

**San Juan County Commission  
Regular Meeting  
February 4, 2020**

Chairman Fortner called the San Juan County Commission meeting to order on February 4, 2020 at 4:00 P.M. in the Commission Chambers located in the County Administration Building, 100 S. Oliver Drive, Aztec, New Mexico. Chairman Pro-Tem Crowley gave the invocation and Commissioner Beckstead led the Pledge of Allegiance. Those present were:

CHAIRMAN	Jack L. Fortner
CHAIRMAN PRO-TEM	Jim Crowley
MEMBER	John T. Beckstead
MEMBER	GloJean Todacheene
MEMBER	Michael Sullivan
CHIEF DEPUTY ASSESSOR	John Kuhn
CLERK	Tanya Shelby
CHIEF DEPUTY TREASURER	Carol Taulbee
UNDERSHERIFF	Cory Tanner
COUNTY MANAGER	Mike Stark
COUNTY ADMINISTRATIVE OFFICER	Fran Fillerup
ATTORNEY	Doug Echols
DEPUTY ATTORNEY	Joe Sawyer
RISK MANAGER	Cynthia Singleton
EMERGENCY MANAGER	Mike Mestas
EMERGENCY MANAGEMENT COORDINATOR	Ali Rye
CHIEF FINANCIAL AND STRATEGY OFFICER	Jim Cox
DEPUTY FINANCE OFFICER	Kim Martin
PARKS & FACILITIES ADMINISTRATOR	Daniel Hill
PARKS & FACILITIES DEPUTY ADMINISTRATOR	Steven Dansie
PUBLIC WORKS ADMINISTRATOR	Nick Porell
CHIEF HUMAN RESOURCES OFFICER	Roberta Padilla
ADULT DETENTION CENTER DEPUTY WARDEN	Daniel Webb
FIRE CHIEF	John Mohler
HEALTH CARE ASSISTANCE PROGRAM COORDINATOR	Liza Lier
GENERAL SERVICES ADMINISTRATOR	Larry Hathaway
HOUSING EXECUTIVE DIRECTOR	Faye Anderson
SAFETY & COMPLIANCE MANAGER	Stewart Logan
PUBLIC RELATIONS MANAGER	Devin Neeley
BEHAVIORAL HEALTH SERVICES DIRECTOR	Su Hodgman

VISITORS:

32

## **Presentations**

### **1. Presentation: FY18 Audit & Accountability Award**

Jim Cox, Chief Financial and Strategy Officer, stated that during the NM Counties conference, Mike Stark and Jim Cox had the pleasure of receiving the award on behalf of the Commission, the Finance department and for all County departments and elected offices who work hard to achieve quality audits.

### **2. CERT (Community Emergency Response Team) Graduation**

Chairman Fortner introduced Stewart Logan, Safety & Compliance Manager as the CERT (Community Emergency Response Team) instructor. Mr. Logan communicated that CERT is a multi-month class training employee's in emergency response. The class met every month for approximately 8-9 months and each class lasted about 4 hours. Training topics included weather, first aid, electrical safety, bomb situations, emergency action plans, terrorism and more. Specialists in each area were brought in to speak about their respective subjects, including an FBI agent who presented on terrorism. The hope is that CERT trainees would be the actual "first responder" if there was an event at a County facility. The graduates: Peggy Martinez, Ilse Arzate, Judson Robeson, Dean Jones, John Kelly, James Netcher, Teri Harris, and Jesse Eads.

## **Board of Finance**

### **1. Report on County Investments and Interest Earned.**

Carol Taulbee, Chief Deputy Treasurer, reported that the FY2020 County investments earned \$608,212.04 in interest for the 6-months ending December 31, 2019. This is a 134.97% increase over interest earned in FY2018 and 39.60% increase over the same period in FY2019. The return on investment has steadily increased from 0.41% in FY2017 to 1.29% in FY2020. The total average invested dollars are significantly lower than FY2019 due to the continued spending down of the 2015 Bond Series funds and conservative cash flow management. In anticipation of delayed revenues from the HB407 late property tax billing, reinvesting matured investments has been postponed until after the 2019 property tax collections in January 2020. This strategy has assured adequate cash flow. Total cash and investments as of December 31, 2019 were \$69,736,705.21. This amount includes December property tax collections of which \$17,000,473.53 was distributed to the local municipalities and school districts in January 2020. Deducting the property tax payable and the December 31 outstanding checks of \$619,133.41 brings the December 31, 2019 cash and investment total to \$52,117,098.27.

A motion was made by Commissioner Todacheene, seconded by Commissioner Sullivan to call to order the Indigent Hospital Claims Board Meeting. Upon voice vote, the motion passed unanimously.

### **Indigent Hospital Claims Board Meeting**

1. Request for Approval of Health Care Claims
2. Approval of Minutes of January 7, 2020.
3. Update on the Sobering Center and Joint Intervention Program  
Laura Ann Crawford, NW Region Director - Presbyterian Medical Services
4. Consideration of Renewal Funding for Sobering Center and Joint Intervention Program  
Services for Presbyterian Medical Services

A motion was made by Commissioner Sullivan, seconded by Commissioner Beckstead to adjourn the Indigent Hospital Claims Board Meeting and call to order the Regular Meeting. Upon voice vote, the motion passed unanimously.

