

**SANDOVAL COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING AGENDA
LOCATION: ADMINISTRATIVE BUILDING COMMISSION CHAMBERS
1500 IDALIA ROAD, BUILDING D
BERNALILLO, NM 870004
JULY 23, 2020-6:00 P.M.**

Due to the Coronavirus (COVID-19) Emergency declared by Governor Michelle Lujan Grisham and the limit on the maximum number of persons gathering, except for essential functions, the County Board of Commissioner's Meeting is closed to the public. It may be viewed on the County's website at www.sandovalcountynm.gov. The public may leave comments at: [HTTP://WWW.SANDOVALCOUNTYNM.GOV/COMMISSION/PUBLIC-COMMENT/](http://www.sandovalcountynm.gov/commission/public-comment/)

Present were Chairman David Heil, Vice Chairman Jay Block, Commissioner Michael Meek, Commissioner Kenneth Eichwald, Commissioner Bruch was on telephonically.

1. CALL TO ORDER

Meeting was called to order by Chairman Heil at 6:00 p.m.

2. PLEDGE OF ALLEGIANCE AND NEW MEXICO PLEDGE

Pledge and New Mexico Pledge was led by Chairman Heil

3. INTRODUCTIONS AND ANNOUNCEMENTS

Vice Chairman stated that on the consent agenda item C, Tom Buckner was the appointee for this position but Mr. Buckner since has passed, Paul Caputo was asked to take the position on the Advisory Board for the Detention Center. Welcomed Mr. Caputo to the position and Mr. Caputo was on telephonically stated he was glad to serve on the Board.

Vice Chairman also announced Patricia Miller our HR director last day is tomorrow Friday the 24th wishing her well.

Chairman Heil also wished HR Director well on her retirement. Talked about her accomplishments while serving as our HR Director.

Commissioner Bruch wanted to recognize Mayor from Cochiti Lake Don Topper for helping out with the testing of the COVID 19.

4. APPROVAL OF THE AGENDA

Motion to approve by Commissioner Eichwald, second by Commissioner Meek. Vote was unanimous.

5. COMMENTS FROM THE PUBLIC

Due to the COVID-19 Emergency, Sandoval County Commissioners shall receive public comment regarding Agenda Items exclusively by email at:

[HTTP://WWW.SANDOVALCOUNTYNM.GOV/COMMISSION/PUBLIC-COMMENT/](http://www.sandovalcountynm.gov/commission/public-comment/)

Chairman Heil mentioned SRMC which we will hear about in the near term meeting as we review the next step in SRMC's process.

6. CONSENT AGENDA

A. Approval of Minutes from the Regular Meeting of the July 9, 2020 Regular County Commission Meeting.

B. Approval of the Following Budget Resolution:

No. 7-23-20.6B(1) / Adjustments to Reflect Actual Revenues and Expresses to Close Out Fiscal Year 2020

C. Approval to Appoint Paul Caputo (District 2) to the Detention Center Community Advisory Council.

D. Approval of the Memorandum of Understanding (MOU), between Sandoval County DWI Prevention Programs and Zia Pueblo / Zero dollars and Authorization for the County Manager to Approve all subsequent Amendments for FY21.

E. Approval of Professional Services Agreement between Sandoval County and Youth Development Inc. for their provision of Reception and Assessment Center (RAC) services under our Juvenile Justice Continuum Grant through the State of New Mexico's Children, Youth, and Families Department (CYFD) as required by its Scope of Work / \$187,500.00 and Authorization for the County Manager to approve all Subsequent amendments.

F. Approval of the Professional Services Agreement between Sandoval County and Bernalillo Public Schools for the Juvenile Justice Program for Students at Bernalillo Public School / \$35,000.00 and Authorize the County Manager to Approve all Subsequent Amendments for FY 21.

G. Approval of the Professional Services Agreement between Sandoval County and Rio Rancho Public Schools for the Juvenile Justice Program for Students at Rio Rancho Public Schools / \$35,200.00 and Authorize the County Manager to Approve all Subsequent Amendments for FY21.

Vice Chairman Block motion to approve, second by Commissioner Bruch. Motion passed, vote was unanimous.

7. OFFICE OF THE COUNTY ATTORNEY

(Robin S. Hammer, County Attorney)

Request for a Motion to Receive Sandoval County Ethics Board's 2020 First Quarter Report from Ethics Board Chairman Robert Wilkins.

County Attorney Robin Hammer introduced Mr. Robert Wilkins, Chair of the Ethics board. Reporting the County Commission should have received the report of the review for the quarter. No complaints in (6) six months.

Vice Chairman Block thanked Mr. Wilkins and asked to explain the chart that Mr. Wilkins had in the report.

