



TORRANCE COUNTY
RESOLUTION # 2016- 47

Cash Transfers & Line Item Transfers Between Funds

WHEREAS, the Torrance County Commission in regular session on Wednesday, October 26, 2016 did propose to authorize cash transfers and line item transfers between funds in the FY 2016-17 Budget, and

WHEREAS, cash transfers and line item transfers between funds require authorization from the Department of Finance and Administration, and

WHEREAS, we request authorization for the following cash transfers and line item transfers between funds:

CASH TRANSFERS:

Table with 3 columns: From, To, Amount. Rows include transfers from Wind Pilt to Home Visiting Grant and Dispatch.

LINE ITEM TRANSFERS BETWEEN FUNDS:

Table with 3 columns: From, To, Amount. Rows list various fund transfers such as PT salaries, health matching, FICA matching, etc.

NOW THEREFORE, it is respectfully requested that these cash transfers and line item transfers between funds in the 2016-17FY budget be approved by the Department of Finance and Administration.

DONE at Estancia, New Mexico, Torrance County this 26th day of October 2016.

TORRANCE COUNTY COMMISSION

Signature of James W. Frost, District 1

Signature of Julia DuCharme, District 2

Signature of LeRoy M. Candelaria, District 3



Signature of County Clerk

DFA Approval

SB including letter. Commissioner Frost seconds the motion. No further discussion. The Commission votes; all in favor, none opposed. **MOTION CARRIED.**

9. Resolution 2016-43 FY2015/16 Extension SP Including Letter- Leonard Lujan, Road Superintendent Ms. Trisha Chavez, Road Department Administrator, speaks. The Road Department is asking for an extension so that they can go out for bid on fog seal oil to fog seal the roads on their SP projects. All documentation hereto attached. **ACTION TAKEN:** Commissioner Frost makes a motion to approve Resolution 2016-43 FY2015/16 Extension SP including letter. Madam Commissioner DuCharme seconds the motion. No further discussion. The Commission votes; all in favor, none opposed. **MOTION CARRIED.**

Madam Commissioner DuCharme takes this opportunity to thank the Road Department for their hard work.

* **10. Request Additional Monies for the Home Visiting Program- Berta Espinosa-Moore, TCPO Home Visiting** Ms. Espinosa-Moore speaks. She is here to request that the Commissioners consider granting the Home Visiting Program additional monies. They received \$160,000.00 for this fiscal year. After reviewing the budget, she realized that they are \$15,000.00 short. They have already taken measures to cut back. They have cut back on their hours, vehicle usage, and their phones. Without these additional funds, the Home Visiting Program will suffer as they will be short operating costs. They will not be able to use the Parents as Teacher curriculum and will not be able to afford the Parents as Teachers Affiliate fees. This curriculum is essential to their program. The car seat program will also suffer without these additional funds.

Ms. Espinosa- Moore also asks the Commission to approve the budget that she has presented to them today. CYFD has allowed the program to invoice for July and August, however they informed Ms. Espinosa-Moore that the program will not be able to invoice again until she submits a budget to them that is aligned with what the program needs to operate. The previous budget that was submitted did not reflect enough money to operate. Invoicing to CYFD must occur by the 10th of each month. The budget Ms. Espinosa-Moore has presented does include the additional \$15,000.00 that she is requesting today. Chairman Candelaria asks if the

County has funds available. Ms. Ansley replies yes, there are available Wind PILT dollars if the Commission wishes to allocate them. Ms. Espinosa-Moore reviews the proposed budget for the Commission, which is included in the file for this meeting. She explains the shortfall stating, among other things, that former directors of this program allocated funds in good faith, but possibly not wisely. She talks about their outreach efforts. All documentation hereto attached. **ACTION TAKEN:** Commissioner Frost makes a motion to approve an additional \$15,000.00 for the Home visiting Program. Chairman Candelaria seconds the motion. Commissioner Frost asks for confirmation that there are funds available from the Wind PILT. There are and another check is coming in December. No further discussion. The Commission votes; all in favor, none opposed. **MOTION CARRIED**

11. CRI Memorandum of Understanding – Javier Sanchez, Emergency Manager Mr. Sanchez speaks. This is the recurring Cities Readiness Initiative MOU between the NM Department of Health and Torrance County. The total amount for this MOU is \$11,000.00. The MOU, which is included in the file for this meeting, outlines the scope of work, deliverables, budget, etc. All documentation hereto attached. **ACTION TAKEN:** Madam Commissioner DuCharme makes a motion to approve the CRI Memorandum of Understanding. Commissioner Frost seconds the motion. No further discussion. The Commission votes; all in favor, none opposed. **MOTION CARRIED**

12. Ratify Sub-Grant No FEMA -4152-DR-NM-03-V2- Javier Sanchez, Emergency Manager Mr. Sanchez speaks. This item regards the revision of the County's Hazard Mitigation Plan. The plan is complete, however it is still under review by FEMA. This review may take up to 6 months, so Mr. Sanchez was advised to request an extension. The extension was approved and this is the new Sub-Grant Agreement that shows the new termination date of the grant- September 7, 2017. All documentation hereto attached. **ACTION TAKEN:** Commissioner Frost makes a motion to ratify Sub-Grant No. FEMA-4152-DR-NM-03-V2. Chairman Candelaria seconds the motion. Madam Commissioner DuCharme states that a few months ago there was a question about Mr. Sanchez and a possible violation of the Hatch Act. She asks Mr. Wallin if there is any violation here as Mr. Sanchez is running for County Commissioner. Mr. Wallin replies that there is no violation. No further discussion. The Commission votes; two in favor, none opposed. **MOTION CARRIED**

never forget our Veterans; through their efforts and their sacrifice, we have what we have in the United States. Chairman Candelaria states that tomorrow he will be attending a Naturalization Ceremony at the Quari ruins in Abo where people will become citizens of this great Country.

