

**BOARD OF UNION COUNTY COMMISSIONERS
REGULAR MEETING
AGENDA
May 12, 2020**

9:00 a.m.

1. **Call to order**
2. **Pledge of Allegiance**
3. **Approval of agenda and minutes**
4. **Hospital Report**
5. **Discussion/Possible Action Items**
 - i. Resolution #2020-42 Acceptance of Audit FY19
 - ii. Resolution #2020-43 Comprehensive Plan Acceptance
 - iii. Resolution #2020-44 Budget Transfer Gen Co to DWI
 - iv. Resolution #2020-45 Budget Increase ICount & LEPF
 - v. Amend Resolution #2020-31 Open Meeting Policy
 - vi. Incident Qualification discussion
 - vii. MOU Stephen M. Bush Shooting Range NM Game & Fish/Sheriff's Dept
 - viii. Renewal of O&O bus Old Rabbit Ear Fire rental
 - ix. Approval of Bills
 - x. Road Crossing Permits
 - xi. Inventory Items Disposition - Road Department International Water Truck
 - xii. Healthcare Assistance - Approval of Claims
 - xiii. County Travel Requests
 - xiv. Kiser Building/ Administrative Building
 - xv. Jail agreement with neighboring counties
 - xvi. Local Jail
 - xvii. Budget workshop

10:00 a.m. **Citizen's Forum**

1. **Road Superintendents Report**
2. **Fire Coordinator/Emergency Manager Report**
3. **Elected Officials Reports**

Adjourn

As of 5/7/2020

Next Meeting June 9, 2020 @ 9:00
Joint Meeting with Town of Clayton June 9, 2020 @9:30

BOARD OF UNION COUNTY COMMISSION
REGULAR MEETING
March 10, 2020

BOARD MEMBERS PRESENT:

Chairman Justin K. Bennett Commissioner W. Carr Vincent Commissioner Clayton F. Kiesling

OTHERS PRESENT:

Clerk Mary Lou Harkins Manager Brandy Thompson Admin. Assistant Cheryl Garcia
Treasurer Shea Arnett Sheriff James Lobb Assessor Hollie Cruz
Road Superintendent Russell Kear Sedan Fire Chief Joe Reeser

GUESTS:

Tammie Stump, CEO - Union County General Hospital Melissa Prante, CFO - Union County
General Hospital
Judy Steen, Council Member - Town of Clayton Sue Richardson, Reporter - Union
County Leader

At 9:03 a.m., Chairman Bennett called the meeting to order in the Union County Commissioner's Office, located in the Union County Courthouse. The pledge of allegiance was recited.

Commissioner Vincent moved to approve the agenda and regular meeting minutes of February 19, 2020. Commissioner Kiesling seconded. There was no further discussion. Vote: All YES. The minutes were signed.

HOSPITAL REPORT

Tammie Stump, CEO, distributed copies of the "County Commissioner Monthly Hospital Report, Union County General Hospital, Tammie Stump, CEO, March 10, 2020", attached as an exhibit (five pages). Stump reported on the following (but not limited to the following): **Provider Recruitment Update - Dentist; Des Moines Clinic; Business Office/Revenue Cycle Update; Financial Assistance Update; Radiology Report; Plant Services; Laboratory Services; Union County Health Center; IT; Pharmacy; and Clinical Area - COVID19 (Coronavirus) update.** CDC flyers regarding the COVID19 Virus were also provided: "Stop the Spread of Germs", Symptoms of Coronavirus Disease 2019" and "CDC Protects and Prepares Communities; and **Therapy Services.**

Melissa Prante, CFO, and **CEO Stump** reported on various financials for January. The following reports were e-mailed to the County Manager before the meeting, for distribution to the Board: "Union County Clinic Operations Review through the period ending January 31, 2020" (seven pages), "Union County Consolidated, Consolidated Operations Review, for the period ending January 31, 2020" (thirteen pages), "Union County General Hospital Acute Hospital Operations Review for the period ending January 31, 2020" (thirteen pages) "Clayton Health Systems, February 26, 2020 MOR, Notes to Consolidated Financial Statements, Period Ending January 31, 2020" (one page), attached as an exhibit, "Clayton Health Systems, Inc. Clayton Family Practice, Executive Financial Summary, 7th Month FY 2020" (one page), attached as an exhibit and "Clayton Health Systems, Inc., Union County General Consolidated, Executive Financial Summary, 7th Month FY 2020" (one page) attached as an exhibit.

At 9:34 a.m., the meeting recessed for the attendance of the Joint Communications Meeting. At 11:34 a.m., the meeting resumed.

