



**T**ORRANCE **C**OUNTY  
COMMISSION MEETING  
AUGUST 9<sup>TH</sup>, 2017

4:00 PM

**Linda Jaramillo**  
COUNTY CLERK



# Torrance County Commission

**Regular Meeting to be Held at:**  
*Administrative Offices of Torrance County*  
*Commission Chambers*  
*205 9<sup>th</sup> Street*  
*Estancia, NM 87016*

## AGENDA

August 9<sup>th</sup>, 2017

NOTICE CHANGE: 4:00 P.M.

**Please Silence All Electronic Devices**

Call Meeting to Order  
Pledge of Allegiance  
Invocation

Approval of Minutes: July 21<sup>st</sup>, 2017 Special Meeting    July 24<sup>th</sup>, 2017 Special Meeting    July 26<sup>th</sup>, 2017 Regular Meeting

Approval of Meeting Agenda

Approval of Consent Agenda:

1. *Approval of Checks*

### **ACTION ITEMS\*:**

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

(Public Comment, each item: At the Discretion of the Commission Chair. Comments are limited to one (1) minute per person.)

\* **Presentation:** Workforce Connection – Saul Araque

\* **Proclamation:** National Health Center Week, August 13<sup>th</sup> ~19<sup>th</sup>, 2017

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

1. Updates: a. Various County Departments    b. Other Boards or Land Grants (upon request)    c. Forest Service (upon request)    d. Commission
2. Request Ratification of State of NM Dept. of Finance and Administration Local Government Division Enhanced 911 Act Grant Program
3. Termination of Torrance County Inmate Confinement Agreement – Belinda Garland, Manager
4. Request Formation and Funding of Transportation Division in the Sheriff's Department – Sheriff White
5. Ratification of the Torrance County Sheriff's Department Standard Operating Guide – Sheriff White
6. Request Ratification of Professional Services Agreement between Torrance County & Duke City Healthcare for Medical Direction – Lester Gary, Fire Chief
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
8. Resolution 2017-039 FY 2017/2018 County Arterial Program State Project Revised Estimated Cost & Quantities – Leonard Lujan, Superintendent
9. Resolution 2017-040 FY 2017/2018 School Bus State Project Revised Estimated Cost & Quantities– Leonard Lujan, Superintendent
10. Resolution 2017-041 FY 2017/2018 Special Projects State Project Revised Estimated Cost & Quantities– Leonard Lujan, Superintendent
11. Request Payment of Purchase(s) Made – Leonard Lujan, Superintendent

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

12. Intergovernmental Services Agreement Between Mid Region Council of Government and Torrance County
13. FY18 Work/Financial Plan for Wildlife Services – Jon Grant, District Supervisor USDA/APHIS/WS

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

14. Update

**Public Comment / Requests:** At the Discretion of the Commission Chair. For Information Only (No Action Can Be Taken). Comments are limited to three (3) minutes per person on any subject.

#### **\*Adjourn**



*Minutes*

**DRAFT COPY  
TORRANCE COUNTY SPECIAL COMMISSION MEETING  
JULY 21, 2017**

**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  
LINDA JARAMILLO-COUNTY CLERK**

**MEETING CALLED TO ORDER**

Meeting is called to order by Chairman Sanchez at 9:05 AM. Pledge of Allegiance is led by myself, Linda Jaramillo. Invocation by James Frost.

**APPROVAL OF MEETING AGENDA**

**EN:** Madam Commissioner Ducharme moves to approve meeting agenda. Commissioner Frost seconds the motion. All in favor. **MOTION CARRIED.**

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

**❖ Discussion of Estancia Valley Solid Waste Contract. Tipping Fees and Transfer Stations-Commissioners, County Manager, EVSWA Representatives**

**❖ Andy Miller, EVSWA Manager, Presentation, hereto attached:**

- Business Units: 8 collection stations, 3 admin, 1 supervisor, 7 station attendants. 21 with land fill employees.
- Landfill: Shows diagram of land fill, cells. Describes what is collected in landfill. Goes over the costs of creating a new landfill and the costs of operating. The landfill used now is worth from 5 to 6 million dollars. Every 4 to 5 years a million dollar cell must be created.
- Collection Stations: Central, Hills and Valleys, Indian Hills, Southern Mountainair, Tajiique, Punta de Agua, Northern Moriarty and Duran. High praise from Environmental Dept. and State Auditor
- 7 JPA members of the land fill. Torrance is one. As a member there is a discount.

- Reporting and Regulatory Requirements. If these are not followed we will be in trouble with the state. Assures the Commission with 100% confidence that the current landfill is following those rules and regulations.
- Map showing locations in Torrance County
- Tipping Fees; comparison to other counties and states
- Costs per ton comparison to other counties
- County collections contract for year 2017: Total Revenue \$796,056.00 with a shortfall of \$3,944.00. Payments to County Clerk for recording of liens and releases of liens \$4,417.00 Net to Torrance County \$473
- Rules and regulations: 20.9.2. thru 20.9.10 NMAC
- Tipping fees set aside to have on hand to close landfill if necessary
- Solid waste rules **must** be adhered to. EVSWA is following these rules.
- **Chairman Sanchez** The County is in no way trying to circumvent any rules and regulations. In 2016 the county entered a contract with EVSWA in which it agreed to subsidize its citizens to the tune of \$120,000.00 for tipping fees. This is no longer sustainable. The purpose of this meeting is to decipher where this money will come from. He invites others to make informational comments.

❖ **The following are the people who made comments on EVSWA contract discussion:**

1. **Commissioners: Javier Sanchez, Julia DuCharme and James Frost**
2. **Belinda Garland-County Manager**
3. **Dennis Wallin-County Manager**
4. **Andy Miller: Manager EVSWA**
5. **Dannette Cabber: Office Manager**
6. **Marcos Bandalas-Torrance County EVSWA Board Member**
7. **Joseph Ellis-Former EVSWA Manager**
8. **Ted Hart-Moriarty Mayor**
9. **Leslie Olivas-Purchasing Director**
10. **Leonard Lujan-EVSWA Board Member**
11. **Mr. Godey- Torrance County Citizen**
12. **Linda Jaramillo-Torrance County Citizen**
13. **Janet Douglas-Torrance County Citizen**

**14. Charlene Duffy-Torrance County Citizen**

**15. Annette Ortiz-Deputy Manager**

- **Belinda Garland** Is there an administrative staff at the landfills? Are the administrative staff on the county contract side doing administrative work for the landfill?
- **Mr. Miller** Yes, a small amount, primarily payroll. His scale house operator does much of the billing at the landfill but not payroll. Admin. Office is here in Estancia. He splits his time 50% landfill and 50 % County.
- **Belinda Garland** Does our contract specify that the county contract cover admin at landfills?
- **Mr. Miller** No, it doesn't.
- **Ms. Garland** What percentage of admin is designated to the landfill?
- **Ms. Danette Cabber** She does the payroll and payables for the landfill side. About 25% of her time is devoted to the landfill and other administrative issues that might come up. Mr. Miller applies for all grants in county contract and the landfill.
- **Madam Commissioner Ducharme** Mr. Miller are you included in the 3 administrators in the office?
- **Mr. Miller** No, but I am included in the 21 overall employees. He splits his time between the landfill and the county contract. The county contract has 13 people and the landfill has 7 and he is number 21.
- **Ms. Garland** Are the landfill and the county 2 separate businesses and are there 2 checking accounts?
- **Mr. Miller** No.
- **Ms. Garland** So it is all the same pot of money?
- **Mr. Miller** Yes
- **Madam Commissioner Ducharme** What is the justification for having 3 plus 1 and Mr. Miller?
- **Mr. Miller** 1 supervisor oversees 2 drivers and 7 station attendants and runs transfer stations and transportation. The 3 administrators in the office are Dannette, manager, and 2 billing clerks who handle all 4,100 accounts. 8 to 5 Mondays thru Fridays. There is one supervisor per 9 employees which is commendable.
- **Madam Commissioner Ducharme** How much does it cost to support those employees?

- **Mr. Miller** Does not have that information today but states that the overall cost of the contract with the county is \$800,000.00. He can get the salary costs at a later date. Like any other business payroll is about half of their expenses.
- **Madam Commissioner Ducharme** Ms. Cabber do you know the answer to her question?
- **Dannette Cabber** I do not at this time.
- **Mr. Miller** For all 21 employees it is about 970,000.00 with all benefits for FY2017.
- **Madam Commissioner Ducharme** Asks Mr. Miller about the \$80.00 yearly fee for those who don't use facility and use a private hauler and live outside the city limits?
- **Mr. Miller** If you are a county customer and you chose to have a private hauler. It is billed quarterly.
- **Dannette Cabber** There are about 350 to 400 of these who pay the \$80.00 which was the set by the county commission.
- **Madam Commissioner Ducharme** If there was ever a law suit associated with this would the county be liable?
- **Mr. Miller** The County Commission set this rate by ordinance.
- **Madam Commissioner Ducharme** How much does Bernalillo pay for bringing their solid waste to Torrance County?
- **Mr. Miller** It is \$30.00 per ton for municipal waste and demolition waste. He says that their contract is different from our JPA. They pay \$30.00 for both. The county pays \$25.00 for demolition so it evens out.
- **Madam Commissioner Ducharme** Does not agree. There is discussion about gross receipts taxes. They do not charge gross receipts tax to the county or other governmental entities using the landfill. Torrance County has pledged its environmental services gross receipts tax as have all other 6 members of the JPA. Does Bernalillo pledge this same environmental gross receipts tax?
- **Mr. Miller** They do not because they are not a JPA member.
- **Madam Commissioner Ducharme** How did they received this deal?
- **Mr. Miller** It is a better deal for them than if they were a JPA member. They choose not to be a JPA member. To convince them to bring \$140,000 to \$160,000 worth of trash, he gives them a supply and demand deal. If he raises the prices too much they will go away.

- **Madam Commissioner Ducharme** Will Bernalillo be responsible for paying for new cell when it is required?
- **Mr. Miller** Yes, they are paying \$140,000 to \$160,000 in tipping fees as is everyone else. Some of this tipping fee money is put aside for operational equipment.
- **Madam Commissioner Ducharme** Trash is also brought from Las Vegas, New Mexico and Guadalupe County. How much do they pay?
- **Mr. Miller** They pay \$35.00 per ton. That is more than a JPA member but less than a non-member.
- **Madam Commissioner Ducharme** Why don't they pay the non-member fee?
- **Mr. Miller** Because if he raises the rates they will go elsewhere.
- **Madam Commissioner Ducharme** So who pays the nonmember fee?
- **Mr. Miller** The private haulers do and also clean up contractors and other miscellaneous contractors. This group brings in about \$200,000 per year.
- **Madam Commissioner Ducharme** They contribute to your bottom line also, so why are they being penalized?
- **Mr. Miller** Does not see it as being penalized.
- **Madam Commissioner Ducharme** Other entities bring their trash, pay the money and you say they contribute to your profit and that is why you give them a discounted rate. Private haulers contribute to profit too so why do they pay more?
- **Mr. Miller** It is not to profit but to operating expenses.
- **Madam Commissioner Ducharme** Interjects that it is actually revenue and not expense.
- **Mr. Miller** He agrees that she is right. That is a decision that should probably be made by the Commission and the JPA members to charge different rates.
- **Mr. Miller** His total budget is about \$2.1 million a year and a little less than the \$2.1 million goes out. He uses the little difference to buy necessary equipment. If he cuts his revenue he will go out of business. He is a special district, he is a public entity and all his money has to come from revenue.
- **Madam Commissioner Ducharme** You are not making this argument to Bernalillo or Guadalupe or Las Vegas, New Mexico. You are making this argument for people who are servicing the county residents and the residents have to absorb that expense. Private haulers pay \$37.00



compacted and \$47.00 not compacted vs \$30.00 for Bernalillo. How is this fair to the county residents? Mr. Miller mentioned that municipal residents don't have to pay that additional \$80.00 fee like the county residents do and they pay less per month. They pay \$13.00 and county residents pay \$20.00 and the county has to pay tipping fees.

- **Mr. Miller** Those rates are set by his board of directors, the JPA members and the County Commission. Everybody who generates trash pays for it to be disposed of. If you choose to pay in a municipality you pay a different rate from those outside a municipality.
- **Dannette Cabber** People made the choice to have private haulers. They have the option to use the stations which are available to them.
- **Madame Commissioner Ducharme** People should have a choice but she says that it seems like they are meddling in that choice because right now it is \$60.00 per quarter to pay Solid Waste Authority to bring their trash to collection center. It costs the residents \$60.00 per quarter to pay a private hauler. The difference being that the resident who pays a private hauler has to pay an annual fee of \$80.00.
- **Mr. Miller** It was the County Commission who set these rates and also gave a vacant land discount beginning on July 2017 when it hadn't before. He gives different options as to what the county could do such as charging the citizens 0 dollars and the county pay the \$800,000 themselves or raise the rates to cover those who don't pay.
- **Madam Commissioner Ducharme** When a person brings trash from a municipality to your station what do they pay for?
- **Mr. Miller** They pay for 8 collection stations and everything that goes along with that and a legal way to dispose of their trash. The tipping fee is to use the landfill space.
- **Madam Commissioner Ducharme** When liens are filed and you don't receive payment does the county cover that?
- **Mr. Miller** No, it does not. When they do not pay it cuts into the \$800,000. Only about 3,000 of the 4,100 pay for their services. The county doesn't pay for the collection side of the operation. He takes that back because they do pay the shortfall.
- **Madam Commissioner Ducharme** If a lien is paid do you reimburse the county?
- **Mr. Miller** In no way do they do that. He explains how this falls into the big picture of operations.

- **Mr. Godey** Differs with Mr. Miller on what he said about people having the opportunity to take their trash to the landfill instead of hiring a private hauler. People sometimes have a long distance to take their trash and that is why they go with private haulers. He notes that it is the Commission that sets the fees.
  - **Madam Commissioner Ducharme** Are all 21 employees full time employees?
  - **Mr. Miller** Yes.
  - **Madam Commissioner Ducharme** How many stations are open 24-7?
  - **Mr. Miller** None of them are open 24-7. The station south of Moriarty is open 7 days a week. He goes over the hours of operation. These hours were set by the dates and times of most use.
  - **Madam Commissioner Ducharme** With 7 full time employees the stations should have full coverage.
  - **Mr. Miller** They have 8 stations but only 7 full time employees to cover those stations. He applauds **all** his employees for their hard work at the times that have been set for them to work which includes overtime.
  - **Madam Commissioner Ducharme** Municipalities do billing does he think that they have 3 or more people doing billing there.
  - **Mayor Ted Hart** He has 3 people to collect readings and 2 people to send out billings.
  - **Madam Commissioner Ducharme** Why is reading a meter necessary for trash billing?
  - **Mayor Ted Hart** Their trash billing is through the water department. This issue is being blown way out of proportion. The county has a contract that in the amount of \$800,000 for trash collection. The city of Moriarty also has a contract with the people who live in Moriarty for one year of service. It doesn't matter how many people EVSWA hires or how many administrators they have. We still have to pay a certain amount for this service. He suggest that the county go out for bid and see what costs are available out there.
- ❖ At this time there is a 5 minute break to change the disk.
- **Chairman Sanchez** Taking into account all the questions that were asked previously, he would like to steer the meeting in the direction of

brainstorming by following on the comment made by Mayor Hart and go over ideas and strategies for the county meeting the \$120,000.

- **Mr. Godey** He remembers that about a year and a half ago Jim Frost put on hold the group that was going to meet to look into the rules for going out to bid for another hauler. He believes it is time to remove that hold so that they can have meetings again to see the parameters for going out to bid. He is a member of this group.
- **Linda Jaramillo** I am a lifelong resident of Torrance County. This Solid Waste Authority started way back as a service to Torrance County. But what I think it has become is a money making entity and trash is being brought into our county from other counties and money is being made from that. So if money is being made from that shouldn't the citizens of our county be exempt, maybe not to 0, but shouldn't we share in the profit being made?
- **Mr. Miller** It is true that they often bring in, year to year, more money than they expend. That money is put in the bank for use for long term expenses. He needs to have a million dollars in 3 years and he is not seeing any funding from grants and from the legislature. They are self-funding. He does not want to be punished for saving money for longer term projects. If you want to share in the profit you have to share in the liability. With his 2 million dollar yearly budget and 2 to 3 year expenses of 2.5 million and he will not be making any profit in the traditional sense.
- **Linda Jaramillo** Would expenses be as high if you were not bringing in trash from other counties?
- **Mr. Miller** They would be higher. There is an economy of scale. It still takes 7 people to run the landfill no matter how many tons of trash are brought in.
- **Linda Jaramillo** You are having to build more cells at a million dollars a cell to accommodate solid waste from other counties.
- **Mr. Miller** Everyone pays so the faster the money comes in the better the economy of scale. He can keep his expenses about the same but he can double his revenue so he is looking for ways to get more trash. His expenses are always going to be the same.
- **Chairman Sanchez** What Linda is saying is that you are filling the cells much quicker.
- **Mr. Miller** But I am getting paid much quicker.
- **Chairman Sanchez** Is it enough payment to offset the liability?

- **Mr. Miller** Yes absolutely.
- **Chairman Sanchez** Then give us a break on the \$120,000.
- **Mr. Miller** No because you use \$120,000 worth of service. You use 10% of my landfill.
- **Madam Commissioner Ducharme** We are paying tipping fees and our gross receipts taxes. Others pay tipping fees but not gross receipts taxes how is this fair to members of JPA.
- **Mr. Miller** You get a nearby landfill that takes in nearly any kind of solid waste that is generated in Torrance County at a reasonable rate at 31.00 per ton. If you take your trash to another landfill you will pay from \$60.00 to 70.00 per ton.
- **Chairman Sanchez** We have established the fact that the county is obligated to pay the \$120,000 based on agreement in place. With that in mind he can envision 3 different ways for the county to identify potential options. One being going out for RFP that way we can have an entirely different option that give us a vantage point. Second is to research how to pass the cost to the users. Taking into account the 25% that do not pay, that would roughly be about \$10.00 more per user per quarter. In order for that to happen we could not do it off the cuff in a meeting. This would invite backlash which we do not want.

For us to increase the fee which is the most unattractive option but perhaps the easiest to facilitate, it would take a major effort on our collective behalf to go out and build buy in by informing the public of the benefits.

The third option is for the county to take ownership of section 2 of the agreement which would be billing, collection, etc. He believes if the county was to research those 3 options it could come up with a point of origination for funding of the \$120,000.

- **Mr. Miller** If the county could get all the people who don't pay to pay that would cover more than even the tipping fees. This could be the fourth option. Liens are effective but not 100% effective.
- **Commissioner Frost** As he recalls about a couple of years ago there was a public hearing held for the purpose of discussing the rates of EVSWA. As a result discounts were given. If the discounts were taken back, how much would this help?

- **Mr. Miller** Yes, that is an option but still not everyone will pay.
- **Commissioner Frost** What year did the land fill start its collections?
- **Mr. Miller** In 1998. He was not a resident then. He drove through Torrance with blinders on because of the trash in Torrance.
- **Commissioner Frost** In 1981 when there was no collection and no fees for trash. What did we do with our trash?
- **Mr. Miller** It was dumped illegally. It was not regulated at that time as was the case throughout the country. He explains the environmental hazards associated with this.
- **Madam Commissioner Ducharme** So private haulers are a new idea and came to be with the establishment of solid waste authorities and landfills?
- **Mr. Miller** Private haulers have been around for thousands of years.
- **Commissioner Frost** He remembers when there was no electricity, no telephones and all the other services that are now provided. When these services were provided they had to pay for these services. He says that we are very lucky to have our landfills and the services they provide and paying for this service is like paying for all services provided to the public.
- **Mr. Godey** He does not dispute what Commissioner Frost has said. He was at the meeting he mentioned. It was not about eliminating the EVSWA or eliminating the board. It was about some disagreements about the representation of this board. There was the issue of residents not generating trash and not using the landfill and a low fee for them. We are not here to attack the EVSWA authority or Mr. Miller. We are just looking at intelligent ways of dealing with the fees.
- **Ms. Garland** She has lived in Torrance County all her life and remembers when there was no EVSWA. The population was a third of what it is now. The EVSWA does an excellent job and are one of the best in the country. The county needs to go back to the basic business concept. Mayor Hart, how much do you charge the residents of your municipality for disposal of their solid waste?
- **Mayor Hart** For a single cart which weighs about 90 gallons it is \$13.10 per month. He does not know what the cost is as the amount of trash increases but he can say that he pays about \$500.00 per month as a business owner.
- **Ms. Garland** That is about \$20.00 more per quarter than our citizens pay.
- **Mayor Hart** Not compared by size. The county can dispose more than 90 gallons for the price they pay.

