

**San Juan County Commission  
Special Meeting  
March 30, 2021**

Chairman Beckstead called the San Juan County Commission meeting to order on March 30, 2021 at 12:01 P.M. in the Commission Chambers located in the County Administration Building, 100 S. Oliver Drive, Aztec, New Mexico. Mike Stark gave the invocation and Chairman Beckstead led the Pledge of Allegiance. Those present were:

CHAIRMAN	John T. Beckstead
CHAIRMAN PRO-TEM	Terri D. Fortner
MEMBER	Steve Lanier
MEMBER	GloJean Todacheene
MEMBER	Michael Sullivan-VIA PHONE
CLERK	Tanya Shelby
UNDERSHERIFF	Cory Tanner
COUNTY MANAGER	Mike Stark
ATTORNEY	Doug Echols
DEPUTY ATTORNEY	Joe Sawyer
RISK MANAGER	Cynthia Singleton
CHIEF FINANCIAL OFFICER	Kim Martin
PUBLIC WORKS ADMINISTRATOR	Nick Porell
FIRE CHIEF	John Mohler
SAFETY & COMPLIANCE MANAGER	Stewart Logan
PUBLIC RELATIONS & FILM MANAGER	Devin Neeley

The following attended via phone or via WebEx:

CHIEF DEPUTY TREASURER	Bryan Myers
JUVENILE SERVICES DIRECTOR	Bowen Belt
HOUSING EXECUTIVE DIRECTOR	Faye Anderson

VISITORS: 4

## **Regular Meeting**

### **Approval of Agenda**

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

## **New Business**

### **1. Consideration of Renewal of Property/Casualty Insurance**

Cynthia Singleton, Claims Manager, requested renewal for property and casualty insurance for San Juan County. RFP 17-18-05 awarded Kysar/Millennium/Leavitt Insurance Agency (KML) brokerage services to procure insurance coverages for San Juan County. The policy period begins March 31, 2021 for a one-year term ending March 31, 2022. KML offered multiple companies the opportunity to bid insurance for San Juan County this year and has reviewed those that were returned, Travelers Insurance and New Mexico County Insurance Authority. KML presented the Commission the two options:

1. Travelers Insurance annual premiums total \$1,551,969 excluding Cyber, Cyber Excess and Aircraft coverage. NMCIA annual premiums total \$1,377,686. The primary difference is that Travelers offers occurrence form coverage for most lines while NMCIA's coverage would change to claims-made coverage for the majority of lines, requiring a substantial "tail" purchase at the time of any exit from the pool to cover 3 years (which would be \$1.377MM this year).
2. Aircraft coverage for helicopters is provided by Westchester Fire Insurance (for an increase in coverage and limits not offered by either provider) at an annual premium of \$18,000.
3. Cyber Crime insurance will be provided by CRC/Corvus for \$52,261.66, with an additional Excess policy of \$36,184.95.
4. Brokerage services were previously awarded under RFP 17-18-05 to KML under a combined fee cap of \$100,000.00. Total commission to KML under these recommendations as presented is \$100,000.00.

Total premiums including the KML commission for this coverage year will be either \$1,758,415.61 for Travelers or \$1,584,132.61 for NMCIA which represents an increase from the past year, and a 3% increase for the past 2 policy years. KML recommended the renewal of the Traveler's policy due to the occurrence form, broad scope of coverages and strong history of claims resolutions with the County. Various comments and questions were made by the Commission. A motion was made by Commissioner Sullivan, seconded by Chairman Pro-Tem Fortner to approve the Renewal of Property/Casualty Insurance for San Juan County to Kysar Millennium Leavitt Insurance Agency of Farmington, NM as recommended through Travelers Insurance. Upon voice vote this motion passed unanimously.

### **2. Award of Bid 20-21-05 Re-Bid, Construction of Bridge 8130 on County Road 5500**

Nick Porell, Public Works Director, explained that on February 14, 2021, Central Purchasing issued a request for sealed bids for the construction of Bridge 8130 on County Road 5500. Nineteen invitations were mailed; three bids were received and opened on March 16, 2021. Staff recommended Klewit NM of Albuquerque, NM as the overall low bidder meeting specifications and requirements. The award was base bid amount only of \$6,796,500.50 plus allowances of \$100,000 and New Mexico Gross Receipt Taxes of \$461,203.47 for a total of \$7,357,703.97. Various comments and questions were made by the Commission. A motion was made by Commissioner Sullivan, seconded by Chairman Pro-Tem Fortner to approve Bid 20-21-05 Re-Bid, Construction of Bridge 8130 on County Road 5500 to Klewit NM. Upon voice vote this motion passed unanimously.

**3. Consideration to list Recreation Trail Project in Farmington Metropolitan Planning Organization's Transportation Improvement Plan**

Nick Porell, Public Works Director, communicated that the City of Farmington, City of Aztec and San Juan County began to collectively discuss the potential of converting the former Denver & Rio Grande Western Railroad right of way between Farmington and Aztec to a recreation trail. The railroad right of way was transferred to the various entities in 1971 following the decommissioning of the railroad. Federal funding opportunities for recreation and alternative transportation projects are anticipated to be available later in 2021 through the New Mexico Department of Transportation (NMDOT). Projects must be listed in the Statewide Transportation Improvement Plan (STIP) to be eligible for funding. San Juan County lists projects in the STIP through its membership in the Farmington Metropolitan Planning Organization (MPO). The STIP is updated each quarter of the Federal Fiscal Year (FFY). The FFY Q3 amendment period is now open. To be adopted to the STIP, a project must first be proposed for inclusion to the MPO's Transportation Improvement Plan (TIP) by the MPO Technical Committee. San Juan County is currently represented on the Technical Committee by Nick Porell. The Technical Committee would then recommend approval of the TIP amendment to the MPO Policy Committee which would then vote on the amendment. San Juan County is represented on the Policy Committee by Commissioners Todacheene and Lanier. The MPO would then submit the project to NMDOT for inclusion in the STIP. The STIP is a non-binding planning document. A project can be removed from the STIP during any quarterly update. The intent is to list an initial phase for the project budgeted at \$500,000 for planning, alternatives analysis, and design. A motion was made by Commissioner Sullivan, seconded by Commissioner Lanier and Commissioner Todacheene to approve to list Recreation Trail Project in Farmington Metropolitan Planning Organization Transportation Improvement Plan. Upon voice vote this motion passed unanimously.

**Report from County Manager**

Mike Stark, County Manager, stated that the New Mexico Legislative Special Session started today at noon. Topics that were up for discussion include the Legalization of Marijuana and reviving House Bill 308, the Local Economic Development Act Fund. Mr. Stark also stated that Nick Porell is working on proposals for federal funding which will be presented in the April 6, 2021 Commission meeting.

**Reports From Elected Officials And Department Heads**

None

**Comments / Input From The General Public**

None

**Adjourn**

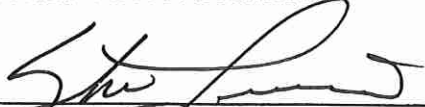
Being no further business, Chairman Beckstead adjourned the meeting at 12:55 p.m.

APPROVED THIS 20TH DAY OF APRIL 2021

BY THE SAN JUAN COUNTY BOARD OF COMMISSIONERS:

  
Chairman John T. Beckstead

  
Chairman Pro-Tem Terri Fortner

  
Steve Lanier

  
Glojean Todacheene

  
Michael Sullivan

ATTEST:

  
Tanya Shelby, County Clerk

