

**San Juan County Commission  
Regular Meeting  
February 20, 2024**

Chairman Beckstead called the San Juan County Commission meeting to order on February 20, 2024, at 4:00 p.m. in the Commission Chambers located in the County Administration Building, 100 S. Oliver Drive, Aztec, New Mexico. Commissioner Lanier gave the invocation and Joe Sawyer 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	Gary McDaniel
CHIEF DEPUTY ASSESSOR	John Kuhn
CLERK	Tanya Shelby
SHERIFF	Shane Ferrari
UNDERSHERIFF	Cory Tanner
COUNTY MANAGER	Mike Stark
DEPUTY COUNTY MANAGER	Steven Saavedra
ATTORNEY	Joe Sawyer
CHIEF FINANCIAL OFFICER	Kim Martin
PUBLIC WORKS ADMINISTRATOR	Nick Porell
ADULT DETENTION ADMINISTRATOR	Daniel Webb
ALTERNATIVE SENTENCING ADMINISTRATOR	Jennifer Mitchell
FIRE CHIEF	David Vega
DEPUTY FIRE CHIEF	Donovan Mack
COMMUNITY HEALTH & SOCIAL SERVICES DIRECTOR	Liza Gomez
MARKETING ASSISTANT	Tim Mietty
BEHAVIORAL HEALTH SERVICES DIRECTOR	Megan Cullip
PROJECT MANAGER	Porter Smith
PRESS: Tri-City Record	David Albright
VISITORS:	13

**Regular Meeting**

**Approval of Agenda**

Mike Stark, County Manager, stated that there was one change to the agenda. Line Item #2 will be presented by Liza Gomez, Community Health & Social Services Director, and Megan Cullip, Behavioral Health Services Director. A motion was made by Commissioner Lanier, seconded by Chairman Pro-Tem Fortner to approve the agenda as amended. Upon voice vote the motion passed unanimously.

### Consent Agenda

1. Approval of Regular Meeting Minutes from January 30, 2024
2. Approval of FY24 Budget Adjustment #9 – Resolution No. 23-24-55
3. Approval of Treasurer Check Register for January 2024
4. Approval of Finance Check Register for January 2024
5. Approval of Resolution No. 23-24-51, Certification of Annual San Juan County Maintained Road Mileage to NMDOT
6. Approval of Request for Acceptance of Roads within Coyote Ridge Subdivision, Phase II
7. Approval of FEMA AFG (Assistance to Firefighters) Grants
8. Approval of Renewal of Bid No. 20-21-09, Price Agreement for the Purchase of Magnesium Chloride to Desert Mountain Corporation of Durango, CO
9. Approval of Resolution No. 23-24-46, Ratifying the Authorization of Submittal of the FY2024 LDWI Grant Fund Application

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

### New Business

1. **Consideration of Transfer of Dispenser Liquor License No. 0110 to Jesus Villalobos d/b/a Beto's Bar, LLC in Blanco, NM**

Joe Sawyer, County Attorney, stated that a notice was received from the Alcoholic Beverage Control Division that action must be taken on a transfer of Dispenser Liquor License No. 0110, from Urban and Tina Trujillo d/b/a Trujillo's County Store & Lounge at 7418 U.S. Highway 64 in Blanco, to Jesus Villalobos d/b/a Beto's Bar, LLC at the same location. A Notice of Public Hearing was published in the Daily Times on January 7, 2024, and January 21, 2024. The hearing was held before County Attorney Joe Sawyer acting as the hearing officer on February 8th. No one appeared at the hearing other than the applicant Jesus Villalobos who testified in favor of the transfer. There were no other comments in favor of or in opposition to the transfer. The County is required to consider three criteria:

1. Is the proposed sale location in an area prohibited by the State of New Mexico.
2. Would the transfer violate a zoning or other ordinance of the County; and
3. Would the transfer be detrimental to the public health, safety, or morals of the local option district.

Hearing Officer Sawyer indicated that the transfer would not violate the criteria and recommended the transfer of the license be approved. The County must notify the Alcoholic Beverage Control Division of approval or disapproval by March 9, 2024. Mr. Sawyer briefly stated that the hearing was previously conducted, no further discussion would take place. The Commission made various comments. A motion was made by Chairman Pro-Tem Fortner, seconded by Commissioner Todacheene to approve the Transfer of Dispenser Liquor License No. 0110 to Jesus Villalobos d/b/a Beto's Bar, LLC in Blanco, NM. Upon voice vote the motion passed unanimously.



## **2. Consideration of Updated Indigent Burial/Cremation Policy**

Liza Gomez, Community Health & Social Services Director and Megan Cullip, Behavioral Health Services Director, requested an update of the Indigent Burial/Cremation Policy to coincide with NMSA 1978, 24-13-1-2 per legislative session 2023. Ms. Gomez highlighted the following changes to the statute:

- Modified the definition of an indigent decedent to include an unclaimed decedent. Previously the Health Care Assistance Program (HCAP) funding could not be used for unclaimed decedents.
- The amount of reimbursement to a funeral home for cremation/burial was increased from \$600 to \$1,000, opening/closing of a grave cannot exceed \$1,000, and all authorized payments will be made directly to the funeral home.
- Legally, cremains must be retained for 2 years apart from certain eligible veterans cremains which only need to be retained for 1 year.

Before HCAP funding can be considered, other funding sources must first be applied to cover burial/cremation costs, which includes funding from family member/friends, social security death benefits, the Veterans Association, insurance, or the estate. The Commission asked various questions. A motion was made by Chairman Pro-Tem Fortner, seconded by Commissioner Lanier to approve the Updated Indigent Burial/Cremation Policy. Upon voice vote the motion passed unanimously.

