

Board of County Commissioners

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Commissioner - District 2

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Commissioner - District 4

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Commissioner - District 5

Vidal Martinez, Ed.D.
County Manager

PUBLIC NOTICE DISSEMINATED FOR TODAY'S MEETING

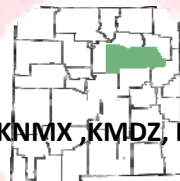
The San Miguel County Board of Commissioners will hold a regular monthly meeting on Tuesday, July 11, 2017 beginning at 2:00 p.m., at the San Miguel County Administration Complex located at 500 West National Avenue, Suite 200, Las Vegas, New Mexico 87701. During the meeting, a County Board of Finance Meeting will take place. Any person who requires special assistance or service to attend or participate at the meeting should call the County Manager's office at 1.505.425.9333.

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the Office of the County Manager, San Miguel County, 500 W. National, Suite 201, Las Vegas, New Mexico 87701, Phone: 505-425-9333, Fax: 505-425-7019 at least one (1) week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the Office of the County Manager, San Miguel County, 500 W. National, Suite 201, Las Vegas, New Mexico 87701, Phone: 505-425-9333, Fax: 505-425-7019 if a summary or other type of accessible format is needed.

Published: Las Vegas Optic: June 25, 2017

Disseminated to Radio Stations KFUN, KLVF, KNMX, KMDZ, KMDS, and KBLQ: June 27, 2017

Posted on the SMC Website at www.smcountry.net: June 27, 2017



At least 72 hours in advance of the meeting, the following agenda for today's meeting was posted and available for public inspection on the San Miguel County Website at www.smcountry.net, and also available in hard copy at the office of the San Miguel County Manager, Suite 201 of the location noted above.

AGENDA

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

Administration Complex
500 West National Avenue, Suite 201 Las Vegas, New Mexico 87701 (505) 425-9333 phone (505) 425-7019 fax
vmartinez@co.sanmiguel.nm.us

SALUTATION TO THE NEW MEXICO STATE FLAG:

“I salute the flag of the State of New Mexico and the Zia Symbol of perfect friendship among United Cultures.”

APPROVAL OF AGENDA

APPROVAL OF MINUTES

June 13, 2017 Regular Meeting Minutes

PUBLIC INPUT FORUM

NEW BUSINESS

REGULAR ORDER

1. RECIPIENT OF 2017 RISK AWARENESS PROGRAM AWARD BY NEW MEXICO ASSOCIATION OF COUNTIES

Background Information: San Miguel County received the award due to the decrease in Workers Compensation claims, Multi-Line claims, and Law Enforcement claims.

Action Requested of Commission: For informational purposes only

Staff Recommendation: Same as above

Presenter: Dawn Kryder - Fleet, Building, and Safety Compliance Officer

2. RESOLUTION 07-11-2017-CM

Background Information: A resolution to safeguard residents' sensitive personal information, the commitment by San Miguel County to human and civil rights, the established rule of law, and its status as a welcoming community for immigrants and refugees; and directing the County Manager and County Attorney to assess the county's legal rights and responsibilities under applicable law.

Action Requested of Commission: Approval of Resolution 07-11-2017-CM

Presenter: Rock G. Ulibarri, Chairman Board of Commissioners

3. ROBERTS RULES OF ORDER

Background Information: To approve and adopt the 11th Edition of Roberts Rules of Order

Action Requested of Commission: Approval to adopt

Presenter: Rock G. Ulibarri, Chairman Board of Commissioners

4. FY18 LDWI GRANT AGREEMENT WITH DFA TO FUND THE SAN MIGUEL COUNTY DWI PROGRAM IN THE AMOUNT OF \$32,000.

Background Information: The NM DWI Grant Council has awarded the San Miguel County DWI Program \$32,000 for FY18. The original requested amount was \$38,000. Although there were no areas of concern in the grant application that was submitted, and it was rated very high, the available funding was lower than previous years.

Action Requested of Commission: Review and ratify approval of the FY18 LDWI Grant Agreement with DFA to fund the San Miguel County DWI Program in the amount of \$32,000.

Staff Recommendation: Review and ratify approval of the FY18 LDWI Grant Agreement with DFA to fund the San Miguel County DWI Program in the amount of \$32,000.

Presenter: Yolanda B. Cruz, DWI Coordinator

5. APPEAL OF CONDITIONAL USE PERMIT CU-0245

Background Information: At the May 10, 2017 Commission meeting, the Board of County Commissioners tabled the appeal of Conditional Use Permit CU-0245 until further notice from the New Mexico Department of Transportation (DOT) concerning an application for a junkyard approval submitted to DOT by Mr. Christopher Trujillo. Since that time, San Miguel County has been advised by the Department of Transportation that the license for junkyard submitted by Mr. Trujillo will not be approved. The matter of the appeal still remains.

