

**FINAL COPY  
TORRANCE COUNTY BOARD OF COMMISSIONERS  
REGULAR COMMISSION MEETING  
AUGUST 9<sup>th</sup>, 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 August 9<sup>th</sup>, 2017 Regular Commission Meeting to order at 4:15 pm

Pledge lead by Mr. Dennis Wallin and Invocation lead by Chairman Sanchez

**APPROVAL OF THE JULY 21<sup>st</sup>, 2017 REGULAR COMMISSION MEETING MINUTES**

Chairman Sanchez asks for a motion to approve the July 21<sup>st</sup>, 2017 Regular Commission Meeting Minutes. **ACTION TAKEN:** Madam Commissioner Ducharme makes a motion to approve the July 21<sup>st</sup>, 2017, Regular Commission Meeting Minutes. Commissioner Frost seconds the motion. No further discussion, all Commissioners in favor. **MOTION CARRIED**

**APPROVAL OF THE JULY 24<sup>th</sup>, 2017 SPECIAL COMMISSION MEETING MINUTES**

Chairman Sanchez asks for a motion to approve the July 24<sup>th</sup>, 2017 Special Commission Meeting. **ACTION TAKEN:** Commissioner Frost makes a motion to approve the July 24<sup>th</sup>, 2017 Special Commission Meeting. Madam Commissioner Ducharme seconds the motion. No further discussion, all Commissioners in favor. **MOTION CARRIED.**

**APPROVAL OF THE July 26<sup>th</sup>, 2017 SPECIAL COMMISSION MEETING MINUTES**

Chairman Sanchez asks for a motion to approve the July 26<sup>th</sup>, 2017 Special Commission Meeting. **ACTION TAKEN:** Madam Commissioner Ducharme makes a motion to approve the July 26<sup>th</sup>, 2017 Special Commission Meeting. Commissioner Frost seconds the motion. No further discussion, all Commissioners in favor. **MOTION CARRIED.**

**APPROVAL OF THE AUGUST 9<sup>th</sup>, 2017 REGULAR COMMISSION MEETING AGENDA**

Chairman Sanchez asks for a motion to approve the August 9<sup>th</sup>, 2017 Regular Commission Meeting Agenda. **ACTION TAKEN:** Commissioner Frost makes a motion to approve the August 9<sup>th</sup>, 2017 Regular Commission 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:** Commissioner Frost makes a motion to approve the Consent Agenda. Madam Commissioner Ducharme seconds the motion. No further discussion, all Commissioners in Favor. **MOTION CARRIED.**

*\*Proclamation:* National Health Center Week, August 12<sup>th</sup>-19<sup>th</sup>, 2017

**ACTION TAKEN:** Commissioner Frost makes a motion to approve the Proclamation declaring August 12<sup>th</sup>-19<sup>th</sup>, 2017 National Health Week. Chairman Sanchez seconds the motion. Madam Commissioner Ducharme requests that the proclamation be read into the record. Chairman Sanchez proceeds to read the proclamation. Proclamation hereto attached. No further discussion, all Commissioners in favor. **MOTION CARRIED**

***ACTION ITEMS***

***\*Department Requests/Reports:***

**1.) Updates:**

**\*County Departments:**

**a.) Lester Gary Torrance County Fire Chief**

Mr. Gary states that he has been here for two weeks already and this will be the first time he will be giving the commission an update on where his department has come since he has taken over. Mr. Gary states that one thing we will be talking about a little later in the meeting is going with a new medical director. In the past we were with the New Mexico Consortium out of UNM Hospital. The services that they provided were not quite what the county needed, so we will be going with a new Medical Director who is a practicing licensed physician that is working out of the VA Hospital emergency room. He is also the Medical Director for Los Alamos, APD SWAT, Estancia, and Moriarty. Upon searching for a new Medical Director we noticed that we do not have a licensed pharmacist on contract. We are required to have a pharmacist because we have medical rescues. We have used a pharmacist out of Mountainair in the past. Mr. Gary states that he will be interviewing several different consulting pharmacists next week to get a better lower price.

