

FINAL COPY  
Torrance County Board of Commissioners  
Regular Commission Meeting  
February 14th 2018

**Commissioners Present:** JAVIER SANCHEZ – CHAIRMAN  
JULIA DUCHARME – MEMBER  
JAMES FROST – MEMBER

**Others Present:** BELINDA GARLAND – COUNTY MANAGER  
ANNETTE ORTIZ – DEPUTY COUNTY MANAGER  
DENNIS WALLIN – COUNTY ATTORNEY  
GENELL MORRIS – ADMIN ASSISTANT

**Call Meeting to order**

Chairman Sanchez: Calls the February 14th 2018 Regular Commission Meeting to order at 9:01 AM  
Pledge lead by Rosalinda Romo  
Invocation lead by Jim Frost

**Approval of Minutes:**

Chairman Sanchez: January 24th, 2018 Regular Meeting

Commissioner DuCharme: Seconds the motion

All in favor: MOTION CARRIED

Chairman Sanchez: January 31st, 2018 Special Meeting

Commissioner Frost: Seconds the motion

All in favor: MOTION CARRIED

**Approval of Meeting Agenda**

Chairman Sanchez: Moves to approve meeting agenda

Commissioner DuCharme: Seconds the motion

Amending agenda moving 3,2,14 up. Reword agenda item #3, Request approval to apply for grants from NED.

All in favor: MOTION CARRIED

**Approval of Consent Agenda:**

1. *Approval of Checks*

2. *Indigent Claim(s)*

Chairman Sanchez: Moves to approve consent agenda

Commissioner Frost: Seconds the motion

Commissioner DuCharme: Were their indigent claims and what was the amount?

Annette Ortiz – Deputy County Manager: Yes, indigent was \$2000.00.

All in favor: MOTION CARRIED

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

**\*Commission Matters:**

**3. Request Approval to Apply for Grants from NMED. – Dan DeCosta, Code Enforcement Officer**

We are wanting to apply for several grants. One grant is to clean up county property, an old gravel pit on Mark Rd. It is 10 acres at the corner of Arlene and Irving Rd. This grant will also allow for a fence to be installed, including a state survey and surveillance cameras. With this Illegal dumping grant we are also asking for funds to have county clean up days. We are proposing the grant will cover the cost of dumpsters and labor from the Solid Waste Authority, since they will be held on Saturdays. This will be open to anyone living in Torrance County. We will accept large loads, no commercial items. The second grant is a recycling grant for used oil. We would like to have oil heaters installed at the Road Department and 3 of the Fire Stations where ambulances are kept. Using the oil heaters will allow the County to save money by recycling all used oil. Heating with oil is cheaper than propane. Propane will only be used as a backup. We will see where we can buy used oil throughout the county.

Commissioner Frost: Moves to approve request to apply for grants from NMED

Chairman Sanchez: Seconds the motion

All in favor: MOTION CARRIED

**14. Updates:**

**a. Various County Departments**

Betty Cabber – County Assessor: The legislature is still in session and the bills we are interested in have not been approved yet. The legislature is over at noon tomorrow. March 7<sup>th</sup> the Governor has to sign everything into law, veto or pocket vetoes. The DWI tax has passed but we will not know anything till after March 7<sup>th</sup>.

The Reassessment is underway for Moriarty, this will take the rest of the year. This will be on the notices of value on the tax roll next year. We are finished with Estancia, this will reflect any changes on the notice of value for property coming out April 1<sup>st</sup>. It's very important that everyone in Estancia look at the notice of value. Property tax division will be doing an audit of Assessors office in March.

Lester Gary – Fire Chief: Attended the State EMS advisory board committee meeting last week and approved to reinstitute the EMS Fund Act. In August we will receive the EMS Funding totaling \$4500 for 3 districts. The Association of Counties Reps for the fire service have been meeting with people in Santa Fe and the new state fire marshal. They have confirmed that for FY18 and FY19, will be receiving fire fund disbursements quarterly. We have job positons within the Volunteer Fire Department: Assistant Chief for support service, Safety officer, EMS Coordinator, Wild Land Coordinator and training Coordinator. Interviews will be done in 2 weeks. On March 27<sup>th</sup> all Fire Departments will have an open house and recruitment drive. SOGs and PNPs are complete and are in final review. The oil heaters will help maintain the temperate of 67 – 77 degrees for the medications carried on the rescues. This will benefit in the future when the weather gets bad.

