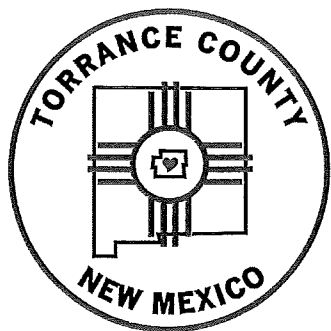




**T**ORRANCE **C**OUNTY  
COMMISSION MEETING  
FEBRUARY 14<sup>TH</sup>, 2018  
9:00 A.M.

FOR PUBLIC VIEW, DO NOT REMOVE



# 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

February 14<sup>th</sup>, 2018  
9:00 A.M.

Please Silence All Electronic Devices

Call Meeting to Order  
Pledge of Allegiance  
Invocation

Approval of Minutes: January 24<sup>th</sup>, 2018 Regular Meeting      January 31<sup>st</sup>, 2018 Special Meeting

Approval of Meeting Agenda

Approval of Consent Agenda:

1. Approval of Checks
2. Indigent Claim(s)

### ACTION ITEMS\*:

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

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

1. Election of Commission Chair
2. Introduction of Ms. Rosalinda Romo, Area Rep. NM Dept. of Tourism
3. Request Approval to Apply for Recycling Grant from NMED for used Oil Heaters – Dan DeCosta, Code Enforcement Officer
4. Firearms on County Premises
5. Regarding Employee Safety: Address Allowing County Employees to Exercise their 2<sup>nd</sup> Amendment Right While Working – Nathan Dial, Citizen
6. Information/Update Regarding Process of Becoming a Five (5) Person Commission
7. Begin Discussion on Available Option to Cover Detention Costs for FY19
  - a. Request Guidance on Information Compilation
8. EVSWA Committee Update
9. Re-Evaluate Board Membership Term Limits
10. Request Approval to Begin Re-Writing Personnel Policies
11. Request Approval to Send Letters to Special Project Applications
12. Consideration of RFP to Hire Legal Counsel to Pursue the Opioid Litigation
13. Wind Farm Technical Dual Accreditation System Development

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

14. Updates: a. Various County Departments    b. Other Boards or Land Grants (upon request)    c. Forest Service (upon request)    d. Commission
15. Request Purchase of New Brush Truck for District 4 Fire Department – Lester Gary, Fire Chief
16. Request to Apportion Funds for Purchase of Reclaimer– Leonard Lujan, Road Superintendent
17. Resolution 2018-08 Mileage for County Designated Roadways for Maintenance, Letter & List– Leonard Lujan, Road Superintendent
18. Resolution 2018-09 FY 2018/2019 Financial Hardship - Leonard Lujan, Road Superintendent
19. Law Enforcement Agreement between Torrance County Sheriff's Office and the USDA, Forest Service Cibola National Forest and Grasslands – Stephanie Dunlap, Sheriff Administrator
20. Out-of-State Travel Request(s) – Stephanie Dunlap, Sheriff Administrator
  - a. Ratification of Inmate Extradition in Texas, O'Hara & Sprunk
  - b. Annual Law Enforcement Training Conference Tucson AZ., – Sheriff White
  - c. Western States Sheriff's Association Annual training and Business Conference, Reno AZ., Sheriff White
21. Request Approval of Local DWI Grant Application – Tracey Master, DWI Prevention Coordinator
22. Request Approval of the Community DWI Grant Application – Tracey Maser, DWI Prevention Coordinator
23. Resolution 2018-10 Budget Increase – Amanda Tenorio, Finance Director
24. Resolution 2018-11 Line Item Transfer(s) – Amanda Tenorio, Finance Director
25. Ratification of Service Agreement between Torrance County Fire and Stericycle for Medical Waste Disposal –Lester Gary, Fire Chief

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

26. Ratification of Sub-Recipient Grant Agreement 2017 Emergency Management Performance Grant (EMPG) – Martin Lucero, Emergency Manager
27. Ratification of Service Contract between Torrance County and Liz Lujan – Belinda Garland, County Manager
28. Update

#### **Public 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.



*Minutes*

**DRAFT COPY**  
**TORRANCE COUNTY BOARD OF COMMISSIONERS**  
**REGULAR COMMISSION MEETING**  
**JANUARY 24<sup>th</sup>, 2018**

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

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

**CALL MEETING TO ORDER**

Chairman Sanchez calls the January 24<sup>th</sup>, 2018 Regular Commission Meeting to order at 9:03 a.m.

Pledge lead by Ms. Annette Ortiz

Invocation lead by Chairman Sanchez

**APPROVAL OF JANUARY 4<sup>th</sup>, 2018 SPECIAL MEETING MINUTES**

Chairman Sanchez asks for a motion to approve the January 4<sup>th</sup>, 2018 special meeting minutes. **ACTION TAKEN:** Commissioner Frost makes a motion to approve the January 4<sup>th</sup>, 2018 special meeting minutes. Madam Commissioner DuCharme seconds the motion. No further discussion, all Commissioners in favor. **MOTION CARRIED**

**APPROVAL OF January 10<sup>th</sup>, 2018 REGULAR MEETING MINUTES**

Chairman Sanchez asks for a motion to approve the January 10<sup>th</sup>, 2018 regular meeting minutes. **ACTION TAKEN:** Chairman Sanchez makes a motion to approve the January 10<sup>th</sup>, 2018 regular meeting minutes. Madam Commissioner DuCharme seconds the motion. No further discussion, all Commissioners in favor. **MOTION CARRIED**

**APPROVAL OF January 24<sup>th</sup>, 2018 MEETING AGENDA**

Chairman Sanchez asks for a motion to approve the January 24<sup>th</sup>, 2018 meeting agenda. **ACTION TAKEN:** Chairman Sanchez makes a motion to approve the January 24<sup>th</sup>, 2018 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. No further discussion, all Commissioners in favor. **MOTION CARRIED**

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

#### \*Commission Matters:

##### 1.) Election of Commissioner Chair

**ACTION TAKE:** Madam Commissioner DuCharme makes a motion to appoint Madam Commissioner DuCharme as Commission chair for the 2018 fiscal year. Chairman Sanchez states that there is no second there for the motion dies.

Commissioner Frost would like to propose a solution to this issue. To be fair to all Commissioner Frost would like to make a motion to select a chair person by means of drawing of some kind. For example, the drawing of a high card or names in a hat and the name that gets draw that will be the person that will be approved as commissioner. Chairman Sanchez states that there is no second this motion also dies. Chairman Sanchez states that this will conclude agenda item #1.

Madam Commissioner DuCharme asks why does this conclude this agenda item. Chairman Sanchez states that for the sole reason that both motions have died. Madam Commissioner DuCharme reads statute Article 4 sec 38 sub sec 10. This statute states that the county must elect a Commission Chair at the first meeting of the year. Madam Commissioner DuCharme asks Commissioner Frost why he is proposing to play games to select a commission chair. This is a serious matter.

Commissioner Frost replies that there have been a few instances in the past where a position has been decided by the draw of a card. By doing this it would show no prejudice and whomever wins he would support for the remainder of the term.

Ms. Garlands reads an email from the county attorney Mr. Wallin who is not present today. Mr. Wallin states that the drawing of a high card or names from a hat would be acceptable, following a motion duly seconded to appoint the winner as chair and the second place finisher as vice-chair.

There is more discussion back and forth between the commissioners on how to proceed with this issue. Madam Commissioner DuCharme states that there is a dis-balance on who has been chair.

Chairman Sanchez states that since both motions have died we shall proceed with the next item. Chairman Frost states that his suggestion would make it non-political and not show favoritism.

Deputy County Manager Annette Ortiz states that the Commission needs to open the floor for nominations. Yes there was a motion to appoint but not one was actually nominated. Ms. Garland states that we need to elect the commission chair. The state is asking her if the county has appointed a chair. This needs to be done as quickly as possible.

Chairman Sanchez opens the floor for nominations. Madam Commissioner DuCharme nominates herself. Again Commission Frost would like to make the motion to elect a commission chair by the drawing of a high card or names from a hat.

Chairman Sanchez states that we will move on the motions have died as there was no second. Madam Commissioner DuCharme states that the chair will remain the same for the time being and please put this on the agenda for the next meeting. **NO ACTION TAKEN, ALL MOTIONS DIED.**

## **2.) Appointment of Alternate for the Multi Line Board**

Ms. Garland states that she attended the Multi Line Board meeting in Santa Fe and currently the representative for us is Madam Commissioner DuCharme however we do need to appoint an alternate in the event Madam Commissioner DuCharme cannot attend.

Madam Commissioner Ducharme requests that Ms. Garland be appointed as the alternate. There is a lot of great information at these meetings and it would be great that the County Manager be able to get the information first hand.

**ACTION TAKEN:** Madam Commissioner DuCharme makes a motion to approve the appointment of County Manager Belinda Garland as the alternate for the Multi Line Board. Commissioner Frost seconds the motion. No further discussion, all Commissioner in favor. **MOTION CARRIED.**

## **3.) Statement Regarding Barriers (bullet proof glass) being installed in the County Administrative Building-Nathan Dial, Citizen**

Mr. Dial comes forth to state that in his opinion installing bullet proof glass in the county offices is a complete waste of money. Building a barrier between the county and the citizens it is representing and servicing is sending a wrong message. If you believe that there is a threat level so high in this building then the county should think about giving the employees the ability to arm themselves or place a sheriff's deputy in the building during business hours.

In a related matter it has been either 1 or 2 years that the "no firearms allowed in this building" signs are still up. Mr. Dial addressed this matter and he was told the signs would be removed. As of today they are still up. He volunteered his time to take them down but was told maintenance would do it. Prior to the meeting upon entering the building he was approached by Ms. Garland stating that he needed to remove his firearm because they are not allowed in

the building. Mr. Dial states that they are allowed and that Ms. Garland is misinformed. Mr. Dial would like for the Sheriff to be present to verify that Mr. Dial is correct.

Madam Commissioner DuCharme states that she does recall when Mr. Dial made this request as she was already on the board. Also to be fair to Chairman Sanchez he voted against the barrier. As far as the word "Bullet Proof" this is the first time she is hearing of this.

Ms. Garland states that it was presented to the commission as Bullet Proof.

Chairman Sanchez would like for the safety officer to explain the need for this barrier.

Mr. Nick Sedillo Risk Manager for Torrance County states that we are not trying to create a barrier between the public and the staff. We are trying to create some sense of security for our staff. There has been several incidences throughout the state in various counties. In one county there was an employee in an assessors department that was bitten by a customer. With all the active shootings going on nationwide, etc. all we are trying to do is provide a level of security for our employees. Mr. Sedillo states that there hasn't been any real threat in the offices themselves, but during his time the Treasures office has had two confirmed bomb threats called in. Again it's not about trying to separate it's about creating a sense of security. And as far as the no firearms signs being up they were up because this used to be the Courthouse. We have kept them up to have some level of security and does recall the conversations about the signs needing to be removed.

Chairman Sanchez states that as far as the money goes that will be put into the installation of the barriers it is coming out of a certain fund that is appropriated for this project and can only be used for building improvements.

There is discussion back and forth about the issues with ADA compliance and with the building and the stability and age of the building. Ms. Garland states that these new counters will be able to be moved to a new building when and if we ever get a new building. **NO ACTION TAKEN DISCUSSION ONLY**

#### **4.) Presentation of ACT Work Ready Communities-Patrick Vanderpool, Exec. Director greater Tucumcari Economic Development Corp.**

Mr. Vanderpool states that he is here today as the secretary of a regional economic development strategic planning group. It is the East Central New Mexico S.E.T. region (Stronger Economies Together) as a strategic planning process that was put together with the support from USDA Rural Development New Mexico State University. Discussions started in the spring of 2016 between Tim Dodge, the city manager in Santa Rosa, and USDA because they had already been going through this process on a regional basis. The region is for 4 counties that consist of Torrance, Guadalupe, DeBaca, and Quay. Out of the process came four goals. The goals are the development of tourism, agribusiness, energy, the health care sector, and workforce development. Mr. Vanderpool has taken the lead on the workforce development goal for that region. We are currently working on a model that begins with ACT Certified Work Ready Communities Initiative. This is helping counties, states and regions build a more productive workforce and encourages economic growth. This will help improve the economic development within our communities.

There is a supply side which is the ACT certified work ready communities that links the workforce to education, establishes goals to meet the economic development needs of the community, and matches the individuals based on skill levels. Then there is the work keys assessments, they are applied math, graphic literacy, and workplace documents. And lastly the workforce sectors such as the current workforce, emerging workforce, and transitioning workforce. Next is the demand side which is employer outreach, skills gap analysis, fill the gap, and job forecasting. The who is to create a team that has people such as local government, education, NM Department of workforce solutions and others. The last is the how. An individual county application and a resolution to show support for the program and then a regional application in the amount of \$4,000.00 that is paid for by the program not the county and a resolution from the county showing support for the program. And this is why Mr. Vanderpool is here today to get a resolution in place so that the county can show their support for this program.

Tom Sullivan the superintendent for the M.E.S.D. states he was fortunate to be invited to participate in this project. Very impressed with this project and would also like to thank Ms., Garland for getting us time this morning to speak with the commission. And also is happy to see some of the other school districts present as well.

Myra Pancrazio with EVEDA states that there has always been lots of road blocks with skills that workers have. With this program it is going to help us give the people the skills they will require for jobs and the education as well and let employers know this is what we have as far as employees. We need the skills and education so that we can keep these people here instead of them leaving or commuting to other areas in the state. Ms. Pancrazio also states that she spoke with Mayor Ted Hart and he is in full support of this and if there is anything that the program needs from him he will be more than willing to help.

Madam Commissioner DuCharme states that this is a new program for her and is trying to understand the benefits it's going to provide for the community. Is this a non-profit organization? Who is behind this program? Ms. Pancrazio replies that its purpose through the USDA is to find something in a 4 county area that everybody needs that the USDA could get behind and help them with. This is one of those programs that can help by drilling down on education and workforce and get us a great comprehensive economic development program. We need to be able to assess our workforce and this program will help us with that. It's not a non-profit. It's by resolute, all the county will sign is a resolution in show of support. The group will identify a person from the county to oversee the ACT application to be sure we are well represented. There is more discussion to explain what this program is about.

Mr. Vanderpool states that ACT is the same group that does the college entrance exams. They also have skills assessments called work keys. It's through these skills assessments that the individuals get their national career readiness certificate. ACT has a contract with New Mexico Department of Workforce Solutions to provide those skills assessments. The SET region is strictly volunteer. IT is not a formal organization of any kind.

Madam Commissioner DuCharme asks why can't we do this directly with the workforce solutions. Why do we need this group? Ms. Pancrazio states that all the county is doing is showing support for this group. This group will help us economic developers in a variety of



ways to be able to get grants to pay for trainings to be able to show employers that we are a certified work ready community and we do have the people with these skills that will bring in potentially new businesses. Again the county is not giving us money nor is the county running this group you are merely showing support. Mr. Vanderpool gives more explanation on the purpose of the program and what it does.

Ms. Garland states that Saul Araque with the Workforce center states that he supports this and gets his clients to participate in the assessments. The Moriarty and Estancia school districts are here and they support this program as well.

Commissioner Frost states that this is a great program. It will show potential businesses that we have the skilled employees in the area and it will make our county a great place to bring in new businesses and more jobs. Commissioner Frost states the he fully supports this,

**a.) Resolution 2018-07 Supporting ACT Work Ready Communities, a Framework for Community based Workforce Development to Drive Economic Growth**

**ACTION TAKEN:** Commissioner Frost makes a motion to approve Resolution 2018-07 Supporting ACT Work Ready Communities, a Framework for Community based Workforce Development to Drive Economic Growth.

Chairman Sanchez states that he needs more information to get a better understanding of what this program will provide before he can agree to approve the resolution. Chairman Sanchez suggest that a meeting be set up to give us a more in depth explanation. Chairman Sanchez asks if Ms. Pancrazio could possibly organize a meeting sometime next week so that we can get more information and understanding on this.

Madam Commissioner DuCharme states that she has the same feelings. She would like to attend a meeting to be able to fully understand the program. Madam Commissioner DuCharme asks if Mr. Vanderpool could please come in and maybe talk to her on a one on one basis to explain this better.

Commissioner Frost states that all the people here do understand this and that it has been presented very clearly. They gave us the goals and the community will be very disappointed if we don't move forward to be able to do some good for our community.

Michael Godey Torrance County resident states that he agrees with Chairman Sanchez & Madam Commissioner DuCharme on needing more information on this item. Mr. Godey suggests that they table it until the next meeting and approve it at that meeting.

Johnny Romero Torrance County Resident states that he stands for trying to improve the economy here in the county. It is nice trying to get our people knowledgeable. Need to qualify these kids with skills in high school, because most of our kids do not get the opportunity to attend college or trade schools. So by bringing in teachers into the schools to teach these children the basic skills it would be a great thing for the county.

Theresa Salazar Assistant Superintendent with M.E.S.D. states that this is a great program because we can start educating, not only the students, but the adults as well. The M.E.S.D. is in full support of this program.

Chairman Sanchez states that he will approve this only if there will be a meeting scheduled so that he can get a better understanding of this topic.

Ms., Pancrazio states that she will organize the meeting and get back to the commission with the date and time.

Danielle Johnston Torrance County citizen states that when they have this meeting the superintendents from the schools should be sitting at the head tables for the special meeting as they have more knowledge about these programs. She urges the commission to include them.

Michael Godey states that they should include the learning centers from Moriarty and Mountainair as well.

Madam Commissioner DuCharme asks if they would be assessing the high school kids and what would be the purpose of that assessment.

Teresa Salazar states that the purpose of the assessment is to see what skills the students have with their math and reading skills, resumes, how to interview and what to wear to the interviews. There is some talk about maybe making it an elective and putting it on a regular curriculum for the students in the school.

Mr. Shirley states that Moriarty is behind the program 100%.

Mr. Ryan Schwebach states that he would strongly suggest that the commission support this program and pass this resolution. This program would be beneficial to his business and the community.

Commissioner Sanchez seconds the motion to approve Resolution 2018-07 Supporting ACT Work Ready Communities, a Framework for Community based Workforce Development to Drive Economic Growth with the understanding that a meeting will be set up to get more information about the program. No further discussion, all Commissioners in favor. **MOTION CARRIED**

## **8.) Wind Energy Technology Education**

Chairman Sanchez states that he asked to have this item placed on the agenda because he wants to know more about the Wind Energy Technology Education. This is a growing industry in our county. He is interested in the opportunities that exist for our communities and for our children in the schools. Possibly being able to get more education for the high school students and keep those interested in staying in the county an opportunity other than having to move away to get a better job. Chairman Sanchez states that he has started to have conversations with Clovis Community College and Mesalands Community College to see what they can offer or bring into the county.

Mr. Tom Sullivan M.E.S.D Superintendent states that the M.E.S.D. already has a working relationship with Mesalands Community College. We also partner with other places such as Eastern New Mexico University, CNM, UNM a few other places and our relationship with Mesalands Community College already has a program in place for undergraduates to be able to take dual credit classes. They do not, however, have classes that include wind technology.

Chairman Sanchez states that if all possible maybe having a part two to the meeting that will be happening next week to discuss more in detail about this topic as well.

Ms. Salazar states that they would be willing to talk to the other school districts about this program since they already have all of the partnerships in place with these colleges.

Ms. Pancrazio states that when the Lonesome Wind Project was coming in EVEDA reached out to the coordinator at Mesalands College that oversee the wind program, brought in the director of COG for the WIA and we were able to pay for the instructor for the wind certification program to come to Moriarty, and had a 6 week course. What the developer wants is just for the employees to have the basic understanding of wind. Once they get them hired they will send them to their own schools. If the schools can participate then this will allow them to get the student to get the basic education of wind and then get them hired.

Michael Godey states that in his experience as a teacher in community college that dual enrolled students are excellent students. It provides a motivation beyond high school to excel.

**DISCUSSION ONLY, NO ACTION TAKEN**

#### **5.) Request Celebration Permit-Michael Lobaugh, Two Guy's Making Artisan Cheese**

Mr. Lobaugh states that he is here requesting a celebration permit for February 10<sup>th</sup>, 2018. This is the same permit as he requested for the previous celebration. The only change is with the winery. Gruet Winery will be the company that will be serving at this celebration.

Commissioner Frost asks if there was any safety issues from the previous event. Mr. Lobaugh replies that there wasn't a problem as the crowd that attends is an older more responsible crowd and not a party crowd.

**ACTION TAKEN:** Commissioner Frost makes a motion to approve the request for a celebration permit for Old Windmill Dairy for February 10<sup>th</sup>, 2018. Madam Commissioner DuCharme seconds the motion. No further discussion, all Commissioners in favor. **MOTION CARRIED**

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

Ms. Garland reads a couple of emails sent to her from Mr. Wallin pertaining to this topic. Emails hereto attached. Mr. Wallin states that he is still looking into how this is accomplished. The first step seems to be that an ordinance will have to be adopted and then presented to legislature as they are the ones that will determine the districting and the terms.

Ms. Garland also states that she received an email from Patrick Trujillo from the NMAC and stated that Grant County recently moved to a 5 member commission and may be able to visit

with them on how they started the process. The Constitution Article 10 states the Board of County Commissioners can adopt an ordinance by unanimous vote to increase the size of the boards of county commissioners to 5 members. Upon creation of a 5 member board the county shall be divided by the incumbent board of county commissioners into 5 county commission districts that shall be compact contiguous and is nearly equal in population as practical. One county commissioner shall reside within and be elected from each county commission district, change of resident to a place outside of the district of which the commissioner was elected shall automatically terminate the spot, and it will be considered vacant. We can look into creating an ordinance if this is how the commission decides to proceed. We will have to look into the additional cost this will be for the county for salary as well as hiring an outside source to look at the population and demographics.

Chairman Sanchez states that this could be something we can look into and vote on this and go through the process. There is a lot involved in this and maybe we can get something presented to us with figures and what the process will entail.

Ms. Garland states that she will try to get some research done and get the information on cost and process.

Commissioner Frost states that we should work through the attorneys with the NMAC and get it done properly.

## **DISCUSSION ONLY, NO ACTION TAKEN**

### **7.) New Mexico True Application**

Chairman Sanchez states that if you look at the advertising and marketing that is being done with the New Mexico Department of Tourism it seems that our county is not being represented. We may not be able to afford television advertising but there are other avenues we can look at. Chairman Sanchez states that he did some research and there are certain grants that we can apply for to help get us advertising outside of the borders of the county. The grants that we can apply for are The Clean and Beautiful grant, the Marketing Cooperative & the Rural Pathway Project. Chairman Sanchez states that he would like to apply for the Rural Pathway Project. The purpose of this project would be to assist tourism stakeholders within New Mexico in developing profitable tourism products by providing the necessary tools, resources, and support. In other words the goals of the project would be to develop authentic experiences that are aligned with the New Mexico True brand. The idea would be to drive economic impact and create jobs by stimulating local economies through the development of strategic tourism products. This would help us to see what tools we have to help develop this plan to boost tourism. The county can request up to \$50,000.00 after the plan is completed. There are 3 steps to this project, the first is to apply, the second is to attend several meetings, and the third stage is where you build or implement the product. Chairman Sanchez states that we would need to sign up for email updates so that we will know when we need to apply and he will take upon himself the sign up for the industry newsletter. Nothing needs to be approved he is merely signing up for the email to get industry newsletter.

Madam Commissioner DuCharme states that the programs are well known and would like to see them implemented in the county. **NO ACTION TAKEN, DISCUSSION ONLY**

*\*Department Requests/Reports*

**9.) Updates Various County Departments**

**Cindi Sullivan Animal Services Director**-Ms. Sullivan hands out her department report (report hereto attached). As you see by the report we sold 265 licenses, meaning more people getting their pets vaccinated and licensed with the county. For a \$5.00 or \$15.00 investment the pet owners are getting their pets registered. This helps to have a pet registered because if we see a pet running loose and it has a tag, the officer just calls the office and gives us the information, and we can get the pet back to its correct owner and not have to place the animal in the shelter.

Ms. Sullivan states that they have an all-time total of 1244 licensees that have been sold throughout the county. We have had a total of 513 animals that have been brought into the shelter during 2017 which was 38 more animals than 2016. Ms. Sullivan reads more information from her report regarding intake, exits, and euthanasia.

Ms. Garland states that she has the report on the foyer and would like to let Ms. Sullivan know that the architect is coming to talk about the counters and is going to ask him to see if he has any designs for the foyer at the animal control facility.

Commissioner Frost would like to thank Ms. Sullivan and Ms. Mead on all their years and hard work with the county you all have done a great job and he is very proud of them.

**14.) Request Payment of Invoice, Purchase made without Following Procurement-Danette Mead, Animal Services Supervisor**

Ms. Mead is asking for a request for payment to Veterinary Diagnostics Services for a rabies testing. Ms. Mead states that they usually have an open PO for this but the PO had been used and a new one had not been obtained because she had been out of the office on vacation. She is requesting payment of \$35.00 to cover the bill.

**ACTION TAKEN:** Commissioner Frost makes a motion to approve payment to Veterinary Diagnostics Services in the amount of \$35.00 for rabies testing. Madam Commissioner DuCharme seconds the motion. No further discussion, all Commissioners in favor. **MOTION CARRIED**

**9.) Updates Various County Departments (cont'd)**

**Ben Daugherty Torrance County Dispatch**-In December the dispatch center did go live with their new live radio system update. The system is working well just tweaking things and working out the bugs. The new system shows great improvement with the radio field personnel.

Madam Commissioner DuCharme asks what percentage of the project is complete. Mr. Daugherty replies that the project is 100% completed its just basic bug fixes that they are

trying to clean up. It's a new system and some things almost always need to be tweaked. We are fine tuning.

**Steve Guetschow, Planning & Zoning**-Last week Mr. Guetschow attended the meeting of the Mountainair Ranger District Shared Stewardship Committee and wrapped up the draft of the charter they are working on. They proposed to have a written version of the draft and will email it out before March 20<sup>th</sup>. Once we ratify what that draft is, they will post that on the Forest Service website.

#### **d.) Commission**

**Commissioner Frost** states that he attended the NMAC meeting last week along with many other people from the counties throughout the state. It was a great event and was great to see our county represented very well at the conference.

**Madam Commissioner DuCharme** states that she as well attended the conference. It was very well organized. There was a time to have a good time, it wasn't just all business. We have a team of very good dancers in the county. It is one thing to sit down and tap your foot to catchy music, but it is another thing to get out there and dance. It takes bravery and it was fun to watch everyone dancing.

On a more serious note what she would like to take from this conference is that we are very careful in our decision making and also with our interaction with the public. What she is talking about is that this coming year we will be paying bigger insurance premiums than before because we had several lawsuits against the county and it has an effect on the amount of money you pay on your premiums. So please keep that in mind, because it is not only \$10,000.00 deductible that we are paying out, but also for any other monies that will go along with that lawsuit.

#### **10.) Teen Court Coordinator Contract-Tracey Master, DWI Prevention Coordinator**

Annette Ortiz Deputy County Manager presents this item as Ms. Master could not be present due to the fact that she is out sick. This is the professional services agreement between Adrian Ortiz and Torrance County for the teen court coordinator. This was on the last meeting but between the meetings it was needing to be signed. The Manger did sign this contract with Mr. Ortiz present and worked on the negotiations for the contract. Ms. Ortiz is asking for ratification because the contract needed to be signed prior to this meeting.

#### **a.) Ratify Professional Services Agreement between Torrance County and Adrian Ortiz**

**ACTION TAKEN:** Chairman Sanchez makes a motion to ratify the Professional Services Agreement between Torrance County and Adrian Ortiz. Commission Frost seconds the motion. No further discussion, Chairman Sanchez & Commission Frost are in favor, Madam Commissioner DuCharme is opposed. **MOTION CARRIED**

#### **11.) Ratification of EMS Fund Act Application(s)-Lester Gary, Fire Chief**

Chief Gary states that he is requesting formal consent to the EMS Fund Act. The applications were brought in at the last meeting. We were on a time crunch and had to have the applications signed and delivered to Santa Fe by the 19<sup>th</sup>. Today all Chief Gary is asking is that you ratify the application.

**ACTION TAKEN:** Chairman Sanchez makes a motion to approve the Ratification of EMS Fund Act Applications. Commissioner Frost seconds the motion. No further discussion, all Commissioners in favor. **MOTION CARRIED**

**12.) Request Purchase of New Brush Truck for District 4 Fire Department-Lester Gary, Fire Chief**

Chief Gary states that he would like this item to be tabled. The reason being is because Chief Gary has not purchased a vehicle and would like to do more research so that everything is done properly.

Ms. Garland states that Mr. Ryan Schwebach is present from the East Torrance Soil & Water Conservation District and would like to make a statement.

Mrs. Schwebach states that the board was approached by Mr. Perea to help fund this project. This is a much needed item up in the Torreon area. The board has committed funds to help purchase this truck. The county is not obligating any funds for this. Also the Edgewood Soil & Water Conservation district is also going to put in funds to help with the purchase and one other entity as well. Mr. Schwebach asks that if the county does have funds any amount would be fine but ETSWCD is prepared to pick up the bulk of it.

Commissioner Frost states if it is important that we wait? Ms. Garland states yes it is, there are things that need to be discussed before it is approved.

**ACTION TAKEN:** Commissioner Frost makes a motion to table the Request to Purchase the New Brush Truck for District 4 Fire Department. Madam Commissioner DuCharme seconds the motion. No further discussion, all Commissioners in favor. **MOTION CARRIED**

**13.) Request Appropriation Funds for purchase of Reclaimer-Leonard Lujan, Road Superintendent**

Ms. Garland states that Mr. Lujan is out sick and asks if this item be tabled until the next meeting.

**ACTION TAKEN:** Chairman Sanchez makes a motion to table item #13 Request Appropriation Funds for purchase of Reclaimer. Madam Commissioner DuCharme seconds the motion. No further discussion, all Commissioner in favor. **MOTION CARRIED**

*\*County Manager Requests/Reports*

**15.) Update**

Ms. Garland would like to state before she gives her update that Ms. Pancrazio has contacted her and the special meeting that was requested earlier in the meeting to get more information on the ACT Work Ready Communities Initiative will be set for next Wednesday the 31<sup>st</sup> of January at 9 am at the MESD offices located at the old Mountainview elementary school building.

Ms. Garland presents her update to the Commission. On Wednesday January 8<sup>th</sup> she and the manager's office staff met with reps from Staples and there may be various discounts available to employees. Also on this day interviews were conducted for the home visitor position and the applicants are still being reviewed. On the 9<sup>th</sup> Ms. Garland and Ms. Ortiz met with the Municipalities and School District regarding work ready communities.

During the week of January 15<sup>th</sup>-19<sup>th</sup> she attended the NMAC conference in Santa Fe and met with lobbyists to help support our capital outlay requests and also met with Senator James White to discuss the ICIP list and also attended a meeting with Senator Liz Stefanics, Representative Tomas Salazar, and Representative Matthew McQueen concerning the ICIP.

On Tuesday the 23<sup>rd</sup> of January Ms. Garland went to Santa Fe to submit all of the Capital Outlay Request forms. Full update hereto attached.

**PUBLIC 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.**

1.) Charlene Guffey Torrance County Resident would like to request that the private hauler discount be removed. She wants to know why the county is rewarding people who are using private haulers when the county provides a trash service that is cheaper than a private hauler. The towns do not let the people decide how they want to get rid of their trash. Everyone is under the same service and no discounts are given. Ms. Guffey does not want to see her service or stations closed or cut. She would rather see cuts made in other areas. Maybe the county should look at where they are spending money for private haulers and use your service that is in your ordinance.

**EXECUTIVE SESSION**

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

a.) Limited personnel matters pursuant to NMSA 10-15-1 H (2) regarding all employees of the Manager and Finance Offices

**ACTION TAKEN:** Chairman Sanchez makes a motion to enter in to Executive Session. Madam Commissioner Ducharme seconds the motion, all Commissioners in favor. **ROLL CALL VOTE: District 1: Yes. District 2: Yes. District 3: Yes. MOTION CARRIED.**

**Entered into Executive Session at 12:19 pm**

**\*Reconvene from Executive Session:**



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

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

**b.) Consider and act upon, if appropriate,** limited personnel matters pursuant to NMSA 10-15-1 H (2) regarding all employees of the Manager and Finance Offices

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

**Reconvene from Executive Session at 12:43 pm**

Chairman Sanchez states that no action was taken during executive session.

**ADJOURNMENT**

**ACTION TAKEN:** Chairman Sanchez makes a motion to adjourn the January 24<sup>th</sup>, 2018 Regular Commission Meeting. Commissioner Frost seconds the motion. No further discussion, all Commissioners in favor. **MOTION CARRIED.**

**Meeting adjourned at 12:44 p.m.**

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

\_\_\_\_\_  
Yvonne Otero-Administrative Assistant

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

**SPECIAL  
COMMISSION MEETING  
JANUARY 31, 2018  
AT THE MOUNTAINVIEW COMPLEX  
DISTRICT ADMINISTRATIVE OFFICE**

**Present:** Javier Sanchez, Chairman  
Jim Frost, Vice-Chair  
Julia DuCharme, Member

**Others Present:** Annette Ortiz, Deputy County Manager  
Sylvia Chavez, Admin. Asst.

With all Commissioners present, Mr. Sullivan Superintendent from the Moriarty-Edgewood School District welcomes all those present to their facility. Mr. Sullivan also welcomes Mr. Pat Vanderpool, Executive director for the Greater Tucumcari Economic Development who is attending the meeting via video conference. *(Meeting started at 9:05am)*

**\*Session (s):**

**1. ACT Work Ready Communities-**

Mr. Vanderpool goes over the ACT program and how Quay County as well as the Workforce Solutions have worked together to achieve the goals set out to become a certified member with ACT. With this program there are different steps to become certified, first there is the application process, having support from local agencies is welcomed but not required. It shows that there is support throughout the County. This program will help prepare our communities to be work ready, which speaks volumes to potential employers. Mr. Vanderpool explains that you must get buy in from local employers in order for this project to work. He explains that one of the local businesses in Tucumcari, Buena Vista *(full name of business and last name of owner we not audible)* John the owner was very instrumental getting buy in from other businesses. Mr. Vanderpool mentions that Quay County became a work ready community in 15 months, which usually takes 2 years to complete phase 1.

Mr. Vanderpool states that you must have Common Criteria in order to establish goals, which you will need the demographics for your County. Also you will need the information for the following categories: Existing Employees, Emerging Workforce and Transitions (part time to full time employees). Mr. Vanderpool explains that there is an academy that representatives from the team chosen to represent the County can attend. It is a 2 day academy and what is outlined in the 2 days is the following: an overview of the program, the process, the link between employers and the program and establishing your Northstars, which is the vision of what you want out of the program. Establishing goals for the County, can be continually updated. Myra Pancrazio asks Mr. Vanderpool who was the lead for this program in Quay County and who did the outreach to the local employers. Mr. Vanderpool stated that he and the City

Manager for Tucumcari took the lead and John of Buena Vista (*last name and full business name not audible*) took it upon himself to get the other businesses on board with the program. Madam Commissioner DuCharme asked what is the cost to employers who would like to participate in the program. Mr. Vanderpool states that in NM there is no cost to employers, Workforce Solutions covers all the cost for the assessments. The only cost that an employer would give is their time to the program.

Commissioner Frost would like to get input from the schools, Mr. Sullivan said that it was never the schools intentions to spear head this program but can see that the accreditation is a valuable tool for our communities. Ted Hart, Mayor City of Moriarty states that he is disappointed with the County's involvement with this program, our workforce in the County needs to be job ready in order to get jobs in Torrance County. Teresa Salazar, Assistant Superintendent MESD states that there is a two prong facet to this, we are preparing Juniors and Seniors to go into the field they choose as well as helping adults that may need assistance getting the skills they may lack for jobs. Mr. Vanderpool mentions that Workforce Solutions and the Extension office have been very helpful with this in Quay County. Joel Shirley, Estancia Superintendent mentions that it is very important to help our students with the tools to be successful in whatever field they choose to go into and I believe this program will help. Annette Ortiz, Deputy County Manager states that even with basic entry level job positions some people have a hard time filling out the job application and do not have the proper attire for interviews. Mr. Sullivan mentions that the schools are behind this program now we just need a little more commitment from other agencies within the County. Commissioner Frost states that we need a leader that will be motivated to get this program up in going in our County, so the decision needs to be who that person will be for Torrance County.

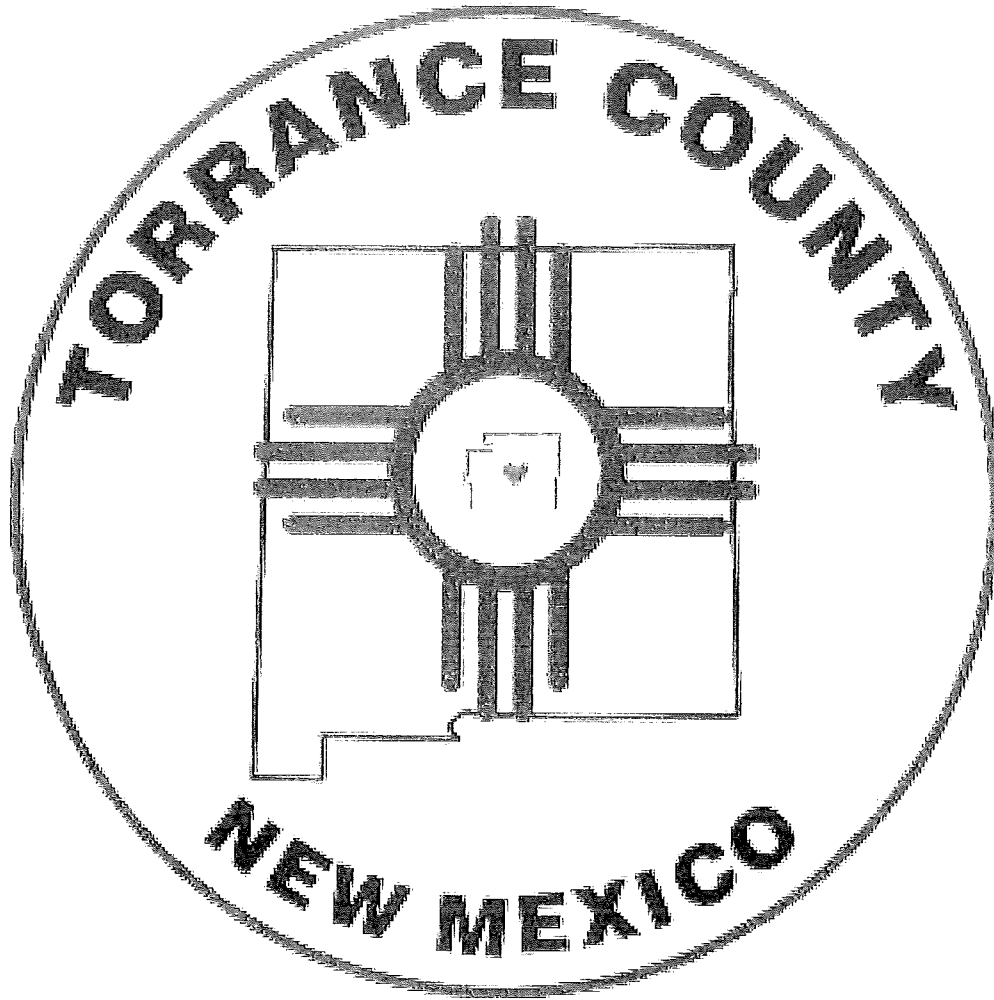
Chairman Sanchez asks about the data, will there be a document at the end of phase one that we will have that will show where the gaps are. Ted Hart states that this program will make our communities work ready for any potential employers that come to our County. Annette Ortiz states that this program will help highlight our gaps and then Workforce Solutions comes in and helps fill in those gaps by giving those people the skills they need to be work ready. Chairman Sanchez asks that once this process starts how long will it take, Mr. Vanderpool states that it should take about 18 months to complete the first phase of the program. Madam Commissioner DuCharme asks about the \$4000.00 application fee, who pays for this. Mr. Vanderpool states that the \$4000.00 application fee is a regional fee, so anyone that is willing to help pay for the application can do so. Madam Commissioner DuCharme asks when does the \$4000.00 have to be paid, Mr. Vanderpool answered at the time of the application process but suggests contacting ACT to get the exact time.

All those present thank the Moriarty-Edgewood School District for hosting the meeting.

**ACTION TAKEN:** Commissioner Frost makes a motion to adjourn the Special Commission Meeting. Madam Commissioner DuCharme seconds the motion. Chairman Sanchez mentions that we did not go over agenda item #2 Wind Energy Technology Education. Teresa Salazar states that she will get with Mesa Land Community College and schedule a time they can come

out and give a presentation to those that are interested in what they can offer. And we would need to help get the information out to the public. No further discussion, all Commissioners in favor. **MOTION CARRIED. MEETING ADJOURNED AT 11:00AM**

*There is no audio or video for this Special Commission Meeting, meeting took place outside of the Commission Chambers.*



*Consent Agenda*

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

TOTAL CHECKS PRINTED 164

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 636,001.88 ON ACCOUNT OF OBLIGATIONS INCURRED FOR THE SERVICES AS SHOWN ABOVE FOR THE PERIOD ENDING 02/08/2018 . 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

CHK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
01 R	102560	AIRGAS USA LLC	CYLINDER RENTAL FEE	406-91-2230	1812518	01/25/2018		102.18
	102.18		DEC. 17					
	01/29/2018		INVOICE # 9950372998					

STATE FIRE ALLOTMENT 102.18

01 R	102561	ARCHULFTR, LORI	2018 LEGISLATIVE CONFERENCE	401-10-2205	112518	01/25/2018		120.58
	120.58		SANTA FE - ACTUAL					
	01/29/2018							

COUNTY MANAGER 120.58

01 O	102562	ARIZONA JET MAIL SERVICES LLC	2018 BUSINESS PERSONAL PROPERTY AND LIVESTOCK REPORT MAILING SERVICES; INCLUDING DATA PROCESSING, PRINTING, AND MAILING PREPARATION	610-40-2221	1912518	01/25/2018		608.88
	608.88							
	01/29/2018		INVOICE # 62958					

COUNTY ASSESSOR 608.88

01 R	102563	ASHI	BASIC FIRST AID PROGRAM PACKAGE, CPR/AED PROGRAM PACKAGE, CPR/AED BFA STUDENT PACK, BLS PACKAGE, BLOODBORNE PATHOGENS PACKAGE, AGLS DIGITAL RESOURCE KIT, BALS DIGITAL RESOURCE KIT, ADVANCED FA DIGITAL KIT, INSTRUCTOR COURSE PACKAGE, STUDENT BOOKS, CPR/AED CARDS, AGLS CARDS, BALS CARDS, DIGITAL CERTIFICATION CARDS	413-91-2266	2212518	01/25/2018		1391.67
	1391.67		ESTIMATED SHIPPING					
	01/29/2018		INVOICE # 891127					

STATE FIRE ALLOTMENT 1391.67

01 R	102564	AUTOZONE INC.	BATTERIES, WIPER BLADES, WASHER FLUID, OTHER VEHICLE MAINTENANCE	401-50-2201	2012518	01/25/2018		137.52
	618.91							
	01/29/2018		INVOICE # 2248802956; 2248812217					
			2248814360					
			BATTERIES, WIPER BLADES, WASHER FLUID, OTHER VEHICLE MAINTENANCE	401-50-2201	2112518	01/25/2018		171.94
			NEBDS					
			NOVEMBER 2017					
			INVOICE # 2248778088; 2248783437					
			2248787591					

COUNTY SHERIFF 309.46

TRANSPORTATION OF PRIS 309.45

01 R	102565	B I INC	GPS/ADD DECEMBER BILLING	420-73-2218	2312518	01/25/2018		1525.45
	1525.45		OVERNIGHT SHIPPING					
	01/29/2018		INVOICE # 105313; 1055765					

COMMUNITY MONITORING 1525.45

01 R	102566	BARRELA, JANICE	2018 LEGISLATIVE CONFERENCE	401-30-2205	212518	01/25/2018		108.00
	108.00		SANTA FE - ACTUAL					



CK# DATE Name

Description Line Item

Invoice # DATE

PO #

Amount

01/29/2018

COUNTY TREASURER 108.00

01 R 102567 BLACK DUCK INC 322.50

01/29/2018

9 - ADD TORRANCE COUNTY FIRE 413-91-2248 2412518 01/25/2018 31794 322.50

LOGO TO RIGHT FRONT 31794

1 - DIGITIZE PROGRAM FOR EMBROIDERY TOPD 31794

2 - ADD NAMES AND TITLES TO JACKETS. L. GARY-FIRE CHIEF, H. SANCHEZ - FIRE CHIEF 31794

ADMINISTRATIVE ASSISTANT; 31794

9 - ADD REFLECTIVE "FIRE" TO BACK OF JACKETS; 31794

SALES TAX 31794

INVOICE # 73062

STATE FIRE ALLOTMENT 322.50

01 R 102568 CENTRAL NM ELECTRIC COOP. 9900.19

DISPATCH MONTHLY BILL DECEMBER 911-80-2208 2512518 01/25/2018 1035.56

DISPATCH CAPITOLA PEAK TOWER 408-91-2208 198.51

DIST.3 VPD MONTHLY BILL 418-91-2208 302.59

DIST.6 VPD MONTHLY BILL 405-91-2208 73.18

DIST.5 VPD MONTHLY BILL 406-91-2208 245.20

DIST.2 VPD MONTHLY BILL 409-91-2208 321.16

DIST.4 VPD MONTHLY BILL 407-91-2208 152.79

DIST.1 VPD MONTHLY BILL 412-53-2208 139.66

TCFB MONTHLY BILL 911-80-2208 140.22

DISPATCH MONTHLY BILL 401-16-2208 47.55

JUDICIAL COMPLEX MONTHLY BILL 401-05-2208 2787.32

SENIOR CENTER MONTHLY BILL 401-15-2208 1526.98

COURTHOUSE MONTHLY BILL 401-15-2208 2138.40

COURTHOUSE MONTHLY BILL 401-24-2208 6.39

HEALTH DEPT. 405-91-2208 174.34

DIST.5 VPD MONTHLY BILL 401-82-2208 117.76

TC ANIMAL SHELTER 408-91-2208 342.18

DIST.3 VPD MONTHLY BILL 401-21-2308 102.76

CLERK VOTING MACHINE 401-21-2308 47.64

911-DISPATCH CENTER 1281.62 STATE FIRE ALLOTMENT 1455.10 COUNTY FAIR 140.22

JUDICIAL COMPLEX MAINT 2787.32 COUNTY COMMISSION 1526.98 ADMINISTRATIVE OFFICES 2144.79

HEALTH DEPT BLDG MAINT 174.34 ANIMAL SHELTER 342.18 ELECTIONS 47.64

01 R 102569 CHANGE, SYLVIA 2018 LEGISLATIVE CONFERENCE 612-20-2205 312518 01/25/2018 120.47

120.47 SANTA FE - ACTUAL

01/29/2018

COUNTY CLERK 120.47

01 R 102570 CODE 3 SERVICE LLC 2612518 01/25/2018 31409 889.97

2486.98

4 - ICOM IC-F5061 21 VHF 136-174 406-91-2248 31409 824.70

MHZ, 50 WATT, 512 CHANNEL, 405-91-2248

DASH MOUNT, MOBILE RADIO 411-92-2248 31409 412.35

1 - ICOM F5061 UHF 450-512 MHZ 31409

WATT IFR TRUNKING MOBILE 31409

5 - MIDLAND 4" 20 WATT EXTERNAL 31409

SPEAKER W/MOUNTING BRACKET 31409

1 - VEHICLE ANTENNAE KIT - 31409

INCLUDES NMO ROOF MOUNT, 17' 31409

LOW LOSS COAX, CONNECTOR AND 31409

ANTENNAE 31409

CR#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
			INVOICE # 175516					
			5 - VEHICLE ANTENNAE KITS -	406-91-2248	2712518	01/25/2018	31685	71.99
			INCLUDES ANNO ROOF MOUNT, 17'	405-91-2248	/ /	/ /	31685	143.98
			LOW LOSS COAX, CONNECTOR AND	411-92-2248	/ /	/ /	31685	143.99
			ANTENNAE				31685	
			INVOICE # 180056					

SPACE FIRE ALLOTMENT 1930.64 1/4% FIRE EXCISE TAX 556.34  
 01 O 102571 DE LAGE LANDEN FINANCIAL SERVICES/PROPERTY TAX 401-50-2218 2812518 01/25/2018 299.08  
 299.08 PROPERTY TAX ADMIN. FEES  
 TAX/LATE FEE  
 01/29/2018 INVOICE # 57410087

COUNTY SHERIFF 299.08  
 01 R 102572 DH PAGE COMPANY INC 406-91-2215 2912518 01/25/2018 582.67  
 582.67 DISTRICT 2 SUBSTATION  
 24 FT. CABLE 3/32 STRANDS  
 4-ALUMINUM BUTTONS 3/32  
 2-PERRELL ALUMINUM DUPLEX 3/32  
 VERBAL APPROVAL BY L.OLIVAS  
 TWP 181203  
 DOOR REPAIR  
 INVOICE # SVC/59913-12-15-2017

STATE FIRE ALLOTMENT 582.67  
 01 R 102573 DOCUMENT SOLUTIONS INC 911-80-2203 3112518 01/25/2018 55.86  
 55.86 MONTHLY COPIER MAINTENANCE  
 W/SUPPLIES  
 DECEMBER  
 01/29/2018 INVOICE # IN80095

911-DISPATCH CENTER 55.86  
 01 R 102574 DT AUTOMOTIVE 401-50-2201 3212518 01/25/2018 1051.01  
 2073.01 OIL CHANGES, TIRE FIXES, AIR  
 FILTERS, TIRE ROTATIONS, ROUTINE  
 VEHICLE MAINTENANCE  
 DECEMBER 2017  
 INVOICE # TCSSO-122017  
 BRAKE REPAIRS - GARCIA DODGE  
 VERBAL APPROVAL BY L. OLIVAS  
 834 ON 11/14/2017 TWP-181104  
 INVOICE # TCSSO-318161  
 OIL CHANGES, TIRE FIXES, AIR  
 FILTERS, TIRE ROTATIONS, ROUTINE  
 VEHICLE MAINTENANCE  
 NOVEMBER 2017  
 INVOICE # TCSSO-112017;  
 TCSSO-318161

COUNTY SHERIFF 2073.01  
 01 O 102575 ESPINOSA-WOORF, BERTHA 629-49-2205 412518 01/25/2018 37.80  
 37.80 VARIOUS HV MEETINGS  
 01/29/2018

HOME VISITING GRANT FY 37.80  
 01 R 102576 EYEBR/ESPINOZA VALLEY ECONOMIC TORRANCE COUNTY CONTRIBUTION 401-05-2260 3612518 01/25/2018 6250.00  
 6250.00 3RD QUARTER-JANUARY 2018

CR#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
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01/29/2018		COUNTY COMMISSION	6250.00					
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01 R 102577		EVSMA	2ND QUARTER SHORT FALL	419-05-2259	3712518	01/29/2018		1786.24
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01/29/2018		COUNTY COMMISSION	1786.24					
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01 R 102578		PROST, JIM	COUNTY CONTRACT	401-05-2205	512518	01/25/2018		66.58
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01/29/2018		COUNTY COMMISSION	66.58					
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01 O 102579		GARLAND, BELINDA	2018 LEGISLATIVE CONFERENCE	401-10-2205	612518	01/25/2018		540.00
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01/29/2018		COUNTY COMMISSION	540.00					
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01 O 102580		GASTELUM, RUBEN	2018 LEGISLATIVE CONFERENCE	675-07-2205	812518	01/25/2018		83.40
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01/29/2018		COUNTY MANAGER	540.00					
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01 O 102581		HARRI'S TRUSTWORTHY HARDWARE	RURAL ADDRESSING	401-50-2218	3812518	01/29/2018		494.60
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01/29/2018		COUNTY SHERIFF	494.60					
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01 O 102582		HARRI'S TRUSTWORTHY HARDWARE	NUTS, BOLTS, SCREWS, KEYS, LOCKS	401-50-2218	3912518	01/29/2018		1327.23
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01/29/2018		COUNTY SHERIFF	1327.23					
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01 R 102583		HRANDEN, KATHERYN	2018 LEGISLATIVE CONFERENCE	401-55-2205	912518	01/25/2018		120.58
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01/29/2018		COUNTY SHERIFF	120.58					
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01 R 102584		HONSTEIN OIL CO.	FINANCE DEPARTMENT	401-08-2202	4012518	01/29/2018		22.40
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01/29/2018		COUNTY SHERIFF	22.40					
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01/29/2018		COUNTY SHERIFF	213.31					
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01/29/2018		COUNTY SHERIFF	213.31					
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CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
01 O	102585	HOWELL, BRANDI	REIMBURSEMENT FOR EMT	408-91-2266	1012518	01/25/2018		80.00
			B NATIONAL REGISTRY TESTING FEE					
	01/29/2018							

STATE FIRE ALLOTMENT 80.00								
01 R	102586	INDEPENDENT DRUG TESTING	DRUG TEST CONFIRMATIONS	420-73-2272	4212518	01/29/2018		49.99
			NOV-DEC					
	01/29/2018		INVOICE # 4399					

COMMUNITY MONITORING 49.99								
01 O	102587	INDEPENDENT NEWS LLC	2018 P&Z BOARD MEETING SCHEDULE	401-08-2221	4312518	01/29/2018		34.95
			JAN.3 EDITION-TWPL170622					
	01/29/2018		INVOICE # 78809					

PLANNING & ZONING 34.95								
01 R	102588	IRON MOUNTAIN RECORDS MANAGEMENT/HY STORAGE FOR MICROFILM		612-20-2203	4412518	01/29/2018		31347
			INVOICE # 201502285					
	01/29/2018							

COUNTY CLERK 85.17								
01 O	102589	JARAMILLO, LINDA	2018 LEGISLATIVE CONFERENCE	612-20-2205	1112518	01/25/2018		70.47
			SANTA FE - ACTUAL					
	01/29/2018							

COUNTY CLERK 70.47								
01 R	102590	KAYSER, LINDA	2018 LEGISLATIVE CONFERENCE	612-20-2205	1212518	01/25/2018		58.00
			SANTA FE - ACTUAL					
	01/29/2018							

COUNTY CLERK 58.00								
01 R	102591	ISPERRANCE, ISABEL	SRCPERRAL DUTIES	412-53-2272	4512518	01/29/2018		350.00
			12/15/2017-1/15/2018					
	01/29/2018		INVOICE # 108					

COUNTY PAIR 350.00								
01 O	102592	LESTER, E. GARY	3/4 BRASS GATE VALVE	409-91-2248	712518	01/25/2018		8.99
			FOR BRUSH 4					
	01/29/2018		REIMBURSEMENT FOR PART NEEDED					