Mr. Gary would like for the Commission to know that as of right now the only take home vehicle is his. All the rest have been pulled back and are at county admin. The vehicles are

available during the day but are not being taken home in the evenings. We no longer have a tactical medical program. Mr. Gary will be reviewing and researching this program as well as conversing with Sheriff White to see if that's something that the Fire Department wants to be involved in or leave it strictly with the Sheriff's Department. Mr. Gary is looking at the search and rescue program and doing a needs assessment on that as well. Mr. Gary is also working on the SOG's and job specifications for the department.

Starting at the beginning of next week Mr. Gary as well as the County Manager are going to be doing station tours, all the main stations as well as the sub-stations. It's been a busy couple of weeks, but we are moving forward and getting thing done.

Ms. Garland thanks Mr. Gary for all his hard work within the past couple of weeks.

#### **b.) Steve Guetschow P & Z Director**

Mr. Guetschow passes out the briefing form and the time line schedule that Elaine Kohrman from the US Forest Service gave us at our Cibola shared stewardship collaborating Coordinating council meeting. At that meeting we did finalize the charter for that group, and this form was the update. Briefing paper hereto attached.

At the meeting Ms. Kohrman reported that the draft forest service plan revisions for the Cibola, Carson, and Santa Fe National Forests engaged in a consistency review of their draft plans to provide a more cohesive approach to several topics. These are to include minor word changes, additions, clarity of ideas from other forest, and the elimination of redundancy in sections. The draft of this revision should be available for review early 2018.

In other news as a reminder, on August 23<sup>rd</sup>, 2017, Mr. Dennis May has filed an appeal and will be in front of the Commission on the 23<sup>rd</sup> presenting his appeal in a public hearing. The advertisement came out in the paper the week before last.

#### **\*COMMISSION UPDATES**

##### **a.) Julia Ducharme District 2**

Madam Commissioner Ducharme state that she was invited by the New Mexico National Guard to attend an event yesterday. It was called visitors day, but they also had a training organized by New Mexico National Guard, Homeland Security, Albuquerque Police Department, Santa Fe Fire Department and other agencies. This event had been in planning for 2 years and is one of the biggest ones to date of this nature. This event was for 1<sup>st</sup> responders for training on how to respond to certain emergency situations. Madam Commissioner Ducharme states that she hopes one day our county will be able to participate in this event as there were 1<sup>st</sup> responders there from other states as well.

Madam Commissioner Ducharme states that when you come in contact with the young men and women in the Military you see common characteristics. They are very well disciplined, orderly, respectful, and polite. Madam Commissioner Ducharme states that she felt honored to have been invited to attend this event and to have come in contact with these amazing

individuals. She was told that a recruiter may be attending the county fair and becoming a part of the National Guard may be another form of employment for Torrance County Residents.

**b.) Jim Frost District 1**

Commissioner Frost would like everyone to know that the Torrance County Fair is well under way this week and would like to encourage everyone to attend and check things out.

**2.) Request Ratification of State of NM Dept. of Finance and Administration Local Government Division Enhanced 911 Act Program**

Annette Ortiz Deputy County Manager states that this was a grant agreement that was submitted by Dorothy Rivera our EMS Director. An enhanced 911 telephone emergency system is necessary to expand the benefits of the basic 911 emergency telephone number, to achieve a faster response time which minimizes the loss of life and property, provides automatic routing to the appropriate public safety answering point (PSAP), provides immediate visual display of the location and telephone number of the caller and curtails abuses of the emergency system documenting callers. This was signed by the county manager due to time constraints of when the grant needed to be submitted. Ms. Ortiz is asking the Commission for ratification of the agreement at this time.