Linda Jaramillo – County Clerk: Moriarty/Edgewood GO Bond election was held February 6<sup>th</sup>, the bond passes. We are currently having the municipal elections. Today is the first day of early voting at the municipality. Absentee has begun by mail. Candidate filing day for County and State offices is March 13<sup>th</sup> 9-5. Anyone that doesn't make it that day will have to run as a write in. The offices that are up for election in the County are: Sheriff, Assessor, Commission District 1 & 2, Probate Judge and Magistrate Judge. The state wide elections are: Governor, Lieutenant Governor, Secretary of State, State Auditor, State treasurer, Attorney General, Commissioner of Public Lands, Judge of the Court of Appeals, State Rep for District 50 & 70, Public regulations Commissioner for District 2 & 5.

Candidates are campaigning in the Court house and the personal policy states, prohibited political activities, all employees are prohibited from the following activities: county officials can't influence their employees.

All employees are prohibited from engaging in political activities while on duty or campaigning on County property. One of the candidates was passing cards around and I told them that it wasn't allowed for employees. Do you agree that non employees are also not allowed to campaign on county property, when not having any voting?

Dennis Wallin-County Attorney: Will looking to it more carefully. Some federal regulations may come into play. Personal policy is for employees only.

Steve Guetschow – Planning and Zoning: During the regular meeting of the Torrance County Planning & Zoning Board on Wednesday, February 7<sup>th</sup>. The board reviewed the application for a vacation of subdivision for the Iron Forge manor subdivision, unit a, b, and c under procedures of the Torrance County Subdivision regulations. The property is located within section 23 & 24, t9n r9e and section 19, t9n r10e. NMPM. Following their review of the application the Planning & Zoning Board unanimously agree, ingress or egress, to any adjacent properties, confirm utilities serving adjacent properties are not impacted, and staff view the property to determine that vacating the drainage easements dedicated by the subdivision will not affect adjacent properties. In the procedures for this, we are holding a public hearing February 28<sup>th</sup> for the review of the applications and exhibits to make a final decision. This has been posted in the Telegraph.

Tracey Master – DWI Prevention Program Coordinator: Their will be an open house at the Juvenile Justice Boards reporting and assessment center at Moriarty High School on March 2<sup>nd</sup> from 4- 6 pm. Prevention education has resumed in Mountainair.

#### **d. Commission**

Commissioner Frost: Allowing Myra Pancrazio speak in his place.

Myra Pancrazio – Estancia Valley Economic Development: A candle light vigil will be held for Mike Pelkey at Smiths parking lot on Friday 5pm.

Iberdrol was able to secure the 160 megawatt wind power for the Facebook project at El Cabo. This will go through PNM.

A special meeting was held a few weeks ago concerning the ACT Resolution. This is about bringing our workforce, economic development and education people together. So the employees can be assessed and get a good certified skilled workforce in Torrance County. I would like to introduce Michelle Valarde with the New Mexico Department of Workforce Solutions, area manager for Albuquerque, Moriarty, Los Lunas, and Socorro. Anna McCord she is career services for Torrance County located in Moriarty. Don Wade will be helping with Veteran employee services who want to start a business. A workshop will be held March 28<sup>th</sup> at the Moriarty Civic Center from 3-6pm.

Commissioner DuCharme: MRCOG has set up a website for veterans. Vetconnectonline.com

Commissioner Frost: We have a local radio station and newspapers the information can be posted.

Myra Pancrazio – Estancia Valley Economic Development: EVEDA will be working on that. The ACT certification needs the three pillars working together in order to be able to recruit the type of businesses we want for the future by having a skilled workforce. Thanks the Chair for allowing the change in the agenda.

Commissioner DuCharme: We have a veteran's advisory board. Do you see a collaboration?

Myra Pancrazio – Estancia Valley Economic Development: Yes, Mr. Wades contact information was given to county manager.

## **2. Introduction of Ms. Rosalinda Romo, Area Rep. NM Dept. of Tourism**

Chairman Sanchez: The Keep New Mexico true program has a clean and beautiful program. This program is meant to eliminate litter through a state coordinated plan of education control prevention and elimination. Ms. Romo will be our area rep. and participate on this advisory committee.