Action Requested of Commission (1) Review the letter from the Department of Transportation; and (2) deny the appeal thus upholding the decision of the Planning and Zoning Commission; or grant the appeal thus overturning the decision of the Planning and Zoning Commission.

Staff Recommendation: As requested

Presenter: Alex Tafoya, Planning and Zoning Supervisor

6. LODGERS' TAX BOARD DISCUSSION

Background Information: Presentation by Lodgers' Tax Board Chairman Glen Post in regard to bed and breakfast operations and various other matters.

Action Requested of Commission: For informational purposes only

Staff Recommendation: None

Presenter: Glen Post, Lodgers' Tax Board Chairman

7. AUTHORIZE FIRE CHIEF TO ACT AS CO-APPLICANT

Background Information: Commscapes LLC has been in contact with San Miguel County in regard to permitting and construction of a wireless communications tower on property owned by San Miguel County. San Miguel County Ordinance No. SMC-10-09-2001-PZ provides that the property owner be listed as co-applicant should the landowner not be the actual applicant.

Action Requested of Commission: Authorize Fire Chief Elauterio Mike Montaña to serve in the capacity of co-applicant representing San Miguel County in the application process with Commscapes LLC.

Staff Recommendation: As requested

Presenter: Alex Tafoya, Planning and Zoning Supervisor

8. ADDENDUM TO AGREEMENT GL ENVIRONMENTAL INC.

Background Information: GL Environmental Inc. has indicated that they wish to extend its agreement with San Miguel County for professional engineering and consulting services as needed, which agreement provides for technical services to ensure that the requirements of SMC Ordinance No. 11-12-14-O&G are complied with by applicants for conditional use permits for oil and gas drilling and exploration.

Action Requested of Commission: Approve Addendum No. One to Consulting Services Agreement with GL Environmental Inc. for a second year.

Staff Recommendation: Approve the Addendum

Presenter: Alex Tafoya, Planning and Zoning Supervisor

9. RECOMMENDATION FOR SECURUS TECHNOLOGIES, INC. TO PROVIDE INMATE TELEPHONE SERVICES/AUTOMATED JAIL MANAGEMENT SYSTEM AT THE SAN MIGUEL COUNTY DETENTION CENTER.

Background Information: The Contractual Agreement for the provision of an Inmate Telephone System/Automated Jail Management System by and between Securus Technologies, Inc. and the San Miguel County Detention Center is presented for San Miguel County Commission review and approval.

Action Requested of Commission: Review and Approval

Staff Recommendation: Approval

Presenter: Patrick W. Snedeker, Warden

10. MEMORANDUM OF AGREEMENT – ADULT EDUCATION/LITERACY IMPROVEMENT/WORK READINESS CLASSES – SAN MIGUEL COUNTY DETENTION CENTER – LUNA COMMUNITY COLLEGE.

Background Information: A Memorandum of Agreement by and between Luna Community College and San Miguel County, New Mexico, specific to the provision of Adult Education/Literacy Improvement/Work Readiness Classes for the detainees at the San Miguel County Detention Center is presented for commission review and approval. The agreement is for the period beginning July 1, 2017 and ending on June 30, 2018.

Action Requested of Commission: Review and Approval

Staff Recommendation: Approval

Presenter: Patrick W. Snedeker, Warden

11. SAN MIGUEL COUNTY SHERIFF'S OFFICE SPECIAL DEPUTY SHERIFF COMMISSIONING AGREEMENT

Background Information: For informational purposes only

Action Requested of Commission: Review and discussion as submitted

Staff Recommendation: For informational purposes only

Presenter: Gary Gold, SMC Sheriff

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

Background Information: Recently this division advertised a request for bids for insurance for the San Miguel County Fire Fighters. One bid in the amount of \$40,756.00 was received. This bid met and/or exceeded the requested amounts of coverage. At this time, this division is requesting ratification of the Award of the Request for Bids to HUB International Limited for Insurance for the San Miguel County Volunteer Fire Fighters for fiscal year 2017-2018.

Action Requested of Commission: Review and approve the request for ratification of the Award to HUB International Limited.

Staff Recommendation: Approve the ratification of the Award to HUB International Limited.

Presenter: Elauterio “Mike” Montano, SMC Fire Chief

13. AUTHORIZATION TO BEGIN DISCUSSIONS WITH THE NEW OWNER OF THE BRUSH RANCH FOR THE LEASE OF PROPERTY ON WHICH THE PECOS CANYON VOLUNTEER FIRE STATION IS SITUATED

Background Information: This division was made aware of a 20 year lease by and between San Miguel County and the Brush Ranch Partnership. The lease is for the property on which the Pecos Canyon Volunteer Fire Department is housed. The lease will expire on June 30, 2018. It is understood that the Brush Ranch has been sold. At this time, staff is requesting authorization to begin discussions with Mr. Larry Lujan, the new owner, to renew and or extend the lease.