- **Mr. Miller** The price Mayor Hart gave is about \$40.00 per quarter for disposal of a very small amount. He charges \$60.00 per month to his customers for 2.5 cubic yard per week which includes tires and other recyclables. This is not apples to apples but a good bench mark. \$13.00 per month for dense population areas is the national average.
- **Ms. Garland** Not concerned with amount of trash. It is more business operations. \$13.00 per month covers billing and tipping fees. Torrance County should look into the idea of taking over billing of our residents and covering the operations of our waste stations. The \$60.00 that the residents pay should be covering that tipping fee and the administrative fees. Torrance County residents are paying \$800,000 per year and \$120,000. in tipping fees which comes up to \$920,000. The total payroll for EVSWA is \$940,000. It would be good business sense to take this over.
- **Mayor Hart** Just remember we collect 100% of our trash and the county is collecting 75%.
- **Dennis Wallin** The County does not have the option of turning off services for non-payment. Liens can be placed and legal action can be costly.
- **Marcos Banales** In his past life he was an enforcement officer with the Environmental Dept. That is why he volunteered to be on the board to help clear up some misconceptions and myths with regards to services that we provide at our landfill. Not Mr. Miller's landfill which he refers to as his. It is our responsibility to honor, respect and adhere to the proper disposal of solid waste. He lives in Ewing and can see his neighbor's old dump and there is another dump site over the hill. The rules and regulations of the New Mexico Solid Waste Statute must be followed by the Commission for the safe disposal of our solid waste for the protection of our environment.

When the county takes over the operations of doing this it then becomes the responsibility of the County Manager in adhering to following all the rules and regulations related to this. With this comes the financial responsibility and all that it entails. The extra money that Mr. Miller acquires throughout the year and puts in the bank covers all necessities for running a landfill. We the residents are paying for his knowledge and compliance to all rules and regulations. The same goes for the staff employed there. He goes into detail about all the different methods by which solid waste is disposed of and the handling of this waste by

experienced staff. The cost to the residents amounts to about \$.67 per day. We might be shocked that by going for an RPF that the \$.67 could go up to more than \$1.00. He is willing to sit down with the Commission to go over the 129 pages of rules and regulations that the County Manager will be responsible for.

- **Madam Commissioner Ducharme** Mr. Banales nobody disputes that Mr. Miller and his team and you have knowledge in this area. It was brought up that 25% of the customers do not pay. That is a big enough number to take seriously and to find out why they don't pay. She hears from a lot of people and what they want is choice. Right now they are forced to deal with the EVSWA because of that annual fee of \$80.00 even if they use a private hauler. Is EVSWA afraid to compete with private haulers? Why are the private haulers being penalized and having to pay higher tipping fees for county trash brought to the landfill? The county does not want to take the responsibility of taking over the landfill. Maybe only the billing.
- **Marcos Banales** Education of the public and the county must take place on all aspects of running a landfill.
- **Chairman Sanchez** reiterates that the Commission does not dispute whether EVSWA is a benefit or not. The Commission is determined to comply with all the rules and regulations that apply. We are here to decide how we will cover the \$120,000.
- **Janet Douglas** She goes back a long way and also remembers the days of trash being dumped illegally throughout the county. She also lived in the municipality when they took care of their own trash. She likes what we have now and is willing to pay for it. She mentions Albuquerque and their problems with the disposal of their trash in their landfills. We all have to pay for the services we get. The EVSWA is a business paying taxes in Torrance and hiring people in Torrance. She does not think the county should take over.
- **Madam Commissioner Ducharme** How did you dispose of your trash before EVSWA was established in Torrance County?
- **Janet Douglas** There was a neighbor who allowed them to dump in the dump site he created. Mountainair had a dump but they didn't use that one. Moriarty had a dump. She appreciates that our trash is be dealt with responsibly.
- **Mr. Godey** A couple of things come to his mind. One idea is amnesty for some of the people with leans which was an idea that was ignored in past

meetings. Another one is hiring another enforcement officer to help Dan DeCosta to pressure people into paying. The third idea deals with the rental properties. The landlord usually holds the ticket for dumping and passes this on to the renter. The landlord may be lax in this so having the people renting from him or her file with P & Z could help keep them in compliance.

- **Mr. Joseph Ellis** Customer of EVSWA for 21 years and is speaking as a citizen. He is a member of the EVSWA Board of Directors. He appreciates the Chairman's analytical approach to the problem. To Madam Manager, he hears what she is saying about examining the business and assuming part of the administration. He encourages her to immerse herself in the requirements for the administration of the landfill.

The current contract is in place for the next two years and it will take that long to come up with an alternative. He has two receptacles in his kitchen. He produces two garbage bags and demonstrates how he recycles his solid waste. Every week he goes to the collection station and deposits his solid waste into two trucks. The recycled material costs \$10.00 per ton. The other costs \$31.00 per ton. The \$120,000 could come down considerably if more customers did this.

- **Chairman Sanchez** Does the landfill offer this diversion?
- **Mr. Joseph Ellis** No, that would be even more expensive.
- **Chairman Sanchez** It would take individual action to encourage everyone to recycle and take advantage of the savings.
- **Mr. Miller** Part of what he is paid for is outreach to the public on this issue. He does not think we can get a private provider to do what he and his staff do in outreach. He invites everyone to the landfill to see the process and the amount of solid waste that is being brought in on a daily basis at the cost of \$31.00, \$37.00 or even \$47.00 per ton that could be only \$10.00 per ton if recycled.
- **Charlene Duffy** Commissioner Sanchez you have been asking throughout the meeting how we can solve this \$120,000. You offer this county too many discounts. She pays the full amount which has to cover all these discounts and those who don't pay. The county is paying also. Lincoln County has everyone paying at 100%. She talks about the operations of the stations such as diverting, transporting etc.



When Lincoln County made everyone pay the full amount, they still had to subsidize some of the cost. Vacant to them is dirt, grass and wind. It is no longer vacant land if any improvements are made to this land. People are claiming they are vacant here in Torrance but they are not.

- **Ms. Garland** There are no discounts to anybody?
- **Charlene Duffy** None. The Towns, none. The EVSWA is not a private system. It is a regional landfill that the state wanted here. Other landfills are closing. Private haulers are a private business. Private haulers will take their toll on our roads. The \$80 dollar yearly fee was set by the Commission. If the county wants to take over operations it will cost the residents of Torrance more money. Lincoln had private haulers and they were in a financial bind.

She and her husband, who works for EVSWA have come up with the idea of having the towns dump into the transfer stations and equalizing the costs. The County created EVSWA and landfill. When they were running it the moneys were making it into the coffers but not being paid out. That is why they were separate. It is not a money making thing. A private hauler will charge more and will not be able to apply for grants. Everything will revert to how it was before. In order for everyone to have a system that works you have to pay. She goes over discounts that the county is paying for.

- **Madam Commissioner Ducharme** There are no discounts for private haulers.
- **Charlene Duffy** Yes, there is, it is the \$80.00 per year. Discussion follows about private haulers.
- **Madam Commissioner Ducharme** If we see different proposals in the RFP and the EVSWA is the best proposal, then, Ms. Duffy, you can count on her to choose EVSWA but we need to see who is the best. Further discussion. Chairman interjects to stop the discussion between the two.
- **Ms. Garland** Working for the Human Services she is aware of elderly people who live on \$700.00 per month. Can you live on that? Most people cannot and that is why the discount was given to the elderly.
- **Mr. Godey** In the RFP we are looking for the services that are being provided at this time. The people in Tajique like the transfer stations. All issues discussed will be taken into consideration in the RFP.

- **Ms. Garland** We could look into amnesty. When she worked with Tax and Rev. they gave people amnesty who could not pay their gross receipts taxes. It brought a lot of people into compliance.
  - **Leslie Olivas** We need to be careful about calling them RFPs. Restrictions cannot be made in RFPs on what they offer. This differs from a bid.
- ❖ Break in proceedings to change disk. **At this time the 3<sup>rd</sup> CD started breaking up and made it extremely difficult to capture what was said.**
- **Mr. Godey** He thinks it is a good idea for the County members to the EVSWA board to report to the Commission from the EVSWA meetings they attend.  
**Chairman Sanchez** He is in favor of the 3 recommendations he made earlier. He would like to get a consensus from the Commission on these. They are as follows: One being going out for RFP that way we can have an entirely different option that gives us a vantage point. Second is to research how to pass the cost to the users. The third option is for the county to take ownership of section 2 of the agreement which would be billing, collection, etc. He asks the county manager what she would need to conduct the 3 recommendations.
  - **Ms. Garland** She will need direction from our purchasing director, Leslie Olivas on whether to go out for bid or RFP. There is discussion amongst the Commissioners, Ms. Garland and Leslie Olivas on this.
  - **Leslie Olivas** There are going to be so many variables to the proposals that are submitted with the bare minimums that we can specify. There are so many broad things covered under solid waste. A consultant might have to be hired to deal with the broad spectrum of requirements.
  - **Chairman Sanchez** We may need a consultant to be able to interpret the various proposals?
  - **Leslie Olivas** No, to help her interpret and prepare. The Commission could not be on the RFP selection committee because then they could not vote on it in their capacity as Commission. They would have to trust Ms. Garland and herself.
  - **Chairman Sanchez** He would like to get a consensus on proceeding with an RFP. What is the process for hiring a consultant?
  - **Leslie Olivas** A consultant is a professional service under the procurement code, up to \$60,000.00 annually. We could look for someone who is

already in place and is willing to work with us. As far as the RFP minimums, the Commission would have to point them in the right direction.

- **Chairman Sanchez** What if we set the minimums and then allow proposals to come in?
- **Leslie Olivas** Again, she does not have the expertise to make sure they are meeting all their legal minimums.
- **Madam Commissioner Ducharme** reminds the Commission that last year she was assigned to head up a committee of 9 people to come up with a draft of an RFP. They came up with a draft and Ms. Olivas should have a copy of that.
- **Leslie Olivas** She does but it was supposed to be for the minimums that EVSWA is already using. She was not included in this committee so that they would not be violating any procurement.

**Chairman Sanchez** Is it usable?

- **Leslie Olivas** No, it is not usable because it had things in there that ESWA does not do. Mr. Hart gave her a list of consultants to look at.
- **Andy Miller** He agrees with hiring a consultant. Why not give them their contract and ask them what it would cost. The County cannot hire a consultant that works for EVSWA because of the conflict of interest.
- **Ms. Garland** Before we go into hiring a consultant and go into the process of RFPs and bidding could she and Leslie put a committee together to determine why the \$60.00 quarterly fee is not covering all tipping fees and collection fees like the municipalities are doing and how they can fix it?
- **Chairman Sanchez** So you would eliminate the RFP option?
- **Ms. Garland** No, just wait and prioritize all options.
- **Madam Commissioner Ducharme** As it is now she is seeing discouragement from Solid Waste Authority and Ms. Olivas to go out for RFP. She sees that the municipalities go out for RFP and they do not use any consultants.
- **Leslie Olivas** I am not trying to discourage anyone. She does not have the expertise in this field and does not feel comfortable in creating specifications for an RFP.

**Madam Commissioner Ducharme** Maybe you could get the recommendations from those who created similar RFPs from different counties.

**Leslie Olivas** Those who have done RFPs in other counties have had protests which ended up in court. She just wants the RFP to be done correctly and legally

**Chairman Sanchez** Mayor Hart can you please speak to the issue of RFP having successfully completed the process in Moriarty?

- **Mayor Hart** It is a tough process and maybe it would be best as Mr. Miller stated to go out for bid. He has a copy of their RFP the county could look at.

- **Dennis Wallin** When Moriarty went out for proposals for bids on their Solid Waste Collections did you have an engineer help in the process?

**Mayor Hart** No, they did it on their own. They had their utility person, himself, their attorney and the city clerk work on it together.

**Madam Commissioner Ducharme** She does not see the difference in the county who have the expertise as Moriarty did. Why can't we do the same?

**Ms. Garland** There are a lot of environmental laws involved in this proposal. They need guidance.

- **Madam Commissioner Ducharme** That is why we would have our legal Council, to review the proposal.
- **Dennis Wallin** He does not know the environmental requirements as Mr. Miller and others do. He would rather have an environmental lawyer or consultant as has been discussed to help in creating the RFP. Maybe Mr. Mendez, Moriarty Attorney who was a part of their RFP.
- **Chairman Sanchez** Asks how we would go about hiring a consultant?
- **Leslie Olivas** Explains the procedure involved in hiring a consultant.
- **Marcos Banales** There are individuals with the Environmental Dept. who could assist. He stresses the complexity of doing the RFP.
- **Chairman Sanchez** Recommends the research on hiring a consultant and the cost and to work on the other 2 recommendations. Mr. Miller might be of assistance in all 3 recommendations.
- **Mr. Miller** He is speaking as a resident. He earlier suggested that there be a way to have more of the customers who are not paying to pay. Because as a resident he has never been in favor of paying for the other 25% of those who don't.
- **Chairman Sanchez** He is thinking that a monthly billing cycle might a better benefit to county residents.

- **Mr. Miller** Absolutely but there is a cost associated with sending out the billing on a monthly basis vs quarterly
- **Chairman Sanchez** He is looking at the rate structure and maybe increasing the rate. But there will be a backlash. If we do raise the rates it will require a big effort on the counties part to inform the public of the increase in rates and why. It will also include discounts that need to be taken into consideration. This will definitely require buy-in by the public.
- **Mr. Miller** Mr. Miller tells the Commission and the County Manager that they have his full cooperation in their efforts to different billing rates and billing structures. He is available as early as Tuesday of next week. He will give them preliminary ideas on a spreadsheet. He, as a resident, would object to a rate hike for those who pay for those who do not pay. He feels that those who pay the higher rate are being punished for being good citizens. He feels it is better to get the ones who don't pay to pay.
- **Chairman Sanchez** As he has figured it would be about a \$3.20 increase. All of this could be discussed by the committee the County Manager suggested be put in place.
- **Madam Commissioner Ducharme** This would be a wrong road to take. If you look at the contract with EVSWA which is dated 2014 you will see that the \$800,000.00 included the tipping fees. And it was the same amount. We also raised the rates in 2014. We need to concentrate on their expenses and how we can slash those expenses. And also concentrate on why those people don't pay. In talking to people she says many don't pay because they do not want to be forced to deal with the Authority or the private haulers because they will then have to pay the \$80.00. We say that we have poor people here who cannot pay the fee. It is not fair to raise the fee again?
- **Chairman Sanchez** The 3 recommendations he made would allow us to make a comparison to EVSWA cost structure on an RFP. Also the County taking over the billing. He would like to see all recommendations pursued.
- **Madam Commissioner Ducharme** This would be a huge undertaking because biggest bulk of the cost is in the office. We need to see what is going on with the billing. Also collection of garbage is overwhelming. She can support the billing and RFP option but not raising the rates.
- **Commissioner Frost** If we are to take over the billing we would need to hire more people here in the County offices.

- **Ms. Garland** I have made a rough analysis of what it would cost to pay 13 positions and her estimate is \$450,000.
- **Madam Commissioner Ducharme** At this time the cost is \$800,000 and that comes from the tax paying public to EVSWA. If we take over the billing that will come to us right?
- **Ms. Garland** Yes, but she hasn't figured in the cost of the environmental requirement costs.
- **Chairman Sanchez** We need to allow this matter to come to a resolution that doesn't allow an unsecured payment of \$120,000. We need to look at all the previous options suggested to sustain the viability of paying this amount to continue service to the citizens
- **Mr. Godey** A fourth option is to get people to pay who don't pay. The rate structure can also take into account different options for the citizens and not get stuck in structures in place at this time.
- **Leonard Lujan** On the billing it might work to go to a monthly billing. This may make it more affordable to some. As for going out for RFP you will have to go out for bid exactly as it is with ESWA at this time. We are changing the dynamics of what they are doing. There will have to be two bids to reflect the difference. No bid has to be accepted.
- **Madam Commissioner Ducharme** Mr. Wallin, do we need to cancel the current contract before we go out to bid?
- **Dennis Wallin** Mr. Wallin's response is not audible.
- **Chairman Sanchez** Asks if we can come to an agreement on the options on the table and the County taking over the billing and changing the rate structure?
- **Madam Commissioner Ducharme** She would like to go out for RFP.
- **Chairman Sanchez** If we can agree on the two then we can discuss going out for bid.
- **Ms. Garland** Suggests that before going out for an RFP that they look into hiring a consultant.
- **Madam Commissioner Ducharme** The towns go out for RFP and don't need a consultant.
- **Ms. Garland** The difference for us are the transfer stations and all the regulations associated with that. That is why we need a consultant.
- **Madam Commissioner Ducharme** What we need is a legal consultant and we have that already.

- **Dennis Wallin** If he had the time and the County had the money he could come up to speed on this. But what is needed is an environmental lawyer
- **Annette Ortiz** We are in agreement that we need to get the 25 % to pay their fair share. The County Treasurer is using different means to get people to pay their taxes such as satellite offices. Maybe we could do the same thing with collection of Solid Waste fees.
- **Ms Duffy** Gordon did a study for the Commission and others to look at.
- **Chairman Sanchez** He is looking at the Managers Office getting bogged down with gathering so much information and if they might need to create a committee to assist.
- **Madam Commissioner Ducharme** There is already a committee in place to direct the RFP. Why not utilize these people?
- **Chairman Sanchez** He is looking to have the county representatives on the board to help with the process.
- **Commissioner Frost** We have 7 entities in the JPA. Will changing policy in fees and other changes make a difference in our standing with our towns?
- **Chairman Sanchez** I don't think it will make a difference because our concern is the \$120,000. This is a county issue. He would like to see the representatives on the EVSWA, and the manager's office on this committee.
- **Madam Commissioner Ducharme** That would not be an independent committee.
- **Mr. Miller** He cannot speak for the board members. But he does not want to jeopardize his ability to bid if this should go out for bid.
- **Ms. Garland** She suggests that she and Mr. Miller get together and do an analysis of the current contract to see how we can feasibly pass on the cost to the consumer to cover the \$120,000, take over the billing, cancelling the contract and getting people to pay who are not paying.
- **Chairman Sanchez** Will the manager's office be willing to look at the 2<sup>nd</sup> and third options? Which is taking on the billing and restructuring the fee schedule?
- **Ms. Garland** Would like to get a preliminary idea of how to go about doing this, if Mr. Miller is willing to meet with her and discuss the issues.
- **Mr. Miller** Give me two hours and I will give you everything you need.
- **Ms. Garland** The reason she mentions this is because in section 2 of the contract it gives different avenues for collections. She would like to explore all avenues. If everyone paid it would cover the \$120,000.

**ACTION TAKEN:** At this time Chairman Sanchez makes the motion to give full guidance to the manager’s office to pursue the 3 options of:

- 1. Going out for RFP
- 2. Revision of billing and rate structure
- 3. Look at ability to take over billing

Commissioner Frost seconds the motion. Roll call vote. Commission District 1-Yes; Commission District 2-Yes; Commission District 3-Yes. **MOTION CARRIED.**

**AJOURNMENT:**

Chairman Sanchez makes the motion to Adjourn. Madam Commissioner Ducharme seconds the motion. **All Commissioners in favor. MOTION CARRIED.** Meeting adjourned at 1:05 PM.

\_\_\_\_\_  
Javier Sanchez-Chairman

\_\_\_\_\_  
Linda Jaramillo-County Clerk

\_\_\_\_\_  
Date



**Draft Copy**  
**Torrance County Commission**  
**Special Meeting**  
**July 24, 2017**

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

**Others Present:**                    **Belinda Garland, County Manager**  
   **Annette Ortiz, Deputy Cnty Manager**  
   **Dennis Wallin, County Attorney**  
   **Sylvia Chavez, Admin Asst II**

**Call to Order:**

Chairman Sanchez calls the meeting to order at 9:05am, Mayor Bobby Chavez, Village of Willard leads the Pledge of Allegiance and Mayor Sylvia Chavez, Town of Estancia (myself) does in the Invocation.

**Approval of Meeting Agenda:**

Chairman Sanchez asks for a motion to approve todays Special Meeting Agenda.  
**ACTION TAKEN:** Commissioner Frost makes a motion to approve the July 24, 2017 Special Meeting Agenda. Chairman Sanchez seconds the motion. No further discussion, all in favor. **MOTION CARRIED.**

**\* COMMISSION MATTERS:**

**1. 9:00 am – 9:15 am, Estancia Valley Economic Development Association Presentation**

Ms. Myra Pancrazio addresses the Commission and those present, she goes over the Ordinance the County passed in 2003. The Ordinance is relating to Economic Development Planning, Ms. Pancrazio explains that the state of New Mexico is an anti-donation state, therefore the creation of the Economic Development Assoc.

was implemented to allow government entities a way to be able to help Economic Development within their area. Ms. Pancrazio goes over different sections in the Ordinance, Section 4- Definitions as used in the Economic Development Plan Ordinance, Section 6-Estancia Valley Economic Development Assoc., Section 8-Applicable Review Criteria, Section 9-Public Safeguards and Section 13-Joint Regional Projects. Chairman Sanchez asks how the Commission will be able to determine which projects are considered Economic Development. Myra states that the Ordinance does help outline and guide the Commission on making those decisions. Chairman Sanchez states that the Commission will make the determination today on what projects will be a priority and be given to the Investment Committee and then sent to DFA for approval. Chairman Sanchez thanks Ms. Myra Pancrazio for her presentation today. Ordinance #2003-1 hereto attached.