Rosalinda Romo: Excited to be a part of the committee. Ms. Romo works for the Town of Estancia as planning & Zoning and code enforcement person. Next committee meeting is February 22<sup>nd</sup>.

## 1. Election of Commission Chair

Commissioner Frost: This issue has been a popular subject around the community and I have many pages of comments. I have spoken with the Association of Counties and they have reminded me of the customs throughout the state. I'm going to nominate Julia DuCharme.

Commissioner DuCharme: Seconds the motion

All in favor: MOTION CARRIED

Madam Chair DuCharme: Thanks all for support.

## 4. Firearms on County Premises

Belinda Garland – County Manager: At the last meeting we discussed removing the firearm signs from the front doors. I did some research on if we should be allowing firearms in the building. I spoke with Mr. Wallin, Legal counsel. The email in packet is a copy from Dennis Wallin from May 28<sup>th</sup> 2014 when the vote was made from prior commission panel in order to allow fire arms in the building. In the email is a cut and paste of the of NMSA Sec. 30-7-2.4 (2) (b)(c). NMSU is housed in this building they are a part of the university campus out of Los Cruces.

B. A university shall conspicuously post notices on university premises that state that it is unlawful to carry a firearm on university premises.

C. As used in this section:

(1) "university" means a baccalaureate degree-granting post-secondary educational institution, a community college, a branch community college, a technical-vocational institute and an area vocational school; and

(2) "university premises" means:

(a) the buildings and grounds of a university, including playing fields and parking areas of a university, in or on which university or university-related activities are conducted; or

(b) any other public buildings or grounds, including playing fields and parking areas that are not university property, in or on which university-related and sanctioned activities are performed.

According to the state statute this entire building is protected by the no carry law, because we have part of the university housed here. I think we should reconsider our legal obligations to this, because we have many functions in this building.

Commissioner Frost: Makes a motion to obey state statute.

Belinda Garland – County Manager: I believe in the right to bear arms, its nothing against guns. I'm concerned about our legal stance as a county.

Nathan Dial – Resident: This was discussed 2 years ago, presented by the sheriff's department. It went to the lawyer and the agreement was the Administrative building is no longer a court house therefore as a state building you can have fire arms in it, you cannot have firearms in the Extension office because it's considered school property.

Belinda Garland – County Manager: This is still a county house, we have Probate court.

Nathan Dial – Resident: The presiding judge can allow firearms at his discretion. This is not a court house anymore, it's an administrative building.

Dennis Wallin-County Attorney: The statute is clear. Any premises that houses a university function is a university premises. I agree with Ms. Garland, back in 2014, I put the county on notice that I felt this was the appropriate interpretation of the statute. I don't have an issue with firearms. There is a statutory requirement that the county provide an office for the extension service here. It is statutory, it's not a matter if they pay a lease, payment or rent, we are required to provide that property. My interpretation is firearms should not be allowed in the building.

\*Continued discussion

Madam Chair DuCharme: Seconds the motion, the statute says university premises (b) any other public buildings or grounds, including playing fields and parking areas that are not university property, in or on which university-related and sanctioned activities are performed.

Kathleen Jesse – resident: We can't make that kind of decision, it's a legal matter. We can't resolve that here, we need to abide by the statute.

Danielle Berrien – Extension Office: I recommend that the topic be tabled. We want to have conversation with the university in terms of the extent to which, university applies in this statute. To have discussion with legal counsel on both sides, with the county and university.

Heath White – County Sherriff: I'm a strong believer in the 2<sup>nd</sup> amendment but in situations like this I would refer to legal, because it does involve the university.

Madam Chair DuCharme: For the time being firearms will not be allowed in building. We will vote on this motion and then instruct our County Manger, Mr. Wallin and Extension Office to look into this issue.

All in favor: MOTION CARRIED

Madam Chair DuCharme: Moves to instruct County Manger, Mr. Wallin and Extension Office to look into this issue

Commissioner Sanchez: Seconds the motion

All in favor: MOTION CARRIED

## **5. Regarding Employee Safety: Address Allowing County Employees to Exercise their 2nd Amendment Right While Working – Nathan Dial, Citizen**

Madam Chair DuCharme: The decision previously made stands.