STATE FIRE ALLOTMENT 8.99								
01 R	102593	LOGGEO, JESUS	2018 LEGISLATIVE CONFERENCE	610-40-2205	1312518	01/25/2018		56.40
			SANTA FE - ACTUAL					
	01/29/2018							

COUNTY ASSESSOR 56.40								
01 R	102594	MOUNTAIN VIEW TELEGRAPH	LEGAL AD	401-30-2221	4612518	01/29/2018		31729
			FIRST HALF TAXES DUE					
	01/29/2018		PUBLISH 3 TIMES					
			INVOICE # 10001378893-1123					

CR# DATE Name Description Line Item Invoice # DATE PO # Amount

01 R 102596 MOUNTAIN VIEW TELEGRAPH FULL TIME DEPUTY AD 401-50-2221 4712518 01/29/2018 31772 57.27  
 2 WEEK RUN  
 INVOICE # I0001382746-1207 31772

COUNTY SHERIFF 57.27  
 01 R 102596 MOUNTAIN VIEW TELEGRAPH PUBLIC NOTICE 2018 P&Z BOARD 401-08-2221 4812518 01/29/2018 31878 42.86  
 42.86 SCHEDULE - 2 EDITION RUN  
 DECEMBER 28, JANUARY 4  
 INVOICE # 1384683-1228 31878

PLANNING & ZONING 42.86  
 01 O 102597 NEXTIVA INC ASSESSOR MONTHLY VOIP BILL 610-40-2207 5812518 01/29/2018 352.56  
 1925.17 CLERK MONTHLY VOIP BILL 401-20-2207 189.84  
 01/29/2018 MANAGER MONTHLY VOIP BILL 401-10-2207 135.60  
 FINANCE MONTHLY VOIP BILL 401-55-2207 81.36  
 MAINTENANCE MONTHLY VOIP BILL 401-15-2207 54.24  
 PURCHASING MONTHLY VOIP BILL 401-27-2207 27.12  
 COMMISSION MONTHLY VOIP BILL 401-05-2207 54.24  
 P&Z MONTHLY VOIP BILL 401-08-2207 54.24  
 CODE ENFORCE. MONTHLY BILL 685-08-2207 27.12  
 DMT MONTHLY VOIP BILL 605-03-2207 54.06  
 IT MONTHLY VOIP BILL 401-65-2207 27.12  
 ROAD MONTHLY VOIP BILL 402-60-2207 54.24  
 PROBATE MONTHLY VOIP BILL 401-90-2207 27.12  
 PA MONTHLY VOIP BILL 675-07-2207 27.12  
 SHERIFF MONTHLY VOIP BILL 401-50-2207 275.75  
 COMM. MONITOR MONTHLY VOIP BILL 420-73-2207 27.12  
 TRENDSRVR MONTHLY VOIP BILL 401-30-2207 216.96  
 TCPO MONTHLY VOIP BILL 690-86-2207 51.92  
 TCPO MONTHLY VOIP BILL 629-52-2207 51.92  
 EXTENSION MONTHLY VOIP BILL 401-05-2207 108.48  
 CIVIL DEFENSE MONTHLY VOIP BILL 604-83-2207 27.04

COUNTY ASSESSOR 352.56 COUNTY CLERK 189.84 COUNTY MANAGER 135.60  
 FINANCE DEPARTMENT 81.36 ADMINISTRATIVE OFFICES 54.24 PURCHASING DEPARTMENT 27.12  
 COUNTY COMMISSION 162.72 PLANNING & ZONING 81.36 DMT DISTRIBUTION GRANT 54.06  
 INFORMATION TECHNOLOGY 27.12 COUNTY ROAD DEPARTMENT 54.24 PROBATE JUDGE 27.12  
 RURAL ADDRESSING 27.12 COUNTY SHERIFF 275.75 COMMUNITY MONITORING 27.12  
 COUNTY TREASURER 216.96 DV CONTRACT FY18 51.92 HOME VISITING GRANT FY 51.92  
 COMMUNICATIONS/EMS TDX 27.04

01 R 102598 NM APPARATUS LLC DIST. 6 VFD 418-91-2201 4912518 01/29/2018 432.93  
 8941.97 PW, DOT INSPECTION  
 PARTS, LABOR, GRT ON LABOR  
 INVOICE # 92060

ENGINE 6 418-91-2201 5012518 01/29/2018 1073.16  
 PW, DOT INSPECTION, PUMP TEST  
 PARTS, LABOR GRT ON LABOR  
 INVOICE # 92061  
 TIRE ADMTN. 411-92-2201 5112518 01/29/2018 1264.51  
 PW, DOT INSPECTION, REPLACE TIRE  
 PARTS, LABOR GRT ON LABOR  
 INVOICE # 92059

TENDER 32-DIST. 3 VFD 408-91-2201 5212518 01/29/2018 3477.25  
 RR WATER TANK, 273' REPAIR  
 AT \$6.00 PER INCH  
 PARTS, LABOR, GRT ON LABOR

CR#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
			INVOICE # 92062					
			TENDER 5-DIST. 5 VFD	405-91-2201	5312518	01/29/2018		1341.25
			PM, DOT, REPAIR FRONT SHOCK MOUNT					
			PUMP TEST, INSTALL R REAR BULB					
			PARTS, LABOR, GRT ON LABOR					
			INVOICE # 92064					
			ENGINE 5-DIST. 5 VFD	405-91-2201	5412518	01/29/2018		1352.87
			PM, DOT, REPLACE MIRROR MOUNT,					
			REPLACE BATTERY, MOUNT, REMV/REPL					
			LIGHT BULB INSIDE, LIGHTBAR					
			INVOICE # 92063					

STATE FIRE ALLOTMENT	7677.46	1/4% FIRE EXCISE TAX	1264.51
01 R 102599	NM LOCKING SYSTEMS		
180.32			
01/29/2018			
	REKEY CYLINDER	438-91-2215	5512518 01/29/2018 32018 32018 180.32
	DUPLICATE KEY BLDG		
	REPAIR MARKS TO CIPHER LOCK		
	SERVICE CALL WILLARD		
	VERBAL APPROVAL BY K. HERRANDEZ		
	TWP 01118		
	INVOICE # 3324		

STATE FIRE ALLOTMENT	180.32
01 O 102600	NM PROPANE
1484.05	
01/29/2018	
	DIST. 4 VFD
	GALLONS PROPANE/TORREON HEIGHTS
	INVOICE # 307356071
	DIST. 2 VFD
	PROPANE, EDGEMOOD
	INVOICE # 3073715083
	406-91-2209
	5712518 01/29/2018 1094.24

STATE FIRE ALLOTMENT	1484.05
01 R 102601	NORTHERST REGIONAL EDUCATION
250.00	
01/29/2018	
	ADA ACCESSIBILITY TRAINING
	ALBUQUERQUE, NM
	MARCH 1, 2018 MARCH 2, 2018
	N. SEDILLO
	600-06-2286
	5912518 01/29/2018 31971 31971 250.00
	31971
	31971

RISK MANAGEMENT	250.00
01 R 102602	ORKIN INC.
84.67	
01/29/2018	
	COMMISSION-
	STANDARD-MONTHLY -PC
	SERVICE 12/27/2017
	INVOICE # 164600756
	401-05-2272
	6012518 01/29/2018 94.67

COUNTY COMMISSION	84.67
01 R 102603	ORKIN INC.
118.25	
01/29/2018	
	JUDICIAL COMPLEX
	PC STANDARD-MONTHLY PC
	SERVICE 12/27/2017
	INVOICE # 164600757
	401-16-2203
	6112518 01/29/2018 118.25

JUDICIAL COMPLEX MAINT	118.25
01 O 102604	ORTIZ, ANNETTE
56.98	
01/29/2018	
	2018 LEGISLATIVE CONFERENCE
	SANTA FE - ACTUAL
	1412518 01/25/2018 56.98

FINANCE DEPARTMENT	56.98

CHK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
01 R	102605	PRO-VISION INC.	2 - BODYCAM BODY WORN CAMERA KIT	401-82-2222	6212518	01/29/2018	31800	610.00
			SHIPPING				31800	
	01/29/2018		INVOICE # 286246					

CHK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
ANIMAL SHELTER								610.00
01 O	102606	PRUDENTIAL OVERBALL SUPPLY	PAPER PRODUCTS	401-15-2229	6312518	01/29/2018	31960	601.24
	01/29/2018		INVOICE # 450439632					

ADMINISTRATIVE OFFICES 601.24

CHK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
01 O	102607	QWEST CORPORATION	DISPATCH MONTHLY BILL DECEMBER	911-80-2207	6412518	01/29/2018		538.70
			DIST.3 VPD MONTHLY BILL DEC-JAN	408-91-2207				294.81
			DIST.2 VPD MONTHLY BILL DEC-JAN	406-91-2207				212.94
			DIST.4 VPD MONTHLY BILL DEC-JAN	409-91-2207				169.04
			FIRE ADMIN. MONTHLY BILL DEC-JAN	413-91-2207				286.83
			TC ANIMAL SHELTER MONTHLY BILL	401-82-2207				261.20
			SHERIFF MONTHLY BILL	420-70-2207				273.59
			ASSESSOR'S MONTHLY BILL	401-40-2207				57.11
			TREASURER'S MONTHLY BILL	401-30-2207				57.11

CHK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
911-DISPATCH CENTER			STATE FIRE ALLOTMENT	963.62				261.20
ADULT INMATE CARE			COUNTY ASSESSOR	57.11				57.11

CHK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
01 R	102608	RENNY, WARREN T	DISPATCH MONTHLY MAINTENANCE	911-80-2203	6512518	01/29/2018		360.00
			JANUARY					
			DISTRICT 3 NORTH STATION	408-91-2215	6612518	01/29/2018	31868	473.00
			REPLACE 6 1-12 96" BULBS				31868	
			ADDITIONAL\$52.00 ADDED PER EACH				31868	
			BALLAST THAT MIGHT NEED TO BE				31868	
			REPLACED				31868	

CHK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
911-DISPATCH CENTER			STATE FIRE ALLOTMENT	473.00				

CHK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
01 R	102609	RICOH USA, INC	BLACK & WHITE & COLOR COPIES	629-49-2218	6712518	01/29/2018		33.00
			12/01/2017-12/31/2017					
			INVOICE # 5051831162					

CHK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
HOME VISITING GRANT FY			HIGH LONESOME WIND PTL	33.01				
01 R	102610	RICOH USA, INC	REPLACES PO 28393	610-40-2203	6812518	01/29/2018	31290	148.23
			296.46				31290	
			RICOH MPCW220SP WIDE FORMAT	675-07-2203				148.23
			INVOICE # 23882870					

CHK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
COUNTY ASSESSOR			RURAL ADDRESSING	148.23				
01 R	102611	RICOH USA, INC	REPLACES PO#30551	401-05-2203	7112518	01/29/2018	31640	414.60
			414.60					
			INVOICE # 24022506					

CHK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
COUNTY COMMISSION				414.60				
01 O	102612	ROBERTS FLOORING	(6) BOXES OF LAMINATE FLOORING	401-05-2272	6912518	01/29/2018	32001	857.75
			FOR EXTENSION OFFICE AND REMODEL				32001	
			AND INSTALLATION				32001	
			INVOICE # 6909					

CHK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
01 R 102613		SAMBA HOLDINGS, INC.	DL MONITORING AND BACKGROUND	401-05-2272	7012518	01/29/2018	31292	273.47
	419.67		12/1/2017-12/31/2017					
			INVOICE # 48273					
01/29/2018			DL MONITORING AND BACKGROUND	413-91-2272	7212518	01/29/2018	31298	146.20
			12/1/2017-12/31/2017					
			INVOICE # INV00049587					

COUNTY COMMISSION		273.47	STATE FIRE ALLOTMENT		146.20
01 R 102614	SEDDILO, NICK E.		2018 LEGISLATIVE CONFERENCE	610-40-2205	1512518 01/25/2018
	58.00		SANTA FE - ACTUAL		
01/29/2018					

COUNTY ASSESSOR		58.00
01 R 102615	SEDDILO, TRACY	
	83.40	
01/29/2018		

COUNTY TREASURER		83.40
01 R 102616	ST. VINCENT HOSPITAL	
	8169.86	
01/29/2018		

ADULT INMATE CARE		4169.86	2ND 1/8 GROSS RECEIPTS		4000.00
01 R 102617	STAPLES BUSINESS ADVANTAGE		3 - DR630 DRUM UNITS;	911-80-2219	7412518 01/29/2018
	821.75		3 - TN660 TONER;		
01/29/2018			5 - CASIS WHITE COPY PAPER;		
			4 - WITH TUBE 13 WATT LIGHT BULB		
			INVOICE # 336311063;3363632251		
			PAPER CLIP HOLDER, PLASTIC	413-91-2219	7512518 01/29/2018
			PUSHPINS, BLACK ALUMINUM FRAME		
			CORK BOARD, #10 MAILING ENVELOPE		
			CUSTOMIZED STRAP (FD RETURN		
			ADDRESS)		
			INVOICE # 3362410332;3362332796		
			3363632246;3363511598		
			HIGHLIGHTERS, KLEENEX, METAL	401-30-2219	7612518 01/29/2018
			ORGANIZERS, AND SHARK NAVIGATOR		
			UPRIGHT (SMALL OFFICE VACUUM)		
			INVOICE # 3363632250;3363029383		

911-DISPATCH CENTER		514.22	STATE FIRE ALLOTMENT		124.57	COUNTY TREASURER		182.96
01 O 102618	TENORIO, AMANDA		2018 LEGISLATIVE CONFERENCE	401-55-2205	1712518	01/25/2018		120.58
	120.58		SANTA FE - ACTUAL					
01/29/2018								

FINANCE DEPARTMENT		120.58
01 R 102619	TWT ESPANOLA	
	414.00	
01/29/2018		

DWT LOCAL GRANT FY18		414.00
01 O 102620	US BANKCARD EQUIPMENT FINANCE INCHARGES 12/16/17-01/7/2018	
	178.40	
01/29/2018		



CHK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
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COUNTY SHERIFF 178.40

01 R 102621		WEST MESA EMERGENCY PRODUCTS LIE - WINDOW BARRIERS		420-74-2201	7812518	01/29/2018	31530	576.60
		38214.34	SHIPPING				31530	
			(FUNDING FOR 2 TRANSPORT				31530	
			POSITIONS BY COMMISSION)				31530	
01/29/2018			INVOICE # 4363					
			EMERGENCY EQUIPMENT (CHARGER)	420-74-2618	7912518	01/29/2018	31433	8909.95
			LIGHTS, SIREN, RADIO, RADAR,				31433	
			GRILL, DOCKING STATION,				31433	
			ADDITIONAL EMERGENCY EQUIPMENT					
			INVOICE # 4348					
			2 - EMERGENCY EQUIPMENT CHARGERS	420-74-2618	8012518	01/29/2018	31495	17819.90
			LIGHTS, SIRENS, RADIO, RADAR,				31495	
			GRILL, DOCKING STATION				31495	
			TRANSPORT DEPUTIES				31495	
			60-000-15-00032					
			INVOICE # 4349					
			EMERGENCY EQUIPMENT (CHEVY TRUCK	420-74-2617	8112518	01/29/2018	31476	10907.89
			LIGHTS, SIRENS, RADIO, RADAR,				31476	
			GRILL, DOCKING STATION				31476	
			UNASSIGNED DEPUTY CHEVY PICK UP				31476	
			60-000-15-00032					
			INVOICE # 4350					

TRANSPORTATION OF PRIS 38214.34

01 O 102622		WESTERN TRAILS VETERINARY INC. SMALL STERILIZATION		401-82-2272	7712518	01/29/2018		50.00
		50.00						
01/29/2018			INVOICE # 119899					

ANIMAL SHELTER 50.00

01 R 102623		4 RIVERS EQUIPMENT, LLC		402-60-2244	8212518	01/29/2018	31846	2422.75
		4707.35	SERVICE CALL ON 770D FOR				31846	
			EQUIPMENT				31846	
			VERBAL APPROVAL BY T. OLIVAS				31846	
			756 ON 11/29/2017 TWP-181111					
			INVOICE # 403147					
			MONITOR FOR 770 CR FOR	402-60-2244	8312518	01/29/2018	31863	2284.60
			EQUIPMENT				31863	
			VERBAL APPROVAL BY T. OLIVAS				31863	
			1500 ON 12/4/2017 TWP-181201				31863	
			INVOICE # 403147					

COUNTY ROAD DEPARTMENT 4707.35

01 O 102628		AMBITIONS TECHNOLOGY GROUP LLC MAINTENANCE CONTRACT		401-65-2203	113118	01/31/2018		3984.20
		3984.20						
01/31/2018			INVOICE # 6487					

INFORMATION TECHNOLOGY 3984.20

01 O 102629		BERNALILLO CTY JUVENILE DETENTION/CORR 2017 INMATE HOUSING		420-72-2172	213118	01/31/2018		5115.00
		5127.75	INMATE MEDICAL					
			INVOICE # 49246					
01/31/2018			INVOICE # 49246					

JUVENILE INMATE CARE 5127.75

CR#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
01 O	102630	BOUND TREE MEDICAL, LLC	KERLIX, OXANDASTRON 4MG, BURETROL SOLUTION, MONOJECT FILTER NEEDLES, CORAPLEX NPA KIT, CORAPLEX AIRWAY KIT DISPOSABLE PILLOWS INVOICE # 82751538	411-92-2230	513118	01/31/2018		31986 31986 31986 31986 31986
01 R	102631	CHEF SUPPLY	MEN'S SOFTSHELL JACKET; 5.11 5-IN-1 WINTER COAT; FUZZY LYORA HOODIE, LEATHER PATROL GLOVES; ARCTIC PATROL GLOVES; SAFETY FLARBS; TRAFFIC CONES; KNIT LAMPS; BALACLAVA; HIGH WAIST PANTS; ALL WEATHER GLOVES; FLEECE PULLOVERS, HAND & TOE WARMERS INVOICE # 330166/323572 302448	410-50-2222	313118	01/31/2018		31718 31718 31718 31718 31718 31718 31718 31718

CR#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
01 O	102632	CINTAS CORPORATION NO. 2	SERVICING FIRST AID KIT INVOICE # 8403509448	402-60-2248	413118	01/31/2018		32003 32003
01/31/2018	720.19		FIRST AID KIT REFILL & SERVICE COUNTY ADMINISTRATIVE BUILDING INVOICE # 8403509447	600-06-2248	613118	01/31/2018		31944 31944
01/31/2018	35.00		4 - QUARTERLY RESTOCK INVOICE # 8403509446	911-80-2248	713118	01/31/2018		31263 31263

CR#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
COUNTY ROAD DEPARTMENT	158.61	RISK MANAGEMENT		347.27	911-DISPATCH CENTER	214.31		
01 O	102633	BAST WOODMAN AUTO GLASS	WINDSHIELD REPAIR 2017 FORD EXPLORER TWP 011718 APPROVED BY K. HERNANDEZ INVOICE # 22804	401-30-2201	813118	01/31/2018		32026 32026 32026 32026

CR#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
COUNTY TREASURER	35.00							
01 R	102634	EVSWA	P&P-PAY ERROR IN BILLING FOR TICKET # 1089777 INVOICE DATED 1/26/2018	628-34-2272	4113118	01/31/2018		349.50
01 R	102635	FLORING CHEMICAL CO INC	FLOOR WAX INVOICE # 51580	401-15-2220	913118	01/31/2018		31949

CR#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
ADMINISTRATIVE OFFICERS	326.40							
01 O	102636	HANM, CHERYL A.	REIMBURSEMENT FOR WINDSHIELD WIPERS PURCHASED FOR PD.5 01/26/2018	406-91-2201	1013118	01/31/2018		16.15
STATE FIRE ALLOTMENT	16.15							



CHK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
COUNTY COMMISSION 471.56								
01 O	102646	NM COUNTY INSURANCE AUTHORITY	MULTI-LINE CONTRIB.	401-05-2212	2813118	01/31/2018		191305.00
	191305.00		1/1/2018-12/31/2018					
	01/31/2018		POLLUTION/LAND USE					
			EQUIPMENT BRANCONN,					
			PUBLIC OFFICIALS SURETY BOND					
			CYBER LIABILITY, FLOOD					
			INVOICE # 638					

COUNTY COMMISSION 191305.00								
01 O	102647	NM PROPANE	GALLONS PROPANE TORREON	409-91-2209	2513118	01/31/2018		408.03
	408.03		INVOICE # 3074189018					
	01/31/2018							

STATE FIRE ALLOTMENT 408.03								
01 O	102648	NMAC COMMISSIONERS AFFILIATE	AFFILIATE DUES 2018	401-05-2269	2713118	01/31/2018		300.00
	300.00		J. SANCHEZ, J. DURHAM					
	01/31/2018		J. FROST					

COUNTY COMMISSION 300.00								
01 R	102649	NTS COMMUNICATIONS	LONG DISTANCES FAX	612-20-2207	2813118	01/31/2018		4.52
	18.06			401-30-2207	/	/		4.52
	01/31/2018			401-40-2207	/	/		4.52
				401-50-2207	/	/		4.50

COUNTY CLERK 4.52								
COUNTY SHERIFF 4.50								
01 R	102650	NTS COMMUNICATIONS	DISPATCH-MONTHLY LONG DISTANCE	911-80-2207	2913118	01/31/2018		80.73
	80.73		JANUARY					
	01/31/2018							

911-DISPATCH CENTER 80.73								
01 O	102651	OFFICE DEPOT INC.	TABLE ADDER, SLAB BASE TABLE	402-60-2219	3013118	01/31/2018		2380.65
	2380.65		DRY ERASE BOARD, BATTERY, PAPER					
	01/31/2018		PO CLOSED 30301					
			INVOICE # 906040807001					

COUNTY ROAD DEPARTMENT 2380.65								
01 R	102652	ORITZ, JENNERA R	CONTINUUM COORDINATOR	635-68-2272	3113118	01/31/2018		3222.56
	3222.56		MEETING IN BERNALILLO					
	01/31/2018		130 MILES X.43, GRT JAN.2018					
			INVOICE # 72018					

CFPD JUVENILE JUSTICE 3222.56								
01 R	102653	PCW/TIGER DIRECT	(1) 27" LED 1920X1080	401-55-2219	3213118	01/31/2018		31970
	191.98		IPS LED MONITOR					191.98
	01/31/2018		INVOICE # B06478260101					31970

FINANCE DEPARTMENT 191.98								
01 O	102654	PITNEY BOWES PURCHASE POWER	POSTAGE REFILL	401-05-2206	3313118	01/31/2018		1005.00

CHK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
			1005.00					
	01/31/2018							
COUNTY COMMISSION 1005.00								
01 R	102655	FLATBANK WIRELESS	1/22/2018-2/21/2018	401-91-2207	3413118	01/31/2018		177.06
			LANDLINE CHARGES					
			INVOICE # 8490566					
STATE FIRE ALLOTMENT 177.06								
01 R	102656	QUEST DIAGNOSTICS INC.	30 - RANDOM DRUG SCREENINGS FOR SAFETY SENSITIVE POSITIONS	401-05-2272	3513118	01/31/2018	31380	1807.50
			1807.50				31380	
			INVOICE # 9172265974					
COUNTY COMMISSION 1807.50								
COUNTY ROAD DEPARTMENT 72.18								
01 R	102657	RICOH USA, INC	REPLACES PO 29850 PERIODIC PAYMENT	402-60-2203	3613118	01/31/2018	31279	72.18
			72.18					
			INVOICE # 24922605					
COUNTY ROAD DEPARTMENT 72.18								
01 O	102658	RWS SERVICES	REPLACE THERMOSM @ MOUNTAINVIEW SENIOR CENTER	401-16-2215	4713118	01/31/2018	31865	368.61
			368.61				31865	
			INVOICE # 3233					
JUDICIAL COMPLEX MAINT 368.61								
01 O	102659	KYDSKI & COMPANY	PROFESSIONAL SERVICES THROUGH DECEMBER 2017	401-05-2272	3713118	01/31/2018		2693.75
			2693.75					
			NM GROSS RECEIPTS TAX					
COUNTY COMMISSION 2693.75								
COUNTY COMMISSION 2693.75								
01 O	102660	SANRA PE COUNTY CORRECTIONS DEPARTMENT HOUSING	INVOICE # TOR-11-2017	420-70-2172	3813118	01/31/2018		99212.00
			104947.00					
			INVOICE # TOR-12-2017					
ADULT INMATE CARE 99212.00								
			JUVENILE INMATE CARE					
			5735.00					
ADULT INMATE CARE 99212.00								
01 R	102661	SEBILLO, VICTORIA	NW, EDGE CLASSES/AMAC LEGISLATIVE CONFERENCE 2018 ACTUAL	610-40-2205	4013118	01/31/2018		122.99
			122.99					
COUNTY ASSESSOR 122.99								
COUNTY ASSESSOR 122.99								
01 R	102662	VERIZON WIRELESS	DECEMBER 07-JANUARY 07 PAST PAYMENT, CURRENT PAYMENT	401-50-2207	4313118	01/31/2018		459.50
			459.50					
			SHERIFF PHONE					
			INVOICE # 9799376872					
COUNTY SHERIFF 459.50								
COUNTY SHERIFF 459.50								
01 R	102663	WARF, SUDNEY K	CASE MANAGEMENT	635-68-2272	4413118	01/31/2018		4445.00
			4445.00					
			JTFP,FOLLOW-UP 34 YOUTH GIRLS CIRCLE,BOYS COUNCIL JANUARY 2018					
			INVOICE # 124					

CK# DATE Name

Description

Line Item

Invoice # DATE

PO #

Amount

CPFD JUVENILE JUSTICE 4445.00

01 O 102664 WASTE MANAGEMENT OF NM INC. DIST. 5 VPD MONTHLY CHARGES 405-91-2210 4513118 01/31/2018 288.04  
 630.03 8-YARD DUMPFSTER  
 2/1/2018-2/28/2018  
 INVOICE # 8641734-0573-8  
 FIRE ADMIN. MONTHLY CHARGES 413-91-2210 4613118 01/31/2018 341.99  
 1-8 YARD DUMPFSTER  
 2/01/2018-2/28/2018  
 INVOICE # 8641444-0573-4

STATE FIRE ALLOTMENT 630.03

01 O 102665 QWEST DIAGNOSTICS INC. PRE-EMPLOYMENT 401-05-2272 12118 02/01/2018 32029 1566.50  
 1566.50 URINALYSIS TESTS  
 JANUARY 2017-DECEMBER 2017 32029

COUNTY COMMISSION 1566.50

01 O 102666 TWO GUNZ CUSTOWZ & HYDROGRAPHICINSTALLATION OF 2-WAY RADIO 406-91-2218 22118 02/01/2018 31683 620.00  
 620.00 TENDER 2-1  
 INVOICE # 1318 31683

STATE FIRE ALLOTMENT 620.00

01 O 102667 WEX FLEET UNIVERSAL P&Z MONTHLY FUEL DECEMBER 2017 401-08-2202 32118 02/01/2018 27.26  
 9441.14 MAINTENANCE MONTHLY FUEL 401-15-2202 219.50  
 02/01/2018 TRESURER MONTHLY FUEL 401-30-2202 45.20  
 TRESURER CAR WASH 401-30-2201 25.83  
 SHERIFF FUEL 401-50-2202 5023.57  
 TRANSPORT MONTHLY FUEL SHERIFF 420-74-2202 2156.79  
 DISTRICT 5 VPD MONTHLY FUEL 405-91-2202 463.44  
 DISTRICT 2 VPD MONTHLY FUEL 406-91-2202 239.41  
 DISTRICT 3 VPD MONTHLY FUEL 408-91-2202 195.69  
 DISTRICT 4 VPD MONTHLY FUEL 409-91-2202 103.49  
 FIRE ADMIN. MONTHLY FUEL 413-91-2202 575.85  
 DISTRICT 6 VPD MONTHLY FUEL 418-91-2202 111.70  
 ELECTRONIC MONITORING FUEL 420-73-2202 22.98  
 CIVIL DEFENSE MONTHLY FUEL 604-83-2202 100.08  
 DMI MONTHLY FUEL 605-02-2202 48.30  
 TCPO-HV MONTHLY FUEL 629-52-2205 41.83  
 TCPO-DV 605-02-2202 11.22  
 DISPATCH MONTHLY FUEL 911-80-2202 29.00

PLANNING & ZONING 27.26 ADMINISTRATIVE OFFICES 219.50 COUNTY TREASURER 71.03  
 COUNTY SHERIFF 5023.57 TRANSPORTATION OF PRIS 2156.79 STATE FIRE ALLOTMENT 1689.58  
 COMMUNITY MONITORING 22.98 COMMUNICATIONS/EMS TAX 100.08 DMI LOCAL GRANT FY18 59.52  
 HOME VISITING GRANT FY 41.83 911-DISPATCH CENTER 29.00

01 O 102708 AMBITIONS TECHNOLOGY GROUP LLC CONTRACT MAINTENANCE AGREEMENT 401-65-2203 520718 02/07/2018 3724.88  
 11846.51 TX  
 INV #6679 401-65-2203  
 MAINTENANCE CONTRACT 11/01/17 - 11/30/17 620718 02/07/2018 8121.63  
 02/07/2018 TOTAL TAXES  
 INV #6660

CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
01 0	102709	ANAYA, SEMAIDA	ELECTION PRESIDING JUDGE	401-21-2226	1120718	02/07/2018		160.00
	201.98		PICK UP BALLOT BOX	401-21-2205	/	/		17.95
	02/07/2018		RETURN BALLOT BOX	401-21-2205	/	/		24.03

ELECTIONS								
								201.98
01 0	102710	AYAGON, JULIANITA	HOME VISITING IN FORANACE COUNTY	629-49-2205	720718	02/07/2018		91.35
	91.35		MTGS IN ALBUQUERQUE					
	02/07/2018							

HOME VISITING GRANT FY 91.35								
01 0	102711	AT & T MOBILITY LLC	MONTHLY CHARGES	401-10-2207	320718	02/07/2018		67.86
	126.73		12/21/2017 - 1/20/2018					
	02/07/2018		INV #287281210062X11282018					
			ACCT #287281210062					
			MONTHLY CHARGES	407-91-2207	420718	02/07/2018		58.87
			12/21/2017 - 01/20/2018					
			INV #287272915609X01282018					
			ACCT #287272915609					

COUNTY MANAGER 67.86 STATE FIRE ALLOTMENT 58.87								
01 0	102712	BOB'S PUMPING & HEATING	REPAIR OF WATER LEAKS	418-91-2215	820718	02/07/2018		194.48
	194.48		WATERVALS, LABOR, TAX					
	02/07/2018		TWP 011418					
			JAN 22, 2018					

STATE FIRE ALLOTMENT 194.48								
01 0	102713	CABBER, MAX	PER DIEM/EXC MTG/FEB 7 2018	401-08-2205	920718	02/07/2018		61.00
	61.00							
	02/07/2018							

PLANNING & ZONING 61.00								
01 0	102714	CHAVEZ-IPICOTS, DOROTHY A	ELECTION CLERK	401-21-2225	1220718	02/07/2018		140.00
	140.00							
	02/07/2018							

ELECTIONS 140.00								
01 0	102715	CINMAS CORPORATION NO. 2	EYE WASH STATION SERVICE	600-06-2248	1320718	02/07/2018		143.90
	143.90		ROAD DEPARTMENT					
	02/07/2018							

RISK MANAGEMENT 143.90								
01 0	102716	CONST 2 CONST TREES & AUTO	REPLACE TIRE ON 2000 CHEVY	401-15-2201	1420718	02/07/2018		154.07
	154.07		SERVICE TRUCK					
	02/07/2018		TWP 011818					

ADMINISTRATIVE OFFICERS 154.07								
01 0	102717	CODE 3 SERVICE LLC	136-174 MHZ CUT ANTENNA FOR THE	411-92-2248	1520718	02/07/2018		198.83
	198.83		SPECIFIC FREQUENCY DESIRED					
	02/07/2018		SERVICE TECH-CUT ANTENNA					
			TO 155 MHZ AND GIVE CAP					
			FOR ICOM PORTABLE RADIOS					

CR#	DATE	Name	Description	Line Item	DATE	PO #	Amount
01 O	102718	CONCRETE AGEBOARD & ASPHALT	DENSITY TESTING FOR	402-63-2407	1620718	02/07/2018	31600 682.89
	682.89		CR B051M-HOLLAND				31600
	02/07/2018		SB-7808(105)17 CR#L500251				31600
			CR#D19387				31600

SB PROJECT 682.89

01 O	102719	EMM GAS ASSOCIATION	20-2330-010/MORLARY SR CTR	401-05-2209	1720718	02/07/2018	255.26
	5899.72		10-5870-010/ESTANCA SR CTR	401-05-2209	/	/	244.42
	02/07/2018		101850000/COURTHOUSE	401-15-2209	/	/	1011.38
			106000000/JUDICIAL	401-15-2209	/	/	1151.52
			101990010/MEDICAL CTR	401-24-2209	/	/	172.27
			60058010/ANIMAL SHELTER	401-82-2209	/	/	316.00
			10-5690-000/ROAD	402-61-2209	/	/	707.35
			71-4510-000/TCFDS	405-91-2209	/	/	274.68
			71-6230-000/TCFDS	405-91-2209	/	/	336.64
			70-3680-000/TCFDS	406-91-2209	/	/	371.95
			60-5390-000/TCFDS	408-91-2209	/	/	268.18
			60-9250-000/TCFDS	408-91-2209	/	/	213.51
			10-4090-000/PATRIGROUNDS	412-53-2209	/	/	94.89
			30-0500-000/TCFDS	418-91-2209	/	/	263.55
			10-6380-000/CLERK	612-20-2308	/	/	65.70
			60-9530-000/DISPATCH	911-80-2209	/	/	152.42

COUNTY COMMISSION	499.68	ADMINISTRATIVE OFFICES	1011.38	JUDICIAL COMPLEX MAIN	1151.52		
HEALTH DEPT BLDG MAINT	172.27	ANIMAL SHELTER	316.00	COUNTY ROAD SHOP	707.35		
STATE FINE ALLOTMENT	1728.51	COUNTY FAIR	94.89	COUNTY CLERK	65.70		
911-DISPATC CENTER	152.42						

01 O	102720	ESPINOSA-WOORE, BERTHA	REIMBURSEMENT FOR TRMS FOR	629-49-2224	1820718	02/07/2018	148.56
	148.56		OUTREACH FROM WALMART:				
	02/07/2018		BOOKS/PLANDOUGH/BAGS/BUBBLES				

HOME VISITING GRANT FY	148.56						
01 O	102721	ESTANCA, TOWN OF	1112/COURTHOUSE	401-15-2210	1920718	02/07/2018	178.91
	897.62		40/JUDICIAL COMPLEX	401-16-2210	/	/	239.93
	02/07/2018		MEDICAL CENTER	401-24-2210	/	/	68.06
			SENIOR CENTER	401-05-2210	/	/	112.40
			1108/ROAD	402-61-2210	/	/	178.91
			291/PATRIGROUNDS	412-53-2210	2020718	02/07/2018	51.35
			750/PATRIGROUNDS	412-53-2210	2120718	02/07/2018	68.06

ADMINISTRATIVE OFFICES	178.91	JUDICIAL COMPLEX MAIN	239.93	HEALTH DEPT BLDG MAINT	68.06		
COUNTY COMMISSION	112.40	COUNTY ROAD SHOP	178.91	COUNTY FAIR	119.41		
01 O	102722	EVSWA	TORRANCE COUNTY TIPPING FEES	419-05-2292	2220718	02/07/2018	9582.54
	9582.54		31-JAN-18				
	02/07/2018		ACCT #72097E*1				
			INV #1975				

COUNTY COMMISSION	9582.54						
01 O	102723	FIRST VETERINARY SUPPLY	2115-BOXES BORDETELLA	401-82-2115	2720718	02/07/2018	553.90
	639.19		VACCINATIONS	401-82-2223	/	/	85.29
	02/07/2018		BOXES PARVO VACCINATIONS				
			2223:3ML LUBR LOCKING SPRINGERS				
			18XLIN NEEDLES				
			22X3/4IN NEEDLES				



CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
			2115 12 BOTTLES KEFTA.				32027	

ANIMAL SHELTER 639.19

01 0 102724	G & K SERVICES	MAIS /MOPS/ETC ADMIN BLDG/DEC	401-15-2237	2320718	02/07/2018			849.44
	3886.38	MAIS /MOPS/ETC/JUDICIAL/DEC	401-16-2237	/	/			877.84
02/07/2018		ACCT #1368369						
		MAIS /MOPS/ETC/ADMIN BLDG/NOV	401-15-2237	2420718	02/07/2018			1061.80
		MAIS /MOPS/ETC/JUDICIAL/NOV	401-16-2237	/	/			1097.30
		ACCT #1368369						

ADMINISTRATIVE OFFICES 1911.24 JUDICIAL COMPLEX MAINT 1975.14

01 0 102725	GUSTIN HARDWARE INC.	STRAPS, SHOVELS, FITTINGS, NUTS,	402-61-2250	2520718	02/07/2018			102.27
	566.27	BOLTS						31956
02/07/2018		JANUARY 2018	401-15-2215	2620718	02/07/2018			464.00
		ELECTRICAL/PLUMBING/ROOFING						31957
		AND HARDWARE SUPPLIES						31957
		JANUARY 2018						

COUNTY ROAD SHOP 102.27 ADMINISTRATIVE OFFICES 464.00

01 0 102726	HERNANDEZ, WARTY SANCHEZ	PER DIEM/PER MTG/FEB 7 2018	401-08-2205	2820718	02/07/2018			61.00
	61.00							

PLANNING & ZONING 61.00

01 0 102727	HOWESTRAD WATER CO.	DISTRICT 5 WATER BILL	405-91-2210	2920718	02/07/2018			20.75
	20.75	JANUARY 2018						

STATE FEE ALLOTMENT 20.75

01 0 102728	HONSPEIN OIL CO.	FUEL/ANIMAL SHELTER	401-82-2202	3020718	02/07/2018			169.19
	194.18	RURAL/RURAL ADDRESSING	675-07-2202	/	/			24.99
02/07/2018								

ANIMAL SHELTER 169.19 RURAL ADDRESSING 24.99

01 0 102729	INTRAB LLC	EASY PULL TITE SEAL (RED)	401-21-2219	3120718	02/07/2018			96.53
	96.53	EASY PULL TITE SEALS (GREEN)						32023
02/07/2018		SHIPPING						32023

ELECTIONS 96.53

01 0 102730	JOHNSTON, DANIELLE	ELECTION JUDGE	401-21-2226	3220718	02/07/2018			140.00
	140.00							

ELECTIONS 140.00

01 0 102731	KRMW-PM 88.7	BROADCAST COMMISSION MTGS	401-05-2243	3320718	02/07/2018			1250.00
	1250.00	AND PSAS/FEB 2018						
02/07/2018		INV#1128						

COUNTY COMMISSION 1250.00

01 0 102732	LANGSELL, GAIL	PER DIEM/PER MTG/FEB 7 2016	401-08-2205	3420718	02/07/2018			61.00
	61.00							

CHK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
PLANNING & ZONING 61.00								
01 O	102733	ISSPERANCE, ISABEL	SECRETARIAL DUTIES	412-53-2272	3520718	02/07/2018		350.00
			1/15/2018 TO 2/15/2018					
COUNTY FAIR 350.00								
01 O	102734	LOBO INTERNET SERVICES LMD	MONTHLY INTERNET BILL	408-91-2272	3720718	02/07/2018		156.15
			2018-02-01 TO 2018-03-01	409-91-2272	/	/		61.15
				405-91-2272	/	/		81.15
				406-91-2272	/	/		76.15
				413-91-2272	/	/		36.15
				401-82-2272	/	/		48.46
ELECTIONS 175.30								
01 O	102736	LYNCH, CATHERINE	PER DIEM/PER WTKG/PER 7 2018	401-08-2205	3620718	02/07/2018		61.00
				401-21-2226	4020718	02/07/2018		160.00
				401-21-2205	/	/		7.65
				401-21-2205	/	/		7.65
PLANNING & ZONING 61.00								
01 O	102737	MARLIN BUSINESS BANK	IBASH PAYMENT	612-20-2203	4120715	02/07/2018		306.32
			SCAN PRO 1100					
			PLUS LATE FEES					
			INV #15610178					
			ACCT #1489142					
COUNTY CLERK 306.32								
01 O	102738	MICRO MICR CORP	MICRO INK CARTRIDGE	609-30-2219	4220718	02/07/2018		32039
			TMN-42X					
COUNTY TREASURER 389.00								
01 O	102739	MOUNTAIN VIEW TELEGRAPH	LEGAL NOTICE FOR RFP (2ND TIME)	605-02-2221	4320718	02/07/2018		31852
			FOR TEEN COURT COORDINATOR					
			2 WEEK RUN (DECEMBER 2017)					
			VERBAL APPROVAL BY L. OLIVAS					
			838 ON 11/30/2017 TMP-181112					
			ACCT #1005009					
DWI LOCAL GRANT FY18 139.82								

CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
01 0	102740	NASCI, LITNA	ELECTION CLERK	401-21-2226	4420718	02/07/2018		140.00
								140.00
	02/07/2018							

ELECTIONS 140.00

01 0	102741	NASCI, MICHAEL	ELECTION JUDGE	401-21-2226	4520718	02/07/2018		140.00
								140.00
	02/07/2018							

ELECTIONS 140.00

01 0	102742	NETIVA INC	VOIP PHONES	610-40-2207	4620718	02/07/2018		349.31
				401-20-2207				188.09
				401-10-2207				134.35
	1907.17		8/17/2017 - 9/16/2017	401-55-2207				80.61
				401-15-2207				53.74
	02/07/2018			401-27-2207				26.87
				401-05-2207				53.74
				401-08-2207				53.74
				685-08-2207				26.87
				605-03-2207				53.56
				401-65-2207				26.87
				402-60-2207				26.87
				401-90-2207				26.87
				675-07-2207				275.75
				401-50-2207				26.87
				420-73-2207				214.96
				401-30-2207				26.87
				690-86-2207				49.92
				629-52-2207				49.92
				401-05-2207				107.48
				604-83-2207				27.04

349.31	COUNTY CLERK	188.09	COUNTY MANAGER	134.35				
80.61	FINANCE DEPARTMENT	53.74	PURCHASING DEPARTMENT	26.87				
161.22	COUNTY COMMISSION	80.61	DWI DISTRIBUTION GRANT	53.56				
26.87	INFORMATION TECHNOLOGY	53.74	PROBATE JUDGE	26.87				
26.87	RURAL ADDRESSING	275.75	COMMUNITY MONITORING	26.87				
214.96	COUNTY TREASURER	49.92	HOME VISITING GRANT FY	49.92				
27.04	COMMUNICATIONS/EMS TAX							
01 0	102743	OHARA PATRICK	PER DIEM/BROWNWOOD, TX	420-74-2205	120718	02/07/2018		116.00
			EXTRADITION OF IMMATE					116.00
	02/07/2018							

TRANSPORTATION OF PRIS 116.00

01 0	102744	ORKIN INC.	STANDARD - MONTHLY - PC	401-05-2272	4720718	02/07/2018		84.67
			SERVICE 01/22/2018					202.92
	02/07/2018							

116.00	INVT #165934483							
	TAX							
	ACCT #31462749							
	JUDICIAL COMPLEX							
	PC STANDARD-MONTHLY-PC							
	SERVICE 01/22/2018							
	TAX							
	INVT #165934484							
	ACCT #31550882							

CHK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
01 0	102745	ORITZ, ADRIAN	TENN COURT SERVICES	605-02-2272	4920718	02/07/2018		1409.10
			JANUARY 2018					
			6.75% GRT					
			INV # 1312018					

DWI LOCAL GRANT FY18	1409.10							
01 0	102746	ORITZ, PRISCILLA V	ELECTION JUDGE	401-21-2226	5020718	02/07/2018		140.00

ELECTIONS	140.00							
01 0	102747	PETER'S EQUIPMENT REPAIR INC	TENDER 5	405-91-2218	5120718	02/07/2018		289.25
			(1) VALVE, 2.5" BODY AKRON-8625					
			ESTIMATED SHIPPING					

STATE FIRE ALLOTMENT	289.25							
01 0	102748	PLATEND WIRELESS	IT-CIRCUIT LINES	401-65-2203	5220718	02/07/2018		1922.90
			FIBEROPTIC					
			INV #008499103					
			ACCT #3061934					

INFORMATION TECHNOLOGY	1922.90							
01 0	102749	POWER PHONE INC	(4) EMD RECONFIGURATION	911-85-2266	5320718	02/07/2018		406.83
			B.DAUGHERTY, Y.DURAN					
			A.ORTO, M.GIBSON					
			NM SALES TAX					

DFA TRAINING GRANT	406.83							
01 0	102750	PRUDENTIAL OVERALL SUPPLY	MATS/MOPS/UNIFORMS FOR	401-15-2203	5420718	02/07/2018		287.00
			ADMIN BUILDING					
			MATS & MOPS FOR JUDICIAL	401-16-2203				
			ACCT #65284-81					

ADMINISTRATIVE OFFICES	287.00	JUDICIAL COMPLEX MAINT	199.52					
01 0	102751	QWEST CORPORATION	505-832-4425 163B/MORINITY SR CT	401-05-2207	1020718	02/07/2018		115.17
			505-384-5010 995B/ESTANCA SR CT	401-05-2207				187.41
			505-847-2885 204B/MTRR SR CTR	401-05-2207				56.44
			505-384-5294 082B/MANAGER	401-10-2207				191.69
			505-384-4381 889B/TREASURER	401-30-2207				57.11
			505-832-0000 494B/TCFDS	405-91-2207				84.31
			505-832-4068 906B/TCFDS	405-91-2207				222.08
			505-832-5104 623B	405-91-2207				55.35
			505-281-9213 783B/TCFDD2	406-91-2207				60.67
			505-832-4040 899B/TCFDD2	406-91-2207				213.70
			505-384-2810 154B/TCFDD3	408-91-2207				137.96
			505-832-4911/TCFDD3	408-91-2207				166.23
			505-384-2353 044B/TCFDD4	409-91-2207				177.41
			505-384-1067 935B/FIRE ADMIN	413-91-2207				207.57
			505-832-9606 538B/FIRE ADMIN	413-91-2207				80.63
			505-384-0048 901B/TCFDD6	418-91-2207				227.71
			505-384-2550 082B/ROAD	402-60-2207				96.45
			505-384-3076 823B/CIVIL DEFENSE	604-83-2207				114.00
			505-384-9631 581B/DISPATCH	911-80-2207				539.50

CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
			505-384-4080 353B/CLERK	401-20-2207	/	/		55.75

COUNTY COMMISSION	359.02	COUNTY MANAGER	191.69	COUNTY TREASURER	57.11
STATE FIRE ALLOTMENT	1633.62	COUNTY ROAD DEPARTMENT	96.45	COMMUNICATIONS/EMS TRX	114.00
911-DISPATCH CENTER	539.50	COUNTY CLERK	55.75		

01 0 102752	REWEVEY, WARREN T	DISTRICT 3 NORTH STATION	408-91-2215	5520718	02/07/2018	32020		170.64
170.64		REPLACE BAD MICRO SWITCH				32020		
		FOR AUTOMATIC DOOR OPENER BAY #1				32020		
		REPAIR CENTRAL HEATING SYSTEM				32020		
		HAS A BAD ROLL OUT SWITCH				32020		
		HIGH HEAT LIMIT				32020		

STATE FIRE ALLOTMENT	170.64
01 0 102753	RICH FORD SALES
458.81	
02/07/2018	

	BATTERY REPLACEMENT AND REAL	610-40-2201	5620718	02/07/2018	31930		409.94
	SHOCKS				31930		
	2003 FORD ESCAPE				31930		
	THE WORKS PACKAGE				32046		
	OTI CHANGE, FLUIDS ETC.				32046		
	2003 FORD ESCAPE				32046		

	LEASE PAYMENT AND IMAGES	612-20-2203	5920718	02/07/2018			329.80
	MPIC2504						
	INV #100055424						

COUNTY ASSESSOR	458.81
01 0 102754	RICOR USA, INC
527.60	
02/07/2018	

	PERIODIC PAYMENT FOR USE OF	605-02-2272	5820718	02/07/2018			197.80
	COPIER						
	2/1 - 2/28 2018						
	INV #240225070						
	ACCT #3940880						

DWI LOCAL GRANT FY18	197.80	COUNTY CLERK	329.80
01 0 102755	ROPERO AUTO	TIRE REPAIR	604-83-2201
20.00		TMP 011618 BY K. HERNANDEZ	
02/07/2018			

	6020718	02/07/2018	32037		20.00
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COMMUNICATIONS/EMS TRX	20.00
01 0 102756	RIDBEKT & COMPANY
10775.00	
02/07/2018	

	PROFESSIONAL SERVICES	401-05-2272	6120718	02/07/2018			10775.00
	4 MONTHS/ AUGUST - NOVEMBER 2017						
	NM GROSS RECEIPTS TAX						

COUNTY COMMISSION	10775.00
01 0 102757	SAFETY INSTRUCTION LMD LLC
438.25	
02/07/2018	

	REPAIR ON HOWATRO DRY-11 PUMP	405-91-2218	6220718	02/07/2018	31867		438.25
	TAX/LABOR				31867		

STATE FIRE ALLOTMENT	438.25
01 0 102758	SAIZ, JUDNITA
140.00	
02/07/2018	

	ELECTION CLERK	401-21-2226	6320718	02/07/2018			140.00
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	ELECTIONS	140.00					
01 0 102759	SANTA FE COUNTY CORRECTIONS DEPREC-18	420-70-2172	6420718	02/07/2018			119952.00

CHK#	DATE	Name	Description	Line Item	Invoice #	DATE	SO #	Amount
119952.00	02/07/2018		INMATE HOUSING					
			TOR 12-2017					

ADULT INMATE CARE	119952.00							
01 O 102760	SPRDK, MARY		PER DIEM/BROWNWOOD, TX	420-74-2205	220718	02/07/2018		116.00
02/07/2018			EXTADDITON OF INMATE					

TRANSPORTATION OF PRIS	116.00							
01 O 102761	STAPLES BUSINESS ADVANTAGE		FILE CABINETS	402-60-2219	6520718	02/07/2018		31858
02/07/2018			LABLER FOR FILES					31858
			STAPLER					31858

COUNTY ROAD DEPARTMENT	251.33							
01 O 102762	TJ ENTERPRISES AUTO SUPPLY		HARDWARE FOR BLDG MAINTENANCE	401-15-2215	6620718	02/07/2018		31958
02/07/2018			PARTS FOR AUTO MAINTENANCE	401-15-2201		/ /		31958
								31.34

ADMINISTRATIVE OFFICES	55.94							
01 O 102763	TRINDIC INC.		CONTRACT CHARGES	401-65-2203	6720718	02/07/2018		4215.63
02/07/2018			DM-18					
			INV #00:30.0					

INFORMATION TECHNOLOGY	4215.83							
01 O 102764	WASTE MANAGEMENT OF NM INC.		MONTHLY TRASH PICK-UP	401-82-2210	6820718	02/07/2018		119.96
02/07/2018			FOR THREMONTH OF FEBRUARY 2018					
			INV #8641586-0573-2					
			ACCT #650-01013877-0573-5					

ANIMAL SHELTER	119.96							
01 O 102765	WHITE, HEATH		PER DIEM/SANTA FE	401-50-2205	6920718	02/07/2018		112.00
02/07/2018			NMAGS/NMGA LEGISLATIVE CONFERENCE					

COUNTY SHERIFF	112.00							
01 O 102766	WILLARD, VILLAGS OF		MONTHLY CHARGES	418-91-2210	7020718	02/07/2018		54.33
02/07/2018			WATER					
			SEWER					
			12/27/2017 TO 1/29/2018					
			ACCT #310.01					

STATE FIRE ALLIEMENT	54.33							
01 O 102767	4 RIVERS EQUIPMENT, LLC		PARTS FOR 770 CH FOR EQUIPMENT	402-60-2244	7120718	02/07/2018		31953
02/07/2018								1049.57

COUNTY ROAD DEPARTMENT	1049.57							
164	636001.88	/ /	TOTAL					

\*\* GRAND TOTAL \*\* 636,001.88 .00

\*\*TOTAL GENERAL FUND 280,021.58 .00

\*\*DEPT 401-05-2203 COUNTY COMMISSION 222,478.07 .00  
 401-05-2204 MAINTENANCE CONTRACTS 414.60 .00  
 401-05-2205 BUILDING RENT 450.00 .00  
 401-05-2206 MILLAGE/PER DIEM 66.58 .00  
 401-05-2207 POSTAGE 1,005.00 .00  
 401-05-2208 TELECOMMUNICATIONS 682.96 .00  
 401-05-2209 ELECTRICITY 1,526.98 .00  
 401-05-2210 HEATING/GAS/PROPANE 888.86 .00  
 401-05-2212 WATER/SEWER/TRASH 194.78 .00  
 401-05-2243 PROPERTY/LIABILITY INSURANCE 191,305.00 .00  
 401-05-2260 KRM COMMUNITY FOUNDATION 501C3 1,250.00 .00  
 401-05-2269 EVEDA 6,250.00 .00  
 401-05-2272 MEMBERSHIP DUES/SUBSCRIPTIONS 300.00 .00  
 PROFESSIONAL SERVICES 18,143.31 .00

\*\*DEPT 401-08-2202 PLANNING & ZONING 479.45 .00  
 401-08-2205 VEHICLE FUEL 49.66 .00  
 401-08-2207 MILLAGE/PER DIEM 244.00 .00  
 401-08-2221 TELECOMMUNICATIONS 107.98 .00  
 PRINTING/PUBLISHING/ADVERTISING 77.81 .00

\*\*DEPT 401-10-2205 COUNTY MANAGER 1,190.08 .00  
 401-10-2207 MILLAGE/PER DIEM 660.58 .00  
 TELECOMMUNICATIONS 529.50 .00

\*\*DEPT 401-15-2201 ADMINISTRATIVE OFFICES MAINTENANCE 7,462.45 .00  
 401-15-2202 VEHICLE MAINTENANCE/REPAIR 185.41 .00  
 401-15-2203 VEHICLE FUEL 219.50 .00  
 401-15-2207 MAINTENANCE CONTRACTS 287.00 .00  
 401-15-2208 TELECOMMUNICATIONS 107.98 .00  
 401-15-2209 ELECTRICITY 2,144.79 .00  
 401-15-2210 HEATING/GAS/PROPANE 1,011.38 .00  
 401-15-2215 WATER/SEWER/TRASH 178.91 .00  
 401-15-2220 BUILDING MAINTENANCE/REPAIR 488.60 .00  
 401-15-2229 CLEANING SUPPLIES 326.40 .00  
 401-15-2237 PAPER SUPPLIES 601.24 .00  
 CLEANING SERVICE 1,911.24 .00

