



Board of County Commissioners

Rock G. Ulibarri
Chairman - District 1

Arthur J. Padilla
Vice Chair - District 3

Janice C. Varela
Commissioner - District 2

Maria L. Martinez
Commissioner - District 4

Chris A. Najan
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, October 10, 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: September 22, 2017

Disseminated to Radio Stations KFUN, KLVF, KNMX, KMDZ, KBQL, and KMDS: September 22, 2017

Posted on the SMC Website at www.co.sanmiguel.nm.us: September 22, 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.co.sanmiguel.nm.us, 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

September 11, 2017 Regular Commission Meeting

September 21, 2017 Special Meeting

PUBLIC INPUT FORUM

NEW BUSINESS

PRESENTATION: Amistad Y Resolana

Presenter: Alejandro Rivera

PRESENTATION: El Molino Site in Pecos

Presenter: Jeff Lewellin, NMED

PRESENTATION: Adoptive Foster Spiritual Program

Presenter: Dr. Dolores Ortega

PRESENTATION: Citizens Advisory Committee

Presenter: Pat Lehan

PRESENTATION: BTU

Presenter: Wayne Sonchar

PRESENTATION: Local Preference

Presenter: Bud Geng, Rocky Road

REGULAR ORDER

1. **Resolution #2017-10-10-Clerk -A Resolution Designating the polling places for the 2018 Primary and General Elections**

Background Information:

N.M. Statutes Annotated 1978, Section 1-3-2-(2011) requires that no later than the first Monday in November of the odd-numbered year, the Board of County Commissioners shall by resolution designate polling places for the 2018 Primary and General Elections.

Action Requested of Commission: Approve Resolution #2017-10-10- Clerk

Staff Recommendation: Approve Resolution #2017-10-10- Clerk

Presenter: Geraldine E. Gutierrez, San Miguel County Clerk

2. **Proposal to Support TIGER IX Discretionary Grant Application**

Background Information:

The TIGER IX application will require coordination between stake holders in the three states to establish new matching amounts; the more entities that participate, the greater the scope of the work that can be accomplished. The goal is to apply for a grant in the amount of \$25 million. Local entities are being asked to consider a match of \$12,500. The local entity would only be obligated to pay if the grant is awarded.

Action Requested of Commission: Approve to support

Staff Recommendation: Approve to support

Presenter: Commissioner William (Bill) E. Sauble, Colfax County Chairman

3. **Resolution No.10-10-2017-CM- A Resolution of the San Miguel Board of County Commissioners to Affirm Climate Action and Support the Paris Agreement**

Action Requested of Commission: Approve Resolution

Presenter: Rock G. Ulibarri, San Miguel County Chairman

4. **Resolution No.10-10-2017-CM2-A Resolution Supporting Congressional Action to Codify the Deferred Action for Childhood Arrivals Executive Action of 2017**

Action Requested of Commission: Approve Resolution

Presenter: Rock G. Ulibarri, San Miguel County Chairman

5. **Application No. SV-0027 Vacation of Plat – Lot Line Adjustment**

Background Information:

San Miguel County has received Application No. SV-0027 Vacation of Plat-Lot Line Adjustment for two (2) tracts of land identified as Tract 9 and Tract 10, Block 4 within the Tecolote River Subdivision. As per the County Subdivision Regulations, action to approve or deny such application must be taken by the Board of County Commissioners in open public hearing.

Action Requested of Commission:

(1) Hold and conduct a public hearing on Application No. SV-0027; and (2) approve the application of vacation of plat-lot line adjustment.

Staff Recommendation:

Hold and conduct a public hearing and approve the application.

Presenter: Alex Tafoya, Planning and Zoning Supervisor

6. **Ribera Housing Property Information**

Background Information:

San Miguel County owns the Ribera Housing Property located along State Road 3 in the area of Ribera. The property is vacant and no longer in use. The property remains under the control of the U.S. Department of Housing and Urban Development. County staff would like to brief the Board of County Commissioners on the status of the property.

Action Requested of Commission: Informational purposes only

Staff Recommendation: None

Presenter: Alex Tafoya, Planning and Zoning Supervisor

7. **The Procedure for Road Adoption or Abandonment**

Background Information:

Road Adoption or Abandonment- State Statute 67-5-1 to 6-5-21, NMSA and San Miguel County Resolution No. 12-13-2001-PW, Minimum Road Standards.

NM State Statute 67-5-1 to 6-5-21, NMSA provides the procedures and requirements a County must follow in regard to vacating a County Road, altering a road, establishing or adopting a road as a new County road.

