



TORRANCE **C**OUNTY
COMMISSION MEETING
SEPTEMBER 26TH, 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 South 9th Street
Estancia, NM 87016*

AGENDA
September 26th, 2018
9:00 A.M.

Please Silence All Electronic Devices

Call Meeting to Order
Pledge of Allegiance
Invocation

Approval of Minutes: September 12th, 2018 Regular Meeting September 19th, 2018 Special Meeting
Approval of Meeting Agenda
Approval of Consent Agenda:
1. *Approval of Checks*

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.

ACTION ITEMS*:

ITEMS TO BE CONSIDERED AND ACTED UPON

Public Comment, each item: At the Discretion of the Commission Chair. Comments are limited to two (2) minutes per person.

***Commission Matters:**

1. La Miga Canyon Road
2. Resolution 2018-44 Establishing the Solid Waste Management Fee as provided in Ordinance 94-12
3. Budget Request to Add to Commission Budget to Allow for 5-Member Commission
4. Memorandum of Understanding between Torrance County and Bernalillo County for Fiscal Agent Assistance
5. Contract Amendment between Tajique Land Grant and Torrance County for Tajique Transfer Station
6. NM Counties 2019 Legislative Priorities for the 54th Legislative Session – Betty Cabber, Assessor

***Public Relations:**

7. Around the County Presentation – Annette Ortiz, Deputy County Manager
8. Updates: a. Various County Departments b. Commission c. County Manager d. Other Boards or Land Grants (upon request) e. Forest Service

*** Department Requests/Reports:**

9. Request to Make Part-time Clerk Position into a Full-time Clerk Position-Stephanie Dunlap, Sheriff Administrator
10. Ratification of Out-of-State Travel, Transport Deputies for Inmate Extradition
11. Grant Agreement 19-CD-05-103 between the NM Dept. of Transportation, and Torrance County for Community DWI Funding – Tracey Master, DWI Prevention Coordinator

***County Manager Requests/Reports:**

12. Estancia Rotary Request for Torrance County to Mow Weeds for Pumpkin Chunkin Event

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.

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) Discussion regarding the purchase, acquisition or disposal of real property for Torrance County operations, Sec. 10-15-1 (H) (8)

***Reconvene from Executive Session:**

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

- b) Consider and Act upon, if necessary the purchase, acquisition or disposal of real property for Torrance County operations

***Adjourn**



Minutes

**DRAFT COPY
TORRANCE COUNTY BOARD OF COMMISSIONERS
REGULAR COMMISSION MEETING
SEPTEMBER 12th, 2018**

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

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

CALL MEETING TO ORDER

Madam Chair DuCharme calls the September 12th, 2018 Regular Commission Meeting to order at 9: 03 A.M.

Pledge lead by Brian Chaffin

Invocation lead by Mr. Gerald Chavez

APPROVAL OF THE AUGUST 22nd, 2018 REGULAR COMMISSION MEETING MINUTES

Madam Chair DuCharme asks for a motion to approve the August 22nd, 2018 Regular Commission meeting minutes. **ACTION TAKEN:** Commissioner Sanchez makes a motion to approve the August 22nd, 2018, Commission meeting minutes. Commissioner Frost seconds the motion. No further discussion, all Commissioners in favor. **MOTION CARRIED**

APPROVAL OF THE AUGUST 29th, 2018 SPECIAL COMMISSION MEETING MINUTES

Madam Chair DuCharme asks for a motion to approve the August 29th, 2018 Special Commission meeting minutes. **ACTION TAKEN** Commissioner Frost makes a motion to approve the August 29th, 2018 Special Commission meeting minutes. Commissioner Sanchez seconds the motion. No further discussion, all Commissioners in favor. **MOTION CARRIED**

APPROVAL OF THE SEPTEMBER 12th, 2018 MEETING AGENDA

Madam Chair DuCharme asks for a motion to approve the September 12th, 2018 meeting agenda.

Belinda Garland requests if commission can enter into executive session after agenda Item #1 to discuss the land issues involved with the executive session. Ms. Garland states that Mr. Art Swenka requested to be on the agenda at an early time, but did not list the executive session at

the top of the agenda. In the past we have entered into executive session as needed therefore she is requesting to have executive session after item #1.

Commissioner Frost states that in his understanding the commission can go into executive session anytime they need to therefore this requests is ok with him.

Commissioner Sanchez requests, if possible, that the commission go into executive session after agenda item #2 since there are many people present that are interested in this item.

Madam Chair DuCharme states at one time she was a member of the public, and she understands how irritating it can be having to wait until it's ones turn to speak on a particular item. Madam Chair DuCharme says she likes the executive session at the end of the meeting. In the future she would like to see that we don't make any accommodations and follow the order of the agenda. If an individual requests to be at the beginning of the agenda, then place them there so they can see ahead of time their position in the meeting.

Ms. Garland states that in the future, if a person that is part of the executive session asks to be placed at the beginning of the agenda, then they will place the executive session at the beginning of the meeting.

Madam Chair DuCharme states that she wants to be respectful of those making requests and at the same time not be disrespectful to those waiting for us. Let's try to keep the executive session at the end of the meeting. Madam Chair DuCharme asks for a motion to approve the September 12th, 2018 meeting agenda **ACTION TAKEN: Commissioner Sanchez** makes a motion to approve the September 12th, 2018 meeting agenda and for the commission to enter into executive session after agenda item #2. Commissioner Frost seconds the motion. No further discussion, all Commissioners in favor. **MOTION CARRIED**

APPROVAL OF CONSENT AGENDA

1.) Approval of Checks

Madam Chair DuCharme asks for a motion to approve the Consent Agenda, Approval of Checks. **ACTION TAKEN: Commissioner Frost** makes a motion to approve the Consent Agenda, approval of checks. Commissioner Sanchez seconds the motion. No further discussion, all Commissioners in favor. **MOTION CARRIED**

ACTION ITEMS*:

ITEMS TO BE CONSIDERED AND ACTED UPON

Public Comment, each item: At the Discretion of the Commission Chair. Comments are limited to two (2) minutes per person

****Commissioner Matters***

1.) Update and Presentation on Contract between Torrance County and EVSWA-Gerald Chavez, Torrance County EVSWA Representative

Gerald Chavez EVSWA Torrance County Representative and recently elected as chairman of the board, and he is here today to give an update on what's been going on and to give a presentation on the contract between Torrance County and EVSWA.

Mr. Chavez would first like to state that he was elected to the EVSWA board 5 months ago. Within that time there has been a lot of change within the organization. When himself, and the other two county representatives began in April, we were briefed that the expenses for the county contract were over by about \$150,000.00. The contract for the county was for \$800,000.00 therefore making the total of about \$950,000.00 so it could run on its own without any subsidies. This is how the board was viewing the county contract for EVSWA to bill, collect trash, and haul it. This didn't include the tipping fees, those are separate.

In May the board was given the interim budget that needed to be sent to DFA, but that budget was negative in the amount of \$107,000. The board had two choices, give DFA a negative budget, or terminate the county contract. We could terminate the contract, give 6 months' notice, and for those 6 months received revenue from the county contract in the amount of about \$400,000.00 plus expenses. For 6 months you would be relieved of expenses, all personnel costs, and in the end, the budget was left about \$1,500.00 to \$2,000.00 in the black. This left the board with 2 budgets and they were split on which to go with.

At the meeting in May there was a motion made to terminate the county contract and it failed. Another motion was made to re-enter into negotiations with the county where the county presented the board with some figures that were lower than the \$800,000.00. The county gave lower numbers because they felt they could work with EVSWA and reduce some of the expenses. The motion for this item passed. All this is what started the renegotiations. EVSWA had a financial issue and it needed to be fixed.

A few months had passed and when FY18 ended EVSWA had a net fee of \$303,000.00. The board worked with management and the finance committee and cut the budget down to about a negative \$20,000.00 and submitted that to DFA. We then used all the actuals that came in and were able to adjust our final approved budget to DFA in the amount of \$203,000.00 net revenue. Lots of adjustments needed to be made and we took a deeper look into the budget.

We needed to look at the mission of EVSWA, and the core mission is the landfill. We needed to preserve the landfill for all entities. The county is a side contract in which they do business by providing services for a certain amount of money, and that money was not enough. We looked at the model and the total amount for payroll was \$947,682.28. The county collections were in the amount of \$467,741.62, the billing services were \$116,531.86, for a total of \$583,355.85 (this is just payroll). The landfill cost was \$364,326.43. So we began to look at each person and what they made and where the money was going. In this model there were several employees with cross expenses. In one area 45% of the salary will go to the contract and 55% to the landfill, in another one 65% would go to the county and 35% to the landfill. If we were to get rid of the county contract, those that are cross expenses, are we going to reduce their salaries or terminate those people? No, this was never the plan.

We realigned the budget, it went from \$583,355.85 to \$485,717.71. After we fixed this area, we looked at other revenues to see if they are being accounted for properly. With the new

model these are actuals and not percentages, as they were in the old model. On the table where it states June 30th, 2018, these are all actuals. They are items that the manager went out and got receipts for.

With the old model between expenses and income it looked like the county was \$190,490.82 drag to the EVSWA, meaning that if there was no contract with the county, EVSWA would have a net revenue of about \$493,608.47. This would have been problematic due to recent changes in fees from EVSWA.

Back to the expenses and with us realigning them the payroll expenses on county contract are \$485,717.71 and the core EVSWA business is \$464,513.61. These are actual numbers based on payrolls, people that are dedicated to our philosophy, the core business of EVSWA, the landfill. As you see the numbers don't add up to \$947,682.28, the total is \$955,231.32 for a difference of \$7,549.04. We couldn't split this in actuals because we weren't able to go month by month. We went forward with projections for FY19.

Back to the revenue model you will see that the county fees represent the \$200,000.00 per quarter the EVSWA should see from the billing and from commercial roll offs, tip tickets, and should see the \$800,000.00 in fees from the county. By the end of this year it will actually total about \$812,000.00. If you notice contract hauling is suspended, this is a revenue to EVSWA. Right now the county is \$812,245.59 and EVSWA is \$1,408,420.28 which includes the contract hauling. The core business for EVSWA is the landfill the overage from the county was for the hauling. EVSWA has every right to utilize the employees and the equipment for contract hauling, but EVSWA doesn't have the right to do this and not share those expenses with the county. The expenses include gas, tires, and the person driving that truck. That's where that \$800,000.00 comes in.

This is a joint venture between EVSWA and Torrance County. They are the county resources, but they are paying for these resources. Therefore we need to view this as a joint venture and help with those expenses. So in going back to the model the revenue from EVSWA is \$1,408,420.28 & \$812, 245.59 from the county contract which ended up negative \$49,387.38 in net revenue. When you share the expenses and get the \$300,559.60 from the net EVSWA core revenue and bring over \$0.00 from the net revenue county contract (no drag). We also made an adjustment to payroll of about \$2,549,04 for a total of \$303,108.64, the total for the FY18 EVSWA yearend total of \$303,108.65 making the deviation from actual year end \$0.01. Use this model, get actuals, follow the core business philosophy of the landfill, and share expenses, account for all joint intercrossing, and no drag from EVSWA, no subsidies. We need to communicate & build trust between EVSWA and Torrance County. This is a good start to a new beginning.

Madam Chair DuCharme would like to thank Mr. Chavez for all the time and effort that he put into this presentation and for representing the county on the board.

Belinda Garland would like to thank all of the EVSWA board members. There has been a great amount of time and energy into this and the county is grateful to all of those that sit on the board. **NO ACTION TAKEN. DISCUSSION ONLY**

2.) Vote on Approval to Move to a 5-Member Commission

Commissioner Frost states that this 3 or 5 member commission decision has been with us for quite some time. There are steps we have to follow and it seems like everyone is wanting to skip the first step and start at step 2 or 3. His main goal is to start at step one and make the main decision before we spend any more money.

Commissioner Sanchez states that from his perspective, transitioning from a 3 to a 5 member commission is a process. Step one is to vote unanimously on the notice of intent, which is a resolution which gives notice of our intention to move to a 5 member commission. Step 2 is the redistricting process, whereby the county, either internally or externally by a contractor, goes through the redistricting process. The third step is the public hearing process. The final step is the actual vote. Several months ago we voted unanimously to give notice of our intent to move from a 3 person commission to a 5 person commission. A month later we assigned the county manager to sign a contract with the contractor to work on the redistricting, and that was already completed. On September 19th we have a workshop scheduled to focus on the district model that we think will work best for the county. After this we still have the public hearing(s) and then the final vote. There is no need to vote on this now, because the final vote will be at the end of the process. Commissioner Sanchez asks why we need to vote on this now and not continue to follow the process that we embarked upon.

Madam Chair DuCharme states that she needs clarification from Mr. Wallin. She asks Mr. Wallin that step 1 is to give notice, does that step require a unanimous vote.

Dennis Wallin states that the only vote that requires a unanimous decision is the actual ordinance. Once the ordinance is proposed, then it will require a unanimous vote to move from a 3 to 5 person commission.

Commissioner Frost states that the way this was explained to the commission by the Clerk's office since the handle the voting, that motion of intent was to study and do research on moving to 5 members, and not move to it. The manager contacted Research & Polling to do the redistricting, which has already been done. To his knowledge this is the only main step they have voted on, and \$14,000.00 was spent on this. He does not recall the commission voting to go to a 5 person commission. After hearing from the attorney about the constitutional provision regarding the ordinance we will need to have a motion and a decision to stay with 3 or move to 5 members. Commissioner Frost states that to clear all this up, is to vote on whether or not we are going to stay with 3 members or move to 5.

Commissioner Sanchez states that on February 28th, 2018 all the commissioners voted to begin the process to move to a 5 member commission. All commissioners were in favor to adopt Resolution 2018-13 Notice of Intent by the Board of County Commissioners by unanimous vote to consider to adopt the ordinance to increase the size of the board. Back in May 23rd, 2018 the commissioners gave directive to the manager to enter in to the contract with Research and Polling, at this time Commissioner Sanchez states that it was his understanding that all commissioners were in favor of this. Why, now Commissioner Frost, is there a turnabout.

Commissioner Frost states that he does not see a turnabout. As he recalls, the vote to enter into a contract with Research and Polling was a 2 to 1 vote. We need clarification from the attorney for this.

Commissioner Sanchez states that the commission showed willingness to consider the matter by having a unanimous vote for the notice of intent. At that time we also gave the county manager directive to enter into the contract with Research & Polling. In the minutes all we did was give directive, we didn't have to vote on giving directive to the manager. If any of the commissioners were opposed to this contract it may have been appropriate to make that notation and state that one was opposed to the contract and proceed with a motion, but the commission gave directive to the county manager to enter into the contract with Research and Polling, which leads him to believe that all commissioners were in favor. This is where Commissioner Sanchez is seeing a turnabout from Commissioner Frost.

Commissioner Frost states that he doesn't see a turnabout, he just wants this all done in a correct manner. We did vote on Research and Polling and it was 2-1.

Commissioner Sanchez wants to know if Commissioner Frost is not in favor, is it because of the process or what is it.

Commissioner Frost states again he wants this done in the correct procedure and as the county attorney stated in order to make things correct, first things first and we need to vote on whether or not to move to a 5 member commission.

Commissioner Sanchez states that he believes we are following the process correctly.

Madam Chair DuCharme states that \$14,000.00 was already spent and we will vote when the Ordinance is ready, as of yet there is no ordinance. We are almost to the end of the process, why do we want to stop this process right now.

Dennis Wallin states that there will need to be an ordinance and you will vote on that. If you do not want to move forward with this, then you will need to make a motion and vote on the ordinance. In viewing the minutes on the notice of intent and its clear that Commissioner Frost wanted more information and asked the item be tabled, but was also clear that there was a unanimous vote for the resolution. The resolution doesn't add anything to the final decision, the resolution was just your notice of intent to move forward with the process.

You do have to have a unanimous vote on the ordinance, that is a must, but if you are wanting to revoke the notice of intent then that is something that you can vote on now should the commission chose to.

Commissioner Frost states that it is his understanding, that without the ordinance written, we cannot vote on this.

Dennis Wallin states that you can vote on whether or not to continue to move forward with the process, but you are not voting on the ordinance itself. If you vote not to move forward, then we will never get to the ordinance phase.

Commissioner Frost states if we get to the ordinance stage we would vote on that ordinance at that time.

Dennis Wallin states, yes, that is correct, and that will require a unanimous vote.

Commissioner Frost would like to know how long it will take to get to that stage.

Dennis Wallin states that all depends on how long it takes the commission to complete the next few steps. There is going to be a workshop next week to discuss the information that was received from Research and Polling and the redistricting. Once Mr. Wallin or the county manager receives direction from the commission on how they want the ordinance to read, how they want the districts to be aligned, (with understanding they have to be aligned pursuant to constitutional parameters), then he would draft an ordinance, and then the commission would set it up for public hearing.

Commissioner Frost states that the split of the districts has to do with population, is that correct?

Dennis Wallin states that is partially correct. It's also the population, it has to be as compact as possible, and as contiguous as possible, equal as possible in population in the district, and you need to make sure that there is no attempt to Gerrymander based on national origin or race. Research and Polling stated that if you act now, and then there is a big change in population from the 2020 census, there is a possibility you may have to redistrict again in 2020. In his experience there may not be a big shift in population, unless by some chance the prison was to reopen, the inmates are part of the count and that would raise the population.

Michael Godey states that it looks like the commission is trying to avoid the public hearing. You need to listen to the public. The new governor will appoint the two new commissioners and the choice of commissioners may be one sided. The commission owes the citizens the public hearing.

Linda Jaramillo, Torrance County Clerk, states that when the commission decided to go forward with the redistricting, she did have input, and she knows Commissioner Frost listened to her input. Ms. Jaramillo's input was more about splitting precincts that were too large. Precinct 5 is one of those precincts in the county that is too large. Ms. Jaramillo, Ms. Garland, and the commissioners received a letter from the legislators stating that the county needs to start looking into re-districting, not for the commission, but for the 2020 elections. Ms. Jaramillo runs the elections, she would like nice, clean, compact precincts, so that when the re-districting comes around, we have precincts with a population of 800 instead of 1200. There is a portion in the contract that states you can change the scope of what you are asking Research and Polling to do. Ms. Jaramillo would like for the commission to insist that Research and Polling split the precincts and do what she had initially requested. The 5 member commission is of course up to the commission but this was the input from Ms. Jaramillo when she spoke to Commissioner Frost. This redistricting needs to get done, not only for the 5 member commission but for the county as a whole. Ms. Jaramillo addresses Mr. Wallin and asks if there is any way that the scope or work can be changed to include that the precincts be split into more compact boundaries.

Dennis Wallin states that the contract does not need to be changed, we just need to get the information back to Research and Polling and let them see if they can accommodate meeting all the criteria.

Linda Jaramillo states that she did speak with Michael from Research and Polling and stated that she was disappointed. If Michael can make this more official and actually split the precincts, it will make it easier for re-districting in the future and for all the changes that may occur.

Belinda Garland states that this may be able to happen once they decide on what model the commission wishes to propose.

Linda Jaramillo states that compacting the precincts has nothing to do with the 5 member commission districts. It is for the county as a whole to have more compact precincts. Only in the Moriarty area is where there are precincts with too many voters per precinct. It's ok if we go to ballot on demand/VCC's (Voting Convenience Center's), which in the future we might have to do because of the local election issues, but it's still better for legislator's to take small portions instead of 1200 voters.

The following list is a list of people that gave their opinions on for the commission going to a 5 member commission. Each person gave their opinion on how positive this change would be for the county. There would be a better balance and better representation for the county as a whole and not give more strength to one district or the other. The following people are for the change: **Norman Gonzales, Jason Quintana, Johnny Romero, Jim Summers, Venessa Chavez-Gutierrez, Frank Luna, Fred Sanchez, Daniel Antonio Herrera, Frances Gonzales, Kathleen Jessie, and Fred Otero.**

Ryan Schwebach from District 2 states that he is not in favor of this change at the present time. Financially the county is not ready for it, at some point, yes, just not at this time. There has been valid points from all here. The public hearings will help decide this. The only people he is seeing input from are those out of district 3. You need input for everyone from all 3 districts.

Commissioner Sanchez states that the cost seems to be a reason for not moving forward with this. The funds are available and that should not be a deciding factor. We are talking about liberty, about democracy, the ideals of Americanism. How can we not all support this? What is the counter argument for any opposition towards this? We are talking about inclusivity, about the representation of diverse populations, and diverse ideas. You cannot put a price tag on liberty. The price is irrelevant here. What is the theoretical basis for opposition here for not moving to a 5 member commission?

Madam Chair DuCharme states that the county is the biggest entity in Torrance County with the biggest budget. Municipalities like Mountainair, Estancia, and Moriarty have much smaller budgets but still they have 4 representatives plus a mayor, yet somehow they are able to bear the cost. She agrees with Commissioner Sanchez that the cost should not be a major factor here. **NO ACTION TAKEN DISCUSSION ONLY**

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.) Discussion regarding the purchase, acquisition or disposal of real property for Torrance County operations, Sec 10-15-1 (H) (8)

ACTION TAKEN: Madam Chair DuCharme makes a motion to enter into executive session. Commissioner Sanchez seconds the motion. Roll call vote, District 1-Yes, District 2-Yes, and District 3-Yes. All Commissioners in favor. MOTION CARRIED

EXECUTIVE SESSION ENTERED INTO AT 10:30 am

***Reconvene from Executive Session:**

Madam Chair DuCharme asks for a motion to reconvene from executive session. ACTION TAKEN: Commissioner Frost makes a motion to reconvene from Executive Session. Madam Chair DuCharme seconds the motion. All Commissioners in favor. MOTION CARRIED

RECONVENE FROM EXECUTIVE SESSION 11:18 am

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

b.) Consider and act upon, if necessary the purchase, acquisition or disposal of real property for Torrance County operations.

Madam Chair DuCharme states that no action was taken during executive session.

3.) Review Resolution 2017-051 Establishing the Solid Waste Management Fee as provided in Ordinance 94-12

Annette Ortiz states that this was asked to be placed on the agenda with the possibility of a wording change with in the definition. The second resolution was placed on the agenda not knowing what the possible change is. When this resolution was initially discussed there were many changes made so this essentially would be your draft resolution if you are considering changing the definition and go off this resolution.

Madam Chair DuCharme states that if this resolution is mentioned or on the agenda we should have that agenda in front of us.

Annette Ortiz states that she did not have any other information other than what was given to her and that what she just stated.

Belinda Garland states that she is not sure how the commissioners want the wording to be changed on the resolution to adopt a new one. Ms. Garland received no wording to be able to draft up the resolution.

