

Final Copy
Torrance County Board of Commissioners
Special Commission Meeting
March 10, 2017

Commissioners Present: **Julia DuCharme-Member**
 James Frost-Member
 Javier Sanchez- Chair

Others Present: **Annette Ortiz- Interim County Manager**
 Dennis Wallin- County Attorney
 Michelle Jones –Clerk Admin. Assist. III

Call Meeting to Order:

Chairman Sanchez calls the meeting to order at 2:05 pm and calls for a Commission Roll Call. Commission District 1- Present, Commission District 2- Present, Commission District 3- Present. Mr. Nick Sedillo, Risk Manager, leads us in the pledge and Ms. Annette Ortiz, Interim County Manager, gives the invocation.

Approval of the Meeting Agenda:

Chairman Sanchez asks for a motion to approve today's Meeting Agenda. **ACTION TAKEN:** Commissioner Frost makes a motion to approve today's meeting agenda. Chairman Sanchez seconds the motion. No further discussion. The Commissioners vote; all in favor, none opposed. **MOTION CARRIED.**

Action Items

Items to Be Considered and Acted Upon

***Department Requests/Reports:**

EXECUTIVE SESSION:

As Per Motion and Roll Call Vote, Pursuant to New Mexico State Statute Section 10-15-1, the Following Matters Will be Discussed in Closed Session:

- a) Limited Personnel Matters pursuant to NMSA 10-15-1 H (2) regarding discussion of hiring of County Manager.

ACTION TAKEN: Chairman Sanchez makes a motion to go into Closed Session pursuant to Section 10-1-15 H (2) regarding discussion of hiring of County Manager. Commissioner Frost seconds the motion. Roll Call Vote: District 1-Yes, District 2-Yes, District 3-Yes. **MOTION CARRIED**

Executive Session begins at 3:15 PM

RECONVENE FROM EXECUTIVE SESSION

ACTION TAKEN: Chairman Sanchez makes a motion to reconvene from Executive session, where the Commission discussed limited personnel matters regarding the hiring of a County Manager. Madam Commissioner DuCharme seconds the motion. The Commissioners vote; all in favor, none opposed. **MOTION CARRIED.**

Regular Session reconvened at 1:30 pm.

1. Road Policy Workshop Ms. Annette Ortiz, Interim County Manager speaks. The Commission had requested this meeting with the Road Department to review the Road Policy, specifically because Chairman Sanchez was not on the Commission when the current Road Policy was adopted. Each Commissioner has been presented with a copy of the current Road Policy. (A copy of the policy is included in the file for this meeting.)

Chairman Sanchez asks if it is possible to go into Closed Session to discuss this. Mr. Wallin states that he does not see a basis to go into Closed Session.

Chairman Sanchez asks for input from the Road Department about what might improve their ability and capacity to do their job. Mr. Leonard Lujan, Road Department Superintendent, speaks. He states that he finally has a full crew and both of his crews are out working. His construction crew is out doing FEMA projects and his blade guys are out blading in teams.

Mr. Lujan states that the one thing that would really help them out would be going back to using 9 machines. He states that he wants to go with 6 machines having pneumatic rollers in the back and 3 machines without. One guy would pull ditches, back slopes, and the other guys would be working just the tops of roads. With the rollers behind the machines, they would roll every single road that they worked on. They would not have to depend on traffic to help compact the roads. Mr. Lujan further comments that a zipper would also make a big difference. They could crush the material in their pit down to a regular size. They could re-fix their chip seal roads better with the zipper too. Chairman Sanchez asks if the acquisition of this equipment would require more personnel. Mr. Lujan states no, it would not.

Mr. Lujan states that the Road Department should be getting to all of their roads quarterly. Some roads need to be maintained more often. He states that now that he finally has a full crew (15 workers), things are getting better.

In terms of hauling material, Mr. Lujan states that the Department has 4 new rigs and they have been running non-stop. They are currently working on their FEMA projects in Encino.

Mr. Lujan states that he is currently working on his equipment leases. There is a new contract that they can go through that will allow for a 9 year lease instead of the current 5 year which will help a lot. Commissioner Frost asks if the Road Department does most of the maintenance on the blades themselves. Mr. Lujan replies that Josh, our mechanic, does the oil changes. Otherwise, we have a machine warranty for 5 years, and now we will have an extended warranty for the remaining 4 years. He states that after one year, we can return any piece of equipment that we don't need without any penalty.

