

**BOARD OF UNION COUNTY COMMISSION
REGULAR MEETING
January 10, 2023**

BOARD MEMBERS PRESENT:

Chairman Clayton F. Kiesling Commissioner W. Carr Vincent Commissioner Lloyd "Red" Miller

OTHERS PRESENT:

Clerk Brenda Green Manager Brandy Thompson Treasurer Shea Arnett
Assessor Hollie Sandoval Sheriff Curtis Skaggs Emergency Mgr. Kris Lawrence
Road Superintendent Russell Kear

GUESTS:

Tammie Stump – CEO, Union County General Hospital
Melissa Prante – CFO, Union County General Hospital
Jonathan Valdez – Mayor, Village of Des Moines

At 9:00 a.m., Commissioner Kiesling called the meeting to order in the Commission Chambers located in the Union County Administration Building. The pledge of allegiance was recited.

Commissioner Vincent moved to approve the agenda and the regular meeting minutes of December 13, 2022. Commissioner Miller seconded. There was no further discussion. Vote: ALL AYE. The minutes were signed.

HOSPITAL REPORT

Tammie Stump, CEO, reported on statistics for December. Before the meeting, the "County Commissioner Monthly Hospital Report, Union County General Hospital, Tammie Stump, CEO, January 10, 2023", was distributed to the board. Items covered included the following (but not limited to the following): **Provider Recruitment Update; Financial Assistance/Compliance Update; Business Office/Revenue Cycle Update; Compliance; Radiology; Plant Services; Therapy Services; Laboratory; Nursing; Social Work Consults; Home Health; Swing Bed; Union County/Des Moines Health Centers; IT; HVAC/Vestibule/Cryogenic Tank 3000 gallon/Grade Survey.**

Melissa Prante, CFO, reported on financials for November. Before the meeting, the "Clayton Health Systems, Inc. Union County General Consolidated Executive Financial Summary, 5th month FYE2023", and, the "Clayton Health Systems December 28, 2022 MOR Notes to Consolidated Financial Statements, Period ending November 30, 2022", was distributed to the board. Items covered included the following (but not limited to the following): **Key Statistics; Statement of Revenue and Expenses – YTD; Balance Sheet.**

DISCUSSION/POSSIBLE ACTION ITEMS

ELECTION OF COMMISSION OFFICERS AND BOARD APPOINTMENTS

After some discussion, various board appointments were agreed upon by the board, including (but not limited to): Commissioner Kiesling will become chairman of the board, Commissioner Vincent will become Vice-Chair.

Commissioner Vincent moved to approve the Union County Board Appointments as discussed. Commissioner Miller seconded. There was no further discussion. VOTE: ALL AYE. Motion carried.

At 10:00 a.m., the meeting recessed for a short break.

At 10:10 a.m., the meeting resumed.

At 10:11 a.m., Chairman Kiesling opened the floor for the Public Hearing on Low Income Tax Rebate Ordinance Consideration, by reading the summary of the proposed ordinance. There was no one present for public comment.

At 10:12 a.m., Chairman Kiesling closed the floor for public comment.

Commissioner Vincent moved to take no action on the Low Income Tax Rebate Ordinance. Commissioner Miller seconded. There was no further discussion. VOTE: ALL AYE. Motion carried.

RESOLUTION 2023-22 AMENDMENT TO PERSONNEL POLICY SECTION 7 DISCIPLINE AND SECTION 8 GRIEVANCE

A proposed resolution amending the Union County personnel policy manual to simplify and clarify sections 7 (employee discipline) and 8 (grievance procedures).

Commissioner Vincent moved to approve Resolution 2023-22, Amending the Union County Personnel Policy Manual to Simplify and Clarify Sections 7 (Employee Discipline) and 8 (Grievance Procedures. Commissioner Miller seconded. There was no further discussion. VOTE: ALL AYE. Resolution signed.

RESOLUTION 2023-23 OPEN MEETINGS POLICY

A special resolution to conclude and determine in what manner reasonable notice shall be given to the public relative to the formulation of public policy, discussion of public business, or when formal action is taken by the board of county commissioners of Union County, New Mexico, or any of its agencies, authorities, commissioners, committees, or other policy-making bodies.