\*\*DEPT 401-16-2203 JUDICIAL COMPLEX MAINTENANCE 6,958.54 .00  
 401-16-2208 MAINTENANCE CONTRACTS 436.02 .00  
 401-16-2209 ELECTRICITY 2,787.32 .00  
 401-16-2210 HEATING/GAS/PROPANE 1,151.52 .00  
 401-16-2215 WATER/SEWER/TRASH 239.93 .00  
 401-16-2237 BUILDING MAINTENANCE/REPAIR 368.61 .00  
 CLEANING SERVICE 1,975.14 .00

\*\*DEPT 401-20-2207 COUNTY CLERK 433.68 .00  
 TELECOMMUNICATIONS 433.68 .00

\*\*DEPT 401-21-2205 ELECTIONS 1,361.45 .00  
 401-21-2219 MILLAGE/PER DIEM 57.28 .00  
 401-21-2226 OFFICE SUPPLIES 96.53 .00  
 401-21-2308 ELECTION BOARDS 1,160.00 .00  
 VOTING MACHINE STORAGE 47.64 .00  
 HEALTH DEPT BLDG MAINTENANCE 414.67 .00

401-24-2208 ELECTRICITY 174.34 .00  
 401-24-2209 HEATING/GAS/PROPANE 172.27 .00  
 401-24-2210 WATER/SEWER/TRASH 68.06 .00

\*\*DEPT PURCHASING DEPARTMENT 53.99 .00  
 401-27-2207 TELECOMMUNICATIONS 53.99 .00

\*\*DEPT COUNTY TREASURER 1,102.32 .00  
 401-30-2201 VEHICLE MAINTENANCE/REPAIR 60.83 .00  
 401-30-2202 VEHICLE FUEL 45.20 .00  
 401-30-2205 MILEAGE/PER DIEM 191.40 .00  
 401-30-2207 TELECOMMUNICATIONS 550.66 .00  
 401-30-2219 OFFICE SUPPLIES 182.96 .00  
 401-30-2221 PRINTING/PUBLISHING/ADVERTISING 71.27 .00

\*\*DEPT COUNTY ASSESSOR 61.63 .00  
 401-40-2207 TELECOMMUNICATIONS 61.63 .00

\*\*DEPT COUNTY SHERIFF 12,526.25 .00  
 401-50-2201 VEHICLE MAINTENANCE/REPAIR 2,382.47 .00  
 401-50-2202 VEHICLE FUEL 6,659.70 .00  
 401-50-2203 MAINTENANCE CONTRACTS 178.40 .00  
 401-50-2205 MILEAGE/PER DIEM 112.00 .00  
 401-50-2207 TELECOMMUNICATIONS 1,015.50 .00  
 401-50-2218 EQUIPMENT MAINTENANCE/REPAIR 2,120.91 .00  
 401-50-2221 PRINTING/PUBLISHING/ADVERTISING 57.27 .00

\*\*DEPT FINANCE DEPARTMENT 652.09 .00  
 401-55-2205 MILEAGE/PER DIEM 298.14 .00  
 401-55-2207 TELECOMMUNICATIONS 161.97 .00  
 401-55-2219 OFFICE SUPPLIES 191.98 .00

\*\*DEPT INFORMATION TECHNOLOGY DEPARTMEN 22,023.43 .00  
 401-65-2203 MAINTENANCE CONTRACTS 21,969.44 .00  
 401-65-2207 TELECOMMUNICATIONS 53.99 .00

\*\*DEPT ANIMAL SHELTER 2,769.49 .00  
 401-82-2115 PHARMACY SUPPLIES 553.90 .00  
 401-82-2202 VEHICLE FUEL 382.50 .00  
 401-82-2207 TELECOMMUNICATIONS 261.20 .00  
 401-82-2208 ELECTRICITY 342.18 .00  
 401-82-2209 HEATING/GAS/PROPANE 316.00 .00  
 401-82-2210 WATER/SEWER/TRASH 119.96 .00  
 401-82-2222 FIELD SUPPLIES 610.00 .00  
 401-82-2223 KENNEL SUPPLIES 85.29 .00  
 401-82-2272 PROFESSIONAL SERVICES 98.46 .00

\*\*DEPT PROBATE JUDGE 53.99 .00  
 401-90-2207 TELECOMMUNICATIONS 53.99 .00

\*\*TOTAL ROAD FUND 10,974.93 .00

\*\*DEPT COUNTY ROAD DEPARTMENT 9,303.51 .00  
 402-60-2203 MAINTENANCE CONTRACTS 72.18 .00  
 402-60-2205 MILEAGE/PER DIEM 54.00 .00  
 402-60-2207 TELECOMMUNICATIONS 204.43 .00  
 402-60-2219 OFFICE SUPPLIES 2,631.98 .00  
 402-60-2244 MACHINERY MAINTENANCE/REPAIR 5,756.92 .00  
 402-60-2248 SAFETY EQUIPMENT 158.61 .00  
 402-60-2255 CATTLEGUARDS/CUIVERTS 425.39 .00



402-61-2209 HEATING/GAS/PROPANE 707.35 .00  
 402-61-2210 WATER/SEWER/TRASH 178.91 .00  
 402-61-2250 SHOP SUPPLIES 102.27 .00

\*DEPT SB PROJECT 682.89 .00  
 402-63-2407 SB-7808(105)17 682.89 .00

\*\*TOTAL DISTRICT 5 VPD 6,579.70 .00

\*\*DEPT 405-91-2201 STATE FIRE ALLOTMENT 6,579.70 .00  
 405-91-2202 VEHICLE MAINTENANCE/REPAIR 2,694.12 .00  
 405-91-2207 VEHICLE FUEL 463.44 .00  
 405-91-2208 TELECOMMUNICATIONS 361.74 .00  
 405-91-2209 ELECTRICITY 362.96 .00  
 405-91-2210 HEATING/GAS/PROPANE 611.32 .00  
 405-91-2218 WATER/SEWER/TRASH 308.79 .00  
 405-91-2248 EQUIPMENT MAINTENANCE/REPAIR 727.50 .00  
 405-91-2272 SAFETY EQUIPMENT 968.68 .00  
 405-91-2272 SAFETY EQUIPMENT 81.15 .00

\*\*TOTAL DISTRICT 2 VPD 4,873.18 .00

\*\*DEPT 406-91-2201 STATE FIRE ALLOTMENT 4,873.18 .00  
 406-91-2202 VEHICLE MAINTENANCE/REPAIR 16.15 .00  
 406-91-2207 VEHICLE FUEL 239.41 .00  
 406-91-2208 TELECOMMUNICATIONS 487.31 .00  
 406-91-2209 ELECTRICITY 321.15 .00  
 406-91-2215 HEATING/GAS/PROPANE 1,466.19 .00  
 406-91-2218 BUILDING MAINTENANCE/REPAIR 582.67 .00  
 406-91-2230 EQUIPMENT MAINTENANCE/REPAIR 620.00 .00  
 406-91-2248 MEDICAL SUPPLIES 102.18 .00  
 406-91-2272 SAFETY EQUIPMENT 961.96 .00  
 406-91-2272 PROFESSIONAL SERVICES 76.15 .00

\*\*TOTAL DISTRICT 1 VPD 375.59 .00

\*\*DEPT 407-91-2207 STATE FIRE ALLOTMENT 375.59 .00  
 407-91-2207 TELECOMMUNICATIONS 235.93 .00  
 407-91-2208 ELECTRICITY 139.66 .00

\*\*TOTAL DISTRICT 3 VPD 6,082.77 .00

\*\*DEPT 408-91-2201 STATE FIRE ALLOTMENT 6,082.77 .00  
 408-91-2202 VEHICLE MAINTENANCE/REPAIR 3,477.25 .00  
 408-91-2207 VEHICLE FUEL 195.69 .00  
 408-91-2208 TELECOMMUNICATIONS 599.00 .00  
 408-91-2209 ELECTRICITY 405.35 .00  
 408-91-2215 HEATING/GAS/PROPANE 481.69 .00  
 408-91-2215 BUILDING MAINTENANCE/REPAIR 643.64 .00  
 408-91-2266 TRAINING 124.00 .00  
 408-91-2272 PROFESSIONAL SERVICES 156.15 .00

\*\*TOTAL DISTRICT 4 VPD 1,490.71 .00

\*\*DEPT 409-91-2202 STATE FIRE ALLOTMENT 1,490.71 .00  
 409-91-2207 VEHICLE FUEL 103.49 .00  
 409-91-2208 TELECOMMUNICATIONS 346.45 .00  
 409-91-2209 ELECTRICITY 152.79 .00  
 409-91-2248 HEATING/GAS/PROPANE 797.84 .00  
 409-91-2248 SAFETY EQUIPMENT 8.99 .00  
 409-91-2272 PROFESSIONAL SERVICES 81.15 .00

\*\*TOTAL L.E. PROTECTION FUND 1,851.72 .00

\*\*DEPT COUNTY SHERIFF 1,851.72 .00

410-50-2222 FIELD SUPPLIES 1,851.72 .00

\*\*TOTAL COUNTY FIRE PROTECTION FUND 2,257.45 .00

\*\*DEPT 1/4% FIRE EXCISE TAX 2,257.45 .00

411-92-2201 VEHICLE MAINTENANCE/REPAIR 1,264.51 .00

411-92-2230 MEDICAL SUPPLIES 237.77 .00

411-92-2248 SAFETY EQUIPMENT 755.17 .00

\*\*TOTAL COUNTY PAIR 1,054.52 .00

\*\*DEPT COUNTY PAIR 1,054.52 .00

412-53-2208 ELECTRICITY 140.22 .00

412-53-2209 HEATING/GAS/PROPANE 94.89 .00

412-53-2210 WATER/SEWER/TRASH 119.41 .00

412-53-2272 PROFESSIONAL SERVICES 700.00 .00

\*\*TOTAL FIRE DEPARTMENT ADMIN 3,798.95 .00

\*\*DEPT STATE FIRE ALLOTMENT 3,798.95 .00

413-91-2202 VEHICLE FUEL 575.85 .00

413-91-2207 TELECOMMUNICATIONS 575.03 .00

413-91-2210 WATER/SEWER/TRASH 341.99 .00

413-91-2219 OFFICE SUPPLIES 124.57 .00

413-91-2248 SAFETY EQUIPMENT 607.49 .00

413-91-2266 TRAINING 1,391.67 .00

413-91-2272 PROFESSIONAL SERVICES 182.35 .00

\*\*TOTAL INDIGENT FUND 4,000.00 .00

\*\*DEPT 2ND 1/8 GROSS RECEIPTS TAX 4,000.00 .00

414-19-2293 INDIGENT MEDICAL CLAIMS 4,000.00 .00

\*\*TOTAL DISTRICT 6 VPD 2,611.36 .00

\*\*DEPT STATE FIRE ALLOTMENT 2,611.36 .00

418-91-2201 VEHICLE MAINTENANCE/REPAIR 1,506.09 .00

418-91-2202 VEHICLE FUEL 111.70 .00

418-91-2207 TELECOMMUNICATIONS 227.71 .00

418-91-2208 ELECTRICITY 73.18 .00

418-91-2209 HEATING/GAS/PROPANE 263.55 .00

418-91-2210 WATER/SEWER/TRASH 54.33 .00

418-91-2215 BUILDING MAINTENANCE/REPAIR 374.80 .00

\*\*TOTAL EWSVA CONTRACT 11,368.78 .00

\*\*DEPT COUNTY COMMISSION 11,368.78 .00

419-05-2259 EWSVA COUNTY CONTRACT UNDERAGE 1,786.24 .00

419-05-2292 EWSVA TIPPING FEES 9,582.54 .00

\*\*TOTAL JAIL FUND 277,083.01 .00

\*\*DEPT ADULT INMATE CARE 223,607.45 .00

420-70-2172 CARE OF INMATES 219,164.00 .00

420-70-2173 INMATE MEDICAL 4,169.86 .00

420-70-2207 TELECOMMUNICATIONS 273.59 .00

\*\*TOTAL 1,054.52 .00

DEBITS CREDITS

420-72-2172 CARE OF INMATES 10,850.00 .00  
 420-72-2173 IMPACT MEDICAL 12.75 .00

\*\*DEPT COMMUNITY MONITORING 1,700.23 .00  
 420-73-2202 VEHICLE FUEL 70.80 .00  
 420-73-2207 TELECOMMUNICATIONS 53.99 .00  
 420-73-2218 EQUIPMENT MAINTENANCE/REPAIR 1,525.45 .00  
 420-73-2272 PROFESSIONAL SERVICES 49.99 .00

\*\*DEPT TRANSPORTATION OF PRISONERS 40,912.58 .00  
 420-74-2201 VEHICLE MAINTENANCE/REPAIR 886.05 .00  
 420-74-2202 VEHICLE FUEL 2,156.79 .00  
 420-74-2205 MILEAGE/PER DIEM 232.00 .00  
 420-74-2617 CO/EQUIPMENT 10,907.89 .00  
 420-74-2618 CO/VEHICLES 26,729.85 .00

\*\*TOTAL SAFETY PROGRAM 741.17 .00  
 \*\*DEPT RISK MANAGEMENT 741.17 .00  
 600-06-2248 SAFETY EQUIPMENT 491.17 .00  
 600-06-2266 TRAINING 250.00 .00

\*\*TOTAL CIVIL DEFENSE FUND 288.16 .00  
 \*\*DEPT COMMUNICATIONS/EMS TAX 288.16 .00  
 604-83-2201 VEHICLE MAINTENANCE/REPAIR 20.00 .00  
 604-83-2202 VEHICLE FUEL 100.08 .00  
 604-83-2207 TELECOMMUNICATIONS 168.08 .00

\*\*TOTAL DWI PROGRAM FUND 2,891.86 .00  
 \*\*DEPT DWI LOCAL GRANT FY18 2,784.24 .00  
 605-02-2202 VEHICLE FUEL 59.52 .00  
 605-02-2205 MILEAGE/PER DIEM 564.00 .00  
 605-02-2221 PRINTING/PUBLISHING/ADVERTISING 139.82 .00  
 605-02-2272 PROFESSIONAL SERVICES 2,020.90 .00

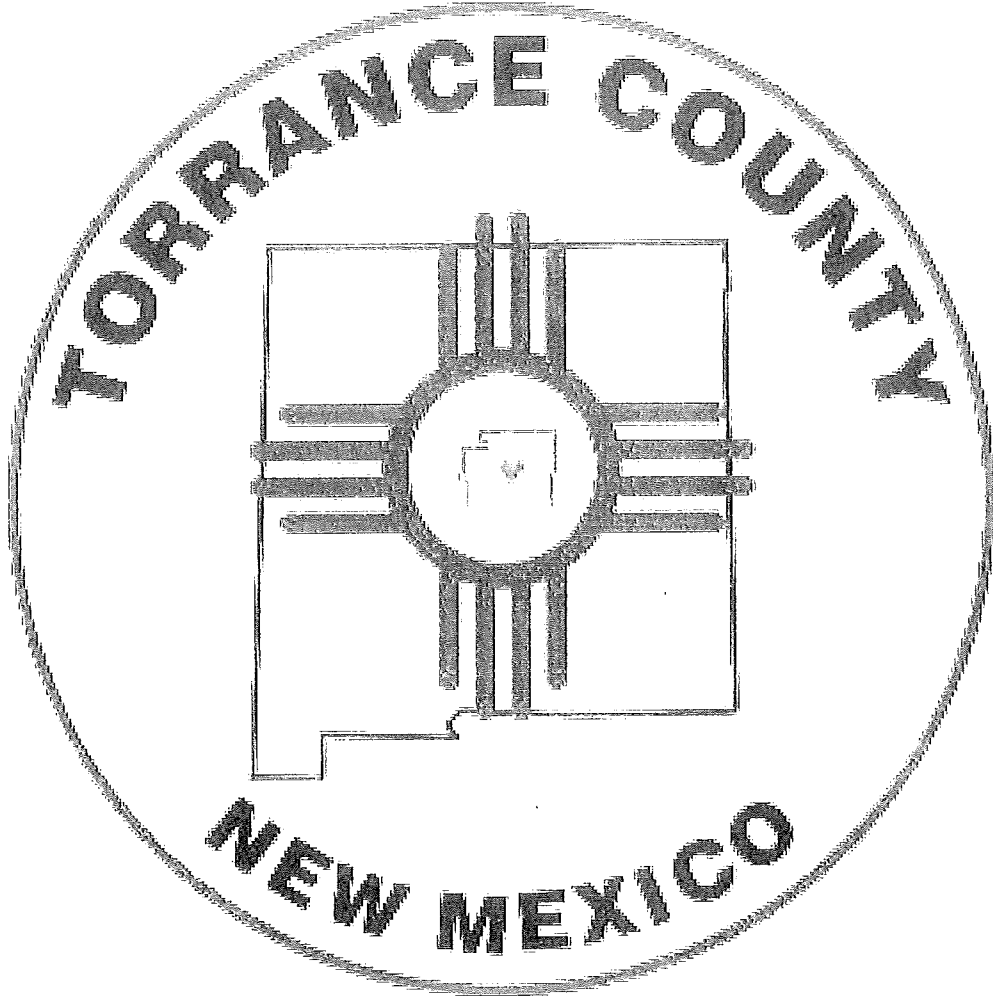
\*\*DEPT DWI DISTRIBUTION GRANT FY18 107.62 .00  
 605-03-2207 TELECOMMUNICATIONS 107.62 .00  
 \*\*TOTAL TREASURER'S PER 389.00 .00

\*\*DEPT COUNTY TREASURER 389.00 .00  
 609-30-2219 OFFICE SUPPLIES 389.00 .00  
 \*\*TOTAL PROPERTY VALUATION FUND 2,394.74 .00

\*\*DEPT COUNTY ASSESSOR 2,394.74 .00  
 610-40-2201 VEHICLE MAINTENANCE/REPAIR 458.81 .00  
 610-40-2202 VEHICLE FUEL 239.56 .00  
 610-40-2203 MAINTENANCE CONTRACTS 148.23 .00  
 610-40-2205 MILEAGE/PER DIEM 237.39 .00  
 610-40-2207 TELECOMMUNICATIONS 701.87 .00  
 610-40-2221 PRINTING/PUBLISHING/ADVERTISING 608.88 .00

\*\*TOTAL CLERK'S EQUIPMENT FUND 1,306.81 .00  
 \*\*DEPT COUNTY CLERK 1,306.81 .00  
 612-20-2203 MAINTENANCE CONTRACTS 987.65 .00  
 612-20-2205 MILEAGE/PER DIEM 248.94 .00  
 612-20-2207 TELECOMMUNICATIONS 4.52 .00

612-20-2308	VOTING MACHINE STORAGE	65.70	.00
**TOTAL	RECYCLING & ILLEGAL DUMPING GRAN	349.50	.00
**DEPT	VOLUNTEER FIRE DEPARTMENTS	349.50	.00
628-34-2272	PROFESSIONAL SERVICES	349.50	.00
**TOTAL	HOME VISITING GRANT	454.38	.00
**DEPT	HOME VISITING GRANT FY18	310.71	.00
629-49-2205	MILEAGE/PER DIEM	129.15	.00
629-49-2218	EQUIPMENT MAINTENANCE/REPAIR	33.00	.00
629-49-2224	EDUCATIONAL SUPPLIES	148.56	.00
**DEPT	HOME VISITING GRANT FY17	143.67	.00
629-52-2205	MILEAGE/PER DIEM	41.83	.00
629-52-2207	TELECOMMUNICATIONS	101.84	.00
**TOTAL	JUVENILE JUSTICE GRANT	7,667.56	.00
**DEPT	CYPD JUVENILE JUSTICE GRANT FY18	7,667.56	.00
635-68-2212	PROFESSIONAL SERVICES	7,667.56	.00
**TOTAL	RURAL ADDRESSING	310.61	.00
**DEPT	RURAL ADDRESSING	310.61	.00
675-07-2202	VEHICLE FUEL	24.99	.00
675-07-2203	MAINTENANCE CONTRACTS	148.23	.00
675-07-2205	MILEAGE/PER DIEM	83.40	.00
675-07-2207	TELECOMMUNICATIONS	53.99	.00
**TOTAL	P&Z COURT FEES	53.99	.00
**DEPT	PLANNING & ZONING	53.99	.00
685-08-2207	TELECOMMUNICATIONS	53.99	.00
**TOTAL	DOMESTIC VIOLENCE GRANT	134.85	.00
**DEPT	HIGH JONESOME WIND PILT	33.01	.00
690-09-2218	EQUIPMENT MAINTENANCE/REPAIR	33.01	.00
**DEPT	DV CONTRACT FY18	101.84	.00
690-86-2207	TELECOMMUNICATIONS	101.84	.00
**TOTAL	EMERGENCY-911 FUND	4,595.00	.00
**DEPT	911-DISPATCH CENTER	4,188.17	.00
911-80-2202	VEHICLE FUEL	29.00	.00
911-80-2203	MAINTENANCE CONTRACTS	672.37	.00
911-80-2207	TELECOMMUNICATIONS	1,158.93	.00
911-80-2208	ELECTRICITY	1,281.62	.00
911-80-2209	HEATING/GAS/PROPANE	152.42	.00
911-80-2219	OFFICE SUPPLIES	514.22	.00
911-80-2248	SAFETY EQUIPMENT	214.31	.00
911-80-2272	PROFESSIONAL SERVICES	165.30	.00
**DEPT	DPA TRAINING GRANT	406.83	.00
911-85-2266	TRAINING	406.83	.00
BANK01	WELLS FARGO	636,001.88	.00
** BANK TOTALS **		636,001.88	.00



*Agenda Item  
No. 1*



*Agenda Item*  
*No. 2*

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: Javier Sanchez Dist. 3  
First Last Department / Company / Organization Name

Today's Date: Feb 7, 2018 Mailing Address: \_\_\_\_\_  
(Departments/employees of Torrance County need not include their address)

Telephone number/Extension: 400-3172 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:  
Intro of MS Rosalinda Rono, as rep. NM Dept. of  
Tourism

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.

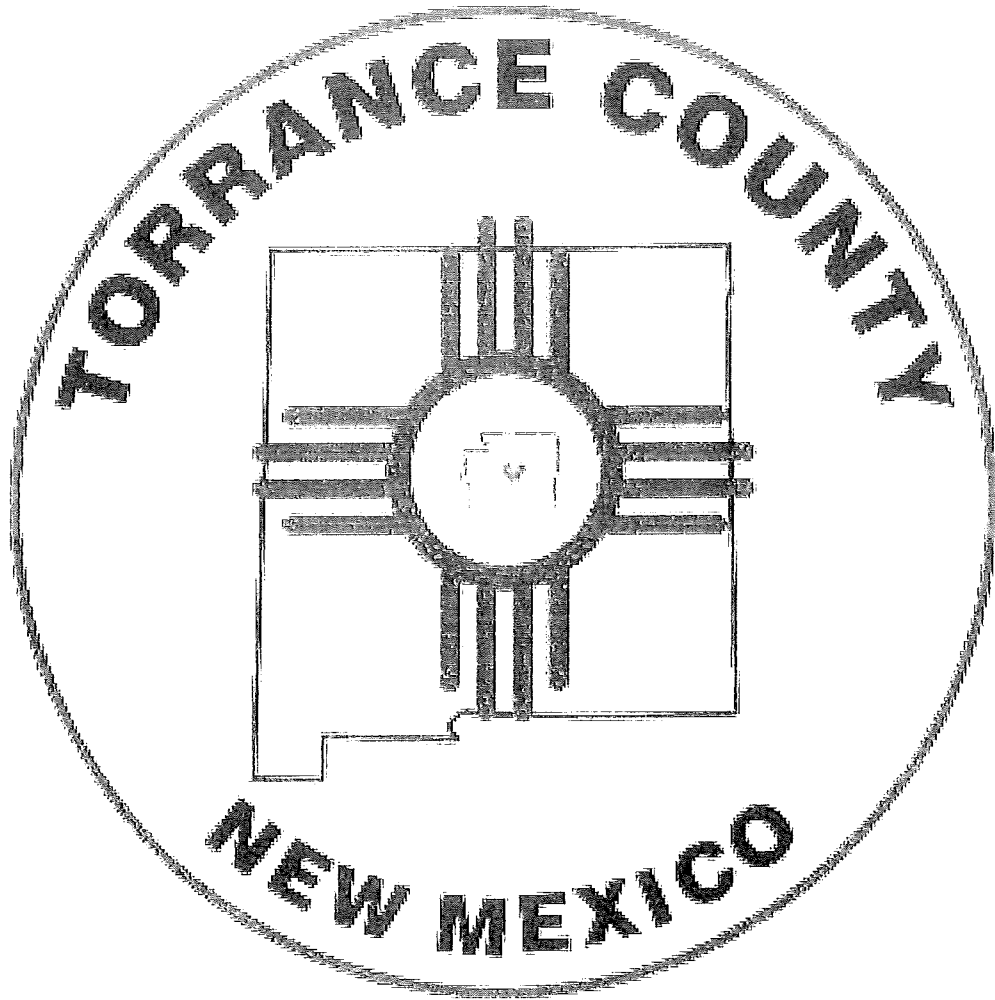
Has this been reviewed by the County Attorney? YES  NO

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: \_\_\_\_\_



*Agenda Item*  
*No. 3*



## Illegal dumping grants

We are asking approval to apply for grants from NMED for illegal dumping that would include cleaning up 2.5 acre parcels that belong to the county that is an abandoned gravel pit. These properties have been used for illegal dumping for some time now. I have caught 2 people dumping this fall. The property has also been used to abandon cars on. The grant would require that we set up fences or block off the access with dirt piles to the area to stop illegal dumping. The grant would pay for a stake survey and fencing the entire 10 acres if we asked for it. So we are also asking for approval to apply for the funds to fence the area with t-posts and barbed wire.

See pictures of dumping and land from GIS map.

We are also going to include a request to conduct and have NMED give us the funds for County Clean up days. We are working with EVSWA on this and don't have all the details ironed out yet but it would go along the lines of all county customers (residential only) including municipalities, could bring unlimited loads of junk and debris to EVSWA stations on specific advertised days to specific stations only throughout the year. Funding will be requested to allow residents to drop off junk refrigerators. We would be asking for funding to also pay for advertising for this program.

We are also going to be asking NMED fund more surveillance cameras to catch illegal dumpers.

## NMED Recycling grant

We are asking for approval to request funds for and to install used oil heaters in the fire-station's and the road dept. The exact number of stations is still not determined mostly because we don't want to install a heater we can't provide used oil for. The focus would be at the very least 3 fire stations that must be heated because they have ambulances in them that must be kept warm because of medical supplies in them. We have worked out a tentative plan with the EVSWA to purchase their collected used oil for these heaters, they have indicated they can provide approximately 2000 gallons per year of filtered used oil. We would also like approval to go before their board and negotiate a contract with them for used oil.





R000402201

R000118801

R000381201

R000389801

R000471201

R000457501

R000318701

R000376901

R0003944901

R000276301

R000376801

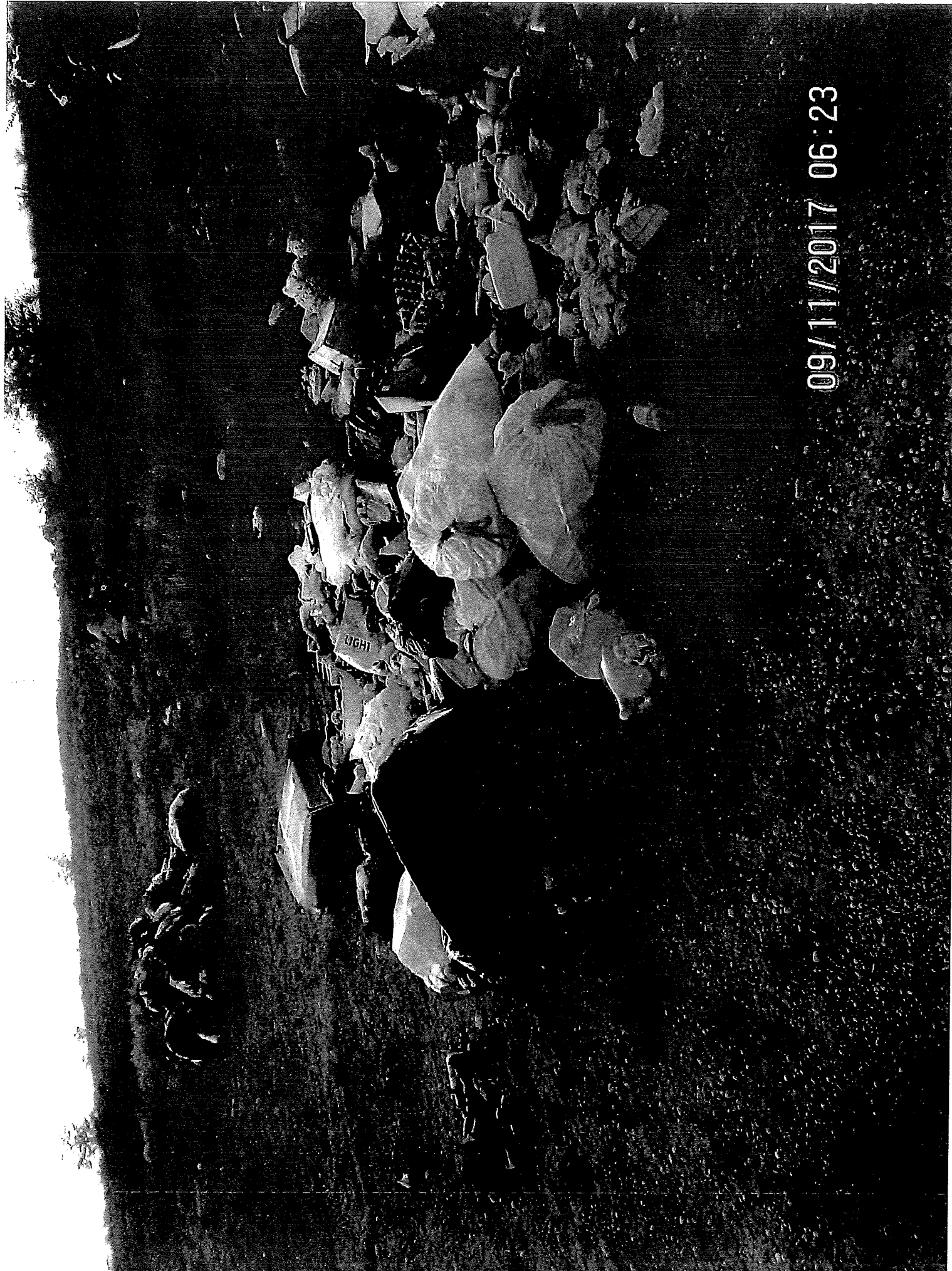
R000471001

R000470901

R000470701

R000470801

MARC DR



09/11/2017 06:23

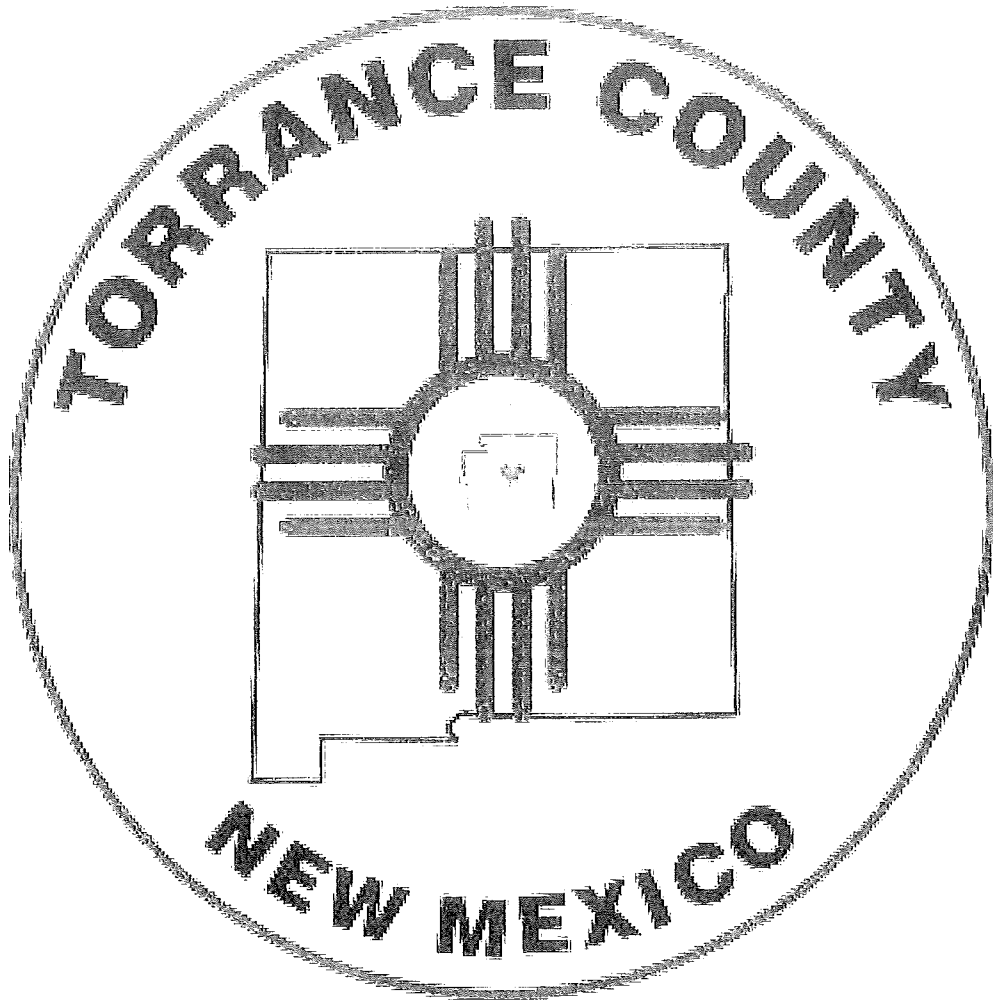


09/11/2017 06:24

EVIDENCE LIGHT

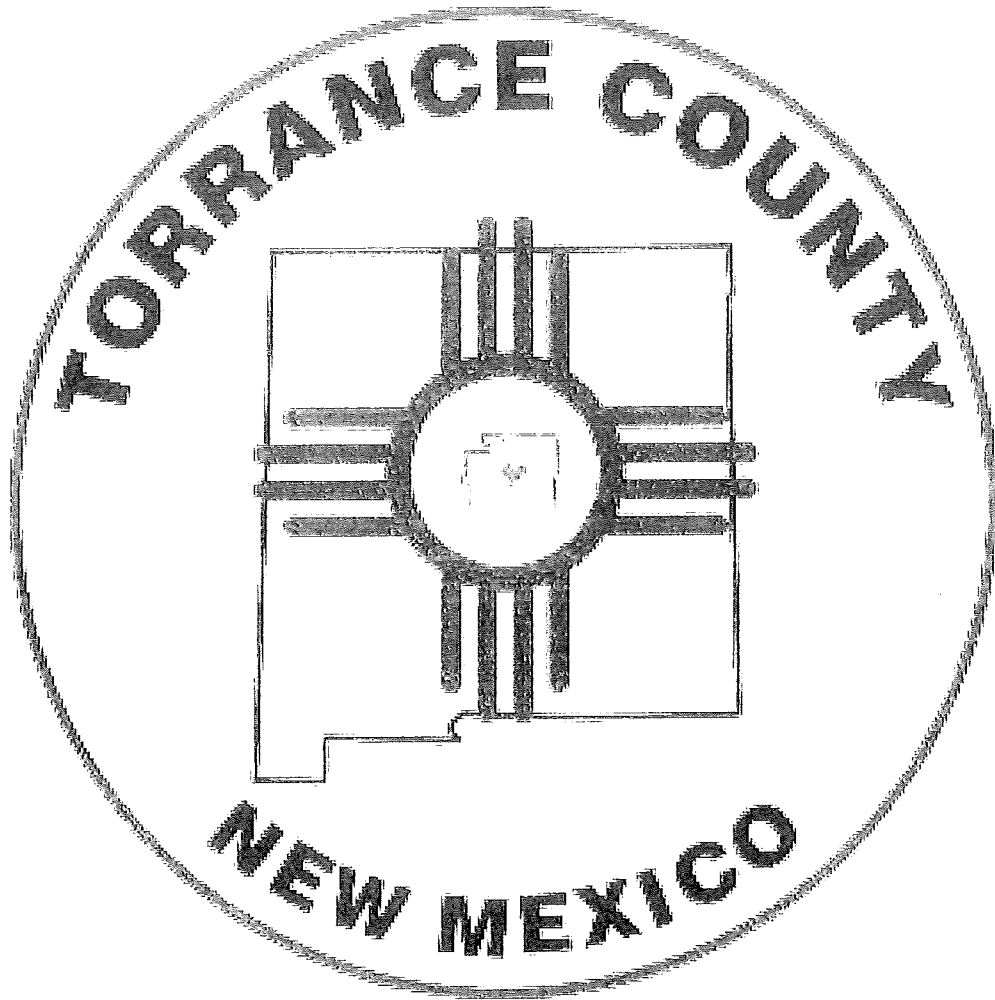
02/06/2018 14:44





*Agenda Item*

*No. 4*



*Agenda Item*

*No. 5*



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: Nathan Dial CITIZEN  
First Last Department / Company / Organization Name

Today's Date: 29 Jan 18 Mailing Address: PO Box 656 Estancia NM 87016  
(Departments/employees of Torrance County need not include their address)

Telephone number/Extension: 505 384-2747 Fax Number: \_\_\_\_\_  
Would you like this Agenda Faxed to you? Yes No

Email Address: dialnathan@msn.com

Is this request for the next Commission meeting?  YES  NO If no, date of Commission Meeting: 2/14/18

Brief explanation of business to be discussed: Regarding Employee Safety:  
Address allowing County employees to exercise their  
2<sup>nd</sup> amendment right while working.

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.

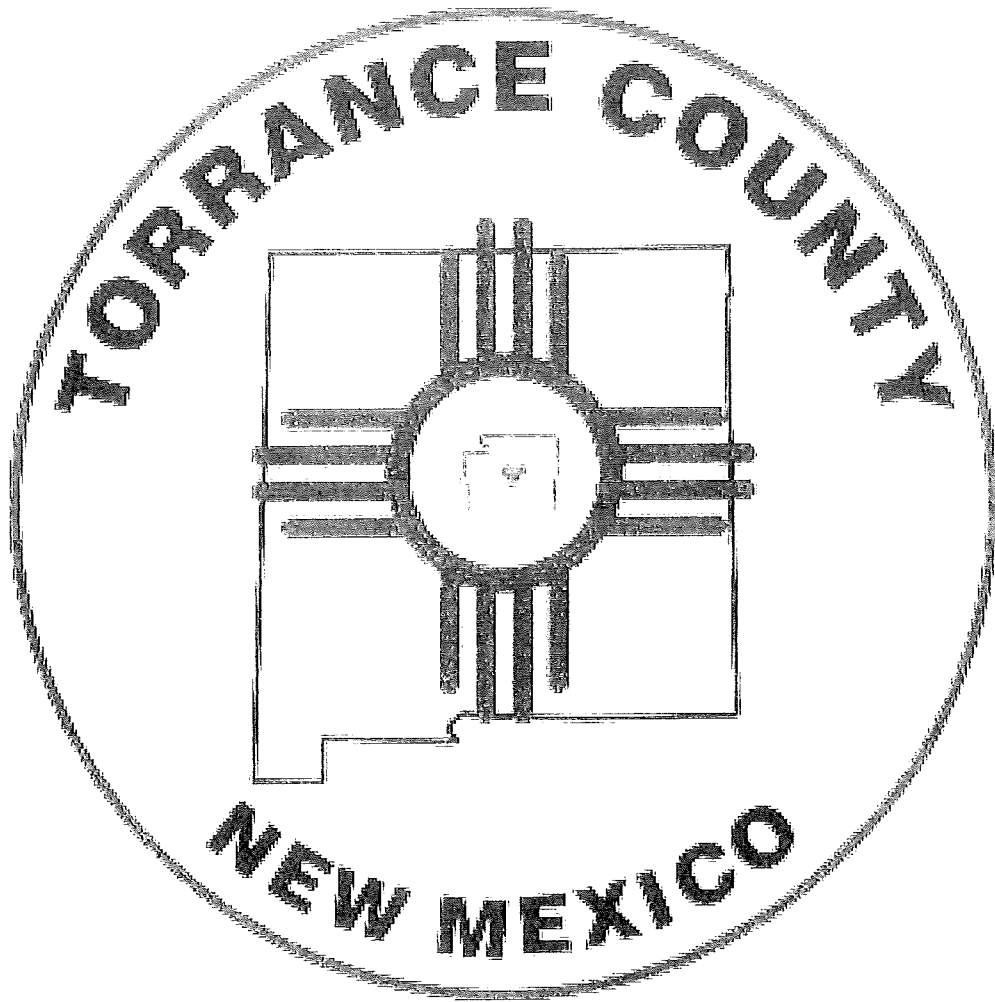
Has this been reviewed by the County Attorney? YES NO

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: \_\_\_\_\_

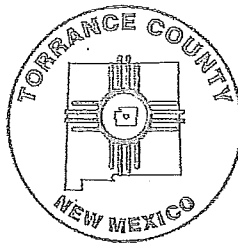


*Agenda Item*  
*No. 6*



*Agenda Item*  
*No. 7*

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  
First Last Department / Company / Organization Name

Today's Date: 1-31-18 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:

Begin discussion on available options to cover  
detentions costs for FY19.  
Request guidance on information compilation.

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.

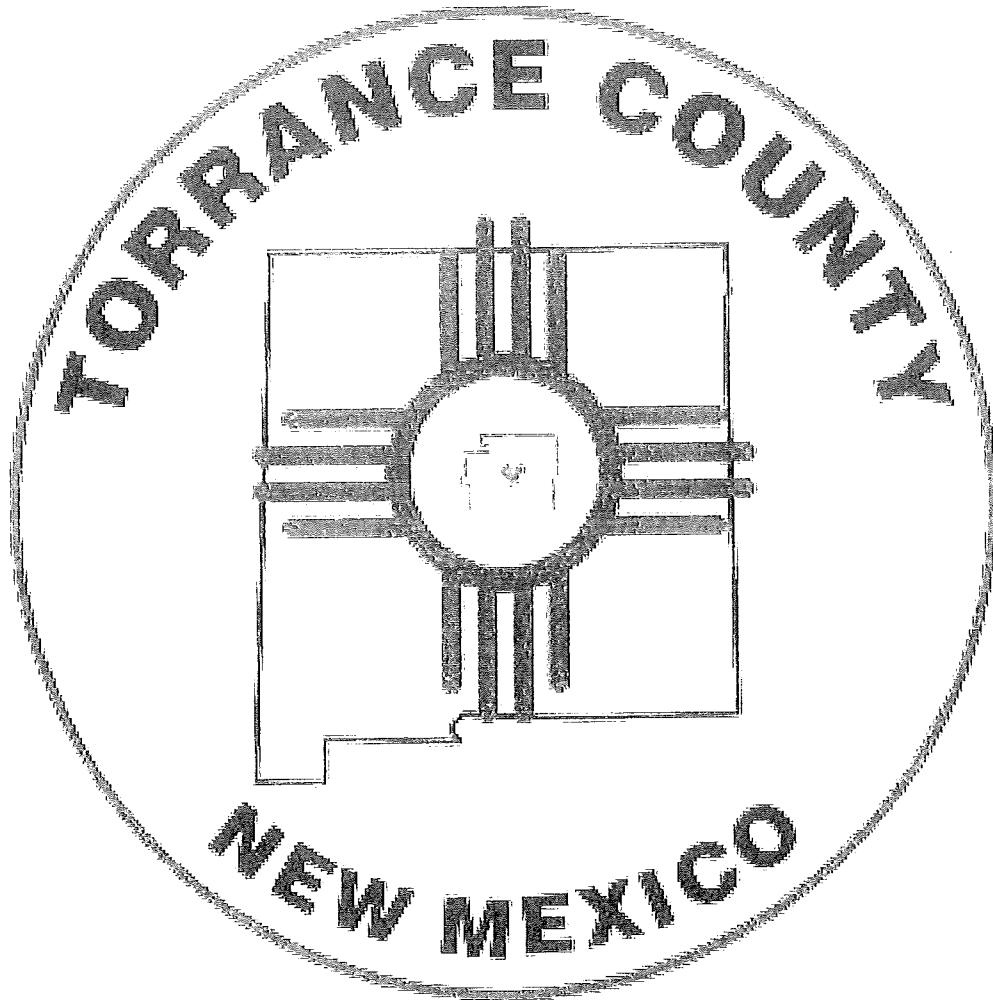
Has this been reviewed by the County Attorney? YES NO

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: \_\_\_\_\_



*Agenda Item*  
*No. 8*

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: Javier Sanchez  
First Last Department / Company / Organization Name

Today's Date: Feb 7, 2018 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:  
EVSWA committee update

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.

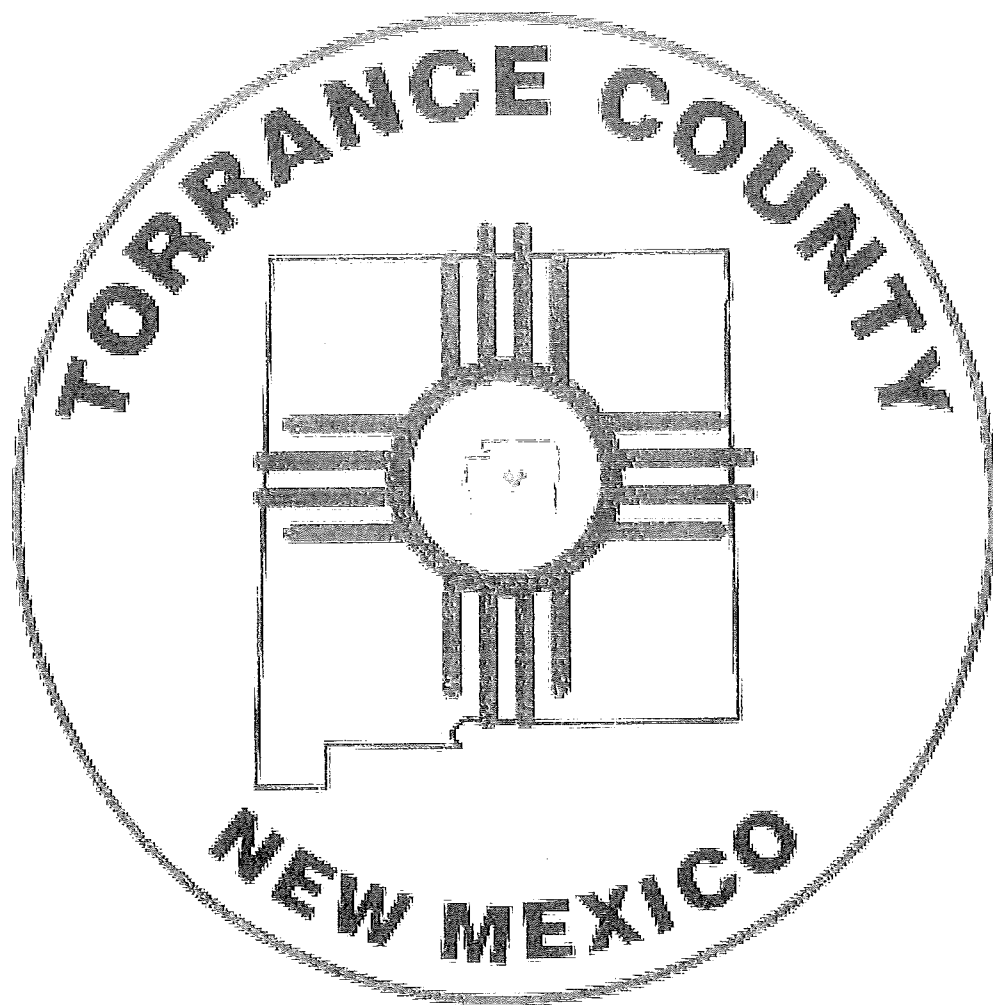
Has this been reviewed by the County Attorney? YES  NO

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: \_\_\_\_\_



*Agenda Item*  
*No. 9*

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: Commissioner Sanchez  
First Last Department / Company / Organization Name

Today's Date: \_\_\_\_\_ 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:

Re-evaluate Board Membership term limits.

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: \_\_\_\_\_





*Agenda Item  
No. 10*

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  
First Last Department / Company / Organization Name

Today's Date: 2-7-18 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:

Request approval to begin re-writing  
personnel policies

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.

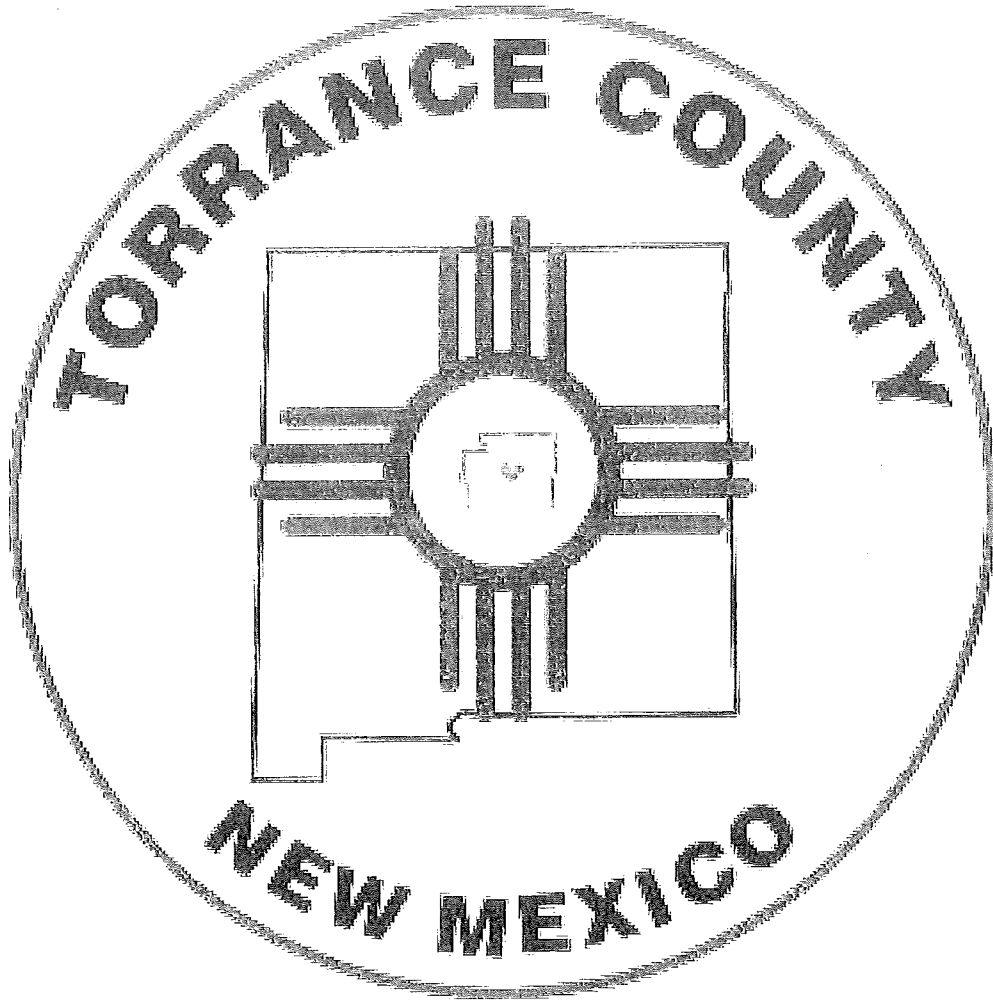
Has this been reviewed by the County Attorney? YES NO

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: \_\_\_\_\_



*Agenda Item  
No. 11*

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: Investment Committee  
First Last Department / Company / Organization Name

Today's Date: \_\_\_\_\_ 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:

Request approval to send letters to special  
Project applicants.

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.