### **Regular Meeting**

#### **Approval of Agenda**

Mike Stark, County Manager, stated that there were no changes to the agenda. A motion was made by Commissioner Todacheene, seconded by Chairman Pro-Tem Crowley to approve the agenda as presented. Upon voice vote this motion passed unanimously.

#### **Consent Agenda**

1. Consideration of Approval of FY20 Budget Adjustment #6-Resolution No. 19-20-38.
2. Approval of December 17, 2019 Regular Meeting Minutes
3. Approval of January 7, 2020 Regular Meeting Minutes
4. Consideration of Approval of Resolution No. 19-20-37, Supporting New Mexico DOT 2020/2021 Local Government Road Fund Application
5. Consideration of Approval of Transportation Alternative Program (TAP) Grant Agreement for Kirtland Schools Path Extension
6. Consideration of Approval for Renewal of Bid 18-19-07, Price Agreement for the Purchase of Jet "A" Fuel to Epic Aviation
7. Consideration of Approval of Resolution No. 19-20-39, Community Development Block Grant Policies and Certifications, with accompanying resolutions and plans.
8. Consideration of Approval of Resolution No. 19-20-35, Authorizing City of Farmington Submittal of the FY2021 LDWI Detox Grant Application
9. Consideration for Renewal of Bid No. 16-17-07, Price Agreement for the Purchase of Magnesium Chloride to Desert Mountain Corporation of Kirtland, NM

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

#### **New Business**

1. **Consideration of Gateway Signage to be placed at Highway entrances to San Juan County**

Devin Neeley, Public Relations Manager, explained that to continuously market the amenities of San Juan County and brand the County as a haven for outdoor lovers, staff identified an opportunity to place gateway signage at nine locations where major highways cross the county line. Further, staff will solicit photographs from residents to be featured on signs at other county line locations. Proposed signs will be placed on US 550 (North and South), US 64 (East and West), NM 491 (North and South), NM 170 N, NM 371 S, and NM 511 N. According to 2017 Annual Average Daily Traffic Count from the New Mexico Department of Transportation. The identified locations could see up to 15,000 vehicles per day. Each sign costs \$70 and is printed in house. Signs will be 48"x36" and contain the tagline on a separate sign. With approval of the basic design, staff can place signs on US 550 at the two points where US 550 crosses the county line and continue with a campaign to secure more resident-submitted photos. A motion was made by Commissioner Sullivan, seconded by Commissioner Beckstead to approve the Gateway Signage to be placed at Highway entrances to San Juan County. Upon voice vote this motion passed unanimously.

**2. Consideration of Award of Proposal No. 19-20-06, Permit and Inspection Software to the Davenport Group USA, Lid. Of Crystal Lake, IL**

Diana Chapman, Chief Procurement Officer, stated that on October 13, 2019, Central Purchasing issued a request for sealed proposals for a Community Development permitting and tracking software. Twelve invitations were mailed out. On November 21, 2019, six responses were received and opened. The response was evaluated by an Evaluation Committee consisting of David Barnett, Robert Varbel, Michele Truby-Tillen, and Diana Chapman. It was the recommendation of the Committee to award the proposal to The Davenport Group USA, Ltd. of Crystal Lake, IL as the highest ranked offered for the services. The award will be subject to the successful negotiation of a contract. A motion was made by Commissioner Beckstead, seconded by Chairman Pro-Tem Crowley to approve Award of Proposal No. 19-20-06, Permit and Inspection Software to the Davenport Group USA, Lid. Of Crystal Lake, IL. Upon voice vote this motion passed unanimously.

**3. Consideration of Boards and Committee Appointments for 2020**

Mike Stark, County Manager, requested approval of Board and Committee members appointed by the San Juan County Commission. Staff contacted the various appointees, and all have indicated a willingness to serve as listed. The County reduced its contribution to the Northwest New Mexico Council of Governments and now has only one seat held by Commissioner Todacheene, with Fran Fillerup as alternate. (When the County had two seats, Larry Hathaway served as alternate.) Scott Martin, County Engineer in the Public Works Department, will be a second alternate on the Farmington MPO Technical Committee. Fran Fillerup will fill the seat of alternate on the San Juan Water Commission previously held by Margaret McDaniel. A motion was made by Chairman Pro-Tem Crowley, seconded by Commissioner Beckstead to approve the Boards and Committee Appointments for 2020. Upon voice vote this motion passed unanimously.

