

MINUTES
REGULAR MEETING
HIDALGO COUNTY BOARD OF COUNTY COMMISSIONERS

January 11, 2017 at 9:00am.

BE IT REMEMBERED that the Hidalgo County Board of County Commissioners met in regular session on January 11, 2017, at the hour of 9:00 A.M. at the Hidalgo County Chambers at 305 Pyramid Street, Lordsburg, New Mexico, for the purpose of conducting any and all business to come properly before the Board.

The following elected officials, staff, and public were present:

Bob Hill, County Manager	Jennifer Medina, Animas Foundation/Diamond A
Melissa De La Garza, County Clerk	Corrine S. Silvas HMS
Priscilla Maxwell, Dispatch	Jessica Rodriguez, HMS
Roland Lassiter, HCDC	Julie Montenegro, RMC
Erica Arnold, HCDC	Jim Helgert, RMC
Ruben Nieblas, HCDC	Beth Cox, SWCHI/HKNM
Tracy Chavez, HCSO	Alfredo Morelos Jr., Self
Clarence Rudiger, Road Department	Meira Gault, Self
Patricia Saucedo, DWI Coordinator	Robert Bernal, USBP
Carmen Acosta, Probate Judge	Gerald Hancock, USBP
Dave Carbine, Rural Addressor	John Hackworth, USBP
Rosemary Lasher, Hidalgo EMS	Maria Sanchez, HCSO
David Whipple, Fire/EMS	Glenda Greene, City

CALL TO ORDER: Chairperson Stewart called the meeting to order at 9:00 A.M. and led the **Pledge of Allegiance.**

Roll Call: Chairperson Marianne Stewart, Present
Commissioner Anothony J. Mora, Present
Commissioner Darr R. Shannon, Present

SELECTION OF 2017 COMMISSION CHAIRPERSON

Commissioner Shannon moved to retain Commissioner Stewart as the 2017 Chairperson. Commissioner Mora seconded the motion, motion Passed. Commissioner Stewart will continue to be the 2017 Hidalgo County Chairperson.

APPROVAL OF AGENDA-Commissioner Mora moved to approve the agenda. Commissioner Shannon seconded the motion, motion passed.

APPROVAL OF MINUTES

Commissioner Shannon moved to approve the following minutes. Commissioner Mora Seconded the motion, motion passed.
Regular Meeting, November 10, 2016
Regular Meeting, December 14, 2016

GUESTS

Rosemary Lasher was recognized for twenty-three years of service and dedication to Hidalgo County Emergency Medical Services. Rosemary Lasher retired this past month in December 2016.

RESOLUTIONS and AGREEMENTS

RESOLUTION 2017-01 Notice of Public Meetings

Commissioner Mora motioned to discuss the meetings be set to 3:00 P.M. due to his work schedule and feedback he got during his campaign. Commissioner Shannon understands but states that by 3:00 p.m. she is mentally and physically spent and would rather have the meeting time continue to be at 9:00 A.M. Commissioner Mora moved to set the meetings at 3:00 P.M. on the same day. Commissioner Mora's motion died due to lack of second. Chairperson Stewart asked County Manager Bob Hill if the 9:00 meeting worked better for the manager's office as far as getting documents sign and getting those out on that day. County Manager Bob Hill stated there could be benefits to that in terms of getting anything attested by the clerk's office that same day. If the meeting is held in the afternoon then that eliminates that option but can be done the next day. If there were anything that is extremely critical, a special meeting would be called. Chairperson Stewart also inquired about department head employees that would require overtime to attend these meetings. County Manager Bob Hill stated that it could be adjustable they could compensate the time the next day by coming in at a later time. Chairperson Stewart stated Commissioner Mora with all due respect I would like to make the motion move continue the same time for the County's regular meetings at 9:00 A.M. on the second Wednesday of each month. Commissioner Shannon seconded the motion, motion passed.

