissioner Padilla to renew the agreement. Second by Commissioner Ortiz. Motion carried.

6. RENEWAL OF AGREEMENT WITH JEFFREY'S PLUMBING AND HEATING

SMC Planning and Zoning Division Supervisor Alex Tafoya advised the Commission San Miguel County has an agreement with Jeffrey's Plumbing and Heating for plumbing services. The term of the agreement is four (4) years, renewable on an annual basis. Jeffrey's Plumbing and Heating has indicated that they wish to renew the agreement for a second year beginning May 1, 2016.

Motion made by Commissioner Padilla to renew the agreement. Second by Commissioner Ortiz. Motion carried.

7. AMENDED AGREEMENT FOR INDEPENDENT CONTRACTUAL SERVICES WITH PAUL MAES-SAN MIGUEL COUNTY CLERK'S OFFICE

SMC Clerk Geraldine E. Gutierrez advised the County Clerk's Office has had an agreement with Paul Maes to provide services as outlined in the attached agreement. The agreement is amended and requires approval.

Motion made by Commissioner Padilla to approve the amended agreement as submitted. Second by Commissioner Ortiz. Motion carried.

8. AGREEMENT WITH GL ENVIRONMENT FOR OIL AND GAS MANAGEMENT ENGINEERING SERVICES

SMC Planning and Zoning Division Supervisor Alex Tafoya advised the Commission at the February 9, 2016 County Commission meeting, direction was given to County staff by the Board of County Commissioners to enter into contract negotiations with GL Environmental for oil and gas management services. An agreement between San Miguel County and GL Environmental has been prepared and is being submitted for review, consideration and approval.

Motion made by Commissioner Padilla to approve the agreement. Second by Commissioner Ortiz. Motion carried.

9. PNM POWER UP GRANT APPLICATION-OUTDOOR SEATING AND GATHERING AREA

SMC Planning and Zoning Supervisor Alex Tafoya advised the Commission the County learned of available grant funding through the PNM Power Up Grant program for projects that support community and neighborhood revitalization, area improvements and create meaningful public places such as a park, play area revitalization, outdoor area for public events and landscaping projects. County staff met with the County Manager and determined that an outdoor seating and gathering area within the landscaped portion of the County Administrative Complex would be a project for which to submit an application. County staff prepared and submitted an application for the amount of \$18,380.00.

Motion made by Commissioner Ortiz to ratify the action taken by County staff in preparing and submitting an application to the PNM Power Up Grant Program. Second by Commissioner Ulibarri. Motion carried.

10. PRELIMINARY ENGINEERING REPORT MECHANICAL BIOLOGICAL TREATMENT FACILITY

SMC Planning and Zoning Supervisor Alex Tafoya advised the Commission Souder Miller and Associates has completed its revisions to the Preliminary Engineering Report (PER) for the Northeastern New Mexico Regional Mechanical Biological Treatment Facility. In order to inform the Board of County Commissioners of the revisions and contents of the PER, Souder Miller and Associates has been asked to bring the Board of County Commissioner and interested public up to date on the final PER.

Souder Miller and Associates Project Manager Ramon Lucero summarized planning the Mechanical Biological Treatment Operation. Mr. Lucero advised the PER concluded the facility is not feasible to develop as planned.

Commission Ulibarri advised he did some research and found some of the information provided in the PER was not consistent with what he found and for these reasons does not support the PER findings. Mr. Ulibarri states he does not support the PER as presented.

Motion made by Commissioner Leger to table PER. Second by Commissioner Padilla. Motion carried.

11. AUTHORIZATION TO APPLY FOR THE FEDERAL HAZARDOUS MATERIAL EMERGENCY PLANNING GRANT (HMEP)FROM HOMELAND SECURITY AND EMERGENCY MANAGEMENT

SMC Emergency Manager Kurt Parkinson advised the Commission the San Miguel County/City of Las Vegas Office of Emergency Management is requesting permission to apply for a Federal HMEP Grant. This grant will enable us to develop, improve, implement emergency plans, and train public sector hazardous materials (Hazmat Team). DHS sent the application on February 1, 2016 and it is due on April 18, 2016. The grant is an 80%-20% match and we are still compiling the numbers.