**ACTION TAKEN:** Chairman Sanchez makes a motion to approve Ratification of State of NM Dept. of Finance and Administration Local Government Division Enhanced 911 Act Program. Madam Commissioner Ducharme seconds the motion. No further discussion, all Commissioners in favor. **MOTION CARRIED**

**3.) Termination of Torrance County Inmate Confinement Agreement-Belinda Garland, County Manager**

Ms. Garland states that the county has received a letter from Core Civic giving us 90 days in which to remove our inmates that are being housed at the facility. They are asking us that we relieve them of that contract obligation within 60 days. Ms. Garland states that she had our legal department draft a letter to Core Civic telling them that they need the full 90 days.

Madam Commissioner Ducharme asks Ms. Garland which letter they are referring to. Ms. Garland replies that Core Civic wrote us a letter asking the county to move our inmates within 60 days as opposed to the contract where Core Civic is supposed to give us a 90 day notice to remove our inmates. What we are informing the Commission of is the letter that was sent in response telling Core Civic that we are holding them to the full 90 days that is in the contract.

Madam Commissioner Ducharme asks Sheriff White if this is doable. Sheriff White replies that all we can do on our part is hold them to the contract. Madam Commissioner Ducharme asks if Mr. White thinks they will be able to provide the service the extra 30 days. Sheriff White replies that we shall see here shortly.

Mr. Wallin states that the letter has already been sent out, we are just waiting on a response from Core Civic.

Madam Commissioner Ducharme states that on the agenda it states that this is a Termination of Inmate Confinement. Ms. Garland states, yes, because Core Civic is trying to terminate the contract and have us move out inmates within 60 days as opposed to the 90 days. In the contract it states that they give us 90 days' notice to move our inmates. As of now we don't even know if they will be able to oversee our inmates for the last 30 days. Since they have not responded to our letter everything is still up in the air.

Sheriff White states that we are not terminating the contract it is Core Civic that is wanting to terminate so that we can get the inmates out in 60 days. We are holding them to the contract. Madam Commissioner Ducharme asks Mr. Wallin if we can do this according to the wording on the agenda. Mr. Wallin replies that this item is merely informative and requires no action. The letter has already gone out, again all we are waiting for is a response from the facility. We don't see that they will keep the facility open the extra 30 days for the county but they may provide some kind of financial support for us when we need to move the inmates. Commissioner Frost states that as of this point the ball is in their court all we are doing is waiting for a response. Mr. Wallin replies, yes, that is correct.

#### **NO ACTION TAKEN. DISCUSSION ONLY**

#### **4.) Request Formation and Funding of Transportation Division in the Sheriff's Department-Sheriff White**

Sheriff White states that what he has brought the Commission is a solution to when Core Civic does shut down the needs of the Sheriff's Department to continue to provide services for transporting of inmates to an outside facility while maintaining a law enforcement presence within the county. When you look through the packet, the first page is just some stat numbers of what the 2½ deputies have done with transportation in the last 12 months. Combined they have traveled 146,328 miles, transported 723 inmates, worked 5,327 hours. This is 3,452 hours of overtime beyond the 1,920 hours expected from the 80 hour work month for 2 transport deputies.

Sheriff states that as a reminder transporting inmates out of county is extremely taxing to any law enforcement agency. The Sheriff's office is fully responsible for every arrest that is made within the county, be it state police, Moriarty, Mountainair, or Estancia. We are responsible for them to house them, transport them, and whatever it may be that is our responsibility. Even taking them to court is up to us. We must provide court security while the inmate(s) are attending any one of the courts. The fees for this will also go up, and this includes all 3 District Courts, Domestic Violence Court, and Magistrate Court.

This transport division will not only be for in state transport or solely for county transport but also out of state transport as we have to go and get inmates from places like Arizona, Oregon, and about to schedule one back east somewhere. This is way more complex than just the transportation and housing of inmates.

Commissioner Frost asks Sheriff White how many arrests per week the department makes. Sheriff White replies that he does not have that figure available at this time.