Madam Chair DuCharme states that this would be a whole new resolution, correct?

Belinda Garland replies, yes, that is correct.

Annette Ortiz states it would either be a new resolution or the same resolution just make a change to the definition.

Commissioner Sanchez states that he has done some research into the vacant definition. Back in July of 2017 we started out with 488 vacant exempt accounts, and at current time there are in the area of about 200 accounts still out there. Many letters were sent out, and many accounts were brought into compliance. The opportunity cost that we are seeing from this correction is about \$12,000.00. It is costing the county about \$12,000.00 to carry out the corrections. The pursuing of the vacant definition is the county swapping dollars on this, we are not generating any revenue. The definition is uncomfortable in that in retrospect that there has been a total shift in the cost structure with the county contract. This has an effect on our perception and the idea that the county contract was deemed to be viewed as a drain to the EVSWA, but today is a pillar of strength and allows us a lot of flexibility on how we design our ordinances and rate schedules. A lot of research has been done to see which accounts are vacant and which are not. No additional research needs to be done. We can now redefine what it means to be vacant. We would like P & Z to utilize this on policing that. It is problematic to have a situation where our personnel are having to look inside people homes. Issues could arise and have risen. Now is a good time to shift to a self-certifying system, where we allow those vacant exempt accounts to be able to have the opportunity to self-certify. Also, if we are needing to go out to police the area, we can have P & Z go out and do a routine check and see if there are signs of activity, not an in depth check, but more of a roadside check. Monitor this for a year, on a self-certifying system and see how it evolves.

Belinda Garland states that if a person submits a form to the EVSWA that they are “Vacant Exempt,” that form is then sent to Mr. DeCosta at P & Z, he then drives to that location to see if they qualify as vacant exempt. If Mr. DeCosta can’t make that determination from the road, a letter is sent to the land owner indicating that a decision cannot be made and he would need permission to enter the property. If the land owner does not grant permission then we proceed with other options per the ordinance to be able to gain access to the property. If Mr. DeCosta is given permission, he then requests that the property owner meet him at the property. After the new definition was adopted, Mr. DeCosta no longer enters the home. He stands at the door and looks in but only if the land owner gives him permission to do so. If they say no then we proceed with another option. Mr. DeCosta is not forcing himself onto the property at all.

Madam Chair DuCharme asks Ms. Garland what would be another way that Mr. DeCosta would gain access to the property.

Belinda Garland states, if the property owners do not let Mr. DeCosta have access to the property to make that visual assessment, and there is proof that trash is being generated and the

property owners are not meeting the definition that the commission adopted for vacant exempt, then we will proceed to take it to court.

Commissioner Sanchez states that we may have approximately 250 accounts, about 15% or 37.5 of those accounts that pass through Mr. DeCosta's desk are in violation. The fee's that are not being paid are about \$2,200.00 per quarter. This is approximately what it would cost the county to do the policing. The policing has already been done. In order to offset the cost, we stop the policing for a year, allow the people to self-certify, and at the end of the year see what the numbers are.

Belinda Garland states that if you allow the people to self-certify, this could cause problems. Some of the people, not all of them, but some will take advantage of the situation.

Commissioner Sanchez states that we only allow those 250 accounts to self-certify, the option will not be offered to everyone.

Dennis Wallin states that this is what was done in the past. Many of the people were saying they were vacant. The board decided there was a need to enforce this and not allow the people to self-certify, you have gone full circle with this. It may be the most efficient way of handling this, and not having Mr. DeCosta go out and police the sites, but you haven't really solved the problem.

Commissioner Sanchez states that we have come full circle. From his perspective what was missing was all the information we now have. Any of the definitions that we have are no longer needed, we have the leeway to absorb any kind of cost for this. We have the opportunity to implement a change and monitor it.

Dennis Wallin states that a counter argument from the people that pay their bill would be, why should we subsidize just because the accounting works. Why should we be subsidizing those that should be paying a bill as well.

Madam Chair DuCharme states that it would not be a valid argument because those people already have accounts. These people are already paying for their residence where they live.

Dennis Wallin states that if other people are saying that they don't occupy the property, then other will come fourth and claim that they don't occupy their property so why should we have to pay.

Madam Chair DuCharme states that they are talking about a person's 2nd or 3rd property, not their main residence.

Dennis Wallin asks, how do you determine that?

Commissioner Sanchez states that we keep the definition of vacant and remove the sentence that talks about furniture it would take care of things.

Madam Chair DuCharme states that a vacant residence is an oxymoron, it is either a residence or a vacant dwelling. This is not an accurate definition. People that have vacant

homes still live somewhere else. They should not be charged twice. We need them to provide evidence of a second home.

Belinda Garland asks, how do we determine if this is a second home? You need to give P & Z guidelines. Dan needs a set of guidelines to follow.

Madam Chair DuCharme states that Resolution 2017-051 is an amended resolution. It should show on the document that it is amended. The original resolution was approved on October 11th, 2017 and this resolution we are seeing here states that it was approved November 18th, 2017. Madam Chair DuCharme states that she asked Ms. Jaramillo to check on the dates, and it is her belief that it was passed on November 8th, 2017. It is important to have the correct information on the resolution because it shows that all 3 commissioners signed the resolution. In the original document it shows that Madam Chair DuCharme did not support this resolution.

Linda Jaramillo states that when the resolutions and ordinances are created, they are created by the manager's office. It is the job of the clerk's office to keep them on record. If we find a mistake would you like us to bring you the document so that you can take the appropriate measures to change the document? From Ms. Jaramillo's understanding a document cannot be altered once it has been signed and approved. Our office can look at these more closely before we put them away. The record needs to be accurate.

Annette Ortiz asks, there was an original resolution approved and then it was changed?

Linda Jaramillo states that the resolution was amended.

Madam Chair DuCharme states that the resolution was amended and it is not stated on the document. It is important that it states on the document that it was amended. She signed the document and would like it to be accurate.

Linda Jaramillo states that there are some discrepancies with the dates on the resolutions. There has always been some issues with dates when it comes to amendments. The original will always stand, but throughout the years there may be many amendments to that resolution.

Madam Chair DuCharme states that if we are confused, something should be done differently. If the resolution or ordinance is amended it should state that on the document and show when the original was created.

Linda Jaramillo states that while she has been in office, it has always been the job of the manager's office to present these resolutions and ordinances to the board for approval. Once they are approved and signed it is then brought to the clerk's office to be filed or recorded for public record. The documents need to be accurate, if it's not, and the public is in the office searching for the information, they could miss something.

Commissioner Sanchez states that we need to get back to the subject

Madam Chair DuCharme states that this resolution has the same number as the one from the October meeting. There is nowhere on the document stating that it was amended. Also at this

meeting she submitted her definition of vacant property. It was part of the record but not included in the minutes for some reason.

Linda Jaramillo states that Sylvia pulled a copy that shows this. In defense of her recorders, they record these minutes here at the meeting, then they are taken to the office and transcribed. Everyone gets to review the minutes and then approve them at the next meeting, the minutes stay on the record as is once they are approved. We can't go back and fix things, but once you get your packet and you review the minutes, if there are any discrepancies, you could come and talk to me about them before the meeting instead of doing it here in the meeting.

Madam Chair DuCharme states that her issue is with the resolution, it misguides and misleads people. If Ms. Jaramillo notices an error or discrepancy in an item then there can be a request made to be placed on the agenda to make that change.

Linda Jaramillo states that when mistakes are made in our office we do correct them. The documents and resolutions and ordinances, or any other documents need to be as accurate as possible.

Madam Chair DuCharme reads her definition. She isn't really comfortable with the term Vacant Residence and would really prefer vacant dwelling or house. Here is what she proposed before as her definition. "A vacant residence means a residence that is not used for habitation by the owner(s) or anyone else. To receive a vacant residence status, the owners must fill out an affidavit, show current utility bills (gas and electric) for the dwelling he/she resides in, and proof of payment for garbage disposal at his/her residence." This is what she came up with, and it may need some polishing, but we should keep the essence of it. An affidavit and proof of people living there should be enough.

Dennis Wallin asks, what she means by "habitation?" The problem is you have taken apart a definition. Anyone can take a word and define that word. Does habitation mean that you are never there? Are you there a couple nights a week? Mr. Wallin states that he could possibly draft something that covers all contingencies, but it may take 3 or 4 pages. This is where the issues come up. Anyone can pick apart a definition and interpret it differently and that's when you run into court cases. In his opinion this definition is no better than the one currently being used, neither are perfect.

Belinda Garland states that maybe the regulation doesn't need to come so much from P & Z and the directive be given more to the EVSWA on the contract to do the regulation. If a person does not pay their fees they are still allowed to throw trash at the transfer station. If we give the directive to solid waste and if they cannot provide a current card showing that they are up to date on their solid waste account they cannot throw their trash. But then that will lead to other problems and people may just start dumping their trash along the roadways.

There is more talk and suggestions about what should be done from the members of the public. The following people all gave their input and suggestions, **Michael Godey, Leonard Lujan, Emily Sanchez, Fred Sanchez, and Johnny Romero**. They all state that there needs to be more clarity and suggest different avenues to try to enforce the rules.

Belinda Garland states that if the commission wants her to work on a definition she will need a copy of the definition to work it into the resolution.

Commissioner Sanchez states that are trying to avoid the evasiveness in allowing for self-certification.

a.) Resolution 2018-044 Establishing the Solid Waste Management Fee as provided in Ordinance 94-12

ACTION TAKEN: **Commissioner Sanchez** makes a motion to table agenda item #3. **Madam Chair DuCharme** would like to include the directive to the manager included in the motion as well. **Commissioner Sanchez** adds to his motion the directive to the manager's office to design a definition of vacant exempt that takes into account the expressed spirit of self-certification as well as minimizing the invasiveness. **Madam Chair DuCharme** seconds the motion. No further discussion, all Commissioners in favor. **MOTION CARRIED**

4.) Transportation Committee

Commissioner Sanchez states that the first meeting is scheduled for November 8, 2018 at 6:30 pm. Commissioner Sanchez states that he will be submitting a list of topics and the location. If possible he would like for the meeting to be held in the commission room. The meeting will be led by Commissioner Sanchez and Mr. Ted Barela. All information pertaining to the meeting will be sent to the manager's for them to advertise. Invitations will also be sent out to the various municipalities and those on the list. It is a public meeting anyone is welcome to come.

Madam Chair DuCharme asks if any of the other commissioners are welcome to attend. Commissioner replies, yes. **Annette Ortiz** states that if the commissioners do attend they will need to let the manager's office know so that it can be advertised as a possible quorum. **INFORMATION ONLY, NO ACTION TAKEN**

5.) La Miga Canyon Road

Commissioner Sanchez states that the requester asked to table this item one last time.

ACTION TAKEN: **Commissioner Sanchez** makes a motion to table agenda item #5. **Madam Chair DuCharme** seconds the motion.

Annette Ortiz states that there are some people in the audience that have been waiting to hear what is being presented concerning this road.

Emily Sanchez states that this is the 3rd time this item has been tabled. The only person anyone has been in contact with is Mr. Paul Sanchez. Ms. Sanchez lives on part of that road and is wanting to know what is being done with the road. Something needs to be done and decided upon so that we can move forward. She lives on part of this road and she feels not all individuals are being represented fairly.

Commissioner Sanchez states that they do not know what is going on with the road since nothing has been presented.

Belinda Garland states that she spoke with Mr. Sanchez on the phone and has some pictures of the road.

Madam Chair DuCharme asks Mr. Wallin how many times can an item can be tabled before it is removed from the agenda. **Mr. Wallin** states that an item may be tabled 3 times. After that the item will be dropped and that person will have to begin the process again. No further discussion, all Commissioners in favor. **ITEM TABLED**

6.) La Parra Road

Mr. Silverio Barela states that he lives on La Parra Road and would like to let his nephew speak on his behalf due to his construction background.

Mr. Ron Otero states that he is here asking for help to repair a certain area of La Parra Rd and hands out a map showing the problem areas. Map hereto attached. Mr. Otero states that the road gets bad during inclement weather. The road area goes from HWY 337 to just a bit past Calle del Norte. We are requesting that 3 new culverts be placed to allow for better water flow from the high side to the low side. In the problem area water flow is bad and water collects causing the road to become very treacherous. The road has no cover anymore. Caliche was recently placed on the road put when it rained it was just a big muddy mess. We are asking that 3 new culverts be put in and some base course be put on the road. If we can get this done it would solve the problems on the road.

Yvonne Solis states that she would like to thank the commission for allowing them to speak and voice their opinion about the road. She states that the Road Department guys are not doing enough work on the road and they all seem to be preoccupied. There is lots of debris on the road and on one of the turns there are a lot of trees and debris that is blocking the road. This is very dangerous. There is a school bus that goes down this road and one of these days there may be an accident. Please get this road fixed.

Emily Sanchez states that she is a bus driver and has been driving this road in the school bus for about 5 years and she sees no big issues with the road. She has been able to pass through with no issues. Yes, the road has a few washboard areas but nothing major. If you go in and put in the new culverts, all that debris coming down from the mountains is going to clog up that area and flood it and that will be when she has problems with the road. In her 5 years she has had no issues.

Fred Sanchez states that he has been fighting this road issue for a while now and all he can say to the lady before is good luck.

Johnny Romero states that he is familiar with the drop off the people are talking about. There are culverts there. If you dig down about 3 feet you will find them. The culverts are necessary. The water always jumps the road and it does cause problems. No matter what the county puts in, it will get washed out. There have been two cars that have flipped on that road from the

washboard where the curve is. There may be other factors involved as to why the cars flipped but the washboard has to be one of them. There was never a problem in that area until they took the culvert out and tried to train it to go in a different direction. Putting in the new culverts will not alleviate the problem entirely, but they will help it.

Kathleen Jessie states that the first part of Lara Parra Rd is problematic. We are still living through the doghead fire and lots of water is coming down from the mountain when it rains. She lives at the end of the road and has had a terrible time getting in and out when it rains. She has contacted the road department and they do go out and fix the road as best they can and has never felt neglected by the road department.

Commissioner Sanchez states that he has conducted a site visit to view the problems. In the areas where the culverts are, the first one is plugged and the second culvert was hit and damaged by an operator. We are also aware of the portion of the road that needs some repair. Commissioner Sanchez believes that we can accomplish graveling that area of the road to make the surface uniform, repair the culverts, and take a look and see how the road drains to see if the culverts need to be repositioned.

Belinda Garland would like to know what budget this would be coming from. The road department is not budgeted for the culverts.

Commissioner Sanchez states that his motion was going to involve the road department making an assessment of the road and putting together what the cost will be. Then we can determine what budget this will come out of depending on the amount of material and repairs needed.

Leonard Lujan states that they have been trying to get to this road to work on the problems. He is aware of the issue with the road. The culverts were put in before he worked with the county and whomever put them in put them in the wrong place. At one time they may have worked, but over time with rain the silt will build up higher than what the road is. We haven't had time to go out and make repairs, but they are requesting the road be fixed with base course, this cost more money, we use caliche. We would have to haul the base course from Moriarty and it's going to take 3300-3400 tons to fix that portion of the road. He has tried to get out to the road, but he has other roads that currently require more attention. There is a gentleman at the moment who is not able to leave his residence because the road is completely damaged and they are trying to repair it so that this man can get out. There are other roads that take precedence over this one.

Commissioner Sanchez states that if we were to repair this from the material out of the county's pit, fuel, etc., what budget would it come out of?

Leonard Lujan states that the money would come from the road department budget. The original plan was for this to be fixed with caliche, but they want it done with base course and that is going to cost more money. La Parra Rd is 2.6 miles long. People are only asking to fix part of the road, if we are going to use base course we may as well just fix the entire road.

Commissioner Sanchez asks if you can make plans to get to this road and make this assessment within the next 40 days and evaluate the cost versus the benefit. Focus mainly on this portion of the road.

Leonard Lujan states that he wants to remind everyone that when you use base course on a road expect corduroy. It's the worse kinds of material you can use to repair a road. When you use the caliche it gets hard as a rock and can withstand the weather way better.

Commissioner Sanchez states the caliche may work if the drain issues can be controlled.

Commissioner Frost states that this would be a great road to get work done, but the road department is currently committed to getting the chip seal done.

Leonard Lujan states that was scheduled for the end of September but may get pushed back into early October because he had to go out for bids on materials, this will happen weather permitting. These projects are allocated state projects that have to get done. If they get pushed back until spring time this may give us time to work on some of these roads in question. To be able to get to this road I will need about 60 days.

Ron Otero states that the remainder of the road is in great conditions. The only part of the road that needs repair is from highway 337 to Calle del Norte. The reason for the request on this portion was to try to minimize the cost as much as possible.

ACTION TAKEN: **Commissioner Sanchez** makes a motion to address and assess the section of La Parra Rd that was talked about here today according to the map submitted. **Madam Chair DuCharme** seconds the motion. No further discussion, all Commissioners in favor.
MOTION CARRIED

Belinda Garland makes a request to break or lunch. Lunch break at 1:00 PM

Return from lunch break at 1:48 PM

7.) Discussion of Solid Waste Pick-up Options

Commissioner Sanchez states that he has done some research on how we may approach information gathering. The way he views this would be to get a group of people to get feedback. The group would consist of 3 representatives from EVSWA, the county manager, a commissioner, and 1 or 2 members of the public. Also he is looking at 3 different models, efficiency, private hauler, or a combination of the two.

We want to look at 3 different models. The first model would be how we can make EVSWA more efficient. The second model would be what a private hauler world would look like. The 3rd model would be a combination of the 2 models. This would take some time to be able to gather all the information on the models. It would be about 6 months before we can come up with information to present. We are not wanting to spend money on hiring a consultant. Commissioner Sanchez is not wanting for anyone to make a decision based only on data. He is wanting the decision to be made on a broader spectrum.

Madam Chair DuCharme asks Commissioner Sanchez if he is wanting a committee that will have 3 County Representatives that consist of the EVSWA board, maybe the county manager, a commissioner, and members of the public for a total of 6 members on this committee, is what she is understanding.

Commissioner Sanchez states that he is wanting to show the different views that each of the 3 models would entail. All 3 models may be viable, but we need to make an in depth look to see how each one will work. We are trying to look at inefficiencies, potential benefits, and see if there is a benefit.

Belinda Garland asks Mr. Sanchez to go over the 3 models again.

Commissioner Sanchez states that model #1 is how EVSWA operates now, can we take a more in depth look at how it operates, better efficiencies, what can we do with what we have now. With model #2 we can take a look into what a private hauler world looks like, such as the ramifications, the drawbacks, or the benefits to this model. Model #3 would be a combination of the two by leaving a part of the EVSWA in operation and use the private haulers.

Madam Chair DuCharme states that she is in full support of doing this research. When we spend public money it should be spent on data and not be political. Madam Chair DuCharme states that she would like to run this committee since Commissioner Sanchez is leading the transportation committee. Madam Chair DuCharme states that she only has a little less than four month left on the commission, but she feels that when she leaves one of the other commissioners can pick up where she leaves off, or maybe the research can be completed in the time she has remaining. Commissioner Sanchez states it will be up to Madam Chair DuCharme to set the pace since she is heading this committee.

Madam Chair DuCharme states that she and Ms. Garland will be meeting and talking about the solid waste issues more.

Belinda Garland states that she will contact Madam Chair DuCharme to set up a time to meet and discuss this.

Michael Godey makes some suggestions on who should be represented on the board. One suggestion is maybe an employee of EVSWA and not a board member. There also was a committee that was established a few years back when they were working on an RFP, maybe you could place of those members on this committee.

Madam Chair DuCharme states that the committee that Mr. Godey is talking about met several times, and came up with a document that is ready to use if the commission choses to do so. Madam Chair DuCharme asks for a motion to set up this committee. **ACTION TAKEN:** **Commission Sanchez** makes a motion to approve to create a committee consisting of 7 members of 3 representatives from the EVSWA, the County Manager, Madam Chair DuCharme, and 2 members from the public to discuss the Solid Waste Pick up Options. **Madam Chair DuCharme** seconds the motion. To get members of the public it will be advertised to submit letter of interest for 2 weeks and they will need to be present at the first

meeting in October. **Commissioner Frost** states that he has been to most of the pick-up stations and they operate very well. As we have been told many times we have the best system around. We have way too many committees and is not in favor of creating a committee for this. No further discussion, Madam Chair DuCharme and Commissioner Sanchez are in favor, Commissioner Frost is opposed. **MOTION CARRIED**

8.) Manzano Domestic Water Association Request

Commissioner Sanchez requests that this item be removed from the agenda

***Public Relations:**

9.) Proclamation Naming September 2018 as Suicide Awareness & Prevention Month in Torrance County

Tracey Master , DWI Prevention Coordinator reads off some information and statistics that deal with suicide. Suicide is the 10th leading cause of death in the United States. There are approximately 123 suicides per day with the age range from 15 to 49 years old. Ms. Master is requesting that the commission approve a proclamation making September 2018 Suicide Awareness and Prevention Month. Ms. Master reads the proclamation. Proclamation hereto attached. Ms. Master also asks if one of the commissioners would be able to lead the pledge the morning of the Suicide Awareness/Prevention 5K Run/Walk.

ACTION TAKEN: Commissioner Sanchez makes a motion to approve the Proclamation naming September 2018 as Suicide Awareness & Prevention month in Torrance County. **Commissioner Frost** seconds the motion. **Mr. Fred Sanchez** states that as a veteran he would like to see more things like this being done as suicide is the leading cause of death among veterans in the United States. If there is anyone that needs help they can contact him at (705) 305-4044-8888. **Tracey Master** also states that there will be different organizations set up that will have information available for anyone in need. **Commissioner Sanchez** states that he will do the pledge for the opening ceremonies. No further discussion, all Commissioners in favor. **MOTION CARRIED**

10.) Updates a.) Various County Departments c.) County Manager

A.) County Departments

1.) **Tracey Master** DWI Prevention Program Coordinator states that similar proclamations are being done in the municipalities of Mountainair, Estancia, & Moriarty. Also she is needing help blowing up balloons for the event. If anyone is interested in helping they can contact her.

2.) **Annette Ortiz** Deputy County Manager states that in the past, the commission has allowed the administrative office to close for 1 hour during certain times of the year so that we can get all of the employees together for a potluck and give out any new information that the employees may need. Ms. Ortiz states that the time this year will be September 25, 2018 from 12:30 pm to 1:30 pm. This will not happen every month maybe once or twice a year.

Commissioner Frost & Commissioner Sanchez state that they are both ok with closing for an hour.

