

**MINUTES OF REGULAR MONTHLY MEETING OF
SAN MIGUEL COUNTY BOARD OF COMMISSIONERS
HELD TUESDAY, JANUARY 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, January 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 Arthur J. Padilla, Vice-Chairman Gilbert J.B. Sena, and Commissioners Rock G. Ulibarri, 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

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

APPROVAL OF MINUTES

Motion made by Commissioner Ortiz to approve the minutes of the regular monthly meeting held December 8, 2015. Second by Commissioner Ulibarri. Motion carried.

PRESENTATION:

Wilderness Land and Trust President Reid Haughey presented to the Commission with information on the Sabinoso Wilderness and is working on creating public access through County Road 51A.

Manuel Garcia advised the Commission the road was improperly vacated.

PUBLIC INPUT FORUM

The public input forum began at 2:14 p.m., and the following persons addressed the Commission, the subject of their comments indicated parenthetically following each name: **Manuel Garcia** (County Road C53B is in disrepair and was unlawfully vacated); **Catherine Conn** (local legal representation for the County); **Salvador Higgins** (fracking)

The public input forum ended at 2:24 p.m.

REGULAR ORDER

1. ELECTION OF CHAIRMAN AND VICE CHAIRMAN OF THE SAN MIGUEL COUNTY BOARD OF COMMISSIONERS

SMC County Manager Les Montoya advised that Section 4-38-10, NMSA 1978, requires that at its first meeting of each year, the County Commission select a Chairman and Vice Chairman.

Commissioner Ulibarri nominates Commissioner Sena as Chairman.

Motion made by Commissioner Ulibarri to approve nomination of Commissioner Sena as Chairman. Second by Commissioner Padilla. Motion carried.

Commissioner Ortiz nominates Commissioner Ulibarri as Vice-Chairman.

Motion made by Commissioner Ortiz to approve nomination of Commissioner Ulibarri as Vice-Chairman. Second by Commissioner Padilla. Motion carried.

2. ADOPTION OF OPEN MEETINGS RESOLUTION FOR 2016

SMC County Manager Les Montoya advised that Section 10-15-1(D) of the New Mexico Open Meetings Act, NMSA 1978, requires that each year the County Commission adopt a Resolution setting forth the date and time of Commission meetings, and notice requirements for all meetings.

Mr. Montoya read the Resolution for the Commission and the public.

Motion made by Commissioner Padilla to adopt Open Meetings Resolution for 2016 as required by Law. Second by Commissioner Ulibarri. Motion carried.

3. UPDATE AND APPROVAL OF THE UTILITY ALLOWANCES AND FAIR MARKET RENTS(FMRS) FOR SAN MIGUEL COUNTY SECTION 8 HOUSING PROGRAM

SMC Housing Authority Acting Director Betty Valdez advised the Commission FMRs set by HUD are primarily to control costs and provide more assistance to the community by managing the amounts of rents paid. The FMRs in each market are reviewed and published by HUD annually for each County. The FMRs represent market rents. The approvals of FMRs for San Miguel County Housing Authority require San Miguel County Board of Commission approval.

Utility Allowances enable San Miguel County Housing Authority to assist those in need, on the Housing Choice Voucher program with their payment of utilities. The costs of utilities in San

Miguel County are analyzed annually and the allowable reimbursement of the utility cost is determined. The utility allowances require San Miguel County Board of Commission approval.

Motion made by Commissioner Ortiz to approve Fair Market Rents and Utility Allowances. Second by Commissioner Padilla. Motion carried.

4. HOUSING AND URBAN DEVELOPMENT (HUD)-SECTION 8 MANAGEMENT ASSESSMENT PROGRAM (SEMAP)

SMC Housing Authority Acting Director Betty Valdez advised the Commission the recent SEMAP review was conducted by HUD. The assessment revealed a rating as a standard performance, improving the County's previous rating of troubled status. Mrs. Valdez advised the next rating should be a high performer rating. Section 8 Assessment Program measures the performance of the Public Housing Agencies such as San Miguel Public Housing Authority that administer the Housing Choice Voucher Program(section 8) Program in fourteen (14) key areas.

For informational purposes only.

5. SAN MIGUEL COUNTY MANAGER RECOMMENDATION TO APPROVE THE SAN MIGUEL COUNTY ORDINANCE NO. 01-12-16-PERSONNEL

SMC Human Resource Division Supervisor Kiki Arellano advised the Commissioner hereby provides notice of its intent to adopt San Miguel County Ordinance No 01-12-16-PERSONNEL amending Ordinance No. 07-12-05-PERSONNEL.