CITIZEN'S FORUM

Mike Atkinson - District Ranger, United States Department of Agriculture – Ranger Atkinson introduced himself and hand out copies of a “News Release” dated February 21, 2020, together with a “Proposed RX Burns 2020” map. Atkinson reported on the prescribed fires implemented on the Kiowa National Grassland specifically in Units K-45E, K-47, K-21, and K-43. Atkinson reported at length on various concerns and the objective of burns which was to reduce fuels, improve wildlife habitat and to improve the conditions for livestock and habitat. All conditions are considered for each prescribed burn with safety as the highest priority.

DISCUSSION /POSSIBLE ACTION ITEMS

RESOLUTION #2020-37 NMFA EXECUTION AND DELIVERY OF A LOAN AGREEMENT FOR SEDAN FIRE DEPARTMENT TRUCK

Proposed Resolution No. 2020-37 was reviewed and discussed. The resolution would authorize the execution and delivery of a loan agreement and intercept agreement by and between Union County, New Mexico (the “governmental unit”) and the New Mexico Finance Authority (the “Finance Authority”), evidencing a special, limited obligation of the governmental unit to pay a principal amount of up to \$186,125 together with interest thereon, to purchase a new firefighting apparatus and related equipment for the Sedan Fire Department.

Commissioner Kiesling moved to approve Resolution No. 2020-37 NMFA Execution and Delivery of a loan agreement for the Sedan Firetruck. Commissioner Vincent seconded. There was no further discussion. Vote: All YES. The resolution together with other loan documentation was signed.

Sedan Fire Chief Joe Reeser reported briefly on the following: Sedan Fire Department has acquired another grant of \$200,000 which will be used towards the purchase of another truck. The truck will be ready in April or May; lastly, there will be no more firefighting outside of the trucks. Everyone will be moved inside the trucks.

At 12:07 p.m., the meeting recessed for lunch. At 1:38 p.m., the meeting resumed.

RESOLUTION #2020-38 ROAD AUDIT

A proposed resolution with an attached list, “Union County Maintained Routed Description for Annual Certified County Maintained Mileage Report Year 2019”, was reviewed and discussed. There are 1,188.105 miles of county-maintained roads.

Commissioner Kiesling moved to approve Resolution #2020-38 Road Audit. Commissioner Vincent seconded. There was no further discussion. Vote: All YES. Resolution signed.

DWI PROFESSIONAL SERVICE CONTRACT CLAYTON AND DES MOINES SCHOOLS ALCOHOL-FREE PROM AND SENIOR WEEK

The proposed contracts are between the Union County DWI Program and the Clayton and Des Moines Public Schools. County funding will be provided to each school for safe and alcohol-free school proms and senior weeks. Mgr. Thompson explained to the Board that \$1,500 will go to each school for their proms and \$750.00 for their use during senior week. Thompson is waiting for the schools to submit their written intentions for use of funds for each event. Thompson asked that the Board consider approving the contracts which will then be provided to

each school for signature and then on to the Department of Finance for approval. A brief discussion followed. Chairman Bennett signed the contracts.

ROAD DEPART CRUSHER FUNDING

Mgr. Thompson reported that the new crusher will be ready sometime during July. Thompson reminded the Board that Superintendent Kear had previously been approved to spend \$450,000 towards the purchase of a crusher. Since the price of the crusher came in lower than expected, and the Board also agreed to allow for the purchase of a truck. Mgr. Thompson reported that budget transfers had not been made. Funding options were briefly discussed. No action was taken. This agenda item was tabled.

MOU STATE GAME AND FISH/SHERIFF'S OFFICE STEPHEN M BUSH SHOOTING RANGE

A proposed Memorandum of Understanding between the New Mexico Department of Game & Fish and the Union County Sheriff's Office regarding the operations of the Stephen M. Bush Memorial Shooting Range was reviewed and discussed. Sheriff Lobb reported that the MOU was not available for presentation because of changes being made by the department attorneys. Once revisions have been made, Lobb will provide a draft of the proposed MOU as a courtesy to the Board. No action was taken. Item tabled.

SUBDIVISION OF CLAIM OF EXEMPTION GAYLE JEFFREY

A Union County Subdivision Ordinance Claim of Exemption submitted by Curtis and Gayle Jeffrey was reviewed and briefly discussed. The reason for the claim exemption was for the division of land created to provide security for mortgages, liens or deeds of trust; providing that the division is not the result of a seller-financed transaction. The Claim of Exemption included an attached certified survey showing the location of the proposed division and a statement made by Curtis and Gayle Jeffrey (exemption request is for the refinancing of a 2.5-acre tract located at 40 Rife Rd in Union County).

Commissioner Vincent moved to approve the Subdivision Claim of Exemption for Curtis and Gayle Jeffrey. Commissioner Kiesling seconded. There was no further discussion. Vote: All YES. The Claim of Exemption was signed by Chairman Bennett.

APPROVAL OF BILLS

The Board reviewed and discussed bills in the amount of \$359,491.82.

