

VALENCIA COUNTY BOARD OF COMMISSIONERS

Business Meeting

July 7, 2006

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

1. The meeting was called to order by Vice-Chairman Gentry at 9:03 AM. Chairman Trujillo has court hearings this morning and will be running late for today’s meeting.

2. Vice-Chairman Gentry asked Frank Sherman to lead the Pledge of Allegiance.

3. Approval of Agenda
Commissioner Andersen stated that Action Item (7a) be removed from the agenda. Commissioner Andersen moved for approval with the above amendment. Seconded by Commissioner Pinkston. Motion carried unanimously.

4. Approval of Minutes
June 2, 2006 – Business Meeting
June 9, 2006 – Special Meeting 2006 – Primary Election Canvass
June 14, 2006 –Public Hearing Meeting
June 16, 2006 – Business Meeting
Commissioner Andersen moved for approval of the above minutes. Seconded by Commissioner Pinkston. Motion carried unanimously.

5. Public Requests
None

6. Discussion (Non-Action) Items
a. Reports from Boards, Commissioners & Committees – County Commission
Commissioner Andersen asked that at each of our Business Meetings that we have Department Heads report on what is being done on projects. Discussion ensued. Commissioner Kirkham said we would need a list of which Department Heads that would be reporting. Vice-Chairman Gentry said under Discussion Items after Reports from Boards, we would have (b) Reports from Department Heads and have a brief two to three minute report.

7. Action Items
a. Deleted from the Agenda

b. Accept Findings of Fact & Conclusion of Law Decisions – County Commission
1) Request to Amend Zone Maps from AAP (Agriculture Preservation) to RR1 (Rural Residential One Acre Minimum) Tr. 10 Map 116, AKA 1506 Hwy 304 Veguita, NM/Eli Storey (Exhibit A)
Commissioner Kirkham moved for approval. Seconded by Commissioner Andersen. Motion carried unanimously.

c. Selection of Architect for – Lynette Pinkston
1) Meadow Lake Community Center
Mr. Trujillo recommended Village Architects for this project. This Community Center was originally planned as a three phase project. The project has been developed through phase two and with recent additional legislative funding can now proceed through its final phase of development. The final phase contemplated would be to construct an addition to the north of the present building which would more adequately house the senior program at the Center as well as complete exterior playground and other uses. Mr. Trujillo said as long as the project falls under \$25,000 exclusive of gross receipt taxes, a formal request for proposals solicitation is not required for selection of an architect. Commissioner Pinkston moved for approval of Village Architects. Seconded by Commissioner Kirkham. Motion carried unanimously.

2) Meadow Lake Fire Station
Mr. Trujillo recommended Village Architects for this project. The Meadow Lake Fire Station is several years old and does not meet the present needs of the community. Some vehicles and equipment are being stored at volunteer’s residences due to lack of space. The County recently

purchased land adjacent and to the west of the present property to allow for expansion capabilities. Present kitchen and bathroom facilities are also inadequate and the existing building must also be brought up to code. The present building is a prefabricated metal building. The addition is also proposed to be of similar

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construction. Mr. Trujillo said again as long as the projects falls under the \$25,000 exclusive of gross receipt taxes, a formal request for proposals solicitation is not required for selection of an architect. Commissioner Pinkston moved for approval of Village Architects. Seconded by Commissioner Kirkham. Motion carried unanimously.

d. Appointment of a Public Works Director – County Commission

Mr. Trujillo said we readvertised for a Public Works Director on a Regional, National level. We received three excellent applications and we recommend the appointment of Francisco A. Apodaca. Mr. Trujillo said Mr. Apodaca brings excellent credentials with him as well as having four degrees. He has served as County Manager for San Miguel County and Road Superintendent. This is the first time for a Public Works Director for Valencia County and we welcome Mr. Apodaca on board and he will start on Monday, July 10. Commissioner Andersen moved for approval of Mr. Apodaca's appointment as Valencia County's Public Works Director on a two year contract. Seconded by Commissioner Pinkston. Motion carried unanimously.

Vice-Chairman Gentry appointed Mr. Apodaca as the RPO representative for the County. And also our Administrative Services Director, Vangie Gabaldon as the alternate. Commissioner Kirkham will still serve on that Board. Commissioner Pinkston moved for approval of the above appointments. Seconded by Commissioner Andersen. Motion carried unanimously

e. Approval of Agreement with The Humane Society of The United States – Cyndi Wimberly/Anne Aragon (Exhibit B)

Mr. Trujillo requested approval of the above agreement to promote the humane treatment of animals and to foster respect, understanding and compassion for all creatures. The HSUS agrees to conduct a comprehensive review of all areas of animal care, control, and sheltering provided by the Valencia County Animal Control Center. Commissioner Kirkham moved for approval. Seconded by Commissioner Pinkston. Motion carried unanimously.

f.. Approval of Contract with NCNMEDD/Area Agency on Aging – Older American Program – Vangie Gabaldon (Exhibit C)

Ms. Gabaldon presented the above three contracts with NCNMEDD totaling \$394,870.00. The contracts are 1) Senior Employment, 2) Nutrition Service Incentive Program (NSIP), 3) Direct Purchasing Agreement (DPA). The Valencia County Older Americans Program has operated and continues to operate via funding from the Area Agency on Aging, which allocates state funds and federal funds through programs Title IIIB, Title IIIC1, and Title IIIC2. The above mentioned funding plus donations for congregate meals, home delivered meals, transportation, and funds contributed by the County make up the annual budgeted revenues for this program. Commissioner Pinkston moved for approval. Seconded by Commissioner Andersen. Motion carried unanimously.

g. Appointment to Valencia Community Partnership – YDI – County Commission (Exhibit D)

Mr. Trujillo said the Valencia Community Partnership has requested in their by-laws that a member of the County be represented. Mr. Trujillo said in the past a staff member has served on that committee so whatever the Commissioners wishes are. Commissioner Andersen said she would like to serve on that committee, as she does have an interest in the health care issues.

h. Acceptance of Portable building Donation by Los Lunas Public School – Mike Trujillo

Mr. Trujillo said the County has been needing additional office and storage space at the Road Department. The Los Lunas Public Schools is in the process of replacing some portable buildings with larger portable buildings at one of their elementary schools. They have offered to donate a 32' x 28' portable building. The County will be required to pay for the moving and set-up of the building. Commissioner Pinkston moved for approval of the above donation. Seconded by Commissioner Andersen. Motion carried unanimously.