Action Requested of Commission: Grant authorization to begin discussions with Mr. Lujan.

Staff Recommendation: Grant authorization to begin discussions with Mr. Lujan.

Presenter: Elauterio “Mike” Montano, SMC Fire Chief

14. REQUEST TO AWARD THE SAPELLO-ROCIADA FIRE STATION IMPROVEMENTS PROJECT

Background Information: Recently this division advertised a Request for Bids for the Sapello-Rociada Fire Station Project. Five bids were received. The lowest most qualified bidder at that time, with a bid of \$74,400.00 was LB Regensberg. The next day, Mr. Regensberg contacted Mr. Kevin Balciar of Soleil West to pull his bid as he believed there was a mathematical error within his bid. Mr. Balciar then recommended the County go with the next lowest most qualified bidder which was EC Salazar with a bid of \$88,000.00. At this time staff is recommending, along with Mr. Balciar, awarding the Sapello-Rociada Fire Station Improvements Project to EC Salazar as the lowest most qualified bidder.

Action Requested of Commission: Review documentation and award the bid to EC Salazar.

Staff Recommendation: Award the bid to EC Salazar.

Presenter: Elauterio “Mike” Montano, SMC Fire Chief

15. RESOLUTION NO.07-11-17-RA01; ADDITION OF JAGGED DR., A NEWLY NAMED PRIVATE ROAD TO THE OFFICAL E-911 ROAD LIST OF SAN MIGUEL COUNTY, NEW MEXICO

Background Information : During a routine audit of San Miguel County addressing data, it was discovered that there are three (3) addressed structures on a single driveway located off Sheridan Rd. 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 9, 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 October 14, 2016. None of the three (3) current residents responded within the allotted 30 day period subsequently, the name “Jagged 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-07-13-99-ORD-2. Because this road naming was required and not requested by the residents, the \$100 fee has been waived.

Action Requested of Commission: Review and approve

Staff Recommendation: Approval of resolution

Presenter: Diego Trujillo, Information Technology Supervisor

16. PUBLIC WORKS DIVISION REPORT FOR THE MONTH OF JUNE 2017

Background Information: The San Miguel Public Works Division submits a report to County Commission on a monthly basis on any maintenance including blading county roads and/or special projects with County Roads that are addressed.

Action requested of Commission: For informational purposes only

Staff Recommendation: For informational purposes only

Presenter: Arnold Lopez, SMC Public Works Division Road Forman

17. 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.

PROBATIONARY FULL TIME EMPLOYEE:

Ambrose A. Valdez – DETENTION OFFICER-EFFECTIVE DATE OF HIRE: JUNE 26, 2017- PROBATIONARY SALARY: \$20,900.00

Background Information: Detention Officer positions became vacant due to employees resigning or that have been dismissed from their positions as detention officers.

Action Requested of Commission: Approval to ratify the hiring of Ambrose Valdez to fill the vacant position of Detention Officer

Staff Recommendation: Approval to ratify the hiring of Ambrose Vigil to fill the vacant position of Detention Officer.

Presenter: Eileen Sedillo, Human Resource Supervisor

18. RECOMMENDATION TO RATIFY THE HIRING OF THE FOLLOWING INDIVIDUALS TO WORK THE 2017 SUMMER YOUTH PROGRAM.

CASUAL EMPLOYEES:

KYLE CONWAY –DATE OF HIRE: July 10, 2017- AUGUST 18, 2017- HOURLY SALARY: \$8.00

MIGUEL COCA –DATE OF HIRE: July 10, 2017- AUGUST 18, 2017- HOURLY SALARY: \$8.00

ALEXIS APODACA –DATE OF HIRE: July 10, 2017- AUGUST 18, 2017- HOURLY SALARY: \$8.00

CAMRON LOPEZ –DATE OF HIRE: July 10, 2017- AUGUST 18, 2017- HOURLY SALARY: \$8.00

SARAH ENCINIAS –DATE OF HIRE: July 10, 2017- AUGUST 18, 2017- HOURLY SALARY: \$8.00

DESIREE APODACA–DATE OF HIRE: July 10, 2017- AUGUST 18, 2017- HOURLY SALARY: \$8.00

MARIA ORTIZ –DATE OF HIRE: July 10, 2017- AUGUST 18, 2017- HOURLY SALARY: \$8.00

JUAN GARCIA –DATE OF HIRE: July 10, 2017- AUGUST 18, 2017- HOURLY SALARY: \$8.00

Background Information: The above individuals will work at different San Miguel County Divisions as part of the 2017 Summer Youth Program.

Action Requested of Commission: Approval to ratify and hire the above individuals for the 2017 Summer Youth Program.

Staff Recommendation: Approval to ratify and hire the above individuals for the 2017 Summer Youth Program.

