

SANDOVAL COUNTY BOARD OF COMMISSIONERS  
REGULAR MEETING AGENDA  
LOCATION: ADMINISTRATIVE BUILDING COMMISSION CHAMBERS  
1500 IDALIA ROAD, BUILDING D  
BERNALILLO, NM 87004  
DECEMBER 10, 2025 – 6 P.M.

**The meeting may be viewed online at**  
[www.sandovalcountynm.gov](http://www.sandovalcountynm.gov).

**Public comment will be taken in person and online at**  
<http://sandovalcountynm.gov/commission/public-comment/>

1. CALL TO ORDER

Chair Meek called meeting to order at 6:00p.m. Present were Chair Meek, Vice Chair Juarez, Commissioner Bruch, Commissioner Herr, and Commissioner Jones.

2. PLEDGE OF ALLEGIANCE AND SALUTE TO NEW MEXICO STATE FLAG

Chair Juarez led both the Pledge of Allegiance and the New Mexico Pledge.

3. INTRODUCTIONS & ANNOUNCEMENTS

Commissioner Jones invited the Mayor of Cochiti Lake to speak. The Mayor provided an update to the Commission. Chief Bagley then recognized Matt Miller in honor of his retirement.

4. APPROVAL OF AGENDA

Vice Chair Juarez made a motion to approve the agenda, seconded by Commissioner Herr. Chair Meek, Commissioner Bruch, Commissioner Jones, Commissioner Jones, and Vice Chair Juarez, voted yes. Motion passed unanimously.

5. PROCLAMATIONS, CERTIFICATES AND AWARDS

Award for Completion of the 2025 Sandoval County Treasurer's Office Junior Treasurer Program. Presented to Danielle Moody, Michael Putkartadze, and Faith Young

(Sandoval County Treasurer Jennifer A. Taylor)

Treasurer Jennifer A. Taylor presented the award for Completion of the 2025 Sandoval County Treasurer's Office Junior Treasurer Program.

6. PRESENTATIONS

No presentations.

7. BOARD AND COMMITTEE APPOINTMENTS

A. Appointment of Mr. Kevin Shelton to the Sandoval County Planning Commission (District 2).

Commissioner Jones made a motion to approve, seconded by Commissioner Herr. Vice Chair Juarez, Commissioner Herr, Chair Meek, Commissioner Jones, and Commissioner Bruch, voted yes. Motion passed unanimously.

B. Appointment of Mr. Jerry Mangham to the Sandoval County Planning Commission (District 3).

Vice Chair Juarez made a motion to approve, seconded by Commissioner Jones. Chair Meek, Vice Chair Juarez, Commissioner Herr, Commissioner Bruch, and Commissioner Jones, voted yes. Motion passed unanimously.

8. PUBLIC COMMENT AND COMMUNICATIONS

Sandoval County Commissioners shall receive public comment regarding Agenda items in person or by email at <http://sandovalcountynm.gov/commission/public-comment/>

Several people voiced their concerns.

9. APPROVAL OF CONSENT AGENDA

A. Approval of Board of Finance Meeting Minutes 11/12/2025

B. Approval of Regular Commission Meeting Minutes of 11/12/2025

C. Approval of Board of Canvass Meeting Minutes of 11/14/2025

D. Approval of Special Meeting Minutes of 11/24/2025

E. Approval of the following Budget Resolution:

(1) No. 12-10-25.9E(1) / Office of Emergency Management / USDA Grant to cover the cost of technical assistance / \$250,000.00

(2) No. 12-10-25.9E(2) / Legislative Funding / Dept of Finance & Administration – Reversion of unspent for HB 68 / \$.01

(3) No. 12-10-25.9E(3) / Sheriff's Overtime Grant / Joint Task Force Funding from US Marshal's Office, DEA & ATF / \$70,740.50

(4) No. 12-10-25.9E(4) / Building Maintenance PW / Reallocation of refunded funds / \$7,178.59

F. Approval of amending the 2025 Sandoval County Calendar.

Vice Chair Juarez made a motion, seconded by Commissioner Herr. Chair Meek, Vice Chair Juarez, Commissioner Bruch, Commissioner Jones, and Commissioner Herr, voted yes. Motion passed unanimously.

## 10. ADOPTION OF ORDINANCES / PUBLIC HEARINGS

No Adoption of Ordinance/Public Hearings

## 11. ADOPTION OF RESOLUTIONS

A. Request for a Motion to Adopt Resolution No. 12-10-25.11A for the purpose of declaring the intent to issue multifamily housing revenue obligations to finance the acquisition, rehabilitation and equipping of an existing 180-unit affordable existing multifamily housing apartment complex known as Arrowhead Ridge Apartments, approving the publication of a notice of intent to adopt ordinance and approving related matters.  
(Rob Burpo, County Financial Advisor)

Vice Chair Juarez made a motion to approve, seconded by Commissioner Bruch. Commissioner Herr, Commissioner Jones, Commissioner Bruch, Vice Chair Juarez, and Chair Meek, voted yes. Motion passed unanimously.