Commissioner Vincent moved to approve the payment of bills for \$359,491.82. Commissioner Kiesling seconded. There was no further discussion. Vote: All YES. Motion carried.

ROAD CROSSING PERMITS

There were no road crossing permits presented for consideration. No discussion or action was taken.

INVENTORY ITEMS DISPOSITION - ROAD DEPARTMENT INTERNATIONAL WATER TRUCK

Sheriff Lobb presented an "Equipment - Auction List" for disposition consideration. Various items on the list included (but were not limited to the following): Parts Washer-Degreaser Model #IT48M1; heavy-duty military green camouflage trailer; and a 2005 GMC Model 350. A brief discussion followed.

Commissioner Vincent moved to approve the auction list as presented. Commissioner Kiesling seconded. There was no further discussion. Vote: All YES. Motion carried. The auction list was signed.

HEALTH CARE ASSISTANCE - Approval of Claims

There were no health care assistance claims presented for consideration. No discussion had. No action was taken.

COUNTY TRAVEL REQUESTS

The following employees reported/requested travel approval: **Sheriff Lobb** will travel to Las Cruces on March 19th to attend a National Guard Armory Board presentation for the building contract renewal (Chairman Bennett needs to sign the contract); **Mgr. Brandy Thompson, Sheriff Lobb, and Undersheriff Chris Schear** will be attending an HR Training hosted by New Mexico Counties in Raton on March 11th; **Mgr. Thompson, Chairman Bennett, Commissioner Vincent, and Commissioner Kiesling** may attend the NERTPO (Northeast Regional Transportation Planning Organization) in Las Vegas on March 24th; **Mgr. Thompson, Administrative Assistant Cheryl Garcia, Chairman Bennett, Commissioner Vincent, and Commissioner Kiesling** may attend the NMC Legislative Wrap-Up meeting in Las Vegas on March 25th; **Mgr. Thompson, Administrative Assistant Cheryl Garcia, Treasurer Arnett, Chief Deputy Treasurer Danielle Arellano** will be attending the State Audit Training in Santa Fe on April 7-8; **Commissioner Kiesling** may attend a Hemp Production meeting March 19th in Santa Rosa; **Commissioner Kiesling** will attend New Mexico Edge Classes in Albuquerque on March 23rd, 24th, and 26th; **Clerk Harkins, Chief Deputy Clerk Brenda Green and Deputy Clerk Devian Fields** will attend Election School in Albuquerque on April 6-8th; **Chairman Bennett and Commissioners Vincent and Kiesling** may attend a presentation made by the Texas Cooperative Extension & Colorado State on the Ogallala Summit in Amarillo, Texas on March 31st and April 1st.

Mgr. Thompson will advertise for the possible Board quorums. All travel approved.

COMPREHENSIVE PLAN UPDATE

The Comprehensive Plan Implementation Guide was reviewed and considered. Commissioner Kiesling will continue to correspond with Jackie Fishman of Consensus Planning and report suggestions regarding the Implementation Program and its schedules. Discussion followed. The Comprehensive Plan will be presented at next month's regular meeting for approval and adoption. This agenda item was tabled.

KISER BUILDING UPDATE

Treasurer Thompson gave a project/building update. Various items were discussed (but not limited to the following): project funding; Mgr. Thompson suggested that Dave Little of Alpha Design be invited to attend the next regular meeting for a question and answer discussion; advertisement for contractors may be advertised for in June.

JAIL AGREEMENT WITH NEIGHBORING COUNTIES

There were no jail agreements presented for consideration. Mgr. Thompson and/or Sheriff Lobb will be speaking with the Colfax County Manager, about possible contract negotiations. Sheriff Lobb will continue to work with Taos County to secure an agreement. No action was taken. This agenda item was tabled.

LOCAL JAIL

This agenda item was discussed at length during this morning's Joint Communication meeting. A follow-up joint work session with the Town of Clayton will be held on Wednesday, March 18th at 9:00 a.m., which will begin with a tour of the jail section within the prison. Mgr. Thompson will speak with and invite the County Attorney. Advertisement for a possible quorum will be made.

BUDGET WORKSHOP

Mgr. Thompson handed out copies of the preliminary department budgets. Undersheriff Chris Schear delivered a lengthy budget presentation; department heads each spoke briefly about their respective preliminary budgets. No action was taken. This item was tabled until budget preparation is complete.

ROAD SUPERINTENDANT'S REPORT

Superintendent Kear was not present but previously supplied a written report which included: routine regular maintenance; a project on Pasamonte Road at the far south end on Miller Ranch; second roller is being repaired; cattle guard repair; will have to haul water from town to project south of town because of the lack of resources. Mgr. Thompson reported that the Road Department vacancies have not been filled yet but that applications have been received.

FIRE COORDINATOR REPORT.

Fire Coordinator O'Bryant was not present.