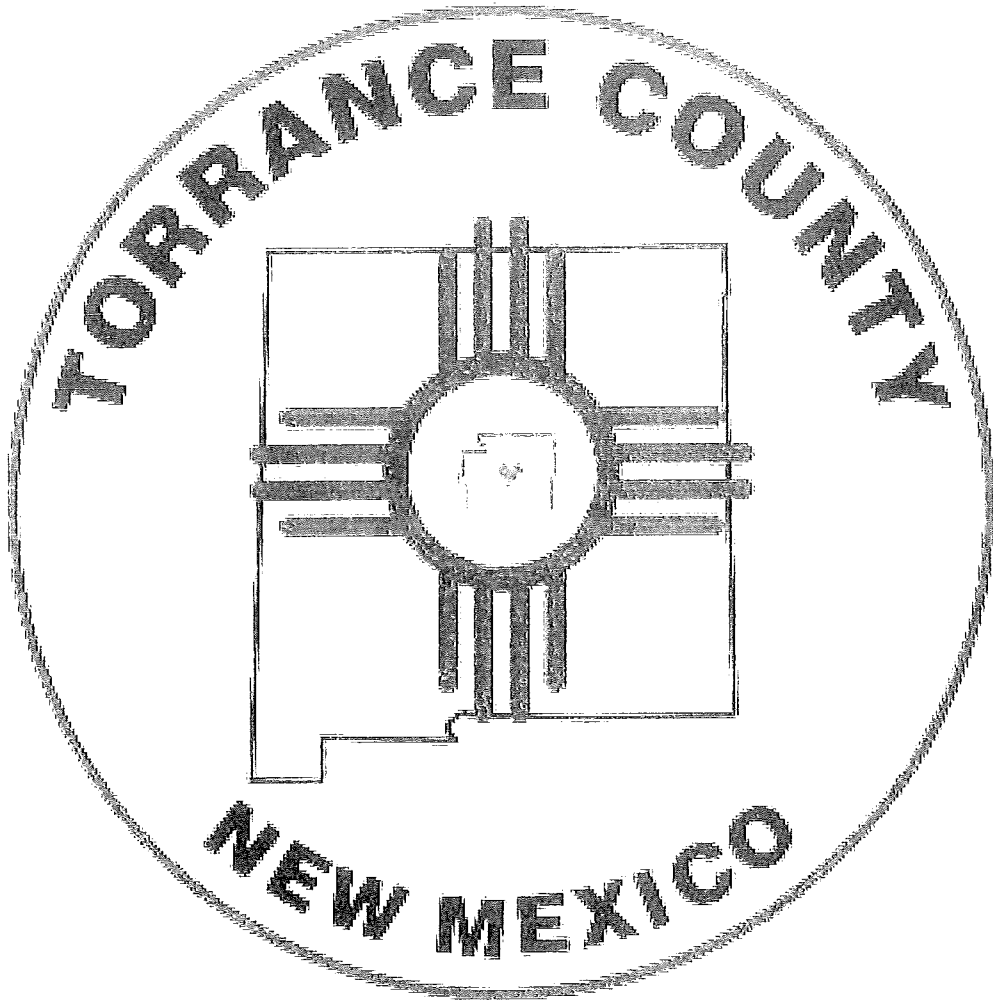
Has this been reviewed by the County Attorney? YES NO

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: \_\_\_\_\_



*Agenda Item*  
*No. 12*





*Agenda Item  
No. 13*

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: Javier Sanchez  
First Last Department / Company / Organization Name

Today's Date: 2/7/18 Mailing Address: \_\_\_\_\_  
(Departments/employees of Torrance County need not include their address)

Telephone number/Extension: 400-3192 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:  
Wind Farm Tech Bid @ accreditation system development  
Dual

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

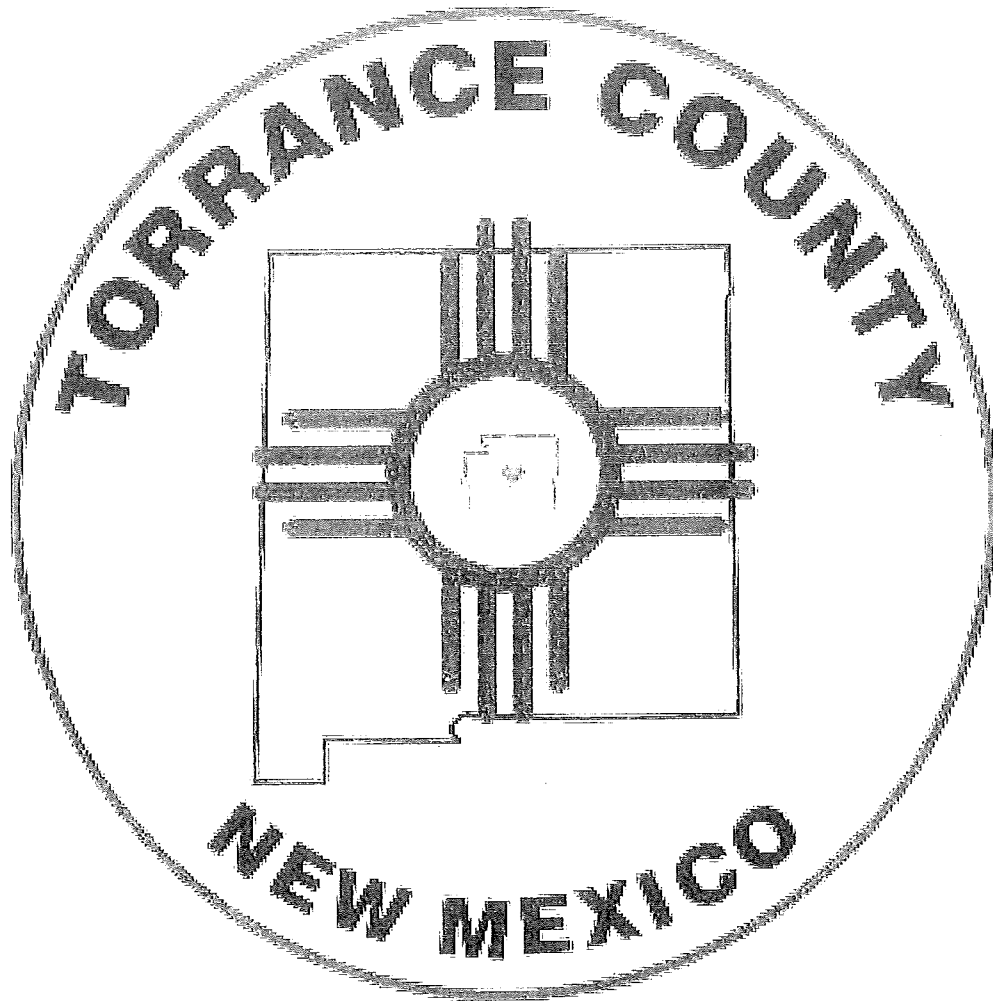
If this is a contract, MOU, or Joint Powers Agreement there must be a signature line for the County Attorney on the original contract.

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

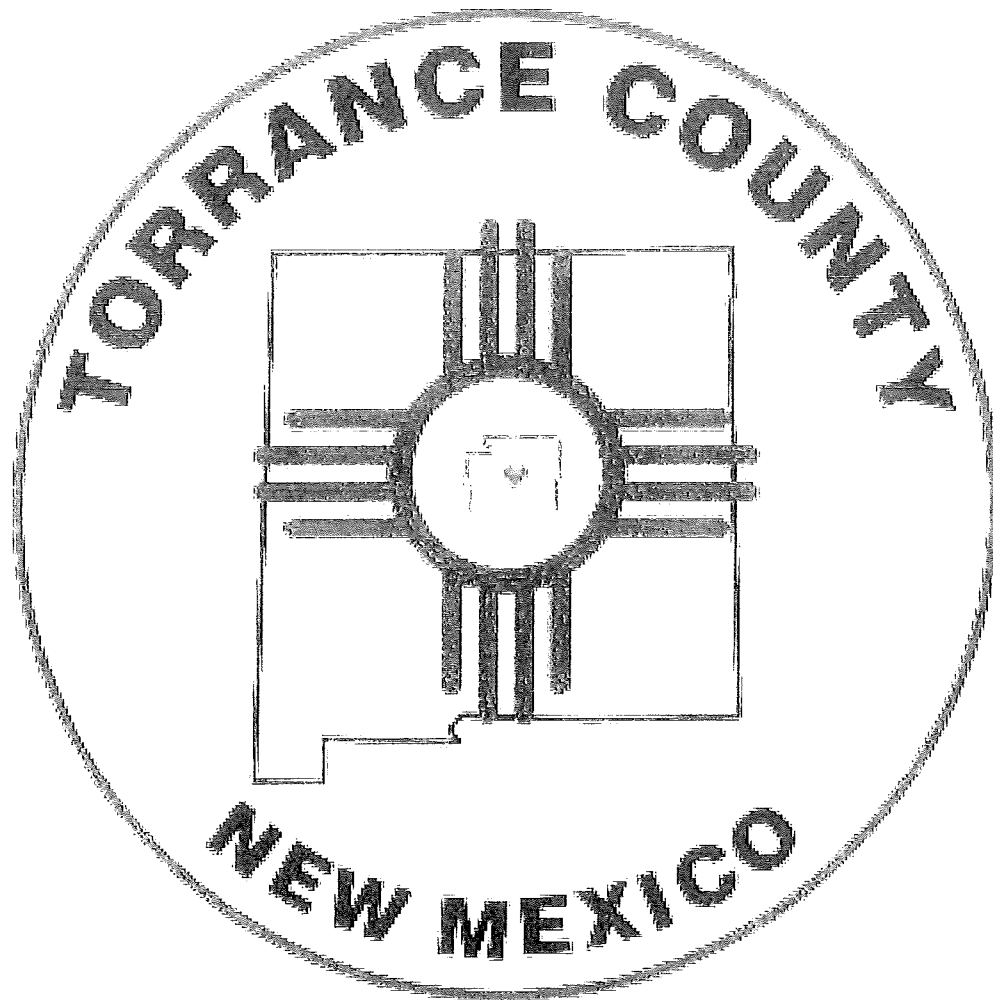
- No Impact
- Change in current fund
- Raise Budget (allow 45 days after Commission approval)
- Change in funds (allow 45 days after Commission approval)
- Reduction
- Transfer funds (allow 45 days after Commission approval)

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

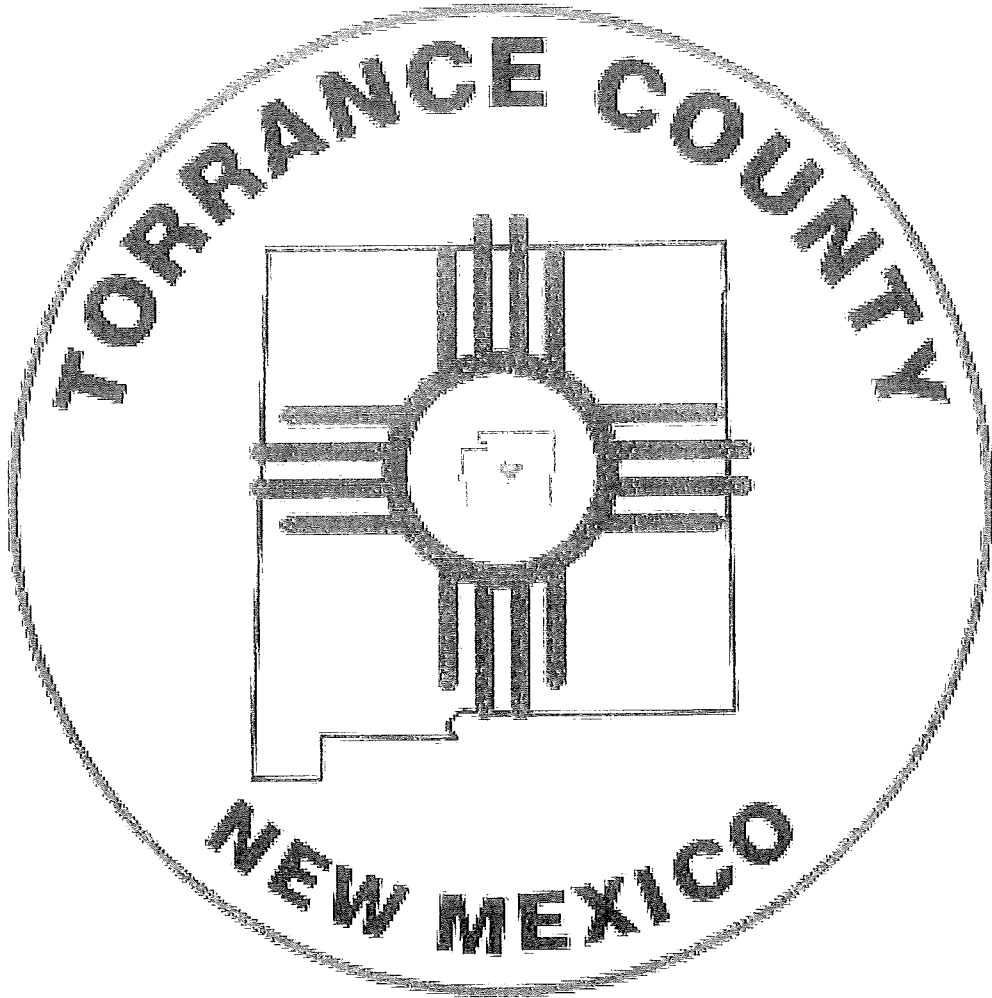




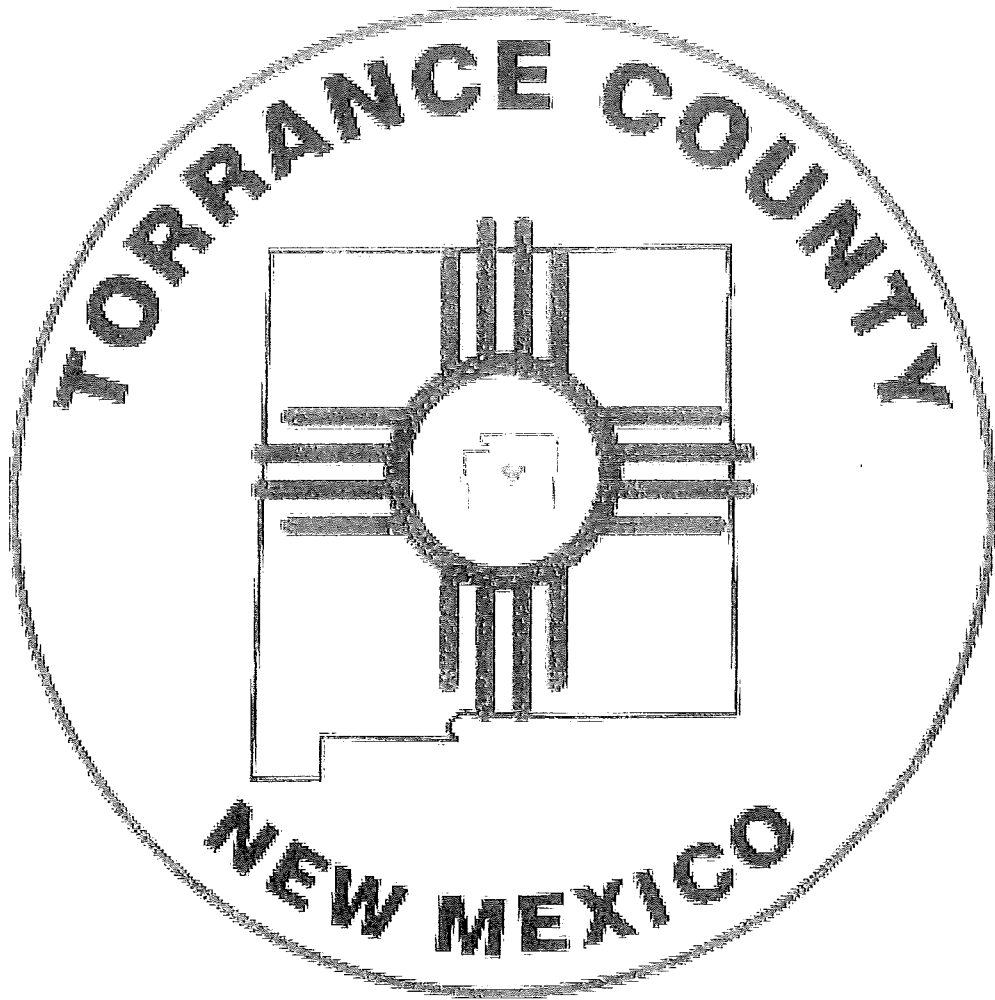
*Agenda Item*  
*No. 14*



*Agenda Item  
No. 15*



*Agenda Item  
No. 16*



*Agenda Item  
No. 17*



## Torrance County

### Resolution # \_\_\_\_\_

**WHEREAS**, The County of Torrance does hereby accept Public Roads to be maintained in conformance with Section 66-6-2 NMSA1978, and

**WHEREAS**, the enclosed official data disk and hard copy will provide a listing of each county maintained road, which shall include the road name and or number, (in alpha-numeric order), route description with the beginning and ending termini, total length of each roadway, surface type, and a total mileage of 936.697 miles for the entire submittal and a county 2013 road map all in accordance with the provisions set forth by the Board of County Commission, Torrance County, and

**WHEREAS**, total mileage of miles maintained within Torrance County are subject to change, and

**WHEREAS**, 95% of roads indicated by the symbol of brown ink on the road map are considered county maintained and will signify school bus routes in some cases,

**WHEREAS**, and all roads listed in their description herein are so approved by the Torrance County Commission.

**NOW, THEREFORE BE IT RESOLVED** that a copy of the foregoing resolution and mileage list be included in the minutes of the Board of County Commissioners of Torrance as a permanent record.

**PASSED, APPROVED AND ADOPTED** by the governing body at its meeting of February 14<sup>th</sup>, 2018.

**Torrance County Commission**

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

**ATTEST:**

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

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

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

County Commission

James "Jim" Frost  
Commissioner  
District 1

Julia DuCharme  
Commissioner  
District 2

Javier E. Sanchez  
Commission Chair  
District 3



**Torrance County Road Department**

PO Box 48 ~ 205 S. Ninth Street

Estancia, NM 87016

(505) 544-4666 Main Line (505) 384-2550 Fax

Email: [leonardl@tcnm.us](mailto:leonardl@tcnm.us)

County Manager  
Belinda Garland

Deputy County Manager  
Annette Ortiz

County Attorney  
Dennis Wallin

Road Superintendent  
Leonard Lujan

Executive Assistant  
Charmen Padilla

February 8, 2018

Mr. Robert Young  
New Mexico Department of Transportation  
Asset Management & Planning Division, SB-2  
P.O. Box 1149  
Santa Fe, New Mexico 87504-1149

Re: Mileage for County Designated Roadways for Maintenance

Dear Mr. Young,

Enclosed herein and pursuant to the 1990 Legislature Amended Section 66-6-23 NMSA 1978 being Laws 1987, Chapter 347 Section 22 Resolution # \_\_\_\_\_ for all Torrance County designated roadways for maintenance with an estimated mileage for gravel roads at 851.502 miles and chip seal roads at 85.195 miles. Estimated total of 936.697 miles.

Also enclosed, please find a data disk and hard copy of the updated list of each county designated roadway for maintenance; they are listed by road name and or number (in alpha-numeric order), route description with the beginning and ending termini, total length of each roadway, surface type, an estimated total mileage for the entire submittal, and a county road map, all in accordance with the provisions set forth by the Board of the County Commission.

As of January 1, 2004 the Torrance County Road Department began their own Global Positioning System (GPS) on county maintained roadways. Their goal is to have this project completed in the near future. The Global Positioning System (GPS) records done by the Rural Addressing Department is for the 911 systems and does not always provide accurate and or up to date records on county designated maintained roadways.

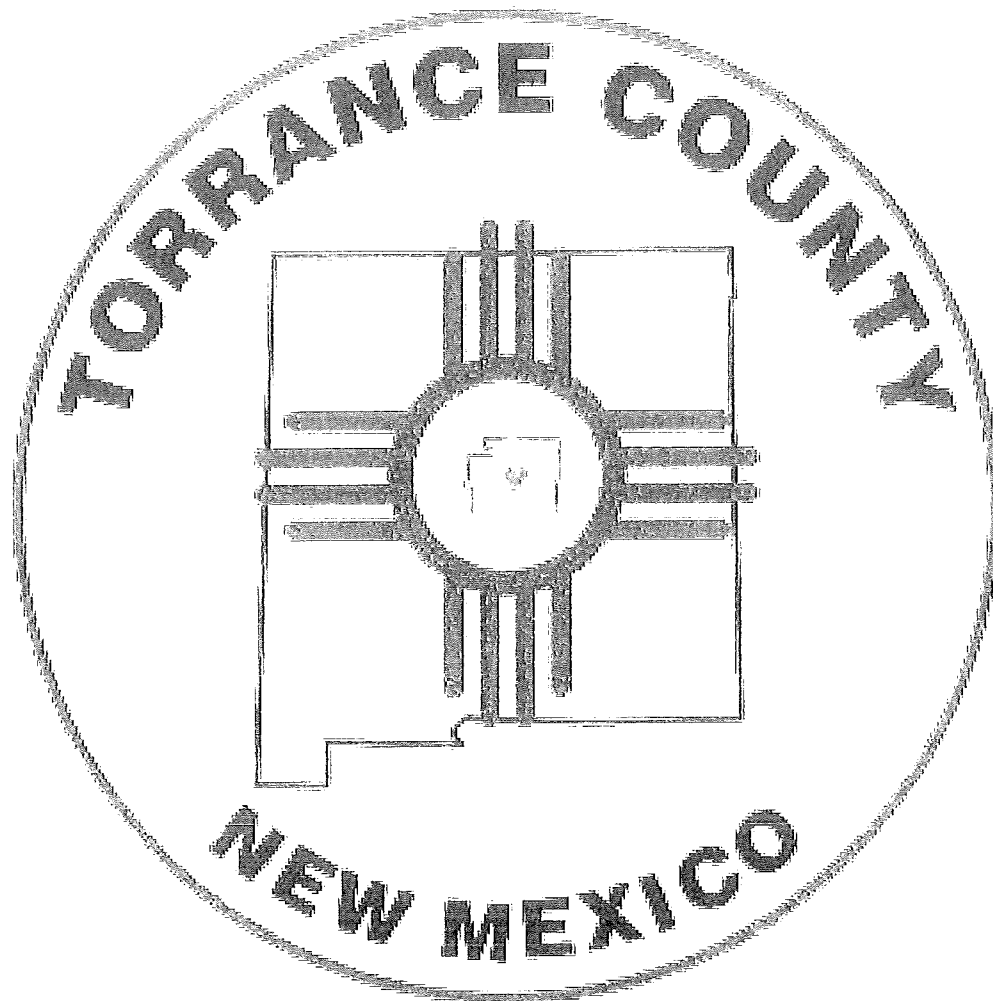
The County designated roadways for maintenance are indicated in brown on the enclosed (2013) county road map. This is the only road map the Road Department has at this time. Any changes that have occurred on this map are on the data disk and or hard copy enclosed.

If any further documentation is necessary to allow us to comply, please feel free to call contact person Leonard Lujan at (505) 544-4667 in the Torrance County Road Department Office.

Respectfully,

Javier E Sanchez  
Commission Chair

js/CGP  
Enclosure



*Agenda Item  
No. 18*



**Torrance County**  
**Resolution# \_\_\_\_\_**

**WHEREAS**, the 42<sup>nd</sup> New Mexico State Legislature has provided up to Five hundred thousand dollars (\$500,000.00) of the Local Governments Road Fund to be expanded in the FY 17/18 for purchase of New Mexico Department of Transportation Surplus equipment for local governments, and

**WHEREAS**, it is our understanding that if a county can prove financial hardship, they may be approved for an amount of up to \$25,000 towards highway equipment, and

**WHEREAS**, the County of Torrance continues to experience financial hardship, and

**WHEREAS**, the Department of Finance & Administration, Local Government Division, will certify to the financial hardship of our county and the need for financial assistance.

**NOW, THEREFORE BE IT RESOLVED** the governing body of the County of Torrance is hereby requesting the financial assistance offered by the New Mexico Department of Transportation so as to purchase used Highway equipment, through the emergency rule action Pursuant to State Highway Commission in accordance with the New Mexico Legislature House Bill SHTD Emergency Rule 93.5 Amendment 1 and/or Annual Hardship Program 18 NMAC 27.4.

**PASSED, APPROVED AND ADOPTED** by the governing body at its meeting of February 14<sup>th</sup>, 2018.

**Torrance County Commission**

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

**ATTEST:**

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

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

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



County Maintained Route Description For Annual Certified County Maintenance Mileage Report County - Torrance Fiscal Year 2017/2018									
Chipseal Mileage	Rt. Name	Rt. #	Beginning Termini	Ending Termini	Section	Mileage (per road)	Type of Roadway/Structure	Comments	Mileage Breakdown
4.36	Ewing Rd	A001	From Torrance s on NM55 4.36 miles, proceed E.	Deadend	0.000	16' - 20'	1	Update Descriptions 2009	Chipseal/Gravel (per roadway)
2.000	Ten Pines Rd W	A002	From Junction A001, proceed N.	Deadend	0.179	16' - 20'	2	GPS (NM5HTD & TCRO)	4.65 mi. Chipseal 4.35(0.07), chipseal relift 4.36 mile (9/2012)topseal 11/13
0.600	Dawning Street	A003	From Torrance on NM55 S 3.34 miles to CR A003, go W(1.57) then N(1.05)	Deadend	0.620	16' - 20'	1 & 2	2009 GPS TCRO	.25 mi (8/18/01)-Gravel 2.37 mi-Chipseal 1.75 mi(8/08)patchwork12/07
0.780	Los Pinos Rd E	A004	From Torrance on NM55 S 3.34 miles, proceed S.	Deadend	0.090	16' - 20'	2	2004 GPS (TCRO)	
0.620	Ten Pines Rd E	A005	From Torrance on NM55 S 3.34 miles, proceed E.	Deadend	0.000	16' - 20'	1	July 2004 GPS (TCRO)	seal .1 mi (9/24/03)-Gravel .4 mi.Chipseal .8(8/08)patchwork12/07
0.960	Cuervo Canyon West	A006	From Torrance on Hwy 55 S 1.97 miles, proceed W.	Deadend	2.520	16' - 20'	2	July 2004 GPS (TCRO)	
0.330	La Questa Rd	A007	From Torrance on NM55 & CR A006, proceed W.	Deadend	1.150	16' - 20'	2	July 2004 GPS (TCRO)	Chipseal .78 mi (06/09/04,11/13)-Gravel 2.26 mi
0.900	Camino De Las Palas Rd	A008	In Torrance NM55 & CR A006, proceed W to 1st. E. (Sherwood to CatGrid .09)	Deadend	2.280	16' - 20'	1 & 2	July 2004 GPS (TCRO)	Chipseal .52 mi (06/09/04,11/13)-Gravel 3.26 mi
0.960	Torroneo Heights Rd E	A011	From Junction Hwy 55, proceed SE.	Deadend	0.830	16' - 20'	2	2009 GPS (Torrance County Rd Dept)	Chipseal .36 mi (05/26/03)-Gravel 5.64 mi
0.900	Torroneo Heights Rd W	A011	In Torrance NM55 and CR A011W, proceed W.	Deadend	0.640	16' - 20'	1 & 2	GPS (NM5HTD) & (Road Department)	Chipseal .30 mi (6/28/04,11/13)-Gravel 1.03 mi
0.330	La Mantosa Rd	A012	From Junction Hwy 55, proceed E.	Deadend	1.030	16' - 20'	2	2009 GPS (Torrance County Rd Dept)	
1.180	4th of July Rd	A013	From Junction Hwy 55, proceed NW.	Forest Road Ending	5.469	16' - 20'	2	2009 GPS (Torrance County Rd Dept)	Chipseal .77.16 mi (06/09/04, 11/13)-Gravel .78 mi
0.330	Rancho Seco Rd	A014	In Town of Torrance Junction NM55 & CR A014 to SE	County Road A019	0.940	16' - 20'	1 & 2	July 2004 GPS (TCRO)	Chipseal .661.50 mi (8/9 & 8/10/06, 11/13)-Gravel .92 mi
0.330	Camino Del Norte Rd	A015	From Junction Hwy 55, proceed N.	County Road A019	0.920	16' - 20'	1 & 2	GPS (NM5HTD) & (Road Department)	Gravelled (6/3/06)(7/10/11,12,19/06),1.75 miles
0.330	Camino Del Rey Rd	A018	From Junction A015, proceed E.	Deadend	1.750	16' - 20'	2	GPS (NM5HTD) & (Road Department)	
0.330	Sanchez Rd	A019	From Junction A015, proceed W.	Deadend	1.600	16' - 20'	2	2009 GPS (Torrance County Rd Dept)	
0.330	La Para Rd	A020	From Junction Hwy 337, proceed WNW also Junction Hwy 337 proceed E.	County Road A020	2.178	16' - 20'	2	2009 GPS (Torrance County Rd Dept)	
0.330	Camino Del Norte Rd	A021	From Junction A019, proceed N.	County Road A020	1.600	16' - 20'	2	2009 GPS (Torrance County Rd Dept)	
0.330	Luna Rd	A022	From Junction Hwy 337 proceed E/N.	Deadend	2.414	16' - 20'	2	2009 GPS (Torrance County Rd Dept)	
0.330	La Trenchetta Rd	A025	From Estancia S NM41 6.04 miles, W NM 542 2.0 miles, proceed N.	Deadend	0.985	16' - 20'	2	2009 GPS (Torrance County Rd Dept)	
0.330	Riley Rd North	A027	From Junction Hwy 542, proceed N cross Hwy 55 proceed N/E/N.	Deadend	1.150	16' - 20'	2	2004 GPS TCRO	
0.330	Riley Rd South	A027	Estancia NM41 & NM55 proceed W 7.5 miles (CR A027) go S	Hwy 542	0.000	16' - 20'	1	July 2004 GPS (TCRO)	seal 5.97 mi (07/11/01),(10/30/01),(04/24/02),(05/29/02)Chipseal 1. mile(6/10/06) Rd S was Chip Sealed (sealing) for 4.04 miles. (From Junction State Hwy 55 proceed S) Gravelled .33 mi (11/29/06)
0.330	Forgetting Rd (Arroyo De Telle)	A029	Estancia NM41 & NM55 proceed S .65 on CR A027 then W .28	Deadend	0.280	16' - 20'	2	2009 GPS TCRO	
0.330	Solomon Rd	A029	From Estancia NM41 S 6.04 miles, W NM542 6.99 miles, proceed N.	County Road A032	1.420	16' - 20'	2	July 2004 GPS (TCRO)	
0.330	Ranch of Meadows Rd	A030	From Junction Hwy 55, proceed S.	County Road A032	3.109	16' - 20'	2	2009 GPS (Torrance County Rd Dept)	Gravelled 2.0 miles (12/5.6,7/06)
0.330	Lanahly Road	A032	From Junction Hwy 41, proceed W.	County Road A032	7.660	16' - 20'	2	2009 GPS (Torrance County Rd Dept)	
0.330	Black Court Rd (Yvalston)	A033	From Estancia Hwy 1 S 8.04 miles, W NM542 4.99 miles, proceed N.	County Road A041	1.238	16' - 20'	2	2009 GPS (Torrance County Rd Dept)	
0.330	Ness Farm Rd	A035	From Junction A036, proceed E.	County Road A041	1.190	16' - 20'	2	2009 GPS (Torrance County Rd Dept)	
0.330	Albin Farm Rd	A036	From Junction A036, proceed E.	County Road A041	3.100	16' - 20'	2	2009 GPS (Torrance County Rd Dept)	
0.330	Howell Rd West	A038	From Estancia S NM41 6.04 miles, W NM542 3.99 miles, proceed N.	County Road A044	5.350	16' - 20'	2	2009 GPS (Torrance County Rd Dept)	
0.330	McDonnell Rd N	A039	From Junction Hwy 41, proceed W.	County Road A044	3.000	16' - 20'	2	2009 GPS (Torrance County Rd Dept)	
0.330	McDonnell Rd S	A039	From Junction Hwy 55, proceed N.	County Road A051	1.100	16' - 20'	2	2009 GPS TCRO	
0.330	Escol Rd	A040	From Junction SA041, proceed E.	County Road A039	1.900	16' - 20'	2	2009 GPS TCRO	
0.330	Spanner Rd S	A041	From Junction Hwy 55, proceed E.	Hwy 542	5.999	16' - 20'	2	2009 GPS (Torrance County Rd Dept)	Gravelled .5 mile-12/2012
0.330	Spanner Rd N	A041	From Junction Hwy 55, proceed S.	County Road A051	0.988	16' - 20'	2	2009 GPS (Torrance County Rd Dept)	Gravel 3 miles (11/07)
0.330	Country View Ln	A042	From Junction Hwy 55, proceed N.	County Road A051	0.000	16' - 20'	2	2009 GPS (Torrance County Rd Dept)	
0.330	Valdez Rd	A042	From Junction A042S, proceed W.	County Road A042E	0.070	16' - 20'	1 & 2	2004 GPS (TCRO) & GPS 2009 TCRO	Chipseal 1.0 mi (07/10/03)chipseal 1.0 mile (10/2012)relift .46 mile (07/10/03)-Gravel .07 mile.chipseal relift .46 mile (10/2012)
0.330	Bluegrass Rd South	A043	From Junction Hwy 55, proceed N.	Hwy 55	1.117	16' - 20'	2	2009 GPS TCRO	Gravelled 1.08 miles (10/11,12,17/06)
0.330	Bluegrass Rd North	A043	From Junction Hwy 55, proceed N.	Deadend	1.117	16' - 20'	2	2009 GPS TCRO	
0.330	Peacock Rd	A044	From NM55, proceed N.	County Road A046W	2.900	16' - 20'	2	2009 GPS TCRO	Gravelled .4 mi (3/20 & 21/07)
0.330	Myers Rd W	A045	From Estancia S NM41 6.04 miles, W NM542 9.94 miles, proceed N.	County Road A072	8.110	16' - 20'	2	2009 GPS TCRO	
0.330	Myers Rd E	A045	From Junction Hwy 41, proceed E.	County Road A005	0.994	16' - 20'	2	2009 GPS (Torrance County Rd Dept)	
0.330	Berkshire Rd	A047	From Junction Hwy 41, proceed E.	County Road A044	5.347	16' - 20'	2	2009 GPS (Torrance County Rd Dept)	
0.330	West Williams Rd	A048	From Junction A048, proceed E.	Deadend	0.649	16' - 20'	2	2009 GPS (Torrance County Rd Dept)	
0.330	Lori Lane	A048	From Junction A048, proceed E.	Estancia City Limits	0.710	16' - 20'	2	2004 GPS (TCRO)	
0.330	Alan Ayers Rd E	A049	From Junction Hwy 41, proceed E.	County Rd A051	0.650	16' - 20'	2	2004 GPS (TCRO)	
0.330	Morring Star Rd	A050	From Junction Hwy 41, proceed E.	Deadend (County Portion)	6.880	16' - 20'	2	2005 GPS (TCRO)	
0.330	Alan Ayers Rd W	A051W	From Junction Walker (Estancia City Limits) proceed W.	County Road A044	4.639	16' - 20'	2	2009 GPS TCRO	
0.330	Sillbrook Lane	A051W	From Junction A051, proceed N.	County Road A044	1.400	16' - 20'	2	2009 GPS TCRO	
0.330	Aspenbrook Drive	A052	From Junction Hwy 337, proceed E.	Deadend	4.670	16' - 20'	2	2009 GPS TCRO	
0.330	Chimchonte Rd (AKA ACEVES)	A053	From Junction A052, proceed N.	Deadend	2.895	16' - 20'	2	2009 GPS TCRO	Gravel 4.5 mi(6/09)
0.330	Clampet Rd = VISTA MONTA	A055	From Junction Hwy 337, proceed NW.	County Road A044	4.154	16' - 20'	2	2009 GPS TCRO	
0.330	C.E. Solomon Rd	A055	From Junction A038, proceed N.	County Road A057	1.997	16' - 20'	2	2009 GPS TCRO	

1,000	Marshall Rd	A057	From Junction Hwy 41, proceed W.	County Road A044	3,370	16'-20'	1 & 2	GPS 2006 (Terrence County Rd Dept)		
	Pinia Grove Avenue = P-ASO RANCI	A058	From Junction A057, proceed S.	County Road A038	2,000	16'-20'	2	2009 GPS TORO		
	Arroyo Drive	A059	From Junction A057, proceed E.	Deanna Dr	1,282	16'-20'	2	2009 GPS TORO		
	Marci Drive	A062	From Junction A058, proceed E.	County Road A151	1,282	16'-20'	2	2009 GPS TORO		
	Robert Drive	A064	From Junction A181, proceed W.	County Road A059	1,460	16'-20'	2	2009 GPS TORO		
	Sam Ford Rd	A065	From Junction A181, proceed W.	County Road A059	1,460	16'-20'	2	2009 GPS TORO		
	Thomas Farms Rd (Howell Rd)	A066	From Junction Hwy 41, proceed E/N.	Deadend	1,870	16'-20'	2	GPS (NMSHTD) & Road Department		
	Isa Plant Rd W	A067	From Junction Hwy 41, proceed W.	County Road A044	4,370	16'-20'	1 & 2	GPS (NMSHTD) & Road Department		seal 1.43 mi (09/19/04) (01/06) Gravel 3.98 mi (Chipseal 1.4 mi (9/07)
	Isa Plant Rd E	A068	From Junction Hwy 41, proceed E/N.	Deadend	5,300	16'-20'	2	GPS (NMSHTD) & Road Department		
	Irving Drive	A069	From Junction A072, proceed S.	County Road A036	4,000	16'-20'	2	GPS (NMSHTD) & Road Department		
	Willow Lake Rd W	A070	From Junction Hwy 41, proceed W.	County Road A038	1,450	16'-20'	2	GPS (NMSHTD) & Road Department		
	Willow Lake Rd E	A071	From Junction Hwy 41, proceed E.	County Road A071 N/S	2,500	16'-20'	2	GPS (NMSHTD) & Road Department		
	Golden Valley Drive N	A071 N	From Junction A071 & A071 S, proceed N	County Road A072 S	1,000	16'-20'	2	GPS (NMSHTD) & Road Department		
	Golden Valley Drive S	A071 S	From Junction A071 & A071 N, proceed S.	County Road A072 S	1,000	16'-20'	2	GPS (NMSHTD) & Road Department		
	Clementis Rd W	A072	From Junction Hwy 41, proceed W.	County Road A055	6,430	16'-20'	2	2005 GPS (Terrence County Rd Dept) (07/07/05)		
	Clementis Rd S	A072 S	From Junction A072, proceed S.	County Road A055	1,250	16'-20'	2	2005 GPS (Terrence County Rd Dept) (07/07/05)		
	Pallina Lane	A074	From Junction A072, proceed N.	Deadend	1,160	16'-20'	2	2009 GPS TORO		
	Fine Fly Lane	A075	From Junction A072, proceed N.	County A076 S	1,480	16'-20'	2	2009 GPS TORO		
	Espanola Del Norte Drive	A076 S	From Junction Hwy 41, proceed W.	Otero Road	1,000	16'-20'	1 & 2	2005 GPS TORO		gravel 1.0 mile 2013, chipseal 1.0 mile 4/2014.
	Chula De Vista = (CHULA VIS)	A076 S	From Junction A076, proceed S.	County Road A081	0,750	16'-20'	2	2005 GPS TORO		
	Turf Rd	A077	From Junction A080, proceed N.	Deadend	0,440	16'-20'	2	2009 GPS TORO		
	El Rancho Grande Rd	A078	From Junction Hwy 41, proceed E/N.	County Road A081	0,440	16'-20'	2	2009 GPS TORO		
	Clementis Rd E	A080	From Junction Hwy 41, proceed E.	Deadend	9,184	16'-20'	2	2009 GPS TORO		
	Calle Del Sol Rd E S	A081 E S	From Junction Hwy 41, proceed E/S.	County Road A080	4,395	16'-20'	2	2009 GPS TORO		
	Calle Del Rancho Rd	A082	From Junction Hwy 41, proceed E.	Deadend	0,420	16'-20'	2	GPS (NMSHTD) & Road Department		Gravel 2 miles(09)
	Saline Pump Rd	A083	From Junction Hwy 41, proceed W.	Deadend	5,030	16'-20'	2	2009 GPS TORO		
	Larsen Rd	A084	From Junction A087, proceed S.	County Road A083	2,000	16'-20'	2	GPS (NMSHTD) & Road Department		
	M Rancho Rd	A085	From Junction A087, proceed S.	County Road A083	2,500	16'-20'	2	GPS (NMSHTD) & Road Department		
	Tarmy Lane	A096	From Junction A097, proceed S.	County Road A103	1,000	16'-20'	2	2009 GPS TORO		
	Pumpkin Patch Rd	A097	From Junction Hwy 41, proceed W.	Deadend	1,250	16'-20'	1 & 2	2005 GPS (Terrence County Rd Dept)		Chipseal 1.6 mi (09/14/03), (01/06) Gravel 1.29 mi
	Pololo Street	A098	From Junction Frontage Road (Old 41), proceed E.	Deadend	1,000	16'-20'	2	GPS (NMSHTD) & Road Department		
	Wendover Rd	A099	From Junction Frontage Road (Old 41), proceed E.	County Road A148	0,508	16'-20'	2	2009 GPS TORO		lat 2.24 miles - Gravel 4 mi (07/03/02), (01/06) Chipseal 2.25 mi (9/07)
	Madrid	A099	From Junction Frontage Road (Old 41), proceed E.	County Road A148	0,000	16'-20'	1	2005 GPS (Terrence County Rd Dept)		
	Valle Verde Rd	A099 S	From Junction A099, proceed S.	Deadend	1,287	16'-20'	2	2009 GPS TORO		
	Fernan Trail S	A099 S	From Junction A099, proceed S.	Deadend	0,480	16'-20'	2	2009 GPS TORO		
	Gaio	A099 E W	From Junction A099, proceed S then E	County Road A092 N	0,310	16'-20'	2	2009 GPS TORO		
	Calle De Morita Rd	A099 E W	From Junction A099, proceed S then E	County Road A092 N	0,900	16'-20'	2	2009 GPS TORO		
	Mescalero Avenue	A099	From Junction A099, proceed N.	County Road A090	0,470	16'-20'	2	2009 GPS TORO		130 mi (06/06/02), (05/26/04), (1/06) City of Moriarty annex 1st 2 miles.
	Lavaco Rd	A099	From Junction A099, proceed S/W/S.	County Line	0,000	16'-20'	1	2005 GPS (Terrence County Rd Dept)		130 mi (06/06/02), (05/26/04), (1/06) City of Moriarty annex 1st 2 miles.
	Dean Rd	A094	From Junction A099, proceed N.	County Road A095	1,000	16'-20'	2	2009 GPS TORO		Chipseal 1.6 mi (09/14/03), (01/06) Gravel 1.29 mi
	Malakab Rd	A085	From Junction Hwy 41, proceed W.	County Road A171 N/S	0,360	16'-20'	1 & 2	2005 GPS (Terrence County Rd Dept)		Gravel 2.22 (05/13/01), (05/09/02), (01/06) (1/1/11), 5 mi (Chipseal 1.88 mi (9/07)
	Rabbit Run Court	A086	From Junction A135, proceed S (road begins) E and W.	Deadend (Both Ends)	0,427	16'-20'	2	2009 GPS TORO		
	Carpetano Rd	A087	From Junction Sanchez Road, proceed S.	Deadend to 2nd Gateguard	0,371	16'-20'	2	2009 GPS TORO		Gravel 1.0 mile 2013
	Serritas Rd	A086	From Junction 222, proceed S.	Deadend	0,700	16'-20'	2	GPS (NMSHTD) & Road Department		gravel 1.0 mile 2013
	Martinez Rd	A098 W	From Junction A108, proceed W/N.	State Fe Co. 7	6,650	16'-20'	1 & 2	2006 GPS (Terrence County Rd Dept)		
		A100	From Junction A099, proceed E.	County Road A104	3,108	16'-20'	2	GPS (NMSHTD) & Road Department		
	V-Hill Rd	A101	From Junction A100, proceed E.	Deadend	0,345	16'-20'	2	GPS (NMSHTD) & Road Department		
	Mejores Plaza	A102	From Junction A099, proceed W. 5,130 (maintenance ends @ Hummingbird)	Hummingbird	0,610	16'-20'	1 & 2	2005 GPS (Terrence County Rd Dept)		1.00 mi (Morita) (09/30/07) Gravel .51 miles, Reith on 1.0 mile (02/21/4
	Lucias Mejica, Madakalan	A102	From Junction A099, proceed W. 5,130 (maintenance ends @ Hummingbird)	Hummingbird	0,610	16'-20'	1 & 2	GPS (NMSHTD) & Road Department		1.00 mi (Morita) (09/30/07) Gravel .51 miles, Reith on 1.0 mile (02/21/4
	Dorhea Rd	A103	From Junction A055, proceed W.	County Road A094	2,000	16'-20'	2	GPS (NMSHTD) & Road Department		
	Riverview Rd	A104	From Junction A104, proceed S.	Deadend	1,240	16'-20'	2	2009 GPS TORO		
	Stream Rd	A105	From Junction Old US66, proceed S.	Deadend	0,500	16'-20'	2	2009 GPS TORO		
	Cottonwood Rd	A106	From Junction Old US66, proceed S.	Deadend	2,470	16'-20'	1 & 2	2009 GPS TORO		
	1,950 Rd (N) Thompson (W) M	A107	From Junction Road, proceed W/N/S.	(Callender) Frontage Rd	1,389	16'-20'	2	2009 GPS TORO		772/07) Gravel 5 mi, Gravel 2.040 mi Thompson Rd, Martin Rd Chipseal 7 mi, Gravel 6 mi (1/07)
	0,480 Green Rd	A106	From Junction A099, proceed N.	Old Hwy 66	0,000	16'-20'	1	2009 GPS TORO		480 City of Moriarty, Terrence County Maintenance until further notice
	1,000 Valley Irrigation Rd	A106	From Junction A099, proceed N.	Old Hwy 66	0,000	16'-20'	1	2009 GPS TORO		480 City of Moriarty, Terrence County Maintenance until further notice
	0,380 Carl Cameron Ranch Rd	A109	From Junction A109, proceed E.	County Line	0,000	16'-20'	1	2009 GPS TORO		Chipseal 1.6 mi (09/14/03), (01/06) Gravel 1.29 mi
	1,720 Heritage Lane	A110	From Junction Hwy 41, proceed E.	Hwy 41	0,000	16'-20'	1	2006 GPS (Terrence County Rd Dept)		Chipseal 1.22 mi (09/17/01), (01/06)

Palomino Rd (AKA BARCELON)	A114	From Junction A094, proceed S.	0.488	16' - 20'	2	2009 GPS (Torrance County Rd Dept)		
Lotave Rd	A115	From Junction A090, proceed S.	0.480	16' - 20'	2	2009 GPS (Torrance County Rd Dept)		
Ford Ranch Rd	A121	From Fontage Road, proceed N 1.48 miles (Road begins) proceed E.	0.565	16' - 20'	2	2009 GPS (Torrance County Rd Dept)		
Rencho De Tapia Rd	A122	From Fontage Road, proceed NW/NW.	3.756	16' - 20'	2	2009 GPS (Torrance County Rd Dept)		
Peccore Rd E/WIS	A123	From Junction A124, proceed E.	3.800	16' - 20'	2	2009 GPS (Torrance County Rd Dept)		
Hondo Lane	A124	From Junction East Martinez, proceed SW/S/E.	2.000	16' - 20'	2	2009 GPS (Torrance County Rd Dept)		
Sisal Rd (E), Levi Garrett Dr	A124 E	From Junction East Martinez & A124 proceed E/S.	0.960	16' - 20'	2	2009 GPS (Torrance County Rd Dept)		
Casa Del Sol Rd	A125	Re. S. A162	3.220	16' - 20'	2	2009 GPS (Torrance County Rd Dept)		
Pueblo Rd N/S	A126	From Junction Frontage Road, proceed N.	1.320	16' - 20'	2	2009 GPS (Torrance County Rd Dept)		
Juanito Avenue N	A127 N	From Junction A090, proceed N.	0.200	16' - 20'	1 & 2	2009 GPS (Torrance County Rd Dept)		
Juanito Avenue S	A127 S	From Junction A090, proceed S/E.	0.000	16' - 20'	1 & 2	2009 GPS (Torrance County Rd Dept)		
Seville E	A127 E	From Junction A090, proceed N.	0.480	16' - 20'	1 & 2	2009 GPS (Torrance County Rd Dept)		
Lucy Trail	A128	From Estancia S NIM41 3.0 miles, proceed W.	4.330	16' - 20'	2	2009 GPS (Torrance County Rd Dept)		
Corrie Drive	A130	From Junction A093, proceed W.	2.000	16' - 20'	2	2009 GPS (Torrance County Rd Dept)		
Cedar Lane	A131	From Hwy 41 proceed 1.0 miles E, (road begins) proceed SE.	4.000	16' - 20'	2	2009 GPS (Torrance County Rd Dept)		
Wynne Ranch Rd	A132	From Junction A093 (Lexco) proceed W/NW.	0.000	16' - 20'	1	2009 GPS (Torrance County Rd Dept)		
Indian Hill Rd	A133	From Junction A093, proceed N.	0.000	16' - 20'	1	2009 GPS (Torrance County Rd Dept)		
Cedar Hill Lane	A134	From Fontage Road (Old Hwy 41) proceed E.	0.420	16' - 20'	2	2009 GPS (Torrance County Rd Dept)		
Otero Rd N	A135 N	From Junction A096, proceed N.	0.270	16' - 20'	2	2009 GPS (Torrance County Rd Dept)		
Rebecca Rd S	A135 S	From Junction A096, proceed S.	0.610	16' - 20'	2	2009 GPS (Torrance County Rd Dept)		
Cole Rd	A137	From Junction A095, proceed S. (GPS 07/01/04)	0.700	16' - 20'	2	2009 GPS (Torrance County Rd Dept)		
Tequila Court	A140	From Junction on Hwy 95 S 1.87 miles, E. 7 miles, then N.	0.650	16' - 20'	2	2009 GPS (Torrance County Rd Dept)		
Sophomore Drive	A143	From Junction A078, proceed S.	0.370	16' - 20'	2	2009 GPS (Torrance County Rd Dept)		
Unity Lane S	A143 S	From Junction A078, proceed S.	0.720	16' - 20'	2	2009 GPS (Torrance County Rd Dept)		
Unity Lane N	A143 N	From Junction A078, proceed N/W.	1.000	16' - 20'	2	2009 GPS (Torrance County Rd Dept)		
Justi Drive	A144 S	From Junction A070, proceed S/E/N.	1.000	16' - 20'	2	2009 GPS (Torrance County Rd Dept)		
Peavikula	A145 S	From Junction A071, proceed S.	0.500	16' - 20'	2	2009 GPS (Torrance County Rd Dept)		
Mi Ranchito Rd S	A147 S	From Junction A147, proceed S.	0.480	16' - 20'	2	2009 GPS (Torrance County Rd Dept)		
Shondale Lane	A147 N	From Junction Hwy 41, proceed W.	0.500	16' - 20'	2	2009 GPS (Torrance County Rd Dept)		
Shondale Rd N	A148 N	From Junction A090, proceed S.	1.030	16' - 20'	2	2009 GPS (Torrance County Rd Dept)		
Mulberry Rd N	A149 N	From Junction A091, proceed N.	1.250	16' - 20'	2	2009 GPS (Torrance County Rd Dept)		
Clara Lane	A154	From Junction A097, proceed S.	3.203	16' - 20'	2	2009 GPS (Torrance County Rd Dept)		
Mea Ranch Rd	A155	From Junction A093, proceed W.	0.889	16' - 20'	2	2009 GPS (Torrance County Rd Dept)		
11 Bar Ranch Rd	A156	From Junction State Hwy 41, proceed E.	0.518	16' - 20'	2	2009 GPS (Torrance County Rd Dept)		
Pinco Rd (PINTO DR)	A157	From Junction A093, proceed W.	0.600	16' - 20'	2	2009 GPS (Torrance County Rd Dept)		
Placitas Drive W	A158	From Junction A159, proceed E/N.	0.416	16' - 20'	2	2009 GPS (Torrance County Rd Dept)		
Dilbert E (DILLON)	A159	From Junction A111, proceed S.	1.500	16' - 20'	2	2009 GPS (Torrance County Rd Dept)		
Passo Poniente	A160 N	From East Martinez, proceed N.	0.500	16' - 20'	1 & 2	2009 GPS (Torrance County Rd Dept)		
Stagcoach N	A160 N	From Junction A111, proceed S.	0.000	16' - 20'	1	2009 GPS (Torrance County Rd Dept)		
Stagcoach S	A160 S	From Junction A111, proceed N.	0.000	16' - 20'	1	2009 GPS (Torrance County Rd Dept)		
Santa Fe Trail	A164	From Junction A154, proceed in a circle.	0.000	16' - 20'	1	2004 GPS (TOR), re GPS 2009 (TOR)		
Circle Drive	A165 W	From Junction Circle, proceed W.	0.000	16' - 20'	1	2004 GPS (TOR), re GPS 2009 (TOR)		
Cobblestone Rd W	A165 E	From Junction Circle, proceed E.	0.000	16' - 20'	1	2004 GPS (TOR), re GPS 2009 (TOR)		
0.110	A166 E	From Junction Circle, proceed E.	0.000	16' - 20'	1	2004 GPS (TOR), re GPS 2009 (TOR)		
0.260	A167	From Junction County Road A114, proceed S/E/S/E/S/E.	0.700	16' - 20'	2	2009 GPS (TOR)		
0.470	A170	From Junction A093, proceed N. (GPS 07/01/04)	0.249	16' - 20'	2	2009 GPS (TOR)		
0.297	A171 N	From Junction A095 and A171 N, proceed W.	0.678	16' - 20'	2	2009 GPS (TOR)		
0.120	A171 S	From Junction A095 and A171 S, proceed N.	0.236	16' - 20'	2	2009 GPS (TOR)		
0.110	A172	From Junction A171 N, proceed W.	0.891	16' - 20'	2	2009 GPS (TOR)		
2.060	A173	From Junction A170, proceed S.	0.252	16' - 20'	2	2009 GPS (TOR)		
0.250	A174	From Junction A173, proceed W.	0.852	16' - 20'	2	2009 GPS (TOR)		
0.240	A175	From Junction A174 S, proceed W.	0.000	16' - 20'	1	2005 GPS (TOR), (Beginning/Ending Terminal)		
0.110	A177	From Junction Cedar Lane Drive, proceed S.	0.000	16' - 20'	1	2006 GPS (TOR), (Beginning/Ending Terminal)		
0.240	A178	From Junction Cedar Lane Drive, proceed S.	0.360	16' - 20'	2	2009 GPS (TOR)		
0.110	A179	In Torreon NM65 & CR A011 E 1.75 miles, proceed S.	0.850	16' - 20'	2	2009 GPS (TOR)		
0.110	A180	In Torreon NM65 & CR A011 E 1.74 miles, proceed N.	0.460	16' - 20'	2	2009 GPS (TOR)		
0.110	A181 S	From Junction A100, proceed S.	1.500	16' - 20'	2	2009 GPS (TOR)		
0.110	A181 N	From Junction A097, proceed S.	3.543	16' - 20'	2	2009 GPS (TOR)		
55.177	A182	From Junction E Martinez, proceed S also from E Martinez proceed N	288.434	16' - 20'	2	2009 GPS (TOR)		
0.250	B001	From SW corner of county, proceed S.	6.000	16' - 20'	2	2006 GPS (TOR)		
0.240	B004	From Junction US Hwy 90, proceed S.	4.180	16' - 20'	2	2006 GPS (TOR)		
0.110	B005	From Junction US Hwy 90, proceed N.	1.450	16' - 20'	2	2006 GPS (TOR)		