C.) County Manager

Belinda Garland gives her update. On August 23rd she met with Dorothy & Ben from dispatch to discuss the audit trail & confidentiality in regards to the CAD system and whom will be allowed access. On that same day the electricity went out in the whole town of Estancia. It was going to be about 3 to 4 hours until the electricity would be restored. She contacted Madam Chair DuCharme and it was decided that the buildings be closed and employees be sent home for the rest of the day. Later that evening Ms. Garland attended the EVSWA meeting. A new management style was discussed and approved. With this new management style it showed that Torrance County was not causing EVSWA system to fail it was voted on to cease negotiations and not continue with this matter.

On August 27th Ms. Garland was out for doctor appointments.

On August 29th there was a special commission meeting to discuss the ICIP list. The list was approved. The final list was completed by Ms. Ortiz and sent to Santa Fe along with any additional documents. Ms. Garland thanks Ms. Ortiz for working hard and getting all this in place for Torrance County.

On August 30th Ms. Garland worked on selecting a new time keeping system that will be presented for approval later in the meeting.

On July 2nd Ms. Garland received a letter from the Town of Estancia's Code Enforcement Officer concerning the weeds surrounding the building. Ms. Garland worked with Mr. Guetschow to determine if there was a violation and they attended the Town Meeting on August 6th to get a definite directive in what the County was zoned for under the special use permit. There were no specific guidelines so they came away with no information from the meeting. The county's stance is that since this building existed before Estancia adopted any P & Z ordinance, therefore the county is grandfathered in and will continue to utilize the property to operate the day to day business. Ms. Garland would like to make note that Arely and Carl have worked very hard on keeping the weeds in control as weather and time permitted.

On September 5th the Finance Department spoke with a rep from Document solutions in regards to getting a new copy machine. No action was taken due to the fact that we had recently received a new machine.

At about 12:30 pm September 5th Ms. Garland contacted Madam Chair DuCharme and let her know that the Town of Estancia had been without water since 10:30 am. The water would not be back up for about 4-5 hours so it was decided the Administrative Offices would close since the building was affected, and the employees would be sent home for the remainder of the day.

On Thursday September 6th Ms. Garland stayed home to catch up on emails and work and organize her projects. On Monday September 10th there was a meeting with NextEra regarding

the High Lonesome Mesa Wind re-power project. NextEra is working to make upgrades to make the towers more efficient. The meeting was attended by Ms. Garland, Mr. Wallin, Mr. Guetschow, & 4 reps from NextEra.

On September 11th Ms. Garland, Amanda Tenorio, & Mr. Wallin went to Santa Fe to talk to Scott Wright from DFA in regards to the appropriation funds we received and how to spend the appropriately. Also on this day Ms. Garland participated in the Brush Truck Selection Committee and this will be presented later in the meeting.

Ms. Garland has been working with Mr. Wallin and a couple of attorney's from NM Counties on some pending legal matters & providing information for responses to be prepared. Ms. Garland has worked with Kristin on some personnel matters and interviews are being conducted to fill positions at dispatch and the Sheriff Department. Also Ms. Garland has been working with the Finance Department for the FY18 Audit. They are meeting weekly to stay on track. Thank you to Tracy Sedillo for working hard on this project. Also, Ms. Sedillo has been working with Triadic to ensure timely and accurate information for our team. Ms. Sedillo also let me know that for the first time in years the budget was perfectly balanced to the penny. That is a great accomplishment and I would like to thank everyone involved for working so hard to get out budget balanced.

Madam Chair DuCharme thanks Ms. Garland for her in depth update.

***Department Requests/Reports:**

11.) Request Approval of Articles #2, #3 & forms for the Torrance County Fire Department Policy & Procedure & Standard Operating Guidelines-Lester Gary, Fire Chief

Lester Gary Torrance County Fire Chief states that they have completed their department policy procedures and standard operating guidelines. The first part of the policy and procedures are still under review by legal. Mr. Gary is here before the commission to ask for approval of the standard operating guidelines for fire and EMS. These are guidelines that once we arrive on a scene we can start operating in an efficient manner. These guidelines are standard throughout the state of New Mexico as he as conferred with other counties so that we have some of the same procedures in place. The last part covers fire, EMS, and some of the standard forms that we will be using in the fire department.

Dennis Wallin states that he has reviewed these documents and they are comprehensive and very good.

Madam Chair DuCharme asks for a motion to approve Articles #2, #3 & forms for the Torrance County Fire Department Policy & Procedure & Standard Operating Guidelines. **ACTION TAKEN: Commissioner Sanchez** makes a motion to approve Articles #2, #3 & forms for the Torrance County Fire Department Policy & Procedure & Standard Operating Guidelines. **Commissioner Frost** seconds the motion. No further discussion, all Commissioners in favor. **MOTION CARRIED**

12.) Award No. 2018-01 Firefighter Brush Truck Bid-Noah Sedillo, Chief Procurement Officer

Noah Sedillo Chief Procurement Officer would like to thank everyone that submitted a bid. He received 6 bids but 3 were deemed unresponsive as they did not follow the proper bid guidelines. Mr. Sedillo would like to thank the bid award committee Chief Appraiser Nick Sedillo, County Manager Garland, Chief Lester Gary, and Fire Administrative Assistant Hannah Sanchez for all their help. Out of the 3 bids that were selected to be reviewed we made a selection. We are asking the bid be awarded to Watts Manufacturing from Salina, KS. They came in with the lowest bid in the amount of \$104,880.00. We were able to get the truck fully equipped and we are asking the commission to formally award the bid to Watts Manufacturing for the brush truck.

ACTION TAKEN: Commissioner Sanchez makes a motion to approve award No. 2018-01 Firefighter Brush Truck Bid to Watts Manufacturing. Commissioner Frost seconds the motion. Madam Chair DuCharme asks Mr. Sedillo how long it will take to build this truck. Noah Sedillo states that the lead time will be about 210 days to build. From Mr. Sedillo's understanding, the reason it will take so long is because the federal government reached a new deal with the big trucks for Dodge Ram, and that is what we asked for was a Ram 5500, those trucks are now being built in Detroit therefore pushing the lead time back. It will be roughly 7 months from today that we should receive the brush truck. Belinda Garland states that all 3 bids that were reviewed had an extended amount of time on building the vehicle. Chief Lester Gary states that he is comfortable with that time frame. We are not in fire season at the moment and when we receive the truck it will be just as fire season is starting. It will be perfect timing. No further discussion, all Commissioners in favor. **MOTION CARRIED**

13.) Request to Make Part-Time Clark Position into a Full-Time Position-Stephanie Dunlap, Sheriff Administrator

Martin Rivera, Under Sheriff, is here to present this request. Ms. Dunlap could not be present as she is out sick. He is here today requesting that the 2 part time positions that are currently in the office be changed into a full time position. In the past the two part time people had an issue with communication since the two never saw each other. One of the ladies recently retired so we only have the one part timer. If we are able to hire her on as full time it will be easier for the rest of the girls in the office.

The current position is getting paid at \$13,946.40 per year. The total budget for the two part time employee's was \$26,018.00 per year. The conversion cost, with the cost of salary and benefits, would be \$54,726.10. The difference would be \$14,761.70. We are asking for the commission to approve this so that we can have one full time-position.

Belinda Garland asks if they raised the salary on this position, and what hours each one was working per week.

Martin Rivera states that one would work three 8 hour days per week and the other two 8 hour days. They would alternate each week the days they would work. He is not seeing the

whole break down for the hourly wage it's just showing the breakdown for the salary with benefits.

Commission Sanchez asks if this in the Sheriff Department's budget.

Martin Rivera states that he is not sure. He thinks it is in the budget. Ms. Dunlap would have had all the answers to these questions. Mr. Rivera states that there is line item transfer placing the two part time salaries into the one full time salary. It will be transferred from line item #401-50-2103 in to line item #401-50-2102.

Madam Chair DuCharme states that she is trying to understand the salary. The current annual salary for the part time employee still working is in the amount of \$13,946.40. For both salaries it would be twice as much, correct? The total amount would be \$27,892.80 for the full time. You are asking for \$54,726.10 for the full time position.

Martin Rivera states, yes, that is correct. The salary is much higher because the part time employee's do not get all of the same benefits as a full time employee does. The increase in the salary is for the difference in the benefits.

Madam Chair DuCharme asks why do we need to do this.

Martin Rivera replies that for the department there would be more continuity and it would be easier to manage one person instead of the two.

Belinda Garland states that in the budget for the two part time positions it was a total of \$31,248.00.

Martin Rivera states the reason the salary from one of the other positions was a little higher is because she had been here longer than the current employee so she had received the cost of living raises that had been issued throughout the years. The combination of the two salaries should come close to the salary being requested.

Belinda Garland states that the salary does not come close, the difference that needs to be made up is in the amount of \$23,478.00. One Clerk was budgeted at \$10.50 per hour and the one that retired was budgeted at \$14.52 per hour.

Commissioner Sanchez states that they should take some time to figure this out. He has heard to many numbers on the salaries.

Belinda Garland states that this can be tabled until the next meeting if need be. There is a difference of \$23,478.00 of what was budgeted and what is being requested.

Commissioner Frost asks if there is a place in the budget to find the money being requested.

Martin Rivera replies, he thinks that it is in the budget, there is a line item transfer attached.

ACTION TAKEN: **Commissioner Sanchez** makes a motion to table agenda item #13

Request to Make Part-Time Clark Position into a Full-Time Position. Madam Chair DuCharme seconds the motion. Commissioner Frost states that we do not need to spend any more money than we need to, but that job has to do with law enforcement, and it is important to all of us. As was mentioned earlier, there is lots of money available, let's make some of that money available for these people. No further discussion, all Commissioners in favor. **ITEM TABLED**

14.) Grant Agreement 19-CD-05-103 between NMDOT & Torrance County for Community DWI Funding-Tracey Master, DWU Prevention Coordinator

Annette Ortiz states that Ms. Master had to leave for court and was asked to present this item for her. The contract is between the NMDOT Traffic Safety Bureau and Torrance County for the community DWI funds. The amount is \$2,689.00 and no match is required. These funds are generated by a \$75.00 fee assessed to all convicted DWI offenders. The award is based on the amount that has been collected. Funds will be used to purchase promotional items such as the smart choice coasters & key chains.

Madam Chair DuCharme asks if we have a motion to approve Grant Agreement 19-CD-05-103 between NMDOT & Torrance County for Community DWI Funding.

Commissioner Sanchez asks if this was reviewed by the grant committee and legal.

Annette Ortiz states that it is her understanding that it did not get presented to the grant committee before the meeting.

Dennis Wallin states that he has reviewed the document during today's meeting and it looks fine and states that typically these do have to go before the grant committee.

Commissioner Sanchez asks what the reason was for this not being presented to the grant committee and if it would impede anything if we table and let the grant committee review this. If that is standard practice then this should go before the grant committee.

Annette Ortiz states that it is her understanding that it was bad timing. This was requested to be reviewed by the grant committee it was bad timing from the grant committee meeting and the commission meeting.

Belinda Garland states that since there is no match required on this. The grant committee will review this and set it up for tracking. Since there is no match, we should request this now so we can set it up for tracking.

Commissioner Sanchez states that the grant committee should review this and then we can approve it at the next meeting.

ACTION TAKEN: Commissioner Sanchez makes a motion to table agenda item #14 Grant Agreement 19-CD-05-103 between NMDOT & Torrance County for Community DWI Funding. Commissioner Frost seconds the motion. No further discussion, all Commissioners in favor. **ITEM TABLED**

15.) Request Approval of Time Clock Upgrade-Kristin Oliver, Human Resource Director

Kristin Oliver, Human Resources Director is asking the commission for approval to upgrade our current time clock system. We currently have Time Clock +4 and it is out dated. With it being outdated the system goes down from time to time and the company is no longer offering support. We would like to upgrade to Time Clock +7. It is a web based program, there are more options that comes along with this upgrade, and will be compatible with Windows 10. Employees will be able to clock in with their phones or their computers. This program also has GPS tracking so it will be able to inform the supervisor where the employee has clocked in from. The supervisor will have full access and to be able to keep track if each employees clock in and clock out times. This new system will be more efficient.

Belinda Garland states that she and Kristin went through several programs. This is the best program that we could find and is the least expensive. The best part of this systems is that it will go straight into triadic and make it easier for us to run payroll.

Commissioner Sanchez asks what the issue is with the current system and asks where the money for this will come from.

Belinda Garland states that the system is antiquated, if it goes down it can't get fixed because the company no longer supports it. Also, as an example the road department crew can clock in using their phones and the program will let their supervisor know they are at their blade. This program will do away with the paper time sheets. The money to pay for this will come out of the commission budget. It will be \$7,000.00 upfront to pay for the upgrade and the \$3,960.00 per year thereafter. Since this is a web based program the system will always be up to date because the company will do the update when it is needed. Not everyone will move to this system at once. We will do it in steps. The administrative building will be first so that way we can make sure that it is working properly and all bugs worked out.

Annette Ortiz states that this is a need and not a want. This system is antiquated, it keeps going down, and will no longer be compatible with windows 10 as we start to upgrade our computer system.

ACTION TAKEN: Commissioner Frost makes a motion to approve the time clock upgrade.

Madam Chair DuCharme seconds the motion. **Commissioner Sanchez** states that he needs an answer to his question concerning the amount of money in the commission's budget.

Belinda Garland states that the commission's budge includes IT fees, legal fees, etc. The total for the commission budget is \$1,344,209.00 which includes building improvements, legal fees, professional services, refunds, membership dues, training, extension office, EVEDA, KXNM community foundation, printing & publishing, office supplies, equipment maintenance/repair, workers compensation, various insurances, utilities, telephone, postage, mileage, per diem, building rent, maintenance contracts, vehicle maintenance/repair, county audit, etc.

Commissioner Sanchez asks which line item this time clock upgrade would come from.

Belinda Garland states that it will either come out of the infrastructure or capital outlay. **Nick**

Sedillo states that the original time clock software is about 10 to 12 years old. As with any other technology it's outdated as soon as you open the box. The time clock system and the badge reader, if his memory is correct, it was purchased out of the IT budget. Total spent at that time for the software and badge reader was about \$4,500.00. Belinda Garland states that the commission can inform us on which line item they would like for it to come out of. Commissioner Sanchez states that he would like for it to come out of IT. No further discussion, all Commissioners in favor. **MOTION CARRIED**

16.) House Bill 98 Local Election Update-Linda Jaramillo, Clerk

Linda Jaramillo, passes out some information, then states that she would like to give an update on HB 98, Local Election Act. House Bill 98 Local Election Act providing for a single election day and uniform process for certain local government elections, first of these elections to be held November 5, 2019. The participating municipalities, should they chose to opt in, will be Moriarty, Estancia, Mountainair, Willard, & Encino.

For those municipalities that chose to opt in they will have to have a public hearing to get opinions from the public and then adopt an ordinance. Ms. Jaramillo states that she sent out an email to inform everyone that Estancia is having a public hearing September 17th, 2018 at 6 pm to see what the public has to say about the town opting in to this election act. Ms. Jaramillo invited Senator Daniel Ivy-Soto to give a presentation at the meeting and answer any questions anyone may have.

This will be a whole new process for her. When it was first introduced to this, she shied away from this because she has never had Voting Convenience Center's in the entire county. Each person will get their own ballot. Each ballot printed will be specific to that one voter with their municipality, their school district, and their county election. It will not be a ballot for the entire county with every single election, it will just be a ballot specific to that voter. In her opinion there may be better voter participation. In this bill if any of the schools, municipalities, or county are wanting to have a special election, it has to be all by mail. The reason for this is to try to get everyone used to voting at one time and get more voter participation.

In June or July next year, the commission will have to pick the precincts for this election. The commission in the past has always allowed Ms. Jaramillo to pick the precinct for the elections, and the commission approves them. Ms. Jaramillo is wanting to do VCC's in each of the precincts, consolidate Mountainair, Estancia, Moriarty, and McIntosh. The mountain towns will require a little more discussion. The idea would be to have a consolidated precinct in Torreon. This will not limit them to just vote in Torreon, they will have the ability to go vote in Mountainair if the wish. Any voter can go to any of these VCC's in the county and vote. The Secretary of State's Office will pay for the ballot on demand, supplying the machines the computers, etc. it will not cost the county anything. The annual assessment per local government will be \$250.00 per \$1 million or fraction there of. For example in the budget in Estancia is \$1 million then it will only cost them \$250.00 for their election and the county clerk will conduct the elections for all these entities.

This is the law. The county has to abide by it, the Municipalities are the only ones that can chose to opt in or out. So far Estancia and Mountainair are strongly considering opting in,

Willard & Encino may opt it. Moriarty is the only municipality that is not clear which way they are going.

Madam Chair DuCharme asks if this is a proposed law.

Linda Jaramillo replies, it is the law. We will be discussing this more as we get closer to next year's election. Ms. Jaramillo is wanting the public to be aware of this as well. The more we announce it on the radio or attend meetings like the one Estancia is having to talk about this, the more informed the people will be. Ms. Jaramillo states that she invited many people to attend the presentation. **NO ACTION TAKEN. DISCUSSION ONLY**

***County Manager Requests/Reports**

17.) Straight Party Option on the General Election Ballot, Information Only

Belinda Garland states that she put this on the agenda today mainly to advise the public that the county is aware of the situation that the Secretary of State is opting to add straight party voting on the ballots again. The county did receive information from Mr. Steve Copelman, and there is also information from Senator Ivy-Soto. The decision cannot be revoked by the county. This is being decided upon today by the Supreme Court. Ms. Garland just wanted to let the public know that the county is aware of this and will keep everyone up to date on what is decided.

Linda Jaramillo states that she has received a lot of emails from other county clerks, and from the looks on the briefs it is making it look like all the clerks are in favor of removing this. She is not, she is waiting to see what the Supreme Court does, and then follow the law. Ms. Jaramillo states that she has an example of what the ballot will look like with the straight party option. If they decide not to have this, then the ballots will have to be fixed and she will have to proof the ballots again.

Madam Chair DuCharme asks who approved the ballot.

Linda Jaramillo states that when she was at the Secretary of States election school, they went through the whole school, and at the end of the meeting Maggie Toulouse-Oliver stated that she was going to put the straight party option on the ballot. Ms. Jaramillo states that she has no opinion on this, and as far as she is concerned it can stay or go, she will just follow the law. She doesn't like the fact that they dragged the clerks into this. She is here to run elections and follow the law. Ms. Jaramillo hands out an example of the ballot to show what the straight party would look like.

Dennis Wallin states that we had a straight party option at one point and former Secretary of State, Diana Duran removed it. Now Ms. Toulouse-Oliver has decided to have it put back on the ballot. Mr. Wallin states that this is a political issue.

Belinda Garland asks Ms. Jaramillo is she was in office when they had the straight party option on the ballots and if she found that people got confused because of it. For instance, a person may have chosen straight party but then went down and checked a box.

Linda Jaramillo replies, yes. With the voting machine, you can pick a straight party, it will pick all the candidates in your party, but if you go down and vote on another party for a certain section, it will cancel out that one vote and vote the choice made from the opposing party. Also she noticed that when people vote a straight party they forget to vote on the questions. Even with the current ballot people will forget to vote the back of the ballot that has the questions. **NO ACTION TAKEN. DISCUSSION ONLY**

18.) Presentation of Budget 2018-2019 Approval Letter, Information Only

Belinda Garland states that we have received a letter from DFA concerning our FY 2018-2019 Budget. It has been examined and reviewed and was approved by DFA. Ms. Garland reads the letter dated August 27, 2018 she received from Mr. Rick Lopez, Director at DFA. (Letter hereto attached.) **NO ACTION TAKEN. DISCUSSION ONLY**

Belinda Garland would like to inform the commission that during next week's special commission meeting another agenda item will be added. Betty Cabber, Torrance County Assessor will as for approval to set the tax rates.

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.) Discussion regarding the purchase, acquisition or disposal of real property for Torrance County operations, Sec 10-15-1 (H) (8)

ACTION TAKEN: Madam Chair DuCharme makes a motion to enter into executive session. Commissioner Frost seconds the motion. Roll call vote, District 1-Yes, District 2-Yes, and District 3-Yes. All Commissioners in favor. **MOTION CARRIED**

EXECUTIVE SESSION ENTERED INTO AT 3:25 pm

****Reconvene from Executive Session:***

Madam Chair DuCharme asks for a motion to reconvene from executive session. **ACTION TAKEN: Commissioner Sanchez makes a motion to reconvene from Executive Session. Commissioner Frost seconds the motion. All Commissioners in favor. **MOTION CARRIED****

RECONVENE FROM EXECUTIVE SESSION 3:31 pm

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

b.) Consider and act upon, if necessary the purchase, acquisition or disposal of real property for Torrance County operations.

Madam Chair DuCharme states that no action was taken during executive session.

***Adjourn**

ACTION TAKEN: Commissioner Sanchez makes a motion to adjourn the September 12th, 2018 Regular Commission Meeting. **Commissioner Frost** seconds the motion. No further discussion, all Commissioners in favor, **MOTION CARRIED**

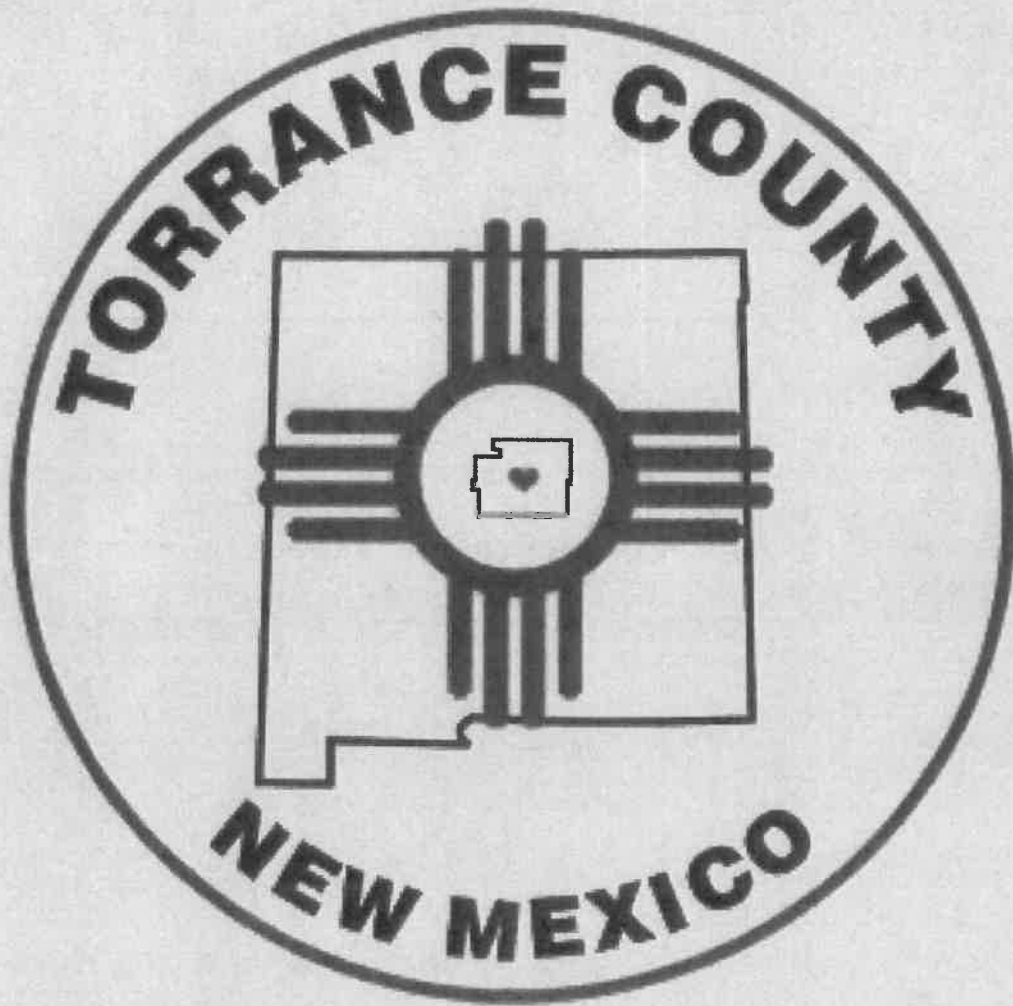
MEETING ADJOURNED AT 3:36 pm

Madam Chair DuCharme

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.



