

**FINAL COPY
TORRANCE COUNTY BOARD OF COMMISSIONERS
REGULAR COMMISSION MEETING
NOVEMBER 22nd, 2017**

COMMISSIONERS PRESENT: JAVIER SANCHEZ-CHAIRMAN
JAMES FROST-MEMBER
JULIA DUCHARME-MEMBER

OTHERS PRESENT: BELINDA GARLAND-COUNTY MANAGER
ANNETTE ORTIZ-DEPUTY COUNTY MANAGER
DENNIS WALLIN-COUNTY ATTORNEY
YVONNE OTERO-ADMIN. ASST.

CALL MEETING TO ORDER

Chairman Sanchez calls the November 22nd, 2017 Regular Commission Meeting to order at 9:02 am

Pledge lead by Mr. Nick Sedillo and Invocation lead by Ms. Annette Ortiz

APPROVAL OF NOVEMBER 6th, 2017 SPECIAL MEETING MINUTES

Chairman Sanchez asks for a motion to approve the November 6th, 2017 special meeting minutes. **ACTION TAKEN:** Commissioner Frost makes a motion to approve the November 6th, 2017 special meeting minutes. Madam Commissioner DuCharme seconds the motion. No further discussion, all Commissioners in favor. **MOTION CARRIED**

APPROVAL OF NOVEMBER 8th, 2017 REGULAR MEETING MINUTES

Chairman Sanchez asks for a motion to approve the November 8th, 2017 regular meeting minutes. **ACTION TAKEN:** Chairman Sanchez makes a motion to approve the November 8th, 2017 regular meeting minutes. Commissioner Frost seconds the motion. No further discussion, all Commissioners in favor. **MOTION CARRIED**

APPROVAL OF NOVEMBER 22nd, 2017 MEETING AGENDA

Chairman Sanchez asks for a motion to approve the November 22nd, 2017 meeting agenda. **ACTION TAKEN:** Chairman Sanchez makes a motion to approve the November 22nd, 2017 meeting agenda. Madam Commissioner DuCharme seconds the motion. No further discussion, all Commissioners in favor. **MOTION CARRIED**

APPROVAL OF CONSENT AGENDA

Chairman Sanchez asks for a motion to approve the consent agenda. **ACTION TAKEN:** Madam Commissioner DuCharme makes a motion to approve the consent agenda. Commissioner Frost seconds the motion. Madam Commissioner DuCharme asks if there are any indigent claims and if so what is the amount. Ms. Ortiz states that yes there was and the amount was \$2,000.00. No further discussion, all Commissioners in favor. **MOTION CARRIED**

ACTION ITEMS **ITEMS TO BE CONSIDERED AND ACTED UPON**

***Presentation(s):**

1.) Recognition of Excellence for Wanda Sullenger, Torrance County Volunteer EMT

Lester Gary, Torrance County Fire Chief Introduces Ms. Wanda Sullenger a member of the Mountainair Volunteer Fire Department. Ms. Sullenger has been with the department for 13 years and recently received an award from the state of New Mexico Emergency Services Bureau for 2017 Provider of the Year. Even though Ms. Sullenger is out of Mountainair, Torrance County does work closely with them on mutual aid calls and Mountainair does help with a lot of the southwestern end of the county. Chief Gary would like to present her with a Recognition of Excellence for her service from the Torrance County Fire Department. A video of the news clip is shown for all to view. **NO ACTION TAKEN DISCUSSION ONLY**

***Department Request/Reports:**

2.) Updates: a. Various County Departments d. Commission

a.) Various Departments

1.) Linda Jaramillo, Torrance County Clerk: Ms. Jaramillo would like to update everyone on the upcoming elections in 2018. On February 6, 2018 Moriarty/Edgewood Schools will be having a special GO Bond Election, which is run by the Torrance County Clerk's office. Consolidated precincts for that election will be at the Edgewood Middle School and the Moriarty Civic Center. Absentee voting for this election will be held here at the Clerk's office. Ms. Jaramillo will be publishing the resolutions for this election in the Independent on December 6, 2017 and December 13, 2017, and in the Mountainview Telegraph on December 7, 2017 & December 14, 2017. If anyone is interested on the details or to read the resolution, they will be available in my office and you are welcome to come review them, or read them in the paper.