Ordinance No. 01-12-16-PERSONNEL will amend Ordinance No. 07-12-05-Personnel by modifying section 10.4.1 regarding the use of Accrued Annual Leave, section 10.12 regarding the use of the Personal Day, and section 10.19 regarding Leave without pay.

Chairman Sena opens public hearing at 2:40 p.m. to accept public comment as to opposition or in favor of the proposed Ordinance.

No comments opposing or in favor were provided.

Catherine Conn advised the Commission meetings need to be aired on the radio.

Mr. Montoya explained the Amendments are minor, however, important to the morale of employees.

Commissioner Leger advised for the record no public comments were heard opposing or in favor.

Motion made by Commissioner Padilla to approve Ordinance No. 01-12-16-PERSONNEL. Second by Commissioner Ortiz. Motion carried.

6. BID AWARD FOR CDBG PROJECT NO. 14-C-NR-01-G-04

Planning and Zoning Division Supervisor Alex Tafoya advised the Commission at its July 2015 Commission meeting, the Board of County Commissioners heard this matter and took action to table this matter until such time as the low bidder provided surety bond and insurance and until such time as the County received written recommendation from its engineer. Since then, all documents have been received.

Rocky Road Gravel Products was the lowest responsible bidder for the amount of \$457,584.85 plus appropriate gross receipts tax.

Motion made by Commissioner Leger to award bid to Rocky Road Gravel products. Second by Commissioner Ortiz. Motion carried.

Commissioner Leger advised the bid be awarded contingent upon the bidder providing surety bond of the full amount of the contract including gross receipts tax.

Motion made by Commissioner Leger to approve award of bid with this condition. Second by Commissioner Ulibarri. Motion carried.

7. REQUEST FOR PROPOSAL DOCUMENT-SAN MIGUEL COUNTY DETENTION CENTER-INMATE FOOD SERVICE OPERATIONS/INMATE COMMISSARY SERVICE OPERATIONS

SMC Warden Patrick W. Snedeker advised a request for proposal document has been prepared, specific to the San Miguel County Detention Center, for the procurement of Inmate Food Service Operations/Inmate Commissary Service Operations. Upon Commission approval advertisement processes shall take place, in order to receive qualified proposal(s) for the specified services.

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

Mr. Diaz advised the Commission to make a motion to revisit Item 6 based on his opinion that the surety bond should include gross receipt taxes for the total bid amount, and at present, the amount of surety bond amount does not include gross receipts tax(\$31,000 approximately). Therefore, he is suggesting the award should be contingent on the surety bond include the total of gross receipts tax for this contract.

Motion made by Commissioner Leger to revisit item 6. Second by Commissioner Ulibarri. Motion carried.

8. REQUEST TO OBTAIN BIDS TO DRILL A WELL FOR THE SHERIDAN VOLUNTEER FIRE DEPARTMENT

SMC Fire Chief Russell Pacheco advised the Sheridan Volunteer Fire Department does not have an existing well for water, for sanitation and storage purposes. The Fire Department received funding from the Legislature for improvements and the well would be the priority at this time.

Discussion ensued.

Motion made by Commissioner Padilla to approve to advertise for bids. Second by Commissioner Ortiz. Motion carried.

9. REQUEST TO OBTAIN BIDS FOR THE PURCHASE OF A BRUSH UNIT FOR THE SHERIDAN VOLUNTEER FIRE STATION

SMC Fire Chief Russell Pacheco advised the Commission the Sheridan Volunteer Fire Department which is a part of a \$95,000.00 grant from the State Fire Marshall and funds from other sources; has an approved and completed set of specifications for the purchase of a Type 5 Brush Unit. Mr. Pacheco is requesting permission to advertise for bid.

Motion made by Commissioner Padilla to approve to advertise for bids. Second by Commissioner Ortiz. Motion carried.

10. REQUEST TO OBTAIN BIDS TO COMPLETE ALL PLUMBING WORK FOR THE NEW WELL AND INSTALLATION OF A TANK FOR THE SHERIDAN VOLUNTEER FIRE DEPARTMENT

SMC Fire Chief Russell Pacheco advised the Sheridan Volunteer Fire Department second phase of the well project is to install a 1000 gallon water tank and plumbing for the well to be operational.

