

**VALENCIA COUNTY BOARD OF COMMISSIONERS**

**SPECIAL BUSINESS MEETING**

**NOVEMBER 16, 2018**

<b>PRESENT</b>	<b>ABSENT</b>
Jhonathan Aragon, Chairman	
Charles D. Eaton, Vice-Chair	
David A. Hyder, Member	
David Carlberg, Member	
Helen Y. Cole, Member	
Orlando Montoya, HR Director	Danny Monette, County Manager
Dave Pato, County Attorney	Adren Nance, County Attorney
Peggy Carabajal, County Clerk	
Press and Public	

1) The meeting was called to order by Chairman Aragon at 1:05 P.M.

2) Mr. Rustin Porter led the Pledge of Allegiance.

3) Approval of Agenda

Commissioner Eaton moved for approval. Seconded by Commissioner Cole. Roll call vote. Commissioner Hyder voted yes. Commissioner Cole voted yes. Commissioner Eaton voted yes. Chairman Aragon voted yes. Motion carried 4-0.

Chairman Aragon stated that Commissioner Carlberg is running late.

4) Approval of Minutes: No Minutes to Present

**ACTION ITEM(S):**

**Convene as Canvassing Board**

Commissioner Eaton moved for approval. Seconded by Commissioner Hyder. Roll call vote. Commissioner Hyder voted yes. Commissioner Cole voted yes. Commissioner Eaton voted yes. Chairman Aragon voted yes. Motion carried 4-0.

5) Consideration of the Board of County Commission to direct the County Clerk to Finalize the Canvass for 2018 General Election. Presenter: *Peggy Carabajal*, Sponsor: *County Manager for Regular County Business*

County Clerk Carabajal asked for commission approval to finalize the canvass for the 2018 General Election. She thanked her staff along with all county and city departments that assisted in helping the election go as smooth as possible as well as the poll officials who did a wonderful job. Regarding the absentee ballots, 4,661 ballots mailed out which includes military and overseas ballots. 4,190 ballots were received by 7:00 P.M. on election night. The absentee board qualified 4,175 ballots. 471 ballots were never received. 164 provisional ballots were issued and 90 provisional's were qualified on November 8<sup>th</sup>. An additional provisional was qualified on November 14<sup>th</sup> after notification from a voter regarding Socorro County moving his voter registration.

Chief Deputy Aurora Chavez stated that there were 15 Voting Convenience Centers used for the election and each location employed 4-5 precinct board members. There were also 3 early voting sites and 1 absentee board. Workers included 75 Election Day workers, 16 early voting workers, 5 absentee board members and 15 runners which amounted to \$27,967.00 there was also overtime for the clerks and bureau of elections staff as well as a temporary employee which totaled \$3,212.68. \$5,600 of postage was used as well as \$13,609 for rental of a U-Haul truck, printing, rental of training facility and ads on KOAT. The grand total for the 2018 General Election was \$58,510. Mr. Pato stated that in regards to this process it is the board's statutory duty to carefully examine the returns of each precinct to ascertain that they contain the properly executed certificates required by law and to see whether or not there is a discrepancy, omission or error on the face of the return itself.

Commissioner Eaton moved for approval to accept the canvass that has been set forth. Seconded by Commissioner Cole. Roll call vote. Commissioner Hyder voted yes.

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Commissioner Cole voted yes. Commissioner Eaton voted yes. Chairman Aragon voted yes. Motion carried 4-0. (See Exhibit)

Chairman Aragon thanked the County Clerk and her staff and congratulated the victors in the election and all who went through the election process.

***Reconvene as BOCC***

Commissioner Hyder moved for approval. Seconded by Commissioner Cole. Roll call vote. Commissioner Hyder voted yes. Commissioner Cole voted yes. Commissioner Eaton voted yes. Chairman Aragon voted yes. Motion carried 4-0.

6) Consideration to adopt changes to Resolution 2017-15: Property Donation Policy. Presenter: *Adren Nance*; Sponsor: *County Manager for Regular County Business*  
Chairman Aragon asked Mr. Pato if he had the language that had changed. Mr. Pato requested that the board come back to this item so he can have the changes in front of him.

7) Consideration to review and execute 2018 Capital Appropriation Project Grant Agreement for Project number A18C2017 Belen Senior Center Renovations/Code Compliance (\$25,000.00) Presenter: *Nancy Gonzales*; Sponsor: *County Manager for Regular County Business*

Ms. Gonzales asked if all 4 projects can be presented at once. Mr. Pato stated that it is permissible to do so. Ms. Gonzales stated that Valencia County applied for and was awarded 4 capital appropriation projects.

1<sup>st</sup> project is \$25,000 for flooring at the Belen Senior Center kitchen.

2<sup>nd</sup> project is \$90,000 for kitchen and meals equipment.

3<sup>rd</sup> project is \$16,500 for a tech grant which will cover wifi, computers and monitors at Meadowlake.

4<sup>th</sup> project is a new HVAC system at Del Rio.