**4. Consideration of Benefits to the 2020 Medical Plan: Approval of Life Scan Wellness Exams and Access to Nutritionist through Teladoc**

Melissa Wood, CEBS/Benefits & Compensation Manager, voiced that at the August 6, 2019 Commission Meeting, the Commission approved participation for 45 county employees and their dependents to receive Life Scan Wellness tests. Due to additional demand from plan members and the positive feedback from participants regarding testing, staff recommended approval for another 45 tests with the caveat that the blood draw portion of the test be done locally. The opportunity will be available to any County employee and dependents (18 years and up). An employee, spouse, or child on medical insurance will pay a \$100 copay and the medical plan will pay the remaining \$450 (this will not count toward the current plan deductible or maximum out-of-pocket). If an employee or spouse, is not on medical insurance and wants the exam, they will pay the full \$550 cost. The total anticipated cost to medical plan fund would be \$20,250 assuming a full participation rate. If approved, 45 wellness exams will be conducted at the McGee Park Multi-Use Building the Week of June 1-5, 2020. Appointments will be scheduled on a first come, first paid basis. Individuals that received the exam in October 2019 will not be eligible for this round of examinations. Blood work will be collected late April, early May utilizing Reliance Medical Group or other collection company; dates and times to be determined. Teladoc recently announced the addition of Nutritionists to their Telemedicine platform. The total cost of a Teladoc visit with a Nutritionist is \$59. Entities that add this service would not see any additional per employee per month fees to their already existing fee structure. Currently, plan members only have access to a Nutritionist under certain circumstances and the cost is quite expensive relative to the Teladoc offering. Staff recommends a \$30 copay for a Teladoc Nutritionist leaving the county to pick up the \$29.00 balance per visit which is in-line with the current specialist office copay. The anticipated cost to the medical fund based on 50 estimated uses would be \$1,450. Given that Nutritionist access today is limited to certain circumstances and the cost is much higher than the \$29, Staff recommends approval of this benefit to provide better health and wellness to our employees. A motion was made by Commissioner Beckstead, seconded by Commissioner Sullivan to approve the Benefits to the 2020 Medical Plan: Approval of Life Scan Wellness Exams. Upon voice vote this motion passed unanimously. A motion was made by Commissioner Beckstead, seconded by Commissioner Todacheene to approve the Benefits to the 2020 Medical Plan: Access to Nutritionist through Teladoc. Upon voice vote this motion passed unanimously.

### **Report from County Manager**

Mike Stark stated that the staff is following the current New Mexico legislative session. A Bill of interest is SB110, the Public Sector Collective Bargaining Changes Act. Staff will keep the Commission updated on all future developments.

### **Reports From Elected Officials And Department Heads**

Devin Neeley, Public Relations Manager, relayed that the new County website platform has a launch date of February 18, 2020. Additionally, San Juan Complete Count Committee has secured a marketing firm to market the 2020 Census and has an active presence in social media. A 1% under count could mean as much as \$37 million dollars loss in San Juan County in federal funding.

Mike Maestes, Emergency Manager, communicated that the Emergency Management office is staying abreast of the Corona Virus situation, including open communication with area hospitals and other public offices.

John Mohler, Fire Chief, announced the Fire Department was awarded 7 grants, out of the 11 that were applied for totaling \$1,290,000.

Tanya Shelby, County Clerk stated that the Municipal Election on March 3, 2020 will have to be canvassed by the County Commission per HB407 within 6-10 days of the election. The municipalities prefer March 9<sup>th</sup> or March 11<sup>th</sup> as the canvass date. March 10, 2020 is the filing date for the upcoming Primary Election. Mike Stark, County Manager, stated they would formally bring the decided date to the February 18, 2020 Commission meeting.

Commissioner Sullivan stated that the San Juan Agricultural Water Users Association has scheduled a special meeting for February 26, 2020 at McGee Park Auditorium.

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

None

### **Closed Executive Session**

A motion was made by Commissioner Todacheene, seconded by Commissioner Sullivan to go into closed executive session to discuss the following items:

1. Disposition of a portion of the San Juan County Industrial Park Property
2. Discussion of PNM Litigation
3. Acquisition of Film Project Property


Upon voice vote this motion passed unanimously. Upon return a motion was made by Chairman Pro-Tem Crowley, seconded by Commissioner Beckstead to go back into open meeting. Upon voice vote this motion passed unanimously. Chairman Fortner stated that nothing other than what was stated in the motion to go into closed executive session was discussed.


### **Adjourn**


Being no further business, Chairman Fortner adjourned the meeting at 6:45 p.m.

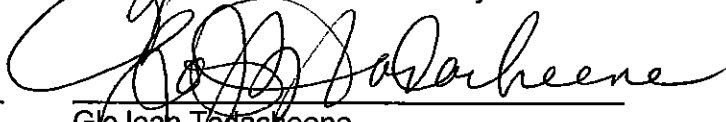
APPROVED THIS 18th DAY OF FEBURARY, 2020

BY THE SAN JUAN COUNTY BOARD OF COMMISSIONERS:

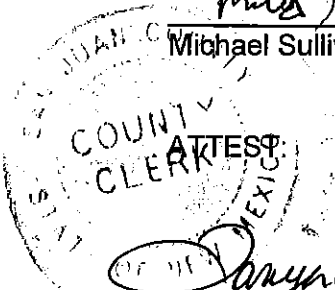
  
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Chairman Jack L. Fortner

  
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Chairman Pro-Tem Jim Crowley

  
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John T. Beckstead

  
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G. Jean Todacheene

  
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Michael Sullivan



  
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Tanya Shelby, County Clerk