Consent Agenda

Date: 9/20/18 16:21:14 (CHEC61)

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

TOTAL CHECKS PRINTED 148

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 360,619.39 ON ACCOUNT OF OBLIGATIONS INCURRED FOR THE SERVICES AS SHOWN ABOVE FOR THE PERIOD ENDING 09/20/2018 . 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 -----

CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amou
01 O 104943	09/10/2018	SHIRLEY TRACCHIA	LEATHER PROJECTS FOR FAIR ENTERTAINMENT INVOICE #100	412-53-2251	2982318	08/27/2018	32835 32835	130.00
COUNTY FAIR	130.00							
01 O 104944	09/11/2018	BOOT BARN INC	BOOTS AND WORK GLOVES FOR ANIMAL CONTROL OFFICER ACCT#970863	401-82-2248	519618	09/06/2018	32799 32799	120.00
ANIMAL SHELTER	120.00							
01 O 104945	09/17/2018	AIRGAS USA LLC	DIST.5 VFD CYLINDER RENTAL FEE AUGUST, 2018	405-91-2230	1491218	09/13/2018		126.12
	377.59							
01 O 104946	09/17/2018	AIRGAS USA LLC	INVOICE # 9955942089					
	148.34							
01 O 104947	09/17/2018	AIRGAS USA LLC	DIST.3 VFD CYLINDER RENTAL FEE AUGUST, 2018	408-91-2230	1591218	09/13/2018		148.34
	103.13							
01 O 104948	09/17/2018	AIRGAS USA LLC	INVOICE # 9955992430					
	103.13							
01 O 104949	09/17/2018	AIRGAS USA LLC	DIST.2 VFD CYLINDER RENTAL FEE AUGUST 2018	406-91-2230	1691218	09/13/2018		103.13
	5048.55							
01 O 104950	09/17/2018	AIRGAS USA LLC	INVOICE # 9955942090					
	5048.55							
01 O 104951	09/17/2018	AIRGAS USA LLC	STATE FIRE ALLOTMENT					
	377.59							
01 O 104952	09/17/2018	AIRGAS USA LLC	AMBITIONS TECHNOLOGY GROUP LLC IT-MAINTENANCE CONTRACT	401-65-2203	1891218	09/13/2018		5048.55
	5048.55							
01 O 104953	09/17/2018	AIRGAS USA LLC	INVOICE # 7227					
	3020.50							
01 O 104954	09/17/2018	AIRGAS USA LLC	INFORMATION TECHNOLOGY					
	3020.50							
01 O 104955	09/17/2018	AIRGAS USA LLC	AMBITIONS TECHNOLOGY GROUP LLC IT-MAINTENANCE CONTRACT	401-65-2203	1991218	09/13/2018		3020.50
	3020.50							
01 O 104956	09/17/2018	AIRGAS USA LLC	INVOICE # 7195					
	65.17							
01 O 104957	09/17/2018	AIRGAS USA LLC	DIST.1 VFD MONTHLY BILL	407-91-2207	1791218	09/13/2018		65.17
	65.17							
01 O 104958	09/17/2018	AIRGAS USA LLC	INVOICE # 7195					
	65.17							
01 O 104959	09/17/2018	AIRGAS USA LLC	STATE FIRE ALLOTMENT					
	5115.00							
01 O 104960	09/17/2018	AIRGAS USA LLC	INFORMATION TECHNOLOGY					
	5115.00							
01 O 104961	09/17/2018	AIRGAS USA LLC	BERNALILLO CTY JUVENILE DETENTIO					
	5115.00							
01 O 104962	09/17/2018	AIRGAS USA LLC	JULY 2018 HOUSING					
	5115.00							
01 O 104963	09/17/2018	AIRGAS USA LLC	INVOICE#51348 ACCT#244000024					
	5115.00							
01 O 104964	09/17/2018	AIRGAS USA LLC	JUVENILE INMATE CARE					
	5115.00							
01 O 104965	09/17/2018	AIRGAS USA LLC	BRAD FRANCIS CAR CO LOS LUNAS					
	43860.00							
01 O 104966	09/17/2018	AIRGAS USA LLC	REAR AIR CONDITIONING/HEAT, POWE					
	43860.00							
01 O 104967	09/17/2018	AIRGAS USA LLC	R WINDOWS/DOOR LOCKS, FACTORY WI					
	32686							
01 O 104968	09/17/2018	AIRGAS USA LLC	NDOW TINT, COMPACT SPARE TIRE IN					
	32686							
01 O 104969	09/17/2018	AIRGAS USA LLC	LIEU OF INFLATOR KIT.					
	32686							
01 O 104970	09/17/2018	AIRGAS USA LLC	FD18133 DODGE CARAVAN					
	32686							
01 O 104971	09/17/2018	AIRGAS USA LLC	FD18134 DODGE CARAVAN					
	32686							
01 O 104972	09/17/2018	AIRGAS USA LLC	INVOICE# FD18133/FD18134					
	43860.00							
01 O 104973	09/17/2018	AIRGAS USA LLC	TRANSPORTATION OF PRIS					
	43860.00							
01 O 104974	09/17/2018	AIRGAS USA LLC	CABBER, MAX					
	61.00							

CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amor
01 O	09/17/2018	61.00 PLANNING & ZONING	PLANNING AND ZONING BOARD MEETING	406-91-2248	2091218	09/17/2018	32577	191.0
01 O	09/17/2018	276.27 CHIEF SUPPLY	1 - 100L SERIES SPEAKER W/ UNIVERSAL BRAIL BRACKET FOR BRUSH 2-2	413-91-2248		/	32577	85.2
01 O	09/17/2018	61.94 STATE FIRE ALLOTMENT	3 - 6" HI VIZ, MEASURING WHEEL (FEET/INCHES) INVOICE#48567 AND #72582 ACCT#883572	911-80-2203	2191218	09/17/2018	32577	61.9
01 R	09/17/2018	61.94 DOCUMENT SOLUTIONS INC	DISPATCH MONTHLY COPIER MAINTENANCE W/SUPPLIES AUGUST INVOICE#IN101224 ACCT#AL5568	401-50-2201	691218	09/12/2018	32790	1500.0
01 O	09/17/2018	1500.00 EAST MOUNTAIN AUTO GLASS	FOREST PATROL UNIT INTERIOR ACCESSORIES. (INSTRUMENT CLUSTE R, DASH PAD, INSTRUMENT GAUGE CO VER, INTERIOR DOOR PANELS). INVOICE #23052 38-5651;38-2773;38-2509;38-2596; 38-2471;38-2518;38-2572;38-2523; 38-2297;38-8129;SFR 00300				32790	
01 O	09/17/2018	154.44 COUNTY SHERIFF	ELECTRICAL AND PLUMBING SUPPLIES FOR BUILDING MAINTENANCE. MONTHLY PO AUG 18'. MONTHLY PO AUGUST 2018 INVOICE #28400	401-16-2215	2791218	09/17/2018	32734	154.4
01 O	09/17/2018	248.73 JUDICIAL COMPLEX MAINT	MONTHLY SERVICE AUGUST 2018 ACCT#6058010 TC ANIMAL SHELTER	401-82-2209	191218	09/12/2018	32734	24.0
01 O	09/17/2018	154.44 EMW GAS ASSOCIATION	DIST 5 VFD MONTHLY CHARGES AUGUST 2018 71-4510-000-44 CARL CANNON RANCH RD 71-6230-000-84 GALLOWAY AVE	405-91-2209	2291218	09/17/2018		65.3
			DIST 2 VFD MONTHLY CHARGES AUGUST ACCT#70-3680-000	406-91-2209	2391218	09/17/2018		27.6
			DIST 6 VFD MONTHLY CHARGES AUGUST 2018 ACCT#30-0500-000	418-91-2209	2491218	09/17/2018		34.3
			DIST 3 VFD MONTHLY CHARGES AUGUST 2018 60-9250-000-69 MADRID AVE 60-5390-000-757 SALT MISSION TRAIL	408-91-2209	2591218	09/17/2018		51.6
			911-80-2209	911-80-2209	2691218	09/17/2018		45.8

CK#	DATE	Name	Description	Line Item	Invoice #	PO #	Amot
01 O	09/17/2018	144.68	REIMBURSEMENT FOR PARTY CITY- BALLOONS, BALLOON PUMPS, STREAMERS, RIBBON				
01 O	09/17/2018	144.68		606-35-2257	4491218 09/17/2018	32838	95.4
01 O	09/17/2018	95.41	DE MINIMUS SNACKS FOR DWI PREVENTION EVENTS INVOICE#7921 ACCT#554			32838	
01 O	09/17/2018	95.41		605-09-2257	4291218 09/17/2018	32777	120.0
01 O	09/17/2018	286.94	ESCAPE ROOM PASSES FOR PREVENTION EVENT 8/3/18			32777	
01 O	09/17/2018	166.94	PREVENTION/ENFORCEMENT COMIC CON BALL -8/4/18				166.9
01 O	09/17/2018	120.00	DWI LOCAL GRANT FY17 166.94				
01 O	09/17/2018	400.00	DJ SERVICES 9/8/18 DANCE UNDER THE STARS INVOICE#2				
01 O	09/17/2018	400.00		605-13-2271	4191218 09/17/2018	32664	400.0
01 O	09/17/2018	100.00	2018-2019 ASSESSOR'S AFFILIATE DUES				
01 O	09/17/2018	100.00		610-40-2269	4691218 09/17/2018		100.0
01 O	09/17/2018	76.79	MONTHLY LONG DISTANCE BILL AUGUST ACCT#5053849631				
01 O	09/17/2018	76.79		911-80-2207	4591218 09/17/2018		76.7
01 R	09/17/2018	198.04	TRAVEL TO ALBUQUERQUE NM EDGE CLASSES				
01 R	09/17/2018	198.04		401-10-2205	991218 09/12/2018		198.0
01 O	09/17/2018	178.9	27" LED 1920X1080 1080P IPS MNTRHDMI - COMPUTER MONITOR SHIPPING AND HANDLING INVOICE#B09362060101 ACCT# 167567981				
01 O	09/17/2018	178.9		407-91-2219	4791218 09/17/2018	32830	178.9
01 O	09/17/2018	176.8		406-91-2219	/ /	32830	176.8
01 O	09/17/2018	355.79				32830	
01 O	09/17/2018	355.79	LEASING CHARGES INVOICE#3306954943 ACCT#15859284				
01 O	09/17/2018	355.79		401-05-2203	4891218 09/17/2018		606.6
01 O	09/17/2018	606.60					
01 O	09/17/2018	606.60	COUNTY COMMISSION				
01 O	09/17/2018	606.60					
01 O	09/17/2018	606.60	PLATEAU WIRELESS				
01 O	09/17/2018	606.60		401-65-2203	4981218 09/17/2018		1910.8

CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amc
1910.81	09/17/2018		CIRCUIT LINES FIBEROPTIC					
			09/01/18-09/30/18					
			INVOICE#8663527 ACCOUNT#3061934					
INFORMATION TECHNOLOGY 1910.81								
01 O	104982	POSITIVE PROMOTIONS	(2) FIRE PREVENTION 900 PICE	411-92-2248	5091218	09/17/2018	32705	711.6
	711.60		OPEN HOUSE KIT FOR FIREFIGHTER				32705	
	09/17/2018		RELATIONS				32705	
			INVOICE#6093851 ACCT#01694726-01					
1/4% FIRE EXCISE TAX 711.60								
01 O	104983	QWEST CORPORATION	TC ANIMAL SHELTER - AUGUST	401-82-2207				275.3
	2538.33		ROAD MONTHLY FAX BILL	402-60-2207				96.1
	09/17/2018		DISPATCH MONTHLY BILL	911-80-2207	391218	09/12/2018		537.8
			FIRE ADMIN. MONTHLY BILL	413-91-2207				291.5
			DIST.5 VFD MONTHLY BILL	405-91-2207				365.0
			DIST.3 VFD MONTHLY BILL	408-91-2207				298.5
			DIST.2 VFD MONTHLY BILL	405-91-2207				275.0
			DIST.4 VFD MONTHLY BILL	409-91-2207				169.5
			DIST.6 VFD MONTHLY BILL	418-91-2207				228.5
ANIMAL SHELTER 275.31 COUNTY ROAD DEPARTMENT 96.12 911-DISPATCH CENTER 537.82								
STATE FIRE ALLOTMENT 1629.08								
01 O	104984	REMMY, WARREN T	MONTHLY MAINTENANCE AUGUST	911-80-2203	6591218	09/17/2018		360.0
	360.00		DISPATCH					
	09/17/2018							
911-DISPATCH CENTER 360.00								
01 O	104985	RICOH USA, INC	RENT ADDITIONAL IMAGES STATE TAX	401-08-2203	5191218	09/17/2018		505.5
	505.51		CITY TAX COUNTY TAX BILLING					
	09/17/2018		PERIOD 06/23/18-07/22/18 INVOICE					
			101040573 ACCT#80569-1027265US1					
PLANNING & ZONING 505.51								
01 O	104986	RICOH USA, INC	MP3354SP C86130949 06/23/18-	401-30-2203	5291218	09/17/2018		251.4
	251.43		07/22/18 RENT ADDITIONAL IMAGES					
	09/17/2018		STATE TAX CITY TAX COUNTY TAX					
			INVOICE #101040567 ACCT#80569-					
			1027265UC					
COUNTY TREASURER 251.43								
01 O	104987	RICOH USA, INC	COMMISSION RICOH PAYMENT	401-05-2203	1091218	09/12/2018		414.6
	414.60		09/01/18-09/30/18					
	09/17/2018		INVOICE #30573949 ACCT#3940880					
COUNTY COMMISSION 414.60								
01 O	104988	RUSTIC WRANGLERS	WATCH FOR DWI COURT GRADUATION	804-89-2257	5391218	09/17/2018		30.0
	30.00		RG INVOICE#1					
	09/17/2018							

CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amo
01 O 104989	09/17/2018	STAPLES BUSINESS ADVANTAGE	10 CASES COPY PAPER	911-80-2219	5491218	09/17/2018	32603	408.3
			5 MEDIUM BINDER CLIPS				32603	
			1 KLEENEX 3 PACK CASE				32603	
			1 NEUTRA AIR 12 CAN CASE				32603	
			INVOICE#338024117 ACCT#70109685					
911-DISPATCH CENTER		408.39						
01 O 104990	09/17/2018	STAPLES BUSINESS ADVANTAGE	INCENTIVES FOR STARS AND STRIPES	804-89-2219	5591218	09/17/2018	32569	76.7
			FAMILY BALL 7/7/18, MORIARTY	606-35-2257			32569	
			INVOICE#3383024113, #3383024114,					
			#3383024115					
			ACCT# 70109685					
DRUG EDUCATION		76.71	DWI SCHOOL	0.00				
01 R 104991	09/17/2018	T.A. TIRES & SERVICE	265-70/17 TRUCK TIRES.	402-60-2201	5691218	09/17/2018	32898	1675.9
			TWO BLACK FORDS AND SILVER TRUCK				32898	
			LT 265/70R17 TIRES					
			INVOICE#051577 ACCT# TC ROAD					
COUNTY ROAD DEPARTMENT		1675.92						
01 O 104992	09/17/2018	TJ ENTERPRISES AUTO SUPPLY	BEJTS, OIL, OIL FILTERS, CAPS,	402-60-2201	5791218	09/17/2018	32797	592.9
			NUTS, BOLTS, FLUID, WIPERS, TAPE				32797	
			, AND TOWELS.				32797	
			ACCT#1187					
COUNTY ROAD DEPARTMENT		592.98						
01 O 104993	09/17/2018	TJ ENTERPRISES AUTO SUPPLY	SEWER HOSE & CHEMICALS FOR	605-09-2257	5891218	09/17/2018	32900	66.1
			COUNTY PORTA POTTY.				32900	
			INVOICE#39522 ACCT#1183					
WIND PILT		66.17						
01 O 104994	09/17/2018	UNIVERSAL BACKGROUND SCREENING	BACKGROUND CHECKS AND DRUG TESTS	401-05-2272	6091218	09/17/2018	32809	34.5
			OPEN PO FOR RECURRING SERVICES				32809	
COUNTY COMMISSION		34.50						
01 O 104995	09/17/2018	UNIVERSITY OF NM HOSPITALS	MEDICAL RITCHIE SETH	420-70-2173	891218	09/12/2018		22977.9
ADULT INMATE CARE		22977.95						
01 O 104996	09/17/2018	US AUTO GLASS, INC.	REPLACE DRIVER SIDE WINDOW ON	401-15-2215	5991218	09/17/2018	32894	145.0
			FORD RANGER.				32894	
			INVOICE#17270					
ADMINISTRATIVE OFFICES		145.00						
01 O 104997	09/17/2018	WALLIN LAW FIRM, THE	IBERDROLA 08/20/18 PHONE	401-05-2273	6291218	09/17/2018		193.8
			CONFERENCE REVIEW STATUS OF					
			SUBDIVISIONS TAX INVOICE#8807					

CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	AMO
01 O	104998	WALLIN LAW FIRM, THE	GENERAL BUSINESS AUGUST 1,2018- AUGUST 30,2018 INVOICE#8806	401-05-2275	6391218	09/17/2018		11076.2
	11076.20							
09/17/2018								
COUNTY COMMISSION 11076.20								
01 O	104999	WALLIN LAW FIRM, THE	FILIPPI INVOICE#8805	401-05-2275	6491218	09/17/2018		1860.8
	1860.84							
09/17/2018								
COUNTY COMMISSION 1860.84								
01 O	105000	WASTE MANAGEMENT OF NM INC.	MONTHLY TRASH PICKUP AUGUST 2018; TC ANIMAL SHELTER INVOICE #8648786-0573-1 ACCT#650-0101387 7-0573-5	401-82-2210	1391218	09/12/2018		112.8
	750.32							
09/17/2018								
COUNTY COMMISSION 1860.84								
01 O	105001	WILLARD, VILLAGE OF	MONTHLY CHARGES FIRE ADMIN 1-8 YARD DUMPSTER 09/01/18- 09/30/18 INVOICE#8648601-0872-2 ACCT#2-08123-14009	413-91-2210	6691218	09/17/2018		346.0
	54.33							
09/17/2018								
COUNTY COMMISSION 112.83 STATE FIRE ALLOTMENT 637.49								
01 R	105001	WILLARD, VILLAGE OF	DIST D VFD MONTHLY CHARGES 8 YARD DUMPSTER 09/01/18- 09/30/18 INVOICE#8648972-0573-7 ACCT#18-98130-33003	418-91-2210	6191218	09/17/2018		54.3
	54.33							
09/17/2018								
COUNTY COMMISSION 112.83 STATE FIRE ALLOTMENT 637.49								
01 O	105044	AMBITIONS TECHNOLOGY GROUP LLC	DIST 6 VFD MONTHLY CHARGES 7/23/18-8/27/18 ACCT#310.01	401-65-2203	291918	09/19/2018		1307.5
	1307.98							
09/19/2018								
COUNTY COMMISSION 54.33								
01 O	105045	B I INC	GPS/ADD JULY BILLING (6 DEFENDANTS) LOST TRANSMITTER AND BEACON INVOICE#1094565/1097025 ACCT#3533	420-73-2218	491918	09/19/2018		2970.5
	2970.54							
09/19/2018								
COUNTY COMMISSION 2970.54								
01 O	105046	BARELA, JANICE	TRAVEL TO NM EDGE CLASSES ALBUQ NM	401-30-2205	391918	09/19/2018		220.0
	220.00							
09/19/2018								
COUNTY COMMISSION 220.00								

CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amou
09/19/2018			FROM LIBERTY NATIONAL INSURANCE					
911-DISPATCH CENTER		43.10						
01 O 105062		INDEPENDENT NEWS LLC	2 FULL TIME TRANSPORT DEPUTY	401-50-2221	2191918	09/19/2018	32772	37.56
09/19/2018			POSITION 2 WEEK AD RUN					
			INVOICE#80425/80475					
COUNTY SHERIFF		37.56						
01 O 105063		IRON MOUNTAIN RECORDS MANAGEMENT	MONTHLY BILL INVOICE#201691170	612-20-2218	2291918	09/19/2018	32731	96.98
09/19/2018			ACCT#23-2588479					
COUNTY CLERK		96.98						
01 O 105064		JARAMILLO, LINDA	TRAVEL TO GENERAL ELECTION	401-21-2204	2391918	09/19/2018		38.00
09/19/2018			SCHOOL WITH SECRETARY OF					
			STATE SHERATON ALBUQ NM					
			REFUND EMPLOYEES RAN 26 PAYRUNS	401-20-2101	4	09/19/2018		95.75
			SHOULD HAVE BEEN 24 PAYRUNS					
			FROM LIBERTY NATIONAL INSURANCE					
ELECTIONS		38.00	COUNTY CLERK					
01 O 105065		JONES, HUGH G JR	REFUND EMPLOYEES RAN 26 PAYRUNS	401-40-2102	5	09/19/2018		50.90
09/19/2018			SHOULD HAVE BEEN 24 PAYRUNS					
			FROM LIBERTY NATIONAL INSURANCE					
COUNTY ASSESSOR		50.90						
01 O 105066		LESPEARANCE, ISABEL	SECRETARIAL DUTIES	412-53-2272	2491918	09/19/2018		425.00
09/19/2018			DATE OF SERVICE 08/16/18-					
			09/15/18					
COUNTY FAIR		425.00						
01 O 105067		LESTER E. GARY	TRAVEL TO 2018 NM FIRE	413-91-2205	1391918	09/19/2018		213.60
09/19/2018			SERVICE CONFERENCE RUIDOSO NM					
STATE FIRE ALLOTMENT		213.60						
01 O 105068		LUCERO, MARTIN	TRAVEL TO HOMELAND SECURITY AND	604-83-2205	2591918	09/19/2018		80.00
09/19/2018			EMERGENCY MANAGERS CONFERENCE					
			TO ALBUQ NM					
COMMUNICATIONS/EMS TAX		80.00						
01 O 105069		MARLIN BUSINESS BANK	MONTHLY LEASE PAYMENT FOR SCAN	612-20-2203	2691918	09/19/2018		266.36
09/19/2018			PRO 1100 INVOICE#16272588					
			ACCT#1489142					
COUNTY CLERK		266.36						
01 O 105070		MASTER, ANTHONY	REFUND EMPLOYEES RAN 26 PAYRUNS	402-60-2102				

CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amou
95.75	09/19/2018	COUNTY ROAD DEPARTMENT	SHOULD HAVE BEEN 24 PAYRUNS FROM LIBERTY NATIONAL INSURANCE	408-91-2201	2791918	09/19/2018		7529.93
01 0 105071	09/19/2018	NM APPARATUS LLC	ATTACK 3-1 TS ISSUE W/PUMP REMOVE PUMP, REBUILD PUMP, RE-INSTALL PUMP PARTS, LABOR, GRT ON LABOR MILEAGE INVOICE#92163	610-40-2266	2891918	09/19/2018	32837	50.00
01 0 105072	09/19/2018	NM EDGE	NEW STUDENT REGISTRATION FEE	610-40-2266	2991918	09/19/2018	32892	50.00
01 0 105073	09/19/2018	NM EDGE	NEW STUDENT REGISTRATION FEE. W. METZGER	610-40-2266	3091918	09/19/2018	32892	50.00
01 0 105074	09/19/2018	NM HUMAN SERVICES DEPARTMENT	1ST QUARTER PAYMENT FY 2019 SNCP	414-19-2291	3191918	09/19/2018		43408.94
01 0 105075	09/19/2018	ORKIN INC.	SCHEDULED SERVICE-SEPTEMBER 2018 INVOICE#174845516 ACCT#25640741	911-80-2215	3191918	09/19/2018		136.03
01 0 105076	09/19/2018	PRESBYTERIAN MEDICAL SERVICES	CLEANING EXPENSES FOR COUNTY SENIOR CITIZEN CENTER-SERVICES FOR SEPTEMBER 2018 INVOICE#92018	631-57-2272	3291918	09/19/2018		833.33
01 0 105077	09/19/2018	RICOH USA, INC	RICOH SERVICE CONTRACT COPIER TAXES RENT ADDITIONAL IMAGES BILLING PERIOD 07/01/2018-08/31/2018 MONTHLY BILLING INVOICE#100830781,100962796 ACCT#80569-102726 5USR	610-40-2203	3491918	09/19/2018		723.42
01 0 105078	09/19/2018	RR DONNELLEY & SONS COMPANY	(128) TC SO CITATION BOOKS INVOICE#949060259	401-50-2222	3391918	09/19/2018	32754	1888.00

CK#	DATE	Name	Description	Line Item	Invoice #	PO #	Amou
01 O	105079	SAMBA HOLDINGS, INC.	DRIVERS LICENSE MONITORING FY19	401-05-2272	3591918 09/19/2018	32818	216.80
	1094.37		8/01/18-8/31/18 DRIVER MONITOR				
	09/19/2018		08/01/18-8/31/18 MVR STATE FEE				
			TAX INVOICE#104665 ACCT#3632				
			DRIVER'S LICENSE MONITORING	413-91-2272	3691918 09/19/2018	32609	877.57
			DRIVER RECORD MONITORING				
			MVR SERVICE FEES MVR STATE FEE				
			NM-3Y MVR STATE FEE NM-3-Y				
			MVR STATE FEE-OK-3Y TAXES/FEES				
			08/01/2018-08/31/2018				
			INVOICE #INV00106400 ACCT#4795				
			COUNTY COMMISSION	216.80	STATE FIRE ALLOTMENT	877.57	
			01 O 105080	92820.00	3791918 09/19/2018		92820.00
			09/19/2018	420-70-2172			
			SANTA FE COUNTY CORRECTIONS DEPT				
			AUGUST 2018 HOUSING				
			ADULT INMATE CARE	92820.00			
			01 O 105081	141.30	7 09/19/2018		141.30
			09/19/2018	401-40-2102			
			REFUND EMPLOYEES RAN 26 PAYRUNS				
			SHOULD HAVE BEEN 24 PAYRUNS				
			FROM LIBERTY NATIONAL INSURANCE				
			COUNTY ASSESSOR	141.30			
			01 O 105082	123.70	8 09/19/2018		15.40
			09/19/2018	600-06-2103			14.55
			REFUND EMPLOYEES RAN 26 PAYRUNS				93.75
			SHOULD HAVE BEEN 24 PAYRUNS				
			FROM LIBERTY NATIONAL INSURANCE				
			RISK MANAGEMENT	15.40	COUNTY ASSESSOR	108.30	
			01 O 105083	122.16	3891918 09/19/2018		122.16
			09/19/2018	610-40-2205			
			TRAVEL TO NM EDGE COURSES				
			ALBUQ NM				
			COUNTY ASSESSOR	122.16			
			01 O 105084	930.00	3991918 09/19/2018		465.00
			09/19/2018	675-07-2221			465.00
			(12) TORRANCE COUNTY MAP BOOKS				
			BIND AND SHIP COUBLE SIDED				
			COLOR PAGES, COVERS AND BINDING				
			INVOICE#110916 ACCT#4989002				
			RURAL ADDRESSING	465.00	COUNTY ASSESSOR	465.00	
			01 O 105085	523.94	4091918 09/19/2018		53.96
			09/19/2018	911-80-2219			61.84
			STAPLES BUSINESS ADVANTAGE				50.04
			LEGAL HANGING FOLDERS 100/BX				64.68
			LETTER HANGING FOLDERS 25/BX				86.30
			BANKERS BOX 12/CT				207.12
			DYMO ADDRESS LABELS				
			DYMO LABEL WRITER 450 THERMAL				
			LABEL MAKER				
			INVOICE#338826083/084				
			ACCT#70109685				
			911-DISPATCH CENTER	523.94			
			01 O 105086	1061.67	4191918 09/19/2018		673.14
			09/19/2018	413-91-2219			32855
			STAPLES BUSINESS ADVANTAGE				32855
			HP 312A CYAN/MAGENTA/YELLOW				
			TONER				

CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
09/19/2018			HP 312A BLACK TONER	413-91-2219		/ /	32855	186.20
			HP 63XL HIGH YIELD BLACK/63 TRI-	413-91-2219		/ /	32855	48.16
			COLOR CARTRIDGES, STAPLES BATTER	413-91-2219		/ /	32855	35.24
			Y POWERED PENCIL SHARPENER,			/ /	32855	
			HP ENVY 4524 WIRELESS ALL-IN-ONE	413-91-2219		/ /	32855	59.99
			PRINTER,			/ /	32855	
			CASES OF COPY PAPER	413-91-2219		/ /	32855	58.94
			INVOICE#3388162544/3388226089					
			ACCT#394849					
=====								
01 0	105087	SUMMERS, JIM	REFUND EMPLOYEES RAN 26 PAYRUNS	401-90-2101	9 09/19/2018			80.35
	80.35		SHOULD HAVE BEEN 24 PAYRUNS					
	09/19/2018		FROM LIBERTY NATIONAL INSURANCE					
=====								
PROBATE JUDGE		80.35						
01 0	105088	TENORIO, AMANDA	TRAVEL TO NM EDGE CLASSES/2018	401-55-2205	4291918	09/19/2018		200.00
	200.00		HONING YOUR NM EDGE ALBUQ NM					
	09/19/2018							
=====								
FINANCE DEPARTMENT		200.00						
01 0	105089	TJ ENTERPRISES AUTO SUPPLY	HYDROLIC FILTER	402-60-2244	191918	09/19/2018		248.65
	248.65		ACCT#1187					
	09/19/2018							
=====								
COUNTY ROAD DEPARTMENT		248.65						
01 0	105090	UNIVERSITY OF NM HOSPITALS	MEDICAL SISNEROS MEDICAL MCMEANS	420-70-2173	4391918	09/19/2018		599.00
	599.00							
	09/19/2018							
=====								
ADULT INMATE CARE		599.00						
01 0	105091	WALLIN, MARCIE	TORRANCE COUNTY BREED AWARDS	412-53-2235	4491918	09/19/2018		200.00
	200.00		2018					
	09/19/2018							
=====								
COUNTY FAIR		200.00						
01 0	105092	ARREOLA, PABLO H.	TRAVEL TO CORPUS CHRISTI, TX	420-74-2205	5192018	09/20/2018		116.00
	116.00		EXTRADITION OF INMATE					
	09/20/2018							
=====								
TRANSPORTATION OF PRIS		116.00						
01 0	105093	B & R CONSTRUCTION	ASSESS ROOF CONDITION, TRIP & SE	401-16-2215	192018	09/20/2018		587.13
	2380.53		AL WITH SEKAFLX SEALANT WHERE					
	09/20/2018		NEEDED ON TRIM					
			REMOVE & REPLACE ROOF AT TORRANC	412-53-2215		/ /		1793.40
			E COUNTY FAIR GROUNDS.					
			INVOICE#11379					
=====								
JUDICIAL COMPLEX MAINT		587.13	COUNTY FAIR	1793.40				
01 0	105094	CENTRAL NM ELECTRIC COOP.	DISPATCH ELECTRIC BILL AUGUST	911-80-2208	392018	09/20/2018		1332.11
	11990.92		ACCT#8880581500					
	09/20/2018							

CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amo
			MONTHLY BILL ACCT#8880529300	401-21-2308	492018	09/20/2018		60.8
			MONTHLY BILL ACCT#8880084401 FOR THE MONTH OF AUGUST	401-82-2208	592018	09/20/2018		444.5
			MONTHLY ELECTRIC BILL COURTHOUSE 404273000	401-15-2208	692018	09/20/2018		3216.9
			COURTHOUSE 404273700	401-15-2208	/	/		6.3
			HEALTH DEPT 404492801	401-24-2208	/	/		276.8
			MONTHLY ELECTRIC BILLING JUDICIAL COMPLEX ACCT#8880179001	401-16-2208	792018	09/20/2018		3858.9
			MONTHLY ELECTRIC BILL 205707901/MOUNTAINAIR SENIOR CENTER	401-05-2208	892018	09/20/2018		484.3
			401421201/MORIARTY SENIOR CENTER 8880109702/ESTANCIA SENIOR CENTER	401-05-2208 401-05-2208	/	/		709.2 720.6
			DIST 1 VFD 07/31/18-09/01/18 MONTHLY ELECTRIC CHARGES ACCT# 21036000, 8880105100, 8880625100	407-91-2208	992018	09/20/2018		132.2
			INVOICE#224 ACCT#404536900, 404571500, 404572200, 404572300, 8880064700	412-53-2208	1092018	09/20/2018		748.0
911-DISPATCH CENTER	1332.11	ELECTIONS	60.87	ANIMAL SHELTER				444.58
ADMINISTRATIVE OFFICES	3223.22	HEALTH DEPT BLDG MAINT	276.82	JUDICIAL COMPLEX MAINT				3858.92
COUNTY COMMISSION	1914.18	STATE FIRE ALLOTMENT	132.20	COUNTY FAIR				748.02
01 0 105095	3313.55	COMPUTER CORNER INC		HP COLOR LASERJET PRO MFP M477FD 418-91-2219	1192018	09/20/2018	32853	426.3
09/20/2018				MULTIFUNCTION PRINTER, MICROSOFT OFFICE PROFESSIONAL 2016 - LICENSE 1 PC, STARTECH. COM		/	32853	1162.9
				USB 2.0 AC600 MINI DUAL BAND WIRELESS-AC NETWORK ADAPTER INVOICE#167957 ACCT#2464732			32853	32853
				EQUUS PREMIUM PLUS COMPUTER SYST 406-91-2219 EM, HP COLOR LASERJET PRO MFP M477FDW MULTIFUNCTION PRINTER, MICROSOFT OFFICE PROFESSIONAL 2019 - LICENSE 1 PC, STARTECH. .COM USB 2.0 AC600 MINI DUAL BAND WIRELESS - AC NETWORK ADAPT ER	1282018	09/20/2018	32852	1724.2
				INVOICE#167955 ACCT#2464732			32852	32852
STATE FIRE ALLOTMENT	3313.55						32852	32852
01 0 105096	334.25	DALLI CAIN			292018	09/20/2018		334.2
09/20/2018								

SOLD TO PACKER GOAT TAG #55234

CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amou
09/20/2018		COUNTY FAIR						
		334.25						
01 0	105097	DE LA LUNA GIFT BOUTIQUE	PAINT FACE EVENT	412-53-2251	1582018	09/20/2018	32834	150.00
		150.00	PAINT PARTY FOR 10 PEOPLE					
09/20/2018		COUNTY FAIR	2018 TORRANCE COUNTY FAIR					
		150.00						
01 0	105098	DT AUTOMOTIVE	OIL CHANGES, TIRE REPAIRS, TIRE MOUNTS, TIRE ROTATIONS, AIR FILT	401-50-2201	3392018	09/20/2018	32780	1237.50
		1237.50	ERS, VEHICLE MAINTENANCE. AUGUST 18'.				32780	
09/20/2018		COUNTY FAIR						
		1237.50						
01 0	105099	EASTVIEW	CAP/DIE AND THREADER TOOL	402-60-2201	1782018	09/20/2018	32820	305.99
		305.99	INVOICE #DATE 9/1/18 ACCT#37497					
09/20/2018		COUNTY ROAD DEPARTMENT						
		305.99						
01 0	105100	EPCOR WATER, INC.	MONTHLY CHARGES AUGUST 1, 2018 TO SEPTEMBER 4, 2018	406-91-2210	1692018	09/20/2018		106.68
		106.68	ACCT#739014					
09/20/2018		STATE FIRE ALLOTMENT						
		106.68						
01 0	105101	GRAINGER, INC.	STENCIL, FIRE LANE 4", POLYETHYLENE SOWINCHER FREEZER	413-91-2248	1992018	09/20/2018	32773	183.20
		1847.56	POPS. ESTIMATED SHIPPING.				32773	47.80
09/20/2018		STATE FIRE ALLOTMENT	INVOICE #9868479636 ACCT#818809576				32773	4.60
		1847.56						
01 0	105102	GUSTIN HARDWARE INC.	12VDC PULLING ELECTRIC WINCH WIT H 4.7 FPM AND 10,000 LB 1ST LAYER LOAD CAPACITY.	406-91-2248	2192018	09/20/2018	32888	1579.00
		23.16	SHIPPING				32888	
09/20/2018		STATE FIRE ALLOTMENT	INVOICE#9901061367 ACCT#818809576				32888	32.96
		23.16						
01 0	105103	GUSTIN HARDWARE INC.	STAPLES, INTERIOR CLEANER, CABLE CLAMPS.	585-08-2222	2292018	09/20/2018	32949	23.16
		23.16	INVOICE#200450 ACCT#125				32949	
09/20/2018		PLANNING & ZONING						
		23.16						
01 0	105104	GUSTIN HARDWARE INC.	ELECTRICAL, PLUMBING, ROOFING HARDWARE SUPPLIES.	401-15-2215	2382018	09/20/2018	32735	1140.22
		1140.22	MONTHLY PO AUG 18', MONTHLY PO AUGUST 2018 ACCT#125				32735	
09/20/2018		ADMINISTRATIVE OFFICES						
		1140.22						
01 0	105104	HART'S TRUSTWORTHY HARDWARE	LUMBER, PLUMBING NEEDS, PAINT, ROLLERS/BRUSHES, ITEMS NEEDED	406-91-2220	5292018	09/20/2018	32711	47.96
		1794.86					32711	509.96

CK#	DATE	Name	Description	Line Item	Invoice #	PO #	Amou
09/20/2018			FOR BUILDING MAINTENANCE/REPAIR	418-91-2248	/	32711	84.99
			AND SAFETY, CLEANING SUPPLIES.	406-91-2248	/	32711	555.94
			JULY/AUGUST 2018.	411-92-2248	/	32711	479.96
			INVOICE#C216958/B283125/C218387	405-91-2248	/	32711	26.07
			ACCT#33				
			STATE FIRE ALLOTMENT 1314.90 1/4% FIRE EXCISE TAX 479.96				
01 0 105105	1296.26	HONSTEIN OIL CO.	INVOICE#ZZ2237 ACCT#3864	401-50-2202	2492018 09/20/2018		487.96
09/20/2018			INVOICE#ZZ2238 ACCT#3864	401-50-2202	2592018 09/20/2018		588.87
			INV#ZZ2239	401-82-2202	2692018 09/20/2018		219.43
			INV#338440 ACCT#2445/TCANISHEL				
COUNTY SHERIFF	1076.83	ANIMAL SHELTER	219.43				
01 0 105106	116.00	HOOVER, JAMES	TRAVEL TO CORPUS CHRISTI TX	420-74-2205	5092018 09/20/2018		116.00
09/20/2018			EXTRADITION OF INMATE				
TRANSPORTATION OF PRIS	116.00						
01 0 105107	166.92	LOBO INTERNET SERVICES LTD	SERVICE FOR 9/01/18-10/01/18	401-65-2203	2792018 09/20/2018		166.92
09/20/2018			DOMAIN/30 MONTH(S) DOMAIN				
			HOSTING-TORRANCECOUNTY.ORG				
			PLUS TCNM.NET PRONTO NET				
			MONTH(S) - PRONTONET WIRELESS				
			INTERNET ACCESS -10 MEG.				
			CONNECTION WITH 20 MEG BURST@				
			ADMIN OFFICE BACKUP CONNECT				
			SALES TAX INVOICE#104936 ACCT				
			TORCOU				
INFORMATION TECHNOLOGY	166.92						
01 0 105108	1912.82	NEXTIVA INC	ASSESSOR PHONE BILL	610-40-2207	2992018 09/20/2018		360.36
09/20/2018			CLERK PHONE BILL	401-20-2207	/	/	194.04
			MANAGER PHONE BILL	401-10-2207	/	/	138.60
			FINANCE PHONE BILL	401-55-2207	/	/	83.16
			MAINTENANCE PHONE BILL	401-15-2207	/	/	55.44
			PURCHASING PHONE BILL	401-27-2207	/	/	27.72
			COMMISSION PHONE BILL	401-05-2207	/	/	55.44
			PZ PHONE BILL	401-08-2207	/	/	55.44
			CODE ENFORCE PHONE BILL	685-08-2207	/	/	27.72
			DWI PHONE BILL	605-02-2207	/	/	55.44
			SERVER ROOM PHONE BILL	401-65-2207	/	/	27.72
			ROAD PHONE BILL	402-60-2207	/	/	55.46
			PROBATE PHONE BILL	401-90-2207	/	/	27.72
			RA PHONE BILL	675-07-2207	/	/	27.72
			SHERIFF PHONE BILL	401-50-2207	/	/	277.20
			COMM MONITOR PHONE BILL	420-73-2207	/	/	27.72
			TREASURER PHONE BILL	401-30-2207	/	/	221.76
			TCPO PHONE BILL	629-49-2207	/	/	55.44
			EXTENSION PHONE BILL	401-05-2207	/	/	111.00
			EXTENSION PHONE BILL	604-83-2207	/	/	27.72

CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amou
FINANCE DEPARTMENT	83.16	ADMINISTRATIVE OFFICES	55.44	PURCHASING DEPARTMENT	27.72			
COUNTY COMMISSION	166.44	PLANNING & ZONING	83.16	DWI LOCAL GRANT FY18	55.44			
INFORMATION TECHNOLOGY	27.72	COUNTY ROAD DEPARTMENT	55.46	PROBATE JUDGE	27.72			
RURAL ADDRESSING	27.72	COUNTY SHERIFF	277.20	COMMUNITY MONITORING	27.72			
COUNTY TREASURER	221.76	HOME VISITING GRANT FY	55.44	COMMUNICATIONS/EMS TAX	27.72			
01 0 105109	NM EDGE	NM EDGE CLASS COUPONS			1382018	/ /	32923	400.00
2450.00		TREASURER	609-30-2266			/ /	32923	800.00
09/20/2018		FINANCE	401-55-2266			/ /	32923	100.00
		SAFETY	600-06-2266			/ /	32923	800.00
		ASSESSOR	610-40-2266			/ /	32923	350.00
		MANAGER	401-10-2266			/ /	32923	
		INVOICE#5967						
COUNTY TREASURER	400.00	FINANCE DEPARTMENT	800.00	RISK MANAGEMENT	100.00			
COUNTY ASSESSOR	800.00	COUNTY MANAGER	350.00					
01 0 105110	NM HEART INSTITUTE FOUNDATION	A. LOVATO			2892018	09/20/2018	32883	75.00
150.00		B. TRAVIS				/ /	32883	75.00
09/20/2018		9TH ANNUAL PRE-HOSPITAL MANAGEMEME						
		NT OF CARDIOVASCULAR DISEASE TRA						
		ING 9 CE'S FROM THE NM EMS BUREA						
		U 8 CLOCK HOURS OF NMSRC CEU'S						
STATE FIRE ALLOTMENT	150.00							
01 0 105111	ORKIN INC.	JUDICIAL COMPLEX PC STANDARD			3092018	09/20/2018		118.25
118.25		MONTHLY PC SERVICE 08/28/18						
09/20/2018		TAX INVOICE#173231526 ACCT#						
		31550882						
JUDICIAL COMPLEX MAINT	118.25							
01 0 105112	ORKIN INC.	STANDARD MONTHLY PC SERVICE			3192018	09/20/2018		84.67
84.67		8/28/18 TAX INVOICE#173231525						
09/20/2018		ACCT#31462749						
COUNTY COMMISSION	84.67							
01 0 105113	PRO-VISION INC.	4 - BODY CAMERAS PLUS SHIPPING & 410-50-2222			3292018	09/20/2018	32589	1220.00
1220.00		HANDLING					32589	
09/20/2018		INVOICE#315561						
COUNTY SHERIFF	1220.00							
01 0 105114	QUEST DIAGNOSTICS INC.	PRE-EMPLOYMENT URINALYSIS			3492018	09/20/2018	32930	190.25
190.25		TEST					32930	
09/20/2018		INVOICE#9177763111 ACCT#10187204						
COUNTY COMMISSION	190.25							
01 0 105115	QWEST CORPORATION	FAX LINE CHARGES FROM 07/01/18			1482018	09/20/2018		114.05
114.05		TO 08/28/18						
09/20/2018		ACCT#5053844362899B						
COUNTY ASSESSOR	114.05							

CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amou
01 O	105128	WASTE MANAGEMENT OF NM INC.	MONTHLY TRASH PICKUP MONTH OF	401-82-2210	4682018	09/20/2018		112.40
	112.40		AUGUST TC ANIMAL SHELTER					
	09/20/2018		INVOICE#8647819-0573-1					
			ACCT#650-0101387 7-0573-5					
ANIMAL SHELTER 112.40								
01 O	105129	WESTERN TRAILS VETERINARY INC.	LARGE STERILIZATIONS INV#129608	401-82-2272	4792018	09/20/2018		446.93
	446.93		SMALL STERILIZATION INV#129608,					
	09/20/2018		129615 RABIES VACCINATIONS					
			INV#129608 EXAM/TREATMENT/BLOOD					
			WORK INV#129608					
ANIMAL SHELTER 446.93								
01 O	105130	WEX FLEET UNIVERSAL	P&Z CODE FUEL	401-08-2202	5392018	09/20/2018		28.82
	13313.09		P&Z CAR WASH	685-08-2201				20.00
	09/20/2018		DWI AUGUST FUEL	605-13-2201				122.25
			TCFD 6 FUEL AUGUST 2018	418-91-2202				124.71
			DIST 5VFD FUEL AUGUST 2018	405-91-2202				556.91
			DIST 3 VFD AUGUST FUEL 2018	408-91-2202				340.13
			TCFD 1 FUEL AUGUST 2018	407-91-2202				74.03
			DIST 2 VFD AUGUST 2018	406-91-2202				345.91
			FIRE ADMIN FUEL AUGUST 2018	413-91-2202				845.80
			FUEL/STATE CARD AUGUST 2018	420-73-2202				123.62
			MANAGER MONTHLY CHARGES	401-10-2202				31.60
			FUEL FOR 2000 CHEVY, 2003	401-15-2202				156.48
			EXPEDITION, 97 FORD RANGER					
			89 CHEVY PU AUGUST 2018	401-21-2205				17.47
			FUEL FOR NM SECRETARY OF					
			STATE ELEC. SCHOOL					
			FUEL FOR AUGUST 2018 TAHOE	401-30-2202				85.82
			G74609, EXPLORER 00330G, ESCAPE					
			G77077					
			CARWASH TREASURER	401-30-2201				37.39
			FUEL USAGE ASSERSOR AUGUST 2018	610-40-2202				95.89
			FUEL FOR AUGUST 2018 2005 FOR	690-09-2202				55.73
			ESCAPE					
			FUEL CIVIL DEFENSE AUGUST 2018	604-83-2202				139.63
			DISPATCH FUEL AUGUST 2018	911-80-2202				76.87
			SHERIFF FUEL AUGUST 2018	401-50-2202				7208.48
			TRANSPORT FUEL AUGUST 2018	420-74-2202				2825.55
PLANNING & ZONING 48.82								
COMMUNITY MONITORING 123.62								
ELECTIONS 17.47								
WIND PILT 55.73								
COUNTY SHERIFF 7208.48								
DWI DISTRIBUTION GRANT 122.25								
COUNTY MANAGER 31.60								
COUNTY TREASURER 123.21								
COMMUNICATIONS/EMS TAX 139.63								
TRANSPORTATION OF PRIS 2825.55								
STATE FIRE ALLOTMENT 2287.49								
ADMINISTRATIVE OFFICES 156.48								
COUNTY ASSESSOR 95.89								
911-DISPATCH CENTER 76.87								
FIRE HOOK UNLIMITED HUSKY STEEL 408-91-2248								
/CONCRETE DIAMOND TIP BLADE 14" 405-91-2248								
SHIPPING AND HANDLING 418-91-2248								
INVOICE#1885815 ACCT#TORCOU								
01 O	105131	WITMER PUBLIC SAFETY GROUP	FIRE HOOK UNLIMITED HUSKY STEEL	408-91-2248	4892018	09/20/2018	32845	381.10
	1143.30		/CONCRETE DIAMOND TIP BLADE 14"	405-91-2248			32845	381.10
	09/20/2018		SHIPPING AND HANDLING	418-91-2248			32845	381.10
			INVOICE#1885815 ACCT#TORCOU					
STATE FIRE ALLOTMENT 1143.30								
01 O	105132	ZIA GRAPHICS INC.	ANIMAL CONTROL ZIP UP	401-82-2236	4992018	09/20/2018	32819	46.00

CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amot
423.50	09/20/2018		ANIMAL CONTROL POLOS	401-82-2236		/ /	32819	283.50
			SHELTER STAFF POLOS	401-82-2236		/ /	32819	94.00
			INVOICE#52458					

ANIMAL SHELTER 423.50
 148 360619.39 / / TOTAL

DEBITS CREDITS

** GRAND TOTAL **		360,619.39	.00
**TOTAL	GENERAL FUND	72,690.14	.00
**DEPT	COUNTY COMMISSION	18,037.98	.00
401-05-2203	MAINTENANCE CONTRACTS	1,021.20	.00
401-05-2207	TELECOMMUNICATIONS	195.50	.00
401-05-2208	ELECTRICITY	1,914.18	.00
401-05-2243	KXNM COMMUNITY FOUNDATION 501C3	1,250.00	.00
401-05-2272	PROFESSIONAL SERVICES	526.22	.00
401-05-2273	IRB LEGAL SERVICES	193.84	.00
401-05-2275	LEGAL SERVICES	12,937.04	.00
**DEPT	PLANNING & ZONING	1,246.05	.00
401-08-2202	VEHICLE FUEL	28.82	.00
401-08-2203	MAINTENANCE CONTRACTS	505.51	.00
401-08-2205	MILEAGE/PER DIEM	305.00	.00
401-08-2207	TELECOMMUNICATIONS	69.97	.00
401-08-2219	OFFICE SUPPLIES	336.75	.00
**DEPT	COUNTY MANAGER	807.82	.00
401-10-2202	VEHICLE FUEL	31.60	.00
401-10-2205	MILEAGE/PER DIEM	198.04	.00
401-10-2207	TELECOMMUNICATIONS	228.18	.00
401-10-2266	TRAINING	350.00	.00
**DEPT	ADMINISTRATIVE OFFICES MAINTENAN	5,942.93	.00
401-15-2202	VEHICLE FUEL	156.48	.00
401-15-2203	MAINTENANCE CONTRACTS	1,222.01	.00
401-15-2207	TELECOMMUNICATIONS	56.00	.00
401-15-2208	ELECTRICITY	3,223.22	.00
401-15-2215	BUILDING MAINTENANCE/REPAIR	1,285.22	.00
**DEPT	JUDICIAL COMPLEX MAINTENANCE	5,979.37	.00
401-16-2203	MAINTENANCE CONTRACTS	989.16	.00
401-16-2208	ELECTRICITY	3,858.92	.00
401-16-2215	BUILDING MAINTENANCE/REPAIR	1,131.29	.00
**DEPT	COUNTY CLERK	290.35	.00
401-20-2101	ELECTED OFFICIAL'S SALARY	95.75	.00
401-20-2207	TELECOMMUNICATIONS	194.60	.00
**DEPT	ELECTIONS	116.34	.00
401-21-2204	BUILDING RENT	38.00	.00
401-21-2205	MILEAGE/PER DIEM	17.47	.00
401-21-2308	VOTING MACHINE STORAGE	60.87	.00
**DEPT	HEALTH DEPT BLDG MAINTENANCE	276.82	.00
401-24-2208	ELECTRICITY	276.82	.00
**DEPT	PURCHASING DEPARTMENT	27.72	.00
401-27-2207	TELECOMMUNICATIONS	27.72	.00
**DEPT	COUNTY TREASURER	1,631.06	.00
401-30-2201	VEHICLE MAINTENANCE/REPAIR	37.39	.00
401-30-2202	VEHICLE FUEL	85.82	.00
401-30-2203	MAINTENANCE CONTRACTS	251.43	.00
401-30-2205	MILEAGE/PER DIEM	220.00	.00
401-30-2207	TELECOMMUNICATIONS	230.79	.00
401-30-2219	OFFICE SUPPLIES	805.63	.00

		DEBITS	CREDITS
**DEPT	COUNTY ASSESSOR	400.00	.00
401-40-2102	FULL TIME SALARIES	285.95	.00
401-40-2207	TELECOMMUNICATIONS	114.05	.00
**DEPT	COUNTY SHERIFF	17,950.41	.00
401-50-2102	FULL TIME SALARIES	53.45	.00
401-50-2201	VEHICLE MAINTENANCE/REPAIR	3,258.14	.00
401-50-2202	VEHICLE FUEL	8,285.31	.00
401-50-2203	MAINTENANCE CONTRACTS	158.16	.00
401-50-2207	TELECOMMUNICATIONS	2,259.74	.00
401-50-2218	EQUIPMENT MAINTENANCE/REPAIR	939.12	.00
401-50-2221	PRINTING/PUBLISHING/ADVERTISING	37.56	.00
401-50-2222	FIELD SUPPLIES	1,888.00	.00
401-50-2231	WEAPONS/AMMUNITION	1,070.93	.00
**DEPT	FINANCE DEPARTMENT	1,504.19	.00
401-55-2205	MILEAGE/PER DIEM	580.36	.00
401-55-2207	TELECOMMUNICATIONS	123.83	.00
401-55-2266	TRAINING	800.00	.00
**DEPT	INFORMATION TECHNOLOGY DEPARTMENT	15,698.31	.00
401-65-2203	MAINTENANCE CONTRACTS	15,670.59	.00
401-65-2207	TELECOMMUNICATIONS	27.72	.00
**DEPT	ANIMAL SHELTER	2,672.72	.00
401-82-2202	VEHICLE FUEL	433.59	.00
401-82-2207	TELECOMMUNICATIONS	335.73	.00
401-82-2208	ELECTRICITY	444.58	.00
401-82-2209	HEATING/GAS/PROPANE	24.00	.00
401-82-2210	WATER/SEWER/TRASH	225.23	.00
401-82-2223	KENNEL SUPPLIES	170.67	.00
401-82-2236	UNIFORMS	423.50	.00
401-82-2248	SAFETY EQUIPMENT	120.03	.00
401-82-2272	PROFESSIONAL SERVICES	495.39	.00
**DEPT	PROBATE JUDGE	108.07	.00
401-90-2101	ELECTED OFFICIAL'S SALARY	80.35	.00
401-90-2207	TELECOMMUNICATIONS	27.72	.00
**TOTAL	ROAD FUND	4,004.87	.00
**DEPT	COUNTY ROAD DEPARTMENT	3,820.59	.00
402-60-2102	FULL TIME SALARIES	95.75	.00
402-60-2201	VEHICLE MAINTENANCE/REPAIR	2,574.89	.00
402-60-2207	TELECOMMUNICATIONS	201.10	.00
402-60-2244	MACHINERY MAINTENANCE/REPAIR	948.85	.00
**DEPT	COUNTY ROAD SHOP	184.28	.00
402-61-2210	WATER/SEWER/TRASH	184.28	.00
**TOTAL	DISTRICT 5 VFD	2,004.76	.00
**DEPT	STATE FIRE ALLOTMENT	2,004.76	.00
405-91-2202	VEHICLE FUEL	556.91	.00
405-91-2207	TELECOMMUNICATIONS	365.01	.00
405-91-2209	HEATING/GAS/PROPANE	65.33	.00
405-91-2210	WATER/SEWER/TRASH	328.07	.00
405-91-2230	MEDICAL SUPPLIES	126.12	.00
405-91-2248	SAFETY EQUIPMENT	407.17	.00
405-91-2266	TRAINING	75.00	.00

	DEBITS	CREDITS
405-91-2272	PROFESSIONAL SERVICES	81.15
**TOTAL	DISTRICT 2 VFD	5,895.81
**DEPT	STATE FIRE ALLOTMENT	5,895.81
406-91-2202	VEHICLE FUEL	345.91
406-91-2207	TELECOMMUNICATIONS	275.02
406-91-2209	HEATING/GAS/PROPANE	27.63
406-91-2210	WATER/SEWER/TRASH	106.68
406-91-2219	OFFICE SUPPLIES	1,901.12
406-91-2220	CLEANING SUPPLIES	47.95
406-91-2230	MEDICAL SUPPLIES	103.13
406-91-2248	SAFETY EQUIPMENT	3,012.22
406-91-2272	PROFESSIONAL SERVICES	76.15
**TOTAL	DISTRICT 1 VFD	450.30
**DEPT	STATE FIRE ALLOTMENT	450.30
407-91-2202	VEHICLE FUEL	74.03
407-91-2207	TELECOMMUNICATIONS	65.17
407-91-2208	ELECTRICITY	132.20
407-91-2219	OFFICE SUPPLIES	178.90
**TOTAL	DISTRICT 3 VFD	9,602.72
**DEPT	STATE FIRE ALLOTMENT	9,602.72
408-91-2201	VEHICLE MAINTENANCE/REPAIR	7,529.93
408-91-2202	VEHICLE FUEL	340.13
408-91-2207	TELECOMMUNICATIONS	298.94
408-91-2209	HEATING/GAS/PROPANE	51.60
408-91-2215	BUILDING MAINTENANCE/REPAIR	21.58
408-91-2230	MEDICAL SUPPLIES	148.34
408-91-2248	SAFETY EQUIPMENT	981.05
408-91-2266	TRAINING	75.00
408-91-2272	PROFESSIONAL SERVICES	156.15
**TOTAL	DISTRICT 4 VFD	251.14
**DEPT	STATE FIRE ALLOTMENT	251.14
409-91-2207	TELECOMMUNICATIONS	169.99
409-91-2272	PROFESSIONAL SERVICES	81.15
**TOTAL	L.E. PROTECTION FUND	1,220.00
**DEPT	COUNTY SHERIFF	1,220.00
410-50-2222	FIELD SUPPLIES	1,220.00
**TOTAL	COUNTY FIRE PROTECTION FUND	1,222.91
**DEPT	1/4% FIRE EXCISE TAX	1,222.91
411-92-2248	SAFETY EQUIPMENT	1,191.56
411-92-2272	PROFESSIONAL SERVICES	31.35
**TOTAL	COUNTY FAIR	3,959.17
**DEPT	COUNTY FAIR	3,959.17
412-53-2208	ELECTRICITY	748.02
412-53-2215	BUILDING MAINTENANCE/REPAIR	1,793.40
412-53-2235	AWARDS FOR COUNTY FAIR	200.00
412-53-2249	ANIMAL SALES AT COUNTY FAIR	512.75
412-53-2251	FUNDRAISER SUPPLIES	280.00

412-53-2272	PROFESSIONAL SERVICES	425.00	.00
**TOTAL	FIRE DEPARTMENT ADMIN	5,295.13	.00
**DEPT	STATE FIRE ALLOTMENT	5,295.13	.00
413-91-2202	VEHICLE FUEL	845.80	.00
413-91-2205	MILEAGE/PER DIEM	213.60	.00
413-91-2207	TELECOMMUNICATIONS	430.56	.00
413-91-2210	WATER/SEWER/TRASH	346.05	.00
413-91-2219	OFFICE SUPPLIES	2,224.60	.00
413-91-2248	SAFETY EQUIPMENT	320.80	.00
413-91-2272	PROFESSIONAL SERVICES	913.72	.00
**TOTAL	INDIGENT FUND	43,408.94	.00
**DEPT	2ND 1/8 GROSS RECEIPTS TAX	43,408.94	.00
414-19-2291	SAFETY CARE NET POOL	43,408.94	.00
**TOTAL	DISTRICT 6 VFD	1,334.46	.00
**DEPT	STATE FIRE ALLOTMENT	1,334.46	.00
418-91-2202	VEHICLE FUEL	124.71	.00
418-91-2207	TELECOMMUNICATIONS	228.57	.00
418-91-2209	HEATING/GAS/PROPANE	34.37	.00
418-91-2210	WATER/SEWER/TRASH	54.33	.00
418-91-2219	OFFICE SUPPLIES	426.39	.00
418-91-2248	SAFETY EQUIPMENT	466.09	.00
**TOTAL	JAIL FUND	171,565.91	.00
**DEPT	ADULT INMATE CARE	116,396.95	.00
420-70-2172	CARE OF INMATES	92,820.00	.00
420-70-2173	INMATE MEDICAL	23,576.95	.00
**DEPT	JUVENILE INMATE CARE	5,115.00	.00
420-72-2172	CARE OF INMATES	5,115.00	.00
**DEPT	COMMUNITY MONITORING	3,136.41	.00
420-73-2202	VEHICLE FUEL	123.62	.00
420-73-2207	TELECOMMUNICATIONS	42.25	.00
420-73-2218	EQUIPMENT MAINTENANCE/REPAIR	2,970.54	.00
**DEPT	TRANSPORTATION OF PRISONERS	46,917.55	.00
420-74-2202	VEHICLE FUEL	2,825.55	.00
420-74-2205	MILEAGE/PER DIEM	232.00	.00
420-74-2618	CO/VEHICLES	43,860.00	.00
**TOTAL	SAFETY PROGRAM	115.40	.00
**DEPT	RISK MANAGEMENT	115.40	.00
600-06-2103	PART TIME SALARIES	15.40	.00
600-06-2266	TRAINING	100.00	.00
**TOTAL	CIVIL DEFENSE FUND	348.38	.00
**DEPT	COMMUNICATIONS/EMS TAX	348.38	.00
604-83-2202	VEHICLE FUEL	139.63	.00
604-83-2205	MILEAGE/PER DIEM	80.00	.00
604-83-2207	TELECOMMUNICATIONS	128.75	.00
**TOTAL	DWI PROGRAM FUND	1,968.77	.00

**DEPT	DWI LOCAL GRANT FY18	55.44	.00
605-02-2207	TELECOMMUNICATIONS	55.44	.00
**DEPT	WIND FLIT	509.83	.00
605-09-2257	OUTREACH MATERIALS/SUPPLIES	509.83	.00
**DEPT	DWI DISTRIBUTION GRANT FY17	536.78	.00
605-13-2201	VEHICLE MAINTENANCE/REPAIR	122.25	.00
605-13-2207	TELECOMMUNICATIONS	14.53	.00
605-13-2271	NON-PROFESSIONAL SERVICES	400.00	.00
**DEPT	DWI LOCAL GRANT FY17	166.94	.00
605-22-2272	PROFESSIONAL SERVICES	166.94	.00
**DEPT	DWI SCREENING	699.78	.00
605-58-2219	OFFICE SUPPLIES	699.78	.00
**TOTAL	DWI SCHOOL	95.41	.00
**DEPT	DWI SCHOOL	95.41	.00
606-35-2257	OUTREACH MATERIALS/SUPPLIES	95.41	.00
**TOTAL	TREASURER'S FEE	400.00	.00
**DEPT	COUNTY TREASURER	400.00	.00
609-30-2266	TRAINING	400.00	.00
**TOTAL	PROPERTY VALUATION FUND	7,521.56	.00
**DEPT	COUNTY ASSESSOR	7,521.56	.00
610-40-2114	APPRAISER INCENTIVE PAY	14.55	.00
610-40-2202	VEHICLE FUEL	517.07	.00
610-40-2203	MAINTENANCE CONTRACTS	723.42	.00
610-40-2205	MILEAGE/PER DIEM	122.16	.00
610-40-2207	TELECOMMUNICATIONS	360.36	.00
610-40-2219	OFFICE SUPPLIES	4,319.00	.00
610-40-2221	PRINTING/PUBLISHING/ADVERTISING	465.00	.00
610-40-2266	TRAINING	900.00	.00
610-40-2269	MEMBERSHIP DUES/SUBSCRIPTIONS	100.00	.00
**TOTAL	CLERK'S EQUIPMENT FUND	363.34	.00
**DEPT	COUNTY CLERK	363.34	.00
612-20-2203	MAINTENANCE CONTRACTS	266.36	.00
612-20-2218	EQUIPMENT MAINTENANCE/REPAIR	96.98	.00
**TOTAL	CAPITAL OUTLAY GROSS RECEIPTS TX	2,757.08	.00
**DEPT	CAPITAL OUTLAY GROSS RECEIPTS TX	2,757.08	.00
621-96-2613	CO/ROAD CONSTRUCTION/RECONSTRUCT	2,757.08	.00
**TOTAL	HOME VISITING GRANT	69.84	.00
**DEPT	HOME VISITING GRANT FY18	69.84	.00
629-49-2207	TELECOMMUNICATIONS	69.84	.00
**TOTAL	SENIOR CITIZEN'S FUND	833.33	.00
**DEPT	SENIOR CITIZEN'S PROGRAM	833.33	.00
631-57-2272	PROFESSIONAL SERVICES	833.33	.00