## **2. 9:15 am – 9:45 am, Town of Estancia-Mayor Sylvia Chavez**

### **a. Pool**

Mayor Chavez (myself) explains to the Commission that when the Town of Estancia began construction on the pool, the initial thought was to enclose the pool, so that it could be utilized year round and therefore employ staff all year long. But once the project got under way the funding source for the pool only allowed for an outdoor pool. The amount being requested is \$506,000.00 which would come from the 641 funding source for the County. Chairman Sanchez asks Mayor Chavez if there is another funding source the Town is looking at to fund this particular project? Mayor Chavez states that yes the Town has looked at other funding sources but is limited on what they can commit to as far as matching funds. The Town of Estancia realizes what a valuable asset we have in having the only public pool in Torrance County because we are in a rural Community and the importance of our youth learning to swim is very important. We have adults in our Communities that never had the opportunity to learn how to swim and here we have a pool that can change that for generations to come. Commissioner Frost asks if the pool is open year round, are the kids going to be the targeted employees at the pool. Mayor Chavez explains that yes we would like to employ the youth but obviously during the school year we would not be able to employ them till after school hours. Therefore the Town would need to hire adults for the day hours and the youth for after school hours. Commissioner Frost asks how many people would need to be hired for a year round pool? Mayor Chavez mentions that in order to have a good and complete rotation she believes

that 5 full time employees and more part time employees would need to be hired. Commissioner Frost asks who would be the employer of these employees? Mayor Chavez said it would be the Town of Estancia.

Chairman Sanchez asks if the Town has it in their budget to have the pool open year round? Mayor Chavez explains that the pool is not a money maker for the Town but if we had the opportunity to have a year round pool we would work it into our budget.

Michael Godey asks Mayor Chavez if the Town has thought of having someone local that is a lifeguard instructor that could certify lifeguards here and not have to go into to Albuquerque to have the lifeguards certified. Mr. Godey also asks Mayor Chavez if the County is willing to help fund projects for the Town if the Town is willing to help with the County Fairgrounds, since the Town owns the property where the fairgrounds are located? Mayor Chavez answers that the Town has had a certified instructor in the area that was able to certify lifeguards but he has since moved from the area and we have not been able to find anyone else locally that is interested in becoming a certified instructor. The Town has looked into having instructors come out here to certify lifeguards but it all comes down to timing issues, we have to have all our lifeguards hired by end of April and we usually don't have enough applications to hire until the 1<sup>st</sup> week in May. The Town is willing to help with the Fairgrounds, we have had the improvements to the Fairgrounds on our ICIP for many years. The improvements at the fairgrounds will benefit everyone not just the County and the Town is willing to help.

Victoria Sedillo tells the Commission that the pool has indeed been missed this summer, but the pool is used by everyone throughout the County it's not just Town residents that go swimming. Ms. Sedillo explains that her kids have both learned to swim at this pool, it's a good resource for our youth to not only be employed there but our children learn how to swim. Ms. Sedillo explains that she is afraid of the water because she never had the opportunity to learn how to swim. She feels that having a covered pool that would be available year round would benefit the entire County not just Estancia residents.

#### b. Street Lights

Chairman Sanchez asks for a little bit of explanation on the lighting for Main Street. The funding request for this project is \$300,000.00 which would replace the old lighting with new energy efficient solar or LED lighting. Mayor Chavez explains that this will help enhance the main street in Town and hopefully bring

new businesses to the Town. We would like to make the Town inviting to potential Companies wanting to relocate or just expand their current business. The recommendation is to look for funding from Main Street or EVEDA.

c. Water Lines

This project is intended to provide water and sewer lines to Commercial lots off of Highway 41 which is approximately 1200 feet. This will enhance and promote the business district in Estancia. The recommendation from the investment Committee is applying for CDBG funding or maybe guidance from MRCOG.

d. Punkin Chunkin

The requested amount for this project is \$124,000.00, this will enable the Town to put in covered bleachers and also chip seal the area where the vendors serve food to help eliminate dust in that area.

Commissioner Frost asks if the Town will be able to come up with a match for these proposed projects? Mayor Chavez stated that it would depend on which project was funded, but yes the Town could. Mayor Chavez mentioned that she realizes that not all the requests will be funded, there would be no way the Town could meet the match for all four projects, if the Town had that kind of funding they could do one of these projects on their own. Commissioner Frost asks which one of the projects will create jobs? Mayor Chavez answered that the Pool will create new full time jobs.

Chairman Sanchez, asks Mr. Wallin what he thinks about funding of these projects? Dennis states that each one of these projects has different parts to it and each one will need to be analyzed individually. Then it will be up to the Commission to prioritize each project in order to fund those that are top priority. Applications hereto attached.

### **3. 9:45 am – 10:15 am, Village of Willard- Mayor Bobby Chavez**

a. Well

Mayor Chavez from the Village of Willard thanks the Commission for allowing the Village to apply for these funds. Mayor Chavez gives a brief history on the wells for the Village of Willard and his service as Mayor for the Village. He mentions that he was Mayor in 1971 and had to have a new well drilled at that time and that well has had some issues and lost about 20 feet. In Mayor Chavez's latest

term as Mayor he worked really hard with Representative Rhonda King and Senator Griego to get funding for a new well for the Village of Willard. At this point the Village is asking for funding from the County to have a backup well drilled for the Village. The Village of Willard does have a preliminary study done by an engineer for the backup well, Mayor Chavez introduces his Village Clerk, Angelina Halbert.

Chairman Sanchez states that this project does have an ICIP number from the Village of Willard and the possible funding source would be the 641 line item through the County. The investment committee made recommendations of a possible CDBG project and interstate stream commission funding. Chairman Sanchez asks if the Village provides water to the Town of Mountainair? Ms. Halbert states that the Village does not provide water to Mountainair but that the Town of Mountainair's well is in close proximity to the Village of Willard. Chairman Sanchez asks what kind of funding has been looked at for this project? Ms. Halbert explains that the Village has received monies from Capital Outlay, in 2015 they received \$60,000.00 and in 2016 they got an additional \$65,000.00. Some of that funding has been used to the preliminary study on the water for a new well. The study goes over the best placement for the well as well as pricing for a new well, the report is estimating \$160,000.00 to \$180,000.00 to drill the well and an additional \$250,000.00 to \$300,000.00 for the well house and everything else that goes along with a new well. Chairman Sanchez asks if the current well is functioning correctly? Ms. Halbert answers yes, the well is working but the Village currently has no back up well for the Village. The Village has had an incident where lightning has stuck the pump station and the Village had no water until the pump station was repaired.

Chairman Sanchez asks if its common practice for municipalities to have more than one well? Mayor Pro-tem Bobby Ortiz, City of Moriarty states that it is common practice for a municipality to have more than one well. It helps with fire suppression as well as public consumption. Chairman Sanchez asks how much of a match can the Village come up with? Ms. Halbert states that the Village cannot do more than a 15% match. The Village is trying to get close to being fully funded for this project because the Village's budget does not allow for much of a match. Chairman Sanchez asks legal if there is a precedence for helping with water projects? Mr. Wallin said he is not sure what the answer is for helping with water projects but he can look into it. Study and Application hereto attached.

Michael Godey asks if the Village of Willard was to get \$50,000.00 from the County, if the County can request that the Village does \$50,000.00 in work towards the project instead of holding on to the monies until they are fully funded for the project?

Ms. Halbert answers that the Village has received capital appropriations for this project however it is not enough money to drill the well but the Village is continuously looking for funding sources for this project. The Village would not start a project if it is not fully funded to complete a project. Ms. Halbert mentions that if the Village is to get funding from the County a JPA would need to be drawn up and if that is stipulated in the JPA the Village will follow it.

b. Basketball Court

Ms. Halbert explains to the Commission that the youth in the Village have nothing to do, there is currently a basketball court but it is in bad shape. The Village is asking for \$15,000.00, which will cover the demolishing of the current court and design and construct a new court that would be 65x35 with a 4' concrete base. Because the Village has been focusing on getting funded for the Water project other projects get push to the side. The Village would have a match for this particular project. Ms. Halbert states that the youth in the Village need some kind of outlet within the Village that is constructive. Application hereto attached.

#### **4. 10:15 am – 10:35, City of Moriarty- Mayor Ted Hart**

a. Civic Center

Mayor Ted Hart gives the Commission a handout which includes pictures of the roof at the Moriarty City Hall, this building houses the Police Department, Fire Department, Planning and Zoning, Motor Vehicle, Municipal Court, Animal Control and the Finance and Administration offices. The roof on this building is in dire need of replacement. Mayor Hart states that the City has done some repair on it, they have even done an insurance claim to get repairs done but at this point it really needs to be replaced. Chairman Sanchez asks if there are roofing repairs that need to be done at the Civic Center, Mayor Hart states that there are but does not think the County will have the capability to help with both projects. Chairman Sanchez asks if the City would be able to come up with a match. Mayor Hart answers yes, don't know what that amount will be but the City would be able to have a match.

Mayor Pro-tem Bobby Ortiz, asks the Commission if there is a scoring criteria on these projects? Chairman Sanchez states that currently there is no scoring matrix in place. But in the future they will implement some kind of process that will help in scoring projects to help spread out the monies for the different applications the County receives. Mr. Ortiz thanks the Commission for the opportunity that has been given to the different entities in applying for funding for all these different projects. Commissioner Frost asks if the City would be able to receive monies over several years instead of receiving all the monies at once? Mayor Pro-tem Ortiz states that for this particular project it would need to be funded all at once. Application and Handout hereto attached.

**Break at 10:40 am**

**Back from break at 10:55 am**

### **5. 10:55 am, EMWT-Ronnie Reynolds**

Mr. Ronnie Reynolds addresses the Commission and explains how EMWT was established. The Association is owned by Estancia, Moriarty, Willard and Torrance County. The purpose of this association is to provide safe drinking water for residents in Estancia, Moriarty, Willard and Torrance County. The first phase of this project will be to purchase land and water rights, so that a bulk water station can be built and established in the McIntosh area. The plan is to be able to have a transmission line from Moriarty to Willard and up to the mountain towns if and when they may need another water source. Chairman Sanchez asks about the amount for operational expenses, Mr. Reynolds explains that EMW Gas Assoc. which is owned by Estancia, Moriarty and Willard was able to help fund with some of the operational costs. Mr. Art Swenka came before the Commission last year to ask for money to help with those operational costs. Chairman Sanchez asks what the \$35,000.00 will cover, Mr. Reynolds explains that the \$35,000.00 will help with match funding if EMWT were to apply for USDA grant funding. So any additional funding past the \$35,000.00 will help with the purchase of land and the water rights. The cost for water rights will be approximately \$90,000.00 and it will cost about \$10,000.00 an acre and we would need a minimum of 10,000 acres for the distribution station in McIntosh. Commissioner Frost asks if the bulk water station will have an employee? Mr. Reynolds states that the bulk water station will be accessible the same way you have a gas card that you use at the pumps. So no attendant would need to be there. Madam Commissioner DuCharme asks

who will own the station? Mr. Reynolds answered that Estancia, Moriarty, Willard and Torrance County will.

Commissioner Frost ask how soon can this water line between Willard and Moriarty be operational? Mr. Reynolds said that once the Assoc. can get fully funded the project will be a go. Chairman Sanchez states that there are two different funding sources the County can use for this project, if the County chose to help with the \$804,000.00 it would come from the 641 funding source or if the County wanted to help with the operational cost it would come from the 401 fund.

Bobby Ortiz, Chairman for EMWT comes up to the podium to help clarify the request for the \$35,000.00. Mr. Ortiz explains that the \$35,000.00 will help EMWT with the match for a possible USDA grant. Madam Commissioner DuCharme asks Mr. Ortiz to explain the distribution station. Mr. Ortiz explains that the City of Moriarty is currently selling bulk water to people who have lost their wells. This is the only way those households can get water for their household needs. EMWT had a study done and the study showed that around 200 residents in the McIntosh area have lost their wells. This is why McIntosh was chosen for the bulk water station site. Madam Commissioner DuCharme asks how residents will receive the water to their homes from this station? Mr. Ortiz explained that once the distribution line is installed the water can then be hooked up to individual homes for water service. Mr. Ortiz explains that with the 1<sup>st</sup> phase of this project it will only be to purchase land and water rights, then build the bulk water station. The distribution line will be another phase. Madam Commissioner DuCharme asks who will pay for the connection to resident's homes? Mr. Ortiz explains that EMWT will use utility easements to run the water lines and the home owner will need to pay for the plumbing from their homes to the water line meter in the easement.

Commissioner Frost asks if EMWT is considered a governmental agency, because there may be an issue of Anti-donation? Mr. Ortiz explains that EMWT is considered a Quasi-municipal agency therefor there would be no issue of anti-donation. Mr. Wallin agrees with Mr. Ortiz and states there would be no anti-donation issue with this project. Application hereto attached.



## **6. 11:15 am, Abo Water Project- Richard Medina**

No one attended the meeting to present this project to the Commission.

## **7. 11:35 am, Solar Project-Pablito Herrera**

Mr. Herrera comes to the podium to give a brief explanation for this project. He states that he would like to make Torrance County more energy efficient/go green. He is calling this project Milagro Solar, this is an economic project that can help Senior Citizens, Veterans and people with disabilities. With this solar project the County can benefit almost \$50,000.00 a year while helping those County residents that get the solar panels on their homes and whatever access monies are left from the use of the solar panel will go back to the County.

Chairman Sanchez asks Mr. Wallin if this may be an anti-donation issue? Mr. Wallin believes it may be an issue and thinks the best thing to do is to send Mr. Herrera to EVEDA. Ms. Annette Ortiz mentions that the Veterans Affairs board may also be another resource Mr. Herrera can utilize for this project. Application hereto attached.

**Lunch break given at 11:45am**

**Back from lunch at 1:15pm**

## **8. 1:00 pm, Fair Board-Marcie Wallin**

Ms. Marcie Wallin presents the Commission with an application for a multi-purpose building for the Torrance County Fairgrounds. The County Fair is in dire need of a building, for the past several years the fair board has rented tents during the fair. The rental of the tents for the entire week of the fair has become a costly event, it is costing the County about \$8,000.00 each for the rental.

Chairman Sanchez asks Ms. Wallin who she envisions owning the property? Ms. Wallin states that currently the Town of Estancia owns the property but wonders if the County has ever asked the Town if they would be willing to sell the property to the County. Ms. Wallin states that it doesn't matter who owns the property, the Fair benefits everyone in the County.

Chairman Sanchez asks if there is any potential for a match? Ms. Wallin states no, there is no funding from the Fair board for a match. Chairman Sanchez asks if the County has ever applied for any kind of grant funding to help with this project? Ms. Annette Ortiz answered no, the County has never applied for a grant, and Ms.

Wallin stated that she has looked into grant funding but has not been able to find one. Chairman Sanchez asks if there could possibly be a collaboration between the County and Town of Estancia on funding for this project? Mayor Chavez (myself) comes to the podium and states that the Town would be willing to help, the Town would need to look at their budget and see what or how much we could help with. Mayor Chavez mentions that the Town of Estancia is willing to have a meeting with the Fair board and the County Commission to see what we can come up with for this project.

Madam Commissioner DuCharme asks Ms. Wallin if the fair board would be willing to entertain the idea of building the new building on County owned property. Ms. Wallin states yes they would but the property now already has building there and the current lease is for 99 years at a \$1.00 a year.

Commissioner Frost mentions that he recently attend the clean-up weekend, he said that it was very endearing to his heart to see the generations there cleaning up the facility. Everyone was working together, which teaches these kids hard work and dedication and giving back to their community. He thanks Ms. Wallin for the invite and for the hamburgers and watermelon.

Madam Commissioner DuCharme states that this project was on the ballot last year and the voters turned it down, should we ignore that. Ms. Wallin replies that there was a lot of miscommunication on the amount that taxes would go up. This was the reason why voters turned it down. Commissioner Frost makes a comment "if at first you don't succeed, try and try again till you do succeed." He said just because it was voted down once doesn't mean we cannot try again. Ms. Wallin states that a lot of these kids go home without any winnings but they still do it every year trying to compete to win. This project benefits the kids in this Torrance County.

Chairman Sanchez said that this project came in as an external request but could be handled as an internal request, Ms. Annette Ortiz said that the Managers office can reach out to Santa Fe County and ask how they were able to build their multi-purpose building, they may know of some funding sources the Torrance County is unaware of. Ms. Ortiz said that we can look at the County's budget and see if we can fund the design. Application hereto attached.

**There were some audio malfunction, some of the discussions on the remaining agenda items may not have all the details that were discussed at the meeting.**

**9. 1:20 pm, Mountainair Public Schools, Dawn Apodaca**

Ms. Dawn Apodaca, Superintendent for the Mountainair Public Schools comes before the Commission to present the School Districts application for a security system for the elementary school. Ms. Apodaca informs the Commission that last year there was an armed robbery in Mountainair and the elementary school was right in the middle of it. The front doors to the school are wide open and anyone can access them with no security in place. Ms. Apodaca explains that the School District would like to have a limited access system, the system will include a wide angle camera so that the receptionist and secretary can see who is at the door and buzz them into the building.

Chairman Sanchez states that the amount for this project is \$8,751.01 which can be used through the 641 funding source. Commissioner Frost asks if the school district has a match? Ms. Apodaca said no, the full amount of the system would be the \$8,751.01 and this would be a one-time request. Ms. Apodaca explains that PED cut the Mountainair Public School District budget by almost \$200,000.00 so the district has had to be a little more strategic with their budget. The School District could do fundraising but they are waiting for a new Principal to be hired to put that into play. Also the District is currently bonded out with the building of the new High School and Mid-School, so that is not an option for the School District. Madam Commissioner DuCharme asks if the school could apply for a grant or maybe a fundraiser to help with a match? Ms. Apodaca states she has looked for grant funding but has been unsuccessful. Application hereto attached.

Jason Quintana resident of the Mountainair School District believes that \$8,000.00 is nothing when it comes to the safety of children. Mr. Quintana states that maybe the County can fund the project upfront and the School District could pay it back later.

**10. 1:40 pm, First Choice-Krista Kelly**

Mayor John Bassett, Town of Edgewood is here on behalf of the 1<sup>st</sup> Choice regional health facility. The application is for funding for medical equipment in the

amount of \$150,000.00. Chairman Sanchez asks if this project would be an anti-donation issue? Mr. Dennis Wallin asks who will own the facility, Mr. Bassett states that Santa Fe County will own the facility and 1<sup>st</sup> Choice will lease it.

Commissioner Frost asks a couple of questions, if payments can be made over the next several years instead of all at once? And why should Torrance County give our counties money to another County. Mayor Bassett stated that he regional medical center will be for all of the Estancia Valley Residents.

Mr. Bob De Felice comes to the podium, he is the CEO of 1<sup>st</sup> Choice and he has been working with the Town of Edgewood to get this facility going. 1<sup>st</sup> Choice will employ residents throughout the Valley. We are seeking small loans to get this center going, Santa Fe County was able to get a bond passed to get this project started, and the bond was in the amount of 3 million dollars. This Regional Medical Center will offer a wide array of medical services that the valley needs.

Commissioner Frost states that he is in favor of this project but there is one thing that concerns him, Torrance County has two small medical clinics that we need to consider. Are these two clinics in favor of this medical center? Mr. De Felice states that 1<sup>st</sup> Choice works with the medical clinics in Torrance County and they are in favor of the Regional Medical Center. The clinics can send patients that need x-rays or further medical attention that maybe the clinics cannot help with to our facility which is closer then driving into Albuquerque. 1<sup>st</sup> Choice has a contract with UNM to have their staff do their residency with 1<sup>st</sup> Choice facilities and this Regional Medical Center will be one of them. Application hereto attached.

Mr. Chuck Ring, Councilmember for the Town of Edgewood, thanks the Commission for their time and states he looks forward to working with Torrance County on this project.

**Break at 2:05 pm**

**Back from Break at 2:15 pm**

### **11. 2:00 pm, Manzano Land Grant- Orlando Lopez**

Mr. George Ramirez, President of the Manzano Land Grant introduces himself and Gloria Lovato-Zamora, Vice President. Ms. Lovato-Zamora tells the Commission about the land grants application for funding. The Manzano Land grant is wanting

to purchase a building for the entire Community of Manzano to be able to use for various functions throughout the year. Ms. Lovato-Zamora teaches art in the Land Grant Communities, she is able to use facilities in the other Land Grant Communities but not in Manzano. When she teaches in Manzano they are outside because there is no building for them to use. There was an option for the Land Grant to purchase the Manzano Tiendita and if that is still available the land grant would be willing to purchase it. Ms. Lovato-Zamora states that this building would be used for a lot of different things such as GED classes, classes on the history of the Manzano Land Grant as well as the other surrounding land grants. They can have computers with internet access and have a library for the people of the Manzano Land Grant. Ms. Lovato-Zamora would also like to show her support for the security system at the Mountainair Elementary School.