## **6. Information/Update Regarding Process of Becoming a Five (5) Person Commission**

Annette Ortiz – Deputy County Manager: Grant County has become a 5 person Commission board. An outside agency was hired to draw the district lines. The drawings were received in a month, 4 public hearing were held. After they voted unanimously, the Commission became a 5 Commission Board. It cost \$17,000 for the drawings for the new district lines. 3 options were presented as well as the plans and principals of the redistricting.

Dennis Wallin-County Attorney: An ordinance would need to be passed. The dictate of the constitution is that it be concise, compact and nearly equitable in population. The districts would have to be approved by the state.

Annette Ortiz – Deputy County Manager: A notice of intent is required to start this process. Then the process of the Ordinance.

Commissioner Sanchez: What is the redistricting process and statutory requirements?

Dennis Wallin-County Attorney: It is requires that the districts be made as equal in population, compact and concise. There is no statutory requirement to use an outside agency but is recommended to prevent any improprieties.

Annette Ortiz – Deputy County Manager: A notice of intent will be placed on next agenda for a vote to move forward and start the ordnance of becoming a 5 member commission.

Charlene Guffey: A 5 person Commission is a waste of tax payer money. The money would be better spent on hiring at least one new employee, providing a new truck in Planning and Zoning department to enforce our ordnances better. If 3 commission can't decide on what to do, don't think 2 more will work.

Madam Chair DuCharme: Ms. Ortiz and Ms. Garland, please prepare the letter of intent.

## **7. Begin Discussion on Available Option to Cover Detention Costs for FY19**

### **a. Request Guidance on Information Compilation**

Belinda Garland – County Manager: We need to start considering how the county will fund our jail cost for FY19. We see three options: 1. Wind PILT funds 2. Enact the hold harmless tax 3. Budget cut across all county departments. This could involve layoffs of employees. I need direction as to what information you need to determine how we will fund this.

Commissioner Sanchez: We need to research all the option costs.

Belinda Garland – County Manager: The Treasure's, Finance offices and myself can gather information and make suggestions as to how the cost can be covered. Just to house the inmates cost from 1-1.5 million dollars for FY19.

Commissioner Sanchez: If we used the PILT in its entirety and subsidize everything else we subsidize, the PILT will not suffice and is not perpetual. It's not a question of one of three, it's a configuration of all three.

Belinda Garland – County Manager: The hold harmless tax can generate \$500,000 to \$750,000 a year to help cover this cost. This and the amount we have carried in the past for the jail fund might cover the jail cost.

Commissioner Sanchez: Hold Harmless Tax is a 2 cent increase for every \$10 spent. One of the Commission members should participate in the development of the options.

Madam Chair DuCharme: Commissioner Sanchez. Would you like to participate?

Commissioner Sanchez: Yes, if the Chair did not want to.

Madam Chair DuCharme: Thanks Commissioner Sanchez for volunteering.

## **8. EVSWA Committee Update**

Commissioner Sanchez: The committee is at an impasse and would like information about the penalty and the enforcement. When looking at this issue, 25% of accounts are not paying. How can we maximize payment for the 25%. We are waiting on guidance from our County Attorney.

## **9. Re-Evaluate Board Membership Term Limits**

Commissioner Sanchez: It might be beneficial to re-evaluate membership term limits. Some boards have 2 year term limits, others have 1 year. We should look at boards annually. One year will give a good indication as to where our members stand on issues, also be able to reappoint new members.

Commissioner Frost: A year term will be too short. It takes more than a year to learn what is going on. I'm not opposed to term limits but opposed to one year term limits.

Commissioner Sanchez: The idea is to maximize participation from public and input.

Commissioner Frost: The term limit is the number of terms not the length of the term. Both might need to be discussed.

Johnny Perea Fair Board Member: Agrees with Commissioner Frost's comment. Any board has a learning curve. A year does not give this opportunity, you are just getting started and then faced with the term limit. It will give you more administrative issues as a commission which have to review and appoint every year. When you get interested people, keep them, it's hard to get people interested in the boards.

Belinda Garland – County Manager: The Fair Board has staggered membership, in order to keep some knowledge flowing through there.