RESOLUTION 2017-02 Open Meetings Act

This resolution states the Board of County Commissioners set the following dates for the regular meetings of their Board for the 2017 calendar. The meetings will be on the second Wednesday of each month at 9:00 A.M. at 305 Pyramid Street, in Lordsburg, NM.

Commissioner Mora moved to approve Resolution 2017-02 Open Meetings Act as presented. Commissioner Shannon seconded the motion, motion passed.

RESOLUTION 2017-03 Bank Designation

The Board of Hidalgo County Commissioners, acting as the Board of Finance with approval of the Treasurer, does hereby select and designate the following bank to receive monies of the Hidalgo County Treasurer of Hidalgo County, New Mexico. Western Bank of Lordsburg, N.M. with the locations of 140 Motel Drive, Lordsburg, New Mexico and 711 Main Street, Lordsburg, New Mexico. Commissioner Shannon moved to approve Resolution 2017-03 Bank Designation as Western Bank of Lordsburg, New Mexico. Commissioner Mora seconded the motion, motion passed.

RESOLUTION 2017-04 Recording Fee

This resolution states that the Hidalgo County clerk is authorized to charge certain fees for the recordation of documents in the clerk's office. The current recordation fees are \$25.00 for each document filed or recorded that contains one to ten entries to the county recording index. For each additional block of ten or fewer entries to the county recording index from the same document, there is an additional fee of \$25.00. If in the event one of the interested persons named on the document appears in person in the office of the county clerk and presents a document to be filed or recorded that contains fewer than ten entries to the county recording index, the county clerk shall collect a fee of \$10.00. For each fee of \$25.00 collected by the county clerk, \$18.00 shall be deposited in the county general fund and \$7.00 shall be deposited in the county clerk recording and filing fund. For the \$10.00 fee collected by the county clerk, \$3.00 shall be deposited in the county general fund and \$7.00 shall be deposited in the county

clerk recording and filing fund, which must be a restricted account only to be used as the resolution above states. Commissioner Mora moved to approve Resolution 2017-04 Recording Fee. Commissioner Shannon seconded the motion, motion passed.

RESOLUTION 2017-05 Mileage and Per Diem

This resolution is based upon an amendment to the D.F.A. Regulations Governing the Per Diem and Mileage Act, 2.42,2.11.B. This increases the rate of reimbursement for mileage to be paid to public officers or employees of state agencies or local public body to comply with the amendment to section 10-8-4(D)NMSA 1978 for the Per diem and Mileage Act, effective July 1, 2003 as follows:

Mileage

\$.30 cents per mile without odometer reading, the standard mileage chart shall be used.

Per Diem

When overnight travel is necessary, the per diem will be, per 24-hour period.

\$85.00 in-state areas

\$135.00 in-state special rate

\$110.00 out-of-state areas

Return from overnight travel will be prorated as follows:

Less than 2 hours \$0

2 hours, but less than 6 hours \$12.00

6 hours, but less than 12 hours \$20.00

12 hours or more \$30.00

The in-state special area is Santa Fe.

Out of state travels need to be approved prior from the Board of County Commissioners.

A non-salaried member of a board, advisory board, committee, or commission who is not entitled to compensation, but may elect to receive either \$75.00 per meeting day for attending each board or committee meeting, or Per Diem rates as set forth by the Board.

Commissioner Shannon moved to approve Resolution 2017-05 Mileage and Per Diem.

Commissioner Mora seconded the motion, motion passed.

RESOLUTION 2017-06 Liquor License Fee

This resolution states that an annual license tax of \$250.00 is hereby imposed upon all persons exercising their privileges as retailers, dispensers, canopy licenses, restaurant licenses, and club licenses, pursuant to a New Mexico State Liquor License, within Hidalgo County, but outside the municipality of Lordsburg. The license tax period shall begin July 1, 2017 and end June 30, 2018. The sum should be paid to the County clerk no later than July 1, 2017.