Motion made by Commissioner Padilla to approve to apply HMEP. Second by Commissioner Ortiz. Motion carried.

12. RATIFICATION OF APPLICATION FOR THE 2016 NEW MEXICO DEPARTMENT OF HOMELAND SECURITY GRANT PROGRAM (SHSGP)

SMC Emergency Manager Kurt Parkinson advised the Commission Office of Emergency Management/City of Las Vegas Emergency Management received the 2016 SHSGP Grant Application that was due on March 31, 2016. The Grant includes \$135,000.00 for a video conference upgrade for San Miguel County and \$128,935.00 for the City of Las Vegas Police Department Emergency Response Team. This grant program funds a range of activities, including planning, organization, equipment, purchase training, exercises, and management and administration across all core capabilities and mission areas.

Motion made by Commissioner Leger to ratify the application for the 2016 SHSGP. Second by Commissioner Ortiz. Motion carried.

13. FIRE FUND APPLICATIONS 2016

SMC Fire Chief Russell Pacheco advised the Commission he is submitting the Fire Fund Application for twelve (12) Volunteer Fire Districts (VFD) and Fire Administration

Motion made by Commissioner Ortiz to submit Fire Fund Application. Second by Commissioner Ulibarri. Motion carried.

14. ROAD PETITION NO. CR 16-005-REQUEST FOR A ROAD VIEWING

SMC Planning and Zoning Division Supervisor Alex Tafoya advised the Commission County staff has submitted Road Petition No. CR 16-005 which petition concerns Vista de Vegas Drive. Staff would like to determine whether Vista de Vegas Drive should be placed on the County road log.

County Manager Les Montoya advised the Commission that the road log is being updated and cleaned up by John Tiernan and Toby Medina. The roads that the County has been maintaining historically were not listed on the road logs and are County roads.

Commissioner Leger advised to search historical data to support adoption. Research of any record determining viewing process.

Motion made by Commissioner Padilla to approve road viewing. Second by Commissioner Ortiz. Motion carried.

15. 1st RENEWAL AGREEMENT FOR DETENTION OFFICER UNIFORMS

SMC Warden Patrick Snedeker advised the Commission 1st renewal agreement for goods and services specific to detention officer uniforms. San Miguel County Commission approval is sought so that Neve's Uniforms as part of a renewal agreement.

Motion made by Commissioner Ortiz to approve 1st renewal agreement. Second by Commissioner Leger. Motion carried.

16. RESOLUTION NO. 04-12-16-RA01; ADDITION OF IRISH LN., A NEWLY NAMED PRIVATE ROAD TO THE OFFICIAL ROAD LIST OF SAN MIGUEL COUNTY, NEW MEXICO

SMC IT Supervisor John Tiernan advised the Commission a taxpayer has submitted a road name petition to name a private driveway located off of NM Highway 104 between MM14 and MM15. While there is only a single addressed building on this road, San Miguel County Ordinance No. SMC-07-13-99-OED-2 states, "Any private road that provides access to less than three buildings may be names for a fee according to section 4.3". The San Miguel County Rural Addressing staff

has confirmed that the payment was made, and that the proposed road name is in compliance with San Miguel County Ordinance No. SMC-07-13-99-OED-2.

Motion made by Commissioner Leger to approve Resolution. Second by Commissioner Padilla. Motion carried.

17. ROAD PETITION NO. CR 16-003-REQUEST FOR A ROAD VIEWING

SMC Planning and Zoning Supervisor Alex Tafoya advised the Commission County staff has submitted Road Petition No. CR 16-003, which concerns the road known as Rodeo Grounds Road. Staff would like to determine whether Rodeo Grounds Road should be placed on the County road log or not.

Motion made by Commissioner Ortiz to approve road viewing. Second by Commissioner Leger. Motion carried.