On March 6 2018 all of the Municipalities in Torrance County will be having their elections. The municipalities include Encino, Estancia, Moriarty, Mountainair, and Willard. Voting will take place at each of these city halls. In the municipal elections the Torrance County Clerk provides the voting machines, voting machine technicians, voter lists, and document their

absentee voters to help prepare their rosters for Election Day. For any information on your town elections you will need to contact your municipalities.

On November 20th, 2017 letters were sent out to the voters in precincts 9 & 10 in Mountainair to inform them of their change of precinct location. The changes are from the Mountainair High School Gym (precinct 10) and the Mountainair Catholic Center (precinct 9) to the Dr. Robert J. Saul Community Center.

On January 29th, 2018 the Governor will issue the Primary Election Proclamation. Anyone seeking office will not be able to change their party affiliation after this date and must run as the party they are registered as. If they wish to change their party affiliation it must be done before this date.

2. Better Cabber Torrance County Assessor: Ms. Cabber states that some of you may have received an email with this information but she would like to let everyone know that the opioid crisis workshops will be held in Albuquerque, NM on November 28th, 2017 in the morning and in the afternoon in Santa Fe, NM, and on December 5th, 2017 in Las Cruces, NM.

The next thing Ms. Cabber states is that the Special Method Evaluation Forms (the blue forms) are at the printer, they must be out by January 1st, 2018, but we are going to try to get them out by December 1st, 2017. These are the livestock forms for everyone that owns livestock must report to us by February 28th, 2018. Also business personal property everyone must report those as well. If they are depreciating with the IRS then they have to report their business personal property to us by the end of February. Ms. Cabber states that her office will be sending out a letter stating that the form the business owners will use to report the business personal property will be available on the assessor's website. If they don't have access to the internet then they can call the office and have a form sent to them.

Ms. Cabber states that she has also been attending the revenue and stabilization interim committee meetings in Santa Fe. The main talk is all about the budget. Ms. Cabber states she has attended a few of the legislative finance committee meetings as well. Ms. Cabber would like to remind everyone that if they go onto the state legislature sight you can access the committees and their agendas. The revenue and stabilization committee will be meeting again on December 20th, 2017 and also the legislative committee will be meeting December 4th & 5th 2017 in Santa Fe. You can watch these meetings on their websites, especially if you can't make it up to Santa Fe. It's a good idea to view these because they are talking about capital outlay, GRTs, property tax, pretty much anything that has to do with the budget. This upcoming 30 day session will be all about the budget. Commissioner Frost asks what the dates are for the Legislative Conference. Ms. Cabber states that it will begin on January 16th, 2018 and run for 30 days. Ms. Cabber states that the work on NM 41 is coming along well and they seem to be working very fast.

d.) Commission

1.) Madam Commissioner DuCharme: Madam Commissioner DuCharme states that last week she attended a workshop at the Mid-Region Council of Governments for the US Census in 2020. The people that are responsible for collecting that information have already begun to prepare for the census. The first step the county has to take is to sign up for the LUCA program

if they have not already done so. Madam Commissioner DuCharme ask Ms. Cabber if the county is currently part of this program. Ms. Garland replies that Ms. Ortiz and Mr. Gastelum from rural addressing are working on making sure that the county is meeting all the requirements for that program. Madam Commissioner DuCharme states that Ms. Ortiz also attended the meeting and they were provided with some information.

Madam Commissioner DuCharme would like to point out that the George Washington University in Washington, D.C. provided information that shows federal programs, 16 large federal assistance programs that distribute funds on basis of decennial census derived statistics. It shows total program obligation in fiscal year 2015 was \$6,197,394,617.00 that was \$2,972.00 per person. In this workshop it emphasized the county's interest to count every person in the county. The county's responsibility is to try and get the people to participate so that all the information will be accurate for the census. The county will just need to keep reminding the people to participate in the census. There will also be a website where people can go to enter their information if they do not want to deal with the in person people.