Commissioner Mora moved to approve Resolution 2017-06 Liquor License Fee. Commissioner Shannon seconded the motion, motion passed.

RESOLUTION 2017-07 Holidays January 12, 2017-January 1, 2018

This resolution shows the dates the Hidalgo County courthouse will be closed on the ten dates listed as authorized by the Board of Hidalgo County Commissioners for the 2017 calendar year.

Commissioner Shannon moved to approve Resolution 2017-07 Hidalgo County 2017 Holiday Schedule. Commissioner Mora seconded the motion, motion passed.

RESOLUTION 2017-08 Hidalgo County Fees

This resolution authorized the Hidalgo County Offices to charge certain fees for services provided and the fees for services provided by said offices shall be followed on the fee structure sheet. Commissioner Mora moved to approve Resolution 2017-08 Hidalgo County Fees. Commissioner Shannon seconded the motion, motion passed.

RESOLUTION 2017-09 2017 Annual Certified County Maintained Road Mileage

This resolution states that the County of Hidalgo has the responsibility to designate and maintain certain roads within the county. An ongoing evaluation process has determined the current county roads to be maintained pursuant to NMSA 1978, Section 66-6-23 (1999), states the Board of County Commissioners of each county shall certify and submit an Annual Certified County Maintained Mileage Report to the Secretary of the New Mexico Department of Transportation (NMDOT), on or before April 1st of each year. Hidalgo County will maintain:

Total "A" Roads	168.8 miles
Total "B" Roads	19.5 miles
Total "C" Roads	292.5 miles

Total roads maintained 480.07 miles

Commissioner Shannon moved to approve Resolution 2017-09 Hidalgo County 2017 Maintained Roads. Commissioner Mora seconded the motion, motion passed.

RESOLUTION 2017-10 DWI Grant Application

Patricia Saucedo presented a resolution that is authorizing Hidalgo County to submit an application to the Department of Finance and Administration, local government division to participate in the local DWI Grant and Distribution Program, for FY2018. Commissioner Mora moved to approve Resolution 2017-10 DWI Grant Application. Commissioner Shannon seconded the motion, motion passed.

Memorandum of Understanding-DWI Program and DFA/LGD

Commissioner Shannon moved to approve the Memorandum of Understanding-DWI Program and DFA/LGD. Commissioner Mora seconded the motion, motion passed.

DOH Assurances and Cooperative Agreement-DWI Program and DOH and DFA

Commissioner Shannon moved to approve DOH Assurances and Cooperative Agreement-DWI Program and DOH and DFA. Commissioner Mora seconded the motion, motion passed.

Statement of Assurances-Local DWI Grant and Distribution Program

Commissioner Mora moved to approve the statement of Assurances-Local DWI Grant and Distribution Program. Commissioner Shannon seconded the motion, motion passed.

Memorandum of Agreement for challenging implementation of travel management plan of the Gila National Forest

Commissioner Shannon brought this to the table, because Catron County asked of her to do so. Commissioner Shannon is not promoting this; however, changes are trying to be made with the travel management plan of the Gila National Forest. With the new Presidency, changes could occur, without the cost and commitment from Hidalgo County on this. Commissioner Stewart stated that in reading this the County needs to be involved, but this commits the County to funding this lawsuit that these entities want to be in with the forest service. Personally, Commissioner Stewart does not want to support this. Commissioner Shannon will visit furthermore with Mr. Allred and get more information. Commissioner Mora moved to table the Memorandum of Agreement for challenging implementation of travel management plan of the Gila National Forest until next month. Commissioner Shannon seconded the motion, motion passed.