Chairman Sanchez states that in the breakdown the increase would be at \$1,229,939.00, Sheriff White states that this is the startup fee which will include 1 Sergeant and 8 new transport deputies, benefits, salaries, uniforms, weapons, ammunition, vehicles, vehicle emergency equipment, fuel, maintenance, and training. Chairman Sanchez asks if Sheriff White envisions within a 5 year period what the costs are going to be. Sheriff White states that they did an analysis and the breakdown of what that would cost per year after the startup should have been given to you in your packet.

Ms. Garland states that she has not yet had a chance to review Sheriff White's operation plan, but she has gone over the numbers and has met with Ms. Tenorio and after looking at the budget there is no way we can afford what Sheriff White is requesting. There are some possible areas that she can look into that may be able to assist us with startup but she needs to do more research into this to see what they can do. Ms. Garland would like to suggest that possibly the commission look into approving two new hires and then maybe in the coming weeks approve two more hires after we look to see if we can find more money and so that we can have a better understanding of what our housing cost will be for the inmates. We currently have one part time position open in the Sheriff's department, so instead of maybe hiring a sergeant we can move this position to full time transport deputy and add another full time deputy as well. Ms. Garland states that this funding would need to come from the PILT fund if the commissioners agree to the two new hires.

Sheriff White states that we really need to start preparing for this. Time is approaching quickly and we need to get this moving. There is training that needs to be done once the deputies are hired, the transport vehicles need to be equipped once they are purchased, the deputies also need to be equipped once they are hired. We are on day 39 of the 60 days and we need to get this set in place so that when the day comes that we are needing to start transporting we can handle it without any problem.

Commissioner Frost states that the Sheriff's Department currently has 2 transport officers. Sheriff White replies, yes, they have two that are solely dedicated to transport. Commissioner Frost states that per Ms. Garland's proposal the request is to add two more transport deputies, correct? Ms. Garland replies, yes, that is correct for now. Commissioner Frost asks Sheriff White how many inmates we currently have housed at the prison. Sheriff White replies that at last night's pop count we have 62 inmates housed at the facility.

Madam Commissioner Ducharme asks Sheriff White what he thinks about Ms. Garland's proposition. Sheriff White replies that even though he is requesting 8 he understands how tight things are and will be happy and work with whatever the commission can give him.

Commissioner Frost asks Sheriff White if there is a car in the proposal. Ms. Garland replies, yes, there is a vehicle in the proposal. Sheriff White states they are currently using a Charger for transport. Some of the vehicles that are currently being used are getting pretty worn out. So we will need a new vehicle once we are transporting more.

Ms. Garland states that she has come up with a rough figure for the startup fee to hire 2 new transport deputies in the Sheriff's Department, and that figure is about \$262,000.00. This could be more or less depending on the price of the vehicles.

Mr. Wallin states that the hiring of the two new deputies could reduce the amount of overtime that they are currently paying to other deputies. This is a good thing because with the reduction of the overtime they could possibly have enough money in which to hire another full time employee.

Commissioner Frost states that if he was wanting to hire someone he would want to know if we have the funds. So Ms. Garland do we have the funds. Ms. Garlands replies, yes, we do have the funds for 1½ but after that we are going to have to start looking harder for the money. At this time Ms. Tenorio can support Ms. Garland on this and had her look at the budget so that we would be prepared for this today. Ms. Tenorio states that we do have the money and we can utilize the wind PILT or the infrastructure tax. That can handle the \$262,000.00 I will just have to do budget adjustments throughout the year.

**ACTION TAKEN:** Commissioner Frost make a motion approve the hiring of 2 new transport deputies for the Sheriff's department per the County Manager's proposal. Madam Commissioner Ducharme asks if Ms. Garland could please specify what her proposal consists of. Chairman Sanchez also asks if Ms. Garland could be more specific as to the numbers for her proposal. Ms. Garland reads from the start up proposal for 2 new transport deputies. Proposal hereto attached. The total for the startup is \$255,295.00. Madam Commissioner Ducharme seconds the motion. Chairman Sanchez states that he would like more of a detailed spreadsheet for the costs. Ms. Garland states that if they would like they can proceed to the next agenda item and she will come back with a spreadsheet for the numbers.