Commissioner Vincent moved to approve Resolution 2023-23, Open Meetings Act Policy for Union County. Commissioner Miller seconded. There was no further discussion. VOTE: ALL AYE. Resolution signed.

RESOLUTION 2023-24 BOARD OF FINANCE

A proposed resolution authorizing the board of county commission or their successors to order the deposit or withdrawal of monies in the short-term investment fund.

RESOLUTION 2023-25 INVESTMENT POLICY

A proposed resolution establishing the Union County investment policy.

RESOLUTION 2023-26 CHECKING ACCOUNTS

A proposed resolution designating the county checking account depository.

RESOLUTION 2023-27 INTEREST BEARING DEPOSITS

A proposed resolution listing qualified depositories and rules regarding the distribution of county interest bearing deposits.

Commissioner Vincent moved to approve Resolutions 2023-24, 2023-25, 2023-26, and 2023-27 as presented. Commissioner Miller seconded. There was no further discussion. VOTE: ALL AYE. Resolutions signed.

RESOLUTION 2023-28 SIGNATURE AUTHORITY COUNTY MANAGER

A proposed resolution delegating authority to the county manager to enter into certain contracts and settlement agreements.

After some discussion, it was decided to place a signing limit into the wording of the resolution.

Commissioner Vincent moved to approve Resolution 2023-28, with the addition of a requirement that the county manager consult and acquire approval from the Commission Chairman for any items above \$500,000.00. Commissioner Miller seconded. There was no further discussion. VOTE: ALL AYE. Resolution signed.

CITIZEN'S FORUM

At 10:35 a.m., Chairman Kiesling opened the floor for Citizen's Forum.

Jonathan Valdez, Mayor of the Village of Des Moines, gave an update on projects going on within the Village.

At 10:43 a.m., Chairman Kiesling closed the Citizen's Forum.

RESOLUTION 2023-29 FY24 DWI GRANT

A proposed resolution authorizing the county to submit an application to the Department of Finance and Administration, Local Government Division to participate in the local DWI grant and distribution program.

Commissioner Miller moved to approve Resolution 2023-29, FY24 DWI Grant. Commissioner Vincent seconded. There was no further discussion. VOTE: ALL AYE. Resolution signed.

RESOLUTION 2023-30 BAR FIRE PROTECTION GRANTS

A proposed resolution authorizing Amistad/Hayden Fire (409) and Rabbit Ear Fire (410) (DFA #29000) budget increase.

Commissioner Vincent moved to approve Resolution 2023-30, BAR Fire Protection Grants. Commissioner Miller seconded. There was no further discussion. VOTE: ALL AYE. Resolution signed.

RESOLUTION 2023-31 BAR MATCH WAIVER ROAD PROJECTS

A proposed resolution authorizing Road Department (402) (DFA #20400) budget increase.

Commissioner Vincent moved to approve Resolution 2023-31, BAR Match Waiver Road Projects. Commissioner Miller seconded. There was no further discussion. VOTE: ALL AYE. Resolution signed.

RESOLUTION 2023-32 AMEND UNION COUNTY ROAD POLICY SECTION XII COUNTY GRANT OF EASEMENT

A proposed resolution amending section XII county grant of easement in the county road policy manual adopted and amended.

Commissioner Vincent moved to approve Resolution 2023-32, Amending Section XII County Grant of Easement in the County Road Policy Manual Adopted and Amended. Commissioner Miller seconded. There was no further discussion. VOTE: ALL AYE. Resolution signed.

RFP 2023-01 ASSESSOR SOFTWARE AWARD

A request for proposal of public sector software and hardware services for the Union County Assessor's office. Cheryl Garcia, Procurement Officer for Union County, gave an overview of the bid details, and recommended that the Commissioners approve the bid submitted by Tyler Technologies.

Commissioner Vincent moved to approve RFP 2023-01, Offer #1, submitted by Tyler Technologies. Commissioner Miller seconded. There was no further discussion. VOTE: ALL AYE. Motion carried.

RFP 2023-02 RMS & CAD SOFTWARE AWARD

Procurement Officer Cheryl Garcia, gave an overview of the bid received from EForce Software, for RMS (records management system) and Cad (computer aided dispatch) software to be used by various law enforcement agencies in Union County. She recommended the Board approve the bid submitted by EForce.