18. ROAD PETITION NO. CR 16-004-REQUEST FOR A ROAD VIEWING

SMC Planning and Zoning Division Supervisor advised the Commission County staff has submitted Road Petition No. CR 16-004 which petition concerns Ronnie's Road and Rogers Road. Staff would like to determine whether Ronnie's Road and Roger's Road should be placed on the County road log or not.

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

19. RESOLUTION NO. 04-12-16-RA04; ADDITION OF LEDGE RD., A NEWLY NAMED PRIVATE ROAD TO THE OFFICIAL ROAD LIST OF SAN MIGUEL COUNTY, NEW MEXICO

SMC IT Supervisor John Tiernan advised the Commission during a recent address data audit, it was discovered that 10 structures located on a private driveway off of NM Highway 63, North of Pecos NM, between MM9 and 10 had been improperly addressed. San Miguel County Ordinance No. SMC-07-13-99-OED-2 requires, "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 residents were notified of the issue and given the opportunity to request a road name. There was no road naming petition received from the residence, so San Miguel County Rural Addressing staff is proceeding with the suggested road name of Ledge Rd. Due to the road naming being required by Ordinance and not being requested by a resident, the normal fee of \$100 is being waived.

Motion made by Commissioner Leger to approve Resolution No. 04-12-16-RA04. Second by Commissioner Ulibarri. Motion carried.

20. RESOLUTION NO. 04-12-2016-SMC HEALTH CARE STUDY GROUP

SMC Planning and Zoning Supervisor Alex Tafoya advised the Commission that interested and concerned residents of San Miguel County would like to propose that the Board of County Commissioners establish a Health Care Study Group to examine the effects of the Affordable Health Care Act and other changing conditions that affect local health care.

Commissioner Leger advised the plan is to bring all entities and the community to assist in getting involved and find solutions for the Alta Vista Regional Hospital.

Motion made by Commissioner Ulibarri to approve Resolution No. 04-12-2016-HEALTH CARE STUDY GROUP. Second by Commissioner Ortiz. Motion carried.

At this time we return to item #2-**RATIFICATION OF RESOLUTION NO. 04-05-2016-CM-RECOGNITION DAY FOR NATIONAL SERVICE-APRIL 5, 2016**

21. INVITATION FOR SEALED PROPOSALS-EXTERIOR SEATING AND GATHERING AREA

SMC Planning and Zoning Supervisor Alex Tafoya advised the Commission San Miguel County is preparing to issue an invitation for Sealed Proposals for Design and possible construction of an Exterior Seating and Gathering area at the San Miguel County Administrative Complex.

Motion made by Commissioner to authorize County staff to proceed with issuing the Invitation for Sealed Proposals. Second by Commissioner. Motion carried.

22. RESOLUTION NO. 04-12-16-RA03; ADDITION OF H AND R RANCH RD., A NEWLY NAMED PRIVATE ROAD TO THE OFFICIAL ROAD LIST OF SAN MIGUEL COUNTY, NEW MEXICO

SMC IT Supervisor John Tiernan advised the Commission during a recent address data audit, it was discovered that four structures located on a private driveway off of CR C53A had been improperly addressed. San Miguel County Ordinance No. SMC-07-13-99-OED-2 requires, "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 residents were notified of the issue and given the opportunity to request a road name. The response received via road naming petition was H and R Ranch Rd. due to the road naming being required by Ordinance and not being requested by a resident, the normal fee of \$100 is being waived.

Motion made by Commissioner to approve Resolution No. 04-12-16-RA03. Second by Commissioner. Motion carried.

**23. RECOMMENDATION TO REJECT THE BID-SAN MIGUEL COUNTY
DETENTION CENTER**

SMC Warden Patrick Snedeker advised the Commission an invitation for bid(s) document was prepared, specific to the San Miguel County Detention Center; for the purchase and installation of security cameras at the San Miguel County Detention Center. \$60,000.00 has been received as a Capital Appropriation for purchase and installation of the security cameras. A bid advertisement was published on March 9, 2016. One bid was received and evaluated on March 29, 2016 at 2:00 pm. The bid received exceeded the funds available for the project. Recommendation is to reject the bid and to re-advertise the project, for completion within funds allowed.

