

**San Juan County Commission
Regular Meeting
May 20, 2014**

Chairman Fortner called the San Juan County Commission meeting to order on May 20, 2014 at 4:01 P.M. in the Commission Chambers located in the County Administration Building, 100 S. Oliver Drive, Aztec, New Mexico. Kim Carpenter, County Executive Officer gave the invocation and Chairman Fortner led the Pledge of Allegiance. Those present were:

CHAIRMAN	Jack L. Fortner
CHAIRMAN PRO-TEM	Keith Johns
MEMBER	GloJean Todacheene
MEMBER	Margaret McDaniel
ASSESSOR	Clyde Ward
CHIEF DEPUTY ASSESSOR	Jimmy Voita
CLERK	Debbie Holmes
CHIEF DEPUTY TREASURER	Carol Taulbee
COUNTY EXECUTIVE OFFICER	Kim Carpenter
COUNTY OPERATIONS OFFICER	Mike Stark
ASSISTANT CEO	Linda Thompson
ATTORNEY	Jim Durrett
DEPUTY ATTORNEY	Joe Sawyer
DEPUTY ATTORNEY	Doug Echols
EMERGENCY MANAGER	Don Cooper
EMERGENCY MANAGEMENT COORDINATOR	Mike Mestas
PUBLIC WORKS ADMINISTRATOR	Dave Keck
ADULT DETENTION CENTER ADMINISTRATOR	Tom Havel
ALTERNATIVE SENTENCING ADMINISTRATOR	Jennifer Miller
JUVENILE SERVICES ADMINISTRATOR	Traci Neff
FIRE CHIEF	Doug Hatfield
DEPUTY FIRE CHIEF	Craig Daugherty
INDIGENT HOSPITAL CLAIMS COORDINATOR	Liza Gomez
GEOGRAPHIC INFORMATION SYSTEMS COORDINATOR	Sandi Spencer
HOUSING EXECUTIVE DIRECTOR	Faye Anderson
SAFETY & COMPLIANCE MANAGER	Stewart Logan
PRESS: Farmington Daily Times	Dan Schwartz

VISITORS: 14

A motion was made by Chairman Pro-Tem Johns, seconded by Commissioner McDaniel to call to order the Indigent Hospital Board Meeting. Upon voice vote, the motion passed unanimously.

Indigent Hospital Claims Board Meeting

1. Review of Claims
2. Approval of Minutes of May 6, 2014.

A motion was made by Chairman Pro-Tem Johns, seconded by Commissioner Todacheene to adjourn the Indigent Hospital Board Meeting and call to order the Regular Meeting. Upon voice vote, the motion passed unanimously.

The Indigent Hospital Board Meeting Minutes are taken separately and are made a part of the permanent minute's folder.

Regular Meeting

Approval of Agenda

Kim Carpenter, CEO stated that there is one change to the agenda. It was requested item #3 Consideration of the Fifth Amendment to the Intergovernmental Agreement for Detention Center Services be moved to item #1 under new business. A motion was made by Commissioner Todacheene, seconded by Chairman Pro-Tem Johns to approve the agenda as amended. Upon voice vote this motion passed unanimously.

Presentation

Kim Carpenter, County Executive Officer recognized Faye Anderson Housing Executive Director and Charlotte Sandoval with the San Juan County Housing Authority for receiving the Certificate of Excellence for outstanding performance and lasting contribution for the 2013 SEMAP Assessment. This is the 10th time this award has been awarded to San Juan County Housing Authority. Ms. Anderson stated there are 36 Housing Authorities in the State of New Mexico and 6 of the Housing Authorities have received this superior rating from United States Department of Housing and Urban Development (HUD). These awards are given Nationwide.