\*Continued discussion

Madam Chair DuCharme: Hope you are open to 2 year terms. I agree with all who spoke. One year term is too short. The Commission has control by default, the right to oversee the boards. If the boards don't function properly the commission has authority to make improvements. I'm in support of re-evaluating board membership term limits.

Commissioner Frost: As a tool to evaluate the boards, we need to see a list of the term length. We can't re-evaluate until we see the figures individually.

Commissioner Sanchez: Makes motion to table item.

Commissioner Frost: Seconds the motion

All in favor: MOTION CARRIED

## **10. Request Approval to Begin Re-Writing Personnel Policies**

Belinda Garland – County Manager: The personal policy has not been updated for many years and would like to bring a few policies at a time to the Commission in order to start moving through them.

Commissioner Sanchez: Many issues are not covered in the personal policy and need to be addressed.

Commissioner Frost: Makes motion to approve the re-write of personal policies.

Commissioner Sanchez: Seconds the motion

All in favor: MOTION CARRIED

## **11. Request Approval to Send Letters to Special Project Applications**

Commissioner Sanchez: At the last Commission meeting, we decided to recommend to the Commission to send letters to the applying parties. We are dealing with other matters and will not be able to fund any of them at this time. We will keep them on file.

Belinda Garland – County Manager: We have drafted letter.

\*move to next item while waiting for letter.

## **12. Consideration of RFP to Hire Legal Counsel to Pursue the Opioid Litigation**

Dennis Wallin-County Attorney: Almost every County is looking at their options as to whether or not they will join the Attorney General's litigation with regard to the opioid manufacturers or hire their own legal counsel to procure the litigation. The County's concerns are when the Attorney General previously procured the tobacco litigation. There were

promises that the money would filter down to the counties, didn't happen. They settled and when they settled that money become part of the funds of the state legislature. The State Legislature determines how that money will be spent. Most counties are going to seek their own independent legal counsel. Bernalillo and Santa Fe County are already in the process of attaining proposals. There are 3 national firms that handle mass litigation, some have local counsel that they are teaming up with. My recommendation is to request proposal and see what we get for representation. The litigation seeks to attain compilation for the cost of the opioid epidemic, in terms of law enforcement, EMS services, indigent care and other damages. Congress and President Trump, stated in the State of the Union Address; opioid is a true crisis in the country and a true crisis in Torrance County. I would encourage you to allow me to move forward in preparing a request for proposal, subject to the Manager and Commissions review. The firms that are talking to the counties are doing this on a contingency fee basis, meaning you don't incur any attorney fees. They take a percentage of what they recover, generally 25%. The cost of litigation is astronomical nationwide. The first step is to get a request for proposals, it is decided the Managers office to proceed in publishing the request.

Madam Chair DuCharme: While attending a workshop at the Attorney General's office, I was informed that they are already preparing and are filing this lawsuit. They specifically asked us not to be involved individually with any lawsuits because it diminished their chances to win. They said they are doing on behalf of every county.

Dennis Wallin-County Attorney: They told us the same thing in the tobacco litigation. Unfortunately the counties didn't benefit. I also attended the workshop in Albuquerque. The consensus of the Association of Counties as well as the Attorneys Affiliate at the Association of Counties is, no. We need our own seat at the table. I know what the Attorney General's office is asking but I don't think it's in the best interest of the county. The benefit about us being a part of the settlement is, they can't reach any settlement without us being at the table. During the Course of settlement we can say an X amount of money comes to Torrance County and doesn't go to the state fund.

Madam Chair DuCharme: Directs Managers office to prepare for the proposal.

### **Continued item #11 Request Approval to Send Letters to Special Project Applications**

Annette Ortiz – Deputy County Manager: Letter was handed out and read for the record. Thanking applicants for project funding requests but unable to provide funding at this time. Letter here to attach.

Commissioner Sanchez: Moves to approve the Sending of Letters to Special Project Applications and will hand deliver letters in his district.

Commissioner Frost: Seconds the motion

All in favor: MOTION CARRIED

### **13. Wind Farm Technical Dual Accreditation System Development**

Commissioner Sanchez: Moves to table item #13.