Mr. Ramirez also explains the importance of having a Community Building in the Manzano Land Grant, this building could be used for a lot of different occasions. The request amount is \$200,000.00 for the purchase of a building or building a new one. Torrance County has been the fiscal agent for funding the Land grant got through capital outlay for the park in Manzano. Commissioner Frost asks who will own the building? Mr. Ramirez states that Manzano Land Grant will own the building, he also stated that the Land Grant does have a match funding for this project. Application hereto attached.

## **12. 2:20 pm, Punta de Agua-Norman Gonzales**

Mr. Norman Gonzales comes before the Commission to explain and answer any questions the Commission may have in regards to the application for a multi-purpose building. The property will be owned by the Punta de Agua MDWCA, the monies will cover the following, the concrete slab, plumbing, electrical, a steel structure with bathrooms & kitchen. Currently they are having their MDWCA meeting at each other's homes and the new building will allow them to have a more business like atmosphere. Chairman Sanchez asks if this project could be phased out? Mr. Gonzales said, yes it can be. Chairman Sanchez asks if the land will need to be purchased? Mr. Gonzales stated that the land will be donated to the MDWCA. Mr. Gonzales states that the building can be used for a lot of different things, it could be used as a library with computers with internet access or a fitness center for the Community. Chairman Sanchez asks if the MDWCA has

money for a match? Mr. Gonzales states yes, they do but depends on the amount. Commissioner Frost asks how many homes use the water system in Punta de Agua? Mrs. Gonzales states that there are currently 16 water taps. Chairman Sanchez asks Mr. Wallin if this might be an anti-donation issue? Mr. Wallin states he will have to look into this. Application hereto attached.

### **13. 2:40 pm, Torreon Land Grant-Leo Chavez**

*Chairman Sanchez wants to make a correction on the requestor for this project, it is the Torreon MDWCA.* Chairman Sanchez states the amount being requested is \$70,000.00 and the funding source would be the 641. Mr. Leo Chavez comes to the podium to go over the application from the Torreon MDWCA. They are asking for repairs for the Library, the kitchen in the Community Center, the acequias and plaster the outside of the Community Center. Chairman Sanchez asks if there could be any possible funding through USDA for the acequias? Ms. Cheri Lujan with East Torrance Soil and Water Conservation, informs the Commission that there is currently no funding for the acequias. Chairman Sanchez explains the importance of having the acequias repaired and in working order, which have been in place since 1841. Having the brush trimmed down helps prevent standing water and helps with irrigation. Chairman Sanchez asks who owns the Community Center in Torreon? Mr. Chavez states that the Torreon MDWCA owns the building. Application hereto attached.

### **14. 3:00 pm, other**

Chairman Sanchez states that at this time the Commission is ready to make decisions on the projects that were presented today. Item #7 Solar Projects will be directed to EVEDA, #8 Fair board will go to the Managers office to seek funding as an internal request and the rest #1-5 and 9-13 will be sent back to the Investment Committee for further review.

Madam County Manager Belinda Garland would like to state for the record from the Investment Committee, that there were requests received from the Town of Mountainair for emergency repeaters that will be covered under the GO bond monies for the emergency repeater on Capella Peak. And the clean-up request for

the burned area on Main Street in Mountainair is on private property therefore the County cannot fund the clean-up.

Michael Godey made comment in reference to the clean up on the burned property in Mountainair, the deeds for the property is being looked at and may be transferred over to the Town of Mountainair.

Cheri Lujan stated that she brought information for those project that may not qualify for funding through the County but may qualify for funding through USDA rural development grant/loans.

Chairman Sanchez states that he has a few ideas that he would like to see implemented, the use of planning documents that could help with the Comprehensive plan, the Economic Development portion of the comprehensive plan as well as infrastructure projects. Also Chairman Sanchez wonders if the County could put in place a scholarship fund, Mr. Wallin said that there is a possibility the County could do this through the fair board but Mr. Wallin can look into this. Chairman Sanchez asks the Commission how they feel about the planning document.

Madam Commissioner DuCharme needs more clarification on the planning documents and what would they be used for. The County has a Comprehensive plan through MRCOG.

Ms. Annette Ortiz mentions that the Commission has appointed a Comprehensive Planning Committee and Belinda is moving forward with getting the Committee going.

Madam Commissioner DuCharme states that she would like to see the internal requests done first then move on the external request. Chairman Sanchez said that the internal requests have already been funded.

**ACTION TAKEN:** Chairman Sanchez makes a motion to send the following requests to the Investment Committee, item #'s 2-14 excluding #7 & 8. Commissioner Frost seconds the motion.

Norman Gonzales states that he agrees with Madam Commissioner DuCharme, the internal requests should be funded prior to the external requests. Mr. Gonzales asks what amount is available for funding all these projects?

Michael Godey asks if there will be funding available for the Fire Departments if funding is giving to any of these projects?

George Ramirez thanks the Commission for the outreach to all the Communities and giving them the opportunity to present today.

Commission votes, all in favor. **MOTION CARRIED**

### **Adjourn**

**ACTION TAKEN:** Chairman Sanchez makes a motion to adjourn the July 24, 2017 Special Commission Meeting. Commissioner Frost seconds the motion. No further discussion, the Commission votes all in favor none opposed. **MOTION CARRIED.**

**Meeting adjourned at 3:20 pm**

\_\_\_\_\_  
Chairman Javier Sanchez

\_\_\_\_\_  
Sylvia Chavez

\_\_\_\_\_  
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.**



**DRAFT COPY  
TORRANCE COUNTY BOARD OF COMMISSIONERS  
REGULAR COMMISSION MEETING  
JULY 26TH, 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  
LINDA KAYSER-CHIEF DEPUTY CLERK

**CALL MEETING TO ORDER**

Chairman Sanchez calls the meeting to order at 9:02 a.m. and calls for a Commission Roll Call. Commission District 1-Present, Commission District 2-Present, & Commission District 3-Present. Mr. Jessie Lucero leads in the Pledge of Allegiance and Ms. Nick Sedillo gives the Invocation.

**APPROVAL OF THE JULY 12, 2017 REGULAR COMMISSION MEETING MINUTES**

**ACTION TAKEN:** Chairman Sanchez makes a motion to approve the July 12, 2017, Regular Commission Meeting Minutes. Madame Commissioner Ducharme seconds the motion. Chairman Sanchez asks for any discussion. No further discussion, all Commissioners in favor. **MOTION CARRIED.**

**APPROVAL OF THE JULY 26, 2017 COMMISSION MEETING AGENDA**

**ACTION TAKEN:** Chairman Sanchez makes a motion to approve the July 26, 2017, Regular Commission Meeting Agenda. Commissioner Frost 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. Chairman Sanchez seconds the motion. Chairman Sanchez asked if there is any discussion. No further discussion, all Commissioners in favor. **MOTION CARRIED.**

**ACTION ITEMS**

**\*Department Requests/Reports:**

**1. UPDATES: A. VARIOUS COUNTY DEPARTMENTS B. OTHER BOARDS OR LAND GRANTS (UPON REQUEST) C. FOREST SERVICE (UPON REQUEST) D. COMMISSION**

Betty Cabber, Assessor was not at the last meeting but I read where Madame Commissioner Ducharme mentioned recycling, and I was glad she brought it up. The County Offices do have the ability to recycle. In our office we have boxes by our desk to put paper in to be recycled, we also separate plastics. Arely does a great job of picking it up and taking it to the recycling bin on Thursdays. I just want to remind everyone about recycling, when we recycle it is less waste that is taken to the landfill and we are just doing the right thing.

Belinda Garland, County Manager introduced Don Dirks she presented him with a certificate for Outstanding Services as Acting Torrance County Fire Chief. Thank you for stepping up and leading the Fire Department as Acting Fire Chief. This service was very important to the residents of the community and very appreciated.

Linda Jaramillo, County Clerk said we are in the process of issuing business registrations. About 2 months ago I received a list from New Mexico Taxation and Revenue Department of all businesses paying gross receipts in Torrance County. We separated the list from the business that are receiving a business registration now and the ones that were not. I sent letters to those businesses informing them of the need to register with us. At this time we have received 94 new registrations. We are in the process of going through the applications and the inquiries. Dennis Wallin, our County Attorney helped decipher some of the law for us as to who should and should not have a business registration.

Madame Commission Ducharme said the Fair Board provided me with a booklet for this year's fair. I saw something very interesting. Vendor's can have booths for free. I feel this is very important and the more the merrier. Please spread the information around. The vendor's will create a more festive atmosphere.

Chairman Sanchez said I am working very diligently on several issues that have arisen, I look forward to a positive result of these issues.

Discussion only **NO ACTION TAKEN**

**2. REQUEST TO HIRE PART-TIME TAX SPECIALIST – TRACY SEDILLO, TREASURER**

Treasurer Sedillo said I would like to hire a Part-Time Tax Specialist, I have the money in my budget. I was told I need to bring this before the Commission for approval. The position will entail field work helping track down delinquent mobile homes, hanging door hangers and making contact with people that we are getting return notices on. Right now 25% of mobile homes are delinquent.

Manager Garland said that she and Treasure Sedillo have spoken about the position and I support her request. I did recommend that she bring it before the Commission as it is a change of job duties. She does have it in her budget. In the past if it was in the Elected Official's budget then it was allowed, but I feel that if it is a change of expenditures and duties it should come before the Commission.

Madame Commissioner Ducharme asked how many employees are in her office.

Treasure Sedillo responded she has 4 full time positions, the Chief Deputy and herself. This position is a part-time position and will be very important. We are trying to get the door hangers out before the tax bills come out, we get a lot of return mail, and we are hoping the hangers will help. We also want them to know that the taxes are delinquent and there is a lien with MVD. Once the mobile homes go delinquent in 180 days there is a lien placed on the mobile home by Motor Vehicle by state statute. The part-time will also assist in the office during November tax season with tax payments.

Manager Garland said it was her understanding that they have always hired temporary help during tax time.

Treasurer Sedillo said last year we had two part-time positions, one was a float clerk that worked most of the year in our office. We spent a lot of time training, also this position will spend time making phone calls for collecting delinquent taxes.

**ACTION TAKEN:** Commissioner Frost makes a motion to approve the hiring of a part-time Tax Specialist for the Treasurer's Office. Chairman Sanchez seconds the motion. No further discussion, all Commissioners in favor. **MOTION CARRIED**

### **3. RESOLUTION 2017-36 UPDATING TREASURER'S FEE POLICY – TRACY SEDILLO, TREASURER**

Tracy Sedillo, Treasurer presented Resolution 2017-36 to the Commission for approval. Resolution hereto attached. The original fee schedule was adopted in 2005, since then things have changed. I am requesting that the demand warrant be increased to \$75.00 it is very costly for us to work the delinquent mobile homes. This is the fee associated with filing of liens on the property. The State charges \$125.00, we do not want to be as high as the State, but we want to increase the fee hoping it will prompt the tax payer to be on time with their payments. The other change in the Resolution is to the delinquent tax list, we are asking and increase to \$125.00 because it actual contains a lot more data than the actual tax roll does. It takes the same amount of time to prepare them but it is a lot more data. The other fees are not changing.

Madame Commissioner Ducharme asked what is the fee at this time. Treasurer Sedillo said the demand warrant fee is \$25.00 and the delinquent tax list is \$75.00.

Madame Commissioner Ducharme asked County Manager Garland what her opinion of the fee increase is. County Manager Garland said we do need to recoup our expenses, it has been since 2005 which is 12 years.

Treasurer Sedillo said these fees do not go in effect until the next year so we can advertise the fee change so the public will know.

**ACTION TAKEN:** Chairman Sanchez moves to approve Resolution 2017-25 Updating Treasurer's Fee Policy. Commissioner Frost seconds the motion. Chairman Sanchez asks for public comment.

Linda Jaramillo, County Clerk said we have a Resolution giving specific cost for copies, and other things in our office. Do we follow that Resolution or can individual departments come and ask for increases or do we need to redo the Resolution.

Tracy Sedillo, Treasurer said the reason I came forward is these fees are on a separate Resolution. There is another resolution that sets the copy fees, notary fees and some of the Assessor's fees, we follow that Resolution for our copies. I do not know why our fees were set in a different Resolution but they were. No further discussion, all Commissioners in favor.

**MOTION CARRIED**

#### **4. REQUEST DHSEM DISASTER ASSISTANCE GRANT RATIFICATION – MARTIN LUCERO, EMERGENCY MANAGER**

Belinda Garland, County Manager presented the request to the Commission and stated Mr. Lucero could not attend today. Grant hereto attached. The grant agreement is for a project that has already been completed and paid out, with this we will be able to collect 75% of our expenses. This is just a ratification of the agreement that I signed.

**ACTION TAKEN:** Chairman Sanchez moves to ratify the DHSEM Disaster Assistance Grant. Commissioner Frost seconds the motion.

Madame Commissioner Ducharme asked what is this grant for, where was the project? Manager Garland stated she was unsure. Madame Commissioner Ducharme said looking at this document you cannot tell if the project was completed, there is an agreement number but no actual description of the project. Manager Garland said the project has been completed and paid out we are trying to collect 75% of our cost.

Commissioner Frost said this will allow us to collect \$9,149.11 from the State. I think we probably need the money. No further discussion, all Commissioners in favor. **MOTION CARRIED**

**5. RESOLUTION 2017-037 FOURTH QUARTER REPORT FOR FISCAL YEAR 2016-2017 – AMANDA TENORIO, FINANCE DIRECTOR**

Amanda Tenorio, Finance Director presented the report to the Commission for approval. Fourth Quarter Report hereto attached. This report summarizes the activity of the 2016-2017 budget, DFA requires that the Fourth Quarter Report be approved by Resolution.

**ACTION TAKEN:** Chairman Sanchez makes a motion to approve Resolution 2017-037 Fourth Quarter Report for Fiscal Year 2016-2017. Commissioner Frost seconds the motion. No further discussion, all Commissioners in favor. **MOTION CARRIED**

**6. ORKIN PEST CONTROL SERVICE AGREEMENT**

**a. Administrative Building**

**b. Judicial Complex**

Annette Ortiz, Deputy County Manager presented the contracts to the Commission for approval. Contracts hereto attached. In the spring we began discussing pest control for the building and the Judicial Complex. Orkin Pest Control already has contracts with Dispatch Center and Animal Shelter. The agreement before you is with rodent control if we do not choose rodent control the service would be a little less than what is before you.

Madame Commissioner Ducharme asked if it was a monthly service. Ms. Ortiz replied yes.

Commissioner Frost asked if the results have been good at Dispatch and the Animal Shelter. Ms. Ortiz said neither Dispatch nor Animal Shelter have voiced complaints about the service. Commissioner Frost said if they were buggy they would tell us. **ACTION TAKEN:** Commissioner Frost moves to approve the Orkin Pest Control Service Agreement. Chairman Sanchez seconds the motion. No further discussion, all Commissioners in favor. **MOTION CARRIED.**

Belinda Garland, County Manager said she had an update, the work that was done on the grant that was just approved was Aceves Rd during the fire.

**\*Commission Matters:**

**7. INTRODUCING A FIVE PERSON COMMISSION – MICHAEL GODEY, RESIDENT**

Michael Godey said last year in the campaign when Javier, Fred and George Hewett ran against each other the issue of the five person commission came up and there was no resistance from all three candidates. I was thinking about it and you have 5 unique areas of population in the county. They are Moriarty, McIntosh, Estancia, Mountainair, and the Land Grants. They all have unique areas, like McIntosh with all the roads that came in the 90's. Which means in that area the roads are paramount. Moriarty is mostly an incorporated area, Estancia is farming and ranching, Mountainair is a combination of ranching, retiree's and artist. The land grants are unique, with a history that is more unified and a historical cultural center of Torrance County. It would be good to have a Commissioner from each of these areas. I noticed at the last meeting that Chairman Javier Sanchez was very passionate about the Land Grants

proposals and he well represents them. It would be good to have a Commission that will represent each one of these areas coherently. In the past we have had Commissioners that have a vision that may not represent their area and bulldog their way through everything. With 5 Commissioners there is a better chance that the dialog and the concerns of the areas will be brought up in a comprehensive way. I bring this up now because basically it would not go in effect until the next election cycle. Then to keep things balanced we could elect one Commission because we would not want to elect 4 Commissioners in one election cycle. I do not think this is a money matter, but a matter to consider, and in the near future approve and in the next year or two come up with how to fund it. Yes, it will cost a little bit of money to do it, but you have to remember we are in a Democratic Federal Republic and sometimes it requires a little effort. It may not be the most efficient government but it is, historically, when it functions well and guarantees the freedom of the individual and also the common good. This will take some leg work and take some time to get the appropriate population for the State to approve.

Chairman Sanchez said if we were considering a 5 person Commission I think we would need a referendum, in other words to put it on the ballot to see if the voters support it. I think the Commission would have to vote unanimously, if one of the Commissioners votes against it, it would not go through.

Dennis Wallin, County Attorney said the Constitution allows for a 5 person Commission by Ordinance but there are some specifics. It has been sometime since I have read the Statutes but my memory is that it does take the entire Commission to approve that Ordinance. If there is some interest in it you can direct the Manager's Office and my office to inquire into it and provide you with a memorandum of what would need to transpire. The State Constitution requires that it be a separate District with as equal as possible population. If the County wants to move forward with it we would need to hire some expertise to determine the Districts.

Chairman Sanchez said the majority of the State has 5 person Commissions, there are a few exceptions and they are the least populated Counties. I forget where we are ranked but we are one of the lesser populated Counties. Chairman Sanchez asked if any of the Commissioners were interested in this topic.

Madame Commissioner Ducharme said she would like to have more information about this topic, I want to have more input from the public. The input I have received personally is there is interest in a 5 person Commission and I would like to see a step further in this direction.

Commissioner Frost said I would not mind having an analysis of the project and see how it would work, see how the boundary lines are determined and to just look into it.

Chairman Sanchez asked by how do you suggest we proceed? County Manager Garland said that legal counsel and the Manager's Office need to look at the Statutes and procedures that would need to be followed. Dennis Wallin, County Attorney said there is a process and rather than give you incorrect information let us do research and bring it back to the Commission. Chairman Sanchez said that would be fine. **NO ACTION TAKEN:** Discussion only.

**8. RESOLUTION 2017-038 2017-2018 BUDGET ADOPTION – AMANDA TENORIO, FINANCE DIRECTOR**

Amanda Tenorio, Finance Director presented the Resolution 2017-38 2017-2018 Budget Adoption to the Commission for approval. Resolution hereto attached. Our Budget satisfies our local reserve requirements, the 3/12 General Fund requirement and the 1/12 Road requirement by DFA. The budget now includes 419 the EVSWA contract, fund 642 which is our investment interest fund, and our GO Bond series 2016 for our emergency communications and road equipment. We were able to fund all internal requests except for the Fair Board as discussed at our budget hearing. This includes the .75 per hour raise to our county employees. Keep in mind that our detention cost and inmate transportation cost may increase substantially, we may have to make some budget adjustment during our Fiscal year.

Commissioner Frost said after we approve this it will go to DFA to look it over and they will either approve or reject it. Ms. Tenorio said yes.

**ACTION TAKEN:** Chairman Sanchez makes a motion to approve Resolution 2017-038 2017-2018 Budget Adoption. Commissioner Frost seconds the motion. No further discussion, all Commissioners in favor. **MOTION CARRIED**

**1 COUNTY MANAGER REQUESTS/REPORTS:**

**9. INTRODUCTION OF NEW COUNTY FIRE CHIEF**

Belinda Garland, County Manager, introduced Lester Gary, new County Fire Chief. Mr. Gary has 29 years of career fire service experience, 9 years of volunteer experience, 25 years as a Certified Paramedic, 28 years as a Certified Fire Fighter, Adjunct Instructor with the New Mexico Fire Fighters Training Academy, 6 years of Hazmat Awareness Instructor with Albuquerque PD, 2 years as Fire Marshall with Rio Rancho, 3 years as Fire Chief with Estancia Fire Department, 1 year as Training Division Commander, 2 years as Battalion Commander with the Bernalillo Fire Department, 1 year as Rescue Captain and 4 years as lieutenant. Please welcome Mr. Lester Gary, Torrance County Fire Chief and we are very excited to have you on board.

Mr. Gary, County Fire Chief said I would like to take this time to thank you for the opportunity to come on board, to continue moving our Department forward. Chief Dirks did a good job for the interim position. We are going to work to make the Fire Department the best in the State. I have a lot of contacts at the State level we will be able to get things moving and keep it moving forward.