Resolution No. 12-13-2001-PW is the criteria for new roads. The County road viewers use this criteria when conducting a road viewing and making recommendations (as per state statute) to the Board of County Commissioners in regard to abandonment of a road as a County road or in regard to possible adoption.

Action Requested of Commission: Informational purposes only

Staff Recommendation: Informational purposes only

Presenter: Alex Tafoya, Planning and Zoning Supervisor

8. **Approval to Ratify and Accept FY17 Emergency Management Performance Grant Award**

Background Information:

The San Miguel County/City of Las Vegas Office of Emergency Management is requesting approval to ratify and accept the FY17 Emergency Management Performance Grant in the amount of \$64,597.21 with a match of \$64,597.21,

a total of \$129,194.42 towards the salary and benefits for the OEM Emergency Manager and Emergency Management Specialist Positions.

Action Requested of Commission:

Request for approval to accept the EMPG and allow administrative staff to sign the grant agreement

Staff Recommendation: Approval to accept the EMPG

Presenter: Leo Maestas, OEM Manager

9. **Resolution No. 10-10-17-RA01; Addition of Viento Ln, a Newly Named Private Road to the Official E-911 Road List of San Miguel County, New Mexico**

Background Information:

During a routine address request from a local resident from Rociada, NM, it was discovered that there are three (3) addressed structures on a single road located off NM Highway 105 near Rociada, 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.”

The Rural Addressing division requested the residents name this driveway. The residents returned a road naming petition and all the current residents agreed to the name of “Viento 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. 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: Review and approve

Presenter: Diego Trujillo, Information Technology Supervisor

10. Resolution No. 10-10-17-RA02; Addition of Prim Rd, A Newly Named Private Road to the Official E-911 Road List of San Miguel County, New Mexico

Background Information:

During a routine address request from a local resident from Las Vegas, NM, it was discovered that there are five (5) addressed structures on a single road located off Gallegos 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.”

The Rural Addressing division requested the residents name this driveway. The residents returned a road naming petition and all the current residents agreed to the name of “Prim Rd.” 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: Review and approve

Presenter: Diego Trujillo, Information Technology Supervisor

11. 1st Extension - Care of Prisoner(s) Agreement – Colfax County, New Mexico and San Miguel County, New Mexico.

Background Information:

The 1st Extension of the Care of Prisoner(s) Agreement, by and between Colfax County, New Mexico and San Miguel County, New Mexico; providing for housing and care of Colfax County inmates, at the San Miguel County Detention Center; is presented for Commission review and approval. The cost of housing is ninety dollars (\$90.00) per day per inmate, with a twenty dollar (\$20.00) booking fee.

Action Requested of Commission: Review and approve

Staff Recommendation: Review and approve

Presenter: Matthew A. Elwell, Warden

12. 1st Renewal Agreement – Inmate Health Care Services/Health Care Management Services At The San Miguel County Detention Center. The Agreement Provides For Health Services To The Detainees Of The San Miguel County Detention Center

Background Information:

The 1st Renewal Agreement, by and between Health Care Partners Foundation, Inc. and the San Miguel County Detention Center; is presented for commission review and approval.

Action Requested of Commission: Review and Approve

Staff Recommendation: Review and approve

Presenter: Mathew A. Elwell, Warden

13. 3rd Extension Agreement Contract – Care of Prisoner(s) – City of Las Vegas, New Mexico and San Miguel County, New Mexico

Background Information:

The 3rd Extension Agreement – care of prisoner(s) contract, by and between the City of Las Vegas, New Mexico and San Miguel County, New Mexico; providing for housing and care of City of Las Vegas Municipal Court arrestees, at the San Miguel County Detention Center; is presented for Commission review and approval. The cost of housing is ninety dollars (\$90.00) per day/per inmate.

Action Requested of Commission: Review and approve

Staff Recommendation: Review and approve

Presenter: Matthew A. Elwell, Warden

14. Repeal and Re-Award bid on the Gunner Trail A25C Base Course Project

Background Information:

The San Miguel County Public Works Department went out for advertisement and opened bids on August 2, 2017. We recommended awarding the bid to RL Leeder; however, the Engineer made an incorrect determination and recommendation in regards to the lowest most qualified bidder. Therefore, we recommend repealing the award to RL Leeder and award to Enviro Works.

Action Requested of Commission:

The San Miguel County Commission repeal the award to RL Leeder and correctly award to Enviro Works.

Staff Recommendation:

Recommend to repeal the award and correctly award bid to Enviro Works.