MISCELLANEOUS

Recovery Management presentation regarding counseling at HCDC-Jim Helgert-discussion/action

Jim Helgert stated that he has seen an increase in the amount of group attending has a positive outcome. The City of Lordsburg has agreed to pay a proposed amount, so Mr. Helgert is asking Hidalgo County to match the proposed amount that the City has agreed upon. Commissioner Shannon stated that this is an outstanding group and have done things beyond measure. This

is one of the most important programs for our Community. The program is new so no true stats are known. Commissioner Mora asked Jail Detention Administrator Roland Lassiter how does this program benefit the jail. Mr. Lassiter stated it benefits the community and he is in support of the program. Commissioner Mora moved to subsidize this program in the same amount (\$250 monthly) that the City did and again recommend this presentation again in April. Commissioner Shannon seconded the motion, motion passed.

Hidalgo County Detention Center update-Detention Administrator-discussion/action

Roland Lassiter, Detention Administrator stated currently are employing eighteen detention officers. On January 16th a new employee will be starting work. Next week interviews for a detention officer will be held. Two new sergeants are present today, Erica Arnold and Ruben Niebles. Mr. Lassiter stated he sign a different contract with the U.S. Marshals for special management. This will enable the tracking of the inmates. The sexual misconduct policy will be accomplished sometime next week. Luna County Detention Center lowered their rates for female inmates to \$60 per day, so local female inmates are being detained in Luna County rather than Grant County. The transition is working better in Luna County than with the previous county. Commissioner Shannon inquired about the \$26,000 the state will be giving the county a check on back pay for housing state inmates. Commissioner Stewart stated that the state just appropriated a certain amount of money for the rural counties. Commissioner Shannon inquired about outstanding revenue in order to make a solid accounting as of December 2016. There is still outstanding revenue that needs to be applied to the month received to get a true picture. Mr. Lassiter stated there was a problem with doors but it has been corrected. Commissioner Stewart stated that the maintenance person hired to help Mr. Aguilera needs to be utilized. The cameras wiring is ready and they just need to be set up. Mr. Kwamme stated he will be installing the cameras on Friday, and then the cameras will be tested and this project should be completed by Wednesday. Mr. Lassiter stated forty-three U.S. Marshals detainees are being housed currently. Commissioner Mora inquired if outside security assessments are being done regularly. Mr. Lassiter stated yes assessments are being done but he does not have information on exactly how frequently.

EMS update-EMS director-discussion/action

David Whipple provided the Board with an EMS billing report. However, this is not a full picture for the entire year. Mr. Whipple asked the Board for direction on past collection process. Soft collections is at 18% versus a hard collection. Hard collections is 40% but involves legal action, check garnishment, property liens. Commissioner Mora inquired about write-offs. Mr. Whipple stated since the County contracted EMS billing it should get better. Commissioner Mora stated he would prefer the soft collection route. Commissioner Shannon moved that this is not properly stated for action on the agenda so she would like to see this hard/soft collection decision on the next meeting. Commissioner Mora seconded the motion, motion passed.

Mr. Whipple advertised for an intermediate administrative assistant. Two applicants one is qualified. If one of the two is hired as a shift supervisor-they are all related to each other employees. Nepotism is direct supervision and the problem is they work the same shift. Commissioner Mora does not like the idea of family being a direct supervisor. County Manager Bob Hill stated it is in the policy regarding nepotism.

Mr. Whipple stated that recently an EMT was in a private car and responded to an emergency call and had an accident. The County has one vehicle and is utilized by the EMT on call. The Sheriff has a Tahoe available that he is willing to donate. The City also has a few but Mr. Whipple will approach for the possibility of a donation of a vehicle. Mr. Whipple is concerned about the employee using their own vehicle.

Policy, Procedure, and Job description review and approval-discussion/action

Detention center sergeant policy needs to encompass two positions and definition of duties included in the policy. County Manager Bob Hill stated the entire aspect of the duties for the day shift sergeant and the graveyard shift sergeant. Commissioner Shannon stated this is again not clear on the agenda that each of these positions have been determined. Commissioner Shannon moved to postpone item IV D so the Board has a change to look these positions over and understand and can address them separately at the next meeting. Commissioner Mora seconded the motion, motion passed.