Ms. Garland returns and reads the breakdown of the fees for the startup. Proposal breakdown hereto attached. Ms. Garland asks if the maintenance for the vehicles is something that occurs yearly. Sheriff White replies, no, the vehicles are set up on a rotational plan so it's not a reoccurring cost. Ms. Garland states that the reason she is asking for only two positions for the sheriff's department, is because if by some miracle the prison does stay open, these two new hires would be a great asset to the department.

Madam Commissioner Ducharme asks Sheriff White about the court security, what is that exactly? Sheriff White states we all share this duty while court is in session. Just a reminder it does take us away from our duty out in the field.

Commissioner Frost asks is there a way we can hold our inmates in any cells that we have. Sheriff White states that we are only allowed to hold them for a certain period of time. They can become a liability to the county if we hold them for too long. We don't know the mental stability of these inmates so we have to take them to the facility as quickly as we can.

Madam Commissioner Ducharme states that she knows that Core Civic uses a contracted entity in which to transport their inmates to and from other facilities. Has the county looked at that and if so would it be cheaper for us to contract someone to do out transport. Sheriff White replies that it is not cheaper. Here recently we had an inmate in Oregon and the transport company was going to charge me \$1,800.00 to bring that inmate back to New Mexico. Sheriff White sent two deputies and spent a little under \$600.00 to go get that inmate and bring him back here. So if we were to go that route with a private company, one they would need to have an established route with us in Torrance County and second the companies do not provide the

best services. Sheriff White will utilize one of the more respected companies for transport when an inmate has to be retrieved from long distances such as New York or Florida.

Madam Commissioner Ducharme would also like to let Sheriff White know that she is happy to see the new SOP. It took a lot of effort to read it so she is sure it took a lot of effort to put it together. Thank you and she has hopes that every department will prepare an SOP for their office.

Chairman Sanchez states that in order to take full measure of this closure, perhaps we should measure its impact and see what we want to do across the board. We need to see what our long term strategy will be concerning this negative impact. We are all for easing the transportation of the inmates. We need to look at the various ways the county is going to be impacted and the money that we are going to need to spend on this. We need to know where the money will be coming from, what costs are going to be sustainable, what costs are going to be recurring, and to see what we will be looking at going forward. Then we can put together some sort of plan as to where we are going to pull money from. Commissioner Sanchez states this is the way he would go about it. We would need to all get together, the County Manager, Treasure, Sheriff, and Finance, so that we can measure our long terms as well as short term goals effectively. At the same time apply the money where it is best needed. We need to look at this a little deeper and see if this is what we want to do.

Ms. Garland states this is why she is only proposing the 2 deputies today so that Sheriff White can move forward with hiring those 2 deputies because within a matter of about 39 days we are going to have to start transporting prisoners. Ms. Garland says that she and Sheriff White have spoken and he said he will be able to manage for now with just the 4 transport deputies. In the meantime we are going to be looking at housing costs and other possible solutions to this. We feel that this is an immediate need for these transport deputies.

Mr. Wallin wants to emphasize what Sheriff White has said. Sheriff White has no choice, he is statutorily obligated to provide jail for the people that are arrested in this county. This just isn't for his department but for State and Municipal as well. Second, it is Sheriff White's duty to transport those inmates to court or to any place the court say to transport them. This is not optional it is something that he as to do, and if he doesn't he will find himself in contempt of court.

Chairman Sanchez says that he doesn't think there is anyone disputing the fact that this is mandatory. It's just a matter of how we want to do this. Madam Commissioner Ducharme states that we have a motion and a second we just need to vote. No further discussion, 2 Commissioners in favor Chairman Sanchez opposed. **MOTION CARRIED**

##### **5.) Ratification of the Torrance County Sheriff's Department Standard Operation Guide-Sheriff White**

Sheriff White presents to the Commission its newly updated Standard Operating Procedures. Sheriff White states that they have been working on these for a few years and these are the SOP's for the entire department. Which will now bring us up to standards with safe vehicle pursuit acts and all of our legal requirements.