Chairman Sanchez said welcome aboard and you mentioned you were going to make the County Department the best in the State, I certainly support that and if there is anything we can do to assist please let us know.

Madame Commissioner Ducharme welcomed County Fire Chief Gary and said his level of expertise is very impressive, and I have no doubt that our Fire Department will be one of the best.

Commissioner Frost said I hope you have a warm reception but not too hot!

**10. RATIFICATION OF COUNTY CLERK REQUEST TO FUND THE CONVERSION OF A PART-TIME POSITION TO A FULL TIME POSITION**

Annette Ortiz, Deputy County Manager said earlier in the year the Commission had discussed who would be the Records Custodian for the County. In those conversations you had discussed with the County Clerk the possibility of her part-time position being a full time position so she could have assistance with being appointed Records Custodian. In all of the conversations, not anywhere in the minutes has it reflected that you actual approved that to happen. It was put in the budget for it to go into a full time position and for the Commission to fund the other half of the position. We are asking for ratification, just as County Manager Garland has said before, anytime there is a change to the position or to the pay it should come before the Commission. We want it on record to follow with that process.

Linda Jaramillo, County Clerk said I was not aware that this was going to be on the agenda, but yes it was never formally approved that this position go to full time. I am asking your permission to do so. I need to start the process of hiring someone to fill Michelle's position.

**ACTION TAKEN:** Chairman Sanchez makes a motion to ratify the County Clerk's request to fund the conversion of a Part-Time Position to a Full Time Position. Madame Commissioner Ducharme seconds the motion. No further discussion, all Commissioners in favor. **MOTION CARRIED**

**11. RATIFICATION OF COUNTY FIRE DEPARTMENT SAFTEY OFFICER STIPEND PAYMENT**

Belinda Garland, County Manager said Deputy County Manager and I will have to collaborate on this as she has more knowledge about this subject. In the Commission Meeting on November 9, 2016 it was discussed and brought before the Commission to allow for stipend payments for the EMS Coordinator, Technical Rescue Coordinator, and the Operations Chief. The position of the Safety Manager was discussed however the official approval of the stipend payment for that position was not approved. We would like for that to be ratified so we may pay that position based on proper qualifications.

Madame Commissioner Ducharme asked if this topic was discussed with the new Fire Chief. County Manager Garland said yes, it has been discussed with him. He is looking into the qualifications to insure that the person holding that position is qualified. We want your approval to make the stipend payments once that process is in place.

Commissioner Frost asked if that payment amount is included in the budget. County Manager Garland replied yes it is included in the budget and it is for \$750.00 per month.

Madame Commissioner Ducharme asked will this position and all other positions mentioned be open for everyone in the Department to apply? County Manager Garland said the three positions mentioned are already filled at this time, but as they vacate they will be open for people to apply.



Annette Ortiz, Deputy County Manager said Chief Gary is looking at the stipend payments and the actual structure of how those are getting paid. We are asking to allow a little time for him to be able to look at it and the specifications that are attached. We can move forward after he decides if there are any changes that he deems are necessary.

Madame Commissioner Ducharme said I want to see this first then approve any payment necessary. Right now we have the cart in front the horse. County Manager Garland replied you actually approved the three payments at the November 9, 2016 Commission Meeting. Those positions were filled by the previous Fire Chief. In this particular Commission Meeting you did not approve the Safety Officer to be paid, so we are asking ratification of that payment.

Madame Commissioner Ducharme said I understand but I am not sure without the recommendation from the Fire Chief, that it is necessary this position be paid.

Annette Ortiz, Deputy County Manager said just to give you some history on this position. If you read the minutes it was part of the restructure plan that was put in place. When the Commission approved the other stipend payments to be made, they thought the Safety Officer position was approved as well. We have made one payment to the Safety Officer position so far.

Lester Gary, Fire Chief stated, just a little more history, this is a result of a plan that was put forth in 2014 when a group came down and did a reorganization plan. This position was recommended in that reorganization plan. The Safety Officer is a very much needed position within a fire service. With so many things going on at an event, whether it is a fire scene, EMS scene, or natural disaster scene, we have to have that designated person to maintain the safety control of that scene or incident. It is like the County safety position that Nick Sedillo holds, it is very important. I have read through the report, and like Manager Garland said we are going back and looking at the job descriptions, so we can maintain and assure, the right qualifications and training is received for those positions.

Madame Commissioner Ducharme said I am glad to receive your comments about this position. After we approved these three positions, I received numerous comments about the Technical Rescue Coordinator position. Firefighters told me this position is basically not needed. It is not used but maybe a few times in a year. Fire Chief Gary replied yes, with that particular position I am thinking about retitling it. The person that is currently in that position just doesn't do technical rescue, that person oversees several other division within the Department.

**ACTION TAKEN:** Chairman Sanchez makes a motion to ratify the County Fire Department Safety Officer stipend payment. Madame Commissioner Ducharme seconds the motion. No further discussion, all Commissioners in favor. **MOTION CARRIED**

## 12. UPDATE

Belinda Garland, County Manager presented her update to the Commission. Update hereto attached. She reads the update to the Commission and audience. Manager Garland stated, I want to say a job well done to the Road Department. They re-chip sealed Lexco Road and Riley Road. I also want to remind the public that with the chip sealing try to slow down on those roads. Signs are posted for your safety and the safety of your loved ones as well. The roads can be hazardous right after the chip sealing because of the loose gravel. Please adhere to the signs and slow down, and also to be aware of the people working on those roads. I understand that sometimes people are disrespectful of our road crew. I want to remind the public that they are there for your benefit.

### \*PUBLIC COMMENT/REQUEST:

Chairman Sanchez asked if there were any public comment/request.

Danielle Johnston stated that she has lived off of Lexco Road for 40 years, and have been through many changes on that road. It was a pleasure working with the road crew on that highly traveled road. It was done very professionally and very courteously. It makes me sad that people were rude to them. They really did a professional job and I appreciate it. The other thing I want to say is Chief Dirks is our neighbor. My husband has a chronic illness, and when the ambulance comes to our house he is always the first person there. He stays and waits with me until everything is completed. I wanted to acknowledge him because the emergency services are so vital to us. I really appreciate them. I just want to say a job well done to everybody.

### EXECUTIVE SESSION

*As per Motion and Roll Call Vote, Pursuant to New Mexico State Statute Section 10-15-1, the Following Matters will be discussed in Closed Session*

- a) Pending or Threatened Litigation; Pursuant to Section 10-15-1(H)(7), ref; Aztec Lath & Plaster vs. Torrance County
- b) Pending or Threatened Litigation; Pursuant to Section 10-15-1(H)(7), ref; Cullin vs. Torrance County

**ACTION TAKEN:** Chairman Sanchez makes a motion to go into Executive Session. Commissioner Frost seconds the motion. Chairman Sanchez asks for a roll call vote. **ROLL CALL VOTE: District 1: Yes. District 2: Yes. District 3: Yes. MOTION CARRIED.**

**Entered into Executive Session at 10:02 am**

### \*Reconvene from Executive Session:

**ACTION TAKEN:** Chairman Sanchez makes a motion to reconvene from Executive Session. Madame Commissioner Ducharme seconds the motion, all Commissioners in favor. **MOTION CARRIED**

**Reconvene from Executive Session at 10:47 am**

**Pursuant to Open Meetings Act, Section 10-15-1 (J), Commission Report from Closed Session**

c) Consider and Act upon, if appropriate, Pending or Threatened Litigation: Pursuant to Section 10-15-1(H)(7), ref: Aztec Lath & Plaster vs. Torrance County

d) Consider and Act upon, if appropriate, Pending or Threatened Litigation: Pursuant to Section 10-15-1(H)(7), ref: Cullin vs. Torrance County

**Chairman Sanchez states that c) Aztec Lath & Plaster vs. Torrance County has no action required.**

**d) Cullin vs. Torrance County**

**ACTION TAKEN:** Chairman Sanchez makes a motion to allow the Manager's Office and legal counsel to resolve the case as per the recommended perimeters. Commissioner Frost seconds the motion. All commissioner in favor. **MOTION CARRIED**

**ADJOURNMENT**

**ACTION TAKEN:** Chairman Sanchez makes a motion to adjourn the July 26, 2017 Regular Commission Meeting. Commissioner Frost seconds the motion. No further discussion, all Commissioners in favor. **MOTION CARRIED.**

**Meeting adjourned at 10:50 am**

\_\_\_\_\_  
Chairman Javier Sanchez

\_\_\_\_\_  
Linda Kayser, Chief Deputy Clerk

\_\_\_\_\_  
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.





*Consent Agenda*

C E R T I F I C A T I O N

TOTAL CHECKS PRINTED 67

THE UNDERSIGNED MEMBERS OF THE TORRANCE COUNTY BOARD OF COMMISSIONERS DO CERTIFY THAT THE CLAIMS ENUMERATED ABOVE WERE APPROVED ALLOWED & DO AUTHORIZE THE WARRANTS AGAINST THE FUNDS OF TORRANCE COUNTY FOR THE SUM OF 354,657.32 ON ACCOUNT OF OBLIGATIONS INCURRED FOR THE SERVICES AS SHOWN ABOVE FOR THE PERIOD ENDING 08/03/2017 . WE CERTIFY THAT THE WITHIN NAMED PERSONS ARE LEGALLY ENTITLED UNDER THE CONSTITUTION OF THE STATUTES OF NEW MEXICO TO RECEIVE THE COMPENSATION STATED HEREIN. THAT THE SERVICES HAVE BEEN PERFORMED AS STATED IN THE ACCOUNTS HEREIN, THAT THEY ARE NECESSARY AND PROPER, THAT THIS VOUCHER HAS BEEN EXAMINED, THAT THE AMOUNTS CLAIMED ARE JUST, REASONABLE, AND AS AGREED AND THAT NO PART HAS BEEN PAID BY TORRANCE COUNTY.

SIGNED

ATTEST BY

-----  
James W. Frost

-----  
Javier Sanchez

-----  
Julia Ducharme

-----  
Linda Jaramillo

THE UNDERSIGNED COUNTY TREASURER DOES HEREBY CERTIFY THAT SUFFICIENT FUNDS EXIST FOR THESE ACCOUNTS PAYABLE CHECKS TO BE ISSUED ON THIS DATE AND DOES HEREBY AUTHORIZE THE FINANCE DEPARTMENT TO PROCESS THESE CHECKS.

  
-----  
Tracy L. Sedillo

CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
01 O	100805	B I INC	GPS/ADD UNITS - JUNE (11 DEFENDANTS) INVOICE # 1027925	420-73-2218	172617	07/26/2017		1334.48
COMMUNITY MONITORING 1334.48								
01 R	100806	BACA, JULIAN	OLD TIMERS DAY DJ SERVICES FROM 8PM TO MIDNIGHT	412-53-2299	272617	07/26/2017	31365	350.00
350.00								
07/27/2017								
COUNTY FAIR 350.00								
01 O	100807	CATERPILLAR FINANCIAL SVCS	CORBACKHOE-AUGUST 2017 LOADER-AUGUST 2017 INVOICE # 18073764/18L2494 LEASE ON GRADERS AUGUST 2017 INVOICE # 18124294	641-09-2607	472617	07/26/2017		2909.30
HIGH LONESOME WIND PLL 2909.30 COUNTY ROAD DEPARTMENT 10323.37								
01 O	100808	CENTRAL NM ELECTRIC COOP.	DISPATCH MONTHLY BILL DIST.5 VFD MONTHLY BILL DIST.6 VFD MONTHLY BILL DIST.3 VFD MONTHLY BILL DIST.2 VFD MONTHLY BILL DIST.4 VFD MONTHLY BILL DIST.1 VFD MONTHLY BILL TC ANIMAL SHELTER	911-80-2208 405-91-2208 418-91-2208 408-91-2208 406-91-2208 409-91-2208 407-91-2208 401-82-2208	672617	07/26/2017		1442.71 441.88 99.92 234.93 132.15 144.68 123.74 441.89
911-DISPATCH CENTER 1442.71 STATE FIRE ALLOTMENT 1177.30 ANIMAL SHELTER 441.89								
01 R	100809	CONKLIN, DIANNA	DEDUCTION ERROR REFUND EMPLOYEE'S DEDUCTIONS	401-50-2102 401-50-2105	372617	07/26/2017		487.28 12.02
COUNTY SHERIFF 499.30								
01 O	100810	CORRECTIONS CORPORATION OF ARIZONA	AMERISEMENCEMENT FOR 6-2017 ICE HOUSING INVOICE # ICE 6-2017	825-70-2172	772617	07/26/2017		2628.21
ADULT INMATE CARE 2628.21								
01 R	100811	DIRKS, DONALD R	CONTRACTUAL CONSULTANT SERVICES 401-05-2272 07/08/2017 TO 7/21/2017 INTERIM FIRE CHIEF INVOICE # IC-006		872617	07/26/2017		960.00
COUNTY COMMISSION 960.00								
01 O	100812	FIRST VETERINARY SUPPLY	PARVO/DISTEMPER & BORDETELLA VAX 401-82-2115 FVRCP VAX; DEWORMER; CARPROFEN GLOVES AND SYRINGES VERBAL APPROVAL BY I. OLIVAS 822 ON 7/18/2017 TMP-180714 INVOICE # UL70820,7081,7082		972617	07/26/2017	31327	1324.74 1491.51 166.77 31327
ANIMAL SHELTER 1491.51								

CK#	DATE	Name	Description	Line Item	Invoice #	DATE	FO #	Amount
01 R 100813	07/27/2017	GARLAND, BELINDA	MEDIATION PENDING LAW SUIT MEETINGS, ALBUQUERQUE, NM	401-10-2205	1072617	07/26/2017		108.18
COUNTY MANAGER 108.18								
01 O 100814	07/27/2017	HART'S TRUSTWORTHY HARDWARE	2 - 55 GALLON TRASH BAGS	911-80-2220	1172617	07/26/2017	31304	64.95
			1 - BROOM				31304	
			1 - LOBBY DUSTPAN				31304	
			1 - SMALL BROOM AND DUSTPAN SET				31304	
			INVOICE # B232985					
911-DISPATCH CENTER 64.95								
01 R 100815	07/27/2017	HONSTEIN OIL CO.	06/01/2017-06/15/2017 FUEL	604-83-2202	1272617	07/26/2017		55.41
			INVOICE # Z22209					
			P&Z FUEL JULY 2017	685-08-2202	1372617	07/26/2017		138.92
			P&Z FUEL	401-08-2202		/ /		22.19
COMMUNICATIONS/EMS TRX 55.41 PLANNING & ZONING 161.11								
01 O 100816	07/27/2017	MORIARTY CONCRETE PRODUCTS	496.51 TONS 5/8 CHIPS FOR CRA001 621-96-2408 FOR CAP PROJECT 2016/17; TRX VERBAL APPROVAL BY L. OLIVAS 935 ON 7/6/2017 TMP-180704 IFB 2017-05 CAP-5-17 (471), CU#L500257 CT#15388 INVOICE # 25492 (CAP PROJECT 16/17) A001		1472617	07/26/2017	31331	9624.23
							31331	
							31331	
							31331	
							31331	
							31331	
CAPITAL OUTLAY GROSS R 9624.23								
01 O 100817	07/27/2017	MORIARTY FOODS	1 - GALLON OF VANILLA ICE CREAM, 629-49-2224		1572617	07/26/2017	31302	48.00
			3 - TOPPINGS, WHIP CREAM, NAPKINS, SPOONS, AND BOWLS FOR AN EDUCATIONAL FAMILY GROUP CONNECTION ON 7/20/2017 INVOICE # 1075930847				31302	
							31302	
HOME VISITING GRANT FY 48.00								
01 O 100818	07/27/2017	MOTOROLA INC	DISPATCH SERVICE CONTRACT-JAN INVOICE # 78369935	911-80-2203	1672617	07/26/2017		4291.19
			DISPATCH SERVICE CONTRACT-NOV.16 911-80-2203 INVOICE # 78363093					
			SERVICE CONTRACT AUGUST, 2016 911-80-2203 SERVICE CONTRACT SEPTEMBER, 2016 911-80-2203 INVOICE # 78357084		1772617	07/26/2017		4291.19
						/ /		4291.19
						/ /		4291.19
911-DISPATCH CENTER 17164.76								
01 O 100819	1907.17	NEXTIVA INC	ASSESSOR VOIP PHONES	610-40-2207	1872617	07/27/2017		349.18
			CLERK	401-20-2207		/ /		188.02
			MANAGER	401-10-2207		/ /		134.30
			FINANCE	401-55-2207		/ /		80.58
			MAINTENANCE	401-15-2207		/ /		53.72
			PURCHASING	401-27-2207		/ /		26.86
			COMMISSION	401-05-2207		/ /		53.72
			P/Z	401-08-2207		/ /		53.72



CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
		COUNTY ASSESSOR	COUNTY CLERK	COUNTY MANAGER				134.30
		FINANCE DEPARTMENT	ADMINISTRATIVE OFFICES	PURCHASING DEPARTMENT				26.86
		COUNTY COMMISSION	PLANNING & ZONING	DWI LOCAL GRANT FY17				53.20
		INFORMATION TECHNOLOGY	COUNTY ROAD DEPARTMENT	PROBATE JUDGE				26.86
		RURAL ADDRESSING	COUNTY SHERIFF	COMMUNITY MONITORING				53.72
		COUNTY TREASURER	DV GRANT FY16	HOME VISITING GRANT FY				26.86
		COMMUNICATIONS/EMS TAX						26.86
		01 O 100820	NM COUNTY INSURANCE AUTHORITY	WORKERS COMPENSATION POOL	2272617	07/27/2017		230446.00
		230446.00	CONTRIBUTION FOR PERIOD	401-05-2212				
		07/27/2017	JULY 2017 - JUNE 2018					
			INVOICE # 248					
		COUNTY COMMISSION						
		01 O 100821	NM SHERIFFS ASSOCIATION	ANNUAL NMSA CONFERENCE	2072617	07/27/2017	31348	160.00
		160.00	AUGUST 21-25, 2017	605-03-2269			31348	
		07/27/2017	REGISTRATION FEE - T. MASTER				31348	
		DWI DISTRIBUTION GRANT						
		01 O 100822	NM TEEN COURT ASSOCIATION	T. MASTER - FY2018 DUES	1972617	07/27/2017	31336	225.00
		225.00		605-03-2269				
		07/27/2017						
		DWI DISTRIBUTION GRANT						
		01 O 100823	NMAC DWI COORDINATORS AFFILIATED. MASTER - FY2018 DUES		2172617	07/27/2017	31335	125.00
		125.00		605-03-2269				
		07/27/2017						
		DWI DISTRIBUTION GRANT						
		01 O 100824	PRUDENTIAL OVERALL SUPPLY	PAPER PRODUCTS	2372617	07/27/2017	31319	534.56
		534.56		401-16-2229				
		07/27/2017	INVOICE # 450417205					
		JUDICIAL COMPLEX MAINT						
		01 O 100825	RED BLUFF BUCKLES LLC	52 - BUCKLES FOR FAIR WINNERS	2472617	07/27/2017	31145	6525.00
		6525.00		412-53-2246			31145	
		07/27/2017	SHIPPING					
			INVOICE # 33879					
		COUNTY FAIR						
		01 O 100826	RICCOH USA, INC	PERIODIC PAYMENT 8/1/17-8/31/17	2572617	07/27/2017		414.60
				401-05-2203				

