

VALENCIA COUNTY BOARD OF COMMISSIONERS

Business Meeting

April 1, 2005

PRESENT	ABSENT
Mary J. Andersen, Chairman	
Georgia Otero-Kirkham, Vice-Chairman	
Paul Edward Trujillo, Member	
Ron Gentry, Member	
Lynette Stublefield, Member	
Michael R. Trujillo County Manager	
Wimberly Law Firm, County Attorney	
Tina Gallegos, County Clerk	
Press and Public	

Chairman Mary Andersen called the Meeting to order at 9:00 AM.

Chairman Andersen asked Dale Jones to lead the Pledge of Allegiance.

Approval of Agenda

Chairman Andersen approved the agenda as amended.

Approval of Minutes

March 9, 2005 – Public Hearing Meeting

March 18, 2005 – Business Meeting

Commissioner Gentry corrected an item on the March 18, 2005 to reflect a change. County Clerk’s Office so noted and will make the change. Commissioner Gentry moved on the approval of the above minutes. Seconded by Commissioner Stublefield. Motion carried unanimously. Tape (1) 83

Public Comments

Chairman Andersen discussed with the Commission a change she would like to see during the meeting. As in the past when a Commission action warranted a signature, corresponding paperwork was immediately presented for signatures by the County Clerk. Chairman Andersen wants to hold all signatures until the end of the meeting to eliminate disruption during the meeting.

Commissioner Gentry agreed and also to refrain from literature being handed out during the meeting. Because what they need for that meeting should already be in their packets.

Dale Jones , Chairman of the Valencia Soil & Water Conservation District invited the Commission on a field trip to view the three projects they have ongoing within the County. The Whitfield Wildlife area, the Bosque, and the Horse Race Farm are the three projects Mr. Jones would like the Commission to visit. Tape (1) 165

Discussion (Non-Action) Items

Proclamation for “Respect for Law Week” by Breakfast Optimist Club of Belen – Patricia Torres

Ms. Torres read the proclamation asking the Commission to proclaim the week of April 10th –16th, 2005. Commissioner Gentry moved for approval. Seconded by Commissioner Stublefield. Motion carried unanimously. Tape (1) 300 **Exhibit A**

Report on Sheriff’s Department Law Enforcement Efforts – Sheriff Richard Perea

Sheriff Perea provided the Commission with a statistical report reflecting operations during January, February and March of 2005. For the first quarter of the year the department had 15,589 calls coming into dispatch, 1772 were for ambulance, 722 rescue, 196 fire department, 174 alarms and 6 lifeguard. Sheriff Perea reported they had received the crime scene unit and were getting it equipped. He also stated with State Police and Drug Enforcement combined they have been working on violent crimes in the County. This has been a joint team effort in order to solve these homicides. Sheriff Perea said the New Mexico Association of Counties elected him a member of the LEAD act board (Law Enforcement Advisory Detention) committee which will start on April 19, 2005. Tape (1) 350 **Exhibit B**

Report on County Clerk’s FY 04-05 Accomplishments, Upcoming Initiatives – Tina Gallegos

County Clerk, Tina Gallegos gave a brief overview of the County Clerk’s office and budget as asked by administration as to what accomplishments were for last year and what we are proposing for next year. Ms. Gallegos discussed general information pertaining to the recording and filing budget as to the average deposit a day, how many documents are recorded, plats, deeds, marriage licenses, and liquor licenses. With four employees there is still mail, correspondence, billing and purchase orders and other daily duties as well as customer service that gets done. Ms. Gallegos explained most of

the office equipment comes out of her clerk's equipment fund, the general fund pays very little of this. Ms. Gallegos also discussed with the Commission her Bureau of Elections budget with general information with three employees putting on six elections for that year along with the Bureau Director. These were split between two fiscal budgets. We paid overtime, hired temporary employees as with a normal election hiring 244 election poll workers. She gave a brief overview on last year's accomplishments and this years projections with emphasis on getting a full time employee for recording and filing and hope this Commission considers raises for her employees. Ms. Gallegos went over the Clerk's Equipment Fund Budget. This fund takes care of most all capital outlay, office supplies, maintenance contracts, car expense and training for the Clerk's Office which is a big savings to the general fund. There are strict guidelines though with the use of this fund and hiring of staff is not allowed. Tape (1) 500 **Exhibit C**

Commission Communications/Questions – County Commissioners

Reports from Boards, Commissions & Committees – County Commissioners

Commissioner Trujillo reported on the meeting for the Judicial Complex. They discussed the interior finishes and are going through the selection process for materials plus cost. Tape (1) 900

Commissioner Kirkham reported on the Animal Control Advisory Board Meeting that she attended on March 23, 2005.