## **3. Consideration of Resolution No. 23-24-53, Approving a Travel Policy and Procedure for San Juan County Employees**

Kim Martin, Chief Financial Officer, indicated that on December 5, 2023, the Commission approved updates to the San Juan County Travel Policy as part of the Employee Handbook revision; however, notice was received from the Department of Finance and Administration (DFA) Financial Control Division that changes have been made to the New Mexico Administrative Code § 2.42.2 governing the Per Diem and Mileage Act. Ms. Martin highlighted the following changes:

- The definition of travel was changed from 35 miles to 50 miles from the designated point of duty.
- Rand McNally does not have a milage calculator; the DFA has approved Google Maps, to calculate milage.
- Previously, if expenditures were less than \$6 per day but not more than \$30 per trip, receipts were not required; all expenditures now require receipts regardless of amount.

The Commission asked various questions. A motion was made by Chairman Pro-Tem Fortner, seconded by Commissioner Todacheene to approve Resolution No 23-24-53, Approving a Travel Policy and Procedures for San Juan County Employees. Upon voice vote the motion passed unanimously.

4. **Consideration of Resolution No. 23-24-52, Support of County Road 350 NMDOT Transportation Project Fund (TPF) Grant Application**

Nick Porell, Public Works Director, explained that during the 2021 Legislative session, the Transportation Project Fund (TPF) was established via New Mexico Rule 18-27.6. Through 4 grant cycles, the County has received an estimated \$7.5M and most recently received funding for a resurfacing project on the northern 3.6 miles between the intersection of County Roads 350/3100/3720 and New Mexico Route 516. On February 1, 2024 a call for projects was issued by New Mexico Department of Transportation (NMDOT) and applications are due by May 31, 2024. Staff has prepared an application requesting \$1,996,040, which would require a 5% local match, to complete a cold milling and asphalt overlay on the southern 3.9 miles between the intersection of County Roads 350/3100/3720 and US 64 in Lee Acres. A motion was made by Commissioner Lanier, seconded by Chairman Pro-Tem Fortner to approve Resolution No. 23-24-52, Support of County Road 350 NMDOT Transportation Project Fund (TPF) Grant Application. Upon voice vote the motion passed unanimously.

5. **Consideration of Resolution No. 23-24-50, in Support for Recreation Trails Program (RTP) Grant Application for Alien Run Recreation Area/Angel Peak**

Nick Porell, Public Works Director, indicated that the County has been the recipient of the Recreation Trail Program (RTP) through the last 3 grant cycles and has received a total of \$1.5M in funding. Staff and the Bureau of Land Management Farmington Field Office (FFO) have identified the Alien Run Recreation Area north of Aztec and the Angel Peak Scenic Area south of Bloomfield for trail expansion projects. The proposed project would add 12 miles of new trail, which includes a new trail connecting Mountain View Trail to Alien Run. The application, due by March 29th, is for \$600,000 and requires a 14.56% match. In collaboration with NMDOT and Farmington Metropolitan Planning Organization a project feasibility review will be conducted to determine if the project meets grant criteria. The Commission asked various questions. A motion was made by Commissioner Lanier, seconded by Commissioner McDaniel to approve Resolution No. 23-24-50, in Support for Recreation Trails Program (RTP) Grant Application for Alien Run Recreation Area/Angel Peak. Upon voice vote the motion passed unanimously.

6. **Consideration of Commission Meeting Schedule for March 2024**

Mike Stark, County Manger, stated that at the January 2nd, 2024 Commission Meeting, the Commission approved Resolution No. 23-24-42, Cancelling and Rescheduling Certain Meetings in Calendar Year 2024. Currently, the only meeting in March is scheduled for March 12th. An all-mail mill levy election for the Aztec School District will be conducted by the County Clerk on March 19th. Per state law, the results of the election need to be canvassed between 6 and 10 days after the election. A grant agreement and renewal of the County insurance policy will also need to be considered by the Commission. Upon discussion the Commission agreed to hold a Special Meeting on March 26th at 2 p.m. A motion was made by Chairman Pro-Tem Fortner, seconded by Commissioner Todacheene to approve the Commission Meeting Schedule for March 2024. Upon voice vote the motion passed unanimously.



**Report from County Manager**

Mike Stark, County Manager, indicated that the deadline for the Governor to sign or veto the bills passed is March 6th; Staff will be monitoring which bills are signed.

**Reports From Elected Officials And Department Heads**

Daniel Webb, Adult Detention Administrator, announced that Officer Michael Fischer, who recently passed, was nominated in January for the Employee of the Month Award. Mr. Webb presented the award to his parents, Paul and Marilyn Fischer. Officer Brandon Stafford read highlights from the various nominations.

Tanya Shelby, County Clerk, indicated that questions regarding the Aztec School Election should be referred to the Aztec School Board. Ms. Shelby announced that filing day is March 12th from 9 a.m. to 5 p.m.

**Comments / Input From The General Public**

Leonard Trujillo and Stacy Dodd, Bloomfield Irrigation Board Member, provided information regarding additional repairs that are needed to the irrigation system.

**Adjourn**

Being no further business, Chairman Beckstead adjourned the meeting at 4:58 p.m

**APPROVED THIS 12TH DAY OF MARCH 2024**

**BY THE SAN JUAN COUNTY BOARD OF COMMISSIONERS:**

  
Chairman John T. Beckstead

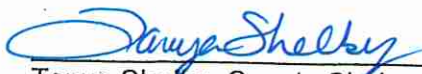
  
Chairman Pro-Tem Terri D. Fortner

  
Steve Lanier

  
Glojean Todacheene

  
Gary McDaniel

ATTEST:



Tanya Shelby, County Clerk