Motion made by Commissioner Ortiz to approve to advertise. Second by Commissioner Leger. Motion carried.

11. RECOMMENDATION TO AWARD BID FOR PURCHASE OF STORAGE TANK, PLUMBING AND RETAINING WALLS ROWE FIRE VOLUNTEER DEPARTMENT

SMC Fire Chief Russell Pacheco advised the County of San Miguel received bids for the Rowe Fire Station Site work on December 3, 2015. The project will include a water storage tank installation and retaining walls. San Miguel County received seven bids for the project.

Lowest bidder was Carreon Construction for \$37,610.00.

Motion made by Commissioner Leger to award bid to Carreon Construction. Second by Commissioner Ortiz. Motion carried.

12. REQUEST FOR PROPOSALS FOR ELECTRICAL SERVICES

SMC Planning and Zoning Division Supervisor Alex Tafoya advised the current contractor for electrical services has completed its four (4) year term. To provide for electrical services as needed, it is necessary to issue an RFP for such services.

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

13. PUBLIC SERVICES DIVISION MONTHLY REPORT FOR THE MONTH OF DECEMBER 2015

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.

14. ITEMS ACQUIRED THROUGH THE 10-33 PROGRAM AS OBTAINED BY THE COUNTY SHERIFFS DIVISION

SMC Sheriff Gary Gold advised the San Miguel County Sheriffs' Office would like to update the San Miguel County Board of Commissioners and the County Manager of recent items acquired through the 10-33 Program.

Mr. Gold advised the Commission he received a couple of UC vehicle through the 10-33 program, for administrative use and two connex boxes for storage.

For informational purposes only.

15. REQUEST TO ADVERTISE REQUEST FOR BIDS TO REPLACE ENTRANCE DOORS AND BAY DOORS AS SPECIFIED AT THE SAPELLO AND ROCIADA FIRE STATION

SMC Fire Chief Russell Pacheco advised the Sapello Rociada Fire Department is improving the fire station by replacing both the entrance doors and bay doors to meet current insulating values and wind loads.

Motion made by Commissioner Ortiz to advertise for the project. Second by Commissioner Padilla. Motion carried.

16. REQUEST TO ADVERTISE REQUEST FOR BIDS TO PERFORM EMERGENCY VEHICLE TECHNICIAN (EVT) CERTIFIED REPAIRS AND DOT INSPECTIONS FOR FIRE FIGHTING APPARATUS/UNITS

SMC Fire Chief Russell Pacheco advised he is requesting permission to advertise the request for bids to perform these services for the County of San Miguel Volunteer Fire Departments.

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

17. REQUEST TO ADVERTISE REQUEST FOR BIDS TO PERFORM STANDARD PREVENTIVE MAINTENANCE FOR FIREFIGHTING APPARATUS/UNITS FOR SAN MIGUEL COUNTY VOLUNTEER FIRE DEPARTMENTS

SMC Fire Chief Russell Pacheco advised the Commission the RFB is for standard preventative maintenance for all firefighting apparatus/units diesel and gas identified on this RFB. "Oil Lube, Filters (Oil, Air and Fuel), brakes, heating and cooling, electrical system, tire rotation and alignment, wipers, belts and hoses, lamps and fuses.

Mr. Montoya advised the Commission that a record needs to be obtained on the maintenance of apparatus/units.

Motion made by Commissioner to Padilla to advertise for bids. Second by Commissioner Ortiz. Motion carried.

18. PENDARIES ROAD AFFIRMATION OF COUNTY ROAD STATUS-ATTORNEY OPINION

SMC Planning and Zoning Division Supervisor Alex Tafoya advised the Commission on December 8, 2015, the Board of County Commissioners reviewed information concerning County road status of roads within the Pendaries Subdivision, in particular the portion of road that begins at State Road 105 at the entrance to Pendaries, and ends at the area of the security gate/maintenance yard. Upon conclusion of their review, the County Commission tabled the matter and provided direction to the County Attorney to review the information provided and issue an opinion as to whether the road in question is or is not a County road.

Attorney Diaz advised the Commission after review of the documents regarding this approximate 1.8 miles of road, that the road should be considered a county road.

Mr. Diaz recommended to affirm it is a County road and include the section of road on the county road log, and report to the state. Documents reviewed regarding this road, include County road logs, minutes of Commission meeting, where abandonment of roads in the Pendaries Subdivision, excluding, this portion of the County roads were abandoned.

Discussion ensued.