8. OFFICE OF THE COUNTY CLERK

(Eileen Garbagni, County Clerk)

Request for a Motion to Approve a Resolution Amending the 2019 Polling Place Resolution for the 2020 General Election.

County Clerk, Eileen Garbagni requested the County Commission to approve the Resolution amending the 2019 Polling Sites for the General Election. County Clerk stated that there were 6 new sites in the amendment and 19 early sites for the General election as well. Vice Chairman Block requested once the paperwork is all taken care of with the Secretary of State and District Court the new Polling sites will be highlighted so voters will know the new sites throughout the County. County Clerk Garbagni also stated that she is sending every registered voter an application for the General Election. County Clerk Garbagni also stated that the areas that did not have a polling site because of the shortage of polling places are getting a site for the General Election.

Commissioner Meek motion to approve, second by Vice Chairman Block. Motion passed, vote was unanimous.

9. SHERIFF'S OFFICE

(Jesse James Casaus, Sheriff and Joe Gonzales, Undersheriff)

Request for a motion for acceptance of the COPS Hiring Program award and permission for the County Manager to sign on behalf of the County and authorization for the County Manager to approve any subsequent amendments. Sheriff Casaus and Undersheriff Joe Gonzales presented, requesting for a motion to accept the COPS hiring program award and permission for the County manager to sign on behalf of the County and authorizing for the County Manager to approve any subsequent amendments.

Commissioners complimented Sheriff Casaus and his Undersheriff for the report they have created. Sheriff Casaus thanked Cassandra Herrera, Finance director for the involvement and the team work.

Vice Chairman Block motion to approve, second by Commissioner Meek. Motion passed, vote was unanimous.

10. DIVISION OF FINANCE

(Cassandra Herrera, Director)

A. Request for a Motion to Adopt Resolution No. 7-23-20.11A Approving Sandoval County's 4th Quarter Financial Report Ending June 30, 2020.

Finance Director Cassandra Herrera requested a motion to adopt Resolution approving County's 4th quarter financial report ending June 30, 2020.

Commissioner Eichwald motioned to approve, second by Commissioner Meek. Motion passed, vote was unanimous.

B. Discussion and Request for a Motion to Adopt Resolution No. 7-23-20.11B Requesting Approval from the NM Department of Finance and Administration, Local Government Division, of Sandoval County's Final Budget for Fiscal Year 2020-2021

Finance Director Cassandra Herrera, requested a motion to adopt Resolution 7-23-20.11B.

Vice Chairman Block motion to approve, second by Commissioner Meek. Motion passed, vote was unanimous.

11. DIVISION OF PLANNING & ZONING

(Kym Dicome, Director)

A. Request for a Motion to Award bid for Appraisal Services.

Kym Dicome, Planning and Zoning Director requested a motion to award bid for Appraisal Services.

Vice Chairman Block motion to approve, second by Commissioner Eichwald. Motion passed, vote was unanimous.

B. Request for a Motion to Authorize the County Manager to Approve Professional Service Agreement between SC Planning & Zoning Department & Alfred Appraisal Services & Authorize the County Manager to approve all subsequent amendments.

Kym Dicome, Planning and Zoning director requested the authorization for the County Manager to approve Professional Service Agreement between Sandoval County Planning and Zoning department and Alfred Appraisal services and also approving of all subsequent amendments.

Vice Chairman Block motion to approve, second by Commissioner Eichwald. Motion passed, vote was unanimous.

C. Request for a Motion to Award bid for Appraisal Services to Gavilan Solution.

Vice Chairman Block motion to approve, second by Commissioner Eichwald. Motion passed, vote as unanimous.

D. Request for a Motion to Approve Authorization for the County Manager to Approve Professional Service Agreement between SC Planning & Zoning Department & Gavilan Solutions & Authorize the County Manager to approve of all subsequent amendments.

Vice Chairman Block motion to approve, second by Commissioner Eichwald, motion passed, vote was unanimous.

12. COMMISSION VOTE ON USE OF DIGITAL SIGNATURES AND SIGNING OF DOCUMENTS

Verbal approval by Commissioner Bruch to use her signature digital.

13. COMMENTS FROM THE COMMISSIONERS


Vice Chairman Block thanked Cassandra Herrera finance director and team for all the work on the budget. Welcomed the new County Manager to the team as well. County Manager will here on Monday. New Manager Mr. Johnson thanked former County Manager for her assistance.

14. ADJOURN

DONE IN BERNALILLO, NEW MEXICO, COUNTY OF SANDOVAL, THIS 10 DAY OF August, 2020


COUNTY CLERK


CHAIRMAN


VICE CHAIR

APPROVED AS TO FORM:


COUNTY ATTORNEY


MEMBER


MEMBER


MEMBER