Hidalgo County Fairgrounds renovation update-discussion/action

County Manager Bob Hill stated that this is an update moving forward and utilizing the funding that has been allocated. At the request of the fiscal agent SWNMCOG and CES Lynco Electric has been referred to get the specific analysis of what needs to go out for bid. Lynco Electric came out to do an analysis of what the company can do itself. The bid proposal is much less than the previous. CES has the purchase order that was submitted. The notice of obligation has also been submitted to DFA but is still not received.

Request for Indigent Burial-discussion/action

County Manager stated that an invoice was received from Bright funeral home for a resident at the Sunshine Haven Nursing Home. No next of kin was found besides a homeless son and a son that was incarcerated. This would be the first indigent fund requested. Commissioner Mora moved to approve the indigent burial as presented. Commissioner Shannon seconded the motion, motion passed.

Set date of public hearing for low income property tax rebate-discussion/action

This public hearing occurs on the odd numbered years to see if any objections to this and the Board discusses the implementation of the tax rebate. Commissioner Shannon moved to approve the public hearing date of February 8, 2017 at the regular Board of County Commissioner meeting. Commissioner Mora seconded the motion, motion passed.

ROUND TABLE DISCUSSION

Meira Gault-asked the Board if the County roads were going to just be maintained once a year or if the Board is going to try and adjust the roads to be maintained more than once a year. Commissioner Stewart stated that the Board would decide closer to budget season.

Commissioner Shannon-Thanked the United States Border Patrol for being present today. Also, that as of January 6, 2017, the state of New Mexico is 105 years old this year.

County Manager Bob Hill-stated there is cake and punch in the manager's office in celebration of Rosie Lasher.

Commissioner Mora-stated he was glad for the turnout-communication means a lot for the community.

EXECUTIVE SESSION-TO DISCUSS LIMITED PERSONNEL MATTERS AS AUTHORIZED PURSUANT TO NMSA 1978 SECTION 10-15-1(H) (2) Manager's Office and Detention Center

Commissioner Shannon moved to go into executive session. Commissioner Mora seconded the motion passed.

MOVED, SECONDED, AND CARRIED UNANIMOUSLY TO GO INTO EXECUTIVE SESSION AT 10:50 A.M.

Roll Call Vote: Chairperson Stewart: Aye
Commissioner Mora: Aye
Commissioner Shannon: Aye

RECONVENE

Commissioner Shannon moved to return to open session at 12:00 P.M. and affirmatively stated that only those matters of which the meeting was closed were discussed in executive session. Commissioner Mora seconded the motion.

Roll Call Vote: Chairperson Stewart: Aye
Commissioner Mora: Aye
Commissioner Shannon: Aye

No action taken.

CERTIFICATION OF PAYROLL

Commissioner Mora moved to approve Certification of Payroll. Commissioner Shannon seconded the motion, motion passed.

CERTIFICATION OF ACCOUNTS PAYABLE

Commissioner Shannon moved to approve the Certification of Accounts Payable. Commissioner Mora seconded the motion, motion passed.

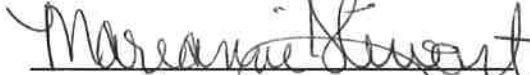
ADJOURNMENT


There being no further business before the Board, Commissioner Mora moved to adjourn. Commissioner Shannon seconded the motion, motion passed. The meeting adjourned at 12:00 P.M.

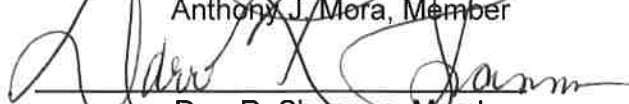
ATTEST:


Melissa K De La Garza, County Clerk

HIDALGO COUNTY BOARD
OF COUNTY COMMISSIONERS


Marianne Stewart, Chairperson


Anthony J. Mora, Member


Darr R. Shannon, Member

APPROVED:
2.08.2017