Commissioner Padilla recommends to affirm the road as a County road.

Commissioner Leger advised to give direction to Mr. Montoya to undertake the steps to identify the section of road way as a county road, and include in the county road log.

19. SAN MIGUEL COUNTY RECEIVED A LEGISLATIVE APPROPRIATION IN THE AMOUNT OF \$20,000.00 FOR THE PLAN, DESIGN, AND CONSTRUCTION OF ROADS IN THE ROCIADA AND PENDARIES AREA

SMC Public Service Operations Division Supervisor Robert Archuleta advised the Commission San Miguel County received a Legislative Appropriation in the amount of \$20,000.00 for the plan, design, and construction of roads in the Rociada and Pendaries area.

Motion made by Commissioner Padilla to accept funding. Second by Commissioner Ortiz.
Motion carried.

20. CATERPILLAR WHEEL LOADER (950H)

SMC Public Service Operations Division Supervisor Robert Archuleta advised the Commission the San Miguel County Commission approve the current lease to be extended for no more than three months allowed by Caterpillar Financial so that there is not a break in service on County roads until the process for a new lease is completed through an RFP.

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

21. REQUEST FOR PROPOSALS (RFP) EQUIPMENT: WHEEL LOADER

SMC Public Service Operations Division Supervisor Robert Archuleta advised the Commission the San Miguel County Public Division currently has a Caterpillar Wheel Loader on lease with Caterpillar Financial and the lease term is expiring. This equipment is vital to the maintenance of County roads and a new RFP needs to be issued. The proposed term of the Lease will be three (3) years and the specifications are attached to the RFP.

Motion made by Commissioner Padilla to approve RFP and advertise. Second by Commissioner Ortiz. Motion carried.

22. CATERPILLAR MOTOR GRADER (140 M)

SMC Public Service Operations Division Supervisor Robert Archuleta advised the Commission the San Miguel County Public Service Division currently has a Caterpillar Motor Grader on lease with Caterpillar Financial for a monthly payment of \$2,365.21 and the lease term is expired November 30, 2015.

Motion made by Commissioner Ortiz to approve lease extension. Second by Commissioner Padilla. Motion carried.

23. REQUEST FOR PROPOSALS (RFP) EQUIPMENT: MOTOR GRADER

SMC Public Service Operations Division Supervisor Robert Archuleta advised the Commission the San Miguel County Public Service Division currently has a Caterpillar Motor Grader on lease with Caterpillar Financial and the lease term is expiring. This equipment is vital to the maintenance of County roads and a new RFP needs to be issued. The proposed term of the Lease will be three (3) years and the specifications are attached to the RFP.

24. REQUEST FOR PROPOSALS FOR EMERGENCY SNOW REMOVAL AND ROAD MAINTENANCE WORK

SMC Public Service Operations Division Supervisor Robert Archuleta advised the Commission the San Miguel County Public Service Division over the past few years has contracted with various contractors throughout the County for emergency snow removal and/or road maintenance. This has been done for any emergency assistance needed that may be beyond the San Miguel County work force and has been beneficial to San Miguel County to ensure the safety and welfare of the public during emergency situations. This effort has been done by separating the County into 4 different areas whereas contractors are contracted for the necessary services. These previous services have been contracted for periods of 4 years, with the most recent contracts being expired.

Motion made by Commissioner Padilla to advertise. Second by Commissioner Ortiz. Motion carried.

25. PERSONNEL ACTIONS OR CHANGES FOR THE MONTH OF DECEMBER 2015

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 December 2015.

Motion made by Commissioner Padilla to ratify the Personnel Actions. Second by Commissioner Ulibarri. Motion carried.

26. COUNTY MANAGER'S RECOMMENDATION TO APPROVE THE JOB DESCRIPTION OF SAFETY & FLEET COMPLIANCE MONITOR

SMC Manager Les W.J. Montoya advised the Commission of new job description of Safety and Fleet Compliance Monitor.

Mr. Montoya advised the County will seek a qualified person to enforce safety program, complete accident investigations from safety perspective and work with divisions to establish a fleet compliance system.

Motion made by Commissioner Padilla. Second by Commissioner Ulibarri. Motion carried.

27. COUNTY MANAGER'S RECOMMENDATION TO APPROVE THE JOB DESCRIPTION FOR GRANTS WRITER

SMC Manager Les W.J. Montoya advised the Commission would like to consider creating a Grants Writer position within the County to assist in preparing grant applications, monitoring Grant funds and pursue grant fund avenues.