CR#	DATE	Name	Description	Line Item	Invoice #	DATE	FO #	Amount
	414.60		INVOICE # 23208397					
	07/27/2017		PO 31291 PREMATURELY CLOSED					
		COUNTY COMMISSION						
		414.60						
01 O	100827	RICOH USA, INC	REPLACES PO 29850	402-60-2203	2672617	07/27/2017	31279	72.18
	72.18		PERIODIC PAYMENT 8/1/17-8/31/17					
	07/27/2017		INVOICE # 23208396					
		COUNTY ROAD DEPARTMENT						
		72.18						
01 O	100828	RICOH USA, INC	EQUIPMENT:BLACK & WHITE COPIES	629-49-2218	2772717	07/27/2017		218.94
	437.88		& COLOR COPIES	690-86-2218	/ /			218.94
	07/27/2017		6/1/17 TO 6/30/17					
			INVOICE # 5049235522					
		HOME VISITING GRANT FY						
		218.94	DV GRANT FY16					
01 O	100829	RICOH USA, INC	PERIODIC PAYMENT	629-49-2218	3472617	07/27/2017		98.90
	197.80		8/1/2017-8/31/2017	690-86-2218	/ /			98.90
	07/27/2017		INVOICE # 23208398					
		HOME VISITING GRANT FY						
		98.90	DV GRANT FY16					
01 R	100830	RMS SERVICES	REPAIR/REPLACE BACK-FLOW	401-15-2215	2872617	07/27/2017	31269	129.83
	397.59		PREVENTOR AT ANIMAL SHELTER					
	07/27/2017		INVOICE # 2971					
		HOME VISITING GRANT FY						
		267.76	ADD FREON TO A/C AT ADMIN	401-15-2215	2972617	07/27/2017	31268	267.76
			BUILDING					
			INVOICE # 2969					
		ADMINISTRATIVE OFFICES						
		397.59						
01 R	100831	SAFETY FLARE INC.	ANNUAL FIRE EXTINGUISHER	401-05-2272	3072617	07/27/2017	31257	1753.97
	1753.97		INSPECTION					
	07/27/2017		MONDAY, JULY 10, 2017					
			VERBAL APPROVAL BY L. OLIVAS					
			1555 ON 6/27/2017 TWP-FY1825					
			INVOICE # 101784					
		COUNTY COMMISSION						
		1753.97						
01 O	100832	SHERMADOAH WEST	500 - BUSINESS CARDS	600-06-2221	3172617	07/27/2017	31285	149.65
	149.65		GROUND SHIPPING					
	07/27/2017		N. SEDILLO SAFETY OFFICER					
			INVOICE # 5234					
		RISK MANAGEMENT						
		149.65						
01 O	100833	TRULY NOLEN OF AMERICA, INC.	1 YEAR PEST CONTROL SERVICES	401-82-2272	3272617	07/27/2017		857.85
	857.85		(AUGUST 2017 - JULY 2018)					
	07/27/2017		INVOICE # 5528974					
		ANIMAL SHELTER						
		857.85						
01 O	100834	UNM MEDICAL GROUP	MEDICAL DIRECTOR QUARTERLY FEE	411-92-2272	3372617	07/27/2017		3000.00
	3000.00		APRIL-JUNE 2017					
	07/27/2017							
		1/4% FIRE EXCISE TAX						
		3000.00						

CHK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
1 O 100837	07/31/2017	WEX FLEET UNIVERSAL	P&Z FUEL 5/1/17-5/31/17	401-08-2202	173117	07/31/2017		31.57
8980.10			COMMISSION FUEL JUNE 2017	401-05-2205		/ /		18.30
			MAINTENANCE FUEL JUNE 2017	401-15-2202		/ /		203.60
			CLERK FUEL JUNE 2017	612-20-2205		/ /		23.22
			TREASURER FUEL JUNE 2017	401-30-2202		/ /		46.72
			ASSESSOR FUEL JUNE 2017	610-40-2202		/ /		17.03
			SHERIFF JUNE 2017	401-50-2202		/ /		5574.39
			PURCHASING JUNE 2017	401-27-2205		/ /		28.00
			TC ANIMAL SHELTER JUNE 2017	401-82-2202		/ /		29.71
			DIST.5 VFD JUNE 2017	405-91-2202		/ /		745.50
			TCFD 2 FUEL JUNE 2017	406-91-2202		/ /		320.00
			TCFD 1 FUEL JUNE 2017	407-91-2202		/ /		17.11
			DIST. 3 VFD FUEL JUNE 2017	408-91-2202		/ /		420.91
			DIST. 4 FUEL JUNE 2017	409-91-2202		/ /		240.18
			FIRE ADMIN. FUEL JUNE 2017	413-91-2202		/ /		824.09
			DIST. 6 FUEL JUNE 2017	418-91-2202		/ /		100.09
			CIVIL DEFENSE FUEL JUNE 2017	604-83-2202		/ /		43.80
			DWI FUEL JUNE 2017	605-54-2202		/ /		114.23
			TCPO HV FUEL JUNE 2017	629-49-2205		/ /		33.35
			RURAL ADDRESSING FUEL JUNE 2017	675-07-2202		/ /		22.00
			DISPATCH FUEL JUNE 2017	911-80-2202		/ /		126.30
			COUNTY COMMISSION	18.30				203.60
			COUNTY ASSESSOR	46.72				17.03
			PURCHASING DEPARTMENT	28.00				29.71
			COMMUNICATIONS/EMS TAX	43.80				114.23
			RURAL ADDRESSING	22.00				126.30
01 O 100838	08/01/2017	GSD - ADMIN SERVICES DIVISION	INSURANCE GAP FOR NEW COUNTY MANAGER PER COUNTY COMMISSION	401-10-2065	18117	08/01/2017		229.48
229.48								
			COUNTY MANAGER	229.48				61.00
01 O 100839	08/03/2017	CABBER, MAX	PLANNING & ZONING BOARD MEETING	401-08-2205	338217	08/03/2017		61.00
61.00								
			PLANNING & ZONING	61.00				486.38
01 O 100840	08/03/2017	CARROT-TOP INDUSTRIES	10'X10' CANOPY	610-40-2221	28217	08/02/2017	31273	486.38
972.76			FULL WALL WITH COUNTY SEAL	609-30-2221		/ /	31273	
			SET UP CHARGE				31273	
			CARRYING CASE				31273	
			SHIPPING				31273	
			AFT CHARGE				31273	
			VEREAL APPROVAL BY L. OLIVAS				31273	
			1126 ON 7/3/2017 TMP-080702				31273	
			INVOICE # 35418100				31273	
			COUNTY ASSESSOR	486.38				516.32
01 O 100841	08/03/2017	CHRIS FLANAGAN	LIVESTOCK JUDGING	412-53-2272	138217	08/02/2017	31271	516.32
516.32			MILEAGE 0.52 X 416				31271	
			SWINE JUDGE				31271	
			INVOICE # 100					
			COUNTY FAIR	516.32				

CHK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
1 1 0	100842	CINTRA CORPORATION NO. 2	4 - QUARTERLY RESTOCK	911-80-2248	38217	08/02/2017	31263	320.75
	747.25		FIRST AID SUPPLIES				31263	
	08/03/2017		INVOICE # 8403274924		48217	08/02/2017	31254	426.50
			FIRST AID KIT REFILL & SERVICE	600-06-2248			31254	
			COUNTY ADMINISTRATIVE BUILDING					
			INVOICE # 8403274925					
11-1		DISPATCH CENTER	426.50					
			RISK MANAGEMENT					
			320.75					
			COBURN AUTOMOTIVE & DIESEL					
			3 - LBS FREON R134	401-05-2201	58217	08/02/2017	31363	277.90
			1 - P/N 268760 O-RING KIT				31363	
			3 - LABOR - R&R O-RING KIT &				31363	
			EVAC & RECHARGE AIR CONDITIONING				31363	
			SYSTEM					
			INVOICE # 25JULSUEN2017					
			SURVEYS FROM A TO Z CLASS	610-40-2266	68217	08/02/2017	31356	221.49
			S. SASNOW, C. SALAS, J. LUCHRO				31356	
			INVOICE # 25JULSUEN2017					
			BRAKE JOB FRONT AND REAR	685-08-2201	78217	08/02/2017	31315	395.00
			INJECTOR R&R				31315	
			OIL CHANGE				31315	
			CODE ENFORCEMENT F150				31315	
			BRAKE JOB FRONT AND REAR PLUGS	401-08-2201	88217	08/02/2017	31306	419.00
			OIL CHANGE				31306	
			2004 ESCAPE				31306	
			REPLACE CRACKED WINDSHIELD	610-40-2201	98217	08/02/2017	31258	615.13
			UNIT A04 EXPLORER				31258	
			INVOICE # 22388					
			EAST MOUNTAIN AUTO GLASS					
			INVOICE # 22388					
			EMV GAS ASSOCIATION	412-53-2209	108217	08/02/2017		26.67
			INVOICE # 1799					
			4TH. QUARTER SHORT FALL	419-05-2259	118217	08/02/2017		2305.09
			APRIL-JUNE 2017					
			INVOICE # 1590					
			JULY 31, 2017 TIPPING FEE'S	419-05-2292	128217	08/02/2017		10197.38
			INVOICE # 1799					
			DJ SERVICES	412-53-2299	148217	08/02/2017	31260	325.00
			COUNTY FAIR DANCE				31260	
			AUGUST 11, 2017				31260	
			INVOICE # 1799					

CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
		COUNTY FAIR	7PM TO 12AM					
		325.00						
		GRIFFIS, KHIA	LIVESTOCK JUDGE FOR PIGMY AND	412-53-2272	158217	08/02/2017	31283	371.55
		371.55						
			DAIRY GOAT				31283	
			JUDGING FEE IS 300.00				31283	
			MILEAGE IS 0.52 X 137.6 = 71.55				31283	
			INVOICE # 100					
		COUNTY FAIR						
		371.55						
		GUSTIN HARDWARE INC.	SUPPLIES AND REPAIR FOR FAIR	412-53-2215	168217	08/02/2017	31297	174.32
		174.32						
			INVOICE # 174348;175134;174849					
		COUNTY FAIR						
		174.32						
		HERNANDEZ, MARTY SANCHEZ	PLANNING & ZONING BOARD MEETING	401-08-2205	348217	08/03/2017		61.00
		61.00						
			8/2/2017					
		COUNTY FAIR						
		61.00						
		FLANNING & ZONING						
		51.73						
		HONSTEIN OIL CO.	FUEL-JUNE/JULY 2017	420-73-2202	178217	08/02/2017		51.73
		51.73						
			INVOICE # ZZZ210/ZZZ211					
		COUNTY FAIR						
		51.73						
		JIMBOB BURNETT	LIVESTOCK JUDGING	412-53-2272	18217	08/02/2017	31288	509.66
		509.66						
			MAREKT STEERS AND HELPERS				31288	
			JUDGING FEE IS 300.00				31288	
			MILEAGE IS 0.52 X 403.2 = 209.66				31288	
			INVOICE # 100					
		COUNTY FAIR						
		509.66						
		KATHARINE PATTERSON	INVOICE # 100					
		350.96						
			HORSE JUDGE FEE	412-53-2272			31417	350.96
			MILEAGE .52 X 98				31417	
		COUNTY FAIR						
		350.96						
		KXNW-FM 88.7	AUGUST 2017, COMMISSIONER	401-05-2243	188217	08/02/2017		1250.00
		1250.00						
			MEETINGS & PSA'S					
			INVOICE # 2017-8040					
		COUNTY COMMISSION						
		1250.00						
		LUCERO, LUCIA	TEEN COURT SERVICES	605-03-2272	198217	08/02/2017	31311	640.50
		640.50						
			JULY 16-31, 2017				31311	
			MAXIMUM \$20/HOUR PLUS GRT				31311	
			MAXIMUM 15 HOURS/WEEK				31311	
			VERBAL APPROVAL BY L. OLIVAS				31311	
			910 ON 6/12/2017 TMP-FY1811				31311	
			INVOICE # 716-017					
		DWI DISTRIBUTION GRANT						640.50

CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
01 O 100859	08/03/2017	LUCERO, STEVE M	LIVESTOCK JUDGING	412-53-2272	208217	08/02/2017	31272	399.00
			MILEAGE AT 0.52 X 109.4				31272	
			DAIRY HELPER JUDGE				31272	
			INVOICE # 100					
			COUNTY FAIR		358217	08/03/2017		61.00
			PLANNING & ZONING					
			MARKETING STRATEGIES INC		218217	08/02/2017	31287	34.00
			TAX ON LABOR				31287	
			INVOICE # 1912				31287	
			COUNTY ASSESSOR					
			MARLIN BUSINESS BANK		228217	08/02/2017		256.51
			911-DISPATCH CENTER					
			MILES MITCHELL		248217	08/02/2017	31270	467.75
			JUDGING FEE - 300.00				31270	
			MILEAGE 0.52 X 322.6				31270	
			MARKET GOAT/MARKET LAMB					
			INVOICE # 100					
			COUNTY FAIR		238217	08/02/2017	31308	467.33
			MORIARTY FOODS				31308	
			ITEMS FOR CONCESSION				31308	
			OLD TIMERS					
			INVOICE # 0980					
			COUNTY FAIR		258217	08/02/2017	31366	91.18
			LONG DISTANCES FAXES					
			INVOICE # 6273646		268217	08/02/2017		2.94
			COUNTY CLERK					
			COUNTY SHERIFF					
			COUNTY ASSESSOR					
			COUNTY TREASURER					
			COUNTY MANAGER					
			CONTINUUM COORDINATOR					
			INVOICE # 12018					
			CYFD JUVENILE JUSTICE					
			INVOICE # 3166.66					
			COUNTY ASSESSOR		278217	08/02/2017		3166.66

CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
01 O	100868	PLINNEY BOWES PURCHASE POWER	POSTAGE METER REFILL	401-05-2206	288217	08/02/2017		1004.86
	1004.86							
	08/03/2017							
		COUNTY COMMISSION						
			REPAIR AIR CONDITINER	401-82-2218	298217	08/02/2017	31375	317.68
01 O	100869	RMS SERVICES	VERBAL APPROVAL BY L. OLIVAS				31375	
	317.68		1257 ON 7/24/2017 TWP-180716				31375	
	08/03/2017		INVOICE # 3236					
		ANIMAL SHELTER						
			JUDGING FEE - RABBIT/POULTRY	412-53-2272	308217	08/02/2017	31399	300.00
01 O	100870	ROBERTS, DARRELL	TORRANCE COUNTY FAIR				31399	
	300.00		INVOICE # 100					
	08/03/2017							
		COUNTY FAIR						
			MAINTENANCE CONTRACTS	401-65-2203	318217	08/02/2017		4215.83
01 O	100871	TRIADIC INC.	JULY 2017					
	4215.83		INVOICE # 39:22.1					
	08/03/2017							
		INFORMATION TECHNOLOGY						
			LEGAL SERVICES-JULY 2017	401-05-2275	378217	08/03/2017		13932.84
01 O	100872	WALLIN HUSS & MENDEZ LLC	GENERAL BUSINESS					
	13932.84		INVOICE # 8163; 8162					
	08/03/2017							
		COUNTY COMMISSION						
			CASE MANAGEMENT	635-68-2272	328217	08/02/2017		2240.00
01 O	100873	WARE, SIDNEY K	JIFF					
	2240.00		JULY 2017					
	08/03/2017		INVOICE # 118					
		CYFD JUVENILE JUSTICE						

67 354657.32 / / TOTAL

		DEBITS	CREDITS
		354,657.32	.00
** GRAND TOTAL **			
**TOTAL		266,944.97	.00
GENERAL FUND			
COUNTY COMMISSION			
**DEPT	401-05-2201	250,219.63	.00
	VEHICLE MAINTENANCE/REPAIR	277.90	.00
	MAINTENANCE CONTRACTS	414.60	.00
	401-05-2203	18.30	.00
	MILEAGE/PER DIEM	1,004.86	.00
	401-05-2206	161.16	.00
	POSTAGE	230,446.00	.00
	TELECOMMUNICATIONS	1,250.00	.00
	PROPERTY/LIABILITY INSURANCE	2,713.97	.00
	401-05-2212	13,932.84	.00
	FXMM COMMUNITY FOUNDATION 501C3		
	PROFESSIONAL SERVICES		
	401-05-2243		
	LEGAL SERVICES		
	401-05-2272		
	401-05-2275		
PLANNING & ZONING			
**DEPT	401-08-2201	709.48	.00
	VEHICLE MAINTENANCE/REPAIR	419.00	.00
	401-08-2202	53.76	.00
	VEHICLE FUEL	183.00	.00
	401-08-2205	53.72	.00
	MILEAGE/PER DIEM		
	TELECOMMUNICATIONS		
	401-08-2207		
COUNTY MANAGER			
**DEPT	401-10-2065	474.90	.00
	HEALTH INSURANCE MATCHING	229.48	.00
	401-10-2205	108.18	.00
	MILEAGE/PER DIEM	137.24	.00
	401-10-2207		
	TELECOMMUNICATIONS		
ADMINISTRATIVE OFFICES MAINTENAN			
**DEPT	401-15-2202	654.91	.00
	VEHICLE FUEL	203.60	.00
	401-15-2207	53.72	.00
	TELECOMMUNICATIONS	397.59	.00
	401-15-2215		
	BUILDING MAINTENANCE/REPAIR		
**DEPT	401-16-2229	534.56	.00
	JUDICIAL COMPLEX MAINTENANCE	534.56	.00
	401-16-2229		
	PAPER SUPPLIES		
COUNTY CLERK			
**DEPT	401-20-2207	188.02	.00
	TELECOMMUNICATIONS	188.02	.00
**DEPT	401-27-2205	54.86	.00
	PURCHASING DEPARTMENT	28.00	.00
	401-27-2207	26.86	.00
	MILEAGE/PER DIEM		
	TELECOMMUNICATIONS		
**DEPT	401-30-2202	265.46	.00
	COUNTY TREASURER	46.72	.00
	401-30-2207	218.74	.00
	VEHICLE FUEL		
	TELECOMMUNICATIONS		
**DEPT	401-40-2207	1.91	.00
	COUNTY ASSESSOR	1.91	.00
	401-40-2207		
	TELECOMMUNICATIONS		
COUNTY SHERIFF			
**DEPT	401-50-2102	6,352.47	.00
	FULL TIME SALARIES	487.28	.00
	401-50-2105	12.02	.00
	SHIFT DIFFERENTIAL/HOLIDAY	5,574.39	.00
	401-50-2202	278.78	.00
	VEHICLE FUEL		
	TELECOMMUNICATIONS		
**DEPT	401-55-2207	80.58	.00
	FINANCE DEPARTMENT	80.58	.00
	401-55-2207		
	TELECOMMUNICATIONS		
**DEPT	401-65-2203	4,242.69	.00
	INFORMATION TECHNOLOGY DEPARTMEN	4,215.83	.00
	401-65-2207	26.86	.00
	MAINTENANCE CONTRACTS		
	TELECOMMUNICATIONS		



DEBITS CREDITS

**DEPT	ANIMAL SHELTER	3,138.64	.00
401-82-2115	PHARMACY SUPPLIES	1,324.74	.00
401-82-2202	VEHICLE FUEL	29.71	.00
401-82-2208	ELECTRICITY	441.89	.00
401-82-2218	EQUIPMENT MAINTENANCE/REPAIR	317.68	.00
401-82-2218	KENNEL SUPPLIES	166.77	.00
401-82-2223	PROFESSIONAL SERVICES	857.85	.00
**DEPT	PROBATE JUDGE	26.86	.00
401-90-2207	TELECOMMUNICATIONS	26.86	.00
**TOTAL	ROAD FUND	10,449.27	.00
**DEPT	COUNTY ROAD DEPARTMENT	10,449.27	.00
402-60-2203	MAINTENANCE CONTRACTS	72.18	.00
402-60-2207	TELECOMMUNICATIONS	53.72	.00
402-60-2607	GRADER/EQUIPMENT LEASE	10,323.37	.00
**TOTAL	DISTRICT 5 VFD	1,187.38	.00
**DEPT	STATE FIRE ALLOTMENT	1,187.38	.00
405-91-2202	VEHICLE FUEL	745.50	.00
405-91-2208	ELECTRICITY	441.88	.00
**TOTAL	DISTRICT 2 VFD	452.15	.00
**DEPT	STATE FIRE ALLOTMENT	452.15	.00
406-91-2202	VEHICLE FUEL	320.00	.00
406-91-2208	ELECTRICITY	132.15	.00
**TOTAL	DISTRICT 1 VFD	140.85	.00
**DEPT	STATE FIRE ALLOTMENT	140.85	.00
407-91-2202	VEHICLE FUEL	17.11	.00
407-91-2208	ELECTRICITY	123.74	.00
**TOTAL	DISTRICT 3 VFD	655.84	.00
**DEPT	STATE FIRE ALLOTMENT	655.84	.00
408-91-2202	VEHICLE FUEL	420.91	.00
408-91-2208	ELECTRICITY	234.93	.00
**TOTAL	DISTRICT 4 VFD	384.86	.00
**DEPT	STATE FIRE ALLOTMENT	384.86	.00
409-91-2202	VEHICLE FUEL	240.18	.00
409-91-2208	ELECTRICITY	144.68	.00
**TOTAL	COUNTY FIRE PROTECTION FUND	3,000.00	.00
**DEPT	1/4% FIRE EXCISE TAX	3,000.00	.00
411-92-2272	PROFESSIONAL SERVICES	3,000.00	.00
**TOTAL	COUNTY FAIR	10,874.74	.00
**DEPT	COUNTY FAIR	10,874.74	.00
412-53-2209	HEATING/GAS/PROPANE	26.67	.00
412-53-2215	BUILDING MAINTENANCE/REPAIR	174.32	.00
412-53-2246	BUCKLES	6,525.00	.00
412-53-2247	FOOD/CONCESSION SUPPLIES	91.18	.00