Madam Commissioner DuCharme states that she watched the recognition presentation and the interview and would like to state what amazing people we have in the county. They have great difficulties themselves and they put aside those difficulties in order to help other people. Madam Commissioner DuCharme would also like to state that in her opinion we need to slow down and reflect and we need to give more attention and care to people we love and she would like to wish everyone Happy Thanksgiving, Gobble Gobble.

***Commission Matters:**

3.) Findings of Fact, Conclusions of Law Special Use District for Pacific Wind, LLC, La Joya & Lucia Projects

Mr. Steve Guetschow Planning & Zoning states before you we have a draft that Mr. Wallin provided us with. As you recall back in May the Commission approved the Special Use to Pacific Wind, LLC for the La Joya and Lucia projects for their wind and solar farms. The document that you have before you is just a formality of the facts and conclusions of that action. With everything that has been going on we overlooked getting this done at an earlier date. Therefore I bring this to you today for your approval and signatures. Mr. Guetschow also states that he has included the section of the minutes where this was approved just to help refresh your memory.

Madam Commissioner DuCharme states that she was glad that the minutes from the meeting were included. **ACTION TAKEN:** Chairman Sanchez makes a motion to approve the Findings of Fact, Conclusions of Law Special Use District for Pacific Wind, LLC, La Joya & Lucia Projects. Madam Commissioner DuCharme seconds the motion. No further discussion, all Commissioners in favor. **MOTION CARRIED**

4.) Review 2019-2013 Infrastructure Improvement Plan

Ms. Garland states that she would like for Chief Gary to give an update on the Fire Station that is in need of improvements.

Lester Gary Torrance County Fire Chief states that they have had a well service company come out for the Sub-Fire Station, on 84 Galloway in District 5, to look at the well that has had some issues with for quite a while. The well is approximately 250 feet and has 10 feet of water. What the serviceman is going to attempt to do is get a bale and drop down in to the well and clean out some of the sand that's in there and see if he can get 2 more feet of water. Once that is complete he will check the casings, we are also going to get another pump and drop it down the well to see how much water it will actually provide. The serviceman is confident that it will produce water. They are just not sure of how much and how big of a pocket that is down there to hold the water. As it stands now we can get water to the station and can use the showers, the sinks, the toilet, etc. If it does not produce water, we will obtain a pressure tank to build up the pressure and see how that helps. Worst case scenario is we will have to obtain a 1000 gallon holding tank and we can fill that tank from the well and have that water available as well. The well is strictly for station use we don't use it to fill any of the equipment.

Madam Commissioner DuCharme asks how the project will be financed. Chief Gary replies that it will be funded by the fire protection fund, we have building fund money available, and since the project is not going to cost as much as we anticipated we can use the fire protection fund.

Chairman Sanchez states that this is currently placeholder 6 on the ICIP list, correct? Chief Gary replies yes it is. Chairman Sanchez asks if it is the County Managers office recommendation to remove this project from the list. Ms. Garland states, no they are not ready to completely remove it from the list. In case something happens its will be good for it to still be on the list.

Ms. Garland would like to give a brief explanation of this list. Ms. Garland states that they recently moved up the deadline for the list. She was not aware until recently that the legislatures are only going to be looking at the top 5 projects on the list. Next year we are looking at having a better list. Chairman Sanchez was wanting us to revisit this list to adjust the order of the projects and their importance, so that way we can let the legislatures know what projects we would like for them to look at during the legislative session.

Last week Ms. Garland, Chief Gary, and Chairman Sanchez met with Mayor Garcia of Vaughn, NM Nazim Hindi & Leonard Villanueva from the town of Vaughn and Duran, NM to look at a new water system for the town. It was requested by Mr. Garcia that the two fire stations and the fill station have meters put on the water valves so that water usage can be accounted for. They really don't want a well drilled for Duran as Vaughn is ok with supplying water to Duran. What they are requesting is that an emergency plan be put in place in the event the water system fails. Ms. Garland states that there are two 40,000 gallon water tanks for the town of Duran out on a ranch northwest of town. If we for any reason they feel they would need water it would be difficult to get up there during severe weather conditions. We may want to look at contacting some engineers to place a new holding tank in town that way in the event we have to haul water in we can place it in this tank. When we did this list were thinking we needed to drill a well for the town but that is not the case and this project would not be shovel ready by the time the session come around.