Commissioner Vincent moved to approve RFP 2023-02, submitted by EForce Software. Commissioner Miller seconded. There was no further discussion. VOTE: ALL AYE. Motion carried.

MET TOWER APPLICATIONS

NextEra Energy submitted 12 locations for proposed Met towers for approval. Locations are within the following: Sec 27, T32N, R29E; Sec 34, T31N, R31E; Sec 2, T25N, R32E; Sec 32, T19N, R36E; Sec 10, T23N, R34E; Sec 19, T20N, R35E; Sec 26, T23N, R36E; Sec 15, T28N, R33E; Sec 30, T29N, R32E; Sec 24, T28N, R32E; Sec 15, T30N, R32E; Sec 30, T30N, R30E.

Commissioner Vincent moved to approve Met Tower Applications (12) submitted by NextEra Energy. Commissioner Miller seconded. There was no further discussion. VOTE: ALL AYE. Motion carried.

APPROVAL OF BILLS

Bills in the amount of \$168,286.53 were presented for review and approval.

Commissioner Vincent moved to approve bills in the amount of \$168,286.53, and authorized the County Mgr. to pay any additional bills presented thru the end of the month. Commissioner Miller seconded. There was no further discussion. VOTE: ALL AYE. Motion carried.

ROAD CROSSING PERMITS

No permits were presented for approval.

INVENTORY ITEMS DISPOSITION – ROAD DEPARTMENT INTERNATIONAL WATER TRUCK

No items were presented for disposition.

HEALTHCARE ASSISTANCE

No healthcare assistance claims were presented for approval.

COUNTY TRAVEL

Commissioners Kiesling, Vincent, and Miller will attend the Legislative Conference in Santa Fe, as will Clerk Green and Chief Deputy Fields, Assessor Sandoval, Chief Deputy Newton, and Mapper Callis, Sheriff Skaggs, and County Mgr. Thompson and Procurement Officer Garcia. Multiple elected officials will attend the Union County Legislative Luncheon in Santa Fe, Clerk Green and Probate Judge Alsop will attend Probate Conference in Albuquerque. All travel approved.

ROAD SUPERINTENDENTS REPORT

Road Superintendent Kear reported on the following (but not limited to the following): Ridge Road project is nearing completion; overview of recent hydraulic repairs on the dozer; '98 Mack is in for repairs; Blading and shaping on county roads is ongoing; Currently down three employees, interviews tentatively scheduled the first week of February.

COUNTY MANAGER REPORT

Mgr. Thompson reported on the following (but not limited to the following): Update on HB68 funding and how it's being used; Update on the National Guard Amory; Update on Courthouse renovations and Magistrate moving into the Courthouse; Update on Assessor's office taking over E911 mapping.

EMERGENCY MANAGER REPORT

Emergency Mgr. Kris Lawrence reported on the following (but not limited to the following): Update on training; LEPC meeting is tomorrow.

ELECTED OFFICIALS REPORTS

Assessor Sandoval thanked the Commission for approving the Tyler software conversion, and stated that she will be attending training with Mapper Callis for E911.

Treasurer Arnett reported that first half property taxes are at 66% collected.

Clerk Green reported that Clerk’s legislation is moving forward for the upcoming session, and she will be attending Probate Conference in February with Probate Judge Alsup.

Chairman Kiesling reported on the following (but not limited to the following): Update on Economic Development; Update on request from NMDOT to prioritize roads within the county needing repair;

ADJOURN: At 12:52 p.m., Commissioner Vincent moved to adjourn after lunch. Commissioner Miller seconded. There was no further discussion. Vote: ALL AYE. Motion carried.

Meeting Announcements: The next regular meeting will be held on Tuesday, February 14, 2023 at 9:00 a.m. The next Joint Communication meeting will be held on Tuesday, March 14, 2023, at 10:00 a.m.

ATTEST

SEAL



Brenda L. Green
Brenda L. Green – County Clerk

Board of Union County Commissioners
Union County, New Mexico

Clayton F. Kiesling
Clayton F. Kiesling - Chairman

W. Carr Vincent
W. Carr Vincent - Vice Chairman

Lloyd "Red" Miller
Lloyd "Red" Miller - Member