DEBITS

CREDITS

412-53-2272	PROFESSIONAL SERVICES	3,382.57	.00
412-53-2299	EVENT SERVICES	675.00	.00
**TOTAL	FIRE DEPARTMENT ADMIN	824.09	.00
**DEPT	STATE FIRE ALLOTMENT	824.09	.00
413-91-2202	VEHICLE FUEL	824.09	.00
**TOTAL	DISTRICT 6 VFD	200.01	.00
**DEPT	STATE FIRE ALLOTMENT	200.01	.00
418-91-2202	VEHICLE FUEL	100.09	.00
418-91-2208	ELECTRICITY	99.92	.00
**TOTAL	EVSVA CONTRACT	12,502.47	.00
**DEPT	COUNTY COMMISSION	12,502.47	.00
419-05-2259	EVSVA COUNTY CONTRACT UNDERAGE	2,305.09	.00
419-05-2292	EVSVA TIPPING FEES	10,197.38	.00
**TOTAL	JAIL FUND	1,413.07	.00
**DEPT	COMMUNITY MONITORING	1,413.07	.00
420-73-2202	VEHICLE FUEL	51.73	.00
420-73-2207	TELECOMMUNICATIONS	26.86	.00
420-73-2218	EQUIPMENT MAINTENANCE/REPAIR	1,334.48	.00
**TOTAL	SAFETY PROGRAM	576.15	.00
**DEPT	RISK MANAGEMENT	576.15	.00
600-06-2221	PRINTING/PUBLISHING/ADVERTISING	149.65	.00
600-06-2248	SAFETY EQUIPMENT	426.50	.00
**TOTAL	CIVIL DEFENSE FUND	126.07	.00
**DEPT	COMMUNICATIONS/EMS TAX	126.07	.00
604-83-2202	VEHICLE FUEL	99.21	.00
604-83-2207	TELECOMMUNICATIONS	26.86	.00
**TOTAL	DWI PROGRAM FUND	1,317.93	.00
**DEPT	DWI DISTRIBUTION GRANT FY18	1,150.50	.00
605-03-2269	MEMBERSHIP DUES/SUBSCRIPTIONS	510.00	.00
605-03-2272	PROFESSIONAL SERVICES	640.50	.00
**DEPT	DWI LOCAL GRANT FY17	53.20	.00
605-22-2207	TELECOMMUNICATIONS	53.20	.00
**DEPT	SMART CHOICE	114.23	.00
605-54-2202	VEHICLE FUEL	114.23	.00
**TOTAL	TREASURER'S FEE	486.38	.00
**DEPT	COUNTY TREASURER	486.38	.00
609-30-2221	PRINTING/PUBLISHING/ADVERTISING	486.38	.00
**TOTAL	PROPERTY VALUATION FUND	1,723.21	.00
**DEPT	COUNTY ASSESSOR	1,723.21	.00
610-40-2201	VEHICLE MAINTENANCE/REPAIR	615.13	.00
610-40-2202	VEHICLE FUEL	17.03	.00

	DEBITS	CREDITS	
610-40-2207	TELECOMMUNICATIONS	349.18	.00
610-40-2221	PRINTING/PUBLISHING/ADVERTISING	520.38	.00
610-40-2266	TRAINING	221.49	.00
**TOTAL	CLERK'S EQUIPMENT FUND	25.91	.00
**DEPT	COUNTY CLERK	25.91	.00
612-20-2205	MILEAGE/PER DIEM	23.22	.00
612-20-2207	TELECOMMUNICATIONS	2.69	.00
**TOTAL	CAPITAL OUTLAY GROSS RECEIPTS TK	9,624.23	.00
**DEPT	CAPITAL OUTLAY GROSS RECEIPTS TK	9,624.23	.00
621-96-2408	SP-5-17(186)	9,624.23	.00
**TOTAL	HOME VISITING GRANT	449.65	.00
**DEPT	HOME VISITING GRANT FY16	399.19	.00
629-49-2205	MILEAGE/PER DIEM	33.35	.00
629-49-2218	EQUIPMENT MAINTENANCE/REPAIR	317.84	.00
629-49-2224	EDUCATIONAL SUPPLIES	48.00	.00
**DEPT	HOME VISITING GRANT FY17	50.46	.00
629-52-2207	TELECOMMUNICATIONS	50.46	.00
**TOTAL	JUVENILE JUSTICE GRANT	5,406.66	.00
**DEPT	CYFD JUVENILE JUSTICE GRANT FY16	5,406.66	.00
635-68-2272	PROFESSIONAL SERVICES	5,406.66	.00
**TOTAL	HIGH LONESOME WIND PILT	2,909.30	.00
**DEPT	HIGH LONESOME WIND PILT	2,909.30	.00
641-09-2607	GRADER/EQUIPMENT LEASE	2,909.30	.00
**TOTAL	RURAL ADDRESSING	48.86	.00
**DEPT	RURAL ADDRESSING	48.86	.00
675-07-2202	VEHICLE FUEL	22.00	.00
675-07-2207	TELECOMMUNICATIONS	26.86	.00
**TOTAL	P&Z COURT FEES	560.78	.00
**DEPT	PLANNING & ZONING	560.78	.00
685-08-2201	VEHICLE MAINTENANCE/REPAIR	395.00	.00
685-08-2202	VEHICLE FUEL	138.92	.00
685-08-2207	TELECOMMUNICATIONS	26.86	.00
**TOTAL	DOMESTIC VIOLENCE GRANT	368.30	.00
**DEPT	DV GRANT FY16	368.30	.00
690-86-2207	TELECOMMUNICATIONS	50.46	.00
690-86-2218	EQUIPMENT MAINTENANCE/REPAIR	317.84	.00
**TOTAL	IMMIGRATION & CUSTOMS ENFORCEMENT	2,628.21	.00
**DEPT	ADULT INMATE CARE	2,628.21	.00
825-70-2172	CARE OF INMATES	2,628.21	.00
**TOTAL	EMERGENCY-911 FUND	19,375.98	.00
**DEPT	911-DISPATCH CENTER	19,375.98	.00

	DEBITS	CREDITS
911-80-2202		.00
911-80-2203	126.30	.00
911-80-2208	17,421.27	.00
911-80-2220	1,442.71	.00
911-80-2248	64.95	.00
	320.75	.00
=====		
BANK01	354,657.32	.00
	** BANK TOTALS **	354,657.32

**\*Presentation: Workforce Connection- Saul Araque**

PO Box 48  
205 9<sup>th</sup> Street  
Estancia, NM 87016  
(505) 544-4700 Main Line (505) 384-5294 Fax  
[www.torrancecountynm.org](http://www.torrancecountynm.org)



County Commission  
Commissioner James "Jim" Frost, District 1  
Commissioner Julia DuCharme, District 2  
Commissioner Javier E. Sanchez, District 3  
**County Manager**  
Belinda Garland  
**Deputy County Manager**  
Annette Ortiz

**REQUEST TO BE PLACED ON THE TORRANCE COUNTY  
COMMISSION AGENDA**

This form must be returned to the County Manager's Office ONLY!

Deadline for inclusion of an item is WEDNESDAY, NOON prior to the subsequent meeting.  
All fields must be filled out for consideration.

Name: Saul Araque Workforce Connection  
First Last Department / Company / Organization Name

Today's Date: 07/26/17 Mailing Address: Po Box 939 Moriarty, NM 87035  
(Departments/employees of Torrance County need not include their address)

Telephone number/Extension: 505 832 6774 Fax Number: 505 832 0220 Yes  
Would you like this Agenda Faxed to you? Yes No

Email Address: saraque@wccnm.org

Is this request for the next Commission meeting?  YES  NO If no, date of Commission Meeting: \_\_\_\_\_

Brief explanation of business to be discussed:

Services provided by my organization that services Torrance County businesses & residences

Presentation

Is this a Resolution, Contract, Agreement, Grant Application, Other? No

Has this been reviewed by Grant Committee? YES NO If yes, corresponding paperwork must be attached.

Has this been reviewed by the County Attorney? YES NO

If this is a contract, MOU, or Joint Powers Agreement there must be a signature line for the County Attorney on the original contract.

Has this been reviewed by the Finance Dept? YES NO Comptroller Initials: \_\_\_\_\_

No Impact

Change in current fund

Raise Budget (allow 45 days after Commission approval)

Change in funds (allow 45 days after Commission approval)

Reduction

Transfer funds (allow 45 days after Commission approval)

Other: \_\_\_\_\_

New Mexico  
**Workforce Connection**  
Central Region



**Saul Araque** *Business & Training Services*

Telephone: (505) 832-6774

Fax: (505) 832-0220

saraque@wccnm.org

www.jobs.state.nm.us

www.wccnm.org • 777 Old US Highway Route 66, Moriarty, NM 87055

**\*PROCLAMATION: National Health Center  
Week, August 13<sup>th</sup>- 19<sup>th</sup>, 2017**



## *National Health Center Week, 2017*

**WHEREAS:** Health Centers operated by Presbyterian Medical Services (PMS) are located in medically underserved areas and are advised by a Board and Councils which represent local populations, ensuring that their Health Centers remain responsive to the needs of the specific community they serve; and

**WHEREAS:** PMS Health Centers provide high quality, cost effective, and accessible primary care, oral, and behavioral health services statewide, helping to contain costs by encouraging prevention and early detection through patient directed outreach, education, and other enabling services and by managing chronic conditions and keeping patients out of costlier health care settings like hospital emergency rooms; and

**WHEREAS:** Many of the individuals served by PMS live at or below the federal poverty level and would otherwise commute long distances to access health care. Many of the communities served by PMS are located in remote, rural areas with geographical barriers which dramatically impact access to services.

**WHEREAS:** In 2016 some 15 percent of PMS Health Center consumers were uninsured; and

**WHEREAS:** PMS Health Centers provided 370,638 medical, dental and behavioral health visits to 71,892 New Mexicans in need with Esperanza Family Health Center having served 2157 Torrance County patients in 2016; and

**WHEREAS:** PMS operates 43 Health Centers in 32 community locations in New Mexico, including Estancia & Mountainair; and

**WHEREAS:** Throughout its history, PMS has worked collaboratively with communities, local providers, hospitals, local, state, and federal government to develop programs and services which meet the needs of the people living in these communities;

**WHEREAS:** The PMS Health Center model continues to prove an effective means of reducing healthcare disparities and overcoming barriers to healthcare access, including geography, income and insurance status, and in doing so, improves health care outcomes and reduces health care system costs; and

**WHEREAS:** National Health Center Week offers the opportunity to recognize the dedicated staff, board members, and advisors of Esperanza Family Health Center, recognizing too its role as a small business and local employer,

**NOW, THEREFORE,** we, the Board of County Commission of Torrance County do hereby proclaim August 13-19, 2017, as

### *National Health Center Week*

We encourage everyone to visit Esperanza Family Health Center during their Open House and participate in scheduled events on August 15<sup>th</sup>, to celebrate the important partnership between PMS Esperanza Family Health Center and Torrance County.

TORRANCE COUNTY COMMISSION

\_\_\_\_\_  
James "Jim" Frost, District 1

Attest:

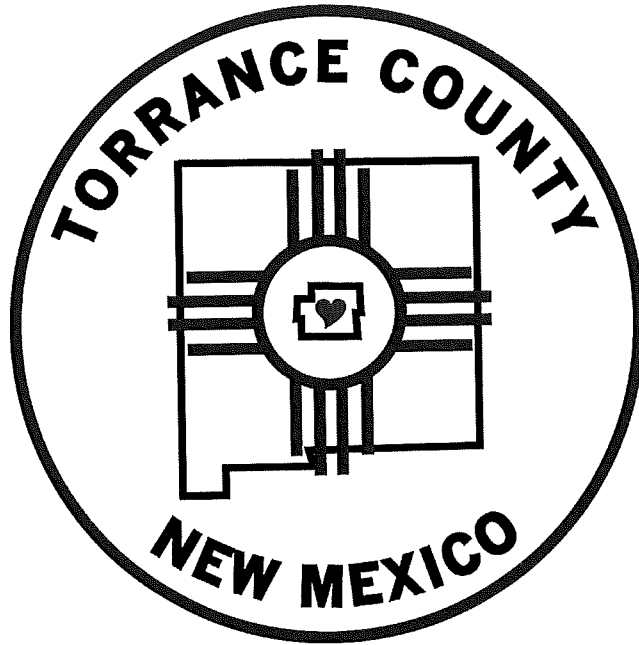
\_\_\_\_\_  
Julia DuCharme, District 2

\_\_\_\_\_  
County Clerk

\_\_\_\_\_  
Javier E. Sanchez, District 3



*Agenda Item  
No. 1*



# UPDATES

- ✓ Various County Departments
- ✓ Other Boards
- ✓ Forest Service
- ✓ Commission



*Agenda Item*  
*No. 2*

STATE OF NEW MEXICO  
DEPARTMENT OF FINANCE AND ADMINISTRATION  
LOCAL GOVERNMENT DIVISION  
ENHANCED 911 ACT GRANT PROGRAM

GRANT AGREEMENT

Project No. 18-E-13

**THIS GRANT AGREEMENT** made and entered into by and between the Department of Finance and Administration (DFA), State of New Mexico, acting through the Local Government Division, Bataan Memorial Building, Suite 201, Santa Fe, New Mexico 87501, hereinafter called the **DIVISION**, and the **County of Torrance**, hereinafter called the **GRANTEE**.

**WITNESSETH:**

**WHEREAS**, this Grant Agreement is made by and between the DFA, State of New Mexico, acting through the DIVISION, and the GRANTEE, pursuant to the authority in the Enhanced 911 Act, Sections 63-9D-1 *et seq.* NMSA 1978, (hereinafter referred to as the "Act") as amended, and the Enhanced 911 Rules, 10.6.2 NMAC (hereinafter referred to as the "Enhanced 911 Requirements" or "E-911 Rules."); and

**WHEREAS**, 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 by documenting callers; and

**WHEREAS**, this Grant Agreement funds the Public Safety Answering Points (PSAPs) at the County of Torrance, which also provides E-911 related services to Torrance County, as well as E-911 related reimbursements for travel, training, and Geographic Information Systems (GIS) software and hardware; and

**WHEREAS**, the GRANTEE and the DIVISION have the authority, pursuant to the Act, NMSA 1978, Sections 63-9D-1 *et seq.* , and the E-911 Rules, to enter into this Grant Agreement; and

**WHEREAS**, the GRANTEE complies with the definition of "Grantee" in 10.6.2.7(HH) NMAC, of the E-911 Rules; and

**WHEREAS**, the DIVISION has the authority, pursuant to NMSA 1978, Section 63-9D-8, to administer the Enhanced 911 fund; and

**WHEREAS**, on June 20, 2017, the State Board of Finance awarded the GRANTEE \$ 184,829 for enhanced 911 services and equipment.

**NOW, THEREFORE**, the parties hereto do mutually agree as follows:

**ARTICLE I - LENGTH OF GRANT AGREEMENT**

A. Unless terminated earlier pursuant to Article IV herein, the term of this Grant Agreement, upon being duly executed by the DIVISION, shall be from **July 1, 2017**, through **June 30, 2018**.

B. In the event that, due to unusual circumstances, it becomes apparent that this Grant Agreement cannot be brought to full completion within the time period set forth in Paragraph A above, the GRANTEE shall so notify the DIVISION in writing at least thirty (30) days prior to the termination date of this Grant Agreement, for the purpose of allowing the GRANTEE and the DIVISION to review the work accomplished to date and determine whether there is need or sufficient justification to amend this Grant Agreement and to provide additional time for completing the same. The DIVISION's decision whether or not to extend the term of this Grant Agreement is final and non-appealable.

## **ARTICLE II – REPORTS**

A. PSAP Annual Report: No later than June 30th of each year, the GRANTEE shall submit to the DIVISION a PSAP Annual Report, in the form attached hereto as Exhibit "A," as may be changed from time to time upon the DIVISION's written notice to the GRANTEE. The PSAP Annual Report shall include information described in 10.6.2.11.D NMAC, of the E-911 Rules, and any such other information as the DIVISION may request, in sufficient detail to evaluate the effectiveness of the 911 equipment and services provided by the equipment vendor.

B. Federal 911 Resource Center Report: No later than January 30th of each year, the GRANTEE shall submit to the DIVISION a Federal 911 Resource Center Report, in the form attached hereto as Exhibit B, as may be changed from time to time upon the DIVISION's written notice to the GRANTEE.

## **ARTICLE III - CONSIDERATION AND METHOD OF PAYMENT**

A. In consideration of the GRANTEE's satisfactory completion of all work, purchase and maintenance of the equipment and services required to be performed in compliance with all the terms and conditions of this Grant Agreement, the DIVISION shall pay the GRANTEE a sum not to exceed \$ 184,829 from the Enhanced 911 fund in accordance with Article III (D). The funds are to be expended in accordance with the approved Revenue/Expenditure Budget (Budget), attached to and incorporated by reference as Exhibit "C," and in accordance with 10.6.2.11 NMAC of the E-911 Rules, "PSAP Equipment, Acquisition, and Disbursement of Funds." It is understood and agreed that the GRANTEE's expenditure of these monies shall not deviate from the line items of the Budget without the prior written approval of the DIVISION, and the funds shall not be expended for ineligible costs via 10.6.2.11(F) of the E-911 Rules.

B. The funds mentioned in Paragraph A above shall constitute full and complete payment of monies to be received by the GRANTEE from the DIVISION.

C. It is understood and agreed that if any portion of the funds set forth in Paragraph A above is not expended for the purpose of this Grant Agreement, after all conditions of this Grant Agreement have been satisfied, the unexpended funds shall be reverted by the DIVISION in accordance with the Act and the E-911 Rules.

D. Pursuant to NMSA 1978, Section 63-9D-8, as amended, payments shall be made from the Enhanced 911 fund to, or on behalf of, participating local governing bodies or their fiscal agents upon vouchers signed by the director of the DIVISION solely for the purpose of reimbursing local governing bodies or their fiscal agents, commercial mobile radio service

providers or telecommunications companies for their costs of providing enhanced 911 service.

E. Payments may be made by the DIVISION as follows: 1) on behalf of the GRANTEE to telecommunications companies, vendors and equipment providers; or 2) reimbursements to the GRANTEE for actual costs or expenditures after the DIVISION receives a completed Request for Payment Form, or an invoice certified correct by the GRANTEE and/or the DIVISION for the E-911 equipment, equipment maintenance, and upgrades billed by the equipment provider. All purchases made by the GRANTEE for equipment, equipment maintenance, and upgrades require prior written approval by the DIVISION to be eligible for reimbursement.

F. Payments will not be made to the GRANTEE for work, equipment, maintenance or services not specified in this Grant Agreement or in violation of or ineligible under the E-911 Rules.

#### **ARTICLE IV - MODIFICATION, TERMINATION AND MERGER**

A. Early Termination. Except as provided in Article IV (D) below, this Grant Agreement may be terminated by either of the parties hereto upon written notice delivered to the other party at least 30 days prior to the intended date of termination. Except as otherwise allowed or provided under this Grant Agreement, the DIVISION's sole liability upon termination shall be to pay for eligible Budget items purchased prior to the GRANTEE's receipt of the notice of termination, if the DIVISION is the terminating party, or upon the GRANTEE sending a notice of termination, if the GRANTEE is the terminating party. A notice of termination shall not nullify or otherwise affect either party's liability for pre-termination defaults under or breaches of this Grant Agreement. The GRANTEE shall submit an invoice for such eligible Budget items within 30 days of receiving or sending the notice of termination. Notwithstanding the foregoing, this Grant Agreement may be terminated immediately upon written notice to the GRANTEE if the GRANTEE becomes unable to or fails to perform the terms of this Agreement, as determined by the DIVISION or if, during the term of this Grant Agreement, the GRANTEE or any of its officers, employees or agents is indicted for fraud, embezzlement or other crime due to misuse of state funds or due to the Appropriations paragraph herein. THIS PROVISION IS NOT EXCLUSIVE AND DOES NOT WAIVE THE DIVISION'S OTHER LEGAL RIGHTS AND REMEDIES CAUSED BY THE GRANTEE'S DEFAULT/BREACH OF THIS GRANT AGREEMENT, INCLUDING BUT NOT LIMITED TO, RETURN OF MISSPENT GRANT FUNDS BY THE GRANTEE TO THE DIVISION.

B. Termination Management. Immediately upon receipt by either the DIVISION or the GRANTEE of a notice of termination of this Grant Agreement, the GRANTEE shall: 1) not incur any further obligations for expenditure of funds under this Grant Agreement without written approval of the DIVISION; and 2) comply with all directives issued by the DIVISION in the notice of termination as to the performance under this Grant Agreement.

C. This Grant Agreement incorporates all agreements, covenants and understandings between the parties concerning the subject matter of this Grant Agreement and all such agreements, covenants and understandings have been merged into this written Grant Agreement. No prior agreements, covenants, or understandings oral or otherwise, of the parties or their agents shall be valid and enforceable unless embodied in this Grant Agreement.

D. The terms of this Grant Agreement are contingent upon sufficient appropriations and authorization being made by the Legislature of New Mexico for the performance of the Grant Agreement. If sufficient appropriations and authorizations are not made by the Legislature, the DIVISION may *immediately* terminate this Grant Agreement, in whole or in part, regardless of any existing legally binding third-party contracts entered into by or between the GRANTEE and a third party, by giving the GRANTEE written notice of such immediate early termination. The DIVISION's decision as to whether sufficient appropriations are available shall be final and non-appealable. The GRANTEE shall include a substantively identical clause in all contracts between it and third parties that are (i) funded in whole or in part by funds made available under this Grant Agreement and (ii) entered into between the effective date of this Grant Agreement and the Termination Date or early termination date.