Commissioner Hyder moved for approval of items #7-#10. Seconded by Commissioner Cole. Roll call vote. Commissioner Hyder voted yes. Commissioner Cole voted yes. Commissioner Eaton voted yes. Chairman Aragon voted yes. Motion carried 4-0. (See Exhibit B)

*Commissioner Carlberg arrived @ 1:19 P.M.*

8) Consideration to review and execute 2018 Capital Appropriation Project Grant Agreement for Project number A18C2018 Belen Senior Center Kitchen and Meals Equipment (\$90,000) Presenter: *Nancy Gonzales*; Sponsor: *County Manager for Regular County Business*

See item #7 for approval. (See Exhibit C)

9) Consideration to review and execute 2018 Capital Appropriation Project Grant Agreement for Project number A18C2019 Meadowlake Senior Center Information Technology (\$16,500.00) Presenter: *Nancy Gonzales*; Sponsor: *County Manager for Regular County Business*

See item #7 for approval. (See Exhibit D)

10) Consideration to review and execute 2018 Capital Appropriation Project Grant Agreement for Project number A18C2020 Del Rio Senior Center HVAC System (\$22,000) Presenter: *Nancy Gonzales*; Sponsor: *County Manager for Regular County Business*

See item #7 for exhibit. (See Exhibit E)

6) *(item being revisited from earlier in the agenda)* Consideration to adopt changes to Resolution 2017-15: Property Donation Policy. Presenter: *Adren Nance*; Sponsor: *County Manager for Regular County Business*

Mr. Pato stated that the first change is to the recital provision which references the anti-donation clause. The general policy was changed to reflect that the county can accept property only if it can be sold for cash value, held for future sale, or can meet the operational needs of the county. The initial acceptance provision was incorporated which would allow the county manager at their discretion to accept the real property on behalf of the BOCC and within 10 days of the acceptance submit a written report to the BOCC. Within 10 days of receiving the report a member of the board may request that the request be considered by the entire board. Upon final acceptance a warranty deed or personal representative deed will be required within 90 days. A quit claim deed will not be accepted, there is also the requirement that a \$25 filing fee be submitted. The resolution

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also mentions that no property shall be owned by the county unless it's accepted pursuant to this resolution or by formal acceptance by the BOCC.

Commissioner Carlberg moved for approval. Seconded by Commissioner Cole. Roll call vote. Commissioner Carlberg voted yes. Commissioner Hyder voted yes. Commissioner Cole voted yes. Commissioner Eaton voted yes. Chairman Aragon voted yes. Motion carried 5-0.

County Clerk Carabajal announced Resolution 2018-60. (See Exhibit F)

11) Notice of Intent to Award Contract for lease of (2) Tandem Axle Motor Graders. Presenter: *Rustin Porter*, Sponsor: *County Manager for Regular County Business*  
Mr. Porter asked for approval on the lease for 2 tandem axle motor graders. The lease would be for \$3,774.59 per month per grader for an annual cost of \$45,295.08 per grader.

Commissioner Hyder moved for approval. Seconded by Commissioner Carlberg. Roll call vote. Commissioner Carlberg voted yes. Commissioner Hyder voted yes. Motion carried 5-0. (See Exhibit G)

12) Notice of Intent to Award Contract Extension for Tyler Technologies. Presenter: *Rustin Porter*, Sponsor: *County Manager for Regular County Business*  
Mr. Porter asked for approval of a contract extension with Tyler Technologies. This is a sole source purchase and because that is the case the contract needs to be posted on the states' purchasing website for 30 days, it was posted on November 9<sup>th</sup>. Mr. Porter asked that the county manger be given authority to execute the contract after the 30-day period is over. Commissioner Carlberg asked what the amount would be. Mr. Porter replied that it is a 36-month contract extension with an annual cost of \$296,539.00. IT Director Julian Barraza stated that this extension comes with a \$32,460.00 annual cost savings for the county.

Commissioner Eaton moved for approval. Seconded by Chairman Aragon. Roll call vote. Commissioner Carlberg voted yes. Commissioner Hyder voted yes. Commissioner Cole voted yes. Commissioner Eaton voted yes. Chairman Aragon voted yes. Motion carried 5-0.

Mr. Porter stated that there is nothing to sign now, the county manager will sign after the 30-day sole-source period is up.

**PUBLIC COMMENT:**

None

**EXECUTIVE SESSION:**

Pursuant to Section 10-15-1 (H) (2) (5) & (8) the following matters may be discussed in closed session: a) Personnel; b) Pending or threatened litigation/administrative adjudicatory deliberation; c) real property; d) other specific limited topics that are allowed or authorized under the stated statute.

No executive session

**NEXT COMMISSION MEETING:**

December 5, 2018- Business Meeting @ 5:00 P.M.

Valencia County Commission Chambers, 444 Luna Ave., Los Lunas, NM 87031

December 19, 2018- Public Hearing/Business Meeting @ 5:00 P.M.

Valencia County Commission Chambers, 444 Luna Ave., Los Lunas, NM 87031

Mr. Pato stated that there will be a need for a special meeting next Wednesday at 1:00 P.M. Chairman Aragon wished everyone a safe and wonderful Thanksgiving holiday.

13) Adjournment

Commissioner Hyder moved for adjournment. Seconded by Commissioner Carlberg. Roll call vote. Commissioner Carlberg voted yes. Commissioner Hyder voted yes. Commissioner Cole vote yes. Commissioner Eaton voted yes. Chairman Aragon voted yes. Motion carried 5-0. TIME: 1:32 P.M.

**NOTE: All proposals, documents, items, etc., pertaining to items on the agenda of the November 16, 2018 Special Business Meeting (presented to the Board of County Commissioners) are attached in consecutive order as stated in these minutes.**

**VALENCIA COUNTY BOARD OF COMMISSIONERS**

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**JHONATHAN ARAGON, CHAIRMAN**

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**CHARLES D. EATON, VICE-CHAIR**

  
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**DAVID A. HYDER, MEMBER**

  
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**DAVID CARLBERG, MEMBER**

  
\_\_\_\_\_  
**HELEN Y. COLE, MEMBER**

**ATTEST:**

  
\_\_\_\_\_  
**PEGGY CARABAJAL, COUNTY CLERK**

12-5-2018  
**DATE**