Commissioner Andersen suggested to staff that an appreciation letter be sent out to the Los Lunas Public Schools.

i. Financial Matters

1) Approval of Cooperative Wildlife Service Agreement – Vangie Gabaldon (Exhibit E)

Ms. Gabaldon requested approval of the above agreement. This approval contract will provide a portion of the funding for a fully funded Wildlife Specialist at \$60,000.00. Half of this amount for this position is derived from federal and state funds. The County's portion through this contract is \$4,000.00. Commissioner Kirkham moved for approval. Seconded by Commissioner Andersen. Motion carried unanimously.

2) Award Bid #600 "Foods – Non-Foods, Meat Fish, Poultry & Dairy – Vangie Gabaldon (Exhibit F)

Ms. Gabaldon requested approval of the above item to the following four vendors, DPI Southwest, Ben E. Keith Foods, Zanios Foods, and Creamland Dairies, Inc. on Bid #600 for the Older American Program. The submitted bids were opened on June 14, 2006 at 2:00 PM. Ms. Gabaldon recommended the above vendors based on the quality of products offered and best quoted price. Commissioner Pinkston moved for approval. Seconded by Commissioner Kirkham. Motion carried unanimously.

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3) Approval of Payroll & Warrants – Mike Trujillo

Mr. Trujillo presented the computer printout list of all the checks issued by the Manager's Office on June 29, 2006, covering vendor bills processed on that date. Check #85508 thru Check #85838 inclusive for a total of \$792,681.46. **(See Exhibit G)**

Mr. Trujillo presented the computer printout list of all the checks issued by the Manager's Office on June 23, 2006, covering payroll process on that date. Payroll Check #73847 thru Payroll Check #74080 inclusive. Deduction Check #85468 thru Deduction Check #85507 inclusive for a listing total of \$275,904.02. **(See Exhibit H)**

Mr. Trujillo presented the computer printout list of all the checks issued by the Manager's Office on July 7, 2006 covering payroll process on that date. Payroll Check #74081 thru Payroll Check #74313 inclusive. Deduction Check #85840 thru Deduction Check #85878 inclusive for a listing total of \$271,177.41. **(See Exhibit I)**

Mr. Trujillo presented the computer printout list of all the checks issued by the Manager's Office on July 3, 2006 covering vendor bills processed on that date. Check #85839 thru Check #85839 inclusive for a total of \$149,482.22. **(See Exhibit J)**

Commissioner Andersen moved for approval. Seconded by Commissioner Kirkham. Motion carried unanimously.

Vice-Chairman Gentry asked if the (9) budget submissions from the Department of Finance and Administration had been completed. Mr. Trujillo said at the July 21, 2006 Business Meeting will be the final approval of the budget and these will be covered at that time.

8. Executive Session – Pursuant to Section 10-15-1 NMSA 1978, the following matters may be discussed in closed session: a. limited personnel matters; b. pending or threatened litigation, and; c. other specific limited topics that are allowed or authorized under the stated statute.

Commissioner Andersen moved to enter into executive session. Seconded by Commissioner Kirkham. Roll call vote. Commissioner Pinkston voted yes. Commissioner Kirkham voted yes. Commissioner Andersen voted yes. Vice-Chairman Gentry voted yes. Motion carried 4-0.

Commissioner Pinkston moved to enter into regular session. Seconded by Commissioner Andersen. Motion carried unanimously.

County Attorney, Cynthia Wimberly reported that during executive session as to what was discussed, animal control litigation, two pending litigation regarding zoning issues, limited personnel matters and no action was taken.

Commissioner Pinkston moved to ratify the above report. Seconded by Commissioner Andersen. Commission Pinkston voted yes. Commissioner Kirkham voted yes. Commissioner Andersen voted yes. Vice-Chairman Gentry voted yes. Motion carried 4-0..

Chairman Trujillo present for the meeting at 10:35 AM.

9. County Manager's Report

Mr. Trujillo introduced Frank Sherman as the new Building Administrator for Valencia County. Mr. Sherman said it is a pleasure to be on board again, as he was employed for the County in the 1980's, and he is looking forward to improving the Department. Commission welcomed him on board.

10. The next Public Hearing Meeting of the Valencia County Board of County Commission will be held on July 12, 2006 at 5:00 PM in the County Commission Room at the Valencia County Courthouse. The next Business Meeting will be held Friday, July 21, 2006 in the County Commission Room at 9:00 AM.

11. Adjournment

Commissioner Kirkham moved to adjourn. Seconded by Commissioner Pinkston. Motion carried unanimously. Time 10:45 AM.

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

VALENCIA COUNTY BOARD OF COMMISSIONERS

**ss/
PAUL EDWARD TRUJILLO CHAIRMAN**

RON GENTRY, VICE-CHAIRMAN

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

**ss/
GEORGIA OTERO-KIRKHAM, MEMBER**

**ss/
LYNETTE PINKSTON, MEMBER**

ATTEST: ss/

TINA GALLEGOS, COUNTY CLERK

DATE: July 21, 2006