Mr. Montoya advised the salary would be between \$30,000.00 to \$70,000.00.

Motion made by Commissioner Leger to approve job description. Second by Commissioner Padilla. Motion carried.

28. APPROVE THE MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF LAS VEGAS AND SAN MIGUEL COUNTY FOR THE USE OF THE CITY OF LAS VEGAS ABE MONTOYA RECREATION CENTER

SMC Human Resource Division Supervisor Kiki Arellano advised the Commission the MOU will be between the City of Las Vegas and San Miguel County to establish a discount program to the staff of San Miguel County for the use of the City of Las Vegas Abe Montoya Recreation Center. The term of this Memorandum of Understanding will be January 1, 2016 through December 31, 2016.

Attorney Diaz advised the Commission the County should not be responsible for any damages or injury and should have the provision removed.

Motion made by Commissioner Leger to approve MOU provided language is removed. Second by Commissioner Ulibarri. Motion carried.

29. APPROVAL OF RESOLUTION NO. 01-12-16-HR-RAP, COUNTY RISK AWARENESS PROGRAM 2016

Human Resource Division Supervisor Kiki Arellano advised the Commission the New Mexico Association of Counties developed a comprehensive Risk Awareness Program known as "RAP" and the Risk Awareness Program is a well-structured fifty week training initiative designed to improve county employees' awareness of loss causation factors and reduce each member county's direct and indirect costs. San Miguel County develops a Risk Awareness Program with an agenda of topics and training and with incentives for employees who successfully participate and complete the Program. San Miguel County has participated in RAP for last six years and now will begin RAP 7 which will start in February 2016 through February 2017.

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

30. PROPOSAL PROVIDED BY COMMISSIONER ROCK G. ULIBARRI TO DEVELOP A FRAMEWORK FOR ASSESSING MID MANAGEMENT DIRECTORS AND COUNTY MANAGER

Vice-Chair Ulibarri is presenting a proposal from a local consultant, proposing to perform services to evaluate and train County Manager, mid management and supervisors.

Dr. Elaine Rodriguez, owner of Latina Research Associates, LLC presented her methodology for completing her work.

The Commissioners discussed this proposal and decided to develop a scope of work the Commissioners would be comfortable with. The Commission decided to have a couple of Commissioners work on this and present to the Commission at a later date for consultation. Commissioner Ortiz indicated he would work with Commissioner Ulibarri on this. County Manager suggested Commissioners work on the scope of work, so as to eliminate any influence from the Manager whom will be included in the assessment.

For Informational purposes only.

31. SAN MIGUEL COUNTY MANAGER'S RECOMMENDATION TO RATIFY THE HIRING OF THE FOLLOWING INDIVIDUAL TO FILL THE POSITION OF PERSONAL PROPERTY MAPPING CLERK WITH THE SAN MIGUEL COUNTY ASSESSOR'S DEPARTMENT AS PER THE RECOMMENDATION OF PATRICIA GALLEGOS, SAN MIGUEL COUNTY ASSESSOR

PROBATIONARY FULL TIME EMPLOYEE:

DEVIN D. CHAVEZ-PERSONAL PROPERTY MAPPING CLERK-DATE OF HIRE: JANUARY 4, 2016-PROBATIONARY SALARY: \$22,800.00.

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

32. SAN MIGUEL COUNTY MANAGER'S RECOMMENDATION TO RATIFY THE HIRING OF THE FOLLOWING INDIVIDUAL TO FILL THE POSITION OF CHIEF DATA ENTRY CLERK WITH THE SAN MIGUEL COUNTY ASSESSOR'S DEPARTMENT AS PER THE RECOMMENDATION OF PATRICIA GALLEGOS, SAN MIGUEL COUNTY ASSESSOR

PROBATIONARY FULL TIME EMPLOYEE:

DESIREE D. TRUJILLO-CHIEF DATA ENTRY CLERK-DATE OF HIRE: JANUARY 4, 2016- PROBATIONARY SALARY: \$23,750.00.

Motion made by Commissioner Padilla. Second by Commissioner Ortiz. Motion carried.

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

PROBATIONARY/FULL TIME EMPLOYEES:

VALERIE J. VALENCIA-DETENTION OFFICER-EFFECTIVE DATE OF HIRE: DECEMBER 21, 2015-PROBATIONARY SALARY: \$20,900.00

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

34. OUT OF STATE TRAVEL FOR COMMISSIONER ROCK G. ULIBARRI

SMC Manager Les Montoya advised Commissioner Ulibarri will be traveling to Washington D.C. in February to attend the National Association of Counties Legislative Conference.