Mr. Lujan clarifies that he will have to go out for bid for a zipper and is planning on purchasing a 6 foot zipper, which will cost approximately \$180,000.00, or \$38,000.00 per year. He also comments that leasing 9 machines with rollers will cost approximately \$200,000.00 per year.

Chairman Sanchez asks what Mr. Lujan needs facility-wise. Mr. Lujan replies that, in addition to needing equipment, they need a bigger yard, bigger shop; basically more room. Mr. Lujan states that if the Road Department were to be moved to the property near CCA that the County already owns, it would cost approximately \$450,000.00 to build a complete new shop with an office. The County could pose a new GO Bond question for funds for this move in two years. Mr. Lujan comments that he still has approximately \$542,000.00 currently in his budget. He

states that he just went out for bid on rocks and oil, because he plans to re-lift Lexco and Hwy 27; 12 miles of road.

Mr. Lujan states that if he is able to go back to using 9 machines, he plans to break the County up into 3 sections. He will then run 3 graders with rollers in each section.

Chairman Sanchez ask about training. Mr. Lujan comments that he will be holding a grader training session in May. He has sent his guys to all of their CDL trainings. They have been through backhoe training, loader training, flagmen training, etc.

Ms. Ortiz, Interim County Manager, comments that she has spoken with Mr. Lujan about requests for maintenance from the public. Mr. Lujan has requested a period of 8 business days to respond to any public requests. In this way, persons making requests will know when to expect a response and this will give Mr. Lujan time to go and inspect the road and decide on a course of action.

Chairman Sanchez states that some other counties have a spreadsheet on their website that shows what roads in their county are scheduled for maintenance. He presents Mr. Lujan and his fellow Commissioners with a sample spreadsheet, a portion of which is attached below:

DRAFT

2016-17 Road Fund Surface Treatments

3/18/2016

Rd #	Sec	Road Name	From	To	FC	UOM	
						Sq Yd	Miles
		Chip Seal					
1	145100	10 Edy Rd	Begin Co. Jur. (#17295 e-prop. line)	Elwert Rd	UC	10,609	0.646
2	139300	10 Dersham Rd	Harrington Rd	Hwy 26	RC	21,009	1.557
3	139300	20 Dersham Rd	Hwy 26	Mountaindale Rd	RC	5,422	0.420
4	145100	20 Edy Rd	Elwert Rd	Aebischer Rd	RC	24,306	1.973
5	149300	10 Fern Hill Rd	Spring Hill Rd	Blooming-Fern Hill Rd	RC	26,315	2.136
6	156500	10 Green Mountain Rd	Sell Rd	End of pavement (n)	RC	11,569	0.939
7	165500	10 Hornecker Rd	Begin Co.Jur.(.06 se/Br.#1313)	Susbauer Rd	RC	23,396	1.899
8	194500	10 Mountaindale Rd	North Av	Dersham Rd	RC	14,723	1.195
9	194500	20 Mountaindale Rd	Dersham Rd	Hwy 26	RC	39,079	3.172
10	194500	30 Mountaindale Rd	Hwy 26	Roy Rd	RC	15,167	1.231
11	194500	40 Mountaindale Rd	Roy Rd	Wilkesboro Rd	RC	8,962	0.804
12	223700	10 Scotch Church Rd	Jackson School Rd	Glencoe Rd	RC	19,313	1.646
13	224300	10 Sell Rd	Hwy 26	Green Mountain Rd	RC	5,334	0.433
14	126500	10 Cedar Canyon Rd	Hwy 47	Killin Rd	RRL	31,663	2.570
15	126500	20 Cedar Canyon Rd	Killin Rd	Hwy 6 (access)	RRL	12,302	1.165
16	100500	10 Aerts Rd	Wilkesboro Rd	Hwy 6	RL	2,511	0.214
17	100500	20 Aerts Rd	Hwy 6	Banks Rd	RL	9,646	0.783
18	145100	30 Edy Rd	Aebischer Rd	Lebeau Rd	RL	1,367	0.111
19	168500	20 Jackson Quarry Rd	Helvetia Rd	Bridge #1349	RL	11,207	1.197
20	194380	10 Mountain Creek Rd (MLID)	Pvt drives (se)	Seiffert Rd	RL	13,417	1.089
21	212000	10 Rainbow Ln (MLID)	Scholls Ferry Rd	Patricia Av intersection (+50 ft each direction)	RL	7,639	0.592
				Totals		314,957	25.772