Garino De Aragon Rd	B006	From US Hwy 60, proceed NW/W	Deadend	2,400	16' - 20'	2	GPS (NMSHTD) & (Road Department)	
Castor Ranch Rd	B007	From Junction Hwy 55, proceed S	Deadend	3,000	16' - 20'	2	2006 GPS (Road Department)	
Day Lake Rd	B008	From Junction Hwy 55, proceed W	Deadend	2,000	16' - 20'	2	2006 GPS (Road Department)	
Robinson Ranch Rd	B010	From Junction Hwy 55, proceed W	Deadend	1,950	16' - 20'	2	2006 GPS (Road Department)	
Yankton Rd E	B011 E	From Junction Hwy 55, proceed E	Deadend	0,470	16' - 20'	2	2004 GPS (Road Department)	
Bacon Rd	B012	From Junction Hwy 55, proceed S	Deadend	2,000	16' - 20'	2	2004 GPS (Road Department)	
Dead End Rd	B015	From Junction Hwy 55, proceed S	Deadend	1,160	16' - 20'	2	2006 GPS (TCHD)	
Beginning Rd (ALABASTER)	B016	From Hwy 55, proceed S	Deadend	2,175	16' - 20'	2	2006 GPS (TCHD)	
Goat Course Rd	B017	From Junction US Hwy 60, proceed W	Deadend	0,750	16' - 20'	2	2006 GPS (TCHD)	
Oxyc Drive	B018	From Junction US Hwy 60, proceed N	Deadend	0,530	16' - 20'	2	2006 GPS (TCHD)	
Roding Rd	B019	From US Hwy 60, proceed N	Deadend	0,530	16' - 20'	2	2006 GPS (TCHD)	
Road Bluff Rd	B021	From Mountaineer City Limits, proceed W/SW/NW	County Road B054	6,510	16' - 20'	2	2006 GPS (TCHD)	
Clifford Trail West	B022	From Mountaineer N on NW 55 to NW 55 1.07 miles, proceed W	County Road B019	3,850	16' - 20'	2	2006 GPS (TCHD)	
Clifford Trail East	B023	From Mountaineer N on NW 55 1.07 miles, proceed E then S	County Road B019	4,950	16' - 20'	2	2006 GPS (TCHD)	
Thrapezoid Lane E	B024 E	From Junction B024, proceed E	US 60	0,250	16' - 20'	2	2006 GPS (TCHD)	
Shur Rd	B024	Tradezod Rd. and also proceed N	County Road B048	3,350	16' - 20'	2	2006 GPS (TCHD)	
Riley RN N/24P Rd EW	B025	From Junction B024, proceed E/W/S	County Road B048	4,560	16' - 20'	2	2006 GPS (TCHD)	
Ousikits Rd	B026	From Junction US Hwy 60, proceed E	County Road B027	2,300	16' - 20'	2	2006 GPS (TCHD)	
Microway Drive	B027	From Junction US Hwy 60, proceed S	County Road B026	2,200	16' - 20'	2	2006 GPS (TCHD)	
Fallop Road E/W	B028	From Junction B027 and NW 1/4, proceed E/S	County B031	16,000	16' - 20'	2	2004 GPS (TCHD) (Beginning/Clearing Termin)	
Roundup Rd N/S	B028 N	From Junction B028, proceed N	Deadend	0,760	16' - 20'	2	2006 GPS (TCHD)	
Liberty Valley Rd	B029	From Junction Hwy 55, proceed E	Deadend	3,800	16' - 20'	2	2006 GPS (TCHD)	
Liberty Valley Rd	B030	From Junction B029, proceed E/S	Deadend	2,050	16' - 20'	2	2006 GPS (TCHD)	
Monument Rd	B031	From Junction B028, proceed E/S	Deadend	6,550	16' - 20'	2	2006 GPS (TCHD)	
Baca Verde Rd	B032	From Junction B031, proceed SE	Deadend	1,100	16' - 20'	2	2006 GPS (TCHD)	
Shakewood Rd	B034	From Junction B031, proceed N	Deadend	0,470	16' - 20'	2	2006 GPS (TCHD)	
Tau Rd	B035	From Junction B028, proceed E	Deadend	4,820	16' - 20'	2	2006 GPS (TCHD)	
Wyatt Lane	B036	From Junction B024, proceed S	County Road B035	3,000	16' - 20'	2	2006 GPS (TCHD)	
Dairy Rd	B037	From Junction Hwy 42, proceed W/S/W/S/W/S	County Road B044	10,200	16' - 20'	2	2006 GPS (TCHD)	
Farm Rd	B038	From Junction US Hwy 60, proceed S	County Road B037	0,630	16' - 20'	2	2009 GPS (TCHD)	
Autry Ranch Rd	B039	From Junction US Hwy 60, proceed N	County Road B095	3,170	16' - 20'	2	2006 GPS (TCHD)	
Road Runner Trail	B041	From Junction US Hwy 60, proceed NW	County Road B019	2,000	16' - 20'	2	2006 GPS (TCHD)	
Corless Rd E	B044 E	From Junction B037, proceed E	Deadend	0,070	16' - 20'	2	2006 GPS (TCHD)	
Nealey Rd	B044 W	From Junction B037, proceed W	Deadend	1,000	16' - 20'	2	2009 GPS (TCHD)	
Kavanaugh Rd	B044	From B044 & B037, proceed S/E/S/E	Deadend	5,100	16' - 20'	2	2006 GPS (TCHD)	
Madecia Run Rd	B046	From Junction US Hwy 60, proceed N	County Road B048	2,650	16' - 20'	2	2006 GPS (TCHD)	
Gravel Pit Rd E	B048	From Mountaineer N on NW 55 3.07 miles, proceed E	County Road B095	3,950	16' - 20'	2	2006 GPS (TCHD)	
Gravel Pit Rd W	B049	From Mountaineer N on NW 55 3.07 miles, proceed W	County Road B050	4,700	16' - 20'	2	2006 GPS (TCHD)	
Wallhart Run Rd	B050	From Junction Hwy 55, proceed S	County Road B051	2,230	16' - 20'	2	2006 GPS (TCHD)	
Collins Rd	B051	From Mountaineer N on NW 55 1.07 miles, proceed W	Deadend	2,200	16' - 20'	2	2006 GPS (TCHD)	
Rachel Rd (S/L) Xanadu Station	B051 S	From Junction B051, proceed SE	City Limits	1,281	16' - 20'	2	GPS (NMSHTD) & (Road Department)	
Posner Rd	B052	From Junction B024, proceed W	County Road B054	1,000	16' - 20'	2	2006 GPS (TCHD)	
Kramer Mill Rd	B052 S	From Junction B052, proceed W	County Road B058	5,000	16' - 20'	2	2006 GPS (TCHD)	
Kellu Rd	B056	From Junction B054, proceed S	Deadend	0,360	16' - 20'	2	2006 GPS (TCHD)	
Fastway Rd	B057 N	From Junction B054, proceed N	Deadend	0,930	16' - 20'	2	2006 GPS (TCHD)	
Game Rd	B058	From Junction B054, proceed N	County Road B078	2,293	16' - 20'	2	2009 GPS (TCHD)	
Arroyo Colorado Rd	B063	From Junction Hwy 14, proceed S/E	Deadend	1,730	16' - 20'	2	2009 GPS (TCHD)	
La Chienpa Rd	B064	From Junction Hwy 14, proceed S	Hwy 14	2,150	16' - 20'	2	2009 GPS (TCHD)	
El Compostero Rd	B066	From Junction State Hwy 55 & Cabela Park Rd, proceed W	Hwy 14	4,346	16' - 20'	1 & 2	2009 GPS (TCHD)	
Hobler Rd	B066	From Junction B067, proceed NE	Deadend	0,130	16' - 20'	1 & 2	2006 GPS (TCHD)	
Barbico Rd/Cabela Park Rd	B068	From Junction Hwy 14, proceed NW	Deadend	0,400	16' - 20'	1 & 2	2006 GPS (TCHD)	
Amador Rd	B069	From Junction B068, proceed NE	Capla Park Forest Rd	1,930	16' - 20'	2	2006 GPS (TCHD)	
El Gato Rd SE, La Entrada Rd	B070	From Junction B070, proceed W/S	Hwy 14	5,494	16' - 20'	2	GPS (NMSHTD) & (Road Department)	
El Gato Rd S, Camino Viejo Rd	B070	From Junction Hwy 14, proceed (opp)	Hwy 14	0,890	16' - 20'	2	GPS (NMSHTD) & (Road Department)	
El Gato Rd	B073	From Junction B068 & B071, proceed S	Deadend	1,450	16' - 20'	2	2006 GPS (TCHD)	
La Chienpa Rd W	B074 W	From Mountaineer N on NW 55 to NW 55 & 0.7 miles, W 1.05 miles	Deadend	3,550	16' - 20'	2	2006 GPS (TCHD)	
La Chienpa Rd E	B074 E	From Mountaineer N on NW 55 to NW 55 & 0.7 miles, W 1.05 miles, proceed E	Hwy 14	0,713	16' - 20'	2	2009 GPS (TCHD)	
Palma De Aguil Rd	B075	From Junction Hwy 55, proceed S	County Road B074	0,700	16' - 20'	1 & 2	2008 GPS (TCHD)	
MAVIZANO Queen Rd	B076	From Junction Hwy 55, proceed W/S	Deadend	0,400	16' - 20'	1	2008 GPS (TCHD)	
1st N Rdnra - 2nd N Casullina	B076 N	From Junction B076, proceed NW	Deadend	3,990	16' - 20'	2	2006 GPS (TCHD)	
El Vasadero Rd	B077	From A001, proceed S	GPS B074	0,390	16' - 20'	2	July 2004 GPS (TCHD)	
El Vasadero Rd N	B077 N	From Torreon S on NW 65 4.34 miles, E (A001) 2.53 miles, proceed N	GPS B005	0,590	16' - 20'	2	July 2004 GPS (TCHD)	
Curra Copo Coco Rd	B078	From Junction B077, proceed E	Deadend	0,630	16' - 20'	2	2006 GPS (TCHD)	

58 aka Game Rd was graveled for 1.7 miles. (From Junction B054, proceed N)

2009/04 Chippel, 1.15 mi - Gravel 4,346

2009/04 Chippel, 22 - Gravel 13

Chippel Barbico 45/Cabela Park 1.55 Gravel

Chippel 27mi (15/20/02)-Gravel 70 mile

Chippel 1,113 mi(09)

Gravel 27mi(09)

Gravel 1.73 miles (221 & 2207)

seed 1.53 mi (05/20/03)-Gravel 5.65 mi chippel 1.53 mile (8/2012)

graveled on 11/21/2011 4.0 miles

ID	Location	Description	County	Date	Status	Notes
B079	Gran Olvera Rd	From Junction C005 & C003, proceed W.	County Road B080	16 - 20	2	2006 GPS (TOR)
B080	Gran Olvera Rd	From Junction B079, proceed S.	County Road B080	16 - 20	2	2006 GPS (TOR)
B081	Lucy Trail	From Junction Hwy 42, proceed S.	County Road C010	16 - 20	2	2006 GPS (TOR)
B082	Lucy Trail N & S	From Junction US Hwy 60, proceed S/E/S/E/S. (cattleguard to cattleguard)	County Road C055	16 - 20	2	2004 GPS Road Department
B083	Lucy Trail	From Junction B083 N and C055, proceed SE	Hwy 42	16 - 20	2	PS (NMSHTD) & (Road Department) 2004 GPS R.D.
B083 E	Berry Ranch Rd E	From Junction B083, proceed E. (from cattleguard)	County Road B082	16 - 20	2	GPS (NMSHTD) & (Road Department)
B088	Progreso Rd	From Junction Hwy 42, proceed S/E/S/E.	County Road B088	16 - 20	2	GPS (NMSHTD) & (Road Department)
B089	Cattle Drive	From Junction US50, proceed NW.	County Road B088	16 - 20	2	2009 GPS (TOR)
B092	McVeigh Rd	From Junction Hwy 41, proceed E/S.	US Hwy 60	16 - 20	2	2005 GPS (TOR)
B093	Three Sevans Ranch Rd	From Junction Hwy 41, proceed E/S.	Hwy 41	16 - 20	2	2005 GPS (TOR)
B095	Old Willard Rd	From Junction Hwy 41, proceed E/S.	US Hwy 60	16 - 20	2	2005 GPS (TOR)
B096	Brent Rd	From Junction Hwy 54, proceed E/S.	US Hwy 60	16 - 20	2	2005 GPS (TOR)
B097	Soloman Rd	From Junction Hwy 54, proceed E/S.	Hwy 54	16 - 20	2	2005 GPS (TOR)
B098	Lupe Rd	From Junction Hwy 54, proceed E/S.	US Hwy 60	16 - 20	2	2005 GPS (TOR)
B099	White Mesa Rd	From Junction Hwy 54, proceed E/S.	Hwy 54	16 - 20	2	2005 GPS (TOR)
B100	Centia Ranias Rd E	From Junction Hwy 54, proceed E/S.	Hwy 54	16 - 20	2	2005 GPS (TOR)
B101	Wild Turkey Rd	From Junction Hwy 54, proceed E/S.	US Hwy 60	16 - 20	2	2005 GPS (TOR)
B104	Watson Rd	From Junction Hwy 54, proceed E/S.	US Hwy 60	16 - 20	2	2005 GPS (TOR)
B105	Spangler Rd	From Junction Hwy 54, proceed E/S.	Hwy 54	16 - 20	2	2005 GPS (TOR)
B106	Alin Farm Rd	From Junction Hwy 54, proceed E/S.	Hwy 54	16 - 20	2	2005 GPS (TOR)
B107 E	Grey Hawk W	From Junction Hwy 54, proceed E/S.	Hwy 54	16 - 20	2	2005 GPS (TOR)
B108 S	Grey Hawk W	From Junction Hwy 54, proceed E/S.	Hwy 54	16 - 20	2	2005 GPS (TOR)
B108 S	La Terencia Rd S	From Junction Hwy 54, proceed E/S.	Hwy 54	16 - 20	2	2005 GPS (TOR)
B109	Geonitro Rd	From Junction Hwy 54, proceed E/S.	Hwy 54	16 - 20	2	2005 GPS (TOR)
B109	Maia Rd	From Junction Hwy 54, proceed E/S.	Hwy 54	16 - 20	2	2005 GPS (TOR)
B110	Pound Ranch Rd	From Junction Hwy 42, proceed SW.	US Hwy 60	16 - 20	2	2005 GPS (TOR)
3.733						
C001	Lackey Rd	From Junction C008, proceed S.	County Line	16 - 20	2	GPS (NMSHTD) & (Road Department)
C002	Cougar Mountain Rd	From Junction C008, proceed S.	County Line	16 - 20	2	GPS (NMSHTD) & (Road Department)
C002	Gran Olvera Rd	From Junction Hwy 42, proceed W.	County Road B079 & C005	16 - 20	2	GPS (NMSHTD) & (Road Department)
C003	Rogé Rd	From Junction C010, proceed S.	County Road B079 & C003	16 - 20	2	2005 GPS (TOR)
C005	Paro Rd	From Junction Hwy 42, proceed S.	County Road C003	16 - 20	2	2005 GPS (TOR)
C005 N	Paro Rd N	From Junction Hwy 42, proceed S.	County Road C003	16 - 20	2	2004 GPS Road Department
C006	Neda Rd	From Junction C005, proceed W/E	County Road C008	16 - 20	2	2005 GPS (TOR)
C006	Rawville Rd	From Junction Hwy 42, proceed W.	County Road C011	16 - 20	2	2005 GPS (TOR)
C010	Rawville Rd	From Junction Hwy 42, proceed W.	County Road B082	16 - 20	2	2009 GPS (TOR)
C012	Pinch Vt Rd	From Junction Hwy 42, proceed N/E/N/E/N.	County Road B082	16 - 20	2	2009 GPS (TOR)
C012	Shiga Rd	From Junction Hwy 42, proceed N/E/N/E/N.	County Road B082	16 - 20	2	2009 GPS (TOR)
C014	Double Horn Rd	From Junction Hwy 54, proceed E. (from cattleguard)	Hwy 42	16 - 20	2	PS (NMSHTD) & (Road Department) 2004 GPS R.D.
C014	Robison Ranch Rd	From Junction Hwy 54, proceed W.	County Road C011	16 - 20	2	2005 GPS (TOR)
C015	University Rd	From Junction Hwy 54, proceed E.	County Road C020	16 - 20	2	2009 GPS (TOR)
C020	University Rd	From Junction Hwy 54, proceed E.	County Road C020	16 - 20	2	2009 GPS (TOR)
C021	Hamilton Rd	From Junction Hwy 54, proceed E.	County Road C022	16 - 20	2	2009 GPS (TOR)
C022	Hellman Rd	From Junction Hwy 54, proceed S.	County Road C022	16 - 20	2	2009 GPS (TOR)
C022	Open Ranges Rd	From Junction Hwy 54, proceed S.	County Road C022	16 - 20	2	2009 GPS (TOR)
C023	Canero Rd	From Junction Hwy 60, proceed SW.	County Road C016	16 - 20	2	PS (NMSHTD) & (Road Department)
C023	Canero Rd	From Junction Hwy 60, proceed SW.	County Road C016	16 - 20	2	2009 GPS (TOR)
C023	Canero Rd	From Junction Hwy 60, proceed SW.	County Road C016	16 - 20	2	2009 GPS (TOR)
C032	Neara Trail	From Junction US Hwy 60, proceed N/E.	Hwy 285	16 - 20	2	2009 GPS (TOR)
C032	Big Buck Rd	From Junction US Hwy 60, proceed N/E.	Hwy 285	16 - 20	2	2009 GPS (TOR)
C033	Barler Ranch Rd	From Junction US Hwy 285, proceed E.	Hwy 3	16 - 20	2	2009 GPS (TOR)
C033	Remondero Rd	From Junction US Hwy 60, proceed NE.	County Line	16 - 20	2	2004 GPS Road Department
C033	Med. Aughin Rd	From Junction US Hwy 60, proceed N.	County Road C048	16 - 20	2	2004 GPS Road Department
C033	Eschman Rd	From Junction US Hwy 60, proceed S.	County Road C048	16 - 20	2	2004 GPS Road Department
C033	Beck Ranch Rd	From Junction US Hwy 60, proceed S.	County Road C048	16 - 20	2	2004 GPS Road Department
C042	Harvey Ranch Rd	From Junction US Hwy 60, proceed N.	County Road C048	16 - 20	2	2004 GPS Road Department
C044	Harvey Ranch Rd	From Junction US Hwy 285, proceed W/S	County Road C048	16 - 20	2	2004 GPS Road Department
C045 N	Bigbee Ranch Rd	From Junction US Hwy 285, proceed E/N	County Road C048	16 - 20	2	2004 GPS Road Department
C045 E	Bigbee Ranch Rd	From Junction US Hwy 285, proceed E (from cattleguard)	County Road C048	16 - 20	2	2004 GPS Road Department
C048	Pinada Rd	From Junction Hwy 3, proceed E.	County Road C048	16 - 20	2	2004 GPS Road Department
C048	Milpa Rd	From Junction Hwy 3, proceed E/N	County Road C048	16 - 20	2	2004 GPS Road Department
C048	Papalote Rd	From Junction C036, proceed E.	County Road C048	16 - 20	2	2004 GPS Road Department
C049						



Subdivision	From	To	Total Miles	15'-20'	2009 GPS TORC	Notes
Roads in Broadmoore Subdivision			1.672	15'-20'	2	
Broadmoor Road	From Chavez Road, proceed N and (Loop)		1.150	15'-20'	2	
						2009 GPS TORC
Roads in Buffalo Subdivision						
Buffalo Trail	From Junction A093 (West Side) proceed N.		0.119	15'-20'	2	
Bison Circle	From Junction A093 (West Side) proceed N.		0.119	15'-20'	2	
Oxen Lane	From Junction A093 (North End) proceed W.		0.106	15'-20'	2	
			0.344			2009 GPS TORC
Road in Coyote Run Subdivision						
Coyote Loop	From A093, proceed E. (loop)		0.730	15'-20'	2	
			0.730			2009 GPS TORC
Roads in Echo Ridge Subdivision						
Alaska Court	From Echo Ridge Rd proceed W		0.060	15'-20'	2	
Fairfield Place	From Junction Echo Ridge Road, proceed E.		0.330	15'-20'	2	
Kentucky Court	From Junction Fairfield Pl, proceed S.		0.060	15'-20'	2	
Louisiana Court	From Junction Fairfield Pl, proceed S.		0.060	15'-20'	2	
Maine Court	From Junction Fairfield Pl, proceed N.		0.140	15'-20'	2	
Maryland Court	From Junction Fairfield Pl, proceed N.		0.060	15'-20'	2	
Michigan Court	From Junction Fairfield Pl, proceed E.		0.070	15'-20'	2	
Navada Court	From Junction Washington Loop, proceed E.		0.020	15'-20'	2	
New Hampshire Court	From Junction Washington Loop, proceed N.		0.060	15'-20'	2	
New York Court	From Junction Washington Loop, proceed S.		0.060	15'-20'	2	
North Dakota Court	From Junction Washington Loop, proceed S.		0.060	15'-20'	2	
Ohio Court	From Junction Washington Loop, proceed N/E.		0.060	15'-20'	2	
Washington Loop	From Junction Echo Ridge Rd, proceed E/S.		0.060	15'-20'	2	
			1.890			2006 GPS (TORC)
Roads in El Rancho Grande Subdivision						
Conjelo Avenue	From Junction Clubhouse, proceed W.		1.410	15'-20'	2	
Berrando Avenue	From Junction Clubhouse, proceed W.		1.420	15'-20'	2	
Clubhouse Road	From Junction Hwy 41, proceed N.		0.000	15'-20'	1	
Esperanza Avenue	From Junction Clubhouse, proceed W.		0.000	15'-20'	1	
Geofrinda Avenue	From Junction Clubhouse, proceed W.		0.000	15'-20'	1	
Espejo Avenue	From Junction Clubhouse, proceed W.		1.410	15'-20'	2	
Vielero Avenue	From Junction Clubhouse, proceed W.		1.410	15'-20'	2	
Loma De Sol Avenue	From State Hwy 41, proceed W.		1.480	15'-20'	2	
Olivero Road	From A076, proceed S.		1.000	15'-20'	2	
Avenida Del Sol	From A076, proceed S.		1.000	15'-20'	2	
Rio Vista Avenue	From A076, proceed S.		1.000	15'-20'	2	
			12.460			2006 GPS (TORC)
Roads in Holly Hills & Meadow Woods Subdivisions						
Charlos Trail	From Junction Skyline Dr, proceed N.		0.400	15'-20'	2	
Charolette Court	From Junction Meadow Loop, proceed E.		0.000	15'-20'	1	
Harla Road	From Junction Skyline Ln, proceed S.		0.040	15'-20'	2	
Harla Court	From Junction Skyline Ln, proceed SE.		0.000	15'-20'	1	
Leila Court	From Junction Paradise Meadow Loop, proceed SE.		0.000	15'-20'	1	
Lot Court	From Junction Paradise Meadow Loop, proceed SE.		0.000	15'-20'	1	
Nancy Court	From Junction Paradise Meadow Loop, proceed S.		0.000	15'-20'	1	
Paradise Meadow Loop	From Junction Skyline Ln, proceed N/E.		0.000	15'-20'	1	
Pino Trail	From Junction Skyline Ln, proceed N/E.		0.150	15'-20'	2	
Ranch Trail	From Junction Skyline Ln, proceed S/W.		0.000	15'-20'	1	
Skyline Drive	From Junction Old Hwy 66, proceed S/W.		0.350	15'-20'	2	
Valley Trail	From Junction Skyline Ln, proceed N/W.		1.090	15'-20'	2	
			0.340			2006 GPS (TORC)
Roads in Punta De Agua						
Sagato Canyon (punta)/porchlip	From Demas proceed S.		1.000	15'-20'	2	
Demas (punta)/porchlip	From B076 N proceed W.		1.340	15'-20'	2	
			0.000			2006 GPS (TORC)
Roads in Marzano						
Community Road	From Pino Reales Rd proceed N. 03 miles		0.070	15'-20'	1 & 2	
Pino Reales Road	From State Junction State Hwy 55 proceed W.		0.030	15'-20'	1	
Silva Road	From Junction Pino Reales Rd proceed SE.		3.387	15'-20'	1 & 2	
La Cienega West Road	From Junction State Hwy 131 proceed S.		0.020	15'-20'	1	
Julian Road	From Junction State Hwy 131 proceed W.					
						Chipsaal .03 miles (01/09/2013) chipsaal Chipsaal .62 (2013) railf - Gravel .97 FY 2009/04 Chipsaal 2013 FY 2009/04 Chipsaal 2013 FY 2009/04 Chipsaal 2013







NOTE: Any roads that have been deleted have been removed.

County Commission

James "Jim" Frost  
Commissioner  
District 1

Julia DuCharme  
Commissioner  
District 2

Javier E. Sanchez  
Commission Chair  
District 3



**Torrance County Road Department**

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Estancia, NM 87016  
(505) 544-4666 Main Line (505) 384-2550 Fax  
Email: [leonardl@tcnm.us](mailto:leonardl@tcnm.us)

County Manager  
Belinda Garland

Deputy County Manager  
Annette Ortiz

County Attorney  
Dennis Wallin

Road Superintendent  
Leonard Lujan

Executive Assistant  
Charmen Padilla

February 8, 2018

Mr. Tom M. Trujillo  
Highway Equipment Manager  
P.O. Box 1149  
Suite Fleet Management Bureau  
Santa Fe, New Mexico 87504

Dear Mr. Trujillo,

Torrance County for FY 2017/18 respectfully requests up to \$25,000 from the Local Government Road Fund Program. The requested funds will be used to purchase used equipment from the New Mexico Department of Transportation through the emergency rule action pursuant to State Highway Commission SHTD 93-5 Amendment 1 and/or Annual Hardship Program 18 NMAC 27.4; allowing counties who show hardship to expend these monies towards used trucks and or heavy equipment.

Listed below are the vehicles and/or heavy equipment that is needed:

- (1) Pick-ups, all at 300,000 miles or more.
- (2) Tractor's with trailer (semi's/belly dumps at 20 yards) are needed for transporting material.
- (3) Tractor mowers for mowing chip seal roadways. Torrance County has an estimated 82.0 mile of chip seal roadways.
- (4) Dump Trucks are needed for transporting material.

Please note that a high percentage of pickups and equipment that Torrance County owns, at some point, was purchased from the New Mexico Department of Transportation with financial hardship monies.

The Torrance County Road Department during each fiscal year is allocated funding for three cooperative agreements between the New Mexico Department of Transportation and Torrance County for roadway construction (pit run and or chip seal projects) on our county designated roadways for maintenance.

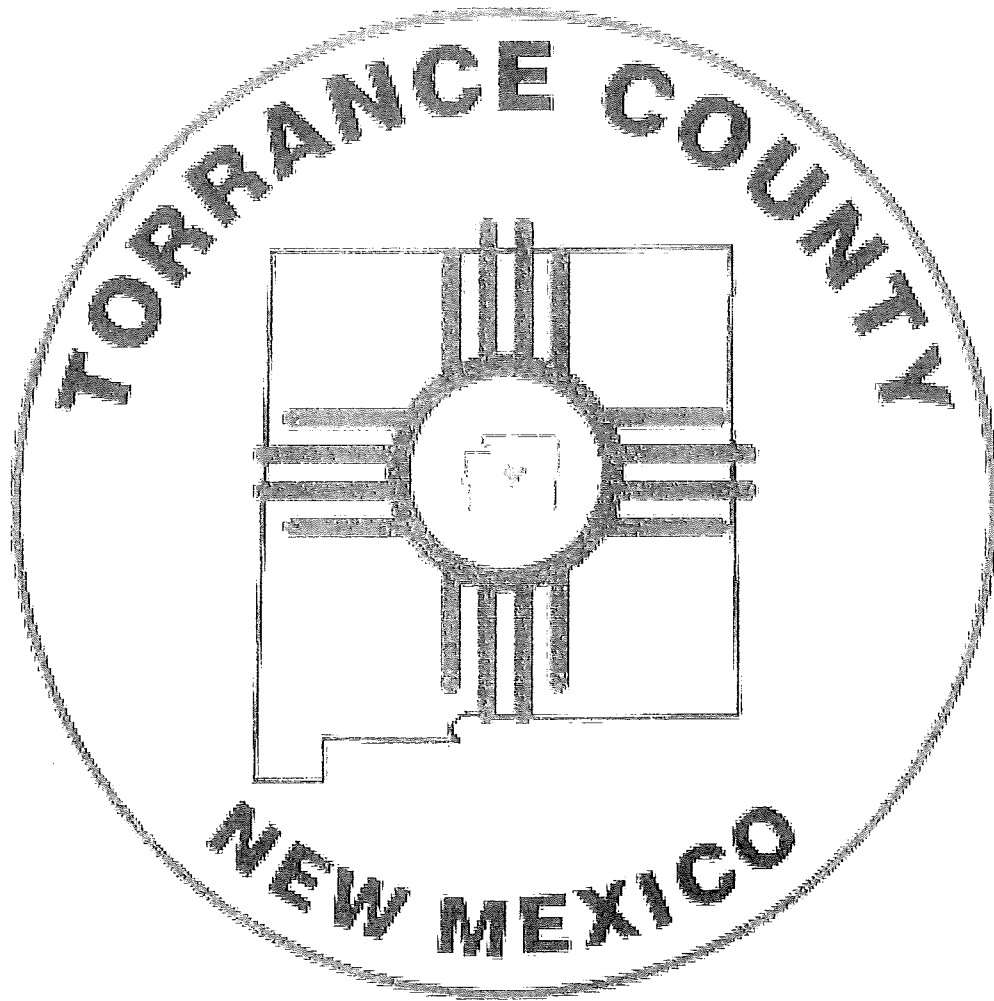
Above listed equipment is vital in allowing our county to provide construction roadwork that is necessary for the public health, safety and general welfare for all traveling our roadways.

We would like to request certification from the Department of Finance, which will verify that the County of Torrance qualifies for this financial hardship.

Your assistance in this matter is appreciated. Thank you.

Respectfully,

Leonard Lujan  
Superintendent



*Agenda Item*  
*No. 19*

FS Agreement No. 18-LE-11030300-008

Cooperator Agreement No. \_\_\_\_\_

**COOPERATIVE LAW ENFORCEMENT AGREEMENT**  
**Between The**  
**TORRANCE COUNTY SHERIFF'S OFFICE**  
**And The**  
**USDA, FOREST SERVICE**  
**CIBOLA NATIONAL FOREST AND GRASSLANDS**

This COOPERATIVE LAW ENFORCEMENT AGREEMENT ('Agreement') is entered into by and between the Torrance County Sheriff's Office, hereinafter referred to as "Cooperator," and the USDA, Forest Service, Cibola National Forest and Grasslands, hereinafter referred to as the "U.S. Forest Service," under the provisions of the Cooperative Law Enforcement Act of August 10, 1971, Pub. L. 92-82, 16 U.S.C. 551a.

Background: The parties to this agreement recognize that public use of National Forest System lands (NFS lands) is usually located in areas that are remote or sparsely populated. The parties also recognize that the enforcement of State and local law is related to the administration and regulation of NFS lands and the Cooperator has/have a limited amount of financing to meet their responsibility of enforcing these laws.

This Agreement supersedes Cooperative Law Enforcement Agreement #12-LE-11030300-016 and any related Annual Operating Plans (Exhibits A) in their entirety.

Title: 5-Year Cooperative Law Enforcement Agreement

**I. PURPOSE:**

The purpose of this agreement is to document a cooperative effort between the parties to enhance State and local law enforcement in connection with activities on NFS lands and provide for reimbursement to the Cooperator for the intensified portion of this effort.

In consideration of the above premises, the parties agree as follows:

**II. THE COOPERATOR SHALL:**

- A. Perform in accordance with the approved and hereby incorporated Annual Financial and Operating Plan (Annual Operating Plan) attached as Exhibit A. *See related Provision IV-E.*
- B. Ensure that the officers/agents of the Cooperator performing law enforcement activities under this agreement meet the same standards of training required of the officers/agents in their jurisdiction, or the State Peace Officers Standards of Training where they exist.



- C. Provide uniformed officers/agents with marked vehicles to perform all activities unless agreed to otherwise in the Annual Operating Plan.
- D. Advise the U.S. Forest Service Principal Contact, listed in Provision IV-B, of any suspected criminal activities in connection with activities on NFS lands.
- E. Upon the request of the U.S. Forest Service, dispatch additional deputies within manpower capabilities during extraordinary situations as described in Provision IV-J.
- F. Complete and furnish annually the U.S. Forest Service with Form FS-5300-5, Cooperative Law Enforcement Activity Report, identifying the number of crimes occurring on NFS lands. The report shall follow the FBI Uniform Crime Reporting groupings, Part I and Part II offenses. Offenses and arrest information shall be combined and reported for each crime. This report shall separate the crimes handled under this agreement from those handled during regular duties.
- G. Provide the U.S. Forest Service Principal Contact, listed in Provision IV-B, with case reports and timely information relating to incidents/crimes in connection with activities on NFS lands.
- H. Bill the U.S. Forest Service for the Cooperator's actual costs incurred to date, displayed by separate cost elements, excluding any previous U.S. Forest Service payment(s) made to the date of the invoice, not to exceed the cumulative funds obligated hereunder and as specified on the Annual Operating Plan. Billing frequency will be as specified in the Annual Operating Plan. *See related Provisions III-B, IV-I, and IV-P.*
- I. Give the U.S. Forest Service or Comptroller General, through any authorized representative, access to and the right to examine all records related to this agreement. As used in this provision, "records" include books, documents, accounting procedures and practices, and other data, regardless of type and regardless of whether such items are in written form, in the form of computer data, or in any other form.
- J. Comply with all Federal statutes relating to nondiscrimination and all applicable requirements of all other Federal laws, Executive Orders, regulations, and policies. These include, but are not limited to Sections 119 and 504 of the Rehabilitation Act of 1973 as amended, which prohibits discrimination on the basis of race, color, religion, sex, age, national origin, marital status, familial status, sexual orientation, participation in any public assistance program, or disability.
- K. Maintain current information in the System for Award Management (SAM) until receipt of final payment. This requires review and update to the information at least annually after the initial registration, and more frequently if required by changes in information or agreement term(s). For purposes of this agreement, System for Award Management (SAM) means the Federal repository into which an entity must provide information required for the conduct of business as a Cooperative. Additional



information about registration procedures may be found at the SAM Internet site at [www.sam.gov](http://www.sam.gov).

- L. Monitor the U.S. Forest Service radio during the following time period(s): For any emergencies and/or assistance as required between the dates of January 1, 2018, and December 31, 2022. Address any concerns or notify/ request assistance from the U.S. Forest Service as required in the judgment of the Cooperator.
- M. Provide 24 hour law enforcement communication and emergency services to U.S. Forest Service Law Enforcement Officers (LEOs). Provide check in and check out, criminal justice queries, and any other type of law enforcement mission support necessary for LEOs to accomplish their mission.

**III. THE U.S. FOREST SERVICE SHALL:**

- A. Perform in accordance with the Annual Operating Plan attached as Exhibit A.
- B. Reimburse the Cooperator for actual expenses incurred, not to exceed the estimated amount shown in the Annual Operating Plan. The U.S. Forest Service will make payment for project costs upon receipt of an invoice. Each correct invoice shall display the Cooperator’s actual expenditures to date of the invoice, displayed by separate cost elements as documented in the Annual Operating Plan, less any previous U.S. Forest Service payments. *See related Provisions II-H and IV-I.* The invoice should be forwarded as follows:

**Submit original invoice(s) for payment to:**

**Send copy to:**

USDA, Forest Service  
 Albuquerque Service Center  
  
 Payments – Grants & Agreements  
 101B Sun Avenue NE  
 Albuquerque, NM 87109  
 FAX: (877) 687-4894  
 E-Mail: [asc\\_ga@fs.fed.us](mailto:asc_ga@fs.fed.us)

Daniel Reed, Patrol Captain  
 U.S. Forest Service, Northern New Mexico Zone  
 2113 Osuna Rd., NE  
 Albuquerque, NM 87113  
 Phone: (505) 346-3881  
 FAX: (505) 346-3902  
 E-Mail: [dkreed@fs.fed.us](mailto:dkreed@fs.fed.us)

**IV. IT IS MUTUALLY UNDERSTOOD AND AGREED UPON BY AND BETWEEN THE PARTIES THAT:**

- A. The parties will make themselves available, when necessary to provide for continuing consultation, exchange information, aid in training and mutual support, discuss the conditions covered by this agreement and agree to actions essential to fulfill its purposes.



B. The principal contacts for this agreement are:

**Principal Cooperator Contacts:**

<b>Cooperator Program Contact</b>	<b>Cooperator Administrative Contact</b>
Name: Heath White, Sheriff Address: P.O. Box 498 City, State, Zip: Estancia, NM 87016 Telephone: (505) 544-4900 FAX: (505) 274-7281 Email: <a href="mailto:hwhite@tcnm.us">hwhite@tcnm.us</a>	Name: Stephanie Dunlap, Administrator Address: P.O. Box 498 City, State, Zip: Estancia, NM 87016 Telephone: (505) 544-4900 FAX: (505) 274-7281 Email: <a href="mailto:sdunlap@tcnm.us">sdunlap@tcnm.us</a>

**Principal U.S. Forest Service Contacts:**

<b>U.S. Forest Service Program Manager Contact</b>	<b>U.S. Forest Service Administrative Contact</b>
Name: Daniel Reed Address: 2113 Osuna Rd., NE City, State, Zip: Albuquerque, NM 87113 Telephone: (505) 346-3881 FAX: (505) 346-3902 Email: <a href="mailto:dkreed@fs.fed.us">dkreed@fs.fed.us</a>	Name: Karen Dyckes y Montañó Address: 2113 Osuna Rd., NE City, State, Zip: Albuquerque, NM 87113 Telephone: (505) 346-3807 FAX: (505) 346-3909 Email: <a href="mailto:kdyckesymontano@fs.fed.us">kdyckesymontano@fs.fed.us</a>

- C. An Annual Operating Plan will be negotiated on a calendar year basis. At the end of the year, funds not spent may be carried forward to the next year, or deobligated at the request of the U.S. Forest Service. Upon expiration of the Cooperative Law Enforcement Agreement, funds not spent will be deobligated.
- D. This agreement has no effect upon the Cooperator's right to exercise civil and criminal jurisdiction on NFS lands nor does this agreement have any effect upon the responsibility of the U.S. Forest Service for the enforcement of federal laws and regulations relative to NFS lands.
- E. Any Annual Operating Plan added to this agreement will be jointly prepared and agreed to by the parties. The Annual Operating Plan shall at a minimum contain:
1. Specific language stating that the Annual Operating Plan is being added to this agreement thereby subjecting it to the terms of this agreement.
  2. Specific beginning and ending dates.
  3. Bilateral execution prior to any purchase or the performance of any work for which reimbursement is to be made.





4. Specify any training, equipment purchases, and enforcement activities to be provided and agreed rates for reimbursement including the maximum total amount(s) for reimbursement.
  5. An estimate of the useful life of any equipment purchased under this agreement as required by Provision IV-K.
  6. Billing frequency requirement(s). *See related Provisions II-H and III-B.*
  7. Designation of specific individuals and alternate(s) to make or receive requests for enforcement activities under this agreement.
  8. A review and signature of a U.S. Forest Service Agreements Coordinator.
- F. Nothing in this agreement obligates either party to accept or offer any Annual Operating Plan under this agreement.
- G. The officers/agents of the Cooperator performing law enforcement activities under this agreement are, and shall remain, under the supervision, authority, and responsibility of the Cooperator. Law enforcement provided by the Cooperator and its employees shall not be considered as coming within the scope of federal employment and none of the benefits of federal employment shall be conferred under this agreement.
- H. Federal Communication Commission procedures will be followed when operating radio(s) on either party's frequency.
- I. The Cooperator's reimbursable expenses must be: listed in an approved Annual Operating Plan; expended in connection with activities on NFS lands; and expenses beyond those which are normally able to provide.
- J. During extraordinary situations such as, but not limited to: fire emergency, drug enforcement activities, or certain group gatherings, the U.S. Forest Service may request to provide additional special enforcement activities. The U.S. Forest Service will reimburse the Cooperator for only the additional activities requested and not for activities that are regularly performed by the Cooperator.
- K. Reimbursement may include the costs incurred by the Cooperator in equipping or training its officers/agents to perform the additional law enforcement activities authorized by this agreement. Unless specified otherwise in the Annual Operating Plan, reimbursement for equipment and training will be limited to a pro rata share based on the percentage of time an officer/agent spends or equipment is used under this agreement.

When reimbursement for items such as radios, radar equipment, and boats is being contemplated, reimbursement for leasing of such equipment should be considered. If the U.S. Forest Service's equipment purchases are approved in the Annual Operating Plan, an estimate of the useful life of such equipment shall be included. When purchased,



equipment use rates shall include only operation and maintenance costs and will exclude depreciation and replacement costs. Whether the Cooperator is/are reimbursed for lease/purchase costs, or the U.S. Forest Service purchases and transfers the equipment, the total cost for the equipment cannot exceed the major portion of the total cost of the Annual Operating Plan unless approved by all parties in the agreement and shown in the Annual Operating Plan.

When the U.S. Forest Service provides equipment, the transfer shall be documented on an approved property transfer form (AD-107) or equivalent. Title shall remain with the U.S. Forest Service, however; the Cooperator shall ensure adequate safeguards and controls exist to protect loss or theft. The Cooperator shall be financially responsible for any loss at original acquisition cost less depreciation at the termination of the agreement. The Cooperator is/are responsible for all operating and maintenance costs for equipment that the U.S. Forest Service has reimbursed the Cooperator for and/or transferred to the Cooperator under the AD-107 process or equivalent.

- L. Equipment and supplies approved for purchase under this agreement are available only for use as authorized. The U.S. Forest Service reserves the right to transfer title to the U.S. Forest Service of equipment and supplies, with a current per-unit fair market value in excess of \$5,000.00, purchased by the Cooperator using any Federal funding. Upon expiration of this agreement the Cooperator shall forward an equipment and supply inventory to the U.S. Forest Service, listing all equipment purchased throughout the life of the project and unused supplies. The U.S. Forest Service will issue disposition instructions within 120 calendar days, in accordance with equipment regulations contained in 7 CFR 3016.32.
- M. When no equipment or supplies are approved for purchase under an Annual Operating Plan, U.S. Forest Service funding under this agreement is not available for reimbursement of the Cooperator's purchase of equipment or supplies.
- N. When State conservation agencies have the responsibility for public protection in addition to their normal enforcement responsibility, their public protection enforcement activities may be included in Annual Operating Plans and are then eligible for reimbursement. Reimbursement is not authorized to State Conservation Agencies for enforcement of fish and game laws in connection with activities on NFS lands.
- O. Pursuant to 31 U.S.C. 3716 and 7 CFR, Part 3, Subpart B, any funds paid to the Cooperator in excess of the amount to which the Cooperator is/are finally determined to be entitled under the terms and conditions of the award constitute a debt to the federal Government. If not paid within a reasonable period after the demand for payment, the Federal awarding agency may reduce the debt by:
  - 1. Making an administrative offset against other requests for reimbursements.
  - 2. Withholding advance payments otherwise due to the Cooperator.



3. Taking other action permitted by statute.

Except as otherwise provided by law, the Federal awarding agency shall charge interest on an overdue debt in accordance with 4 CFR, Chapter II "Federal Claims Collection Standards" and 31 U.S.C. Chapter 37.

- P. Modifications within the scope of the agreement shall be made by mutual consent of the parties, by the issuance of a written modification, signed and dated by both parties, prior to any changes being performed. The U.S. Forest Service is not obligated to fund any changes not properly approved in advance.
- Q. Either party, in writing, may terminate this agreement in whole, or in part, at any time before the date of expiration. Neither party shall incur any new obligations for the terminated portion of this agreement after the effective date and shall cancel as many obligations as is possible. Full credit shall be allowed for each party's expenses and all noncancelable obligations properly incurred up to the effective date of termination.
- R. PROHIBITION AGAINST INTERNAL CONFIDENTIAL AGREEMENTS: All non federal government entities working on this agreement will adhere to the below provisions found in the Consolidated Appropriations Act, 2016, Pub. L. 114-113, relating to reporting fraud, waste and abuse to authorities:
- (a) The recipient may not require its employees, contractors, or subrecipients seeking to report fraud, waste, or abuse to sign or comply with internal confidentiality agreements or statements prohibiting or otherwise restricting them from lawfully reporting that waste, fraud, or abuse to a designated investigative or law enforcement representative of a Federal department or agency authorized to receive such information.
  - (b) The recipient must notify its employees, contractors, or subrecipients that the prohibitions and restrictions of any internal confidentiality agreements inconsistent with paragraph (a) of this award provision are no longer in effect.
  - (c) The prohibition in paragraph (a) of this award provision does not contravene requirements applicable to any other form issued by a Federal department or agency governing the nondisclosure of classified information.
  - (d) If the Government determines that the recipient is not in compliance with this award provision, it:
    - (1) Will prohibit the recipient's use of funds under this award, in accordance with sections 743, 744 of Division E of the Consolidated Appropriations Act, 2016, (Pub. L. 114-113) or any successor provision of law; and



(2) May pursue other remedies available for the recipient's material failure to comply with award terms and conditions.

- S. Federal wage provisions (Davis-Bacon or Service Contract Act) are applicable to any contract developed and awarded under this agreement where all or part of the funding is provided with Federal funds. Davis-Bacon wage rates apply on all public works contracts in excess of \$2,000 and Service Contract Act wage provisions apply to service contracts in excess of \$2,500. The U.S. Forest Service will award contracts in all situations where their contribution exceeds 50 percent of the cost of the contract. If the Cooperator is/are approved to issue a contract, it shall be awarded on a competitive basis.
- T. This agreement in no way restricts the U.S. Forest Service or the Cooperator from participating in similar activities with other public or private agencies, organizations, and individuals.
- U. In accordance with Executive Order (EO) 13513, "Federal Leadership on Reducing Text Messaging While Driving," any and all text messaging by Federal employees is banned: a) while driving a Government owned vehicle (GOV) or driving a privately owned vehicle (POV) while on official Government business; or b) using any electronic equipment supplied by the Government when driving any vehicle at any time. All cooperators, their employees, volunteers, and contractors are encouraged to adopt and enforce policies that ban text messaging when driving company owned, leased or rented vehicles, POVs or GOVs when driving while on official Government business or when performing any work for or on behalf of the Government.
- V. Any information furnished to the U.S. Forest Service under this agreement is subject to the Freedom of Information Act (5 U.S.C. 552).
- W. This agreement is executed as of the date of the last signature and, unless sooner terminated, shall be effective for a period of five years through December 31, 2022.
- X. By signature below, each party certifies that the individuals listed in this document as representatives of the individual parties are authorized to act in their respective areas for matters related to this agreement. In witness whereof, the parties hereto have executed this agreement as of the last date written below.

---

HEATH WHITE, Sheriff  
Torrance County Sheriff's Office

Date



ELAINE KOHRMAN, Forest Supervisor  
U.S. Forest Service, Cibola National Forest and  
Grasslands

Date

BELINDA GARLAND, County Manager  
Torrance Board of County Commissioners

Date

JAMES ALFORD, Special Agent in Charge  
U.S. Forest Service, Southwestern Region

Date

The authority and format of this agreement have been reviewed and approved for signature.

KAREN DYCKES Y MONTAÑO  
U.S. Forest Service, Grants Management Specialist

Date

Burden Statement

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0596-0217. The time required to complete this information collection is estimated to average 3 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.



Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.) should contact the responsible Agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at How to File a Program Discrimination Complaint and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: [program.intake@usda.gov](mailto:program.intake@usda.gov). USDA is an equal opportunity provider, employer, and lender.



FS Agreement No. 18-LE-11030300-008

Cooperator Agreement No. \_\_\_\_\_

**EXHIBIT A**

**COOPERATIVE LAW ENFORCEMENT ANNUAL OPERATING PLAN &  
FINANCIAL PLAN**

**Between**

**TORRANCE COUNTY SHERIFF'S OFFICE**

**And the**

**USDA, FOREST SERVICE**

**CIBOLA NATIONAL FOREST AND GRASSLANDS**

**2018 ANNUAL OPERATING AND FINANCIAL PLAN**

This Annual Financial and Operating Plan (Annual Operating Plan), is hereby made and entered into by and between Torrance County Sheriff's Office, hereinafter referred to as "the Cooperator," and the USDA, Forest Service, Cibola National Forest and Grasslands, hereinafter referred to as the "U.S. Forest Service," under the provisions of Cooperative Law Enforcement Agreement #18-LE-11030300-008 executed on \_\_\_\_\_. This Annual Operating Plan is made and agreed to as of the last date signed below and is for the estimated period beginning January 1, 2018 and ending December 31, 2018.

Current 2018 Year Obligation: \$5,000.00  
**CY2018 Total Annual Operating Plan: \$5,000.00**

**I. GENERAL:**

- A. The following individuals shall be the designated and alternate representative(s) of each party, so designated to make or receive requests for special enforcement activities.

**Principal Cooperator Contacts:**

<b>Cooperator Program Contact</b>	<b>Cooperator Administrative Contact</b>
Name: Heath White, Sheriff Address: P.O. Box 498 City, State, Zip: Estancia, NM 87016 Telephone: (505) 544-4900 FAX: (505) 274-7281 Email: <a href="mailto:hwhite@tcnm.us">hwhite@tcnm.us</a>	Name: Stephanie Dunlap, Administrator Address: P.O. Box 498 City, State, Zip: Estancia, NM 87016 Telephone: (505) 544-4900 FAX: (505) 274-7281 Email: <a href="mailto:sdunlap@tcnm.us">sdunlap@tcnm.us</a>



**Principal U.S. Forest Service Contacts:**

<b>U.S. Forest Service Program Manager Contact</b>	<b>U.S. Forest Service Administrative Contact</b>
Name: Daniel Reed, Patrol Captain Address: 2113 Osuna Rd NE City, State, Zip: Albuquerque, NM 87113 Telephone: (505) 346-3881 FAX: (505) 346-3902 Email: <a href="mailto:dkreed@fs.fed.us">dkreed@fs.fed.us</a>	Name: Karen Dyckes y Montaña Address: 2113 Osuna Rd NE City, State, Zip: Albuquerque, NM 87113 Telephone: (505) 346-3807 FAX: (505) 346-3901 Email: <a href="mailto:kdyckesymontano@fs.fed.us">kdyckesymontano@fs.fed.us</a>

B. Reimbursement for all types of enforcement activities shall be at the following rates unless specifically stated otherwise:

\$0.32/mile patrolled

Wages at the prevailing rates\* agreed to previously and approved for reimbursement by the U.S. Forest Service.

**\*The Cooperator shall submit written notice to the U.S. Forest Service for any change in rates stated above within 30 days of official change in rate(s).**

**II. PATROL ACTIVITIES:**

A. Time schedules for patrols will be flexible to allow for emergencies, other priorities, and day-to-day needs of both the Cooperator and the U.S. Forest Service. Ample time will be spent in each area to make residents and visitors aware that law enforcement officers are in the vicinity.

1. Patrol the following U.S. Forest Service roads:

◆ Mountainair Ranger District

- Forest Road 55
- Forest Road 245
- Forest Road 253 to Red Canyon Campground
- Forest Road 422
- Forest Road 321
- Forest Road 275 from 422 to forest boundary
- Forest Road 142 to Pueblo Blanco
- Forest Road 458 to Pueblo Colorado Ruins
- Forest Road 167

2. Patrol the following campgrounds, developed sites, or dispersed areas:





- Tajique Campground
- Fourth of July Campground
- Bosque Trailhead
- New Canyon Campground
- Capilla Campground

Total reimbursement for this category is \$5,000.00, but including prior year carry-over, shall not exceed the amount of: \$5,000.00.

### III. SPECIAL ENFORCEMENT SITUATIONS:

- A. Special Enforcement Situations include but are not limited to: Fire Emergencies, Drug Enforcement, and certain Group Gatherings.
- B. Funds available for special enforcement situations vary greatly from year to year and must be specifically requested and approved prior to any reimbursement being authorized. Requests for funds should be made to the U.S. Forest Service designated representative listed in Item I-A of this Annual Operating Plan. The designated representative will then notify the Cooperator whether funds will be authorized for reimbursement. If funds are authorized, the parties will then jointly prepare a revised Annual Operating Plan.
1. Drug Enforcement: This will be handled on a case by case basis. The request will normally come from the Patrol Captain; however, it may come from the Special Agent in Charge or their designated representative. Reimbursement shall be made at the rates specified in Section I-B. Deputies assigned to the incident will coordinate all of their activities with the designated officer in charge of the incident.
  2. Fire Emergency: During emergency fire suppression situations and upon request by the Forest Service pursuant to an incident resource order, the Cooperator agrees to provide special services beyond those provided under Section II-A, within the Cooperator's resource capabilities, for the enforcement of State and local laws related to the protection of persons and their property. The Cooperator will be compensated at the rate specified in Section I-B; the Forest Service will specify times and schedules. Upon concurrence of the local Patrol Captain or their designated representative, an official from the Incident Management Team managing the incident, Cooperator personnel assigned to an incident where meals are provided will be entitled to such meals.

**All requests to provide additional law enforcement support on National Forest System lands during extreme fire conditions will become effective and reimbursable only when the U.S. Forest Service specifically requests assistance through the Forest Dispatch or Expanded Dispatch Office, a Resource Order Number is provided, and the County Dispatch Office is**



**notified of the request. Initial attack responses without a Resource Order by the U.S. Forest Service are not reimbursable.**

Upon request and concurrence by the Sheriff's Department:

a. The Sheriff's Department shall:

- 1) Provide to the U.S. Forest Service, fully equipped Sheriff's Deputies who meet the standards of training as listed in the Cooperative Law Enforcement Agreement, Provisions II-B, including appropriate vehicles(s), in numbers requested by the U.S. Forest Service to provide law enforcement for fire severity or fire suppression situations. These duties are above and beyond the customary duties that are routinely provided by the Sheriff's Office and will be covered under Special Enforcement Situations. The Sheriff's Deputies will continue to work under the direction of the Sheriff's Department. The Sheriff's Deputies will coordinate their patrol activities with the U.S. Forest Service Patrol Captain, or their designee, while assigned to each specific fire severity or fire suppression patrol area, and coordinate their activities with the Incident Commander while assigned to each specific wildland fire severity or fire suppression situation. All Deputies assigned to a wildland fire severity or fire suppression situation are required to follow Check-in and Demobilization procedures.
- 2) Assign Sheriff's Deputies requested by the U.S. Forest Service for fire severity or fire suppression situation patrols and law enforcement.
- 3) Furnish itemized statements of expenditures to the U.S. Forest Service for the fire severity or fire suppression situation services requested by the U.S. Forest Service, at the address below:

Daniel Reed, Patrol Captain  
U.S. Forest Service, LEI  
Northern New Mexico Zone  
2113 Osuna Road NE  
Albuquerque, NM 87113

The Patrol Captain will review and approve the invoice, and forward the invoice and support documentation to Incident Finance for payment.

Billing requests will include the following information:

- Cooperator Name, address, phone number and agency financial contact;
- Invoice or Bill number
- Resource Order number(s)
- Appropriate incident number (State code or U.S. Forest Service P-code)



and override)

- Cooperative Law Enforcement Agreement number
- Dates of the incident covered by the billing
- Location and jurisdictional unit of the incident

Summary cost data for the amount being billed: Use incident-generated cost reports generated by the Agency to support the billing whenever possible. Summary cost data may include, but not limited to, a list of personnel expenses including base, overtime and travel and a listing by vendor name and amount spent for supplies and services procured.

b. The U.S. Forest Service shall:

- 1) Relay requests to the Sheriff's Department to provide fully equipped Sheriff's Deputies, including vehicles, through U.S. Forest Service Dispatch or Expanded Dispatch Office to the County Dispatch Office, including specific information on numbers of Deputies needed, tour, location, expected length of duty, authorization for overtime expenditures, and fire severity (S-code) or fire suppression (P-code) for billing. A resource order number must be issued by the U.S. Forest Service to support each request. The resource order number will be provided to the Sheriff's Office by the U.S. Forest Service dispatcher.
  - 2) Post each Deputies time and vehicle mileage to a Fire Time Report (Optional Form 288) to provide documentation to support payment of each itemized statement of expenditures provided by the Sheriff's Department.
  - 3) Reimburse the Sheriff's Department for requested fire severity or fire suppression special enforcement situation services that are provided and covered under this Section, at the prevailing rates as per Section I, Paragraph B above.
3. Group Gatherings: This includes but is not limited to situations which are normally unanticipated or which typically include very short notices, large group gatherings such as rock concerts, demonstrations, and organization rendezvous. Upon authorization by a Forest Service representative listed in Section I-A for requested services of this nature, reimbursement shall be made at the rates specified in Section I-B. Deputies assigned to this type of incident will normally coordinate their activities with the designated officer in charge of the incident.