Madam Chair DuCharme: Seconds the motion

All in favor: MOTION CARRIED

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

### **15. Request Purchase of New Brush Truck for District 4 Fire Department – Lester Gary, Fire Chief**

Lester Gary-Fire Chief: We have acquired from several agencies to commitment to provide funding for a brush truck for district 4. We are asking you to allow us to continue moving forward with the purchase of that vehicle. Not necessary with the purchase but looking at the procurement codes, we can acquire the money by donation or grants.

Chief Perea-district 4: Apologizes for not keeping Commission in loop from the beginning. Chief Perea took it upon himself to look for funding for a much needed brush truck. Soil and Water Conservation District and Isleta Pueblo have offered to provide full funding for this project, close to \$85,000.

Commissioner Frost: Moves motion to go forward with the request for purchase of a new brush truck for district 4 and accept the money that has been volunteered.

Commissioner Sanchez: Seconds the motion

All in favor: MOTION CARRIED

**19. Law Enforcement Agreement between Torrance County Sheriff's Office and the USDA, Forest Service Cibola National Forest and Grasslands – Stephanie Dunlap, Sheriff Administrator**

This is to allow law enforcement patrols from January – December 2018.

Commissioner Frost: Makes motion to continue patrols.

Commissioner Sanchez: Seconds the motion

All in favor: MOTION CARRIED

**20. Out-of-State Travel Request(s) – Stephanie Dunlap, Sheriff Administrator**

**a. Ratification of Inmate Extradition in Texas, O'Hara & Sprunk**

There was a court order for an inmate arrested out of state and needed to send transport deputies before today's date.

Commissioner Sanchez: Moves the ratification of inmate extradition in Texas

Commissioner Frost: Seconds the motion

All in favor: MOTION CARRIED

**b. Annual Law Enforcement Training Conference Tucson AZ., – Sheriff White**

A meeting with US Forest Service, at this conference they review all aspects of the agreement just approved with the forest service.

Commissioner Frost: Moves to approve the annual law enforcement training conference Tucson AZ.

Commissioner Sanchez: Seconds the motion

All in favor: MOTION CARRIED

**c. Western States Sheriff's Association Annual training and Business Conference, Reno NV., Sheriff White**

Sheriff White is the president for the New Mexico Sheriffs Association. He represents all law enforcement agencies in New Mexico.

Heath White-County Sheriff: This is just the per-diem for being there, New Mexico Association will cover other expenses.

Commissioner Sanchez: Moves to approve the Western States Sheriff Association annual training and business conference.

Commissioner Frost: Seconds the motion

All in favor: MOTION CARRIED

**16. Request to Apportion Funds for Purchase of Reclaimer– Leonard Lujan, Road Superintendent**

Commissioner Sanchez: Moves to Table the request to apportion funds for purchase of reclaimer.

Commissioner Frost: Seconds the motion

All in favor: MOTION CARRIED

**17. Resolution 2018-08 Mileage for County Designated Roadways for Maintenance, Letter & List– Leonard Lujan, Road Superintendent**

Annette Ortiz – Deputy County Manager: This resolution is required by the state, so we can receive funding.

Commissioner Frost: Moves to approve resolution 2018-08.

Commissioner Sanchez: Seconds the motion

All in favor: MOTION CARRIED

**18. Resolution 2018-09 FY 2018/2019 Financial Hardship - Leonard Lujan, Road Superintendent**

Annette Ortiz – Deputy County Manager: This resolution is sent to the state to be considered for financial hardship. When approved this allows us to go to the state and get vehicles that are no longer being used by the state.

Commissioner Frost: Moves to approve resolution 2018-09.

Commissioner Sanchez: Seconds the motion

All in favor: MOTION CARRIED



**21. Request Approval of Local DWI Grant Application – Tracey Master, DWI Prevention Coordinator**

There was a change in the Application. Distribution funding application cover sheet in the estimate amount of \$75,353.25 for FY19. The components selected were prevention, enforcement, compliance monitoring and tracking, coordination planning and evaluation and alternative sentencing.

Grant funding application cover sheet, we are competing with 32 other counties to receive funding in the amount of \$102,909.00.

Commissioner Sanchez: Moves to approve the local DWI grant application.