**TOTAL	ESTANCIA BASIN WATER STUDY	947.28	.00
**DEPT	WATER BOARD	947.28	.00
650-71-2272	PROFESSIONAL SERVICES	947.28	.00
**TOTAL	RURAL ADDRESSING	694.07	.00
**DEPT	RURAL ADDRESSING	694.07	.00
675-07-2102	FULL TIME SALARIES	38.10	.00
675-07-2207	TELECOMMUNICATIONS	27.72	.00
675-07-2219	OFFICE SUPPLIES	163.25	.00
675-07-2221	PRINTING/PUBLISHING/ADVERTISING	465.00	.00
**TOTAL	ATTORNEY GENERAL GRANT	16,938.70	.00
**DEPT	COUNTY MANAGER	16,938.70	.00
681-10-2617	CO/EQUIPMENT	16,938.70	.00
**TOTAL	P&Z COURT FEES	247.53	.00
**DEPT	PLANNING & ZONING	247.53	.00
685-08-2201	VEHICLE MAINTENANCE/REPAIR	20.00	.00
685-08-2202	VEHICLE FUEL	171.31	.00
685-08-2207	TELECOMMUNICATIONS	28.28	.00
685-08-2222	FIELD SUPPLIES	27.94	.00
**TOTAL	DOMESTIC VIOLENCE GRANT	114.38	.00
**DEPT	WIND PILT	114.38	.00
690-09-2202	VEHICLE FUEL	55.73	.00
690-09-2207	TELECOMMUNICATIONS	58.65	.00
**TOTAL	DRUG EDUCATION PROGRAM	106.71	.00
**DEPT	DRUG EDUCATION	106.71	.00
804-89-2219	OFFICE SUPPLIES	76.71	.00
804-89-2257	OUTREACH MATERIALS/SUPPLIES	30.00	.00
**TOTAL	EMERGENCY-911 FUND	4,191.35	.00
**DEPT	911-DISPATCH CENTER	4,191.35	.00
911-80-2102	FULL TIME SALARIES	36.65	.00
911-80-2105	SHIFT DIFFERENTIAL/HOLIDAY	6.45	.00
911-80-2202	VEHICLE FUEL	76.87	.00
911-80-2203	MAINTENANCE CONTRACTS	421.94	.00
911-80-2207	TELECOMMUNICATIONS	716.32	.00
911-80-2208	ELECTRICITY	1,332.11	.00
911-80-2209	HEATING/GAS/PROPANE	45.80	.00
911-80-2215	BUILDING MAINTENANCE/REPAIR	136.03	.00
911-80-2219	OFFICE SUPPLIES	1,271.11	.00
911-80-2272	PROFESSIONAL SERVICES	148.07	.00
BANK01	WELLS FARGO	360,619.39	.00
** BANK TOTALS **		360,619.39	.00



*Agenda Item
No. 1*



Agenda Item
No. 2



*Agenda Item
No. 3*

Budget for 5-Member Commission

Department	Job Title	HR	Annual Salary	FICA	PERA	Retiree Health	Health Ins.	Work. Comp.	Total
Commission	401-05-101								
	Commissioner Dist. 1	E	\$27,570	\$2,109	\$2,633	\$551	\$10,000	\$10	\$42,873
	Commissioner Dist. 2	E	\$27,570	\$2,109	\$2,633	\$551	\$10,000	\$10	\$42,873
	Commissioner Dist. 3	E	\$26,257	\$2,009	\$2,508	\$525	\$242	\$10	\$31,551
	Commissioner Dist. 4	E	\$27,570	\$2,109	\$2,633	\$551	\$10,000	\$10	\$42,873
	Commissioner Dist. 5	E	\$27,570	\$2,109	\$2,633	\$551	\$10,000	\$10	\$42,873
	Sub-Total		\$136,537	\$10,445	\$13,039	\$2,731	\$40,242	\$50	\$203,045

401 General Fund

05 COMMISSION	FY 2019
63 PERA Matching	21,134
64 FICA Matching	16,929
65 Health Insurance Matching	55,212
67 Retiree Health Care	4,426
101 Elected Official's Salaries	136,537
102 Full Time Salaries	84,760
104 Overtime	0
106 Worker's Comp Fees	70
Payroll Sub-Total	319,068
108 Unemployment Compensation	68,000
109 County Audit	40,000
201 vehicle maintenance repair	4,000
203 Maintenance Contracts	9,000
204 Building Rent	1,800
205 Mileage/Per Diem	3,500
206 Postage	42,000
207 Telephone	10,000
208 Electricity	15,000
209 Heating/Gas	15,000
212 Property/Liability Insurance	300,000
213 Cyber Liability Insurance	3,000
214 Worker's Compensation Insurance	240,000
218 Equipment Maintenance/Repair	2,000
219 Office Supplies	2,500
221 Printing/Publishing	5,000
243 KXNM Community Foundation	15,000
260 EVEDA	25,000
261 Extension Office	90,366
266 Training	4,000
269 Membership Dues/Subscriptions	28,500
270 Refunds	0
272 Professional Services	61,000
273 IRB Legal Fees	15,000
275 Legal Services	120,000
611 CO/Building Improvements	0
612 CO/Land Improvements	0
Sub-total	1,119,666
Department Total	1,438,734

FD 004 48
205 9th Street
Estancia, NM 87016
(505) 544-4700 Main Line (505) 384-5294 Fax
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 Commission
First Last Department / Company / Organization Name

Today's Date: Sept 17, 2018 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: jsanchez@tcnm.us

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

Brief explanation of business to be discussed:
Budget request to add to Commission budget to
plan for 5th member Commission;
(*like we did for EVSWA Billing)

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. 4*



DRAFT

**MEMORANDUM OF UNDERSTANDING
BETWEEN
BERNALILLO COUNTY AND TORRANCE COUNTY**

This Agreement, hereinafter referred to as "MOU" is entered into on the ____ day of ____, 2018, between BERNALILLO COUNTY, a subdivision of the State of New Mexico, and TORRANCE COUNTY, a subdivision of the State of New Mexico, collectively referred to as the "Parties."

RECITALS

WHEREAS, BERNALILLO COUNTY is a political subdivision of the State of New Mexico, and a local public body as defined in Article 6, Local Government Finances Section 6-6-1 NMSA 1978; and

WHEREAS, BERNALILLO COUNTY may act as fiscal agent on behalf of other political subdivisions and or non-profit agencies and

WHEREAS, TORRANCE COUNTY is a political subdivision of the State of New Mexico; and

WHEREAS, in reference to the Laws of 2018, Chapter 80, Section 26, Subsections 181, 182 and 184, the following was appropriated to the Local Government Division for Torrance County:

1. Project #18-C2585, \$70,000 to plan, design and construct improvements to fire stations in Torrance County, reversion date 6/30/2022;
2. Project #18-C2586, \$25,000 to purchase a road reclaimer for the county road department in Torrance County, reversion date 6/30/2020; and
3. Project #18C2588, \$50,000 to construct interior and exterior improvements and renovations and to purchase and install kitchen equipment, office equipment, fixtures, books and information technology at the Torreon community center and library in Torreon in Torrance county, reversion date 6/30/2022.

WHEREAS, Executive Order 2013-006 issued May 2, 2013 provides that a grantee for appropriations may not receive such funds if its audit does not meet certain requirements unless such funds are received by another appropriate entity acting *as* a fiscal agent; and,

WHEREAS, TORRANCE COUNTY requires assistance from a qualified local body to serve as fiscal agent to receive the legislative appropriations for the Projects; and;

WHEREAS, TORRANCE COUNTY requires oversight with any and all contracts issued pursuant to any Request for Proposals or Invitation for Bids for the Project; and

WHEREAS, BERNALLO COUNTY has the necessary expertise, staff and experience

to serve as the fiscal agent to TORRANCE COUNTY and to oversee the Procurement Process including issuance of contracts and payment for services for the Project; and

WHEREAS, TORRANCE COUNTY has requested that BERNALILLO COUNTY serve as the fiscal agent and oversee the procurement process, issuance of any contracts and process payment for services for the Projects.

NOW, THEREFORE, IN CONSIDERATION OF THE MUTUAL PROMISES AND REPRESENTATIONS IN THIS MOU, THE PARTIES AGREE AS FOLLOWS:

Section 1. DUTIES.

A. BERNALILLO COUNTY:

1. BERNALILLO COUNTY will provide oversight to TORRANCE COUNTY in preparing the request for bids or RFP in accordance with the NM Procurement Code, NMSA § 13-1-1 et. seq.
2. BERNALILLO COUNTY shall appoint a staff liaison to coordinate with the purchasing agent designated by TORRANCE COUNTY to oversee the procurement process and administration of any contracts awarded for the Project.
3. The BERNALILLO COUNTY procurement manager will approve invoices associated with the Project.
4. BERNALILLO COUNTY shall ensure safeguarding of grant funds and assets acquired with grant funds and proper accounting thereof in compliance with applicable laws, regulations and grant agreement and shall assist TORRANCE COUNTY with monthly reporting required by the appropriate New Mexico State Agencies.
5. BERNALILLO COUNTY will charge TORRANCE COUNTY for direct labor costs that are associated with oversight of the Projects. The amount paid to BERNALILLO COUNTY shall not exceed 2.5 percent of the total amount of the appropriations. In no event shall the administrative fee be paid from the appropriations authorized by the Local Government Division of the Department of Finance and Administration and funded by the NM Legislature from Severance Tax Bond proceeds. The administrative fee shall be paid by TORRANCE COUNTY out of TORRANCE COUNTY Funds.

B. TORRANCE COUNTY:

1. TORRANCE COUNTY shall provide BERNALILLO COUNTY with a copy of the executed grant agreements for the capital outlay projects.
2. TORRANCE COUNTY will prepare and manage the Request for Bids ("RFB") or Request for Proposals ("RFP") pursuant to the state Procurement Code for all equipment purchases, design documents and the necessary information to issue a request for proposals or invitation to bid for the Projects.
3. TORRANCE COUNTY will designate a purchasing agent to oversee the issuance of the request for bids or RFP, manage the procurement process and administer any and all contracts issued for the Projects. The purchasing agent will work in conjunction with the procurement manager provided by BERNALILLO COUNTY.
4. TORRANCE COUNTY will obtain required Notice/s of Obligation (NOO) approvals for how the grant is to be spent prior to any expenditures are made.
5. TORRANCE COUNTY will prepare grant reimbursement requests, based on Department of Finance and Administration's previous approval of Notices of Obligation, and may ask Bernalillo County for review and assistance.

6. Upon completion of the Projects, the equipment purchased shall be the property of TORRANCE COUNTY. All purchased equipment shall be placed on TORRANCE COUNTY's inventory.
7. TORRANCE COUNTY shall pay BERNALILLO COUNTY for direct labor costs associated with oversight of the Projects. In no event shall the administrative fee be paid from the appropriations authorized by the Local Government Division of the Department of Finance and Administration and funded by the NM Legislature from Severance Tax Bond proceeds. The administrative fee shall be paid by TORRANCE COUNTY out of TORRANCE COUNTY Funds.

Section 2. COMPENSATION AND METHOD OF PAYMENT. TORRANCE COUNTY shall pay BERNALILLO COUNTY an amount equal to the direct labor costs associated with oversight of the Projects not to exceed 2.5 percent of the total amount of the appropriations. Payment shall be made on a payment schedule to be negotiated by the Parties, with final payment to be received upon completion of the Projects.

Section 3. TERM. This MOU shall be from the date of approval to the final reversion dates for appropriations for Projects #18-C2585, #18-C2586 and #18-C2588, or completion of the projects, whichever comes first. This MOU may be renewed or terminated upon the written consent of both Parties.

Section 4. TERMINATION. Either party may terminate this MOU upon 30 days' written notice. Such early termination shall not nullify obligations incurred for performance or failure to perform prior to termination.

Section 5. AMENDMENT. This MOU may be amended at any time by mutual agreement of the Parties. Any amendment shall be in writing and executed by the Parties.

Section 6. COMPLIANCE WITH LAWS. The laws of the State of New Mexico shall govern this MOU, without giving effect to its choice of law provisions. Venue shall be proper in the Seventh Judicial District Court in Estancia, New Mexico.

Section 7. STATUS. BERNALILLO COUNTY, its employees and agents performing the services pursuant to this MOU are not employees of TORRANCE COUNTY. BERNALILLO COUNTY and its agents and employees shall not accrue leave, retirement, insurance, bonding, use of TORRANCE COUNTY vehicles, or any other benefits afforded to employees of TORRANCE COUNTY.

Section 8. ASSIGNMENT. BERNALILLO COUNTY shall not assign or transfer any interest in this MOU or assign any claims for money due or to become due under this MOU without the prior written approval of both Parties.

Section 9. SUBCONTRACTING. BERNALILLO COUNTY may not subcontract portions of the services to be performed under this MOU without the prior written approval of TORRANCE COUNTY.

Section 10. APPROPRIATIONS. The terms of this MOU are contingent upon sufficient funds being made available by the Legislature of the State of New Mexico for the performance of this MOU. If sufficient funds are not made available, this MOU shall terminate. Termination pursuant to this section shall be effective upon written notice being given by TORRANCE COUNTY to BERNALILLO COUNTY.

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Section 11. RELEASE. BERNALILLO COUNTY, upon final payment of all amounts due under this MOU, shall release TORRANCE COUNTY, its officers and employees from all liabilities, claims and obligations whatsoever arising from or under this MOU.

Section 12. LIABILITY. Each Party shall be solely responsible for its own actions and for the actions of its employees, officers or agents under this MOU. Nothing herein shall be deemed to waive any and all limitations on liability and other protections under the New Mexico Tort Claims Act. All of the privileges and immunities from liability, exemptions from laws, ordinances and rules, all pension, relief, disability, workmen's compensation and other benefits which apply to the activity of officers, agents or employees of any Party when performing their respective functions within the territorial limits of their respective public agencies, shall apply to them to the same extent while engaged in the performance of their functions and duties extraterritorially under the provisions of this MOU.

Section 13. SCOPE OF AGREEMENT. This MOU incorporates all the agreements and understandings between the Parties concerning its subject matter, and all agreements and understandings have been merged into this MOU. No prior or contemporaneous agreement or understanding, verbal or otherwise, of the Parties or their agents concerning the subject matter of this MOU is valid or enforceable unless included in this MOU.

Section 14. NOTICE. The contact persons for each Party, and to whom any notice hereunder shall be given, are as follows:

TORRANCE COUNTY
Belinda Garland, County Manager
PO Box 48
Estancia, NM 87016
505-544-4700; 505-544-4702
505-384-5294 (Fax)

BERNALILLO COUNTY
Julie Morgas Baca, County Manager
1 Civic Plaza NW, Suite 10111
Albuquerque, NM 87102
505-468-7000, Ext. 7; 505-468-7164
505-462-9813 (Fax)

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IN WITNESS WHEREOF, the Parties have executed this MOU as of the date of final execution:

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

Approved by:

Its _____
(Title)

Signature

Date

**Bernalillo County Board of Commissioners
Signature Page**

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**BOARD OF COUNTY COMMISSIONERS OF BERNALILLO COUNTY
APPROVED, ADOPTED, AND PASSED** on this ___ day of _____, 2018.

BOARD OF COUNTY COMMISSIONERS

Steven Michael Quezada, Chair

Lonnie C. Talbert, Vice Chair

Debbie O'Malley, Member

Maggie Hart Stebbins, Member

James E. Smith, Member

ATTEST:

Linda Stover, County Clerk

APPROVED AS TO FORM:

W. Ken Martinez, County Attorney

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**Torrance County Board of Commissioners
Signature Page**

**BOARD OF COUNTY COMMISSIONERS OF TORRANCE COUNTY APPROVED,
ADOPTED, AND PASSED** on this ___ day of _____, 2018.

BOARD OF COUNTY COMMISSIONERS

Julia DuCharme, Chair

Jim Frost, Member

Javier Sanchez, Member

ATTEST:

Linda Jaramillo, County Clerk

APPROVED AS TO FORM:

Torrance County Legal Counsel

Date



*Agenda Item
No. 5*

LEASE AGREEMENT

ARTICLE ONE: BASIC TERMS

This Article One contains the Basic Terms of this Lease between Landlord and Tenant named below. Other Articles, Sections and Paragraphs of the Lease referred to in the Article One explain and define the Basic Terms and are to be read in conjunction with the Basic Terms.

Section 1.01. Date of Lease. The effective date of this lease is August 1, 2018 irrespective of the date that it is signed by the parties. The difference between the effective date and the date of signature results from continuing negotiations over minor details of the agreement but the parties have acted in accordance with the major terms of the lease since the above effective date.

Section 1.02. Landlord. Tajique Land Grant, 8636 Highway 55, Estancia, New Mexico, 87016

Section 1.03. Tenant. County of Torrance, P.O. Box 48, Estancia, New Mexico 87016.

Section 1.04. Property. The parcel of real property described in Exhibit "A" attached hereto and by this reference incorporated herein, for use as a solid waste transfer station.

Section 1.05. Lease Term. Three years from commencement date of August 1, 2018, as described in Section 2.01 herein plus any partial month after the commencement date.

Section 1.06. Permitted Uses. Solid waste transfer station.

Section 1.07. Security Deposit. None

Section 1.08. Base Rent Payable. Upon execution of this Lease Agreement by Tenant, Tenant shall pay to Landlord the amount of \$200.00 per month. The rent shall be payable at Landlord's address as stated in Section 1.02.

Section 1.09. Board of Finance Approval. Landlord and Tenant agree that this Lease Agreement shall be effective only upon approval by the New Mexico Board of Finance.

ARTICLE TWO: LEASE TERMS

Section 2.01. Lease of Property for Lease Term. Landlord agrees to lease the Property to Tenant and Tenant agrees to lease the Property from Landlord for the Lease Term on a “triple net” basis (except that neither party is required to pay property taxes). The lease Term shall be as set forth in Section 1.05. Upon entry upon the Property as provided in this Section 2.01, all of the provisions of this Lease shall be in full force and effect and Tenant shall be deemed to have accepted the Property. The Lease Term for any or all purposes, including the payment of rent, shall commence on August 1, 2018.

Section 2.02. Excuse of Landlord’s Performance. Landlord shall not be in default with respect to the performance of this Lease if such failure of performance shall be due to any strike, lockout, government regulations or controls, act of God, or other cause beyond the control of Landlord.

Section 2.03. Good Faith Effort to Relocate. The parties acknowledge that both parties recognize the use of the property for a solid waste transfer station is not the highest and best use for the property and that Landlord prefers that the solid waste transfer station be relocated as promptly as possible during the term of this lease. The Landlord also acknowledges that it desires to continue to have a solid waste transfer station available for its citizens and members and that it will cooperate, including, but not limited to, assisting the Tenant in finding a more suitable location for a solid waste transfer station at a reasonable cost in the vicinity of Tajique. The Tenant shall diligently use its best good faith efforts to relocate the solid waste transfer station in the vicinity of Tajique, subject to availability of funding necessary for said relocation; locating a site that meets its requirements for public safety and environmental impact; and a site that has adequate ingress and egress.

The Tenant shall provide quarterly reports to the Landlord during the term of this lease detailing the efforts Tenant has made during the previous quarter to relocate the solid waste transfer station.

In the event Tenant is successful in the relocation of the solid waste facility, this lease agreement shall terminate immediately.

Section 2.04. Holding Over. Tenant shall vacate the Property upon the expiration or earlier termination of this Lease. Landlord may bring an action for possession for failure of Tenant to vacate. In any event Tenant shall reimburse and shall be liable to Landlord for and indemnify Landlord against all damages incurred by Landlord from any delay by Tenant in vacating the Property.

ARTICLE THREE: OTHER CHARGES PAYABLE BY TENANT

Section 3.01. Utilities. Tenant shall pay directly to the appropriate supplier the cost of all natural gas, heat, light, power, sewer service, telephone, water, refuse disposal and other utilities and services supplied to the Property.

Section 3.02. Insurance.

(a.) **Liability Insurance.** Tenant shall procure and maintain at its own cost and expense, during the Lease Term, a policy or policies of insurance insuring Landlord and Tenant to the amount of Tenant's exposure under the New Mexico Tort Claims Act. Tenant shall also require any Contractor which it hires to operate the solid waste transfer station to procure and maintain insurance for any liability arising from the Contractors operations.

ARTICLE FOUR: USE OF PROPERTY

Section 4.01. Permitted Uses. Tenant may use the property only for the Permitted Uses set forth in Section 1.06 above.

Section 4.02. Manner of Use. Tenant shall not cause or permit the Property to be used in any way which constitutes a violation of any law, ordinance or governmental regulation or order, or which constitutes a nuisance or waste.

Section 4.03. Quiet Possession. If Tenant pays the rent and complies with all other terms of this Lease, Tenant may occupy and enjoy the Property for the full Lease Term, subject to the provisions of this Lease.

ARTICLE FIVE: CONSTRUCTION; CONDITION OF PROPERTY; MAINTENANCE, REPAIRS AND ALTERATIONS

Section 5.01. Alterations, Additions and Improvements. Tenant shall not make any such alterations, additions or improvements to the Property without Landlord's prior written consent. All alterations, additions and improvements consented to will be accomplished at Tenant's sole expense and in a good and workmanlike manner, in conformity with all applicable law and regulations, and by a licensed contractor.

Section 5.02. Landlord's Obligation for Maintenance, Repair and Replacement. Landlord shall have no obligation of any nature for the maintenance of the Property or the repair or replacement of all or any portion thereof of any component thereof during the Lease Term.

Section 5.03. Tenant's Obligation for Maintenance, Repair and Replacement. Tenant, or its Contractor, shall keep the Property (including, but not limited to ordinary, non-structural, interior, exterior and landscaped areas, all systems and equipment, as well as any and all other portions of the Property) in good order, condition and repair during the Lease Term and any continued period of occupancy by Tenant thereafter. It is the intention of Landlord and Tenant that, at all times during the Lease Term, and Tenant's occupancy, Tenant shall solely maintain the Property in a fully operative condition, replacing such parts and components thereof as may be necessary to maintain such condition.

Section 5.04. Condition Upon Termination. Upon the termination of the Lease, Tenant shall surrender the Property, including any alterations and improvements, to Landlord in the same condition as received except for ordinary wear and tear. Tenant may remove Tenant's fixtures and equipment which can be removed without material damage to the property. Tenant shall repair, at Tenant's expense, any damage to the Property caused by the removal of any such fixtures or equipment.

Section 5.05. Signs. Tenant shall procure Landlord's prior written consent before placing or erecting any sign or lettering on the exterior of the Property, which approval shall not be unreasonably withheld.

ARTICLE SIX: DAMAGE OR DESTRUCTION

Section 6.01. Damage to Property. Tenant shall notify Landlord in writing immediately upon the occurrence of any damage to the Property. Further, immediately upon the occurrence of any damage to the Property by Tenant, or its agents, employees, subcontractors or those who enter upon the property at the request of Tenant, Tenant shall commence and thereafter diligently pursue to completion, at its sole cost and expense, full repair of such damage or destruction including, if necessary, any and all reconstruction necessary to place the Property in good order, repair and condition.

Section 6.02. Reduction of Rent. In the event that fifty percent (50%) or more of the Premises is destroyed or rendered untenable by fire or other casualty during the Lease Term (based upon the cost to replace the Premises damaged or destroyed as compared with the market value of the improvements on said Building immediately prior to such fire or other casualty), then Landlord or Tenant shall have right to terminate this Lease effective as of the date of the casualty, by giving one or the other within sixty (60) days of such casualty, written notice of termination. If said notice of termination is given within this sixty (60) day period, this Lease shall terminate and Rent and all other charges shall abate as aforesaid from the date of such casualty, and Landlord shall promptly repay to Tenant any Rent paid in advance which has not been earned as of the date of such casualty. If said notice is not given and Landlord is required or elects to repair or rebuild the Building as herein provided, then Landlord shall repair and replace the Property to at least its condition prior to the damage or destruction.