Commissioner Frost asks Sheriff White if this is pretty common with other Sheriff's Departments throughout the states. Sheriff White replies, yes, it is. Commissioner Frost states that it is very complete as it took him several hours to read. Sheriff White states that if you go to other departments and ask to see their SOP, they are only 10 pages long which doesn't cover very much. Ours are very complete, up to date, a lot of work went into these. The last time the SOP's were updated were in 2000. Sheriff Whites states that since he has been in office they have made improvements to the 2000 version to stay standard, but it has taken us a couple of years to get it done and bring it up to date.

Commissioner Frost states that on the agenda it is listed as a ratification. Does this mean it has already been signed? Ms. Ortiz states that the reason it is listed as a ratification is because the Sheriff's department is currently operating out of this SOP but the Commission does need to approve it for the record. It is the Sheriff's SOP it just needs to be ratified by the Commission.

**ACTION TAKEN:** Chairman Sanchez makes a motion to approve the Ratification of the Torrance County Sheriff's Department Standard Operation Guide. Madam Commissioner Ducharme seconds the motion. No further discussion, all Commissioners in favor. **MOTION CARRIED**

**6.) Request Ratification of Professional Services Agreement between Torrance County & Duke City Healthcare for Medical Direction-Lester Gary, Fire Chief**

Mr. Gary states that what the Commission has before them is the Professional Services Agreement between Torrance County and Duke City Healthcare for Medical Direction. This document explains what we are expecting from him as our medical director, but also what he is going to provide for us. One of the differences between this document and the agreement we had with the UNM Consortium is that he will also cover our medical dispatchers. They are required to have Medical Director coverage for certain types of emergency dispatching for EMS stuff. Duke City Healthcare will not only cover the fire department but dispatch as well.

Madam Commissioner Ducharme states that she noticed in the consent agent that was approved today, the county approved for April, May, and June, to pay \$3,000 to the previous Medical Director. Will this company be cheaper? Mr. Gary replies, yes, it will save the county \$6,000.00 per year.

**ACTION TAKEN:** Madam Commission Ducharme makes a motion to approve the Ratification of Professional Services Agreement between Torrance County & Duke City Healthcare for Medical Direction. Chairman Sanchez seconds the motion. No further discussion, all Commissioners in favor. **MOTION CARRIED**

**7.) Request Ratification of NM Environment Department Solid Waste Bureau Project #18 RAID-09 Recycling and Illegal Dumping Fund Grant Agreement-Dan DeCosta, Code Enforcement Officer**

Mr. DeCosta states that this is a grant that he applied for at the beginning of the year and it was approved in the amount \$30,300.00. It's to help pay for cleanup for 2 illegal tire dumps. One is up in the Mountainair area and the other is off of 217 just as you get into the county near the

gun club. The rest of the money is for the Tire Amnesty that will take place a large part of the year.

**ACTION TAKEN:** Chairman Sanchez makes a motion for the Ratification of NM Environment Department Solid Waste Bureau Project #18 RAID-09 Recycling and Illegal Dumping Fund Grant Agreement. Madam Commissioner Ducharme seconds the motion. No further discussion, all Commissioners in favor. **MOTION CARRIED**

**8.) Resolution 2017-39 FY 2017/2018 County Arterial Program State Project Revised Estimated Cost & Quantities-Trish Chavez, Administrator**

Ms. Trish Chavez administrator for the Torrance County Road Department presents this item as Mr. Lujan was not able to attend the meeting today. This resolution does hereby acknowledge that the State Highway Commission may enter into the fiscal year 2017/18 Cooperative Agreement with counties for the improvement of roads. The entity share (25%) for the amount of \$52,115.00, and the state share (75%) for the amount of \$156,345.00 for a project total of \$208,460.00. The job scope on this project is for pavement rehabilitation/Improvements, blading, and shaping of various county roads.