B. Request for a Motion to Adopt Resolution No. 12-10-25.11B Approving Certification of Sandoval County's Fiscal Year 2025 Capital Asset Inventory.

Commissioner Bruch made a motion to approve, seconded by Vice Chair Juarez. Chair Meek, Vice Chair Juarez, Commissioner Bruch, Commissioner Jones, and Commissioner Herr, voted yes. Motion passed unanimously.

C. Request for a Motion to Adopt Resolution No. 12-10-25.11C to Dispose, Remove or Revise Items in the Sandoval County Inventory/Assets.  
(Xenophon James, Information and Technology Director)

Commissioner Jones made a motion to approve, seconded by Commissioner Herr. Vice Chair Juarez, Chair Meek, Commissioner Bruch, Commissioner Jones, and Commissioner Herr, voted yes. Motion passed unanimously.

D. Request for a Motion to Adopt Resolution No. 12-10-25.11D Authorizing the Senior Program and County Manager to submit an Area Plan Grant Application and to enter into any subsequent Award Agreements for the term July 1, 2026, through June 30, 2030, to the North Central New Mexico Economic Development District, Non-Metro Area Agency on Aging for the continued provision of Senior Services in Sandoval County.  
(Jayme Espinoza, Community Services Director)

Vice Chair Juarez made a motion to approve, seconded by Commissioner Jones. Vice Chair Juarez, Commissioner Bruch, Commissioner Jones, Commissioner Herr, and Chair Meek, voted yes. Motion passed unanimously.

## 12. APPROVALS

A. Request for a Motion to Approve the Intergovernmental Agreement between Sandoval County and the Jicarilla Apache Nation to increase Fire and EMS staffing levels in the Northern portion of Sandoval County to support emergency responses to the Jicarilla Apache Nation within Sandoval County and surrounding communities, and authorize the County Manager to approve any subsequent amendments.  
(Eric Masterson, Deputy County Manager)

Commissioner Bruch made a motion, seconded by Commissioner Herr. Commissioner Bruch, Vice Chair Juarez, Chair Meek, Commissioner Jones, and Commissioner Herr, voted yes. Motion passed unanimously.

B. Request for a Motion of Approval to create the Department of Governmental Services for Sandoval County and authorize the creation of a new position of Director for the department.  
(Eric Masterson, Deputy County Manager)

Commissioner Bruch made a motion, seconded by Commissioner Jones. Commissioner Jones, Commissioner Bruch, Commissioner Herr, and Vice Chair Juarez, voted yes. Chair Meek, voted no. Vote was 4-1.

C. Request for a Motion to Award Bid to Builders Tech NM for Private Property Abatement Services and Authorize the County Manager to Approve the Professional Services Agreements between Sandoval County and Builders Tech NM and Authorize the County Manager's Approval of all Subsequent Amendments.  
(Daniel J. Beaman, Director of Planning and Zoning)

Vice Chair Juarez made a motion, seconded by Commissioner Jones. Chair Meek, Vice Chair Juarez, Commissioner Bruch, Commissioner Jones, and Commissioner Herr, voted yes. Motion passed unanimously.

- D. Request for a Motion to Award Bid to Concentra and DSI Medical for Drug and Alcohol Testing and Medical Services and Authorize the County Manager to Approve the Professional Services Agreements between Sandoval County and Concentra and DSI Medical and Authorize the County Manager Approval of all Subsequent Amendments.  
(Wayne Johnson, County Manager)

Commissioner Bruch made a motion, seconded by Commissioner Jones. Commissioner Bruch, Commissioner Jones, Vice Chair Juarez, Chair Meek, and Commissioner Herr, voted yes. Motion passed unanimously.

- E. Request for a Motion to Award Bid to B & D Industries Inc. Engie Services US, Wizer Electrical LLC, and Integrity Heating and Cooling for emergency HVAC issues that require immediate response to protect the health and security of the residence and Authorize the County Manager to Approve the Professional Services Agreements between Sandoval County B & D Industries Inc. Engie Services US, Wizer Electrical LLC, and Integrity Heating and Cooling and Authorize the County Manager Approval of all Subsequent Amendments.  
(Mark Hatzenbuehler, Director of Public Works)

Commissioner Jones made a motion, seconded by Vice Chair Juarez. Commissioner Bruch, Commissioner Jones, Commissioner Herr, Chair Meek, and Vice Chair Juarez, voted yes. Motion passed unanimously.