Commissioner Frost: Seconds the motion

All in favor: MOTION CARRIED

**22. Request Approval of the Community DWI Grant Application – Tracey Maser, DWI Prevention Coordinator**

This application is for federal FY 2018. The DOT moved their grant from the state FY to federal FY. We operate on the state FY. Speaking with the program manager, a budget increase would not have to be done. We will like to spend the money from July 1, 2018 – September 30, 2018. This is the first quarter of state FY19 and last quarter federal FY 18. This will eliminate some paperwork. This amount is for \$2,689.00 to be used in the prevention category, under commodities budget. The items to be purchased will be to promote underage drinking prevention. Fliers will be placed on vehicles in Estancia, Moriarty and Mountainair High School during graduation, reminding parents that providing alcohol to minors is a 4<sup>th</sup> degree felony punishable to up to 18 months in jail and \$5,000 fine per individual served. Coasters will also be purchased for our liquor serving establishments advertising the Smart Choice Ride program that is available Friday and Saturday evenings.

Commissioner Sanchez: Moves to approve the community DWI grant application.

Commissioner Frost: Seconds the motion

All in favor: MOTION CARRIED

**23. Resolution 2018-10 Budget Increase – Amanda Tenorio, Finance Director**

This is for recycling and illegal dumping grant. The grant award was received for the amount of \$33,300.

Commissioner Sanchez: Moves to approve the resolution 2018-10.

Commissioner Frost: Seconds the motion

All in favor: MOTION CARRIED

**24. Resolution 2018-11 Line Item Transfer(s) – Amanda Tenorio, Finance Director**

Line item transfers are within the same budgeted funds FY 17-18 budget.

Commissioner Sanchez: Moves to approve the resolution 2018-11.

Commissioner Frost: Seconds the motion

All in favor: MOTION CARRIED

**25. Ratification of Service Agreement between Torrance County Fire and Stericycle for Medical Waste Disposal –Lester Gary, Fire Chief**

This agreement has been reviewed by Mr. Wallin. This is a waste disposal service for bio hazard waste. This will be picked up once every 6 months.

Commissioner Frost: Moves to ratify the service agreement between Torrance County Fire and Stericycle for medical waste disposal.

Commissioner Sanchez: Seconds the motion

All in favor: MOTION CARRIED

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

**26. Ratification of Sub-Recipient Grant Agreement 2017 Emergency Management Performance Grant (EMPG) – Martin Lucero, Emergency Manager**

Belinda Garland – County Manager: This is between the department of Homeland Security and Torrance County Emergency Management.

Commissioner Sanchez: Moves to ratify the sub-recipient grant agreement 2017 Emergency Management Performance Grant

Commissioner Frost: Seconds the motion

All in favor: MOTION CARRIED

**27. Ratification of Service Contract between Torrance County and Liz Lujan – Belinda Garland, County Manager**

This is a professional service agreement that Torrance County needed in place with the exit of Ms. Olivas. We had a gap in our finance department and Ms. Lujan has experience working in there. With the approval of PERA we entered her in this contract to assist the finance office.

Commissioner Frost: Moves to ratify the service contract between Torrance County and Liz Lujan

Commissioner Sanchez: Seconds the motion

All in favor: MOTION CARRIED

**28. Update**

Belinda Garland – County Manager: Interviews were done for the Chief Procurement officer (Noah Sedillo) and Planning & Zoning Administrative Assistant (a selection has been made, conducting background check) positions. Attended the Regional Advisory Meeting for PMS. Working on a new scanning program for the Finance Department and backup system with Triatic. Welcome Kristin Oliver our new HR director.

Annette Ortiz – Deputy County Manager: Reminder: Deadline for Commission agenda submission request is 12 noon Wednesday prior to the subsequent meeting. Request forms are available in the County Manger and county website.

**Public Request**

Charlene Guffey: Happy Birthday to Commissioner Jim Frost.

Linda Jaramillo-County Clerk: Wishes Jim a Happy Birthday, how much your friendship is valued and you are an asset to our county.

Rick Gonzalez-Estancia Senior Center Director: We are donating a commercial mixer and hot table to the McIntosh Senior Center.

**\*AJOURNMENT:**

Commissioner Frost: Motion to adjourn regular session.

Madam Chair DuCharme: Seconds the motion.

All in favor: MOTION CARRIED

Meeting adjourned at 12:35 PM

Julia DuCharme

Julia DuCharme –Madam Chair

Genell Morris

Genell Morris – Administrative Assistant

Feb 28. 18

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 out local radio station KXNM.**