

## San Juan County Commission Regular Meeting March 19, 2013

Chairman Eckstein called the San Juan County Commission meeting to order on March 19, 2013 at 4:00 P.M. in the Commission Chambers located in the County Administration Building, 100 S. Oliver Drive, Aztec, New Mexico. CEO Kim Carpenter gave the invocation and Chairman Pro-Tem Jack Fortner led the Pledge of Allegiance. Those present were:

CHAIRMAN	Scott Eckstein
CHAIRMAN PRO-TEM	Jack L. Fortner
MEMBER	GloJean Todacheene
MEMBER	Margaret McDaniel
MEMBER	Keith Johns
ASSESSOR	Clyde Ward
CLERK	Debbie Holmes
CHIEF DEPUTY CLERK	Tanya Shelby
TREASURER	Mark Duncan
CHIEF DEPUTY TREASURER	Carol Taulbee
COUNTY EXECUTIVE OFFICER	Kim Carpenter
COUNTY EXECUTIVE OFFICE	Joann Thomas
COUNTY OPERATIONS OFFICER	Mike Stark
ATTORNEY	Jim Durrett
DEPUTY ATTORNEY	Joe Sawyer
DEPUTY ATTORNEY	Doug Echols
CHIEF FINANCIAL OFFICER	Marcella Brashear
PARKS & FACILITIES ADMINSTRATOR	Mike Davidson
PUBLIC WORKS ADMINISTRATOR	Dave Keck
CHIEF HUMAN RESOURCE OFFICER	Charlene Scott
JUVENILLE SERVICES ADMINISTRATOR	Traci Neff
DEPUTY FIRE CHIEF	Craig Daugherty
INDIGENT HOSPITAL CLAIMS COORDINATOR	Liza Gomez
GIS COORDINATOR	Sandi Spencer
GENERAL SERVICES ADMINISTRATOR	Larry Hathaway
CHIEF IT OFFICER	Vince Johns
HOUSING EXECUTIVE DIRECTOR	Faye Anderson
SAFETY & COMPLIANCE MANAGER	Stewart Logan
PRESS: Farmington Daily Times	Ryan Boetel
Tri-City Tribune	Lauren Duff

VISITORS: 6

A motion was made by Chairman Pro-Tem Fortner, 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 March 5, 2013

A motion was made by Chairman Pro-Tem Fortner, seconded by Commissioner McDaniel to adjourn the Indigent Hospital Board Meeting and call to order the Board of Finance 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.

### **Board of Finance**

1. **Consideration of Approval of Resolution No. 12-13-41, San Juan County's Revised Investment Policy**

Mark Duncan, County Treasurer introduced Paul Cassidy and Michael Nguyen from RBC Capital Markets Public Funds Services. They have reviewed San Juan County's Investment policy, and recommend updating and revising the policy. The changes include a minimum A-/A3 rating requirement for municipal issuers and restricting final maturity on any given security to 4 years. It is also recommended that the average weighted maturity in the portfolio should be no greater than 1.5 or 2 years and no more than 40% of the portfolio may be invested in any one sector except for U.S Treasuries and Agencies. Individual holdings of obligors other than those backed by the U.S. Government, its agencies, or its instrumentalities are limited to 5% of the total market value of the portfolio. Staff requests approval of Resolution 12-13-41, San Juan County's Revised Investment Policy. A motion was made by Chairman Pro-Tem Fortner, seconded by Commission Johns to approve Resolution No. 12-13-41, San Juan County's revised Investment Policy. Upon voice vote this motion passed unanimously.

2. **Consideration of Request to Contract with RBC Public Fund Services to Manage San Juan County's Investment Portfolio**

County Treasurer, Mark Duncan indicated that due to RBC's vast expertise in public financing and investments, he feels that it would be in the best interests of San Juan County to authorize RBC Public Fund Services to professionally manage the County's assets. He believes that an actively managed portfolio will result in a higher rate of return on the County's investments, thereby providing additional revenue to the General fund. Staff requests authorization to contract with RBC Public Fund Services, a Division of RBC Global Asset management Inc., to manage San Juan County's investment portfolio for a period of one year at a cost not to exceed \$49,000. A motion was made by Commissioner Johns, seconded by Commissioner McDaniel to approve the contract with RBC Public Fund Services to manage San Juan County's investment portfolio. Upon voice vote, the motion passed unanimously.

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

## **Regular Meeting**

### **Approval of Agenda**

Kim Carpenter, CEO stated that there are no changes to the agenda. A motion was made by Commissioner McDaniel, seconded by Chairman Pro-Tem Fortner to approve the agenda as presented. Upon voice vote this motion passed unanimously.

### **Consent Agenda**

1. Approval of Renewal of Bid 11-12-13, Price Agreement for the Purchase of Gabion Rock and Surface Treatment Aggregate to Sterling Brothers Construction, Inc.
2. Approval of March 5, 2013 Regular Meeting Minutes
3. Approval of February 2013 Check Register

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

### **New Business**

#### **1. Consideration of Resolution No. 12-13-40, Praxair Industrial Revenue Bonds**

David Buchholtz, Brownstein Hyatt Farber Schreck Law Firm informed the Commission that approximately 12 years ago San Juan County issued an Industrial Revenue Bond for Praxair, Inc. Greg Sweeney, Director of Economic Development, Praxair, Inc. explained that they are planning to expand their Kirtland, NM facility, which is expected to cost \$14 million. This expansion will create approximately 20 – 25 jobs with an average salary from \$20.00 - \$30.00 per hour plus benefits. Praxair, Inc. works with local oil companies. They have submitted an application for the County to issue approximately \$12.4 million in Industrial Revenue Bonds. Mr. Buchholtz explained that this Resolution states that Praxair, Inc. will negotiate an agreement with the School Districts, Junior College and San Juan County. All of this documentation along with the payment in lieu of taxes will be outlined in the Ordinance that will require the Commission's approval. Mr. Buchholtz further explained that San Juan County is not the purchaser or the investor of these bonds. If the bond fails the County is not responsible. Commissioner McDaniel and Chairman Pro-Tem Fortner spoke in favor of Praxair, and indicated that this would be good for San Juan County's economy. A motion was made by Chairman Pro-Tem Fortner, seconded by Commissioner McDaniel to approve Resolution No. 12-13-40, Praxair Industrial Revenue Bonds. Upon voice vote this motion passed unanimously.