Commissioner Frost states that for many year the Duran water system has been in jeopardy due to leaks etc. Based on his knowledge, that issue has seemed to have been resolved. His thoughts now are about the holding tanks. Could the tank be placed in Duran? Could it be filled with the existing water line and used in an emergency? Ms. Garland states that a tank must be approved for human consumption. If we fill that tank with the water that we have stored from the two tanks at the ranch and keep the water circulating and test it often it can be used for human consumption. There is discussion back and forth concerning the Duran water system. It is decided that item #2 on the list is not shovel ready and we will need to inform the legislatures about this and maybe we can move it back up to the top of the list next year.

Madam Commissioner DuCharme asks Chief Gary that when the 2 Senators were here at the last commission meeting she mentioned 2 other projects within the Fire Department. One is the mold in the District 3 bathrooms and the lack of special washing machines to wash the equipment. Can we request money for that? Chief Gary states that yes we can request money be put in place for that. We did find that we do have 1 extractor at district 2, Indian Hills fire station. So what we have done is that when the equipment is ready for cleaning the departments take the equipment there for cleaning. We are also still addressing the mold situation at the district 3 Fire Department. Madam Commissioner Ducharme says the Senators stated that they would like to fund immediately, not in stages. Madam Commissioner DuCharme states these would be great projects to request money for.

Chairman Sanchez states that he requested about is \$240,000.00 for this project, would we be getting that amount? Ms. Garland states that no we most likely will not get that amount, but what we can do is have Chief Gary get a couple of bids on this to see what the actual cost will be before we go to the session.

Madam Commissioner Ducharme states that the Sheriff's Department needs a new vehicle every year because of the amount of miles they put on them. She thinks this item should stay in the position of where it is at. Chairman Sanchez agrees with this in light of the current transport situation. It would be great to request money for a couple of vehicles to offset the cost of the transport. We should leave this item in this position since there is an immediate need for this.

Chairman Sanchez states that the Duran and McIntosh water issues should be moved to a lower position and we need to concentrate more on issues that are most needed. One item that needs to be moved up is the senior center equipment. We are currently asking for \$250,000.00 maybe we could amend this amount and ask for a little bit less. Maybe if we request less money for the projects we will have a better chance at getting them funded. Maybe ask for 2 vehicles that may cost about \$80,000.00 instead of asking for the full \$250,000.00. Try to make the amounts more feasible.

Commissioner Frost states that the common term for the ICIP is "Wish List." We have already seen in the past couple of years that our wishes have not been fulfilled at all. We have been told that there will be some money available but we are unaware of how much. We should inform the senators that Duran is not a necessity and advise them of our needs. The mold situation at the fire station is really important and the amount is so small that it does have a possibility of getting funded. The county Road improvements are something that will benefit everyone in the county and that is something that the legislatures will look at when they are

funding these projects. The Road Improvements and Sheriff's vehicles are really number 1 since they do benefit everyone.

Chairman Sanchez states that a project he would like to see funded, taking into account that the legislatures would like to see shovel ready projects, would be the Torreon Acequia Revitalization project. There has already been some funding put into this project as well as local fundraisers for this. The amount that is requested is relatively small compared to a lot of the other projects. This project is also shovel ready. I encourage you to move this project into the top 5 of the list.

ACTION TAKEN: Chairman Sanchez makes a motion to include in the top 5 of the ICIP the County Road Improvements with an adjusted amount, the Senior Center vehicles with an adjusted amount, the Sheriff's vehicle with an adjusted amount, the Fire Department renovations with an adjusted amount, and the Torreon Acequia Revitalization Project. Madam Commissioner DuCharme seconds the motion. Ms. Ortiz asks if this will be the final ranking for the projects.