#### **ARTICLE V - CERTIFICATION**

The GRANTEE assures and certifies that it will comply with all state laws, the E-911 Rules, and other state laws, rules, policies and with respect to the acceptance and use of State funds. Also, the GRANTEE gives assurances and certifies with respect to the Grant that:

- A. It will comply with the New Mexico Procurement Code, NMSA 1978, Sections 13-1-28 through 13-1-199.
- B. It will adhere to all financial and accounting requirements of the DFA.
- C. It will comply with all requirements set forth in the Act and prescribed by the DIVISION in its E-911 Rules, or other guidelines and procedures in relation to receipt and use of State Enhanced 911 Grant Funds.
- D. It shall not at any time utilize or convert any equipment or property acquired or developed pursuant to this Grant Agreement for other than the uses specified, without the prior written approval of the DIVISION.
- E. It will comply with NMSA 1978, Section 63-9D-4D and provide Geographic Information Systems (GIS) addressing and digital mapping data to the PSAP that provides the enhanced 911 service to the GRANTEE.
- F. It accepts responsibility for coordinating and providing accurately maintained GIS addressing, road centerline, boundary and other data in the service area to the DIVISION per 10.6.2 NMAC. This information shall be compliant with the statewide dataset used by the local PSAPs.
- G. It agrees and acknowledges that all GIS data provided to the DIVISION's statewide dataset in support of the E-911 program is public data and shall be shared with other governmental agencies.
- H. It will finance any amount exceeding the approved funding for the 911 equipment costs.



I. It will not make any changes in the E-911 system configuration without first submitting a written request to the DIVISION and obtaining the DIVISION's written approval of the proposed change(s).

J. It will provide to the DIVISION, documentation of total insurance coverage for all hardware and software and other equipment purchased with E-911 funds. Insurance should, at a minimum, cover non-routine maintenance defects including, but not limited to, all acts of God, floods, fire, lightning strikes and water damage.

K. It will provide all the necessary qualified personnel, material, and facilities to run the E-911 PSAP.

L. It will submit all project related contracts, subcontracts, and agreements to the DIVISION for administrative review and approval prior to execution for compliance with the E-911 program requirements and not for legal sufficiency. Amendments to existing contracts also must be submitted to the DIVISION for review and approval prior to execution.

M. It will comply with the PSAP consolidation requirement pursuant to the 10.6.2.15 NMAC of the E-911 Rules.

#### **ARTICLE VI - RETENTION OF RECORDS**

The GRANTEE shall keep and preserve such records as will fully disclose the amount and disposition of the total funds from all sources budgeted for a period of six years from the termination of the Grant Agreement, the purpose of undertaking for which such funds were used, the amount and nature of all contributions from other sources, and such other records as the DIVISION shall prescribe.

#### **ARTICLE VII – REQUIRED TERMINATION CLAUSE IN CONTRACTS FUNDED IN WHOLE OR PART BY FUNDS MADE AVAILABLE UNDER THIS GRANT AGREEMENT**

A. The GRANTEE shall include the following or a substantially similar termination clause in all contracts that are (i) funded in whole or in part by funds made available under this Grant Agreement and (ii) entered into after the effective date of this Grant Agreement:

“This contract is funded in whole or in part by funds made available under a Department of Finance and Administration, Local Government Division (DIVISION) Grant Agreement. Should the DIVISION or the [insert name of GRANTEE] terminate the Grant Agreement, the [insert name of GRANTEE] may terminate this contract by providing the Contractor written notice of the termination in accordance with the notice provisions in this contract. In the event of termination pursuant to this paragraph, the GRANTEE's only liability shall be to pay the Contractor for acceptable goods/equipment and/or services delivered and accepted prior to the termination date.”

#### **ARTICLE VIII - REPRESENTATIVES**

A. The GRANTEE hereby designates the person listed below as the official GRANTEE Representative responsible for overall supervision of the approved project:

Name: Dorothy Rivera  
Title: PSAP Manager  
Address: 753 Salt Mission Trail  
McIntosh, New Mexico 87032

Phone: 505-705-4029  
Fax: 505-384-9635  
Email: [drivera@torrancecounty911.com](mailto:drivera@torrancecounty911.com)

- B. The DIVISION designates the person listed below as its Program Manager, responsible for overall administration of this Grant Agreement, including compliance and monitoring of GRANTEE:

Name: Bill Range  
Title: E-911 Program Manager  
Address: Department of Finance and Administration  
Local Government Division  
Bataan Memorial Building, Suite 202  
Santa Fe, NM 87501

Phone: 505-827-4804  
Fax: 505-827-4948  
Email: [bill.range@state.nm.us](mailto:bill.range@state.nm.us)

[Remainder of page intentionally left blank.]

IN WITNESS WHEREOF, the GRANTEE and the DIVISION do hereby execute this Grant Agreement.

THIS GRANT AGREEMENT has been approved by:

GRANTEE

Belinda Garland  
Authorized Signatory

Date

July 24, 2017

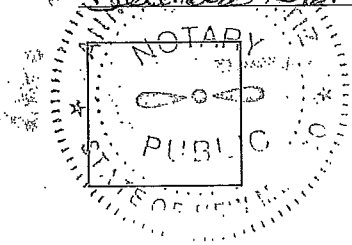
Belinda Garland  
(Type or Print Name)

STATE OF NEW MEXICO )  
 )ss.  
COUNTY OF Sotranee

The foregoing instrument was acknowledged before me this 24 day of July, 2017, by Belinda Garland.

[Signature]  
Notary Public

My Commission Expires: 5-29-19



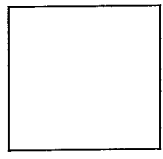
**DEPARTMENT OF FINANCE AND ADMINISTRATION  
LOCAL GOVERNMENT DIVISION**

By: \_\_\_\_\_  
Rick Lopez, Director

\_\_\_\_\_  
Date

STATE OF NEW MEXICO )  
 )ss.  
COUNTY OF SANTA FE )

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2017, by \_\_\_\_\_.



\_\_\_\_\_  
Notary Public

My Commission Expires: \_\_\_\_\_

**Attachment 2**

**PSAP Annual Report Form For: Torrance County E-911 Dispatch**

**Date of Report: 7/20/17**

Section	PSAP Input
<b>Section 10.6.2.11 D(8)</b>	
PSAP Name	Torrance County 911 Dispatch Center
Date of PSAP Report	7/20/17
Exact address of the PSAP (No P. O. boxes)	753 Salt missions trail, Mcintosh NM 87032
Number make and model of E911 and Radio Dispatch positions (if a position is used for both call taking and dispatching, list it as such);	6 Vesta E911 positions, 5 Motorola VHF Conventional Quantar//MTR 2000 radio consols
Type of equipment to include make and model of:	
Telephone switching equipment	Plant CML vesta Pallas
MIS System	Magic
Mapping server	Orion Map Star
Radio System	Quantar/MTR 1000
UPS (for 911 Equipment)	Eaton 9170+
Back-up Generator	Cummins GGPC-4585029 45KW
Version of E911 operating system software	MS Windows
Number and type of dedicated/ switched voice/data circuits;	3 Landline 911 lines: Abq, 59ENMC5053660415-000, ABQ, 59ENMC5053660415-001, L.C., 59EMXX5756476416
Routing central office and PSAP end office;	Albuquerque East Tandem / Las Cruces Tandem: Academy Central Office
Maintenance control center to include name of company, physical address, telephone number, Email address, and your point of contact for E911 equipment and voice logging recorder, if different from E911 equipment maintainer;	Venture Tech. 8680 Concord Ctr. Dr. Englewood, CO 80112 Brian Kelley (720)279-5812 Voice Logging Recorder: Same as above
PSAP manager or coordinator and alternate: contact names, addresses, phone numbers, and their PSAP Email address;	Director-Dorothy Rivera, (505)384-9631 <a href="mailto:drivera@torrancecounty911.com">drivera@torrancecounty911.com</a> Supervisor- Christine Snow (505)384-9631 <a href="mailto:csnow@torrancecounty911.com">csnow@torrancecounty911.com</a> Supervisor- Ben Daugherty (505)384-

Section	PSAP Input
	9631 <a href="mailto:bdaugherty@torrancecounty911.com">bdaugherty@torrancecounty911.com</a>
MSAG coordinator name, address, phone number, and Email address;	Ben Daugherty, PO Box 449, McIntosh NM, 87032 (505)384-9631 <a href="mailto:bdaugherty@torrancecounty911.com">bdaugherty@torrancecounty911.com</a>
GIS representative to include physical address, telephone number, and Email address.	Ruben Gastelum, 205 9 <sup>th</sup> st, estancia NM, 87016 <a href="mailto:rgastelum@tcnm.us">rgastelum@tcnm.us</a>
Type and manufacturer of CAD system, if any, and type and manufacturer of voice logging recorder;	CAD- Sleuth 9 Voice Logging Recorder- Verint System 5.0
<b>Section 10.6.2.11 D(9)</b>	
Each PSAP Shall Maintain at least one 10-digit administrative number. This number shall also be used to receive incoming emergency calls transferred to the PSAP by other PSAPs for certain alternate and default routing arrangements. The preferred way to transfer an emergency call is via one-button transfer via 911 trunk, but the above method can be used for PSAPs that do not have one-button transfers the above mentioned PSAP.	
Number	(505)384-9631
<b>Section 10.6.2.11 D(14)</b>	
The PSAP shall maintain a list of fixed and auto-dial transfer features.	
Fixed transfers:	Fixed transfers built into Vesta system
Auto-dial transfers	Auto-dial transfers built into Vesta E-911 system
<b>Section 10.6.2.11 D(18)</b>	
<b>Special circumstances.</b>	
(a) In accordance with ADA each PSAP shall establish procedures to handle calls from speech and hearing impaired individuals. Include a copy of your procedures.	

Section	PSAP Input
(b) PSAPs shall develop procedures for handling unanswered or silent 911 calls. <u>Include a copy of your procedures.</u>	
<b>Miscellaneous Section</b>	
List the PSAP insurance provider name, POC, and policy numbers as proof of hazard and liability insurance for the PSAP facility	New Mexico Association of Counties
List any back-up PSAP(s) and attach any MOU(s) documenting agreement(s)	Valencia County Regional Communication Center (VRCC) MOU in progress

**Attachment 3: PSAP Call Stats Required by E-911 Rule**

<b>9-1-1 PSAP Activity-PSAP Input Here</b>			
	<b>Landline 9-1-1 Calls</b>	<b>Wireless 9-1-1 Calls</b>	<b>Total 9-1-1 Phone Calls</b>
<i>Jul</i>	254	940	1,194
<i>Aug</i>	244	749	993
<i>Sep</i>	153	675	828
<i>Oct</i>	167	699	866
<i>Nov</i>	151	623	774
<i>Dec</i>	141	668	809
<i>Jan</i>	153	688	841
<i>Feb</i>	120	514	634
<i>Mar</i>	163	725	888
<i>Apl</i>	156	674	830
<i>May</i>	124	747	871
<i>June</i>	149	866	1,015
<b>Total</b>	<b>1,975</b>	<b>8,568</b>	<b>10,543</b>
<b>Month Avg.</b>	<b>165</b>	<b>714</b>	<b>879</b>
<b>Day Avg.</b>	<b>66</b>	<b>286</b>	<b>351</b>

**New Mexico E-911 Program Grant**

Exhibit C

Local Government Division

Department of Finance and Administration

<b>Grantee:</b>	County of Torrance	<b>Grant Award:</b>	184,829
<b>Address:</b>	753 Salt Missions Trail	<b>Project Number:</b>	18-E-13
	McIntosh, New Mexico 87032	<b>Grant Period:</b>	July 1, 2017 - June 30, 2018
<b>Telephone:</b>	(575) 894-0748		
<b>Number of Funded PSAP Positions:</b>		<b>6</b>	

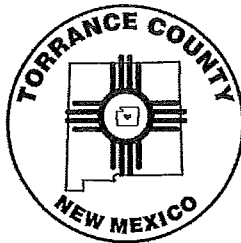
<b>Budget Line Items</b>	<b>Total Budgeted Amount</b>
<b>Capital</b>	
E-911 Equipment Upgrades	
Firewall and Router Equipment	-
Dispatch Software	-
Recorder	-
UPS/Generator	-
<b>Capital Subtotal</b>	<b>-</b>
<b>Recurring Network/Managed Services</b>	
Voice Network	50,500
Data MPLS Network	8,700
Wireless Cost Recovery	400
<b>Recurring Network/Circuit Subtotal</b>	<b>59,600</b>
<b>Recurring Maintenance</b>	
System Maintenance	90,000
<b>Recurring Maintenance Subtotal</b>	<b>90,000</b>
<b>Services/Training</b>	
911 Related Training	7,000
911 Related GIS	2,000
911 Consulting Services	1,924
GIS Consulting Services	22,005
Interpretive Services	300
Minor Equipment	2,000
<b>Services/Training Subtotal</b>	<b>35,229</b>
<b>TOTAL</b>	<b>184,829</b>





*Agenda Item  
No. 3*

PO Box 48  
205 9<sup>th</sup> Street  
Estancia, NM 87016  
(505) 544-4700 Main Line (505) 384-5294 Fax  
[www.torrancecountynm.org](http://www.torrancecountynm.org)




County Commission  
Commissioner James "Jim" Frost, District 1  
Commissioner Julia DuCharme, District 2  
Commissioner Javier E. Sanchez, District 3  
**County Manager**  
Belinda Garland  
**Deputy County Manager**  
Annette Ortiz

**REQUEST TO BE PLACED ON THE TORRANCE COUNTY  
COMMISSION AGENDA**

This form must be returned to the County Manager's Office **ONLY!**

Deadline for inclusion of an item is WEDNESDAY, NOON prior to the subsequent meeting.  
All fields must be filled out for consideration.

Name: Belinda Garland Manager   
First Last Department / Company / Organization Name

Today's Date: 7/27/2017 Mailing Address: \_\_\_\_\_  
(Departments/employees of Torrance County need not include their address)

Telephone number/Extension: \_\_\_\_\_ Fax Number: \_\_\_\_\_  
Would you like this Agenda Faxed to you? Yes No

Email Address: \_\_\_\_\_

Is this request for the next Commission meeting? YES NO If no, date of Commission Meeting: \_\_\_\_\_

Brief explanation of business to be discussed:

*Termination of contract to be considered by  
Commissioner, Sheriff & Manager*

Is this a Resolution, Contract, Agreement, Grant Application, Other? \_\_\_\_\_

Has this been reviewed by Grant Committee? YES NO If yes, corresponding paperwork must be attached.

Has this been reviewed by the County Attorney? YES NO

If this is a contract, MOU, or Joint Powers Agreement there must be a signature line for the County Attorney on the original contract.

Has this been reviewed by the Finance Dept? YES NO Comptroller Initials: \_\_\_\_\_

- No Impact
- Change in current fund
- Raise Budget (allow 45 days after Commission approval)
- Change in funds (allow 45 days after Commission approval)
- Reduction
- Transfer funds (allow 45 days after Commission approval)

Other: \_\_\_\_\_



Natasha K. Metcalf  
Vice President, Partnership Development  
CoreCivic Facility Support Center

July 26, 2017

Via Overnight Mail

Ms. Belinda Garland  
Torrance County Manager  
Torrance County Manager's Office  
205 9th Street  
Estancia, NM 87016

**Re: Termination of Torrance County Inmate Confinement Agreement**

Dear Ms. Garland:

In follow-up to your recent meeting with David Weed, please be advised that this letter serves as our notice of termination to the Torrance County Inmate Confinement Agreement between CoreCivic (formerly CCA) and Torrance County dated November 2010 (hereinafter, "the Agreement"). This action is in accordance with Section 9 of the Agreement, which states:

"Either party may terminate this Contract upon giving ninety (90) days written notice to the non-terminating party."

In accordance with Section 9 of the Agreement, the termination will be effective October 25, 2017 unless the County agrees to an earlier termination date as requested by Mr. Weed. Please let us know if an earlier termination date is acceptable to the County.

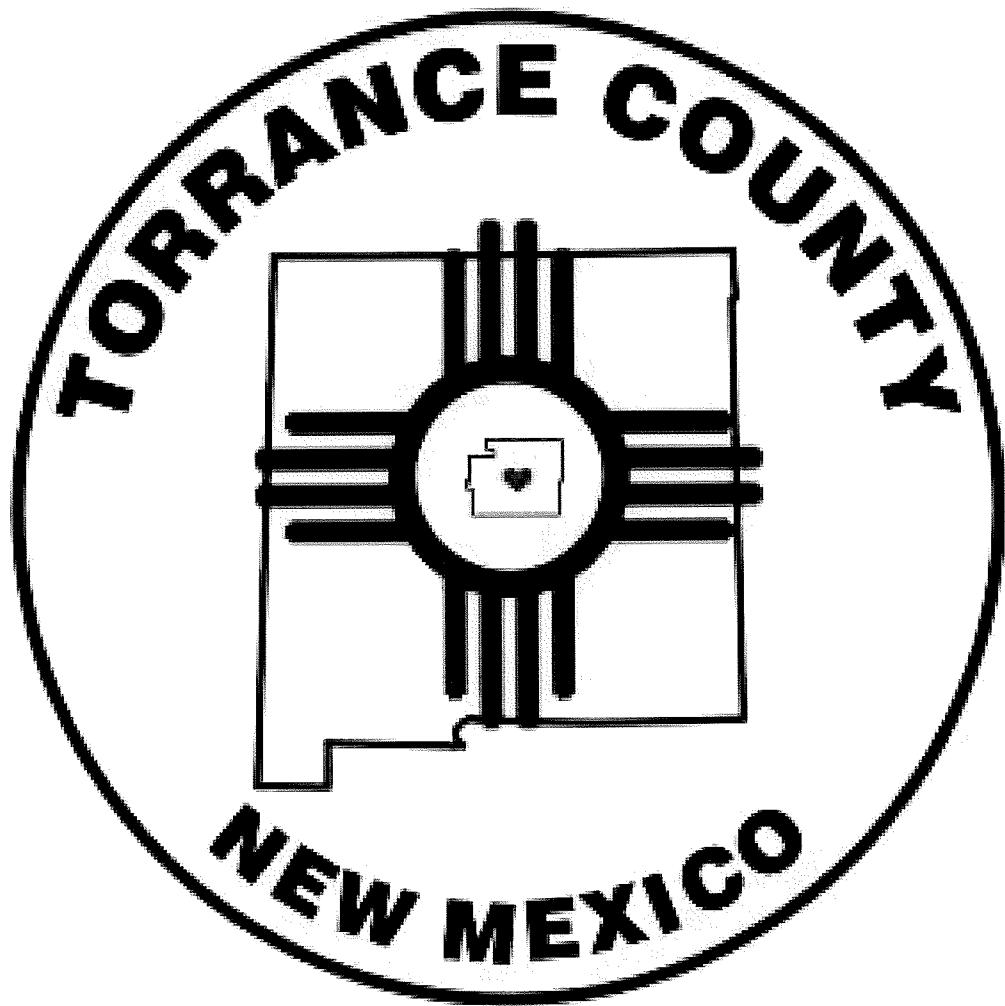
CoreCivic appreciates having been afforded the opportunity to partner with Torrance County for so many years. Please do not hesitate to call me at 615-263-3290 or David Weed at 615-263-3905 if you have any questions concerning this correspondence.

Sincerely,

A handwritten signature in black ink that reads "Natasha K. Metcalf". The signature is fluid and cursive, with a large, sweeping flourish at the end.

Natasha K. Metcalf

Cc: David Weed, Senior Director, CoreCivic



*Agenda Item*  
*No. 4*

Start Up Proposal for 1 Sergeant and 8 New Transport Deputies

<u>Expesne</u>	<u>Per Position</u>		<u>Total</u>
Increase Part Time Position to Full Time Sergeant Position	\$38,300.00	1	\$38,300.00
Benefits Increase	\$16,719.00	1	\$16,719.00
Annual Salary	\$36,400.00	8	\$291,200.00
Benefits	\$19,565.00	8	\$156,520.00
Uniforms	\$5,000.00	9	\$45,000.00
Weapons	\$5,000.00	9	\$45,000.00
Ammunition	\$800.00	9	\$7,200.00
Vehicles - Vans & Cars	\$30,000.00	9	\$270,000.00
Vehicle Emergency Equipment	\$15,000.00	9	\$135,000.00
Fuel	\$18,000.00	9	\$162,000.00
Maintenance	\$4,000.00	9	\$36,000.00
Training	\$3,000.00	9	\$27,000.00
<b>Total</b>	\$191,784.00		\$1,229,939.00