**ACTION TAKEN:** Chairman Sanchez makes a motion to approve Resolution 2017-39 FY 2017/2018 County Arterial Program State Project Revised Estimated Cost & Quantities. Madam Commissioner Ducharme seconds the motion. No further discussion, all Commissioners in favor. **MOTION CARRIED**

**9.) Resolution 2017-40 FY 2017/2018 School Bus State Project Revised Estimated Cost & Quantities - Trish Chavez, Administrator**

Ms. Trish Chavez administrator for the Torrance County Road Department presents this item as Mr. Lujan was not able to attend the meeting today. This resolution does hereby acknowledge that the State Highway Commission may enter into the fiscal year 2017/18 Cooperative Agreement for the school bus routes program. The entity share (25%) for the amount of \$27,281.00, and the state share (75%) in the amount of \$81,843.00 for a project total of \$109,124.00. The job scope is for pavement rehabilitation/improvements, blading, and shaping of various county roads.

**ACTION TAKEN:** Chairman Sanchez makes a motion to approve Resolution 2017-39 FY 2017/2018 School Bus State Project Revised Estimated Cost & Quantities. Commissioner Frost seconds the motion. No further discussion, all Commissioners in favor. **MOTION CARRIED**

**10.) Resolution 2017-041 FY 2017/2018 Special Projects State Project Revised Estimated Cost & Quantities- Trish Chavez, Administrator**

Ms. Trish Chavez administrator for the Torrance County Road Department presents this item as Mr. Lujan was not able to attend the meeting today. This resolution does hereby acknowledge that the State Highway Commission may enter into the fiscal year 2017/18 Cooperative Agreement for the Special Projects. The entity share (25%) for the amount of

\$19,881.00, and the state share (75%) for the amount of \$59,644.00 for a project total of \$79,525.00. The job scope is for pavement rehabilitation/improvements, blading, and shaping of various county roads.

**ACTION TAKEN:** Madam Commissioner Ducharme makes a motion to approve Resolution 2017-041 FY 2017/2018 Special Projects State Project Revised Estimated Cost & Quantities. Chairman Sanchez seconds the motion. Madam Commissioner Ducharme would like to withdraw her motion as she lives on the road pertaining to this resolution. Commissioner Frost makes a motion to approve Resolution 2017-041 FY 2017/2018 Special Projects State Project Revised Estimated Cost & Quantities. Chairman Sanchez seconds the motion. No further discussion, all Commissioners in favor. **MOTION CARRIED**

### **11.) Request Payment of Purchase(s) made-Leonard Lujan, Superintendent**

Ms. Garland states that during the preparation for the repair to Lexco Road, there was some purchases made at Gustin Hardware. There was no PO in place before the purchases were made. This was a mistake on the employee's part. The parts were used when Lexco Road was repaved. Ms. Garland is requesting that payment be made to Gustin Hardware in the amount of \$93.54.

**ACTION TAKEN:** Madam Commissioner Ducharme makes a motion to approve to allow payment to Gustin Hardware for purchases made in the amount of \$93.54. Chairman Sanchez seconds the motion. No further discussion, all Commissioners in favor. **MOTION CARRIED**

### **\*Commission Matters:**

### **12.) Intergovernmental Services Agreement between Mid Region Council of Government and Torrance County**

Ms. Garland states that because of our audit situation we have some appropriations money that is out there for the senior centers to purchase equipment to prepare food for the senior citizens of this county. We need to have a fiscal agent overseeing these appropriation funds. This money does need to be spent by the end of this fiscal year. Ms. Garland would like to get this fiscal agency services agreement in place so that we can move forward with utilizing these appropriation fund. Ms. Garland adds that this agreement has been reviewed and approved by legal counsel.