Commissioner Gentry reported on a meeting with COG and the Governor in regard to the rail system. They are in the process of contracting to build the boarding stations.

Commissioner Stublefield had a question for County Manager, on the use of the community centers by Meadow Lake and Rio Communities. How does this work with insurance on these buildings because community groups are not being able to use the centers? Mr. Trujillo said they are working on a policy because now there is not one. He is trying to come up with reasonable requests for deposits that require clean up. There should not be any insurance requirements as the County has the buildings covered. Tape (1) 1120

Commissioner Gentry asked County Manager, at the March 9, 2005 Public Hearing Meeting he had a question for Larry Meers, President of Mesa Oil on whether or not in the last 4 or 5 years they had permitted the building extensions, the electrical, the tank work and the pressure pipe work. Mr. Meers had answered that he was not sure and would get back to him. Commissioner Gentry would like Mr. Trujillo to get an answer.

Commissioner Gentry said he had complaints from his district about the old mesa school which was abandoned and now been purchased by Habitat For Humanity. There were advertisements and applications for low income housing for that facility. This was used for a school building and has since been gutted. Commissioner Gentry's question is if they are going back into low income housing to be rented out, are they being permitted and is the County aware of this? Are they being repurposed or rebuilt and he would like to have an answer on this. Tape (1) 1500

Action Items

Findings & Conclusion Final Action on Public Hearings held March 9, 2005 – Cyndi Wimberly C1 to C2 – Tr. 1, Land of Tr.72B2A & Tr. 72B1, AKA 22 & 24 El Cerro/Richard Becker

Commissioner Kirkham moved for approval. Seconded by Commissioner Stublefield. Motion carried unanimously. Tape (2) 110 **Exhibit D**

Findings & Conclusion Final Action on Public Hearings held March 9, 2005 – Cyndi Wimberly C1 to C2 – Tr. 1 & 2 Bobson's Unit D Inc. AKA 17 & 19 El Cerro Road/Richard Becker

Commissioner Stublefield moved for approval. Seconded by Commissioner Trujillo. Motion carried unanimously. **Exhibit E**

Findings & Conclusion Final Action on Public Hearings held March 9, 2005 – Cyndi Wimberly Master Plan Amendment Unit 2 of El Cerro Mission located off El Cerro/Van Camp Investors

Commissioner Kirkham moved for approval. Seconded by Commissioner Stublefield. Motion carried unanimously. **Exhibit F**

Findings & Conclusion Final Action on Public Hearings held March 9, 2005 – Cyndi Wimberly Error in Zone Map Tr. Of land being a part of 19, 29 & 30, Casa Colorado/Toby Romero

Commissioner Gentry moved for approval. Seconded by Commissioner Kirkham. Motion carried unanimously. Tape (2) 190 **Exhibit G**

Request Surplus of Fire Apparatus Vehicle from Valencia-El Cerro Fire Department Inventory – John Cherry

Commission discussed Mr. Cherry's request to delete the fire equipment from inventory and consensus was to put the above equipment out for surplus. Commissioner Stublefield made a motion to grant the request to declare the equipment surplus. Seconded by Commissioner Gentry. Motion carried unanimously. **Exhibit H**

Approval to Donate Fire Apparatus to the Cebolleta Volunteer Fire Department, Cibola County – John Cherry

Commission discussed putting these types of surplus items up for auction before giving them away. No Action Taken.

Reconsideration of 2004-2005 Road Projects - Dan Trujillo

Commissioners discussed the roadwork they are projecting for the year. The amount allocated per district is \$106,062.66. Each Commissioner has supplied the road name for the scope of work to be done. Commissioner Gentry submitted his itemized road projects for District 4 and stated he would like to move forward with his final draft. Chairman Andersen stated she along with the other Commissioners will submit their road projects within ten days. Tape (2) 750 **Exhibit I**

Approval of County Manager's Contract – Commissioner Andersen

Commissioner Stublefield moved for approval. Seconded by Chairman Andersen. Motion carried unanimously. Tape (2) 1260 **Exhibit J**

Selection on Architect for Tome/Adelino Community Center – Mike Trujillo

Mr. Trujillo reported on behalf of the architect selection committee that was established by the Commission met and interviewed the three architectural firms submitting proposals on the Tome/Adelino Community Center Project. The committee recommends the firm of Village Architects, LLC of Los Lunas as the architects for this project. Commissioner Gentry moved for approval of the above architect. Seconded by Commissioner Trujillo. Motion carried unanimously. **Exhibit K**

Financial Items:

Approval of Application for Law Enforcement Protection Fund – Sheriff Richard Perea