Motion made by Commissioner Padilla to approve out of state travel. Second by Commissioner Ortiz. Motion carried.

35. DISCUSSION REGARDING THE LEGAL SERVICES AGREEMENT WITH STETSON LAW FIRM

SMC Manager Les W. J. Montoya recommended terminating the legal services contract with Stetson Law Firm effective February 29, 2016.

Motion made by Commissioner Ulibarri to terminate legal services as recommended. Second by Commissioner Leger. Motion carried.

Commissioner Leger expressed his appreciation to Mr. Diaz for his representation to date.

Mr. Diaz advised he appreciates the work the County issued his company.

BOARD OF FINANCE MEETING

36. TAX DOLLAR REPORT

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

37. ACCOUNTS PAYABLE LISTING ITEMS 2016-5-163 THROUGH 2016-5-259 AND 2016-6-01 THROUGH 2016-6-226

Finance Division Supervisor Melinda Gonzales advised the Commission of all payments processed between November 18, 2015 and December 17, 2015.

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

38. 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.

39. BUDGET ADJUSTMENT RESOLUTION 2016-1-12-F1

Finance Division Supervisor Melinda Gonzales advised the Commission to increase the Sheridan Volunteer Fire Department (VFD) Fund 413 by \$96,000. The Sheridan VFD was awarded a grant from the New Mexico State Fire Marshalls Office (NMSFMO) to purchase communication, firefighting equipment, personal protective equipment, rescue equipment and SCBAs.

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

40. INDIGENT BURIAL PAYMENT NM MORTUARY SERVICES

Finance Supervisor Melinda Gonzales advised the Commission that the finance office received notification from the Office of the Medical Investigator that the deceased had been unclaimed. The Finance Office was able to find a mortuary in Albuquerque, New Mexico that was able to perform cremation.

Ms. Gonzales advised services would not be cost efficient to send someone to Albuquerque to perform the services and was advised to contact NM Mortuary Services to perform services.

Motion made by Commissioner Ulibarri to approve payment. Second by Commissioner Ortiz. 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 Leger to retire into Executive/Closed Session at 4:59 p.m. to discuss the matters outlined above by the County Manager. Second by Commissioner Padilla. Roll call vote was conducted.

Commissioner Leger made a motion to return to regular session at 5:40 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 Padilla made a motion to adjourn. Second by Commissioner Leger. Motion carried. The meeting ended at 5:41 P.M.

Approved this 9th day of February, 2016 as the Official Minutes of the Board of County Commissioners of San Miguel County, New Mexico, of its Regular Meeting held January 12, 2016.



Gilbert Sena, Chairman



Rock G. Ulibarri, Vice-Chair



Arthur J. Padilla, Commissioner

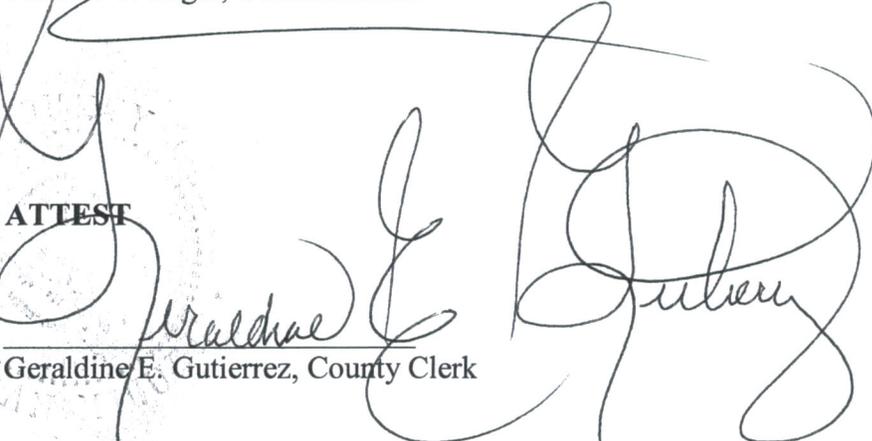


Marcellino A. Ortiz, Commissioner



Nicolas T. Leger, Commissioner

ATTEST



Geraldine E. Gutierrez, County Clerk



Minutes Submitted by Michelle J. Cordova