Presenter: Morris Madrid, Public Service Supervisor

15. Repeal and Re-Award bid on CR B-60 in Pecos Bid Lot #1 and Bid Lot #2

Background Information:

The San Miguel County Public Works Department went out for advertisement and opened bids on September 6, 2017. We recommended awarding the bid to Sierra Valley Contractors on Bid Lot #1 and Bid Lot #2; however they have respectfully declined the award of this bid due to some hardships that will occur for their company. Therefore, we recommend awarding the bid to second lowest most qualified bidder Rocky Road Gravel Products.

Action Requested of Commission:

The San Miguel County Commission repeal the award to Sierra Valley Contractors and award to Rocky Road Gravel Products.

Staff Recommendation:

Recommend to repeal the award and award bid to Rocky Road.

Presenter: Morris Madrid, Public Service Supervisor

16. Approval of bid award for the 2017 Revenue Bond Project in Cerrito to the lowest most qualified bidder

Background Information:

The San Miguel County Public Works Division went out for advertisement and opened bids on September 19, 2017. We recommend awarding the bid to Rocky Road Gravel & Well Drilling, LLC as the lowest most qualified bidder on the 2017 Revenue Bond Project in Cerrito.

Action Requested of Commission:

The San Miguel County Commission to approve awarding the bid to Rocky Road Gravel & Well Drilling, LLC being the lowest most qualified bidder.

Staff Recommendation:

Award bid to lowest most qualified bidder Rocky Road Gravel & Well Drilling, LLC.

Presenter: Morris Madrid, Public Works Supervisor

17. Approval of bid award for the 2017 Revenue Bond Project in Garita to the lowest most qualified bidder

Background Information:

The San Miguel County Public Works Division went out for advertisement and opened bids on September 19, 2017. We recommend awarding the bid to Rocky Road Gravel & Well Drilling, LLC as the lowest most qualified bidder on the 2017 Revenue Bond Project in Garita.

Action Requested of Commission:

The San Miguel County Commission to approve awarding the bid to Rocky Road Gravel & Well Drilling, LLC being the lowest most qualified bidder.

Staff Recommendation: Award bid to lowest most qualified bidder Rocky Road Gravel & Well Drilling, LLC.

Presenter: Morris Madrid, Public Works Supervisor

18. Approval of bid award for the 2017 Revenue Bond Project in Villanueva to the lowest most qualified bidder

Background Information:

The San Miguel County Public Works Division went out for advertisement and opened bids on September 19, 2017. We recommend awarding the bid to Rocky Road Gravel & Well Drilling, LLC as the lowest most qualified bidder on the 2017 Revenue Bond Project in Villanueva.

Action Requested of Commission:

The San Miguel County Commission to approve awarding the bid to Rocky Road Gravel & Well Drilling, LLC being the lowest most qualified bidder.

Staff Recommendation:

Award bid to lowest most qualified bidder Rocky Road Gravel & Well Drilling, LLC.

Presenter: Morris Madrid, Public Works Supervisor

19. Approval of bid award for the 2017 Revenue Bond Project on CR C-23 White Barn to the lowest most qualified bidder

Background Information:

The San Miguel County Public Works Division went out for advertisement and opened bids on September 19, 2017. We recommend awarding the bid to Rocky Road Gravel & Well Drilling, LLC as the lowest most qualified bidder on the 2017 Revenue Bond Project on CR C-23 White Barn.

Action Requested of Commission:

The San Miguel County Commission to approve awarding the bid to Rocky Road Gravel & Well Drilling, LLC being the lowest most qualified bidder.

Staff Recommendation: Award bid to lowest most qualified bidder Rocky Road Gravel & Well Drilling, LLC.

Presenter: Morris Madrid, Public Works Supervisor

20. Public Works Division Report for the Month of September 2017

Background Information:

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

Action Requested of Commission: Informational purposes only

Staff Recommendation: Informational purposes only

Presenter: Arnold Lopez, SMC Public Works Division Road Foreman

21. Recommendation to Approve the Job Description of Deputy Warden

Background Information:

The job description of Deputy Warden will replace the current job description of Chief of Security

Action Requested of Commission: Approval of the Deputy Warden Job Description

Staff Recommendation: Approval of the Deputy Warden Job Description

Presenter: Eileen Sedillo, Human Resource Supervisor

22. Recommendation to ratify the hiring of the following individual to fill the vacant position of Transport Officer with the San Miguel County Sheriff's Division as per the recommendation of Gary Gold, San Miguel County Sheriff

PROBATIONARY/FULL TIME EMPLOYEES:

Victoria A. Lucero – Transportation Officer – Date Of Hire: September 18, 2017- Probationary Salary: \$23,750.00

Background Information:

The Transport Officer position was advertised and several applications were received. Interviews were held on September 5, 2017 and the committee recommended Ms. Victoria Lucero as the best qualified to fill the vacant position as the new Transport Officer. Ms. Victoria Lucero will be replacing Alfred Apodaca who resigned effective July 14, 2017.