Motion made by Commissioner Padilla to reject bid and re-advertise. Second by Commissioner Ulibarri. Motion carried.

24. ROAD PETITION NO. CR16-002-REQUEST FOR A ROAD VIEWING

SMC Planning and Zoning Division Supervisor Alex Tafoya advised the Commission County staff has submitted Road Petition No. CR 16-002 which petition concerns Kemm Drive. Staff would like to determine whether Kemm Drive should be placed on the County road log or not.

Motion made by Commissioner Padilla to approve Petition No. CR16-002. Second by Commissioner Ulibarri. Motion carried.

25. ROAD PETITION NO. CR 16-001-REQUEST FOR A ROAD VIEWING

SMC Planning and Zoning Supervisor Alex Tafoya advised the Commission County staff has submitted Road Petition No. CR 16-001 which petition concerns County roads A-11-C and A-11-D both enter the city limits of Las Vegas. Staff would like to revise the road log description of these two (2) County roads to ensure maintenance begins at the City limits and County boundary.

Motion made by Commissioner Ortiz to approve Petition No. CR 16-001. Second by Commissioner Leger. Motion carried.

**26. RATIFICATION AND ACCEPTANCE OF GRANT FUNDING-BEHAVIORAL
HEALTH FOR PRISONERS INTERGOVERNMENTAL AGREEMENT(IGA)-
\$26,000.00**

SMC Warden Patrick Snedeker advised the Commission San Miguel County applied for and has been selected to receive a Department of Finance and Administration, Local Government Division of Finance Intergovernmental Agreement (IGA) in the amount of \$26,000.00 for the provision of behavioral health services for prisoners at the San Miguel County Detention Center. Ratification and acceptance of the IGA funding is requested.

Motion made by Commissioner Ulibarri to ratify and accept the IGA funding amount. Second by Commissioner Ortiz. Motion carried.

27. RESOLUTION NO. 04-12-16-RA02; ADDITION OF COYOTE CALL RD., A NEWLY NAMED PRIVATE ROAD TO THE OFFICIAL ROAD LIST OF SAN MIGUEL COUNTY, NEW MEXICO

SMC IT Supervisor John Tiernan advised the Commission during a recent address data audit, it was discovered that several structures off of Bibb Industrial Drive had been improperly addressed. Unfortunately, due to the number of structures in the area, the only way to resolve this issue was to require a private driveway be named. The residents were notified of the issue and given the opportunity to request a road name. The only response received from a resident was Coyote Call Rd. Due to the road naming being required by Ordinance and not being requested by a resident, the normal fee of \$100 is being waived.

Motion made by Commissioner Ulibarri to approve Resolution No. 04-12-16-RA02. Second by Commissioner Ortiz. Motion carried.

28. RECOMMENDATION FOR AWARD OF BID TO BRADY INDUSTRIES SPECIFIC TO THE SAN MIGUEL COUNTY DETENTION CENTER-JANITORIAL SUPPLIES/EQUIPMENT AND LAUNDRY PRODUCTS

SMC Warden Patrick Snedeker advised the Commission San Miguel County, NM solicited competitive sealed bid(s), from a qualified vendor(s) for the provision of detention center janitorial supplies/equipment and laundry products. One bid was received. A recommendation is made to the San Miguel County Commission for the provision of such products and supplies. Board of County Commission approval is requested to enter into a contract agreement with the above recommended offeror.

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

29. PUBLIC SERVICES DIVISION MONTHLY REPORT FOR THE MONTH OF MARCH 2016

SMC Public Service Operations Division Road Foreman Arnold Lopez advised the San Miguel County Public Works Division submits a report to the County Commission on a monthly basis on any maintenance including blading of county roads and/or special projects with county roads that are addressed.

For informational purposes only.