Consent Agenda

1. Approval of Proposal 11-11-27, Fire Support Services, to Fireco, LLC of Aztec, NM
2. Approval of Renewal of Proposal 11-12-20, Employee Benefits Program Administration - Major Medical, to Tall Tree Administrators of Salt Lake City, UT and Proposal 11-12-21, Major Medical Aggregate and Specific Stop-Loss Insurance, to Sun Life Financial of Walnut Creek, CA
3. Approval of First Amendment to the Employee Medical Benefit Plan
4. Approval of May 6, 2014 Regular Meeting Minutes
5. Approval of April 2014 Check Register

A motion was made by Chairman Pro-Tem Johns, seconded by Commissioner McDaniel to approve the Consent Agenda. Upon voice vote this motion passed unanimously.

New Business

1. **Consideration of the Fifth Amendment to the Intergovernmental Agreement for Detention Center Services**

Tom Havel, Adult Detention Administrator stated the Intergovernmental Agreement for the Detention Center Services provides that the County will notify the Cities of the per diem rate for the Adult Detention Center on or before October 15th of each year. The rate would be effective July 1 of the succeeding calendar year. Per Diem rates are formula driven and calculated by taking the previous full fiscal year's actual operating cost of the facility to include supporting department cost, debt service, and any anticipated cost increases for next fiscal year. Based on that formula the per diem rate for FY15 would be \$66.16, or a decrease of \$3.97 per night from the previous year's rate of \$70.13. It is requested that the Commission establish the per diem rate for the Detention Center for FY 2015 at \$66.16 and further requests approval of the Fifth Amendment to the Intergovernmental Agreement for Detention Center Services. Chairman Pro-Tem Johns confirmed that the reason for the decrease was of a 9.6% increase in bed days and the debt rate for construction cost went down. A motion was made by Chairman Pro-Tem Johns, seconded by Commissioner McDaniel to approve Fifth Amendment to the Intergovernmental Agreement for Detention Center Services. Upon voice vote this motion passed unanimously.

2. Update on Kirtland Youth Association

Charles Kromer, Executive Director, Kirtland Youth Association updated the Commission on the recent activities and usage associated with the Kirtland Youth Facility. In December 2012 they were able to move into the facility, but due to the lack of funds they were unable to have parking lot lights. Thanks to Mike Davidson, Administrator of Parks and Facilities and his crew they were able to have lights and received with a grant from Public Service Company of New Mexico (PNM) to provide funding for wiring for lights. There are 3 major programs run out of the facility, the After-School program is run 5 days a week for 180 days from 3:00 p.m. to 6:00 p.m. and the Summer program is run from June to mid-August from 7:30 a.m. to 6:00 p.m. for 49 days. These 2 programs are run for 229 days of the year and have 440 registered kids. The Winter Basketball program run November through February on Friday and Saturdays and has 340 kids registered. Together with all the programs there are 840 kids registered and the facility has evolved into a community center being used a total of 71 days from January 2014 to May 2014 for community uses. Mr. Kromer stated they have applied for a \$50,000 Power Up grant from PNM to purchase and develop 1.33 acres of land for soccer, football and other activities. The construction of the facility was put in 2 phases with the completion of phase 1. The facility would like to get State Capital Outlay funding for phase 2 and asked the Commission for their support. The facility will not be a full service facility until phase 2 is built and will include 3 classrooms, service kitchen, medical examination room, administrative office and food court. Mr. Kromer thanked the Commission and San Juan County for their continued support. This was an informational item only.

3. Request for Approval of Proposed FY 2015 Interim Budget

Brooke Quintana, Deputy Finance Officer briefed the Commission that the FY2015 Interim Budget is due to the Department of Financial Administration (DFA) by June 1, 2014. The budget documents will be sent to DFA after approval by the Commission. The Final Budget is due to DFA by July 31, 2014. After approval of the Interim Budget, additional Commission changes can be addressed in the final budget which will be presented for approval in July. The final budget will include actual June 30, 2014 ending cash balances and carry overs. The budget being presented today does meet the 3/12th reserve requirements \$7,528,121.00 with no excess reserves. The changes have been made to the Interim budget per the Commission budget meeting that was held May 6, 2014. A motion was made by Chairman Pro-Tem Johns,

seconded by Commissioner McDaniel for Approval of the Proposed FY2015 Interim Budget. Upon voice vote this motion passed unanimously.