**ACTION TAKEN:** Chairman Sanchez makes a motion to approve Intergovernmental Services Agreement between Mid Region Council of Government and Torrance County. Madam Commissioner Ducharme seconds the motion. No further discussion, all Commissioners in favor. **MOTION CARRIED**

### **13.) FY18 Work/Financial Plan for Wildlife Services-Jon Grant, District Supervisor USDA/APHIS/WS**

This is being presented for approval by the USDA office which is to assist property owners, businesses, private citizens, and governmental agencies in resolving wildlife damage problems and conduct control activities in accordance with applicable Federal, State, and local law

regulations. Assistance may be in the form of providing technical assistance or direct control activities. Recommendations and control activities will emphasize long term solutions and incorporate the Integrated Wildlife Damage Management approach. This will be conducted from July 1, 2017 through June 30, 2018.

**ACTION TAKEN:** Chairman Sanchez makes a motion to approve FY18 Work/Financial Plan for Wildlife Services. Commissioner Frost seconds the motion. Madam Commissioner Ducharme states that she needs clarification on the funds. Compared to what we had before how different is it money wise in comparison to last year. Ms. Ortiz states that this request was actually part of the budget process, they requested the additional dollars for this in the amount of \$1,000.00. This was approved in the budget, this is the actual contract for the work and financial plan. No further discussion, all Commissioners in favor. **MOTION CARRIED**

**\*County Manager Requests/Reports:**

**14.) Update**

Ms. Garland would like to apologize for not having her update typed up to be presented to the Commission. Ms. Garland states that the main thing on her update for the past 2 weeks has been working on the prison closure. Ms. Garland has gotten the fiscal agency services contract with MRCOG which was approved today by the Commission. She is currently working on the solid waste agreement with Tajique and trying to get that agreement finished so that she can bring it to the Commission for approval. Ms. Garland states that she has met with Andy Miller regarding the tipping fees. They both went over some questions and ideas regarding the tipping fees.

Ms. Garland states that she has attended 2 meetings in Santa Fe in regards to the prison closure. There is a possibility that there may be some long term solutions to all of this, but at this point in time we really aren't sure. We are not going to commit to anything since nothing has been committed to us. Be assured that the powers that be up in Santa Fe are aware of the situation and are aware of everything that is going on. Ms. Garland states that she has been actively working on this and trying to come up with solutions to this problem. Not only to help with the county, but for the people that are about to lose their jobs, and local businesses that will lose money from the prison closing.

Madam Commissioner Ducharme states that at one of the meetings she attended there was a mentioning of a job fair. Ms. Garland replies that there has been some job fairs held at the prison. There was also a rapid response team put together to meet with these people and provide to the employees of Core Civic Facility benefits that could be available to them and also try to find them other companies that may have job positions open that these people can apply for. Core Civic has also given the employees the option to relocate to one of their other facilities in order to keep their job. Workforce solutions and Core Civic are both working hard to help all these people with getting jobs.

Ms. Ortiz states that there is going to be a job fair hosted by Senator Michael Padilla, Senator Liz Stefanics, Representative Matthew McQueen, and Representative Tomas E. Salazar on Wednesday August 23, 2017 from 10:00 a.m. to 2:00 p.m. at the Estancia High School Gym at

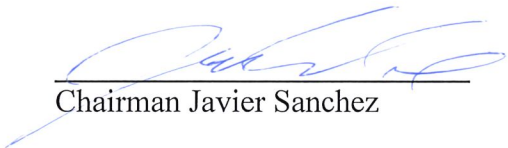
709 Hopewell St. If there are any employers interested in being involved in that Job Fair they can contact Senator Michael Padilla.

Ms. Garland would like to make the comment that all of our elected officials are very well aware of what is going on here in this county and they are all working actively with us to try and take control of this situation and help find a solution. Ms. Garland would like to thank everyone for their help and attending meetings as well as setting up meetings. Thank you and your help is greatly appreciated.

**ADJOURNMENT**

**ACTION TAKEN:** Chairman Sanchez makes a motion to adjourn the August 9<sup>th</sup>, 2017 Regular Commission Meeting. Madam Commissioner Ducharme seconds the motion. No further discussion, all Commissioners in favor. **MOTION CARRIED.**

**Meeting adjourned at 5:45 pm**

  
Chairman Javier Sanchez

  
Yvonne Otero-Administrative Assistant

8.03.17  
Date