30. AWARD OF BID FOR THE LEASE OF A MOTOR GRADER

SMC Public Service Operations Division Road Foreman Arnold Lopez advised the Commission San Miguel County advertised an invitation for bids for the lease of a Motor Grader. Two bids

received by Wagner Equipment and 4 Rivers Equipment. Bids were open on February 10, 2016 and 4 Rivers Equipment was the lowest most qualified bidder for the monthly lease payment of \$2,492.46.

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

31. AWARD OF BID FOR THE LEASE OF A WHEEL LOADER

SMC Public Service Operations Division Road Foreman Arnold Lopez advised the Commission San Miguel County advertised an invitation for bids for the lease of a Wheel Loader. Three bids received by Wagner Equipment, Bobcat of Albuquerque and 4 Rivers Equipment. Bids were open on February 10, 2016 and 4 Rivers Equipment was the lowest most qualified bidder for the monthly lease payment of \$2,643.19.

Motion made by Commissioner Leger to reject the bid and re-advertise. Second by Commissioner Ulibarri. Motion carried.

32. RATIFY RESOLUTION NO. 04-12-16 AUTHORIZING SAN MIGUEL COUNTY TO SUBMIT FOR THE 2016-2017 RECYCLING AND ILLEGAL DUMPING GRANT APPLICATION THROUGH THE NEW MEXICO ENVIRONMENT DEPARTMENT SOLID WASTE BUREAU

SMC Public Service Planner Wendy Armijo advised the Commission the San Miguel County Public Service Division has prepared a Resolution and grant application to submit to the New Mexico Environment Department for a Tire Removal Grant application in collaboration with the "La Morada del Santana Del Centro". Included with the application is Resolution No. 04-12-16, authorizing San Miguel County to submit for the 2016-2017 Recycling and Illegal Dumping Grant Application through the New Mexico Environment Department, Solid Waste Bureau.

Joe Baca from La Morada spoke briefly about the tire problem.

Motion made by Commissioner Padilla to approve Resolution No. 04-12-16. Second by Commissioner Ortiz. Motion carried.

33. INVITATION FOR COMPETITIVE BIDS FOR LEASE OF A NEW MOTOR GRADER

SMC Public Service Operations Division Road Foreman Arnold Lopez advised the Commission the San Miguel County Public Services Division will be issuing an invitation for competitive bids for the lease of one (1) Motor Grader. The current Motor Grader #2 is being leased and the lease is expiring.

Motion made by Commissioner Ulibarri to approve invitation for bids. Second by Commissioner Padilla. Motion carried.

**34. GENERAL COUNSEL CONTRACT BY AND BETWEEN GRANO LAW OFFICE,
PC AND SAN MIGUEL COUNTY TO BECOME EFFECTIVE APRIL 12, 2016**

SMC Manager Les Montoya advised the Commission he proposed General Counsel Contract upon the County Commission directive of March 15, 2016.

Motion made by Commissioner Padilla to approve Contract. Second by Commissioner Ulibarri. Motion carried.

35. PERSONNEL ACTIONS OR CHANGES FOR THE MONTH OF MARCH 2016

SMC Human Resource Division Supervisor Kiki Arellano advised the Commission Personnel actions or changes which have taken place in San Miguel County for the month of March 2016.

Motion made by Commissioner Padilla to approve Personnel Actions presented for the month of March. Second by Commissioner Ulibarri. Motion carried.

**36. SAN MIGUEL COUNTY MANAGER'S RECOMMENDATION TO HIRE THE
FOLLOWING INDIVIDUAL TO FILL THE POSITION OF NATIONAL INCIDENT
MANAGEMENT SYSTEM COORDINATOR WITH THE OFFICE OF
EMERGENCY MANAGEMENT SAN MIGUEL COUNTY AND CITY OF LAS
VEGAS AS PER THE RECOMMENDATION OF KURT PARKINSON
EMERGENCY MANAGER**

PROBATIONARY EXEMPT FULL TIME EMPLOYEE:

**STEPHEN F. ARAGON-NIMS COORDINATOR-DATE OF HIRE: APRIL 25, 2016-
ANNUAL SALARY: \$29,000.00**

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

**37. SAN MIGUEL COUNTY MANAGER'S RECOMMENDATION TO HIRE THE
FOLLOWING INDIVIDUAL TO FILL THE POSITION OF SAFETY AND FLEET
COMPLIANCE MONITOR WITH THE SAN MIGUEL COUNTY HUMAN
RESOURCE DIVISION AS PER THE RECOMMENDATION OF KIKI ARELLANO
HUMAN RESOURCE SUPERVISOR**

PROBATIONARY FULL TIME EMPLOYEE:

**DAWN M. KRYDER-SAFETY & FLEET COMPLIANCE MONITOR-DATE OF HIRE:
APRIL 25, 2016-PROBATIONARY SALARY: \$31,200.00**

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

38. SAN MIGUEL COUNTY RECOMMENDATION TO APPROVE THE HIRING OF THE FOLLOWING INDIVIDUALS AS THE OFFICIAL ABSENTEE EARLY VOTING BOARD FOR THE UPCOMING JUNE 7, 2016 PRIMARY ELECTION

CASUAL EMPLOYEES:

PRISCILLA MARQUEZ-DATE OF HIRE: MAY 10, 2016 TO JUNE 6, 2016-HOURLY SALARY: \$10.00

GERMAINE PADILLA-DATE OF HIRE: MAY 10, 2016 TO JUNE 6, 2016-HOURLY SALARY: \$10.00

BARBARA ROMERO-DATE OF HIRE: MAY 10, 2016 TO JUNE 6, 2016-HOURLY SALARY: \$10.00

ANGELA SANCHEZ-DATE OF HIRE: MAY 10, 2016 TO JUNE 6, 2016-HOURLY SALARY: \$10.00

DEBORAH CHAVEZ-DATE OF HIRE: MAY 10, 2016 TO JUNE 6, 2016-HOURLY SALARY: \$10.00

MARY GRIEGO-DATE OF HIRE: MAY 10, 2016 TO JUNE 6, 2016-HOURLY SALARY: \$10.00

ARLEEN ORTIZ-DATE OF HIRE: MAY 10, 2016 TO JUNE 6, 2016-HOURLY SALARY: \$10.00

Motion made by Commissioner Padilla to approve the hiring. Second by Commissioner Leger. Motion carried.

39. SAN MIGUEL COUNTY MANAGER'S RECOMMENDATION TO APPROVE TO RATIFY THE HIRING OF THE FOLLOWING INDIVIDUAL AS THE OFFICIAL ABSENTEE EARLY VOTING BOARD WORKER FOR THE UPCOMING JUNE 7, 2016 PRIMARY ELECTION

RITA SANCHEZ-DATE OF HIRE: MARCH 14, 2016 TO JUNE 6, 2016-HOURLY SALARY: \$10.00

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

BOARD OF FINANCE MEETING

40. TAX DOLLAR REPORT

SMC Treasurer Bertha Bustamante presented the Treasurer's Monthly Report for the month of March 2016. This monthly report is presented for information only, and no action is sought from nor required of the Commission.

41. ACCOUNTS PAYABLE REPORT FOR FEBRUARY 25, 2016 THROUGH MARCH 18, 2016

Finance Division Supervisor Melinda Gonzales advised the Commission of all payments processed between February 25, 2016 and March 18, 2016.

Motion made by Commissioner Leger to approve accounts payable. Second by Commissioner Ulibarri. Motion carried.

42. CASH BALANCE REPORT

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.

43. BUDGET ADJUSTMENT RESOLUTION 2016-04-12-F1

SMC Finance Division Supervisor Melinda Gonzales advised the Commission the Fire Chief has requested an internal loan from the Fire Administration (Fund 403) in the amount of \$25,000 to Cabo Lucero (Fund 412). The purpose of the loan is to assist the department in preparing for wildland season and to protect the water shed. The loan will be repaid by Cabo Lucero in the amount of \$12,500 per year. Ms. Gonzales also advised the Commission that the increase for the Detention Center in the amount of \$26,000.00 to account for the Grant for behavioral health prisoner Intergovernmental Service Agreement.