4. Consideration for Award of Proposal 13-14-11, Correctional Food Management Services

Diana Baker, Procurement Manager briefed the Commission that Central Purchasing issued a request for proposals on March 16, 2014 for the purpose of selecting a Contractor to provide Correctional Food Management Services for the Adult Detention Facility, Juvenile Services Facility, and the Alternative Sentencing Facility. Thirteen (13) invitations were mailed out. On April 9, 2014, we received and opened four (4) Proposals. The Evaluation Committee, consisting of Diana Baker, Heidi Sawyer, Doreen Thomas and Daniel Webb, evaluated the four (4) responsive offers in accordance with the evaluation criteria and recommends that an award be made to A'viands, LLC (Summit Food Services, LLC) of Roseville, MN, as the highest rated Offeror for the services. The Committee selected the best and final offer, food to be prepared at the Adult Facility and delivered to Alternative Sentencing Facility. Juvenile Services food will be prepared on site. Summit Food Service has an office located in Albuquerque, NM and holds a State of New Mexico Business Certificate. The award will be subject to the successful negotiation of a Contract. A motion was made by Chairman Pro-Tem Johns, seconded by Commissioner McDaniel to approve the Award of Proposal 13-14-11, Correctional Food Management Services. Upon voice vote this motion passed unanimously.

5. Consideration of Rescheduling June and July County Commission Meetings Schedule

Kim Carpenter, County Executive Officer stated that the County Commission is scheduled to meet on Tuesday, June 3rd. This is Election Day for the primary election. It is requested that the June 3rd meeting be moved to Thursday, June 5th at 4:00 p.m. in order to canvass the results of the election. A motion was made by Commissioner McDaniel, seconded by Commissioner Todacheene to approve Rescheduling the June 3rd meeting to June 5th County Commission Meeting Schedule. Upon voice vote this motion passed unanimously. The second County Commission meeting in July is scheduled for Tuesday, July 15th. Final budgets are due on July 31st. Mr. Carpenter requested that the second meeting in July be rescheduled to July 17th to allow Finance sufficient time to prepare the final budget. A motion was made by Commissioner McDaniel, seconded by Chairman Pro-Tem Johns to approve Rescheduling the July County Commission Meetings Schedule. Chairman Pro-Tem Johns, Chairman Fortner and Commissioner McDaniel voted in favor of the motion. Commissioner Todacheene voted against the motion.

Reports From Elected Officials And Department Heads

Kim Carpenter, CEO informed the Commission the Albuquerque Journal had recognized San Juan County as 1 of 40 Companies in the Top 40 Best Places to Work in New Mexico in 2014. The companies were recognized as Top Workplaces based solely on surveys about the workplace completed by the employees. San Juan County also received a categorical award Best Work Life Flexibility Award and ranked #5 of the largest Workplace Category in 2014.

Commissioner Todacheene congratulated Doug Hatfield, Fire Chief and Mike Mestas, Emergency Management Coordinator on graduating from Leadership San Juan.

Comments / Input From The General Public

NONE

Closed Executive Session

NONE

Adjourn

Being no further business a motion was made by Commissioner Todacheene, seconded by Commissioner McDaniel to adjourn the meeting. Upon voice vote this motion passed unanimously and the meeting adjourned at 4:38 p.m.

APPROVED THIS 5th DAY OF JUNE, 2014

BY THE SAN JUAN COUNTY BOARD OF COMMISSIONERS:



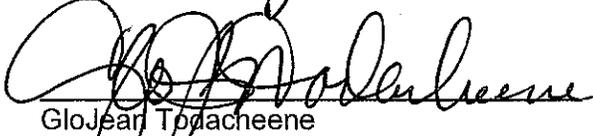
Chairman Jack L. Fortner



Chairman Pro-Tem Keith Johns



Margaret McDaniel



Glojean Todacheene



Scott Eckstein

ATTEST:



Debbie Holmes, County Clerk