Presenter: Eileen Sedillo, Human Resource Supervisor and Morris Madrid, Public Works Supervisor

19. PERSONNEL ACTIONS OR CHANGES FOR THE MONTH OF JUNE 2017.

Background Information: Personnel actions or changes which have taken place in San Miguel County for the month of June 2017 are submitted for ratification and approval by the San Miguel County Board of Commissioners.

Action Requested of Commission: To approve and ratify the personnel actions or changes that have taken place during the month of June 2017.

Staff Recommendation: To approve and ratify the personnel actions or changes that have taken place during the month of June 2017.

Presenter: Eileen Sedillo, Human Resource Supervisor

BOARD OF FINANCE MEETING

20. BANK TRANSFERS FOR THE MONTH OF JUNE

Background Information: Regulation No. ADM-R-08-09-2016-CM Governing Wire Transfers

Action Requested of Commission: For informational purposes only

Staff Recommendation: None

Presenter: Bertha Bustamante, County Treasurer

21. REQUEST A SPECIAL MEETING ON JULY 27TH OR 28TH

Background Information: A Special Meeting will need to be held to present the following: Final FY17/18 budget; Final FY16/17 Budget Adjustment and the FY16/17 Fourth Quarter Report.

Action Requested of Commission: Discuss dates available for the special meeting and authorize the County Manager to proceed with setting a date for the special meeting. Documentation must be submitted to the department of Finance Authority by the end of July.

Staff Recommendation: Same as above

Presenter: Melinda Gonzales, SMC Finance Supervisor

22. RESOLUTION 2017-07-11-F1, AUTHORIZING THE CREATION OF FUND 754

Background Information: In May of 2017, the County Treasurer opened up a bank account, entitled the Sheriff's Evidence Account. This account was requested by our County Sheriff. This account is needed to deposit any currency as a result of a seizure. When the criminal case is closed all evidence collected including the currency will be released back to the owner, unless ordered otherwise by the court.

In addition to having a separate bank account for this activity, the Finance Office is also requesting that a separate fund be created in the general ledger to account for this activity.

Action Requested of Commission: Review and approve fund authority

Staff Recommendation: Review and approve fund authority

Presenter: Melinda Gonzales, SMC Finance Supervisor

23. CASH BALANCE REPORT

Background Information: To report the April 30, 2017 cash balances.

Action Requested of Commission: For informational purposes only

Staff Recommendation: For informational purposes only

Presenter: Melinda Gonzales, SMC Finance Supervisor

24. INDIGENT BURIAL – NELSON FUNERAL HOME

Background Information: The Finance Office has received, reviewed and processed an indigent burial claims from Nelson Funeral Home.

Action Requested of Commission: Ratification of the indigent burial payment

Staff Recommendation: Ratification of the indigent burial payment

Presenter: Melinda Gonzales, SMC Finance Supervisor

25. ACCOUNTS PAYABLE REPORT FOR THE PERIOD OF MAY 26, 2017 THROUGH JUNE 26, 2017 AND THE MAY 2017 HOUSING PAYMENT REGISTER.

Background Information: Present payments made during the period of May 26, 2017 through June 26, 2017. Also to present the Housing Payment Register for the month of May 2017 as processed by Bernalillo County on behalf of San Miguel County.

Action Requested of Commission: Review and approve

Staff Recommendation: Review and approve

Presenter: Melinda Gonzales, SMC Finance Supervisor

26. JOURNAL ENTRY REPORT FOR THE MONTH OF MAY 2017

Background Information:

To provide the Commissioners with a Journal Entry Report for the month of May 2017.

Action Requested of Commission: For informational purposes only

Staff Recommendation: For informational purposes only

Presenter: Melinda Gonzales, SMC Finance Supervisor

27. RECEIPT REPORT FOR THE MONTH OF MAY 2017

Background Information:

To provide the Commissioners with a receipt detail report for the month of May 2017.

Action Requested of Commission: For informational purposes only

Staff Recommendation: For informational purposes only

Presenter: Melinda Gonzales, SMC Finance Supervisor

28. RFP No.2017-06-001 ORAL PRESENTATION

Background Information: Twenty minute oral presentation by candidates for legal services- San Miguel County

Action Requested of Commission: For informational purposes only

Staff Recommendation: For informational purposes only

Presenter: Eileen Sedillo, SMC Human Resource Supervisor

EXECUTIVE/CLOSED SESSION

- A. Limited Personnel Matters, as permitted by NMSA 1978, Section 10-15-1(H)(2) (as amended) of the Open Meetings Act, more specifically personnel matters regarding specific county departments: Assessor's Office and Detention Center.

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, Tenorio v. San Miguel County, Lopez-Rodgers v. San Miguel County, Claim Strickling Ranch Partners, LP Water Rights Issue.

ADJOURNMENT