Motion made by Commissioner Ortiz to approve Resolution 206-04-12-F1. Second by Commissioner Leger. Motion carried.

44. FY15/16 AUDIT FIRM RECOMMENDATION

SMC Finance Division Supervisor Melinda Gonzales advised the Commission the Finance Office had received notification from the State Auditor's Office to obtain auditing services for the Fiscal Year 15/16. Two years ago a request for proposals was issued and the firm of CLIFTONLARSONALLEN was the highest ranking company of the three proposals received. I am seeking approval to contact with CLIFTONLARSONALLEN for the final year allowed by the proposal.

Motion made by Commissioner Ulibarri to approve contract agreement with CLIFTONLARSONALLEN. Second by Commissioner Padilla. Motion carried.

45. INDIGENT BURIAL-NM MORTUARY SERVICES

SMC Finance Division Supervisor Melinda Gonzales advised the Commission the Finance Office has received, reviewed and processed an indigent burial payment to Nelson Funeral Home.

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

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 Ulibarri to retire into Executive/Closed Session at 5:37 p.m. to discuss the matters outlined above by the County Manager. Second by Commissioner Leger. Roll call vote was conducted.

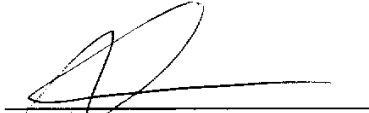
Commissioner Ulibarri made a motion to return to regular session at 6:30 p.m. Second by Commissioner Padilla. Motion carried.

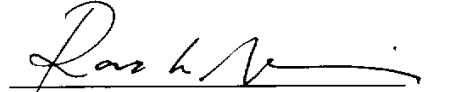
The record will show that no action was taken in the Executive Session, and matters discussed in the closed meeting were limited to those specified in the motion for closure.

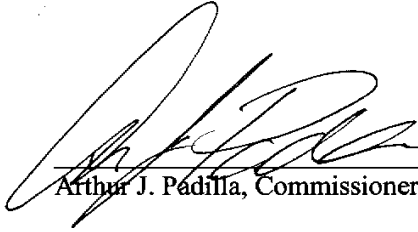
ADJOURNMENT

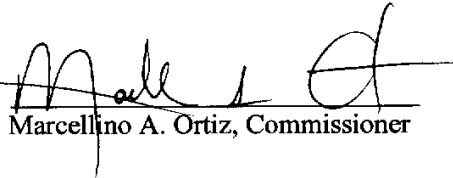
Commissioner Padilla made a motion to adjourn. Second by Commissioner Sena. Motion carried. The meeting ended at 6:31 P.M.

Approved this 10th day of May, 2016 as the Official Minutes of the Board of County Commissioners of San Miguel County, New Mexico, of its Regular Meeting held April 12, 2016.


Gilbert Sena, Chairman

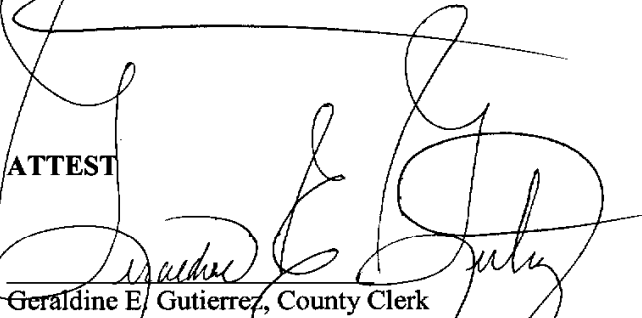

Rock G. Ulibarri, Vice-Chair


Arthur J. Padilla, Commissioner


Marcellino A. Ortiz, Commissioner


Nicolas T. Leger, Commissioner

ATTEST


Geraldine E. Gutierrez, County Clerk


Minutes Submitted by Michelle J. Cordova