ARTICLE SEVEN: ASSIGNMENT AND SUBLETTING

Section 7.01. Landlord's Consent Required. No portion of the Property or of Tenant's interest in this Lease may be acquired by any other person or entity, whether by assignment, mortgage, sublease, transfer, operation of law, or act of Tenant, without Landlord's prior written consent, which consent shall not be unreasonably withheld. Except that, the parties understand and consent to the Estancia Valley Solid Waste Authority operating the transfer station located on the Premises.

Section 7.02. No Release of Tenant. Unless otherwise agreed by Landlord in writing, no transfer permitted by this Article Eight shall release Tenant or change Tenant's primary liability to pay the rent and to perform all other obligations of Tenant under this Lease. Landlord's acceptance of rent from any other person is not a waiver of any provision of this Article. Consent to one transfer is not a consent to any subsequent transfer. If Tenant's transferee defaults under this Lease, Landlord may proceed directly against Tenant without pursuing remedies against the transferee.

Section 7.03. Landlord's Election. Tenant's request for consent to any transfer described in Section 7.01 above shall be accompanied by a written statement setting forth the details of the proposed transfer, including the name, business and financial condition of the prospective transferee, financial details of the proposed transfer (e.g., the term of the rent and security deposit payable under any assignment or sublease), and any other information Landlord reasonably deem relevant. Landlord shall have the right to withhold consent, if reasonable or to grant consent.

Section 7.04. No Merger. No merger shall result from the Tenant's sublease of the Property under this Article Seven, Tenant's surrender of this Lease or the termination of this Lease in any other manner. In any such event, Landlord may terminate any or all sub-tenancies or succeed to the interest of Tenant as sub-landlord thereunder.

ARTICLE EIGHT: DEFAULTS; REMEDIES

Section 8.01. Covenants and Conditions. Tenant's performance of each of Tenant's obligations under this Lease is a condition as well as a covenant. Tenant's right to continue in possession of the property is conditioned upon such performance. Time is of the essence in the performance of all covenants and conditions; provided, however, that nothing in this sentence shall be constructed to reduce any notice, cure or performance periods set forth herein if specific periods of time are stated for any such notice, cure or performance.

Section 8.02. Defaults. Tenant shall be in material default under this Lease:

- (a) If Tenant abandons the Property or if Tenant vacates the Property except for remodeling, Lease termination as provided herein, or other permitted purposes herein;
- (b) If Tenant fails to pay rent or any other charge required to be paid by Tenant, as and when due or fails to procure and maintain insurance as required herein if such failure in either of said events continues for ten (10) days following notice to Tenant of said failure;
- (c) If Tenant fails to perform any of Tenant's non-monetary obligations under this Lease for a period of thirty (30) days after written notice from Landlord; provided that if more than thirty (30) days are required to complete such

performance, Tenant shall not be in default if Tenant commences such performance within the 30-day period and thereafter diligently pursues its completion.

Section 8.03. Remedies. On the occurrence of any material default by Tenant, Landlord may, at any time thereafter, without limiting Landlord in the exercise of any right or remedy which Landlord may have:

- (a) Terminate Tenant's right to possession of the Property by any lawful means, in which case this Lease shall terminate and Tenant shall immediately surrender possession of the Property to Landlord.

ARTICLE NINE: TERMINATION

Section 9.01. Relocation. It is specifically agreed that this Lease Agreement may be terminated by Tenant for purposes of relocation only upon thirty (30) days written notice with or without cause. Upon such termination, all provisions herein relating to termination or vacation of the premises shall apply.

Section 9.02. Termination other than Relocation. It is specifically agreed that this Lease Agreement may be terminated by either party for any reason upon one hundred eighty days (180 days) written notice with or without cause. Upon such termination, all provisions herein relation to termination or vacation of the premises shall apply.

ARTICLE TEN: MISCELLANEOUS PROVISIONS

Section 10.01. Non-Discrimination. Tenant promises, and it is a condition to the continuance of this Lease, that there will be no discrimination against, or segregation of, any person or group of persons on the basis of race, color, sex, creed, national origin or ancestry in the leasing, subleasing, transferring, occupancy, tenure or use of the Property or any portion thereof.

Section 10.02. Severability. A determination by a court of competent jurisdiction that any provision of this Lease or any part thereof is illegal or unenforceable shall not cancel or invalidate the remainder of such provision of this Lease, which shall remain in full force and effect.

Section 10.03. Interpretation. The captions of the Articles or Sections of this Lease are to assist the parties in reading this Lease and are not a party of the terms or provisions of this Lease. Whatever required by the context of this Lease, the

singular shall include the plural and the plural shall include the singular. The masculine, feminine and neuter genders shall each include the others. In any provision relating to the conduct, acts or omission of Tenant, the term "Tenant" shall include Tenant's agents, employees, contractors, invitees, successors or others using the Property with Tenant's expressed or implied permission.

Section 10.04. Incorporation of Prior Agreements: Modifications. This lease supersedes any and all prior or contemporaneous discussions, negotiations and agreements between the parties hereto, and no other agreements are effective. All amendments to this Lease shall be in writing and signed by all parties. Any other attempted amendment shall be void.

Section 10.05. Notices. All notices required or permitted under this Lease shall be in writing and shall be personally delivered or sent by certified mail, return receipt requested, postage prepaid. Notices to Tenant shall be delivered to the address specified in 1.03 above. All notices shall be deemed delivered at the time of personal delivery or, if dispatched by mail, seventy-two (72) hours after the same have been dispatched unless return receipt evidences earlier delivery, in which case the date and time evidence by said delivery shall be deemed the delivery and effective date of mailed notice.

Section 10.06. Waivers. All waivers must be in writing and signed by the waiving party. Landlord's failure to enforce any provisions of this Lease or its acceptance of rent shall not be a waiver and shall not prevent Landlord from enforcing that provision or any other provision of this Lease in the future. No statement on a payment check from Tenant or in a letter accompanying a payment check shall be binding on Landlord. Landlord may, with or without notice to Tenant, negotiate such check without being bound to the conditions of such statement. Tenant may accompany any payment to Landlord with a letter of protest if Tenant so elects.

Section 10.07. Binding Effect: Choice of Law. This Lease binds any party who legally acquires any rights or interest in this Lease from Landlord or Tenant. However, Landlord shall have no obligation to Tenant's successor unless the rights or interest of Tenant's successor are acquired with the terms of this Lease. The law of the State of New Mexico governs this Lease.

Section 10.08. Corporate Authority. Each person executing this Lease on behalf of Tenant represents and warrants that he has full authority to do so and that this lease binds the corporation. Each person executing this Lease on behalf of Landlord represents and warrants that he has full authority to do so and that this Lease binds the Landlord.

Section 10.09. Force Majeure. If Landlord cannot perform any of its obligations due to events beyond Landlord's control, or if Tenant cannot perform any of its obligations (other than an obligation to pay money or provide insurance coverage) due to events beyond Tenant's control, the time provided for performing such

obligations shall be extended by a period of time equal to the duration of such events. Events beyond a party's control include, but are not limited to, acts of God, war civil commotion, labor disputes, strikes, fire, flood or other casualty, shortages of labor or material, government regulation or restriction and weather conditions. Nothing herein shall be constructed to permit the delay of the commencement of the Lease Term beyond the time notice in Section 2.01.

Section 10.10. Execution of Lease. This Lease may be executed in counterparts and, when all counterpart documents are executed, the counterparts shall constitute a single binding instrument. The delivery of the Lease by Landlord and Tenant shall not be deemed to be an offer and shall not be binding upon either party until executed and delivered to both parties.

LANDLORD

TAJIQUE LAND GRANT

By: _____

Its: _____

Date: _____

Attest:

Date: _____

TENANT

**BOARD OF COUNTY COMMISSIONERS
FOR TORRANCE COUNTY**

Jim Frost, District 1

Julia DuCharme, District 2

Javier Sanchez, District 3

Attest:

Linda Jaramillo, County Clerk



Agenda Item

No. 6



Agenda Item

No. 6



2019 Legislative Priorities

FOR THE 54th LEGISLATIVE SESSION

On August 2, 2018, the New Mexico Counties (NMC) Board of Directors approved five legislative priorities for consideration by the New Mexico Legislature at its 2019 legislative session. NMC requests that each Board of County Commission support the following five NMC 2019 legislative priorities as a demonstration of a strong united front in the state legislature.

HB 2 Appropriations

Detention Reimbursement Fund

Restore funding for the County Detention Facilities Reimbursement Act to the original appropriation level of \$5 million.

Prisoner Transport and Extradition

Create a line item in the DFA budget for \$750,000 to reimburse sheriff's offices that provide transportation of state prisoners. Statute 4-44-18C NMSA authorizes the state to make such payment. Counties should not be responsible to pay for state prisoner extradition.

EMS Funding

Appropriate \$5 million dollars annually to the Emergency Medical Services Fund in the Department of Health budget and identify a designated revenue mechanism to provide continuous fund growth and stability.

Behavioral Health

Require the New Mexico Human Services Department to ensure the provision of comprehensive services to nonviolent adult and juvenile offenders, housed with the department of corrections or in a county detention center, who have a serious mental illness including co-occurring substance use disorders. Services shall include targeted, individualized interventions that address those persons' behavioral health needs while they are incarcerated and connect them to resources and services immediately upon release that reduce the likelihood of recidivism, detention, and incarceration, such as supportive housing, public assistance, medical assistance, behavioral health treatment, and employment training.

Tax Reform

NMC supports tax reform efforts that improve economic efficiency, economic development, ease of administration, and overall fairness of the state and local tax system. NMC strongly believes that counties must participate in all efforts to restructure and reform the state and local tax system. NMC also opposes legislation that has a significant negative impact on county revenue.

Fire Protection Fund

Remove the State Fire Marshal's Office and Fire Protection Fund from the New Mexico Public Regulation Commission with the goal of improving public safety services through increased advocacy and communication with fire services statewide.

Forfeiture Act Reform

Address unintended consequences of the 2015 amendments to the New Mexico Forfeiture Act by fixing the confusion around abandoned property, providing for reimbursement to local law enforcement agencies for the costs of storage and disposal of seized property, and extending due process protections to local DWI vehicle seizures. This legislation will not include the limited equitable sharing provisions contained in the 2017 and 2018 bills.

County

County Commission Chair

Date

Please send a signed copy of the NMC 2019 legislative priorities to Aelysea Webb, awebb@nmcounties.org.

Betty Cabber

From: Aelysea Webb <awebb@nmcounties.org>
Sent: Tuesday, August 21, 2018 4:37 PM
To: Board of Directors; Commissioners Affiliate Bernalillo - Luna; Commissioners Affiliate: McKinley - Valencia; Managers Affiliate
Cc: Tax Policy Committee; Public Safety & Courts Policy Committee; Healthcare Policy Committee; Fire & Emergency Affiliate; Sheriffs Affiliate; Detention Affiliate; Health Services Affiliate
Subject: NMC 2019 Legislative Priorities for BCC Support
Attachments: NMC 2019 Legislative Priorities.pdf

The New Mexico Counties (NMC) Board of Directors approved five legislative priorities for consideration by the New Mexico Legislature during the 2019 session. In preparation for the 2019 session and in an effort to promote communication among NMC and the 33 counties, we request that board members:

1. Present the NMC 2019 legislative priorities to their respective Board of County Commission (BCC) for support.
2. Send a signed copy (see attached) of your BCC support for the NMC 2019 legislative priorities to awebb@nmcounties.org.

Please contact Aelysea Webb at 505-395-3403 if you have any questions about the priorities or the support process.

Thank you,



Steve Kopelman
NMC Executive Director

--

You received this message because you are subscribed to the Google Groups "Tax Policy Committee" group. To unsubscribe from this group and stop receiving emails from it, send an email to tax-policy-committee+unsubscribe@nmcounties.org.

To post to this group, send email to tax-policy-committee@nmcounties.org.

To view this discussion on the web visit <https://groups.google.com/a/nmcounties.org/d/msgid/tax-policy-committee/12e21c09444789fd8c6c1331fbaec91%40mail.gmail.com>.



Agenda Item
No. 7



Agenda Item
No. 8



UPDATES

✓

- Various County Departments
- Commission
- County Manager
- Other Boards, Land Grants
- Forest Service



Agenda Item
No. 9

PO Box 48
205 9th Street
Estancia, NM 87016
(505) 246-4725 Main Line (505) 384-5294 Fax
www.torrancecountynm.org



County Commission
Commissioner Lonnie Freyburger, District 1
Commissioner Leanne Tapia, District 2
Commissioner LeRoy M. Candelaria, District 3
County Manager
Joy Ansley
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: Stephanie Dunlap Sheriff
First Last Department / Company / Organization Name

Today's Date: 8/20/2018 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: sdunlap@tcnm.us

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

Brief explanation of business to be discussed:
Request to make Part-Time Clerk Position into a Full-Time Clerk Position

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: _____

Position	Annual Salary	FICA	Medicare	Retiree HC	PERA	Annual Medical	Annual Dental	Annual Vision	Total Annual Salary w/ Benefits
Part-time records	\$11,700.00	\$725.40	\$169.65	\$234.00	\$1,117.35	\$0.00	\$0.00	\$0.00	\$13,946.40



*Agenda Item
No. 10*



*Agenda Item
No. 11*

GRANT AGREEMENT

This grant agreement is between the New Mexico Department of Transportation (**Department**) and Torrance County (**Grantee**). The Department and the Grantee agree as follows:

1. **Award.** The Department hereby awards the Grantee funding for the following Project: Community Driving While Impaired (CDWI), Project No. 19-CD-05-103, \$2,689.00, (Project).

2. **Scope of Work.** The Grantee shall perform the professional services stated in exhibit A.

3. **Payment.** To be reimbursed for eligible expenses, the Grantee must submit timely, properly prepared reimbursement requests as provided in the Department's CDWI Manual. The Grantee acknowledges that the Department will not pay for any expenses incurred prior to both parties signing the agreement, after termination of the agreement, or in excess of the amount of the award noted in Section 1. The Grantee must submit its final reimbursement request no later than thirty days after termination of this agreement.

4. **Records and Audit.** The Grantee shall strictly account for all receipts and disbursements related to this agreement. The Grantee shall record costs incurred, services rendered and payment received, and shall maintain these financial records during the agreement and for three years from the date of submission of the final reimbursement request. On request, the Grantee shall provide the financial records to the Department and the state auditor, and shall allow the Department and the state auditor to inspect or audit these financial records during business hours at the Grantee's principal office during the agreement and for five years after termination. If the financial records provided by the Grantee are insufficient to support an audit by customary accounting practices, the Grantee shall reimburse the Department for any expense incurred related to the insufficient documentation within thirty days of written notice from the Department. If an audit or inspection reveals that funds were used for expenses not directly related to the Project, or otherwise used inappropriately, or that payments were excessive or otherwise erroneous, the Grantee shall reimburse the Department for those funds or payments within thirty days of written notice.

5. **Officials Not to Benefit.** The parties intend that no member of the New Mexico legislature or the United States Congress, or any public official, public employee or tribal council member, in that person's individual capacity, will benefit from this agreement.

6. **Termination.** The Department may terminate this agreement for any reason, by giving the Grantee thirty days written notice. The Grantee may only terminate this agreement based on the Department's uncured, material breach of the agreement. On receipt of a "Notice of Cancellation," the Grantee shall suspend work unless otherwise directed by the Department

in writing. The parties acknowledge that termination will not nullify obligations incurred prior to termination.

7. **Appropriations.** The Grantee acknowledges that:

- a. this agreement is contingent upon sufficient appropriations and authorizations being made by the Congress of the United States or the New Mexico state legislature;
- b. if sufficient appropriations and authorizations are not made, this agreement will terminate upon written notice by the Department to the Grantee; and
- c. the Department will not expend any funds until they are approved for expenditure, and the Department's determination as to whether approval has been granted will be final.

8. **Compliance with Law.** The Grantee, its employees, agents and contractors, shall comply with the following:

- a. Title VI and Title VII of the Civil Rights Act of 1964, the Age Discrimination in Employment Act of 1967, the Americans with Disabilities Act of 1990, the Environmental Justice Act of 1994, the Civil Rights Restoration Act of 1987, and 49 C.F.R. Section 21.
- b. All federal and state laws, rules, and regulations, and executive orders of the Governor of the state of New Mexico pertaining to equal employment opportunity, including the Human Rights Act, NMSA 1978, Sections 28-1-1 through -15. In accordance with such, the Grantee states that no person, on the grounds of race, religion, national origin, sex, sexual orientation, gender identity, spousal affiliation, serious medical condition, age or handicap, will be excluded from employment with or participation in, denied the benefits of, or otherwise subjected to, discrimination in any activity performed under this agreement. If the Grantee it is found to be in violation of any of these requirements, the Grantee shall take prompt and appropriate steps to correct such violation.
- c. State laws applicable to workers compensation benefits for the Grantee's employees, including the Workers' Compensation Act, NMSA 1978, Sections 52-1-1 through -70, and related regulations.

9. **Notices.** For a notice under this agreement to be valid, it must be in writing; be delivered by hand, registered or certified mail return receipt requested and postage prepaid, fax or e-mail; and be addressed as follows:

to NMDOT at:
New Mexico Dept. of Transportation
Attn: Traffic Safety Division
P.O. Box 1149
Santa Fe, NM 87504

to the Grantee at:
Torrance County
Attn: Tracey Master
P.O. Box 48
Estancia, NM 87016

10. **Severability.** The parties intend that if any provision of this agreement is held to be unenforceable, the rest of the agreement will remain in effect as written.

11. **Tort Claims.** The parties intend that: (1) immunity from liability for tortious conduct under NMSA 1978, Section 41-4-4(A) will apply to all conduct relating to this agreement; (2) only the waivers of immunity from liability under NMSA 1978, Sections 41-4-1 through 41-4-30 will apply; and (3) this agreement does not waive immunity from liability for tortious conduct relating to this agreement of any employee of the Department or the Grantee.

12. **Jurisdiction and Venue.** The Grantee acknowledges the jurisdiction of the courts of the state of New Mexico for any adversarial proceeding arising out of this agreement, and that venue for any such proceeding will be in the First Judicial District Court for the county of Santa Fe, New Mexico.

13. **Project Responsibility.** The Grantee acknowledges that it bears sole responsibility for performing the services referred to in Section 2.

14. **Term.** This agreement takes effect upon signature of all parties. If the Grantee does not deliver the signed agreement to the Department within sixty days of the Department's signature, the agreement will be voidable by the Department. The agreement terminates at midnight on June 30, 2019 unless earlier terminated as provided in Section 6 or Section 7.

15. **Applicable Law.** The laws of the state of New Mexico, without giving effect to its choice of law principles, govern all adversarial proceedings arising out of this agreement.

16. **Amendment.** No amendment of this agreement will be effective unless it is in writing and signed by the parties.

17. **No Third-party Beneficiary.** This agreement does not confer any rights or remedies on anyone other than the Department and the Grantee.

18. **Merger.** This agreement constitutes the entire understanding between the parties with respect to the subject matter of the agreement and supersedes all other agreements, whether written or oral, between the parties, except that this agreement does not supersede the Grantee's rights under any other grant agreement.

Each party is signing this agreement on the date stated opposite that party's signature.

DEPARTMENT OF TRANSPORTATION

Date: _____, 2018

By: _____
Cabinet Secretary or Designee

TORRANCE COUNTY

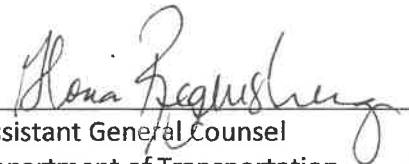
Date: _____, 2018

By: _____

Title: _____

Approved as to form and legal sufficiency.

Date: August 21, 2018

By: 
Assistant General Counsel
Department of Transportation

Approved as to form and legal sufficiency.

Date: _____, 2018

By: _____
Counsel for Torrance County

Exhibit A

SCOPE OF WORK, TRAINING, REIMBURSEMENT AND REPORTING

COMMUNITY DRIVING WHILE IMPAIRED PROGRAMS (CDWI) PROJECT NO. 19-CD-05-103

1. **Scope of Work.** The Grantee shall conduct the following activities as required below:

(1) Utilize funding from the Department to purchase and distribute coasters and key tags that promote the Smart Choice Ride Designated Driving Program.

2. **Definitions.** For purposes of this exhibit, the following definitions apply:

“Agency Coordinator” means the person assigned by the Grantee to assume direct responsibility for administering all phases of the Project agreement.

3. **Training and qualifications.** The Agency Coordinator must attend Department training as required by the Department. The Grantee shall notify the Department of any changes in the Agency Coordinator. The Grantee’s officers must have law enforcement certifications in all areas necessary to conduct the services noted in paragraph 1 of this exhibit.

4. **Reimbursement.** The Department will pay the Grantee for the actual cost of activities listed in the scope of work section of this attachment. The Grantee should submit claims no later than 10 days after the end of each month. The Department will pay the Grantee for the following:

- (1) the actual costs of items listed in the scope of work; and
- (2) conference and training fees, per diem, and other related costs required under the grant and approved by the Department in advance.

5. **Reporting.** The Grantee must submit quarterly activity reports by October 31, 2018, January 31, 2019, April 30, 2019 and July 31, 2019. Quarterly activity reports should summarize the Grantee’s goals and accomplishments for the fiscal year funded under this agreement. Further, the report should detail how the Grantee’s activities contributed to meeting the Department’s highway safety targets, missions and goals.

6. **Funding.** Funding for this CDWI Project comes from a \$75.00 fee imposed on convicted drunk drivers, as allowed by NMSA 1978, § 31-12-7(B) and NMAC 18.20.6. The Grantee may transfer funds between budget categories only with prior written approval from the Department. The Project’s itemized budget is as follows:

Personal Services	\$
Contractual Services	\$
Commodities	\$2,689.00
Indirect	\$
Other	\$
TOTAL	\$2,689.00

7. **Equipment.** The Grantee may only purchase equipment under this agreement with prior approval of the Department.



Agenda Item
No. 12

PO BOX 48
205 9th Street
Estancia, NM 87016
(505) 544-4700 Main Line (505) 384-5294 Fax
www.torrancecountynm.org



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

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

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

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

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

Today's Date: 9-18-18 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:

Town of Estancia Chamber of Commerce is requesting
the Road Department mow weeds for the
Pumpkin Chunkin Event

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: _____