#### **2. Request for Approval of PREA/Sexual Misconduct Policy for Juvenile Services Facility**

Traci Neff, Juvenile Services Administrator requested the Commission approve a newly revised policy concerning sexual misconduct for juveniles housed in the Juvenile Facility. This policy adopts all federal standards relative to the Prison Rape Elimination Act (PREA) which are

mandated to become effective May 12, 2013. Approval of this revised policy is required because the County has contracts with the Children, Youth and Family Department and the US Marshall. A motion was made by Commissioner Johns, seconded by Chairman Pro-Tem Fortner to approve the PREA/Sexual Misconduct Policy for Juvenile Services Facility. Upon voice vote this motion passed unanimously.

**3. Request for Approval of Mail/Correspondence Policy for Juvenile Services Facility**

Traci Neff, Juvenile Services Administrator informed the Commission that San Juan County Juvenile Services is requesting formal approval of a newly revised policy concerning mail/correspondence for juveniles housed in the Juvenile Facility. Mrs. Neff explained that this policy addresses incoming and outgoing mail and the procedures for rejecting mail. New Mexico Association of Counties created a very thorough policy. Chairman Pro-Tem Fortner asked Mrs. Neff how the inmate mail is inspected and advised her on a situation that he was aware of. A motion was made by Chairman Pro-Tem Fortner, seconded by Commissioner Johns to approve mail/correspondence policy for Juvenile Services Facility. Upon voice vote this motion passed unanimously.

**4. Consideration of Adoption of County Safety Policies**

Stewart Logan, Safety & Compliance Manger explained to the Commission that the goal of a safety program is to make sure that everyone who comes to work goes home in the same way they came to work, whole and without injury. To that end, the safety program being developed for San Juan County strives to make safety become second nature and not a second thought. Over the past several years, safety policies have been developed based on the most hazardous jobs performed by County employees. These policies have been developed with input from NM Occupational Safety & Health Administration (OSHA), New Mexico County Insurance Authority, and the County Safety Committee. The proposed policies have been submitted to staff for review. The 9 policies submitted for consideration represent the most hazardous jobs being performed by County Employees and at a minimum, meet the OSHA standards. Once adopted, these policies will be reviewed, via training classes, by the employees most affected by the policies. The policies will also be available on the intranet site for review by all County employees. Commissioner Todacheene clarified that the hot work permit was only good for one day, and the chemical vapors issue was addressed. A motion was made by Chairman Pro-Tem Fortner, seconded by Commissioner McDaniel to adopt County Safety Policies. Upon voice vote this motion passed unanimously.

**Reports From Elected Officials And Department Heads**

CEO Kim Carpenter briefed the Commission on the tax reform/hold harmless bill that the Governor is expected to sign. He explained that San Juan County's projected loss of Revenue FY2016 – FY2030 would be \$18,876,574.00.

Mike Stark, County Operations Officer indicated that the Department of Finance and Administration (DFA) signed the lease agreement for the Salmon Ruins. San Juan County will be receiving \$238,000.00.

Dave Keck, Public Works Director reported on March 23, 2013 the trash disposal fees will be waived at all of San Juan County Compacter Stations, with the exception of Huerfano Compacter Station, on March 23, 2013. This information is being advertised on all radio stations in English and Navajo and in the newspaper.

Commissioner McDaniel, thanked Public Works Director Dave Keck for his assistance at Pueblo Pintado. She said he did an excellent job representing San Juan County.

Faye Anderson, Housing Executive Director reported to the Commission that due to sequestration the waiting list for housing is being temporally suspended. This was suggested by the Albuquerque field office due to funding shortfalls. The cuts that are being implemented are affecting all federal agencies nationwide. Unfortunately San Juan County Housing is one of the agencies that will be facing difficult financial realities. This will also prevent false hope to families in need of rental assistance.

### **Comments / Input From The General Public**

None

### **Closed Executive Session**

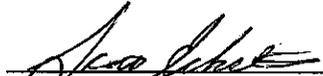
None

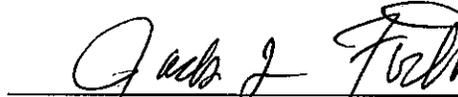
### **Adjourn**

Being no further business a motion was made by Commissioner Todacheene, seconded by Commissioner Johns to adjourn the meeting. Upon voice vote this motion passed unanimously and the meeting adjourned at 4:50 p.m.

APPROVED THIS 16th DAY OF APRIL, 2013

BY THE SAN JUAN COUNTY BOARD OF COMMISSIONERS:

  
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Chairman Scott Eckstein

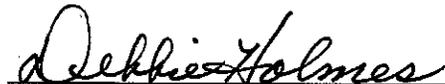
  
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Chairman Pro-Tem Jack L. Fortner

  
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Margaret McDaniel

  
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GloJean Todacheene

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Keith Johns

ATTEST:

  
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Debbie Holmes, County Clerk