Action Requested of Commission:

Approval to ratify the hiring of Victoria Lucero to fill the vacant position of Transport Officer with the San Miguel County Sheriff's Division

Staff Recommendation:

Approval to ratify the hiring of Victoria Lucero to fill the vacant position of Transport Officer with the San Miguel County Sheriff's Division

Presenter: Eileen Sedillo, Human Resource Supervisor

23. Personnel Actions or Changes for the month of September 2017

Background Information:

Personnel actions or changes which have taken place in San Miguel County for the month of September 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 September 2017.

Staff Recommendation:

To approve and ratify the personnel actions or changes that have taken place during the month of September 2017.

Presenter: Eileen Sedillo, Human Resource Supervisor

24. Fourth Judicial District Court Room 105-106 Remodel

Background Information:

The Fourth Judicial District Court is requesting \$19,000.00 in funding for room 105 and 106 remodel. The remodeling of the Court House is necessary to better serve the influx of pro se litigants (individuals who can afford an attorney) in this community, to increase our matrix for drug court, and to begin our pretrial services program.

Action Request of Commission: Request for approval

Staff Recommendation: Request for approval

Presenter: Honorable Judge Matthew Sandoval

BOARD OF FINANCE MEETING

25. Bank Transfers for the Month of September

Background Information:

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

Action Requested of Commission: Informational purposes only

Staff Recommendation: None

Presenter: Bertha Bustamante, San Miguel County Treasurer

26. Resolution 2017-10-10-F1, Authorizing the Creation of Funds 755

Background Information:

There is a need to create a new fund to account for transactions tied to Writs of Execution.

Action Requested of Commission: Review and approve

Staff Recommendation: Review and approve

Presenter: Melinda Gonzales, San Miguel County Finance Supervisor

27. Resolution 2017-10-10-F2

Background Information:

The first item is to budget the incoming insurance reimbursement for vehicles that were damaged by the hail. An increase to both revenues and expenditures are being requested, the increase in the expenditures will also contain a \$2,500 increase for our deductible.

The second adjustment is a transfer from the General Fund (Fund 101) to the DC/Annex Fund (210) for security enhancements and minor renovations at the District Court House in the amount of \$19,000.

The third adjustment is a budget increase of \$12,500 as a match to a Tiger IX funding to repair and upgrade the railway.

The fourth adjustment is to increase the general fund budget by \$30,822 to finish Phase I and Phase II of the Comprehensive Plan.

The fifth adjustment is to increase the general fund budget by \$15,000 to provide additional funding to the Samaritan House.

The sixth adjustment is to transfer \$11,000 from Fund 704 to Fund 221 to purchase equipment for the Detention Center.

The eighth adjustment is a transfer to Fund 755 (Writ of Execution) in order to open a bank account.

The seventh adjustment is to increase the Cabo Lucero (Fund 412) grant budget by \$500 as a result of receiving a Century Link Grant.

Action Requested of Commission: Review and approve

Staff Recommendation: Review and approve

Presenter: Melinda Gonzales, San Miguel County Finance Supervisor

28. Cash Balance Report

Background Information:

To report the July 31, 2017 reconciled cash balances.

Action Requested of Commission: Informational purposes only

Staff Recommendation: Informational purposes only

Presenter: Melinda Gonzales, San Miguel County Finance Supervisor

29. Accounts Payable Report for the period of August 25, 2017 through September 25, 2017 and the August 2017 Housing Payment Register.

Background Information:

Present payments processed through the finance office and Bernalillo County on behalf of San Miguel County.

Action Requested of Commission: Review and approve

Staff Recommendation: Review and approve

Presenter: Melinda Gonzales, San Miguel County Finance Supervisor

30. Indigent Burial – Nelson’s Funeral Home

Background Information:

The Finance Office has received, reviewed, and processed one indigent burial claim from Nelson’s Funeral Home.

Action Requested of Commission: Ratification of the indigent burial payments.

Staff Recommendation: Ratification of the indigent burial payment.

Presenter: Melinda Gonzales, San Miguel County Finance Supervisor

31. Receipt report for the month of August 2017

Background Information:

To provide the Commissioners with a Receipt Detail Report for the month of August 2017.

Action Requested of Commission: Informational purposes only

Staff Recommendation: Informational purposes only

Presenter: Melinda Gonzales, San Miguel County Finance Supervisor

32. Journal Entry report for the month of August 2017

Background Information:

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

Action Requested of Commission: Informational purposes only

Staff Recommendation: Informational purposes only

Presenter: Melinda Gonzales, San Miguel County Finance Supervisor

ADJOURNMENT