Chairman Andersen stated that the above application had a deadline of March 31, 2005. She signed the application and now is asking the Commission to ratify her signature. Commissioner Gentry stated this was inappropriate based on the Commission's rules. The Commissioners should have been polled or have gotten some type of consensus from them. Chairman Andersen said she should have called each of them and apologized but stated that \$48,000 would not have been awarded by the application deadline of March 31, 2005 and the Business Meeting was set for April 1, 2005. Sheriff Perea apologized also for the short notice but this fund is granted from the State to the County in two parts based on certification. This fund is to be used for equipment and other projects that are prescribed by this fund. Commission discussed that each Commissioner will be called to express their opinion on matters that arise such as this item that would only need the Chair's signature. Commissioner Kirkham moved for approval. Seconded by Commissioner Trujillo. Motion carried unanimously. **Exhibit L**

Approval Extension for Local Law Enforcement Block Grant – Sheriff Richard Perea

Sheriff Perea requested an extension for the fiscal year 2005 for the Justice Assistance Grant (JAG). The deadline was March 31, 2005. Commissioner Kirkham moved for approval. Seconded by Commissioner Trujillo. Motion carried unanimously. Tape (2) 1900 **Exhibit M**

Approval of Payroll & Warrants – Michael Steininger

Mr. Steininger presented the computer printout lists of all the checks issued by the Manager's Office on March 18, 2005 covering vendor bills processed on that date. Check # 80324 thru Check #80332 inclusive for a total of \$26,807.71. Printout lists of all checks on March 25, 2005. Check #80336 thru Check #80438 inclusive for a listing total of \$198,011.71. Printout list of all checks on April 1, 2005 covering payroll. Payroll Check #66512 thru Payroll Check #66732. Deduction Check #80293 thru Deduction Check #80323 inclusive for a listing total of \$248,747.92. The General Fund Balance as of March 31, 2005 was \$2,749,153.83. Commissioner Trujillo had a question for Mr. Steininger on the deduction check number sequence and Mr. Steininger said he would research this and get back to him. Commissioner Trujillo moved for approval. Seconded by Commissioner Kirkham. Motion carried unanimously. Tape (3) 100 **Exhibit N, O, P**

County Manager's Report

Mr. Trujillo said he had received four applications on the Public Works Director, three qualified; one does not due to minimum standards. We have nine applications for the Code Enforcement Director. We need to finalize these applications and schedule interviews. Commission set a date of Wednesday, April 6, 2005 at 4:00 PM to look at the applications. Commissioner Trujillo said he would like to see them today, as would Commissioner Gentry.

Mr. Trujillo informed the Commission of a informational workshop on traffic studies at the Village of Los Lunas Council Chambers on Wednesday, April 6, 2005 at 6:00 PM.

Mr. Trujillo gave an update on the 2005 legislative capital outlay projects.

Mr. Trujillo gave an update on the Marble Quarry Road on the discussion with the Isleta Pueblo.

Mr. Trujillo reported on the Juvenile Detention Center for February.

Executive Session

Commissioner Kirkham made a motion to enter into executive session. Seconded by Commissioner Stublefield. Poll of the vote. Commissioner Trujillo voted yes. Commissioner Gentry voted yes. Commissioner Kirkham voted yes. Commissioner Stublefield voted yes. Chairman Andersen voted yes. Motion carried. 5-0.

Commissioner Stublefield made a motion enter back into regular session. Seconded by Commissioner Trujillo. Poll of the vote. Commissioner Trujillo voted yes. Commissioner Gentry

voted yes. Commissioner Kirkham voted yes. Commissioner Stublefield. Chairman Andersen voted yes. Motion carried. 5-0.

Mr. Trujillo reported that during executive session discussion was a personnel matter referring to the County. No Action Taken.

Commissioner Gentry made a motion to ratify that is what was discussed in executive session. Seconded by Commissioner Stublefield. Motion carried unanimously.

The next Public Hearing Meeting of the Valencia County Board of County Commission will be held on Wednesday, April 13, 2005 at 5:00 PM in the County Commission Room at the Valencia County Courthouse. The next Business Meeting will be held on Friday, April 15, 2005 at the Los Lunas Consolidated Schools Board Room.

Adjournment

Commission adjourned at 11:25 AM.

NOTE: All proposals, documents, items, etc., pertaining to items on the agenda of the **April 1, 2005** Meeting (presented to the Board of County Commissioners) are attached in consecutive order as stated in these minutes.

VALENCIA COUNTY BOARD OF COMMISSIONERS

**ss/
MARY J. ANDERSEN, CHAIR**

**ss/
GEORGIA OTERO-KIRKHAM, VICE-CHAIR**

**ss/
PAUL EDWARD TRUJILLO, MEMBER**

**ss/
RON GENTRY, MEMBER**

**ss/
LYNETTE STUBLEFIELD, MEMBER**

ATTEST: ss/

TINA GALLEGOS, COUNTY CLERK

DATE: April 15, 2005