This includes but is not limited to situations which are normally unanticipated or which typically include very short notice, large group gatherings such as rock concerts, demonstrations, and organizational rendezvous.



**IV. BILLING FREQUENCY:**

*See Cooperative Law Enforcement Agreement Provisions II-H and III-B for additional information.*

- A. Billing frequency is as follows: ANNUALLY – Final Bill shall be submitted within 90 days of the close of the calendar year (2018).
- B. The following is a breakdown of the total estimated costs associated with this Annual Operating Plan.

Category	Estimated Costs	Not to Exceed by %
Patrol Activities	\$5,000.00	N/A
Special Enforcement Situations	N/A	N/A
<b>Total</b>	<b>\$5,000.00</b>	<b>N/A</b>

- C. Any remaining funding in this Annual Operating Plan may be carried forward to the next fiscal year and will be available to spend through the term of the Cooperative Law Enforcement Agreement, or deobligated at the request of the U.S. Forest Service. *See Cooperative Law Enforcement Agreement Provision IV-D.*
- D. By signature below, each party certifies that the individuals listed in this document as representatives of the individual parties are authorized to act in their respective areas for matters related to this agreement.

In witness whereof, the parties hereto have executed this Annual Operating Plan as of the last date written below.

---

HEATH WHITE, Sheriff  
Torrance County Sheriff's Office

Date

---

ELAINE KOHRMAN, Forest Supervisor  
U.S. Forest Service, Cibola National Forest and  
Grasslands

Date



---

BELINDA GARLAND, County Manager  
Torrance Board of County Commissioners

Date

---

JAMES ALFORD, Special Agent in Charge  
U.S. Forest Service, Southwestern Region

Date

The authority and format of this agreement have been reviewed and approved for signature.

---

KAREN DYCKES Y MONTAÑO  
U.S. Forest Service Grants Management Specialist

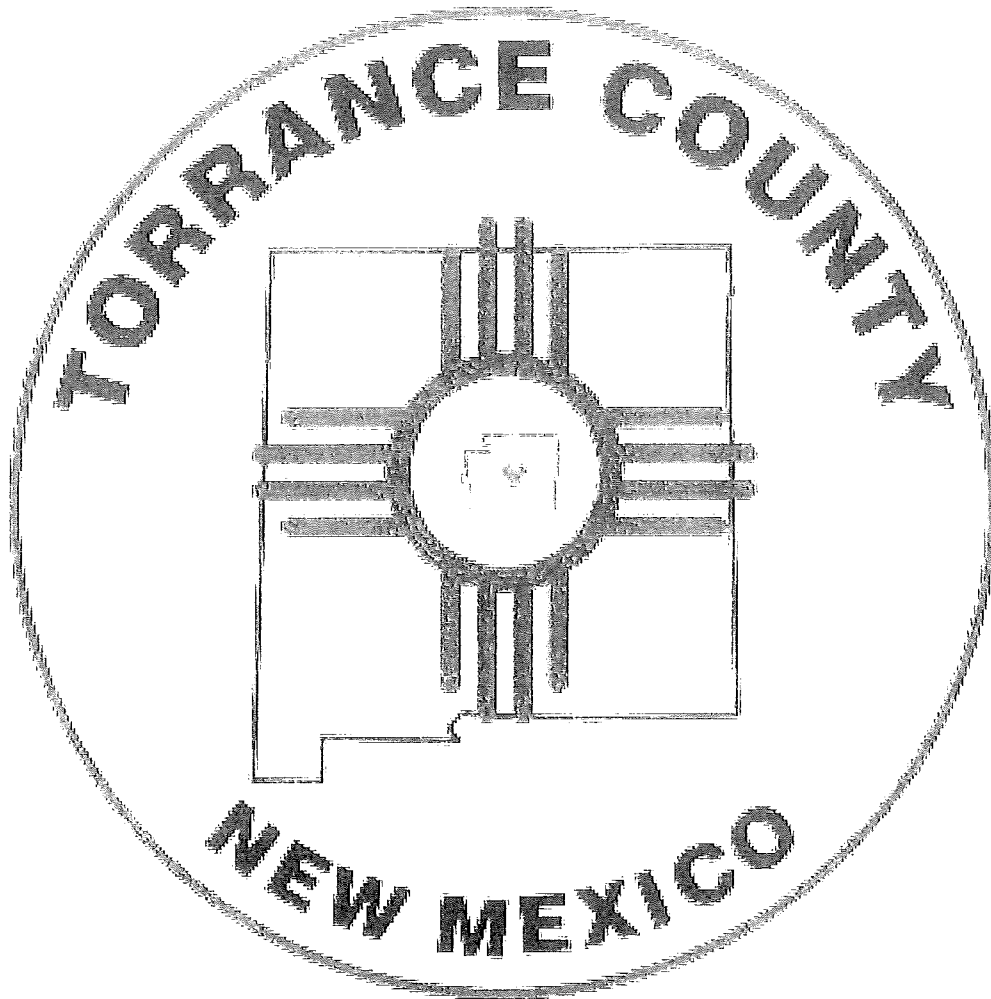
Date

Burden Statement

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0596-0217. The time required to complete this information collection is estimated to average 3 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or part of an individual's income is derived from any public assistance. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at 202-720-2600 (voice and TDD).

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*Agenda Item  
No. 20*



## TORRANCE COUNTY TRAVEL REIMBURSEMENT FORM

### Anticipated Reimbursement

Revised 10/05/11

Traveler	Heath White	Vendor No.	15
Destination	Tucson, AZ		
Justification	Annual Law Enforcement Training		
Budget Code	401-50-2205		
Program Charged	Mileage/Per Diem		
Will you be traveling in state (Answer Y or N)?	N		
Will you be traveling to Santa Fe (Answer Y or N)?	N		
Is this form for ACTUAL or ANTICIPATED Reimbursement?	<input type="radio"/> Actual <input checked="" type="radio"/> Anticipated		

<b>Departure</b>	
ANTICIPATED	
Date & Time of Departure	2/25/2018 5:00 Be sure to write AM or PM when entering time
Do you depart before the start of the normal workday (answer Y or N)? (i.e. 8 AM)	Y
How many hours earlier?	3
Traveling To (location/site):	Tucson, AZ Be sure to include mileage chart or map printout
Miles from worksite:	461.8
Will you be using a County-owned vehicle? (answer Y or N)	Y
If you are not traveling in a County-owned vehicle, please explain:	

<b>Return</b>	
ANTICIPATED	
Date & Time of Return	2/28/2018 8:00 Be sure to write AM or PM when entering time
Does your return occur after the end of the normal workday (answer Y or N)? (i.e. 5 PM)	N
How many hours later?	0
Returning From:	Tucson, AZ Be sure to include mileage chart or map printout
Miles to worksite:	461.8

<b>Airline or other fares (train, bus, taxis, airport transport, etc.)</b>	
Total Costs	\$ -
All receipts must be attached	

<b>Mileage</b>	
923.6 miles at	0.450 per mile \$ -

<b>Per Diem</b>		
Total Travel and business time	75 hours	3 hours beyond work day
Does this qualify for overnight travel?	YES	3 24 hour periods

<b>Partial Day</b>	
Partial day per diem when occasional or irregular travel extends beyond the normal workday and no overnight lodging is required.	
Less than 2 hours	\$ -
2 but less than 6 hours	\$ 12.00
6 but less than 12 hours	\$ 20.00
12 or more hours	\$ 30.00
	\$ -

<b>Overnight Travel</b>		
In state	\$ 85.00	\$ -
Special Areas (Santa Fe only)	\$ 135.00	\$ -
Out of State	\$ 115.00	\$ 345.00
Actual meals and lodging (per policy)		
Actual expenses are limited per the travel policy and receipts are REQUIRED.		

<b>Partial Day following a 24-hour period where lodging is not required</b>	
Hours beyond 24-hour period	3
Less than 2 hours	\$ -
2 but less than 6 hours	\$ 12.00
6 but less than 12 hours	\$ 20.00
12 or more hours	\$ 30.00
	\$ 12.00

**Total Cost of Travel:**

		<b>\$ 357.00</b>
Amount of Advance	\$ 285.60	
Amount Due To Traveler Upon Return	\$ 71.40	

Traveler Certification: I certify that the above travel was necessary and proper County business and the amounts claimed are just and true in all aspects.

Signature  Date 2/9/18

Approvals	Signatures	Date
Department Head	_____	_____
County Manager	_____	_____
County Commission	_____	_____

**Defensive Driving Requirement**

Do you have a current National Safety Council Defensive Driving Certificate (within last 2 years)? Yes    No

If yes, please attach a copy of your certificate.  
If no, you are not allowed to collect mileage or per diem as per the TC Personnel Manual Section 11.1 and TC Safety Manual and Loss Control Handbook Section VI.

**Per Diem Explanation**

If you are traveling within the 50-mile radius and are requesting per diem, an explanation must be noted. Likewise, if you are traveling outside the 50-mile radius and not requesting per diem, an explanation must be noted.

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TIME	DESCRIPTION	PRESENTER
<b>Monday: February 26</b>		
1230-1300	Welcome: Opening Remarks	SAC Alford
1300-1500	Legal Update	U.S. Attorney Rosaleen O' Gara
1515-1715	WSSA/NMSA/AZSA Presentation	Sheriffs Mascher, Dannels, White
<b>Tuesday: February 27</b>		
0800-0945	Washington Office Update	Director Perry
1000-1115	Southwestern Regional Updater Forest Supervisor Update regional forester not available	Cal Joyner
1115-1230	Union Update	Smith/ May
<b>1230-1345</b>	<b>LUNCH</b>	
1345-1445	Hearing Conservation Program	Clarence Coffey
1500-1600	Team Breakout Session	
1610-1700	Team Breakout Session	
<b>Wednesday: February 28</b>		
0800-1215	Marijuana Chemical Safety Protocol Training	SA McCarthy
<b>1215-1330</b>	<b>LUNCH</b>	
1330-1700	Tactical Team Movement	RRT Members
<b>Thursday: March 1</b>		
0800-1200	OPEN	TBD
<b>1200-1315</b>	<b>LUNCH</b>	
1315-1545	OIS Breifing	Emerson, Shelton, Addison
1545-1645	Civil Rights Presentation	Davina Diaz
<b>Friday: March 2</b>		
0800-0915	Line of Service Photos	
0930-1015	NVG	Emerson
1020-1120	NVG	Emerson
1120-1230	Bin Items, Length of Service Awards	Leadership

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2) Free Access - No Sign up!  
3) Get Free Directions & Maps

[www.mapsgalaxy.com](http://www.mapsgalaxy.com)

# Mileage Calculator

The Rand McNally mileage calculator will help you determine the mileage between any two destinations.

### Enter Starting Point

A Estancia, (Torranc

### Enter Ending Point

B Tucson, (Pima Co

Get Mileage

### Mileage:


461.8 miles

### Time:

7 hrs 23 min

Get Directions for This Route

Switch to Google Chrome for a better browsing experience.

 **chrome** [Get Chrome Now](#)



# CERTIFICATE OF COMPLETION

Drivers License Number: 103982740  
Course Completion Date: 07/26/2016

Control No.  
07-2016  
Security Control No.  
508121

Name: HEATH WHITE  
Address: PO BOX 498  
Address:  
City, State, Zip: ESTANCIA NM 87016

Training Center: TORRANCE COUNTY  
Instructor Name: CINDI SULLIVAN  
Instructor Number: 860799

## DDC 8/6

8 hours  6 hours

This certifies that the person named above has successfully completed the National Safety Council Defensive Driving Course 8/6.

**THIS DOCUMENT IS VOID IF REPRODUCED**



### Understand the risks of distracted driving

- Talking on your cell phone, reading e-mail, putting on makeup or sending text messages are all examples of high-risk distracted driving
- People who use cell phones while driving are 4 times as likely to be in a crash
- More than 30 scientific studies agree that hands-free cell phones are not any safer to use when driving.



Control No.

HEATH WHITE  
has completed the NSC  
Defensive Driving Course  8 hours  6 hours

Drivers License Number: 103982740  
Course Completion Date: 07/26/2016

Deborah APL Herlihan  
President & CEO

Instructional Hours:  
6 HOURS

TORRANCE COUNTY  
Training Center

CINDI SULLIVAN  
Instructor  
Security Control No. 508121  
860799  
Instructor Number



## TORRANCE COUNTY TRAVEL REIMBURSEMENT FORM

### Anticipated Reimbursement

Revised 10/05/11

Traveler	Heath White	Vendor No.	15
Destination	Reno, NV		
Justification	Western States Sheriff's Association Annual Training & Business Conference		
Budget Code	401-50-2205		
Program Charged	Mileage/Per Diem		
Will you be traveling in state (Answer Y or N)?	N		
Will you be traveling to Santa Fe (Answer Y or N)?	N		
Is this form for ACTUAL or ANTICIPATED Reimbursement?	<input type="radio"/> Actual <input checked="" type="radio"/> Anticipated		

<b>Departure</b>	
ANTICIPATED	
Date & Time of Departure	3/3/2018 4:00 <small>Be sure to write AM or PM when entering time</small>
Do you depart before the start of the normal workday (answer Y or N) ? (i.e. 8 AM)	Y
How many hours earlier?	4
Traveling To (location/site):	Reno, NV <small>Be sure to include mileage chart or map printout</small>
Miles from worksite:	1142.3
Will you be using a County-owned vehicle? (answer Y or N)	Y
If you are not traveling in a County-owned vehicle, please explain:	

<b>Return</b>	
ANTICIPATED	
Date & Time of Return	3/8/2018 8:00 <small>Be sure to write AM or PM when entering time</small>
Does your return occur after the end of the normal workday (answer Y or N)? (i.e. 5 PM)	N
How many hours later?	0
Returning From:	Reno, NV <small>Be sure to include mileage chart or map printout</small>
Miles to worksite:	1142.3

<b>Airline or other fares (train, bus, taxis, airport transport, etc.)</b>	
Total Costs	\$ -
<small>All receipts must be attached</small>	

<b>Mileage</b>			
	2284.6 miles at	0.450 per mile	\$ -

<b>Per Diem</b>			
Total Travel and business time	124 hours	4 hours beyond work day	
Does this qualify for overnight travel?	YES	5 24 hour periods	

<b>Partial Day</b>			
<small>Partial day per diem when occasional or irregular travel extends beyond the normal workday and no overnight lodging is required.</small>			
Less than 2 hours	\$	-	
2 but less than 6 hours	\$	12.00	
6 but less than 12 hours	\$	20.00	
12 or more hours	\$	30.00	\$ -

<b>Overnight Travel</b>			
In state	\$	85.00	\$ -
Special Areas (Santa Fe only)	\$	135.00	\$ -
Out of State	\$	115.00	\$ 575.00
Actual meals and lodging (per policy)			
<small>Actual expenses are limited per the travel policy and receipts are REQUIRED.</small>			

<b>Partial Day following a 24-hour period where lodging is not required</b>			
Hours beyond 24-hour period		4	
Less than 2 hours	\$	-	
2 but less than 6 hours	\$	12.00	
6 but less than 12 hours	\$	20.00	
12 or more hours	\$	30.00	\$ 12.00

**Total Cost of Travel** \$ 587.00

Amount of Advance	\$ 469.60
Amount Due To Traveler Upon Return	\$ 117.40

Traveler Certification: I certify that the above travel was necessary and proper County business and the amounts claimed are just and true in all aspects.

Signature  Date 2/1/15

Approvals	Signatures	Date
Department Head	_____	_____
County Manager	_____	_____
County Commission	_____	_____

**Defensive Driving Requirement**

Do you have a current National Safety Council Defensive Driving Certificate (within last 2 years)? Yes No

If yes, please attach a copy of your certificate.

If no, you are not allowed to collect mileage or per diem as per the TC Personnel Manual Section 11.1 and TC Safety Manual and Loss Control Handbook Section VI.

**Per Diem Explanation**

If you are traveling within the 50-mile radius and are requesting per diem, an explanation must be noted. Likewise, if you are traveling outside the 50-mile radius and not requesting per diem, an explanation must be noted.

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# CERTIFICATE OF COMPLETION

Drivers License Number: 103982740  
Course Completion Date: 07/26/2016

Control No. 07-2016  
Security Control No. 508121

Name: HEATH WHITE  
Address: PO BOX 498  
City, State, Zip: ESTANCIA NM 87016

Training Center: TORRANCE COUNTY  
Instructor Name: CINDI SULLIVAN  
Instructor Number: 860799

## DDC 8/6

8 hours  6 hours

This certifies that the person named above has successfully completed the National Safety Council Defensive Driving Course 8/6.

**THIS DOCUMENT IS VOID IF REPRODUCED**



### Understand the risks of distracted driving

- Talking on your cell phone, reading e-mail, putting on makeup or sending text messages are all examples of high-risk distracted driving
- People who use cell phones while driving are 4 times as likely to be in a crash
- More than 30 scientific studies agree that hands-free cell phones are not any safer to use when driving



Control No.

HEATH WHITE has completed the NSC Defensive Driving Course  8 hours  6 hours

Drivers License Number: 103982740  
Course Completion Date: 07/26/2016

Deborah A.P. Herzman  
President & CEO

Instructional Hours: 6 HOURS

TORRANCE COUNTY  
Training Center

CINDI SULLIVAN  
Instructor 860799  
Instructor Number

Security Control No. 508121

*Western States Sheriffs' Association  
Annual Conference and Training  
March 4<sup>th</sup> - March 8<sup>th</sup>, 2018*

*Sunday - March 4<sup>th</sup>, 2018*

*Board Meeting and Committee meetings. 1000 am - 2000 pm*

*Monday - March 5<sup>th</sup>, 2018*

*0800 am - Opening Session*

*1200 - Golf - meet at registration for departure to  
Red Hawk Golf Course*

*1200 - NRA Sponsored Shoot. Meet at registration for  
departure to Reno Rod and Gun Shooting range.*

*1800 - New Sheriffs and Attendee Orientation*

*1900 - Presidents Reception and Live Entertainment and  
Auction*

*Tuesday - March 6<sup>th</sup>, 2018*

*0630 0745 am - Breakfast in Vendor Hall Sponsor:*

*0800 am - Training: Oregon Sheriffs Assoc. Assoc Funding  
Models. ED John Bishop and Elmer Dickens  
Room: Grand Hall*

# *Western States Sheriffs' Association Annual Conference*

*9:30 am - Break in Vendor Hall*

*1030 am - Detention Specific Topics by National Institute  
Jail Operations Grand Hall*

*1145 am - 1330 Lunch Provided in Exhibit Hall Sponsored*

## *Afternoon Training*

*1330pm - ----- Extremist in America*

*1500 pm - Break in Vendor Hall 45 minutes*

*1700pm - Extremist in America  
Training: Grand Hall*

*1700 pm - Vendor Hall Closes*

## *Wednesday - March 7<sup>th</sup>, 2018*

*0630 - 0800 am - Breakfast in the Vendor Hall sponsored*



# Western States Sheriffs' Association Annual Conference

Wednesday - March 7th, 2018 con't

0800 am - Vendor Hall opens

1000 am - WSSA BUSINESS MEETING

1130 am - Lunch in Vendor Hall - Sponsored

1330 pm - WSSA BUSSINESS MEETING CON'T

1500 pm - Vendor Hall Closes for 2018

1700 pm - Polar Plunge Pool - Reception at the Edge

Thursday - March 8<sup>th</sup>, 2018

0800 am - 1200 am Marijuana and the Regional effects  
Dale Quigley NMI

1300 pm - 1400pm - Mental Health Jails...

1400 pm 1630 pm Training: Case Study, Las Vegas  
Concert Shooting Sheriff Joe Lombardo

1630 pm Closing President Ben Wolfinger, Past President  
Scott Mascher.



## TORRANCE COUNTY TRAVEL REIMBURSEMENT FORM

### Anticipated Reimbursement

Revised 10/05/11

Traveler	Marty Sprunk	Vendor No.	4876
Destination	Brownwood, TX		
Justification	Extradition of Inmate		
Budget Code	420-74-2205		
Program Charged	Transport Mileage/Per Diem		
Will you be traveling in state (Answer Y or N)?	N		
Will you be traveling to Santa Fe (Answer Y or N)?	N		
Is this form for ACTUAL or ANTICIPATED Reimbursement?	<input type="radio"/> Actual <input checked="" type="radio"/> Anticipated		

<b>Departure</b>	
ANTICIPATED	
Date & Time of Departure	2/8/2018 5:00 <small>Be sure to write AM or PM when entering time</small>
Do you depart before the start of the normal workday (answer Y or N)? (i.e. 8 AM)	Y
How many hours earlier?	3
Traveling To (location/site):	Brownwood, TX <small>Be sure to include mileage chart or map printout</small>
Miles from worksite:	542.4
Will you be using a County-owned vehicle? (answer Y or N)	Y
If you are not traveling in a County-owned vehicle, please explain:	

<b>Return</b>	
ANTICIPATED	
Date & Time of Return	2/9/2018 17:00 <small>Be sure to write AM or PM when entering time</small>
Does your return occur after the end of the normal workday (answer Y or N)? (i.e. 5 PM)	N
How many hours later?	0
Returning From:	Brownwood, TX <small>Be sure to include mileage chart or map printout</small>
Miles to worksite:	542.4

<b>Airline or other fares (train, bus, taxis, airport transport, etc.)</b>	
Total Costs	\$ -
<small>All receipts must be attached</small>	

<b>Mileage</b>			
	1084.8 miles at	0.450 per mile	\$ -

<b>Per Diem</b>			
Total Travel and business time	36 hours		3 hours beyond work day
Does this qualify for overnight travel?	YES		1 24 hour periods

<b>Partial Day</b>			
Partial day per diem when occasional or irregular travel extends beyond the normal workday and no overnight lodging is required.			
Less than 2 hours	\$	-	
2 but less than 6 hours	\$	12.00	
6 but less than 12 hours	\$	20.00	
12 or more hours	\$	30.00	\$ -

<b>Overnight Travel</b>			
In state	\$	85.00	\$ -
Special Areas (Santa Fe only)	\$	135.00	\$ -
Out of State	\$	115.00	\$ 115.00
Actual meals and lodging (per policy)			
<small>Actual expenses are limited per the travel policy and receipts are REQUIRED.</small>			


<b>Partial Day following a 24-hour period where lodging is not required</b>			
Hours beyond 24-hour period		12	
Less than 2 hours	\$	-	
2 but less than 6 hours	\$	12.00	
6 but less than 12 hours	\$	20.00	
12 or more hours	\$	30.00	\$ 30.00

**Total Cost of Travel**

		\$ 145.00
Amount of Advance	\$	116.00
Amount Due To Traveler Upon Return	\$	29.00

Traveler Certification: I certify that the above travel was necessary and proper County business and the amounts claimed are just and true in all aspects.

Signature  Date 1/30/18

Approvals	Signatures	Date
Department Head	<u></u>	<u>1/30/18</u>
County Manager	_____	_____
County Commission	_____	_____

**Defensive Driving Requirement**

Do you have a current National Safety Council Defensive Driving Certificate (within last 2 years)? Yes No

If yes, please attach a copy of your certificate.  
If no, you are not allowed to collect mileage or per diem as per the TC Personnel Manual Section 11.1 and TC Safety Manual and Loss Control Handbook Section VI.

**Per Diem Explanation**

If you are traveling within the 50-mile radius and are requesting per diem, an explanation must be noted. Likewise, if you are traveling outside the 50-mile radius and not requesting per diem, an explanation must be noted.

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START NOW

**3 Steps to Fast Maps & Directions**

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- 2) Free Access - No Sign up!
- 3) Get Free Directions & Maps

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# Mileage Calculator

The Rand McNally mileage calculator will help you determine the mileage between any two destinations.

**Enter Starting Point**

A Estancia, (Torranc

**Enter Ending Point**

B Brownwood, (Brov

Get Mileage

**Mileage:**

542.4 miles

**Time:**

9 hrs 55 min

Get Directions for This Route

Get Maps

**3 Steps to Fast Maps & Directions**

- 1) Click "Get Maps"
- 2) Free Access - No Sign Up
- 3) Get Free Directions and Maps

mapsgalaxy.com

DATE: 01-26-2018 11:52:51 AM Type: Recv

SUBJECT: AM FROM USER - AM: NM0300000,

Message:

Reference: 053C00002S

Msg ID : 053C00002S

Msg Key : AM

Date/Time: 20180126115252

Ent Agy :

Requester:

User :

ORI : TX02500C0

Source : USER

Dest : NM0300000

Dest : BRPC

Control :

Summary : AM: NM0300000, BRPC

TXT: AM.TX02500C0

11:52 01/26/2018 00026

11:52 01/26/2018 00050 TX02500C0

TXT

TXT: DATE/ JANUARY 26, 2018

FROM/ BROWN COUNTY TX SHERIFF'S OFFICE- BROWNWOOD, TX- TX0250000

TO/ TORRANCE CO NEW MEXICO - NM0300000

ATTN/ SUE

ATTN/ FUGITIVE TRANSPORT DIVISION

REF/ NAM/ KAYSER, SHANE SEX/ M RAC/ W [REDACTED]

THE SUBJECT REFERENCE ABOVE:

1. SIGNED WAIVER OF EXTRADITION AND IS AVAILABLE FOR IMMEDIATE RELEASE
2. MUST BE PICKED UP PRIOR TO MONDAY FEBRUARY 12, 2018
3. IS HOUSED IN THE BROWN COUNTY, TX JAIL  
ADDRESS IS 1050 WEST COMMERCE, BROWNWOOD, TX 76801  
JAIL TELEPHONE 325-641-2202
4. PLEASE SCHEDULE PICKUP BY SENDING TTY OR A FAX WITH:  
(A) YOUR AGENCY'S TRANSPORT OFFICER/AGENT NAME  
(B) DATE OF PICKUP AND ESTIMATED TIME OF ARRIVAL
5. FOR OTHER INFORMATION PLEASE CONTACT DEPUTY JIM CORNELIUS  
TELEPHONE 325-646-5510 EXT 4332 / FAX 325-643-3238.
6. A COPY OF THE SIGNED WAIVER OF EXTRADITION WAS FAXED TO YOUR AGENCY  
01/26/2018

DEPUTY/ JIM L CORNELIUS

AGENCY/ BROWN COUNTY TX SHERIFF'S OFFICE

PHONE/ 325-646-5510 X 4332 FAX/ 325-643-3238

TERMINAL/ BRPC OPR/JIM-C

TXT: MRI: 89692656 IN: BRPC 26 AT 26JAN2018 11:52:52

OUT: BRPC 50 AT 26JAN2018 11:52:52

DISSEMINATED ON TLETS FOR CRIMINAL JUSTICE PURPOSES ONLY.

Torrance County Sheriff's Office

JAN 26 2018

Initials S Time 1103

FILED  
At 9:55 O'clock A.M.

JAN 26 2018

By Chris D. Jones  
District Clerk Brown County, Texas

NO. CR25730

THE STATE OF TEXAS  
v.  
Shane Kayser

§ IN THE DISTRICT COURT  
§ 35<sup>TH</sup> JUDICIAL DISTRICT  
§ BROWN COUNTY, TEXAS  
§

WAIVER OF EXTRADITION

TO THE HONORABLE JUDGE PRESIDING:

NOW COMES Shane Kayser and makes known to the Court that he is the same Shane Kayser that is charged with MTR-Count 1: Aggravated Fleeing a Law Enforcement Officer, Count 2: Resisting, Evading or Obstructing an Officer (Service of Process), Count 3: Interference with Communications, Count 4: Criminal Damage to Property (Under \$1000), a felony, alleged to have been committed in the State of New Mexico, County of Torrance, on or about and prior to the 2nd day of January, 2018.

AND having been advised by <sup>Sam C. Jones</sup> STEPHEN ELLIS, Judge of the 35th Judicial District Court of Brown County, Texas, of his rights to the issuance and service of a Governor's Warrant of Extradition, and to obtain a Writ of Habeas Corpus to test the validity of his arrest, and of the right to demand and procure legal counsel:

AND understanding said admonishment of the Court, he, the said Shane Kayser, here now waives the issuance and service of a Governor's Warrant of Extradition and waives all other procedure incidental to extradition proceedings and consents to return to the State of New Mexico with the officers of the said State.

[Signature]  
Defendant

Executed and subscribed before me this 24 day of January, 2018.

[Signature]  
JUDGE PRESIDING  
35TH JUDICIAL DISTRICT COURT  
BROWN COUNTY, TEXAS

SEVENTH JUDICIAL DISTRICT  
STATE OF NEW MEXICO  
COUNTY OF TORRANCE

No. D-0722-CR-201400039

STATE OF NEW MEXICO,  
Plaintiff,

vs

SHANE KAYSER,  
Defendant.

BENCH WARRANT

TO: THE SHERIFF OF TORRANCE COUNTY OR ANY PEACE OFFICER AUTHORIZED  
TO EXECUTE WARRANT, GREETINGS:


YOU are hereby commanded to arrest and take the body of SHANE KAYSER before the  
District Court within and for the County of Torrance, State of New Mexico;

FORTHWITH, then and there to answer unto an Order on State's Motion to Revoke  
Probation, and this you do under penalty of law.

HEREIN fail not and make due return hereof.

WITNESS the Honorable Matthew G. Reynolds, District Court Judge, Seventh Judicial  
District of the State of New Mexico, within and for the County of Torrance, and the seal of the  
Court, this 2<sup>nd</sup> day of January 2018

Bond: 5000  
Date: 1/2/18

  
\_\_\_\_\_  
Honorable Matthew G. Reynolds

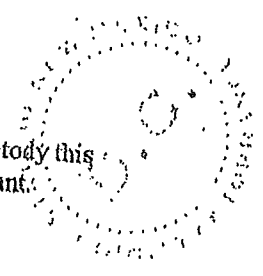
SHERIFF'S RETURN

I hereby certify that the above named person was arrested and taken into my custody this  
\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, having been served a copy of the Bench Warrant.

\_\_\_\_\_  
Sheriff

By \_\_\_\_\_

RECEIVED  
JAN 02 2018  
BY: AL





# CERTIFICATE OF COMPLETION

Drivers License Number:  
Course Completion Date: 03760470  
05/26/2015

Control No.  
05-2015  
Security Control No.  
283977

Name: MARTY G SPRUNK  
Address: 2421 DEL NORTE DE SW  
Address:  
City, State, Zip: ALBUQUERQUE NM 87105

Training Center: TORRANCE COUNTY  
Instructor Name: CINDI SULLIVAN  
Instructor Number: 060799

## DDC 8/6

8 hours  6 hours

This certifies that the person named above  
has successfully completed the National Safety Council  
Defensive Driving Course 8/6.

**THIS DOCUMENT IS VOID IF REPRODUCED**



### Understand the risks of distracted driving

- Talking on your cell phone, reading e-mail, putting on makeup or sending text messages are all examples of high-risk distracted driving
- People who use cell phones while driving are 4 times as likely to be in a crash
- More than 30 scientific studies agree that hands-free cell phones are not any safer to use when driving



Control No.

MARTY G SPRUNK  
has completed the NSC  
Defensive Driving Course  8 hours  6 hours

Drivers License Number: Course Completion Date:

03760470

05/26/2015

Janelle Zischler  
President & CEO

Instructor Hours  
6 HOURS

TORRANCE COUNTY  
Training Center

CINDI SULLIVAN  
Instructor

060799  
Instructor Number

Security Control No. 283977





## TORRANCE COUNTY TRAVEL REIMBURSEMENT FORM

### Anticipated Reimbursement

*Revised 10/05/11*

Traveler	Patrick O'Hara	Vendor No.	
Destination	Brownwood, TX		
Justification	Extradition of Inmate		
Budget Code	420-74-2205		
Program Charged	Transport Mileage/Per Diem		
Will you be traveling in state (Answer Y or N)?	N		
Will you be traveling to Santa Fe (Answer Y or N)?	N		
Is this form for ACTUAL or ANTICIPATED Reimbursement?	<input type="radio"/> Actual <input checked="" type="radio"/> Anticipated		

<b>Departure</b>	
ANTICIPATED	
Date & Time of Departure	2/8/2018 5:00 <small>Be sure to write AM or PM when entering time</small>
Do you depart before the start of the normal workday (answer Y or N)? (i.e. 8 AM)	Y
How many hours earlier?	3
Traveling To (location/site):	Brownwood, TX <small>Be sure to include mileage chart or map printout</small>
Miles from worksite:	542.4
Will you be using a County-owned vehicle? (answer Y or N)	Y
If you are not traveling in a County-owned vehicle, please explain:	

<b>Return</b>	
ANTICIPATED	
Date & Time of Return	2/9/2018 17:00 <small>Be sure to write AM or PM when entering time</small>
Does your return occur after the end of the normal workday (answer Y or N)? (i.e. 5 PM)	N
How many hours later?	0
Returning From:	Brownwood, TX <small>Be sure to include mileage chart or map printout</small>
Miles to worksite:	542.4

<b>Airline or other fares (train, bus, taxis, airport transport, etc.)</b>	
Total Costs	\$ -
<small>All receipts must be attached</small>	

<b>Mileage</b>	
1084.8 miles at	0.450 per mile
\$ -	

<b>Per Diem</b>	
Total Travel and business time	36 hours
Does this qualify for overnight travel?	YES
	3 hours beyond work day
	1 24 hour periods

<b>Partial Day</b>	
<small>Partial day per diem when occasional or irregular travel extends beyond the normal workday and no overnight lodging is required.</small>	
Less than 2 hours	\$ -
2 but less than 6 hours	\$ 12.00
6 but less than 12 hours	\$ 20.00
12 or more hours	\$ 30.00
\$ -	

<b>Overnight Travel</b>	
In state	\$ 85.00
Special Areas (Santa Fe only)	\$ 135.00
Out of State	\$ 115.00
Actual meals and lodging (per policy)	\$ 115.00
<small>Actual expenses are limited per the travel policy and receipts are REQUIRED.</small>	

<b>Partial Day following a 24-hour period where lodging is not required</b>	
Hours beyond 24-hour period	12
Less than 2 hours	\$ -
2 but less than 6 hours	\$ 12.00
6 but less than 12 hours	\$ 20.00
12 or more hours	\$ 30.00
\$ 30.00	

**Total Cost of Travel**

\$ 145.00

Amount of Advance \$ 116.00  
Amount Due To Traveler Upon Return \$ 29.00

Traveler Certification: I certify that the above travel was necessary and proper County business and the amounts claimed are just and true in all aspects.

Signature \_\_\_\_\_ Date 1-31-18

Approvals	Signatures	Date
Department Head	<u>Stephanie [Signature]</u>	<u>1/30/18</u>
County Manager	_____	_____
County Commission	_____	_____

**Defensive Driving Requirement**

Do you have a current National Safety Council Defensive Driving Certificate (within last 2 years)? Yes No  
If yes, please attach a copy of your certificate.  
If no, you are not allowed to collect mileage or per diem as per the TC Personnel Manual Section 11.1 and TC Safety Manual and Loss Control Handbook Section VI.


**Per Diem Explanation**

If you are traveling within the 50-mile radius and are requesting per diem, an explanation must be noted. Likewise, if you are traveling outside the 50-mile radius and not requesting per diem, an explanation must be noted.

---

---

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**START NOW** 

3 Steps to Fast Maps & Directions  
 1) Click 'Start Now'  
 2) Free Access - No Sign up!  
 3) Get Free Directions & Maps

[www.mapsgalaxy.com](http://www.mapsgalaxy.com)

# Mileage Calculator

The Rand McNally mileage calculator will help you determine the mileage between any two destinations.

Enter Starting Point

A Estancia, (Torranc

Enter Ending Point

B Brownwood, (Bro

Get Mileage

Mileage:

542.4 miles

Time:

9 hrs 55 min

Get Directions for This Route

**Get Maps**

3 Steps to Fast Maps & Directions

- 1) Click "Get Maps"
- 2) Free Access - No Sign Up
- 3) Get Free Directions and Maps

[mapsgalaxy.com](http://mapsgalaxy.com)

DATE: 01-26-2018 11:52:51 AM Type: Recv

SUBJECT: AM FROM USER - AM: NM0300000,  
Message:  
Reference: 053C00002S  
Msg ID : 053C00002S  
Msg Key : AM  
Date/Time: 20180126115252  
Ent Agy :  
Requester:  
User :  
ORI : TX02500CO  
Source : USER  
Dest : NM0300000  
Dest : BRPC  
Control :  
Summary : AM: NM0300000, BRPC

TXT: AM.TX02500CO  
11:52 01/26/2018 00026  
11:52 01/26/2018 00050 TX02500CO

TXT  
TXT: DATE/ JANUARY 26, 2018  
FROM/ BROWN COUNTY TX SHERIFF'S OFFICE- BROWNWOOD, TX- TX0250000  
TO/ TORRANCE CO NEW MEXICO - NM0300000  
ATTN/ SUE

ATTN/ FUGITIVE TRANSPORT DIVISION

REF/ NAM/ KAYSER, SHANE SEX/ M RAC/ W [REDACTED]

THE SUBJECT REFERENCE ABOVE:

1. SIGNED WAIVER OF EXTRADITION AND IS AVAILABLE FOR IMMEDIATE RELEASE
2. MUST BE PICKED UP PRIOR TO MONDAY FEBRUARY 12, 2018
3. IS HOUSED IN THE BROWN COUNTY, TX JAIL  
ADDRESS IS 1050 WEST COMMERCE, BROWNWOOD, TX 76801  
JAIL TELEPHONE 325-641-2202
4. PLEASE SCHEDULE PICKUP BY SENDING TTY OR A FAX WITH:  
(A) YOUR AGENCY'S TRANSPORT OFFICER/AGENT NAME  
(B) DATE OF PICKUP AND ESTIMATED TIME OF ARRIVAL
5. FOR OTHER INFORMATION PLEASE CONTACT DEPUTY JIM CORNELIUS  
TELEPHONE 325-646-5510 EXT 4332 / FAX 325-643-3238.
6. A COPY OF THE SIGNED WAIVER OF EXTRADITION WAS FAXED TO YOUR AGENCY  
01/26/2018

DEPUTY/ JIM L CORNELIUS  
AGENCY/ BROWN COUNTY TX SHERIFF'S OFFICE  
PHONE/ 325-646-5510 X 4332 FAX/ 325-643-3238  
TERMINAL/ BRPC OPR/JIM-C  
TXT: MRI: 89692656 IN: BRPC 26 AT 26JAN2018 11:52:52  
OUT: BRPC 50 AT 26JAN2018 11:52:52

DISSEMINATED ON TLETS FOR CRIMINAL JUSTICE PURPOSES ONLY.

=====

Torrance County Sheriff's Office	
JAN 26 2018	
Initials <u>S</u>	Time <u>1103</u>

FILED  
At 9:53 O'clock A.M.

JAN 26 2018

NO. CR25730

*Cheryl Jones*  
District Clerk, Brown County, Texas  
By *[Signature]* Deputy

THE STATE OF TEXAS

v.

Shane Kayser

§ IN THE DISTRICT COURT  
§ 35<sup>TH</sup> JUDICIAL DISTRICT  
§ BROWN COUNTY, TEXAS  
§

WAIVER OF EXTRADITION

TO THE HONORABLE JUDGE PRESIDING:

NOW COMES Shane Kayser and makes known to the Court that he is the same Shane Kayser that is charged with MTR-Count 1: Aggravated Fleeing a Law Enforcement Officer, Count 2: Resisting, Evading or Obstructing an Officer (Service of Process), Count 3: Interference with Communications, Count 4: Criminal Damage to Property (Under \$1000), a felony, alleged to have been committed in the State of New Mexico, County of Torrance, on or about and prior to the 2nd day of January, 2018.

AND having been advised by <sup>*Sam Cross*</sup> ~~STEPHEN ELLIS~~, Judge of the 35th Judicial District Court of Brown County, Texas, of his rights to the issuance and service of a Governor's Warrant of Extradition, and to obtain a Writ of Habeas Corpus to test the validity of his arrest, and of the right to demand and procure legal counsel:

AND understanding said admonishment of the Court, he, the said Shane Kayser, here now waives the issuance and service of a Governor's Warrant of Extradition and waives all other procedure incidental to extradition proceedings and consents to return to the State of New Mexico with the officers of the said State.

*[Signature]*  
Defendant

Executed and subscribed before me this the 24 day of January, 2018.

*[Signature]*  
JUDGE PRESIDING  
35TH JUDICIAL DISTRICT COURT  
BROWN COUNTY, TEXAS

SEVENTH JUDICIAL DISTRICT  
STATE OF NEW MEXICO  
COUNTY OF TORRANCE

No. D-0722-CR-201400039

STATE OF NEW MEXICO,  
Plaintiff,

vs

SHANE KAYSER,  
Defendant.

BENCH WARRANT

TO: THE SHERIFF OF TORRANCE COUNTY OR ANY PEACE OFFICER AUTHORIZED  
TO EXECUTE WARRANT, GREETINGS:

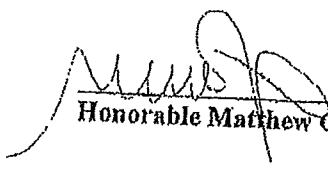
YOU are hereby commanded to arrest and take the body of SHANE KAYSER before the  
District Court within and for the County of Torrance, State of New Mexico;

FORTHWITH, then and there to answer unto an Order on State's Motion to Revoke  
Probation, and this you do under penalty of law.

HEREIN fail not and make due return hereof.

WITNESS the Honorable Matthew G. Reynolds, District Court Judge, Seventh Judicial  
District of the State of New Mexico, within and for the County of Torrance, and the seal of the  
Court, this 2<sup>nd</sup> day of January 2018

Bond: none  
Date: 1/2/18

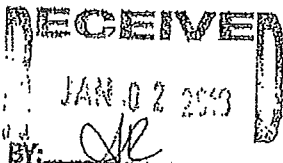
  
Honorable Matthew G. Reynolds

SHERIFF'S RETURN

I hereby certify that the above named person was arrested and taken into my custody this  
\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, having been served a copy of the Bench Warrant.

\_\_\_\_\_  
Sheriff

By \_\_\_\_\_





*Agenda Item  
No. 21*

**Distribution Funding Application Cover Sheet  
Local DWI Grant Program  
Local Government Division - DFA**

County/Municipality: TORRANCE COUNTY Application Date: 3/2/2018

**Project Contact Person:**

Name: TRACEY MASTER  
Address: PO BOX 48  
City, Zip: ESTANCIA 87016  
Telephone: 505-705-0332  
E-Mail: tmaster@tcnm.us  
Fax: 505-384-5294

**Fiscal Agent as listed on current W-9:**

Contact Person: TRACY SEDILLO  
Mailing Address: PO BOX 318  
City, Zip: ESTANCIA 87016  
Telephone: 505-544-4802  
E-Mail: tsedillo@tcnm.us  
Fax: 505-384-4381

Indicate amounts budgeted for each component.

	<u>Distribution</u>
Prevention	<u>21,750.00</u>
Enforcement	<u>8,000.00</u>
Screening	<u>                  </u>
Domestic Abuse	<u>                  </u>
Treatment	<u>                  </u>
Compl. Mtr./track	<u>3,778.25</u>
Coord/Plan& Eval.	<u>14,825.00</u>
Alt. Sentencing	<u>27,000.00</u>
<b>Total</b>	<u><b>75,353.25</b></u>
<b>Total Distribution Request</b>	

**Certification:**

The attached resolution adopted by the governing body of TORRANCE COUNTY on 2/14/2018  
(Applicant) (Date)  
 authorizes the applicant to file this application for assistance from the State of New Mexico.

To the best of my knowledge, the information presented in this application is true and correct.

\_\_\_\_\_  
Signature of County Commission Chairperson or Mayor



**Grant Funding Application Cover Sheet  
Local DWI Grant Program  
Local Government Division - DFA**

County/Municipality: TORRANCE COUNTY

Application Date: 3/2/2018

**Project Contact Person:**

Name: TRACEY MASTER  
 Address: PO BOX 48  
 City, Zip: ESTANCIA 87016  
 Telephone: 505-705-0332  
 E-Mail: tmaster@tcnm.us  
 Fax: 505-384-5294

**Fiscal Agent as listed on current W-9:**

Contact Person: TRACY SEDILLO  
 Mailing Address: PO BOX 38  
 City, Zip: ESTANCIA 87016  
 Telephone: 505-544-4802  
 E-Mail: tsedillo@tcnm.us  
 Fax: 505-384-4381

**Indicate amounts budgeted for each component.**

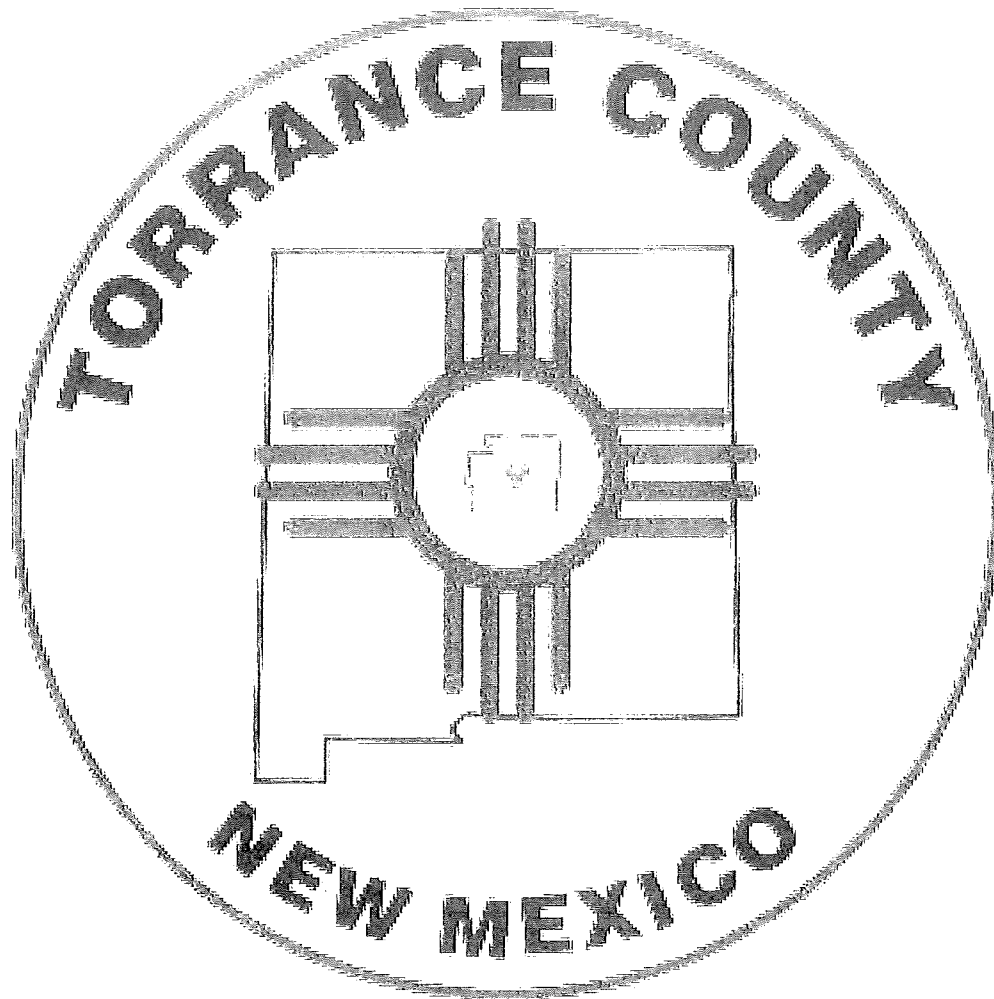
	<u>Grant</u>
Prevention	22,937.00
Enforcement	8,037.00
Screening	8,037.00
Domestic Abuse	
Treatment	20,287.00
Compl. Mtr./track	8,037.00
Coord/Plan& Eval.	8,037.00
Alt. Sentencing	8,037.00
Total	83,409.00
	<u>Total Grant Request</u>

**Certification:**

The attached resolution adopted by the governing body of TORRANCE COUNTY on 2/14/2018  
 (Applicant) (Date)  
 authorizes the applicant to file this application for assistance from the State of New Mexico.

To the best of my knowledge, the information presented in this application is true and correct.

\_\_\_\_\_  
 Signature of County Commission Chairperson or Mayor



*Agenda Item*  
*No. 22*

(Application packet must include Application, Scope of Work and Memo of Agreement).

## APPLICATION FOR CDWI FUNDS

Program Year applying for: July 1, 2018 - September 30, 2018

Project Number: _____ <small>(to be provided by TSD)</small>
---

<b>Applicant Agency:</b>	TORRANCE COUNTY
Address:	PO BOX 48
City, State, Zip:	ESTANCIA NM 87016
Phone Number:	505-705-0332
Fax Number:	505-384-5294
email address:	lmaster@tcnm.us
<b>Project Director and Title:</b>	

<b>Government Unit:</b>	TORRANCE COUNTY
Address:	PO BOX 318
City, State, Zip:	TORRANCE COUNTY, NM
Phone Number:	505-544-4700
Fax Number:	505-384-5294
<b>Authorizing Official and Title:</b>	

<b>Check to be sent to (address):</b>	PO BOX 318 ESTANCIA NM 87016
---------------------------------------	---------------------------------

Program Manager: REY MARTINEZ		email: <u>rey.martinez@state.nm.us</u>
Phone: 505-231-67874		

**BUDGET:**

\*Self-calculating chart, simply enter data\*

Budget Category	Program Category				Category Total
	Enforcement	Prevention	Off. Programs	PI & E	
Personal Services					\$0.00
Contractual Services		2,689.00			\$2,689.00
Commodities Budget					\$0.00
Other					\$0.00
NM State Police (NMSP)	Amount not included in Total \$ Requested				
Special Investigations Division (SID)	Amount not included in Total \$ Requested				
<b>Total \$ Received</b>	\$0.00	\$2,689.00	\$0.00	\$0.00	\$2,689.00
<b>TOTAL \$ REQUESTED FOR AGENCY</b> (w/o NMSP & SID)					<b>\$2,689.00</b>

Approved Start Date: upon execution of the Project Agreement  
End Date: June 30,

**CERTIFICATION:**

The application, reviewed and approved by the governing body of TORRANCE COUNTY  
(Applicant)  
14-Feb-18, authorizes the applicant to file this application for assistance from the State of New Mexico.  
(Date Reviewed)

To the best of my knowledge, the information presented in this application is true and correct.

Project Director Signature: \_\_\_\_\_ Date: 14-Feb-18

Authorizing Official Signature: \_\_\_\_\_ Date: 14-Feb-18

## Task Force Authorization & Information

### Community (government) Certification of Application

I certify that it is the wish of our Task Force to have funds apportioned to our Community DWI Prevention Program for the implementation of the attached Application.

**Task Force Name:** PARTNERSHIP FOR A HEALTHY TORRANCE COMMUNITY

**Task Force Chairperson:** Mark Clark

**Title:** Health Promotion Specialist

**Address:** 7525 Zuni SE

**City/State/zip:** Albuquerque NM 87108

**Phone Number:** 505-659-9328 **Fax:** \_\_\_\_\_

**Email Address:** mark.clark@state.nm.us

**Chairperson Signature:** \_\_\_\_\_ **Date:** 7-Feb-18

**Community:** \_\_\_\_\_

**Authorizing Official:** \_\_\_\_\_

**Title:** Torrance County Manager

**Address:** PO Box 48

**City/State/zip:** Estancia NM 87016

**Phone Number:** 505-544-4700 **Fax:** 505-384-5294

**Email Address:** bgarland@tcnm.us

**Authorizing Official Signature:** \_\_\_\_\_ **Date:** 14-Feb-18

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**Law Enforcement Representative:**

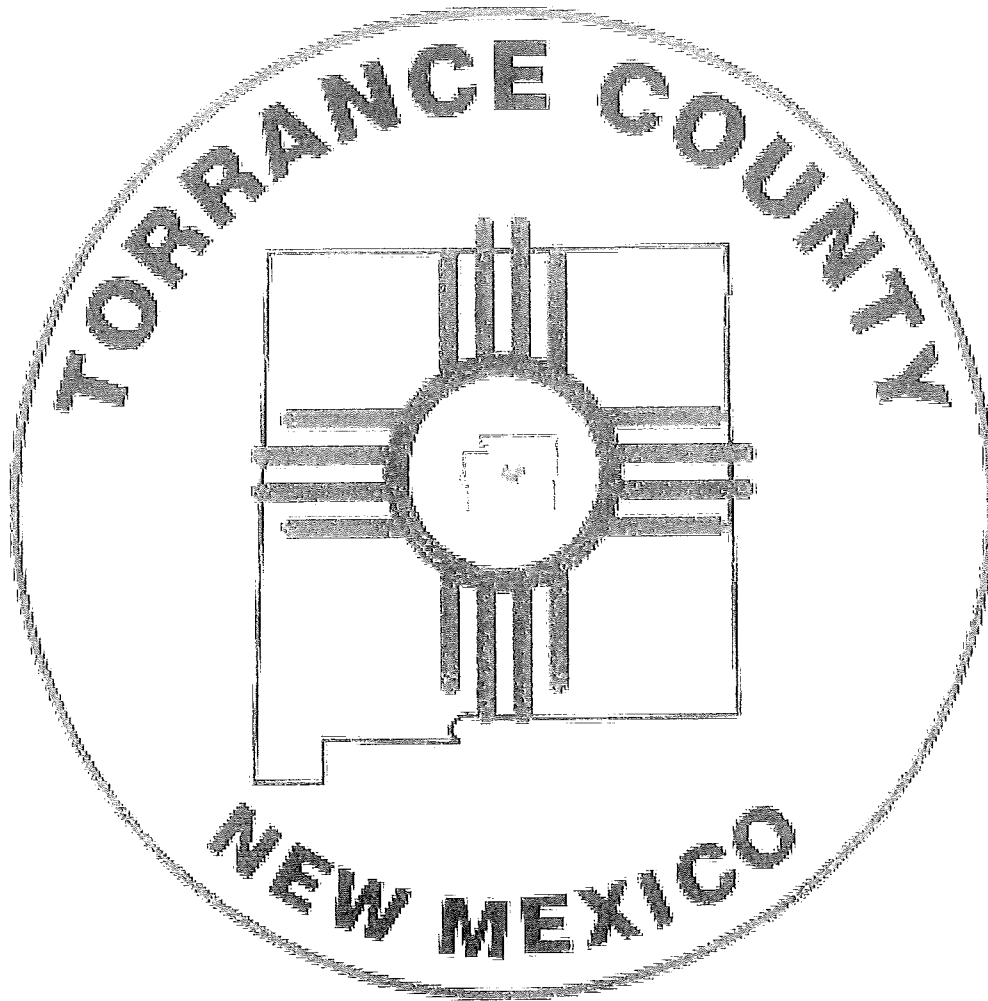
**Name:** Heath White

**Title:** Torrance County Sheriff

**Address:** PO Box 498

**City/State/zip:** Estancia NM 87016

**Phone Number:** 505-544-4900 **Fax:** \_\_\_\_\_



*Agenda Item*  
*No. 23*



***TORRANCE COUNTY***  
**RESOLUTION # 2017-**  
**Budget Increase**

**WHEREAS**, the Torrance County Commission in regular session on Wednesday, February 14th 2018 did propose to authorize a budget increase in the FY 2017-18 Budget, and

**WHEREAS**, budget increases require authorization from the Department of Finance and Administration, and

**WHEREAS**, we request authorization for the following budget increase:

(See Attachment A)

**NOW THEREFORE**, we respectfully request approval for the attached budget increase in the FY 2017-18 budget from the Department of Finance and Administration.