Chairman Sanchez asks Mr. Lujan if he thinks that something like this would be a useful tool for us and our residents. We could use this to list our projects and/or our regular scheduled road maintenance. Mr. Lujan will look at this. Chairman Sanchez clarifies that this document could supplement our Road Policy and give our constituents a better idea of what will be done, then there would be no question about the intentions of the County. The spreadsheet could also include a map for easy reference.

Mr. Lujan states that dividing the County into sections would also help our residents know where the graders will be working. Residents would start to see that the graders are coming back to their roads about every three weeks.

Mr. Lujan states that his Department has been discussing putting their mileage list on the website so everyone would know exactly which roads are County maintained. He agrees that this could be a good tool.

There is discussion about how to prioritize roads. Traffic counts are an important tool, but cannot be the only tool. There are many factors that must be considered: traffic counts, bus routes, emergency services, residents who are elderly and/or wheelchair bound, etc.

What role does a Commissioner play in this? Madam Commissioner DuCharme states that she thinks there should be a uniform system applied to all the Commission Districts; one Commissioner's approach should not be different from another's. She thinks the Commission should look at how other counties prioritize their roads. She states that Santa Fe County has software that they use to evaluate their roads, make decisions, and schedule maintenance. We need to research what other counties are doing and decide what would work best for us.

Mr. Lujan states that if he can get the equipment that he is requesting, he can break up the County into three sections and get a section done every 4 weeks, and the whole County done every 12 weeks. Mr. Lujan states that he is working on his leases and trying to get everything in place so he can start working the roads like he wants to in July, at the beginning of the fiscal year.

Chairman Sanchez states that if the Road Department requires a strengthening of their arsenal in order to meet the needs of the constituents, leave better roads, and get across the County faster, he is willing to arm them the best that we can. If we can manage this fiscally, then we should do it. Chairman Sanchez asks Ms. Ortiz to look into how we can fit this into our budget. If we can get the equipment needed

and the Road Department can carry out the schedule that Mr. Lujan has described and we can put a spreadsheet of our projects and maintained miles on the website, this would be real progress.

If done right, regular maintenance will not need to be prioritized. The next question is how do we prioritize new projects? There is discussion about this. Mr. Lujan states that some counties have a Public Hearing at the beginning of every fiscal year where constituents can come and advocate for their road. If we did this, the Commission would have the Public Hearing, listen to and gather the requests, and then make final decisions with the Road Department. Chairman Sanchez suggests creating an advisory board that would assist the Commission in identifying new projects that could be then be relayed to the Road Department. There is discussion about this idea and who would be on this advisory board. Mr. Lujan expresses concerns about the idea of an advisory board. He states that the people on an advisory board like this might just push for improvements in their area and not objectively look at the needs of the whole County. He states that if we have a public hearing, the final decisions would rest with the Commission and the Road Department. He comments that the Commission is the COUNTY Commission, not the District Commission; each Commissioner must look at the needs of the whole County. Madam Commissioner DuCharme states that an advisory board could be a helpful tool if, for example, there were two representatives from each Commission district who could do an evaluation of the roads in their districts and then report a back to the Commission. Chairman Sanchez suggests a board that is qualified more by professional affiliation. For example, it would include members from the school districts, the Road Department, and a Commissioner. He agrees that there are positives and negatives to the idea of an advisory board. There is discussion about these pros and cons. In any scenario, the Road Department would play a pivotal role; they are the experts that actually carry out the maintenance. In summary, Chairman Sanchez states that he believes that we need to collectivize the expertise that we have and try to build a road policy and road plans for new projects that really takes into account all the different aspects involved. There will be more discussion about these ideas at another time.