Commissioner Frost asks Ms. Garland if there has been any other talk of another source when it comes to obtaining the vehicles for the senior center. Ms. Garland replies, no, she doesn't have anything concrete for this right now. Ms. Garland is working on it, and there can be other options, but there is nothing for sure. We have the funding for the zipper since it was already approved in the budget. If we can get money for that then we can use that money for something else, so maybe out the road improvements can be placed as number 5 on our list.

The rankings would be: 1.) Sheriffs Vehicles, 2.) Fire Department Renovations, 3.) Senior Citizens 4.) Torreon Acequia Revitalization Project, and 5.) County Road Improvements. No further discussion, all Commissioners in favor. **MOTION CARRIED**

a.) Resolution 2017-059 Adoption of 2019-2023 ICIP

ACTION TAKEN: Chairman Sanchez makes a motion to approve Resolution 2017-59 Adoption for 2019-2023 ICIP. Madam Commissioner DuCharme seconds the motion. No further discussion, all Commissioners in favor. **MOTION CARRIED**

***County Manager Requests/Reports**

5.) Update

County Manager Belinda Garland gives her update from what she has done the past few weeks. On Monday November 13th, 2017 she attended the hearing to dismiss the law suit against Wallin law Firm and Torrance County from Linda Filippi for an IPRA request. On Tuesday November 14th, 2017 she asked Deputy County Manager Annette Ortiz to attend the census workshop. Ms. Ortiz & Mr. Gastelum are working to make sure the county is meeting our requirements. On that same day a representative from Triadic was present to help with any questions regarding processing payroll.

On Wednesday November 15th, 2017 Ms. Garland and Chairman Sanchez met with Chief Gary, several representatives from Duran, and the Mayor of Vaughn to talk about the water system. On this same day the Finance Department met with representatives from Albuquerque Image to review proposals for new copy machines for the Road Department, Finance Department and Managers Office.

On Thursday November 16th, 2017 Ms. Garland met with Andy Miller from EVSWA to go over the letters that will be going out concerning the new changes to fees. There were a few changes to clarify the process for billing and low income. On Monday November 29th Ms. Garland attended a Juvenile Justice Board meeting. There will be an open house from 1:30 to 4:00 pm for the newly remodeled RAC which houses the mock trials for the Teen Court.

Other things Ms. Garland has been working on is a lease agreement with T-Mobile for a tower at dispatch and an MOU with the town of Estancia for emergency animal services. Also Ms. Garland is currently working with the Aging and Long Term Department to finalize paperwork to purchase equipment for Meals on Wheels for the Senior Centers.

Interviews for the HR position will be held on Monday November 27th, 2017, and also Ms. Garland was asked to be a representative for the MRCOG review of the CEDS. The meeting for this will be November 30th, 2017 at the MRCOG conference room. **UPDATE ONLY NO ACTION TAKEN, complete update hereto attached.**

Annette Ortiz Deputy County Manager states that she would like to impress upon the leadership, not just within the County, but in the towns, villages, and municipalities that we really need to register for the LUCA program. The entire county needs to be registered as a whole not just us. Everyone needs to get with their leadership and make sure that they get registered by December 15th, 2017. The road viewing committee will be out on December 1st, 2017 at 10:00 a.m. to discuss the 7/10 closure of Marty Road. **UPDATE ONLY NO ACTION TAKEN**

Public Comment/Requests

1.) Michael Godey stated that the last time he gave his public comment he gave the dates wrong for the open house for the learning center in Mountainair. Mr. Godey did email the commissioner and Ms. Cabber to give them the correct information. The open house was last Wednesday and would like to thank Madam Commissioner DuCharme for showing up and the questions that were asked were very informative, again thank you.

ADJOURNMENT

ACTION TAKEN: Chairman Sanchez makes a motion to adjourn the November 22nd, 2017 Regular Commission Meeting. Commissioner Frost seconds the motion. No further discussion, all Commissioners in favor. **MOTION CARRIED.**

Meeting adjourned at 10:15 a.m.



Chairman Javier Sanchez



Yvonne Otero-Administrative Assistant

12/13/2017

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.