**DONE** at Estancia, New Mexico, Torrance County this 14<sup>th</sup> day of February 2018.

**TORRANCE COUNTY COMMISSION**

\_\_\_\_\_  
James W. Frost, District 1

Attest:

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

\_\_\_\_\_  
County Clerk  
DFA Approval

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



# State of New Mexico Purchase Order

PO Number to be on all Invoices and Correspondence  
**Dispatch via Print**

## NM Environment Department

NMED-1190 St. Francis Drive Rm S4051  
Santa Fe NM 87502  
United States

Vendor: 000054405  
COUNTY OF TORRANCE  
PO BOX 318  
205 S 9TH STREET  
ESTANCIA NM 87016-0000

Purchase Order	Date	Revision	Page
66700-0000029921	08/25/2017		1
Payment Terms	Freight Terms	Ship Via	
Pay Now	FOB Destination	Best Way	
Buyer	Phone		
Rosan C Duran			
Ship To:	NMED-1190 St. Francis Drive Rm. N2150 Santa Fe NM 87502 United States		
Bill To:	NMED-1190 St. Francis Drive Rm. N2150 Santa Fe NM 87502 United States		

Origin:	EXE	Excl/Excl #:	13-1-98A	Mfg ID	Quantity	UOM	PO Price	Extended Amt	Due Date
Line-Sch	Item/Description								
1- 1	FY18 Recycling and Illegal Dumping Grant Project #18 RAID-09.				1.00	EA	33,300.00	33,300.00	08/25/2017
	66700-02600-8030000000-547400-SRF0000-			- - -118-B0000					
								<u>33,300.00</u>	
								<u>33,300.00</u>	

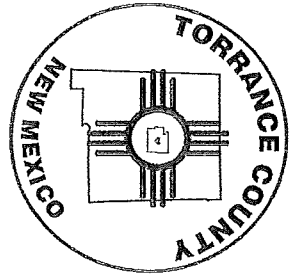
Rosan Duran

Total PO Amount 33,300.00

Agency Approval - I certify that the proposed purchase represented by this document is authorized by and is made in accordance with the State (and if applicable Federal) regulations and regulations. I hereby certify that adequate unencumbered cash and budget expenditure authority exists for the proposed purchase and all other outstanding purchase commitments and accounts payable.

Authorized Signature

*Rosan C Duran*



# TORRANCE COUNTY

## Budget Increase Request Form

Requesting Department:

Recycling & Illegal Dumping

My department hereby requests that the following budget increase be made to the budget:

Revenue Increase:		Expenditure Increase:		\$
Line Item Number	Line Item Description	Line Item Number	Line Item Description	Amount of Increase
628-00-1095	Illegal Dumping Grant Proj	628-34-2272	professional services	\$ 33,300.00

Was not budgeted; did not receive award letter by budget deadline.

Signature *[Handwritten Signature]*

Date 2-8-18







*SUSANA MARTINEZ*  
Governor

*JOHN A. SANCHEZ*  
Lt. Governor

NEW MEXICO  
ENVIRONMENT DEPARTMENT

Solid Waste Bureau

1190 Saint Francis Drive, Room N-2150

P.O. Box 5469

Santa Fe, New Mexico 87502-5469

Telephone: (505) 827-0197 Facsimile: (505) 827-2902

[www.env.nm.gov/swb/](http://www.env.nm.gov/swb/)



*BUTCH TONGATE*  
Cabinet Secretary

*J. C. BORREGO*  
Deputy Secretary

June 23, 2017

Mr. Daniel DeCosta  
Torrance County  
Planning and Zoning Department  
PO Box 48  
Estancia, NM 87016

**RE: Recycling and Illegal Dumping Fund Grant Application**

Dear Mr. DeCosta:

The Recycling and Illegal Dumping Alliance has reviewed your application for a grant in the amount of \$33,300. Based on their recommendation, the New Mexico Environment Department (NMED) is pleased to offer a full grant award of **\$33,300**, subject to negotiation of a formal grant agreement.

If this offer is acceptable, please send notification on official letterhead via email to [layne.duesterhaus@state.nm.us](mailto:layne.duesterhaus@state.nm.us) by Monday, July 3, 2017 by 5:00 PM. The point of contact for this agreement development and grant administration will be Solid Waste Bureau Environmental Specialist: Layne Duesterhaus. Please also mail a signed, hard copy of the letter to Mr. Duesterhaus.

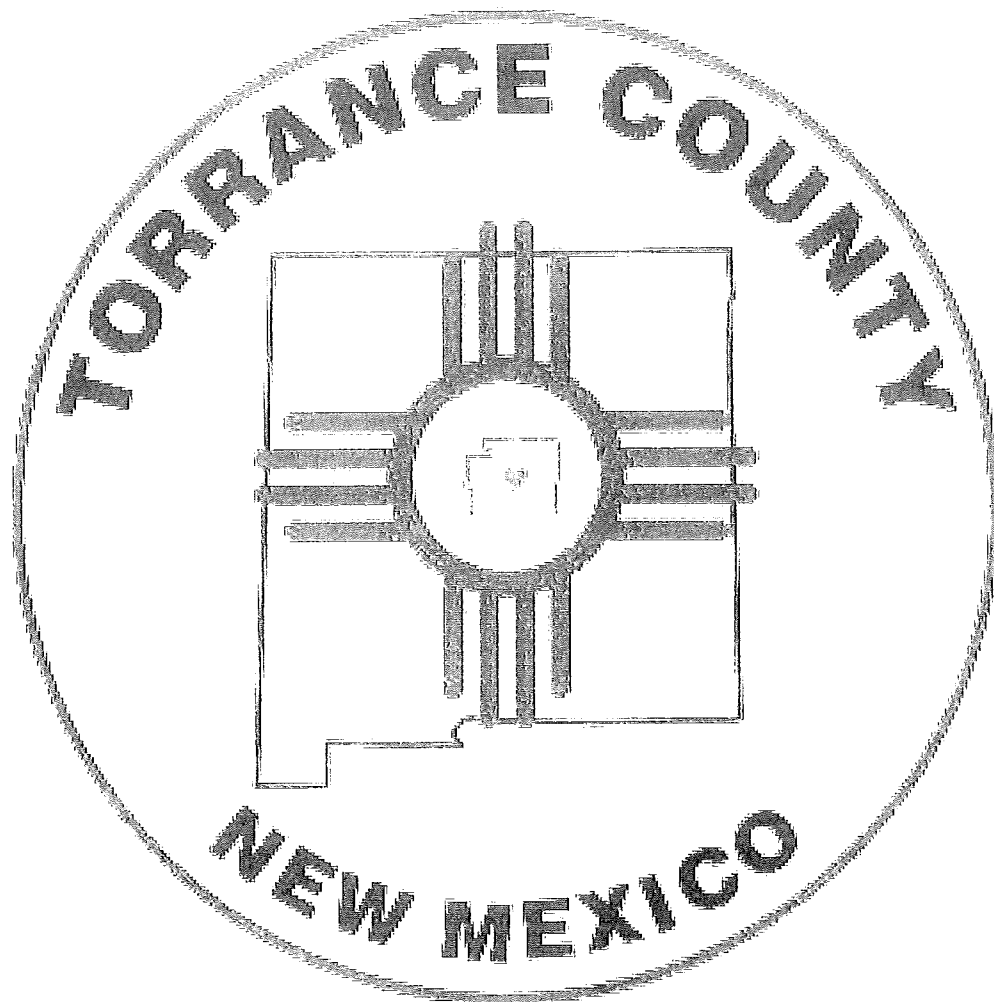
A draft grant agreement will be provided at the grant administration training. Three copies of the agreement must be signed by your authorized signatory authority and authorized finance officer and provided to the NMED Solid Waste Bureau. **Do not spend any funds in anticipation of reimbursement from the Recycling and Illegal Dumping Grant Fund until the grant agreement is executed by authorized officials of both parties.**

The mandatory grant administration training will be on Friday, July 7, 2017 from 1:00 p.m. until 3:00 p.m. The meeting will be held in the Rio Grande Room at NMED District One Office located at 121 Tijeras Ave. NE, Albuquerque, NM 87102. Please be sure the grant representative and the fiscal agent for your organization are at the meeting.

We look forward to working with you on this project.

Sincerely,

Auralie Ashley-Marx  
Solid Waste Bureau Chief



*Agenda Item  
No. 24*



## ***TORRANCE COUNTY***

**RESOLUTION # 2017-**

**Line Item Transfers**

**WHEREAS**, County Departments are requesting line item transfers within their budgeted funds in the FY 2017-18 Budget, and

**WHEREAS**, line item transfers within the same fund require authorization from the Torrance County Commission, and

**WHEREAS**, the attached line item transfers within the same fund are hereby authorized:

(See Schedule A)

**NOW THEREFORE BE IT RESOLVED** by the Torrance County Commission.

**DONE** at Estancia, New Mexico, Torrance County this 14th day of February 2018.

**TORRANCE COUNTY COMMISSION**

\_\_\_\_\_  
**James W. Frost, District 1**

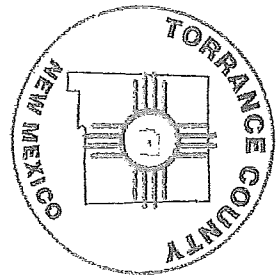
**Attest:**

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

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

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





# TORRANCE COUNTY

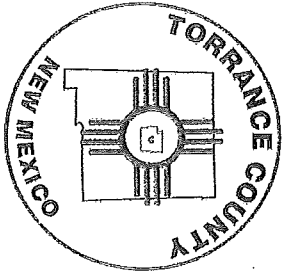
## Line Item Transfer Form

Requesting Department: \_\_\_\_\_ Animal Services

My department hereby requests that the following line item transfer(s) be made to the budget:

Transfer From:		Transfer To:		Amount of Transfer
Line Item Number	Line Item Description	Line Item Number	Line Item Description	
401-82-2272	Professional Services	401-82-2218	Equipment Maint.	\$400.00
Reason for Transfer:				
Our camera system is going out and we do not have enough funds in the appropriate line item to cover the cost a new system.				

Signature: *Arnette M. ...* Date: 2/2/18



# TORRANCE COUNTY

## Line Item Transfer Form

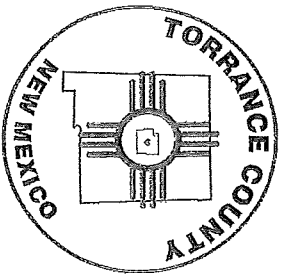
Requesting Department:

District 5 & 6 VFD

My department hereby requests that the following line item transfer(s) be made to the budget:

Transfer From:		Transfer To:		Amount of Transfer
Line Item Number	Line Item Description	Line Item Number	Line Item Description	\$
405-91-2248	Safety Equipment	405-91-2201	Vehicle Maint/Repair	\$ 10,000.00
418-91-2201	Vehicle Maint/Repair	418-91-2215	Building Maint/Repair	\$ 2,000.00
Reason for Transfer:				
Additional funds needed in Vehicle Maintenance/Repair - District 5				
Additional funds needed in Building Maintenance/Repair - District 6				

Signature: *Frank Vacker* *Mester Gary* Date: *2.05.18*



# TORRANCE COUNTY

## Line Item Transfer Form

Requesting Department: \_\_\_\_\_

\_\_\_\_\_ District 6 VFD

My department hereby requests that the following line item transfer(s) be made to the budget:

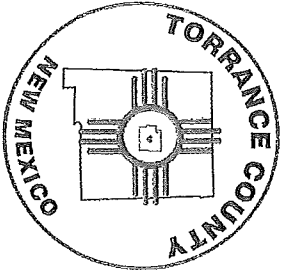
Transfer From:		Transfer To:		Amount of Transfer
Line Item Number	Line Item Description	Line Item Number	Line Item Description	
418-91-2201	Vehicle Maint./Repair	418-91-2215	Building Maint./Repair	\$ 1,500.00
<b>Reason for Transfer:</b>				
Need funds in Building Maintenance/Repair				

Signature *Harold Sanchez*

Signature *Hester Samy*

Date *1.16.2018*





## TORRANCE COUNTY

### Line Item Transfer Form

Requesting Department: \_\_\_\_\_

District 6 VFD

My department hereby requests that the following line item transfer(s) be made to the budget:

Transfer From:		Transfer To:		\$ Amount of Transfer
Line Item Number	Line Item Description	Line Item Number	Line Item Description	
418-91-2248	Safety Equipment	418-91-2219	Office Supplies	\$ 1,000.00

**Reason for Transfer:**

Need additional funds in office supplies

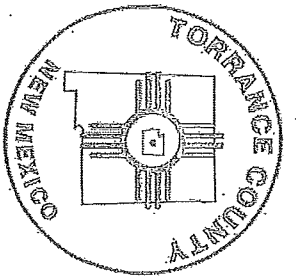
Signature

*Hanna Sanchez*

*Justin Gony* 1-11-18

Date

1-11-18



# TORRANCE COUNTY

## Line Item Transfer Form

Requesting Department: \_\_\_\_\_

*Commission*

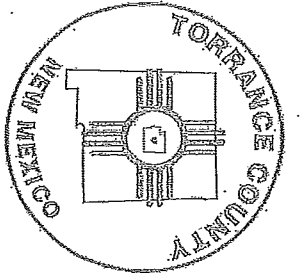
My department hereby requests that the following line item transfer(s) be made to the budget:

Transfer From:		Transfer To:		Amount of Transfer
Line Item Number	Line Item Description	Line Item Number	Line Item Description	
401-05-2205	Mileage/Per Diem	401-05-2202	Vehicle Fuel	\$ 100
401-05-2209	Heating/Gas/Propane	401-05-2210	water/sewer/trash	\$ 2000
401-05-2108	Employment Temp	401-05-2217	Property/liab insurance	\$ 50,000

Reason for Transfer: *To cover deficit line items.*

Signature: *[Handwritten Signature]*

Date: *2-8-18*



# TORRANCE COUNTY

## Line Item Transfer Form

Requesting Department:

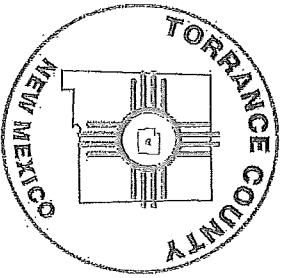
Finance Department

My department hereby requests that the following line item transfer(s) be made to the budget:

Transfer From:		Transfer To:		Amount of Transfer
Line Item Number	Line Item Description	Line Item Number	Line Item Description	
401-55-2218	Eq. m. maint./repair	401-55-2205	mileage/per diem	\$ 900
401-55-2104	overtime	401-55-2216a	training	\$ 1,000
Reason for Transfer: <i>to cover deficit line items</i>				

Signature *Frank Jones*

Date *2-8-18*



# TORRANCE COUNTY

## Line Item Transfer Form

Requesting Department: \_\_\_\_\_

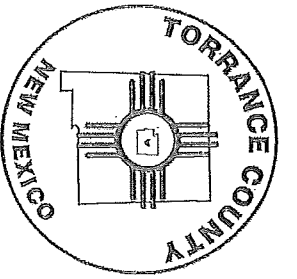
Maint. \_\_\_\_\_

My department hereby requests that the following line item transfer(s) be made to the budget:

Line Item Number	Line Item Description	Line Item Number	Line Item Description	Amount of Transfer
401-15-2218	Equip. maint./repair	401-15-2201	Vehicle maint/repair	\$400.00
<i>Need funding for vehicle maint.</i>				

Signature

Date: 1/31/2018



# TORRANCE COUNTY Line Item Transfer Form

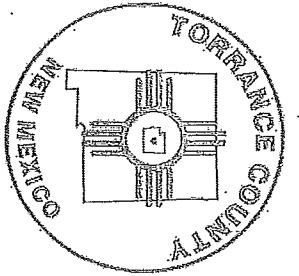
Requesting Department:

\_\_\_\_\_  
Planning & Zoning

My department hereby requests that the following line item transfer(s) be made to the budget:

Line Item Number	Line Item Description	Transfer From:		Transfer To:		Amount of Transfer
		Line Item Number	Line Item Description	Line Item Number	Line Item Description	
401-08-2272	Professional Services			401-08-2103	Part time Salaries	\$300.00
<b>Reason for Transfer:</b> Cover salary for part time float clerk						

Signature  Date 1/23/2018



## TORRANCE COUNTY

### Line Item Transfer Form

Requesting Department: \_\_\_\_\_

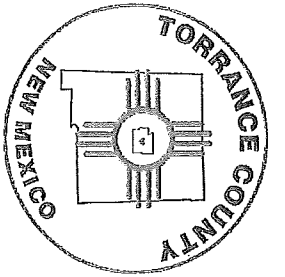
IT

My department hereby requests that the following line item transfer(s) be made to the budget:

Transfer From:		Transfer To:		Amount of Transfer
Line Item Number	Line Item Description	Line Item Number	Line Item Description	
401-65-2272	Professional Services	401-65-2203	Maintenance Contracts	\$ 72,990.00
Reason for Transfer:				
Not enough money was budgeted for Maintenance Contracts.				

Signature *Colinda Stotland*

Date 12-21-17



**TORRANCE COUNTY**  
**Line Item Transfer Form**

Requesting Department: \_\_\_\_\_

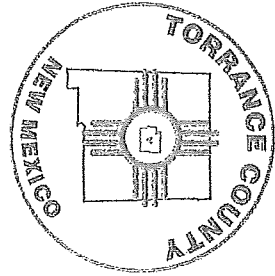
Sheriff \_\_\_\_\_

My department hereby requests that the following line item transfer(s) be made to the budget:

Transfer From:		Transfer To:		\$
Line Item Number	Line Item Description	Line Item Number	Line Item Description	Amount of Transfer
401-50-2205	Mileage/Per Diem	401-50-2201	Vehicle Maint/Repair	\$ 3,000.00
401-50-2218	Equipment Maint/Repair	401-50-2201	Vehicle Maint/Repair	\$ 2,000.00
401-50-2224	Educational Supplies	401-50-2201	Vehicle Maint/Repair	\$ 1,000.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -

Reason for Transfer: Transfer to cover Vehicle Maintenance through the remainder of the Fiscal Year.

Signature: Stephane V Date: 11/26/18



# TORRANCE COUNTY

## Line Item Transfer Form

Requesting Department: \_\_\_\_\_

Sheriff

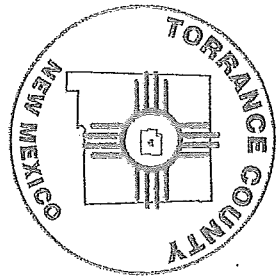
My department hereby requests that the following line item transfer(s) be made to the budget:

Line Item Number	Transfer From: Line Item Description	Transfer To: Line Item Description	Amount of Transfer
401-50-2218	Equipment Maintenance/Repair	401-50-2236	\$ 2,000.00
			-
			-
			-
			-
			-
			-
			-
			-
			-
			-
			-
			-
			-
			-
			-
			-
			-
			-
			-
			-

**Reason for Transfer:** Transfer to cover cost of uniform needs for the remainder of the fiscal year.

Signature *St. Thomas* Date 2/18/17





## TORRANCE COUNTY Line Item Transfer Form

Requesting Department: \_\_\_\_\_

Transport

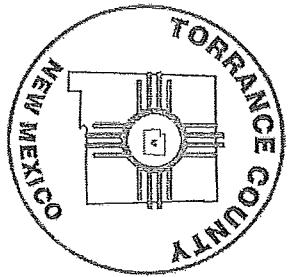
My department hereby requests that the following line item transfer(s) be made to the budget:

Transfer From:		Transfer To:		Amount of Transfer
Line Item Number	Line Item Description	Line Item Number	Line Item Description	
420-74-2617	Equipment	420-74-2618	Vehicles	\$ 19,092.11
<del>420-74-2266</del>	<del>Training</del>	420-74-2205	Mileage/Per Diem	2,000.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
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				\$ -
				\$ -
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				\$ -
				\$ -
				\$ -

Reason for Transfer: Transfer to cover the negative balance in the Vehicle Fund. Transfer to cover extradition costs on inmates out of state.

\*please note, we are looking at the training, but haven't been able to find any for the transport deputies during this fiscal year, but we are actively looking for the required training.\*

Signature: *Stephane* Date: *2/1/18*



# TORRANCE COUNTY

## Line Item Transfer Form

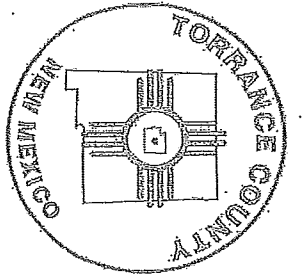
Requesting Department: \_\_\_\_\_

Treasurer \_\_\_\_\_

My department hereby requests that the following line item transfer(s) be made to the budget:

Transfer From:		Transfer To:		\$
Line Item Number	Line Item Description	Line Item Number	Line Item Description	Amount of Transfer
609-30-2266	Training	609-30-2221	Printing/Publishing	\$ 500.00
Reason for Transfer:				
Transferring money to cover printing costs.				

Signature *Mary Seckell* Date 12-13-17



**TORRANCE COUNTY**  
**Line Item Transfer Form**

Requesting Department:

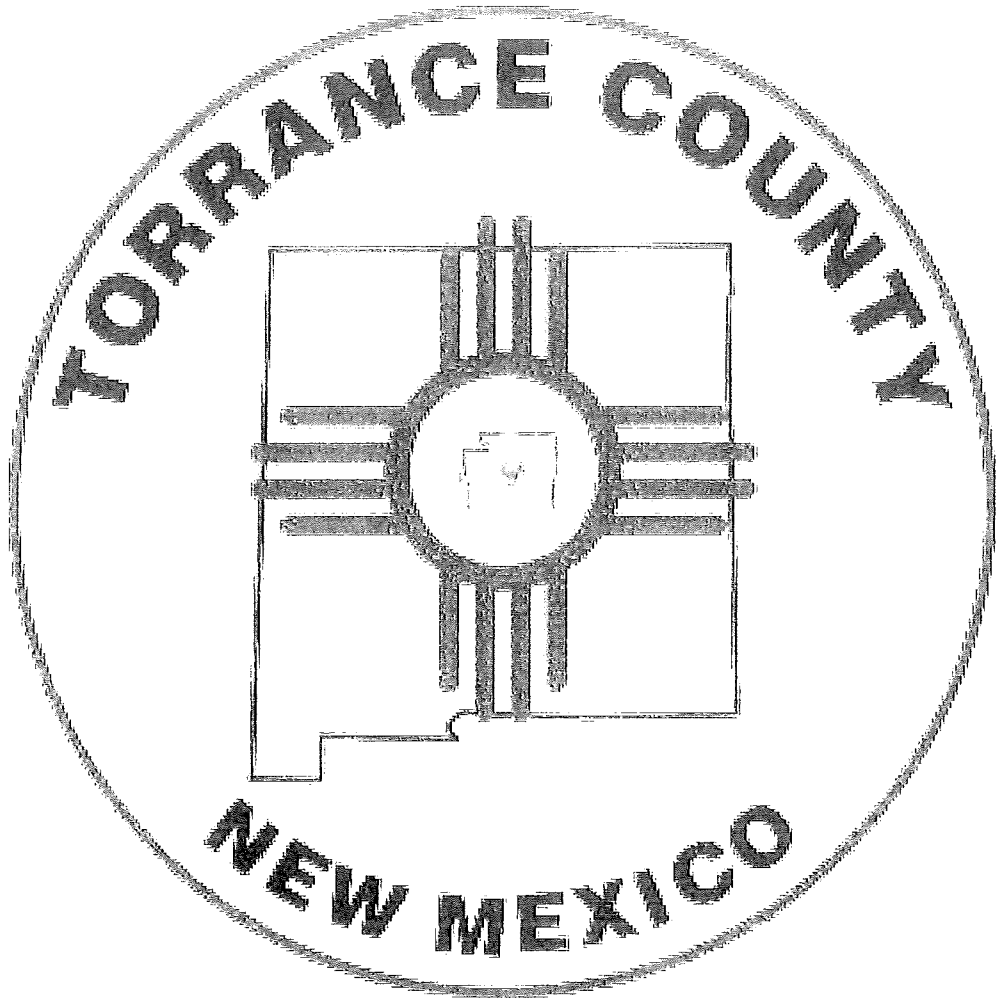
Rural Addressing

My department hereby requests that the following line item transfer(s) be made to the budget:

Transfer From:		Transfer To:		Amount of Transfer
Line Item Number	Line Item Description	Line Item Number	Line Item Description	
1025-07-7207	fuel	1025-037-7207	Telephone Services	\$300
Reason for Transfer: COVERING DEFICIENT FUNDS.				

Signature Reddy

Date 2-8-18



*Agenda Item  
No. 25*

# Stericycle™ SERVICE AGREEMENT

Account/Site #

**Service Address**

Customer: Torrance County Fire Department  
 Address 1: 753 Salt Mission Trail  
 Address 2: \_\_\_\_\_  
 City/State/Zip: Machintosh, NM 87032  
 Phone #: (505) 506-5573  
 E-Mail: lgary@torrancecountyfire.com  
 Sales Rep: Jennifer Walsh

**Billing Address**

Name: Torrance County Fire Departmen  
 Address 1: 753 Salt Mission Trail  
 Address 2: \_\_\_\_\_  
 City/State/Zip: Machintosh, NM 87032  
 Phone #: \_\_\_\_\_  
 Fax #: 0  
 Generator ID #: \_\_\_\_\_

<p><b>Stericycle BUDGET PLAN</b></p> <p><b>Biohazardous Waste Disposal Services</b></p> <p><b>FLEXIBLE Scheduling</b></p> <p><b>Full Range of DOT COMPLIANT Containers</b></p> <p><b>FULLY COMPLIANT Transportation and Disposal</b></p>		<p><b>MEDICAL WASTE SERVICES</b></p> <p>Trusted handling of Biohazardous Waste/Sharps from collection through treatment to final documented disposal. Service frequency options to meet state-specific regulations.</p>
		<p><b>ONLINE MANIFEST ACCESS</b></p> <p>Manifest &amp; Shipping Paper Archive for convenient storage and retrieval of regulated medical waste records.</p>
		<p><b>COMPLIANCE PORTAL</b> 24x7 on MyStericycle.com</p> <p>MyStericycle.com makes it easy to:</p> <ul style="list-style-type: none"> <li>• Manage Waste Pickups</li> <li>• Pay Bills Online</li> <li>• Access Regulatory Training including:                             <ul style="list-style-type: none"> <li><b>Biohazardous Waste Training</b> on state-specific regulations and proper waste segregation and handling.</li> <li><b>DOT Training</b> as required by Department of Transportation every 3 years and within 90 days of hire.</li> </ul> </li> </ul>
<b>Monthly Service Fee \$</b>		<b>\$18.90</b>

Program Level: Budget Plan

Billing Schedule: Monthly

Contract Effective Date:

\*Additional Waste Services (Not available in all areas)

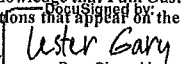
CATEGORY	FREQUENCY(STOPS/YR)	\$/EA ADD'L STOP	MAX YEARLY CONTAINERS	\$/EA ADD'L CONTAINER
RMW	2	\$75.00	2	Current container rate plus 10%

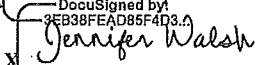
\*Customer certifies that they will properly classify and segregate special waste streams and that they will not co-mingle those waste streams with any other.

Any additional services or products selected by Customer shall be billed separately according to current Stericycle pricing.

During the Original Term of the Agreement, Stericycle will not increase the Monthly Service Fee listed above by more than 5% annually.

By signing below I acknowledge that I am Customer's authorized officer or agent and that I have the authority to bind Customer to this Agreement. Customer agrees to be bound by the terms and conditions that appear on the second page hereof and comply with Stericycle's Waste Acceptance Policy, both of which are integral parts of this Agreement.

CUSTOMER: X  Name Lester Gary Title Fire Chief Date 1/25/2018  
DocuSigned by: 9EB38FEAD85F4D3A

STERICYCLE: X  Name Jennifer Walsh Title ACS Date 1/25/2018  
7CFE5652FE2747F...

## STERICYCLE® TERMS AND CONDITIONS

Account/Site #-

**1. Regulated Medical Waste Services:**(a) Stericycle, Inc. shall collect, transport, treat and dispose of all Regulated Medical Waste (except Non-conforming Waste) generated by Customer during the term of this Agreement. (b) Responsibility for transportation of Regulated Medical Waste collected from Customer shall transfer and vest in Stericycle at the time it is loaded onto Stericycle's vehicle. Customer shall have title to Regulated Medical Waste at all prior times. Customer shall hold title to any Non-Conforming Waste at all times, whether refused for collection or returned to the customer for proper disposal after collection. All Regulated Medical Waste must be accompanied by a properly completed shipping document pursuant to 49 CFR 172.202 (Manifest). (c) Stericycle employees may refuse containers that are determined to be Non-Conforming Waste as identified in the Waste Acceptance Policy (WAP). Customer shall place only "Regulated Medical Waste" as defined by 49 CFR 173.134 or by any other federal, state and local regulations. (d) Customer represents and warrants that i) the waste presented for disposal will not contain any "hazardous", "toxic", "radioactive" or Non-Conforming Wastes as defined by all applicable laws, regulations and the WAP, ii) the waste strictly conforms to Stericycle's WAP and their local laws and regulations concerning Regulated Medical Waste and iii) they have reviewed the attached WAP and its complete definitions and requirements. (e) Customer shall be liable for any and all injuries, losses and damages resulting from Non-Conforming Waste. (f) All lab wastes or materials which contain or have the potential to contain infectious substances arising from those agents listed under 42 CFR 72.3 are strictly prohibited from medical waste by federal law and must be pretreated prior to disposal. (g) Further definitions are included under the current WAP, which is attached and made a part of this Agreement and specifically incorporated herein. Stericycle reserves the right to change the WAP at any time to ensure compliance with applicable laws or regulations. A copy of Stericycle's WAP may also be obtained from your local Stericycle representative.

**2. Term and Pricing:** Subject to the provisions below, the term ("Term") of this Agreement shall be 60 months from the Effective Date. (a) This Agreement shall automatically renew for successive terms equal to the original Term (each an "Extension Term") unless either party has given sixty (60) days notice, in writing, during the six (6) month period prior to the renewal date of its desire to terminate this agreement. All Extension Terms shall be subject to the terms and conditions hereunder. (b) Stericycle reserves the right to adjust the contract price to account for operational changes it implements to comply with documented changes in law, to cover increases in the cost of fuel, insurance, or residue disposal, or to otherwise address cost escalation.(c) In the event Customer terminates this Agreement prior to expiration of the term hereof (or any "Extension Term") or fails to perform any of its obligations under this Agreement, Stericycle shall have, without limitation, all rights and remedies provided at law or in equity, as well as the right to recover from Customer an amount (which the parties hereby acknowledge constitutes Stericycle's liquidated damages and not a penalty) equal to fifty percent of the Customer's average monthly charge multiplied by the number of months (including any partial months), remaining until the expiration date of the then current term hereof. (d) Stericycle shall have the right to terminate this Agreement at any time by giving Customer at least sixty (60) days notice in the event that it is unable to continue performing its obligations under this Agreement due to the suspension, revocation, cancellation or termination of any permit required to perform this Agreement or in the event that a change in any law or regulation makes it impractical or uneconomical, in Stericycle's sole discretion, to continue performing this Agreement.

**3. Billing:** Stericycle shall provide Customer with monthly, quarterly or annual invoices that are due upon receipt. Customer agrees to pay a late charge on any amounts owed to Stericycle that are more than 30 days old, at a rate equal to the lesser of 1 ½% per month or the maximum rate permitted by law. Customer shall bear any costs that Stericycle may incur in collecting overdue amounts from Customer, including, but not limited to, reasonable attorneys' fees and court costs.

Should any amounts due pursuant to this Agreement remain unpaid for more than 30 days from the date of the debt's first invoice, Stericycle shall have the option, without notice to Customer, to suspend service under this Agreement until the overdue amounts (plus late charges and collection fees) are paid. In addition to Stericycle's charges for services and products under this Agreement, the Customer shall pay all taxes imposed or levied by any governmental authority with respect to such services or products. These taxes include all sales, use, excise, occupation, franchise and similar taxes and tax-like fees and charges (but do not include any taxes on Stericycle's net income). Stericycle shall cooperate with the Customer to determine the applicability of any exemption certificates that the Customer provides to Stericycle in a timely manner. Notwithstanding any limit to adjust the contract price, Stericycle reserves the right to further adjust the amounts payable and due to Stericycle for fees including, but not limited to environmental protection, compliance, waste management, or safety. In the event that Stericycle suspends services under this Agreement for any reason, including the expiration or termination of this Agreement or Customer's breach (see 2(c), above), Stericycle may remove all containers belonging to it from Customer's premises and assess a \$50.00 pick up fee for such removal.

**4. Surcharge:** Stericycle may also impose a surcharge in the event that Stericycle attempts to pick up waste at a Customer location (on either a scheduled pick-up or in response to a Customer request) and, through no fault of Stericycle, either (a) there is no Regulated Medical Waste for Stericycle to pick up, (b) waste is not ready for pick-up or (c) the Customer location is closed. Excess waste volumes significantly greater than average volume for similar generators or exceeding maximum allowable containers per year shall be subject to a surcharge of the Customer's current container rate plus 10% at Stericycle's discretion. Stericycle will impose this surcharge to deter abuses, including but not limited to, solid waste disposed in the medical waste stream, or Customer consolidation of the waste of several generators under one site. Stericycle may bill additional charges for each non-compliant container provided by Customer. Non-compliant containers subject to additional charges include, but are not limited to containers that are overweight under applicable laws, rules or regulations; those containers exceeding 50 lbs; containers holding non-conforming waste; and containers where the waste is improperly segregated or packaged.

**5. Liability for Equipment:** Customer shall have the care, custody and control of containers and other equipment owned by Stericycle and placed at Customer's premises and accepts responsibility and liability for the equipment and its contents except when it is being physically handled by employees of Stericycle. Customer agrees to defend, indemnify and hold harmless Stericycle from and against any and all claims for loss or damage to property, or personal injury or death, resulting from or arising in any manner out of Customer's use, operation or possession of any containers and other equipment furnished under this Agreement. Any damage or loss to such containers and equipment, other than normal wear and tear, will be charged to Customer at full replacement value.

**6. Indemnification:** (a) Stericycle shall indemnify and hold Customer harmless from any liabilities arising from the gross negligence or willful misconduct of Stericycle in the performance of its obligations under this Agreement. Customer shall indemnify and hold harmless Stericycle from any liabilities arising from the gross negligence or willful misconduct of Customer, which shall include, but not be limited to, failure to properly store, package, label, or segregate Regulated Medical Waste and any liabilities relating to Non-Conforming Waste, whether or not collected, transported or treated by Stericycle. Each party agrees to pay the reasonable attorney's fees and costs incurred by the other in bringing a successful indemnification claim under this Paragraph. Customer agrees to pay Stericycle's reasonable attorney's fees incurred for any successful defense by Stericycle of a suit for indemnification brought against Stericycle by Customer. (b) Stericycle will indemnify and hold harmless any Customer who subscribes to a Preferred Steri-Safe Program from any fine or portion thereof resulting from an OSHA citation explicitly describing a blood-borne pathogen or medical waste management practice specifically addressed only by the Preferred Steri-Safe Program training and materials.

Provided, however, that Stericycle's obligation to indemnify Customer under this sub-Paragraph (b) is contingent upon (1) Customer having followed or following each recommendation and instruction included in the Preferred Steri-Safe Program (whether expressed verbally by employees or agents of Stericycle or as set forth in any written or electronic materials) and (2) Customer notifying Stericycle as soon as possible after it learns that it will be the subject of an OSHA inspection, and shall allow employees or agents of Stericycle to attend the inspection and to defend the Customers blood-borne pathogen and medical waste management practices during the inspection. Customer's failure to perform any of its obligations under this sub-Paragraph (b) to Stericycle's satisfaction shall absolve Stericycle of its indemnification responsibilities under this sub-Paragraph (b). This sub-Paragraph (b) applies only to the Preferred Steri-Safe Level Program.

**7. Compliance Materials:** To the extent that Stericycle provides Customer with any electronic or printed materials (the "Compliance Materials") it provides these materials subject to a limited license to Customer to use the Compliance Materials for Customer's own, non-commercial use. Stericycle may revoke this license at its discretion at any time. Customer may not copy or distribute the Compliance Materials in any manner, not use or republish the Compliance Materials for or to any third party or audience, including but not limited to business/trade groups or associations, chambers of commerce, professional, fraternal or educational associations or reciprocating or cooperating service providers. Customer acknowledges the prejudice that it causes to Stericycle by its violation of the foregoing terms as well as the difficulty in calculating economic damage to Stericycle as a result thereof and therefore agrees to pay to Stericycle the sum of \$5000.00 for each such violation of those terms. Customer agrees to return all Compliance Materials to Stericycle at Customer's expense at the expiration or termination of this Agreement. Stericycle may charge Customer a fee for failure to return Compliance Materials at the expiration of the Term or a restocking fee for return of materials prior to the expiration of the Term. FOR PREFERRED STERI-SAFE PROGRAM CUSTOMERS ONLY: Stericycle's OSHA Compliance Program includes: one annual on-site mock OSHA evaluation and one annual bloodborne pathogens training at a single Customer building for each site location where Regulated Medical Waste Services are provided.

**8. Compliance with Laws:** Stericycle hereby agrees to carry General Liability, Automobile Liability, and Workmen's Compensation Insurance as required by applicable state law, and to otherwise comply with all federal and state laws, rules and regulations applicable to its performance hereunder. As of the date of this Agreement, Stericycle has all necessary permits, licenses, zoning and other federal, state or local authorizations required to perform the services under this Agreement and will furnish copies of these to Customer upon request. Customer hereby agrees to comply with all federal and state laws, rules and regulations applicable to its handling of Regulated Medical Waste and its performance under this Agreement, including, without limitation, all applicable record keeping, documentation and manifesting requirements. Customer acknowledges that Stericycle has advised Customer of the Regulated Medical Waste service frequency requirements within their state (if applicable), and Customer has determined its desired frequency independent of Stericycle's recommendation. Customer hereby agrees to indemnify and hold Stericycle harmless for any decisions around service frequency by Customer that do not comply with state regulations. Stericycle and Customer shall keep and retain adequate books and records and other documentation including personnel records, correspondence, instructions, plans, receipts, vouchers, copies of manifests and tracking records consistent with and for the periods required by applicable regulations and guidelines pertaining to storage or handling of Regulated Medical Waste and the services to be performed under this Agreement.

**9. Exclusivity:** Customer agrees to use no other Regulated Medical Waste disposal service or method during the Term of this Agreement and any Extension Terms.

**10. Excuse of Performance:** Stericycle shall not be responsible if its performance of this Agreement is interrupted or delayed by contingencies beyond its control, including, without limitation, acts of God, war, blockades, riots, explosion, strikes, lockouts or other labor or industrial disturbances, fires, accidents to equipment, injunctions or compliance with laws, regulations, guidelines or orders of any governmental body or instrumentality thereof (whether now existing or hereafter created).

**11. Independent Contractor:** Stericycle's relationship with Customer pursuant hereto is that of an independent contractor, and nothing in this Agreement shall be construed to designate Stericycle as an employee, agent or partner of or a joint venture with Customer.

**12. Amendment and Waiver:** Changes in the types, size and amount of equipment or the frequency of service may be mutually agreed to orally or in writing by the parties, without affecting the validity of this Agreement. Consent to oral changes shall be evidenced by the practices and actions of the parties. All other amendments to this Agreement (other than as provided in 2(b)) shall be effected only by a written instrument executed by the parties. No waiver shall be effective unless submitted in writing by the party granting such waiver. No waiver of any provision of this Agreement shall be deemed a waiver of any other provision of this Agreement and no waiver of any breach or duty under this Agreement shall be deemed a waiver of any other breach or later instances of the same duty.

**13. Savings Clause:** In case any one or more of the provisions contained in this Agreement shall, for any reason, be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not effect any other provisions of this Agreement; this Agreement shall be construed as if such invalid, illegal or unenforceable provision had never been contained herein, unless such finding shall impair the rights or increase the obligations of Stericycle hereunder, in which event, at Stericycle's option, this Agreement may be terminated.

**14. Entire Agreement:** This Agreement (including any attachments, exhibits and amendments made in accordance with Paragraph 12) constitutes the entire understanding and agreement of the parties and cancels and supersedes all prior negotiations, representations, understandings or agreements, whether written or oral, with respect to the subject matter of this Agreement. This Agreement shall be binding upon and shall inure to the benefit of the successors, assigns legal representatives and heirs of the parties hereto provided, however, that Customer may not assign its rights or delegate its obligations under this Agreement without the prior written consent of Stericycle, which consent of Stericycle may not unreasonably withhold.

**15. Governing Law:** This Agreement shall be governed by and construed in accordance with the laws of the State of Illinois without regard to the conflicts of laws or rules of any jurisdiction.

**16. Notices:** All required notices, or those which the parties may desire to give under this Agreement shall be in writing and sent to the parties' addresses set forth above.

**17. Dispute Resolution:** Any dispute arising in connection with or relating to this Agreement or between the parties ("Disputes") that the parties are unable to resolve informally, such as via discussion and negotiation between the parties, shall solely and exclusively be resolved by binding and final arbitration before the American Arbitration Association ("AAA"), conducted pursuant to the Federal Arbitration Act (as the parties acknowledge that the services provided involve interstate commerce). All Disputes will be determined on an individual basis (and not as a class member or in any purported class or representative capacity), considered unique as to its facts, and shall not be consolidated in any arbitration or other proceeding with any claim or controversy of any other party, and the arbitrator or trier of fact shall not preside over any form of representative or class proceeding. The exclusive jurisdiction and forum for resolution of any Dispute shall be by arbitration, which shall take place in the state where Customer is located at the closest AAA office.

**18. Originals:** A copy or facsimile of this Agreement shall be as effective as an original.

**19. Purchase Orders:** Any terms or conditions contained in any Purchase Order, Purchase Order Agreement, or other invoice acknowledgment, Order by Customer or proposed at any time by Customer in any manner, which vary from, or conflict with the terms and conditions in the Stericycle Service Agreement are deemed to be material alterations and are objected to by Stericycle without need of further notice of objection and shall be of no effect nor in any circumstances binding upon Stericycle unless expressly accepted in writing. If Customer's standard purchase order form is provided to Stericycle in connection with this Agreement, the terms and conditions for that Purchase Order will be superseded by the provisions of this Agreement and the use of the purchase order shall be only to facilitate Customer's payment of fees to Stericycle. Written acceptance or rejection by Stericycle of any such terms or conditions shall not constitute an acceptance of any other additional terms or conditions.

**20. Waste Brokers:** Stericycle reserves the right to deal solely with the Customer and not with any third party agents of the customer for all purposes relating to this Agreement. Customer represents and warrants to Stericycle that it is the medical waste generator and is acting for its own account and not through a broker or agent. Stericycle shall be entitled to terminate this agreement and seek all available legal remedies, including but not limited to liquidated damages, in the amount set forth herein for Customer's breach of this representation and warranty.



## REGULATED MEDICAL WASTE ACCEPTANCE POLICY

Stericycle policy requires compliance with all applicable regulations regarding the collection, transportation and treatment of regulated medical waste. Federal Department of Transportation (DOT) Regulations require the generator of regulated medical waste to certify that the packaging and documentation of transported regulated medical waste complies with DOT regulations regarding waste classification, packaging, labeling and shipping documentation. To ensure that neither Stericycle nor the generator of regulated medical waste violates applicable regulations, it is imperative that all parties understand the rules regarding proper identification, classification, segregation and packaging of regulated medical waste. The purpose of this policy is to summarize the minimum requirements for preparing your medical waste for collection, transportation and treatment. Additional facility or state-specific waste acceptance policies may apply based on permit specifications. Please contact your local representative for further information. You may also call (866) 783-7422.

### REGULATED MEDICAL WASTE

Stericycle accepts medical waste generated in a broad range of medical, diagnostic, therapeutic and research activities. The term "medical waste" includes biohazardous, biomedical, infectious or regulated medical waste as defined under federal, state or local laws, rules, regulations and guidelines. Except as defined by specific state regulations, this excludes RCRA hazardous waste pharmaceuticals, all DEA scheduled drugs including \*controlled substances, bulk chemotherapy, waste containing mercury or other heavy metals, batteries of any type, cauterizers, non-infectious dental waste, chemicals such as solvents, reagents, corrosives or ignitable materials classified as hazardous waste under Federal and State EPA Regulations. In addition, Stericycle **cannot accept** bulk liquids, radioactive materials, or complete human remains (including heads, full torsos and fetuses). Stericycle **cannot accept** these excluded materials packaged as regulated medical waste. All lab wastes or materials which contain or have the potential to contain infectious substances arising from those agents listed under 42 CFR 72.3 are strictly prohibited from medical waste by federal law and must be pretreated prior to disposal. Separate protocol and packaging requirements apply for the disposal of non-hazardous pharmaceuticals. Hazardous waste transportation services may be offered in certain geographical locations, under separate contract. Please contact your local representative for details and packaging specifications.

\* *Un-dispensed from DEA Registrant*

### WASTE SEGREGATION AND PACKAGING

The generator is solely responsible for properly segregating, packaging and labeling of regulated medical waste. Proper segregation and packaging reduces the potential for accidental release of the contents and exposure to employees and the general public. DOT regulations require (49 CFR 173.197) that all packages of regulated medical waste be prepared for transport in containers meeting the following requirements: 1) rigid; 2) leak resistant; 3) impervious to moisture; 4) of sufficient strength to prevent tearing or bursting under normal conditions of use and handling; 5) sealed to prevent leakage during transport; and 6) puncture resistant for sharps. All regulated medical waste must be accompanied by a properly completed shipping document (See 49 CFR 172.202).

### MANAGEMENT OF NON-CONFORMING WASTE

As required by regulation and company policy, Stericycle employees may refuse containers that are non-conforming because of their contents or are improperly packaged, leaking, damaged or likely to create a risk of exposure to employees or the general public. Any waste found to be non-conforming to this Waste Acceptance Policy identified in route to, or at a Stericycle location, may be returned to the generator for proper packaging and disposal, or may be rerouted for appropriate destruction; this may include improperly marked regulated medical waste which should have been identified for incineration (i.e., pathological, chemotherapy or non-hazardous pharmaceuticals). Proper segregation and packaging is essential to ensure compliant and safe handling, collection, transportation and treatment of regulated medical waste.

### STERICYCLE REGULATED MEDICAL WASTE ACCEPTANCE POLICY CHECKLIST

#### ACCEPTED REGULATED MEDICAL WASTE

- Sharps - Means any object contaminated with a pathogen or that may become contaminated with a pathogen through handling or during transportation and also capable of cutting or penetrating skin or packaging material. Sharps includes needles, syringes, scalpels, broken glass, culture slides, culture dishes, broken capillary tubes, broken rigid plastic, and exposed ends of dental wires.
- Regulated Medical Waste or Clinical Waste or (Bio) Medical Waste - Means a waste or reusable material derived from the medical treatment of an animal or human, which includes diagnosis and immunization, or from biomedical research, which includes the production and testing of biological products.

#### ACCEPTED REGULATED MEDICAL WASTE WHICH MUST BE IDENTIFIED AND SEGREGATED FOR INCINERATION

- Trace Chemotherapy Contaminated Waste - RCRA Empty drug vials, syringes and needles, spill kits, IV tubing and bags, contaminated gloves and gowns, and related materials as defined in applicable laws, rules, regulations or guidelines
- Pathological Waste - Human or animal body parts, organs, tissues and surgical specimen (decanted of formaldehyde, formalin or other preservatives as required per hazardous waste rules).
- Non-RCRA Pharmaceuticals - Must be characterized and certified as non-RCRA hazardous material by the generator. Excludes all DEA scheduled drugs, including controlled substances\*
- **California Only** - Solidified Suction Canisters - Suction canisters that have been injected with solidifier materials to control liquids or suction canisters made of high heat resistant plastics such as polysulfone

#### REGULATED MEDICAL WASTE NOT ACCEPTED BY STERICYCLE

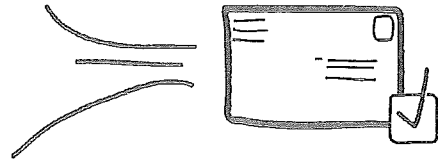
- Untreated Category A Infectious Substances
- Complete Human Remains (including heads, full torsos, and fetuses)
- Bulk Chemotherapy Waste
- Mercury-Containing Dental Waste - Non-contact and contact amalgam and products, chairside traps, amalgam sludge or vacuum pump filters, extracted teeth with mercury fillings and empty amalgam capsules
- Any Mercury Containing Material or Devices - Any mercury thermometers, Sphygmomanometers, lab or medical devices
- RCRA Hazardous Pharmaceutical Waste and all DEA Federal and State controlled substances\*
- Chemicals - Formaldehyde, formalin, acids, alcohol, waste oil, solvents, reagents, fixer developer, fluorescein
- Compressed Gas Cylinders, Canisters, Inhalers and Aerosol Cans
- Hazardous or Universal Waste - any other waste determined by Federal or State EPA regulations including but not limited to batteries, bulbs, heavy metals, etc.
- Radioactive Waste - Any container with a radioactivity level that exceeds regulatory or permitted limits; lead-containing materials

\* *Consult Stericycle Representative for specific requirements*

*Additional waste acceptance policies may apply based on state or per permit specific requirements. Hazardous waste transportation services may be offered in certain geographical locations, under separate contract. Please refer to your local Stericycle Representative for additional information and options for possible hazardous waste handling. For additional information on container and labeling requirements contact our Stericycle Customer Service Department at (866) 783-7422.*

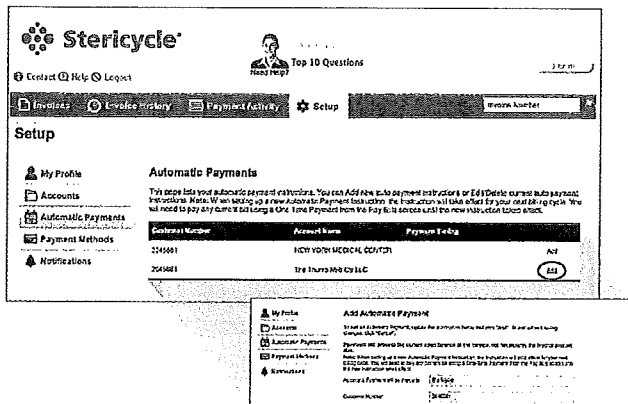
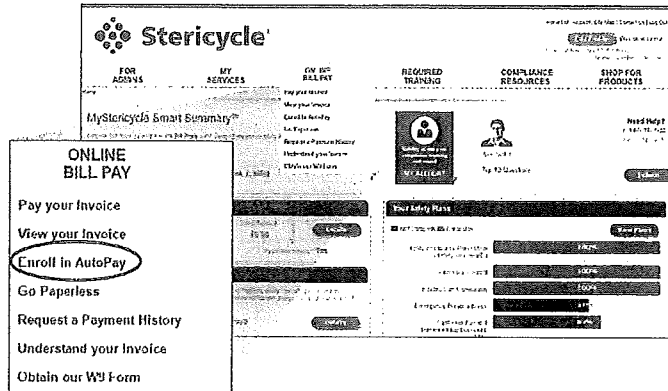


# NEVER MISS A PAYMENT



Pay how you want, when you want by enrolling in AutoPay at **MyStericycle.com**.

Log into **MyStericycle.com** you will be taken to your Smart Summary. Click on the **"Online Bill Pay"** Tab from the top menu navigation and click on **"Enroll in AutoPay"**.



The next page will show all your Stericycle accounts. To choose accounts you wish to enroll in AutoPay, click the blue **"Add"** link to the right of each account.

Enter your automatic payment preferences and payment methods. When finished, click the gray **"Add"** button at the bottom right of the screen.

## 3 REASONS TO GO PAPERLESS

1

IT'S SAFE

Advanced encryption technology keeps your account information safe from prying eyes.

2

IT'S EASY

Streamline and simplify your bill-paying process. Just click and go!

3

IT'S ORGANIZED

Stop hunting and stuffing. All your statements are stored online and are accessible anytime.

Go to **MyStericycle.com** and get started. Questions? Contact us at 866-783-7422 or [MyStericycle@stericycle.com](mailto:MyStericycle@stericycle.com)

Your trusted partner for a healthier business.