Chairman Candelaria also compliments the Road Department on their hard work. He thanks them, and all the people who work for the County, for their dedication and efforts. He also mentions **Punkin Chunkin** and encourages all to attend.

2. Resolution 2016-44 Line Item Transfers- Deputy County Manager Annette Ortiz speaks. She is requesting approval of Resolution 2016-44 Line Item Transfers. These transfers do not change the overall budgets for any of the requesting departments. All documentation hereto attached. **ACTION TAKEN:** Commissioner Frost makes a motion to approve Resolution 2016-44 Line Item Transfers. Chairman Candelaria seconds the motion. Madam Commissioner DuCharme asks for clarification about two transfers from Fire Admin to the fire protection fund for the purchase of a vehicle. Ms. Ansley states that it is her understanding that they needed a unit, followed procurement and bought one. Madam Commissioner DuCharme states that she believes that in 2015, they bought two trucks @\$25,000.00 each. She asks why Fire Admin., (two people) need a third vehicle. Ms. Olivas, Purchasing Director, states that they have received an approval from the State Fire Marshall's Office; they followed their procurement and ours. Ms. Ortiz states that on the request for this transfer it states. 'C/O (Capital Outlay) Vehicles was at a zero balance. Fire Admin needed to purchase another unit to replace SAR (Search and Rescue) unit given to TCFD5'. There is further discussion about this request. Madam Commissioner DuCharme asks for documentation, if there is any, of the transfer of the unit given to TCFD5. The Commission votes; all in favor, none opposed. **MOTION CARRIED**

***3. Request Funding to Purchase a New Truck for Dispatch-** Ben Daugherty speaks. He is here today to ask the Commission for funds for the purchase of a new vehicle for Dispatch. He has received a quote for a 2016 Dodge Ram Truck. The truck outfitted for their needs will cost \$30,000.00. He explains that they are in need of a second vehicle; their department is getting busier and they are down to one vehicle- a 2009 Chevy Impala. Bad weather is coming and Dispatch can't stay home; sometimes a Dispatcher will need a ride to and from work. Mr. Daugherty explains that he also needs to regularly inspect and maintain their communication towers and generators. He is currently having to borrow vehicles from other

departments to conduct these inspections. Their current budget cannot afford this purchase. Chairman Candelaria asks if there is funding available for this purchase. Ms. Ansley replies that there are funds in the Wind PILT that can be allocated for emergency purchases. Commissioner Frost states that he would prefer to table this item until the next Commission meeting in order to get specific information on the amount of funds that are still available in the Wind PILT. Commissioner Frost makes a motion to this affect, which is seconded by Madam Commissioner DuCharme. Ms. Ansley reads from the Treasurer's report and states that as of August 31, there was \$477,883.01 and at the last Commission meeting the Commission allocated \$15,000.00 to the Home Visiting Program. Ms. Dorothy Rivera, from Dispatch, comments that this truck will pay for itself as they use it to inspect and repair their communication towers themselves. After further discussion, Commissioner Frost withdraws his motion to table and makes the following motion: **ACTION TAKEN:** Commissioner Frost makes a motion to approve the allocation of \$30,000.00 from the Wind PILT for a new truck for Dispatch. Madam Commissioner DuCharme seconds the motion. No further discussion. The Commission votes; all in favor, none opposed. **MOTION CARRIED**

4. Ratification for Out-of-State Travel for Transport Deputies for Inmate Transport in August- Stephanie Dunlap, Sheriff Administrator Ms. Dunlap speaks. She accidentally neglected to bring this item before the Commission in August. Today, she is asking for ratification of out-of-state for Deputies for Federal inmate transport. All documentation hereto attached. **ACTION TAKEN:** Madam Commissioner DuCharme makes a motion to ratify Out-of-State Travel for Deputies for inmate transport in August. Commissioner Frost seconds the motion. No further discussion. The Commission votes; all in favor, none opposed. **MOTION CARRIED.**

5. Discussion of Juvenile Justice Board Issues- Jenea Ortiz, Continuum Coordinator Ms. Ansley informs the Commission that Ms. Ortiz is not able to attend today's meeting and has requested that the Commission table this item until the next Commission meeting. All documentation hereto attached. **ACTION TAKEN:** Madam Commissioner DuCharme makes a motion to table this item. Commissioner Frost seconds the motion. No further discussion. The Commission votes; all in favor, none opposed. **ITEM TABLED**