Chairman Sanchez states that right now, a great starting off point would be the acquisition of the requested equipment and the creation of a simple document that could be put on the website.

Commissioner Frost agrees with Chairman Sanchez and tells Mr. Lujan to keep up the good work.

Madam Commissioner DuCharme suggests that we put a form on our website that people can fill out and submit if they want a road considered for repair or maintenance. A form where they could list the name of the road, the condition of the road and the requested action. These requests could also help with prioritization. She stresses that the form needs to be easy to fill out and submit. Ms. Ortiz states that this can be done. Madam Commissioner DuCharme states that a form like this could be done for signs also. Mr. Lujan states that they are working on this. Mr. Lujan states that he can also put the miles maintained on the website.

Michael Godey, resident, suggests proceeding slowly with these suggestions. He also states that the County should limit the number of boards a person can be on. If the same people are on all the boards you can end up with a “good ole boys” situation.

Ms. Belinda Garland, resident, suggests having a ranking system instead of an advisory board for prioritizing roads. She suggests a ranking system like the federal government uses for property improvements, for example. Then there are no personal emotions or political contacts that could play into it.

Michelle Jones, resident, (myself) speaks. She states that this is an exciting time to be here in the County; there are a lot of new and exciting ideas being proposed. She agrees with funding the needs of the Road Department and states that she is in favor of holding public hearings, either once or twice a year, when constituents could advocate for their roads. Then, have a group comprised of the Commission, the Road Department, a representative from the school districts and possibly EVEDA, who could get together and evaluate that roads that are brought up at the public hearing and make final decisions.

Linda Jaramillo, Clerk, states that she has heard Mr. Lujan speak to the Commission about the roads many times; he is an expert. All he needs is the right equipment and employees. She states that Mr. Lujan should be the advisory board to the Commission. He is very knowledgeable about his work and about the whole County.

Mr. Lujan, Road Superintendent, reminds the Commission to email either himself or Ms. Ortiz about any road complaints and they will do their best to take care of them.

EXECUTIVE SESSION:

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- a) Limited Personnel Matters pursuant to NMSA 10-15-1 H (2) regarding discussion of hiring of County Manager.

ACTION TAKEN: Chairman Sanchez makes a motion to go into Executive Session pursuant to Section 10-1-15 H (2) regarding discussion of hiring of County Manager. Madam Commissioner DuCharme seconds the motion. Roll Call Vote: District 1-Yes, District 2-Yes, District 3-Yes. **MOTION CARRIED**

Executive Session begins at 3:15 PM

RECONVENE FROM EXECUTIVE SESSION

ACTION TAKEN: Chairman Sanchez makes a motion to reconvene from Executive session, Pursuant to Open Meetings Act, Section 10-15-1 (J), Commission Report from Closed Session: b) Consider and act upon, if appropriate, Limited Personnel Matters regarding discussion of hiring of County Manager. Madam Commissioner DuCharme seconds the motion. The Commissioners vote; all in favor, none opposed. **MOTION CARRIED.**

Regular Session reconvened at 1:30 pm.

Chairman Sanchez reports that the County has reached a consensus with Ms. Garland regarding her hiring as the new County Manager.

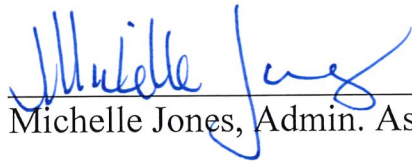
2. Appoint County Manager ACTION TAKEN: Chairman Sanchez makes a motion to table this item. Madam Commissioner DuCharme seconds the motion. No further discussion. The Commissioners vote; all in favor, none opposed. **ITEM TABLED.**

***Adjourn**

ACTION TAKEN: Chairman Sanchez makes a motion to adjourn the March 10, 2017 Commission Meeting. Commissioner Frost seconds the motion. No further discussion. The Commissioners vote; all in favor, none opposed. **MOTION CARRIED.**

Meeting adjourned at 5:37 pm


Chairman Sanchez


Michelle Jones, Admin. Assist. III

4/12/17
Date

The video of this meeting can be viewed in its entirety on the Torrance County NM Website. Audio discs of this meeting can be purchased in the Torrance County Clerk's Office and the audio of this meeting will be aired on our local radio station KXNM.