*Agenda Item*  
*No. 26*

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: Martin Lucero Civil Defense  
First Last Department / Company / Organization Name

Today's Date: 1/17/18 Mailing Address: \_\_\_\_\_  
(Departments/employees of Torrance County need not include their address)

Telephone number/Extension: (505) 705-0836 Fax Number: \_\_\_\_\_  
Would you like this Agenda Faxed to you? Yes No

Email Address: mlucero@tc.nm.us

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

Brief explanation of business to be discussed:

This needs Ratification

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: \_\_\_\_\_



State of New Mexico  
 DEPARTMENT OF HOMELAND SECURITY &  
 EMERGENCY MANAGEMENT

P.O. Box 27111  
 Santa Fe, NM 87502

**SUB-RECIPIENT GRANT AGREEMENT**

**2017 Emergency Management Performance Grant (EMPG)  
 2017 Federal Grant No.: EMT-2017-EP-00002-S01 CFDA No.: 97.042**

<b>1. SUB-GRANT NO.</b> EMT-2017-EP-00002-S01-TORRANCE COUNTY		<b>2. SUB-RECIPIENT NAME</b> TORRANCE COUNTY		<b>3. FIDUCIARY NAME</b> TORRANCE COUNTY	
<b>4. STATE DFA VENDOR NUMBER</b> 54405		<b>5. EIN NUMBER</b> 856000257		<b>6. DUNS NUMBER</b> 095746517	
<b>7. CAGE CODE</b> 5EJD7					
<b>8. SUB- RECIPIENT PHYSICAL ADDRESS</b> P.O. Box 48 Estancia, NM 87016			<b>9. SUB-RECIPIENT REMIT ADDRESS</b> P.O. Box 48 Estancia, NM 87016		
<b>10. DHSEM CONTACT NAME:</b> Micah Clokey		<b>11. CONTACT DESK PHONE:</b> 505-476-9614		<b>CONTACT FAX NUMBER:</b> 505-476-9695	
		<b>CONTACT EMAIL ADDRESS:</b> dhsem.grants@state.nm.us			
<b>12a. PERFORMANCE PERIOD START DATE</b> July 1, 2017		<b>12b. PERFORMANCE PERIOD END DATE</b> June 30, 2018			
<b>13. ISSUING OF FUNDING DATE:</b>					
<b>13a. EMPG FEDERAL AWARD</b> \$ 20,651.00			<b>13b. EMPG TOTAL SUB-RECIPIENT AWARD</b> \$ 20,651.00		
<b>14a. NAME OF PROJECT AWARD</b>				<b>14b. AMOUNT AWARDED</b>	
1	Emergency Manager			\$ 20,651.00	
2				\$	
3				\$	
4				\$	
5				\$	
6				\$	
<b>TOTAL AMOUNT OF PROJECTS</b>				<b>\$ 20,651.00</b>	

## 15. RECITALS, GRANT REQUIREMENTS, ASSURANCES AND AGREEMENTS

### RECITALS

**WHEREAS**, the New Mexico Department of Homeland Security and Emergency Management (DHSEM) has been designated by the United States Department of Homeland Security (DHS) to serve as grantee, and is thereby authorized to issue this agreement to the applicant, sub-recipient, and sub-grantee, **TORRANCE COUNTY**.

**WHEREAS**, funding has been obligated from the United States Department of Homeland Security (DHS) pursuant to a request by the applicant, sub-recipient, and sub-grantee, **TORRANCE COUNTY**.

**NOW, THEREFORE** it is mutually understood and agreed between the grantee, DHSEM, and sub-grantee, **TORRANCE COUNTY** as follows:

### ARTICLE 1: CONTRACT DOCUMENTS

The following additional contract documents are fully incorporated into this agreement and thereby constitute additional terms and conditions of this agreement:

- This Agreement
- Attachment I Required Reimbursement Checklist
- 2017 Emergency Performance Grant Program Application
- 2017 Emergency Performance Grant Program Guidelines
- 2017 Emergency Performance Grant Work Plan
- 2017 Emergency Performance Grant Program Notice of Funding Opportunity (DHS-17-GPD-042-06-01)
- 2017 DHSEM Emergency Performance Grant Program NOFO

### ARTICLE 2: SCOPE OF WORK

As authorized by the Robert T. Stafford Disaster Relief and Emergency Assistance Act (the Stafford Act), as amended (42 U.S.C Sections 5121 et. seq.), and Section 662 of the Post Katrina Emergency Reform Act of 2006, as amended (6 U.S.C. Section 762), **TORRANCE COUNTY** shall use EMPG funds to assist in preparing for all-hazards. Specifically, these funds shall be utilized by **TORRANCE COUNTY** to pay salary and benefits for the designated and approved staff previously identified in the EMPG grant application, and approved by the DHSEM Secretary. **TORRANCE COUNTY** shall match the Federal Award Amount of **\$20,651.00**, with a local jurisdictional amount of **\$20,651.00**, for a total project cost of **\$41,302.00**. All work performed pursuant to this agreement must comply with the approved EMPG work plan. All work must be completed within the performance period, between **July 1, 2017** and **June 30, 2018**. **TORRANCE COUNTY** shall not sub-grant any part of this award to any other entity or organization. Within the first reporting quarter, all awards require confirmation that expenditures in the budget category toward this project will be made. If not, DHSEM may execute a de-obligation of Federal funds, without recourse by **TORRANCE COUNTY**.

### ARTICLE 3: PROJECT IMPLEMENTATION

Approved projects must commence within the first reporting quarter. If a project cannot commence and be operational within the first reporting quarter of the approved award date, the sub-grantee must submit a written statement to DHSEM, signed by the sub-recipient signatory officials, justifying the delay in implementation, the expected starting date, and a formal request to extend the project start date past the first reporting quarter. At the sole discretion of DHSEM, the grant award is subject to cancellation and funds may be de-obligated and reallocated to other projects.

#### ARTICLE 4 : REPORTING REQUIREMENTS

The sub recipient, TORRANCE COUNTY shall submit timely quarterly Financial Progress Reports and a quarterly Performance Progress Report to the DHSEM Grant Specialist. Use of outdated forms will not be accepted. Quarterly reports are due: July 30, October 30, January 30, and April 30, within the period of performance beginning after the conclusion of the first quarter of grant activity. Where applicable, Sub-recipients are required to submit a Bi-annual Strategic Implementation Report (BSIR) through the Grant Reporting Tool (GRT). The final reports are due 45 days after the end of Period of Performance. Financial Progress Reports shall describe and show the status of the funds, encumbrances, receipts of program income, cash or in-kind contributions to the project, and whether or not a local match is required. The Final Narrative Report is a summary report, evaluating project activities and measuring performance against project goals and objectives for the entire performance period, and is required in addition to the last quarterly report.

The applicant must immediately report in writing to the DHSEM Grant Specialist any alleged acts or allegations of fraud or misappropriation of funds for work authorized under this Sub-Grant Agreement. This requirement extends further to an obligation by the sub-recipient to report any legal action, lawsuit, bankruptcy, or other action that may jeopardize the successful completion of any authorized project.

#### ARTICLE 5: REIMBURSEMENTS

Submission of a request for reimbursement must be accompanied by a financial report form. Reimbursement shall be based upon authorized and allowable expenditures consistent with the project narrative, grant guidelines, and the submission of timely Financial and Performance Progress Reports. Payments may be withheld by DHSEM pending correction of deficiencies. Reimbursement of expenditures shall be requested at least quarterly for expenditures within the performance period. Expenditures must be supported with source documentation (e.g. copies of proof of payment, invoices, receipts, timesheets with name/wage/hours, cost allocation, warrants, etc.). Grant staff will not process reimbursement if quarterly performance and fiscal reports are not timely submitted.

**Contracts:** All sole-source procurements, single vendor response to a competitive bid, and contracts require DHSEM pre-approval prior to implementation. Requests for reimbursement for contractual services must be accompanied by the relevant contract.

**Local Match:** Local matching funds must clearly support the source, the amount, and the timing of all matching contributions.

**Equipment:** Allowable equipment categories are listed on the web-based Authorized Equipment List (AEL). Screenshots of the AEL number and description are required to be submitted along with the Request for Approval.

**Travel:** All reimbursable travel must be pre-approved by DHSEM 30 days prior to travel date.

**Per Diem:** Reimbursements for local jurisdictions cannot exceed the rates of the New Mexico Mileage and Per Diem Act.

**Training:** Requires DHSEM pre-approval 30 days prior to registering or participating in training opportunities.

**Exercise:** Requires submission of an After-Action Report/Improvement Plan within 60 days after conduct of exercise.

**Food and Beverages:** Per National Preparedness Directorate (NPD) allowances, food and/or beverage expenses provided by recipients are allowable costs if:

- The food and/or beverages are provided to participants at training sessions, meetings, or conferences that are allowable activities under the NPD program guidelines; and
- Expenses incurred for food and/or beverages, and provided at training sessions, meetings, or conferences, satisfy the following tests:
  - The cost of the food and/or beverages provided is considered to be reasonable;
  - The food and/or beverages provided are subject of a work-related event and work continues after meals are served;

- Participation by all participants is mandatory; and
- The food and/or beverages provided are not related directly to amusement and/or social event. (Any event where alcohol is being served is considered a social event; therefore, costs associated with the event are not allowed).

**Non-reimbursable Expenses:**

- Transfer of funds between any programs. Contracts, single vendor response to a competitive bid, sole source contracts, and procurements greater than \$60,000 not pre-approved by DHSEM.
- Training and related travel costs not pre-approved by DHSEM.
- Construction and renovation.
- Indirect costs (p. 5, Financial Progress Report).
- Supplanting (using federal funds to purchase items previously budgeted for with state or local funds).
- Maintenance and/or wear and tear costs of general use vehicles and emergency response apparatus.
- Equipment purchased for an exercise cannot be used for permanent installation and/or beyond the scope of an exercise.
- Weapons and ammunition.
- Entertainment and sporting events
- Personal items such as laundry, personal hygiene items, magazines, in-room movies, personal travel, personal phone calls.
- Travel insurance, visa, and passport charges.
- Lodging costs in excess of State per diem, as appropriate.
- Lunch when travel is wholly within a single day.
- Stand-alone working meals.
- Bar charges, alcoholic beverages.
- Finance, late fees, or interest charges.
- Lobbying, political contributions, legislative liaison activities.
- Organized fund-raising, including salaries of persons while engaged in these activities.
- Land acquisition.
- Expenditures not supported with appropriate documentation when submitted for reimbursement. Only properly documented expenditures will be processed for payment. Unsupported expenditures will be returned to the jurisdiction for resubmission.

**ARTICLE 6: PERFORMANCE MEASURES**

Quarterly Progress Reports shall demonstrate performance and progress relative to acceptable performance on applicable critical tasks in Exercises using approved scenarios:

1. Progress in achieving project timelines and milestones.
2. Percent measurable progress toward completion of project.
3. How funds have been expended during reporting period, and explaining expenditures related to the project.

**ARTICLE 7: SUB-RECIPIENT MONITORING POLICY**

Periodic monitoring is required to ensure that program goals, objectives, timelines, budgets and other related program criteria are being met. DHSEM reserves the right to periodically monitor, review, and conduct analysis of financial, programmatic, and administrative policies, procedures, and practices. This monitoring may include review of accounting for receipts and expenditures, cash management, maintaining adequate financial records, means of allocating and tracking costs, contracting, procurement, records management, payroll, means of allocating staff costs, property and equipment management system, progress of project activities, etc.. Monitoring may include desk and field audits. DHSEM will also conduct sub-recipient monitoring through review of the BSIR. Technical assistance is available from DHSEM staff.

## ARTICLE 8: PROCUREMENT

*When procuring property and services under this agreement, the sub-recipient will follow 2 CFR 200.318 through 2 CFR 200.326. The sub-recipient must use its own documented procurement procedures which reflect applicable State, local, and tribal laws and regulations, provided that the procurements conform to applicable Federal law and the standards identified in 2 CFR 200. As such, the sub-recipient must use one of the methods of procurement identified in 2 CFR 200.320. The sub-recipient may request that its procurement system be reviewed by FEMA or DHSEM to determine whether its system meets standards in order for its system to be compliant*

Contractors that develop or draft specifications, requirements, Statements of Work, and/or Requests for Proposals (RFP) for a proposed procurement shall be excluded from bidding or submitting a proposal to compete for the award of such procurement. Local bidder's preference is not allowed for federally funded procurements. Procurement transactions shall be conducted to provide maximum open and free competition. Each sole-source procurement, single vendor response to a competitive bid, and all purchases require prior approval of DHSEM.

## ARTICLE 9: CONTRACTS

Any contract entered into during this grant period shall comply with local, State and Federal government contracting regulations. Contracts for professional and consultant services must include local, State and Federal government required contract language, a project budget, and require pre-approval by DHSEM prior to implementation. Contract deliverables must meet the intent of the grant application and grant requirements. Justification is required for compensation for individual consultant services, which must be reasonable and consistent with the amount paid for similar services in the market place. Detailed invoices and time and effort reports are required for consultants.

## ARTICLE 10: AUDIT REQUIREMENTS

As the Federal grant recipient, the State of New Mexico requires a sub-recipient expending \$750,000 or more in Federal funds in the organization's fiscal year to conduct an organization-wide audit *in accordance with 2 CFR 500 Subpart F. TORRANCE COUNTY* will permit the State of New Mexico Grant and Program officials and auditors to have access to the sub-recipient's and third-party contractors' records and financial statements as necessary for the State of New Mexico to comply with *2 CFR 500 Subpart F*. Copies of audit findings must be submitted to DHSEM within 30 days after *TORRANCE COUNTY* receives its audit report, or within a 9-month period of the grant closeout date, whichever is earlier, in accordance with 2 AAC 45.010. Include the Federal agency name, program, grant number, and year; the CFDA title and number; and the name of the pass-through agency.

## ARTICLE 11: PROPERTY AND EQUIPMENT MANGEMENT

*The sub-recipient will follow the property standards articulated in 2 CFR 200.310 through 2 CFR 200.326.* The sub-recipient shall maintain an effective property management system; safeguards to prevent loss, damage or theft; maintenance procedures to keep equipment in good condition; and disposition procedures. A Property Inventory Report shall be submitted to DHSEM annually each January 30 with the Financial Progress Report during the performance period, and continued submission is required annually until final disposition of the equipment. The sub-recipient shall, when practical, prominently display the following on any equipment purchased with award funds: **Purchased with funds provided by the U.S. Department of Homeland Security.** No equipment purchased with these grant funds may be assigned to other entities or organizations without the expressed approval in writing from DHSEM, prior to the jurisdiction's encumbrance or expenditure for that equipment.



## ARTICLE 12: NEPA/EHP COMPLIANCE

The sub-recipient must provide information to DHSEM to assist with the legally-required environmental planning and historic preservation (EHP) review and to ensure compliance with the applicable EHP laws and Executive Orders (EO). These EHP requirements include but are not limited to National Environmental Policy Act, National Historic Preservation Act, Endangered Species Act, E 11988 Floodplain Management, EO 11990 Protection of Wetlands, and EO 12898 Environmental Justice. The recipient must comply with all Federal, State and Local EHP requirements and obtain applicable permits and clearances.

Recipients shall not undertake any activity from the project that would result in ground disturbance, facility modification, or relates to the use of sonar equipment without the prior approval of FEMA. These include but are not limited to communications towers, physical security enhancements involving ground disturbance, new construction, and modifications to buildings that are 50 years old or older, and exercises. Recipient must comply with all mitigation or treatment measures required for the project as the result of FEMA's EHP review. An EHP Screening Form will not need to be provided for those exercises that are planned to take place at previously approved facilities, such as, fire and police academies, search and rescue training facilities, and explosive testing centers. Any type of exercise that requires any type of land, water, or vegetation disturbance or building of temporary structures must undergo an EHP review.

Any change to an approved project description will require re-evaluation for compliance with EHP requirements before the project can proceed. If ground disturbing activities occur during project implementation, the recipient must ensure monitoring of ground disturbance and if any potential archeological resources are discovered, the recipient will immediately cease construction in that area and notify FEMA and the appropriate State Historic Preservation Office. Initiation of these activities prior to completion of FEMA's EHP review will result in a non-compliance finding and may result in ineligibility of grant funding.

## ARTICLE 13: PUBLICATIONS

Publications created with funding under this grant shall prominently contain the following statement: **This Document was prepared under a sub-grant from the U.S. Department of Homeland Security, and the New Mexico Department of Homeland Security and Emergency Management. Points of view or opinions expressed in this document are those of the authors and do not necessarily represent the official position or policies of the U.S. Department of Homeland Security or the State of New Mexico.**

## ARTICLE 14: RECORDKEEPING

***The sub-recipient will follow the record retention and access standards articulated in 2 CFR 200.333 through 2 CFR 200.337.*** The grant financial and administrative records shall be maintained for a period of three (3) years following the date of the closure of the grant award, or audit if required. Time and effort, personnel and payroll records for all individuals reimbursed under the award must be maintained. Property and equipment records shall be maintained for a period of three (3) years following the final disposition, replacement or transfer of the property and equipment.

## ARTICLE 15: CHANGES TO AWARD

All change requests must be submitted either in writing or electronically to the designated DHSEM Grant Specialist for review and possible approval. All change requests must be accompanied by a justification narrative and a budget and spending plan. All change requests must be consistent with the scope of the project and grant guidelines. Change requests will be considered only if reporting requirements are current, and all other terms and conditions of this agreement have otherwise been met at the time the request. If approved by DHSEM, changes in the programmatic activities, purpose of the project, key personnel specified on the grant award, contractual services for activities central to the purposes of the award, requests for additional funding, change in project site, or release of special conditions, will result in an amendment to this award.

## ARTICLE 16: OTHER GENERAL PROVISIONS

- A. The performance period for this grant award is **July 1, 2017 through June 30, 2018**. Further, all personnel related grant activity must be completed between **July 1, 2017 and June 30, 2018**. Funds may not be obligated outside of these time periods. An obligation occurs when funds are encumbered, as with a purchase order and/or commitment of salaries and benefits. **All obligated and encumbered funds must be liquidated within 45 days of the end of the performance period when the *Final Progress and Financial Reports* are due.**
- B. The 2016 SAFECOM guidance, in coordination with stakeholders and Federal partners, and the 2014 National Emergency Communications Plan, targets funding priorities to address:
- a. Governance and Leadership,
  - b. Statewide Planning for Emergency Communications,
  - c. Emergency Communications Training and Exercises,
  - d. Activities that Enhance Operational Coordination, and
  - e. Standards Based Technology and Equipment.

To support these priorities, grantees should target funding toward standards-based equipment that enables the sub-recipients to:

- f. Sustain and maintain current Land Mobile Radios (LMR) capabilities
  - g. Use Project 25 (P25)-compliant LMR equipment for mission critical voice communications
  - h. Meet NMDoIT, FCC and FirstNet spectrum and authority to operate requirements
  - i. Transition towards Next Generation 911 (NG911) capabilities
  - j. Support standards that allow for alerts and warnings across different systems
  - k. Sustain backup solutions (e.g., backup power, portable repeaters, satellite phones, HF radios)
  - l. Secure equipment, information, and capabilities from physical and virtual threats
- C. Deployable / Shareable Assets - All assets supported in part or entirely with FY 2017 EMPG funding must be readily deployable to support emergency or disaster operations per existing IMAS and/or EMAC and other mutual aid agreements.
- D. All assets supported in part or entirely with FY2017 EMPG funding that may not be physically deployable but support national response capabilities, such as interoperable communications systems and equipment, is considered shareable assets. Access to and use of these assets must be made readily available upon the request of the New Mexico Department of Homeland Security and Emergency Management.
- E. The sub-recipient shall comply with the requirements and restrictions of the DHS Federal NOFO and the FY2017 State Emergency Performance Grant Program Guidance, State Guidelines. By signing this obligating award document, the sub-recipient certifies it has read, understood and accepted these documents as binding.

- F. The signatures of the signatory officials on this award certifies that all financial expenditures, including all supporting documentation submitted for reimbursement, have been incurred by the jurisdiction, and are eligible and allowable expenditures consistent with the grant guidelines for this project. The sub-recipient shall follow the financial management requirements imposed on them by DHSEM, which includes the requirements of U.S. Department of Homeland Security.
- G. The signature of the signatory officials on this award attests to TORRANCE COUNTY understanding, acceptance, and compliance with Lobbying; Debarment, Suspension and other responsibility matters; Drug-free Workplace; Conflict of Interest, and Non-Supplanting certifications. Federal funds will not be used to supplant State or local funds. Federal funds must be used to supplement existing funds to augment program activities, and not replace those funds which have been appropriated in the budget for the same purpose. **Potential supplanting may be the subject of application and pre-award, post-award monitoring, and audit.**
- H. TORRANCE COUNTY shall ensure the **accounting system** used allows for separation of fund sources. These grant funds cannot be commingled with funds from other federal, state or local agencies, and each award is accounted for separately.
- I. TORRANCE COUNTY shall comply with **Federal Civil Rights Laws and Regulations: Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Title IX of the Education Amendments of 1972, Age Discrimination Act of 1975, and Americans with Disabilities Act of 1991.** TORRANCE COUNTY will take reasonable steps to ensure Limited English Proficient (LEP) persons have meaningful access to its programs and activities. *Executive Order 13347 Individuals with Disabilities in Emergency Preparedness* requires government to support safety and security for individuals with disabilities in situations involving disasters, including earthquakes, tornadoes, fires, floods, hurricanes, and acts of terrorism.
- J. TORRANCE COUNTY certifies that it has an **Affirmative Action Plan/Equal Employment Opportunity Plan (EEOP)** (for USDHS/DOJ grants). An EEOP is not required for recipients of less than \$25,000.00 or fewer than 50 employees.
- K. TORRANCE COUNTY certifies that its employees are eligible to work in the U.S. as verified by Form I-9, Immigration & Naturalization Service Employment Eligibility.
- L. It is the responsibility of TORRANCE COUNTY as the recipient of these federal funds to fully understand and comply with the requirements of:
- **Assurances, Administrative Requirements, Cost Principles, and Audit Requirements**, OMB Standard Form 4248 Assurances -Non-Construction Programs, OMB Standard Form 4240 Assurances - Construction Programs, 2 C.F.R. Part 200, 2 C.F.R. Part 3002, <https://www.federalregister.gov/documents/2014/12/19/2014-28697/federal-awarding-agency-regulatory-implementation-of-office-of-management-and-budgets-uniform>
  - **Whistleblower Protection Act**,
    - 10 U.S.C Section 2409, <https://www.acquisition.gov/far/html/Subpart%2039.html>
    - 41 U.S .C. 4712, <https://www.gpo.gov/fdsys/granule/USCODE-2012-title41/USCODE-2012-title41-subtitleI-divsnC-chap47-sec4712>
    - 10 U.S.C. Section 2324, <https://www.gpo.gov/fdsys/granule/USCODE-2010-title10/USCODE-2010-title10-subtitleA-partIV-chap137-sec2324>
    - 41 U. S. C. Sections 4304 <https://www.gpo.gov/fdsys/pkg/USCODE-1998-title41/html/USCODE-1998-title41-chap7-sec423.htm>
    - 41 U. S. C. Sections 4310, <https://www.gpo.gov/fdsys/granule/USCODE-2011-title41/USCODE-2011-title41-subtitleI-divsnC-chap43-sec4310>

- **Use of DHS Seal, Logo and Flags** - All recipients must obtain permission from their financial assistance office, prior to using the DHS seal(s), logos, crests or reproductions of flags or likenesses of DHS agency officials, including use of the United States Coast Guard seal, logo, crests or reproductions of flags.
- **USA Patriot Act of 2001**, 18 U.S.C. Sections 175, 175c, <https://www.gpo.gov/fdsys/pkg/BILLS-107hr3162enr/pdf/BILLS-107hr3162enr.pdf>
- **Universal Identifier and System of Award Management (SAM)**, 2 C.F.R. Part 25, Appendix A, [http://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title02/2cfr25\\_main\\_02.tpl](http://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title02/2cfr25_main_02.tpl)
- **Reporting of Matters Related to Recipient Integrity and Performance**, 2 C.F.R. Part 200, Appendix IX, XII, <https://www.federalregister.gov/documents/2015/07/22/2015-17753/guidance-for-reporting-and-use-of-information-concerning-recipient-integrity-and-performance>
- **Rehabilitation Act of 1973, 29 U.S.C. Section 794**, <https://www.gpo.gov/fdsys/pkg/USCODE-2010-title29/pdf/USCODE-2010-title29-chap16-subchapV-sec794.pdf>
- **Trafficking Victims Protection Act of 2000**, Section 106(g) 22 U.S.C. section 7104, 2 CFR Section 175.15, <https://www.gpo.gov/fdsys/granule/USCODE-2010-title22/USCODE-2010-title22-chap78-sec7104>
- **Terrorist Financing**, <http://www.state.gov/j/ct/rls/other/des/122570.htm>
- **SAFECOM**, <https://www.dhs.gov/safecom>
- **Reporting Sub-Awards and Executive Compensation**, [http://www.ecfr.gov/cgi-bin/text-idx?SID=642add467031e0890f536fd54f4c389d&mc=true&node=ap2.1.170\\_1330.a&rgn=div9](http://www.ecfr.gov/cgi-bin/text-idx?SID=642add467031e0890f536fd54f4c389d&mc=true&node=ap2.1.170_1330.a&rgn=div9)
- **Procurement of Recovered Materials, Solid Waste Disposal Act, Resource Conservation Recovery Act**, [http://www.ecfr.gov/cgi-bin/text-idx?SID=2687e81e87f616171c67e1a97d9fe25d&node=se2.1.200\\_1322&rgn=div8](http://www.ecfr.gov/cgi-bin/text-idx?SID=2687e81e87f616171c67e1a97d9fe25d&node=se2.1.200_1322&rgn=div8)
- <https://www.epa.gov/history/epa-history-resource-conservation-and-recovery-act>, Environmental Protection Agency (EPA) 40 C.F.R. Part 247, <https://www.gpo.gov/fdsys/pkg/CFR-2012-title40-vol26/xml/CFR-2012-title40-vol26-part247.xml>
- **Patents and Intellectual Property Rights**, [http://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title37/37cfr401\\_main\\_02.tpl](http://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title37/37cfr401_main_02.tpl)
  - Bayh-Dole Act. Pub. L. No. 96-517, as amended, and codified in 35 U.S.C. section 200 et seq.
  - 37 C.F.R. Part 401
  - 37 C.F.R. Section 401.14
- **DHS HSGP Notice of Funding Opportunity Requirements** - All of the instructions, guidance, limitations, and other conditions set forth in the Notice of Funding Opportunity (NOFO) for this program are incorporated here by reference in the terms and conditions of your award. All recipients must comply with any such requirements set forth in the program NOFO.
- **Non-supplanting Requirement** - All recipients who receive awards made under programs that prohibit supplanting by law must ensure that Federal funds do not replace (supplant) funds that have been budgeted for the same purpose through non-Federal sources.
- **Lobbying Prohibitions, 31 U.S.C. Section 1352**, <https://www.gpo.gov/fdsys/granule/USCODE-2010-title31/USCODE-2010-title31-subtitleII-chap13-subchapIII-sec1352/content-detail.html>
- **Limited English Proficiency (Civil Rights Act of 1964, Title VI)**, <https://www.dhs.gov/guidance-published-help-department-supported-organizations-provide-meaningful-access-people-limited>, <https://www.lep.gov/>
- **Hotel and Motel Fire Safety Act of 1990**, <https://www.gpo.gov/fdsys/pkg/STATUTE-104/pdf/STATUTE-104-Pg747.pdf>, **Federal Fire Prevention and Control Act of 1974, as amended**, 15 U.S.C. Section 2225 <http://legcounsel.house.gov/Comps/FIREPREV.PDF>
- **Fly America Act of 1974**, 49 U.S.C. Section 41102, 49 U.S.C. Section 40118 <https://www.med.upenn.edu/orss/docs/FlyAmericaAct.pdf>, Comptroller General Decision B-138942 <http://www.gao.gov/products/441704>
- **Best Practices for Collection and Use of Personally Identifiable Information (PII)** - DHS defines personally identifiable information (PII) as any information that permits the identity of an individual to be directly or indirectly inferred, including any information that is linked or linkable to that individual. All recipients who

collect PII are required to have a publically-available privacy policy that describes standards on the usage and maintenance of PII they collect. Award recipients may also find as a useful resource the DHS Privacy Impact Assessments: Privacy Guidance and Privacy template respectively.

- **Americans with Disabilities Act of 1990**, 42 U. S. C. Sections 12101, 12213, <https://www.ada.gov/pubs/adastatute08.htm>
- **Age Discrimination Act of 1975, Title 42 U.S. Code section 6101 et**, [https://www.dol.gov/oasam/regs/statutes/age\\_act.htm](https://www.dol.gov/oasam/regs/statutes/age_act.htm)
- **Activities Conducted Abroad** - All recipients must ensure that project activities carried on outside the United States are coordinated as necessary with appropriate government authorities and that appropriate licenses, permits, or approvals are obtained.
- **Acknowledgment of Federal Funding from DHS**.- All recipients must acknowledge their use of federal funding when issuing statements, press releases, requests for proposals, bid invitations, and other documents describing projects or programs funded in whole or in part with Federal funds.
- **Federal Leadership on Reducing Text Messaging while Driving** , <https://www.whitehouse.gov/the-press-office/executive-order-federal-leadership-reducing-text-messaging-while-driving>
- **Federal Debt Status**, [https://www.whitehouse.gov/sites/default/files/omb/assets/a129/rev\\_2013/pdf/a-129.pdf](https://www.whitehouse.gov/sites/default/files/omb/assets/a129/rev_2013/pdf/a-129.pdf)
- **False Claims Act and Program Fraud Civil Remedies**, 31 U. S. C. Section 3729, 31 U. S.C. Section 3801-3812, <http://www.gao.gov/assets/590/587978.pdf>
- **Energy Policy and Conservation Act, 42 U.S.C. Section 6201**, <http://legcounsel.house.gov/Comps/EPCA.pdf>
- **Education Amendments of 1972 (Equal Opportunity in Education Act)**, 20 U.S.C. section 1681 et seq, 6 C.F.R. Part 17 and 44 C.F.R. Part 19, <https://www.dol.gov/oasam/regs/statutes/titleix.htm>
- **Duplication of Benefits**, 2 C.F. R. Part 200, Subpart E , <http://www.ecfr.gov/cgi-bin/text-idx?node=2:1.1.2.2.1.5&rgn=div6>
- **Drug-Free Workplace Regulations**, 41 U.S. C. section 701 et seq, 2 C.F.R Part 3001, [https://www.whitehouse.gov/sites/default/files/omb/assets/fedreg\\_2009/061509\\_drugfree.pdf](https://www.whitehouse.gov/sites/default/files/omb/assets/fedreg_2009/061509_drugfree.pdf)
- **Debarment and Suspension**, Executive Orders, 12549 and 12689, and 2 C.F.R. Part 180, [https://www.whitehouse.gov/sites/default/files/omb/assets/grants/111506\\_grants\\_full.pdf](https://www.whitehouse.gov/sites/default/files/omb/assets/grants/111506_grants_full.pdf)
- **Copyright**, 17 U.S.C. sections 401 or 402, <https://www.gpo.gov/fdsys/granule/USCODE-2010-title17/USCODE-2010-title17-chap4-sec402>
- **Civil Rights Act of 1968**, Title VIII of the Civil Rights Act of 1968, 42 U.S.C. section 3601 et seq, 24 C.F.R. Part 100, 24 C.F.R Section 100.201, <https://www.law.cornell.edu/cfr/text/24/886.313>
- **Civil Rights Act of 1964 - Title VI**, 42 U.S.C. Section 2000d et seq, 6 C.F.R. Part 21, 44 C.F.R. Part 7 <https://www.dol.gov/oasam/regs/statutes/titlevi.htm>
- **DHS Specific Acknowledgements and Assurances**
  - All recipients, sub-recipients, successors, transferees, and assignees must acknowledge and agree to comply with applicable provisions governing DHS access to records, accounts, documents, information, facilities, and staff.
  - Recipients must cooperate with any compliance reviews or compliance investigations conducted by DHS.
  - Recipients must give DHS access to and the right to examine and copy, records, accounts, and other documents and sources of information related to the award and permit access to facilities, personnel, and other individuals and information as may be necessary, as required by DHS regulations and other applicable laws or program guidance.
  - Recipients must submit timely, complete, and accurate reports to the appropriate DHS officials and maintain appropriate backup documentation to support the reports.
  - Recipients must comply with all other special reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance.
  - If, during the past three years, the recipient has been accused of discrimination on the grounds of race, color, national origin (including limited English proficiency), sex, age, disability, religion,

or familial status, the recipient must provide a list of all such proceedings, pending or completed, including outcome and copies of settlement agreements to the DHS financial assistance office and the DHS Office of Civil Rights and Civil Liberties (CRCL) by e-mail at [crcl@hg.dhs.gov](mailto:crcl@hg.dhs.gov) or by mail at **U.S. Department of Homeland Security Office for Civil Rights and Civil Liberties Building 410, Mail Stop #0190 Washington, D.C. 20528.**

- In the event any court or administrative agency makes a finding of discrimination on grounds of race, color, national origin (including limited English proficiency), sex, age, disability, religion, or familial status against the recipient, or the recipient settles a case or matter alleging such discrimination, recipients must forward a copy of the complaint and findings to the DHS financial assistance office and the CRCL office by e-mail or mail at the addresses listed above.
  - The United States has the right to seek judicial enforcement of these obligations.
- **Disposition of Equipment Acquired Under the Federal Award**, 2 C.F.R. Section 200.313, <https://www.gpo.gov/fdsys/granule/CFR-2014-title2-vol1/CFR-2014-title2-vol1-sec200-313>
- **National Environmental Policy Act**, National Environmental Policy Act (NEPA), Council on Environmental Quality (CEQ) Regulations for Implementing the Procedural Provisions of NEPA, <https://ceq.doe.gov/>
- **Nondiscrimination in Matters Pertaining to Faith-based Organizations**, 6 C. F. R. Part 19 <https://www.federalregister.gov/documents/2015/08/06/2015-18257/nondiscrimination-in-matters-pertaining-to-faith-based-organizations>

#### ARTICLE 17: PENALTY FOR NON COMPLIANCE

For the reasons listed below, special conditions may be imposed, reimbursements may be partially or wholly withheld, the award may be wholly or partly suspended or terminated, or future awards, reimbursements and award modifications may be withheld. DHSEM may institute the following, but is not limited to, withholding authority to proceed to the next phase of a project, requiring additional or more detailed financial reports, additional project monitoring, and/or establish additional prior approvals. DHSEM shall notify the sub-recipient of its decision in writing stating the nature and the reason for imposing the conditions/restrictions, the corrective action required and timeline to remove them, and the method of requesting reconsideration of the imposed conditions/restrictions. The sub-recipient must respond within 5 days of receipt of notification.

- (a) Unwillingness or inability to attain project goals
- (b) Unwillingness or inability to adhere to Special Conditions listed on Page 11
- (c) Failure or inability to adhere to grant guidelines and federal compliance requirements
- (d) Improper procedures regarding contracts and procurements
- (e) Inability to submit reliable and/or timely reports
- (f) Management systems which do not meet federal required management standards
- (g) Failure or inability to adhere to the terms and conditions of this agreement

## ARTICLE 18: TERMINATION

**For Cause:** If performance is not occurring as agreed, the award may be reduced or terminated without compensation for reduction or termination costs. DHSEM will provide notice of five (5) days to the sub-recipient stating the reasons for the action, steps taken to correct the problems, and the commencement date of the reduction or termination. DHSEM will reimburse the sub-recipient only for acceptable work or deliverables, necessary and allowable costs incurred through the date of reduction or termination. Final payment may be withheld at the discretion of DHSEM until completion of a final DHSEM review. Any equipment purchased under a terminated grant may revert to DHSEM at the option of DHSEM.

**For Convenience:** This Agreement may be terminated without cause by either of the parties upon written notice delivered to the other party at least 30 days prior to the intended date of termination. A termination pursuant to this provision does not nullify a party's obligations for performance or liabilities for failure to perform already incurred prior to the date of termination. Any project may be terminated upon convenience, in whole or in part, for the convenience of the Government. The U.S. Department of Homeland Security (USDHS) and the DHSEM, by written notice, may terminate this grant, in whole or in part, when it is in the Government's interest. Allowable costs obligated and/or incurred through the date of termination shall be reimbursed. Any equipment purchased under a terminated grant may revert to DHSEM at the option of DHSEM.

*This space has been intentionally left blank.*

## ARTICLE 19: SPECIAL CONDITIONS

*\* Grant funds cannot be expended until these conditions have been met.*

- 1) EMPG Notice of Funding Opportunity Requirements - All of the instructions, guidance, limitations, and other conditions set forth in the Notice of Funding Opportunity (NOFO) for this program are incorporated here by reference in the terms and conditions of your award. All recipients must comply with any such requirements set forth in the program NOFO.
- 2) The grant award amount is a funding allocation, and is not to be interpreted as expenditure authorizations or approvals. Pre-approval from DHSEM's Local Preparedness Program, Training and Exercise Program, and Administrative Service Bureau (ASB) is required for all purchases regardless of any application review.
- 3) All awarded projects must be planned for, conducted, budgeted and expended within the designated performance period. Furthermore, at least 25% of the grant award must be expended in the first quarter for each project; some exceptions and/or extenuating circumstances may apply.
- 4) All EMPG sub-recipients must be NIMS compliant. A NIMS Assessment will be conducted on or before September 30 of each year. All funded beneficiaries, to include but not limited to, first response agencies and special teams must maintain a NIMS compliance rating of 85% throughout the performance period of the grant and thereafter.
- 5) Each jurisdiction is required to conduct one operations-based exercise to test the capabilities of equipment purchased with past or current federal preparedness grants within the current Training and Exercise Plan (TEP) year. The operations-based exercise must be a Homeland Security Exercise and Evaluation Program (HSEEP) compliant exercise. Documents are to include the After-Action Report/Improvement Plan (AAR/IP) and must be submitted to the State Exercise Officer within 60 days following the end of the exercise. *\*\*Failure to submit exercise documents will result in withholding reimbursement payments associated with this grant award, until all documents are submitted.*
- 6) All EMPG performance activities will be monitored by the Local Preparedness Program on a quarterly basis or as needed to ensure sub-recipients are conducting progressive activities to ensure project completion within the specified performance period.
- 7) Quarterly financial and progress reports are due on April 30, July 30, October 30, January 30 within the Period of Performance. Final reports are due 45 days after the end of Period of Performance.
- 8) All equipment must be purchased and deployed in accordance set forth in the FY 2017 EMPG NOFO. *All assets supported in part or entirely with FY 2017 EMPG funding must be readily deployable to support emergency or disaster operations per existing EMAC agreements.*
- 9) All Budget Revisions must be reviewed and approved by the Local Preparedness Program to ensure that the proposed project meets all federal and state eligibility requirements. Budget Revisions must meet the original scope of the project.
- 10) If a revision of the project(s) scope of work is requested, it must be pre-approved by the Local Preparedness Program, before the jurisdiction can proceed with the Request for Approval (RFA) processes. If the revision is approved, the Local Preparedness Program may request additional documentation to proceed with recommendation to DHSEM Leadership for final approval.
- 11) The beneficiary of this award is solely responsible for all expenditures that are incurred outside of the award performance period.
- 12) All expenditures that are incurred above and beyond the amount of this sub-grant agreement are the sole responsibility of the sub-recipient of this award.
- 13) The FEMA approved National Environmental Protection Agency-Environmental Historic Preservation (NEPA/EHP) form must be submitted prior to any ground disturbance, modification to buildings, etc.
- 14) Procurement from Minority Owned and Women Owned Business is encouraged, and must be tracked and reported to DHSEM on the quarterly reports.
- 15) Annual external audit reports must be submitted to DHSEM within 30 days of receipt by sub-recipients.
- 16) All Contracts for goods and services, to include the project scope of work, must be reviewed and approved the LPP and ASB before execution, to include signing of contract between parties.
- 17) All requests for Sub-grant award extensions must be received at DHSEM prior to the 90-day grant award termination date. Requests for sub-grant award extensions will only be considered for documented extenuating circumstances and will be reviewed by the Local Preparedness Program on a case-by-case basis.
- 18) Upon completion of all awarded projects, any remaining funds will be de-obligated and reverted back to NMDHSEM.





State of New Mexico  
 DEPARTMENT OF HOMELAND SECURITY & EMERGENCY MANAGEMENT  
 P.O. Box 27111  
 Santa Fe, NM 87502

**SUB-RECIPIENT GRANT AGREEMENT**

2017 Emergency Management Performance Grant Program  
 2017 Federal Grant No. EMT-2017-EP-00002-S01 CFDA No. 97.042

The acceptance of a grant from the United States and the State of New Mexico creates a legal duty and obligation on the part of the sub-grantee **TORRANCE COUNTY** to use the funds or property made available in accordance with the conditions of the grant as administered by and through the New Mexico Department of Homeland Security and Emergency Management.

**SIGNATURE OF ACCEPTANCE**

<b>JURISDICTION SIGNATURES</b>			
Signature of Emergency Management Program Manager			DATE
Printed Name: <i>Martin Lucero</i>			
Contact Number:	<i>(505) 705-0836</i>	e-Mail Address:	<i>mlucero@tcnm.us</i>
Signature of Jurisdiction Chief Financial Officer			DATE
Printed Name: <i>Amanda Tenorio</i>			
Contact Number:	<i>(505) 544-4720</i>	e-Mail Address:	<i>atenorio@tcnm.us</i>
Signature of Jurisdiction Signatory Official			DATE
			<i>1-11-18</i>
Printed Name: <i>Belinda Garland</i>			
Contact Number:		e-Mail Address:	<i>bgarland@tcnm.us</i>
<b>NM DHSEM SIGNATURES</b>			
Signature of DHSEM Chief Financial Officer			DATE
Print Name: <i>Sarah J. Peterson</i>			
Signature of DHSEM Cabinet Secretary			DATE
Print Name: <i>M. Jay Mitchell, Cabinet Secretary</i>			

Please print two (2) originals, sign both and mail to:  
 Grants Management Unit, P.O. Box 27111, Santa Fe, NM 87502

**Attachment I**  
**Required Reimbursement Checklist**

Please Note: DHSEM reserves the right to update this check list throughout the life of the grant to ensure compliance with applicable federal and state rules and regulations. Please only check the categories that apply to the reimbursement you are currently requesting.

**EQUIPMENT**

- D Have all invoices been included?
- D Has AEL # been identified for each purchase?
- D If service/warranty expenses are listed, are they only for the performance period of the grant?
- D Has proof of payment been included? (e.g. canceled check, Electronic Funds Transfer (EFT) confirmation, or P-Card back up documentation which will include receipt with vendor, copy of credit card statement showing expense charged, and payment to credit card Company for that statement)
- D If EHP form needed – has copy of it and approval from DHS/FEMA been included?

**CONSULTANTS/CONTRACTORS**

- D Does the amount billed by consultant add up correctly?
- D Has all appropriate documentation to denote hours worked been properly signed?
- D Have copies of all planning materials and work product (e.g. meeting documents, copies of plans) been included? (If a meeting was held by recipient or contractor/consultant of recipient, an agenda and sign-up sheet with meeting date must be included).
- D Has the invoice from consultant/contractor been included?
- D Has proof of payment been included? (e.g. canceled check, Electronic Funds Transfer (EFT) confirmation, or P-Card back up documentation which will include receipt with vendor, copy of credit card statement showing expense charged, and payment to credit card Company for that statement).

**SALARY POSITIONS (Note: this applies to positions billed under M&A)**

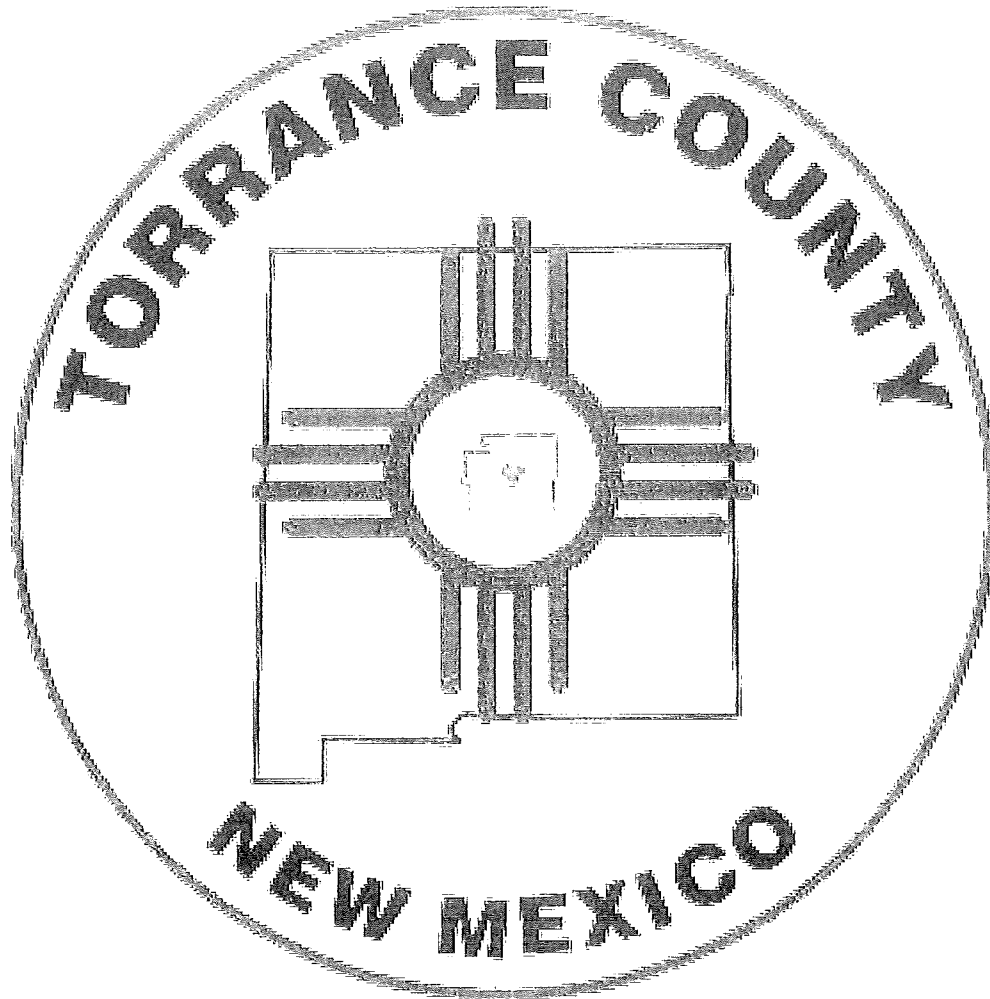
- D Have the following been provided: signed time sheet by employee and supervisor and proof that employee was paid for time worked (statement of earnings, copy of payroll check or payroll register)?
- D Has a time period summary sheet been included for total claimed amount?
- D Has a general ledger payroll report been included for total claimed amount? Ensure this report includes both employee and employer payroll information (i.e. benefits/contributions).
- D Does the back-up documentation include a copy of the check stub per employee for the time period covered?
- D Does the back-up documentation provided match the time period for which reimbursement is being requested?

**TRAINING**

- D Is the course DHS/FEMA approved? Is there a course or catalog number? If not, has DHSEM approved the non-DHS training request form? Is supporting documentation included your reimbursement request?
- D Have sign-in sheets, rosters and agenda been provided?
- D If billing for overtime and/or backfill, has a spreadsheet been provided that lists attendee names, department, # of hours spent at training, hourly rate and total amount paid to each attendee? Have print outs from entity's financial system been provided as proof attendees were paid? For backfill, has a clear delineation/cross reference been provided showing who was backfilling who?
- D Have the names on the sign-in sheets been cross-referenced with the names of the individuals for whom training reimbursement costs are being sought?
- D Has any expenditures occurred in support of the training (e.g., printing costs, costs related to administering the training, planning, scheduling, facilities, materials and supplies, reproduction of materials, and equipment)? If so, receipts and proof of payment must be submitted. (e.g. system generated ledger, canceled check, Electronic Funds Transfer (EFT) confirmation, or P-Card back up documentation which will include receipt with vendor, copy of credit card statement showing expense charged, and payment to credit card Company for that statement).

**MATCHING FUNDS**

- D Contributions are from Non Federal funding sources.
- D Contributions are from cash or in-kind contributions which may include training investments.
- D Contributions are not from salary, overtime or other operational costs unrelated to training.



*Agenda Item  
No. 27*

PROFESSIONAL SERVICES AGREEMENT  
(PROCUREMENT CONSULTANT)

THIS AGREEMENT is made and entered into by and between Torrance County (the "County") and Elizabeth Lujan (the "Contractor"). The date of this Agreement shall be the date when it is executed by the County and the Contractor, whichever occurs last.

1. SCOPE OF SERVICES

The Contractor shall provide the following services for the County:  
Consultation and direction to County Finance Department regarding procurement, account payable and account receivable policies and procedures.

2. STANDARD OF PERFORMANCE

The parties hereby agree that:

The County shall not control what the Contractor does or how the Contractor performs her consulting work.

The Contractor shall provide her own necessary equipment and tools to perform her work as a consultant.

The relationship between the County and the Contractor is not exclusive and Contractor is free to offer her consulting services to other entities.

The Contractor shall determine the hours and times that she performs her consulting work.

The Contractor shall be solely responsible for reporting her earnings to the federal and state taxing authorities and shall receive a form W-9 from County.

3. COMPENSATION

A. The County shall pay to the Contractor at a rate of \_\_\_\_\_ dollars per hour (\$\_\_\_\_) for services rendered, a sum not to exceed seven thousand five-hundred dollars (\$7,500.00), inclusive of gross receipts taxes.

B. The Contractor shall be responsible for payment of gross receipts taxes levied by the State of New Mexico on the sums paid under this Agreement.

C. Payment shall be made upon receipt, approval and acceptance by the County of detailed statements containing a report of services completed. Compensation shall be paid only for services actually performed and accepted by the County.

4. APPROPRIATIONS

The terms of this Agreement are contingent upon sufficient appropriations and authorization being made by the County for the performance of this Agreement. If sufficient appropriations and authorization are not made by the County, this Agreement shall terminate upon written notice being given by the County to the Contractor. The County's decision as to whether sufficient appropriations are available shall be accepted by the Contractor and shall be final.

5. TERM AND EFFECTIVE DATE

This Agreement shall be effective when signed by the County and the Contractor, whichever occurs last, and shall terminate on June 30, 2018, unless sooner pursuant to Article 6 below.

6. TERMINATION

A. This Agreement may be terminated by the County upon 30 days written notice to the Contractor. If so terminated:

(1) The Contractor shall render a final report of the services performed up to the date of termination and shall turn over to the County original copies of all work product, research or papers prepared under this Agreement.

(2) If compensation is not based upon hourly rates for services rendered, the County shall pay the Contractor for the reasonable value of services satisfactorily performed through the date Contractor receives notice of such termination, and for which compensation has not already been paid.

7. STATUS OF CONTRACTOR; RESPONSIBILITY FOR PAYMENT OF EMPLOYEES AND SUBCONTRACTORS

A. The Contractor and its agents and employees are independent contractors performing professional services for the County and are not employees of the County. The Contractor, and its agents and employees, shall not accrue leave, retirement, insurance, bonding, use of County vehicles, or any other benefits afforded to employees of the County as a result of this Agreement.

B. Contractor shall be solely responsible for payment of wages, salaries and benefits to any and all employees or subcontractors retained by Contractor in the performance of the services under this Agreement.

8. CONFIDENTIALITY

Any confidential information provided to or developed by the Contractor in the performance of this Agreement shall be kept confidential and shall not be made available to any individual or organization by the Contractor without the prior written approval of the County.

9. CONFLICT OF INTEREST

The Contractor warrants that she presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of services required under this Agreement. Contractor further agrees that in the performance of this Agreement no persons having any such interests shall be employed.

10. ASSIGNMENT; SUBCONTRACTING

The Contractor shall not assign or transfer any rights, privileges, obligations or other interest under this Agreement, including any claims for money due, without the prior written consent of the County. The Contractor shall not subcontract any portion of the services to be performed under this Agreement without the prior written approval of the County.

11. RELEASE

The Contractor, upon acceptance of final payment of the amount due under this Agreement, releases the County, its officers and employees, from all liabilities, claims and obligations whatsoever arising from or under this Agreement. The Contractor agrees not to purport to bind the County to any obligation not assumed herein by the County unless the Contractor has express written authority to do so, and then only within the strict limits of that authority.

12. INDEMNIFICATION

The Contractor shall indemnify, hold harmless and defend the County from all losses, damages, claims or judgments, including payments of all attorneys' fees and costs on account of any suit, judgment, execution, claim, action or demand whatsoever arising from Contractor's performance under this Agreement as well as the performance of Contractor's employees, agents, representatives and subcontractors.

13. NEW MEXICO TORT CLAIMS ACT

Any liability incurred by the County of Torrance in connection with this Agreement is subject to the immunities and limitations of the New Mexico Tort Claims Act, Section 41-4-1, et. seq. NMSA 1978, as amended. The County and its "public employees" as defined in the New Mexico Tort Claims Act, do not waive sovereign immunity, do not waive any defense and do not waive any limitation of liability pursuant to law. No provision in this Agreement modifies or waives any provision of the New Mexico Tort Claims Act.

14. THIRD PARTY BENEFICIARIES

By entering into this Agreement, the parties do not intend to create any right, title or interest in or for the benefit of any person other than the County and the Contractor. No person shall claim any right, title or interest under this Agreement or seek to enforce this Agreement as a third party beneficiary of this Agreement.

15. RECORDS AND AUDIT

The Contractor shall maintain, throughout the term of this Agreement and for a period of three years thereafter, detailed records that indicate the date, time and nature of services rendered. These records shall be subject to inspection by the County, the Department of Finance and Administration, and the State Auditor. The County shall have



the right to audit the billing both before and after payment. Payment under this Agreement shall not foreclose the right of the County to recover excessive or illegal payments.

16. APPLICABLE LAW; CHOICE OF LAW; VENUE

Contractor shall abide by all applicable federal and state laws and regulations, and all ordinances, rules and regulations of the County of Torrance. In any action, suit or legal dispute arising from this Agreement, the Contractor agrees that the laws of the State of New Mexico shall govern. The parties agree that any action or suit arising from this Agreement shall be commenced in a federal or state court of competent jurisdiction in New Mexico. Any action or suit commenced in the courts of the State of New Mexico shall be brought in the Seventh Judicial District Court.

17. AMENDMENT

This Agreement shall not be altered, changed or modified except by an amendment in writing executed by the parties hereto.

18. SCOPE OF AGREEMENT

This Agreement incorporates all the agreements, covenants, and understandings between the parties hereto concerning the services to be performed hereunder, and all such agreements, covenants and understandings have been merged into this Agreement. This Agreement expresses the entire Agreement and understanding between the parties with respect to said services. No prior agreement or understanding, verbal or otherwise, of the parties or their agents shall be valid or enforceable unless embodied in this Agreement.

19. NON-DISCRIMINATION

During the term of this Agreement, Contractor shall not discriminate against any employee or applicant for an employment position to be used in the performance of services by Contractor hereunder, on the basis of ethnicity, race, age, religion, creed, color, national origin, ancestry, sex, gender, sexual orientation, physical or mental disability, medical condition, or citizenship status.

20. SEVERABILITY

In case any one or more of the provisions contained in this Agreement or any application thereof shall be invalid, illegal or unenforceable in any respect, the validity, legality, and enforceability of the remaining provisions contained herein and any other application thereof shall not in any way be affected or impaired thereby.

21. NOTICES

Any notices required to be given under this Agreement shall be in writing and served by personal delivery or by mail, postage prepaid, to the parties at the following addresses:

County of Torrance:  
Belinda Garland County Manager  
P.O. Box 48  
Estancia, NM 87016

Contractor:  
Elizabeth Lujan

In witness whereof, we have signed this agreement on January 30, 2018.

Belinda Horland

Torrance County Manager

Elizabeth Ryan

Contractor