- F. Request for a Motion to Award Bid to B & D Industries Inc, HEI Inc. and Wizer Electric LLC for On-Call Plumbing Services and Authorize the County Manager to Approve the Professional Services Agreements between Sandoval County and B & D Industries Inc, HEI Inc, and Wizer Electric LLC and Authorize the County Manager Approval of all Subsequent Amendments.  
(Mark Hatzenbuehler, Director of Public Works)

Vice Chair Juarez made a motion, seconded by Commissioner Jones. Chair Meek, Vice Chair Juarez, Commissioner Bruch, Commissioner Jones, and Commissioner Herr, voted yes. Motion passed unanimously.

- G. Request for a Motion to Award Bid to B & D Industries Inc. Builders Tech NM and Wizer Electric LLC for On-Call Plumbing Services and Authorize the County Manager to Approve the Professional Services Agreements between Sandoval County and B & D Industries Inc, Builders Tech NM and Wizer Electric LLC and Authorize the County Manager Approval of all Subsequent Amendments.  
(Mark Hatzenbuehler, Director of Public Works)

Vice Chair Juarez made a motion, seconded by Commissioner Jones. Commissioner Bruch, Chair Meek, Vice Chair Juarez, Commissioner Herr, and Commissioner Jones, voted yes. Motion passed unanimously.

- H. Request for a Motion of Approval for the Application from the Placitas Artists Series and the Unincorporated Area of Placitas, a Non-Profit Organization/Unincorporated Area for Sandoval Count to act as Fiscal Agent.  
(Laura Chavez, Sandoval County Grant Writer)

Vice Chair Juarez made a motion, seconded by Commissioner Herr.

Commissioner Herr made a motion to approve the replacement motion with the verbiage of "fiscal agency for planning and design dollars and any additional funding having to do with capital would have to come back to commissioner for approval", seconded by Commissioner Bruch.

Commissioner Herr, Chair Meek, Vice Chair Juarez, and Commissioner Bruch, voted yes. Commissioner Jones, voted no. Vote was 4-1.

- I. Request for a Motion of Approval for the Application from Storehouse West, a 501(C3) Non-Profit Organization for the Infrastructure Improvements Project, Sandoval County will act as Fiscal Agent.  
(Laura Chavez, Sandoval County Grant Writer)

Commissioner Bruch made a motion, seconded by Commissioner Jones. Commissioner Herr, Vice Chair Juarez, Commissioner Jones, Chair Meek, and Commissioner Bruch, voted yes. Motion passed unanimously.

- J. Request for a Motion of Approval for the Application from St. Felix Pantry, a Non-Profit Organization/Unincorporated Area for Sandoval County, to act as Fiscal Agent.  
(Laura Chavez, Sandoval County Grant Writer)

Vice Chair Juarez made a motion, seconded by Commissioner Jones. Chair Meek, Vice Chair Juarez, Commissioner Bruch, Commissioner Jones, and Commissioner Herr, voted yes. Motion passed unanimously.

#### 13. APPROVAL OF ELECTRONIC SIGNATURES/ SIGNING OF OFFICIAL DOCUMENTS

No usage of digital signatures.

#### 14. ANNOUNCEMENT OF THE NEXT BOARD OF COUNTY COMMISSIONERS MEETING ON WEDNESDAY, JANUARY 7, 2026, AT 6:00 P.M.

#### 15. COMMISSIONERS DISCUSSION

Chair Meek yielded his time to highlight the efforts of St. Felix Pantry. He noted that the Rio Rancho Police Department partnered with the Pantry to distribute items to the community. He stated that the experience was very humbling, given the

volume of items that were provided and the impact they had on local families. Commissioner Herr recognized Grant Writer Laura Chavez for her presentation. Commissioner Bruch commented on the robust dialogue among the Commissioners regarding the issues discussed. She stated that the community generally understands the Commission's role, and while not every matter aligns with personal preference, it is important that the public is heard and that established processes are followed. Commissioner Bruch also thanked the individuals who attended the meeting, including those who left early, and emphasized the importance of being equitable and providing everyone the opportunity to present their case.

16. ADJOURNMENT

Chair Meek, stand adjourned at 7:55pm.

DONE IN BERNALILLO, NEW MEXICO, COUNTY OF SANDOVAL, THIS 7<sup>th</sup> DAY OF JANUARY, 2026

  
ANNE BRADY-ROMERO, County Clerk

  
MICHAEL MEEK, Chairman

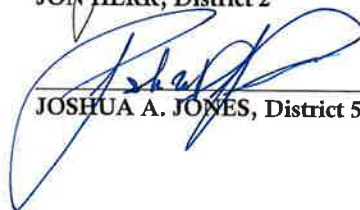
APPROVED AS TO FORM:

  
MICHAEL ESHLEMAN, County Attorney

  
JORDAN JUAREZ, Vice Chairman

  
KATHERINE A. BRUCH, District 1

  
JON HERR, District 2

  
JOSHUA A. JONES, District 5