EMERGENCY MANAGER REPORT

Emergency Manager Wingo delivered his report during the morning's Joint Communication meeting.

ELECTED OFFICIALS REPORTS

Sheriff Lobb had nothing more to report. Lobb was asked by Chairman Bennett to provide law enforcement presence in Capulin to slow local traffic down especially around the afternoon school bus stops. Lobb acknowledged Bennett's request.

Assessor Hollie Cruz reported that Notice of Values will be mailed out to property owners on April 1st; and that the mapper position is still vacant.

Clerk Harkins reported on the following: Today, March 10th, was Candidate Declaration Day for local candidates wishing to declare intent for the upcoming June primary election; Harkins reported on a pending newspaper preservation project; will attend the Des Moines Health Fair on April 1st; as a member of the 2020 Census Committee, will attend the Census Kick-Off event on April 1st at the Ranch Market parking lot from 12:00 noon to 5:30 p.m.

Treasurer Arnett reported that she and Chief Deputy Treasurer Danielle Arellano will be attending the Audit Rule Training in Santa Fe on April 7-8. Preservation projects were briefly discussed.

Commissioner Kiesling reported on the recent NERTPO meeting in Clayton on February 26th and spoke about various highway project updates as well as the Ports-to-Plains presentation highlights; attendance of the shooting range grand opening on March 6th; as Chairman of the 2020 Census Committee, will be attending the Census Kick-Off event on April 1st at the Ranch Market parking lot from 12:00 noon to 5:30 p.m.

Commissioner Vincent reported that he was a county delegate for the Republican Pre-Primary Convention in Albuquerque.

Chairman Bennett as a member of the New Mexico Counties Board, Bennett reported on an upcoming ballot measure to make the Public Regulation Commissioner an appointed position.

Mgr. Thompson reminded the Board that the audit exit will be next month; and that a resolution needs to be considered next month regarding the Red Cardholders.

Meeting Announcements: The next regular meeting will be held on Tuesday, April 14, 2020, at 9:00 a.m. The next Joint Communications meeting is set for Tuesday, June 9, 2020, at 9:30 a.m.

ADJOURN: At 3:19 p.m., Commissioner Vincent moved to adjourn. Commissioner Kiesling seconded. There was no further discussion. Vote: All YES. Motion carried. Meeting adjourned.

**Board of Union County Commissioners
Union County, New Mexico**

ATTEST

Justin K. Bennett - Chairman

SEAL

W. Carr Vincent - Vice Chairman

Mary Lou Harkins - Clerk

Clayton F. Kiesling - Member

Joint Communications Meeting
Town - County - Clayton Municipal School District
Tuesday, March 10, 2020

PRESENT:

Justin K. Bennett - Union County Commission Chairman
W. Carr Vincent - Union County Commissioner
Clayton F. Kiesling - Union County Commissioner
Ernest Sanchez - Town of Clayton Mayor
Coby Beckner - Town of Clayton Trustee
Leroy Montoya - Town of Clayton Trustee
Judy Steen - Town of Clayton Trustee
Deano Arellano - Town of Clayton Trustee
Mary Lou Harkins - Union County Clerk
Shea Arnett - Union County Treasurer
Stephanie Arellano - Town of Clayton Clerk/Treasurer
Ferron Lucero - Town of Clayton Manager
Brandy Thompson - Union County Manager
James Lobb - Union County Sheriff
Chris Schear - Union County Undersheriff
Scott Julian - Town of Clayton Chief of Police
Robert Wingo - Union County Emergency Mgr.
Robert O. Beck - Town of Clayton Attorney
Sue Richardson - Union County Leader Reporter
Talisha Valdez - Union County Extension Agent
Joe Reeser - Sedan Fire Department Chief
April Gallegos - Union County/Clayton Chamber Commerce Executive Director

ABSENT:

Stacy Diller - Clayton Municipal Schools Superintendent

VISITORS:

Bruce Daitz - US Census Bureau
Michael Atkinson - United States Department of Agriculture & Forrester Service - Kiowa/Rita Blanca Grass Lands

Mayor Sanchez called the meeting to order at 9:39 a.m., in the Union County Courthouse Annex meeting room. The Pledge of Allegiance was recited.

APPROVAL OF AGENDA & DOCUMENT APPROVAL: Mayor Sanchez called for the approval of the agenda. No additions or amendments were made.

Commissioner Kiesling moved to approve the agenda. Commissioner Vincent seconded. There was no further discussion. Vote: All YES. Motion carried. Agenda approved.

Mayor Sanchez called for the approval of the meeting minutes of December 10, 2019.

Commissioner Vincent moved to approve the minutes of December 10, 2019. Trustee Beckner seconded. There was no further discussion. Vote: All YES. Motion carried. The minutes were signed.

VISITORS:

Bruce Daitz, US Census Bureau

NEW BUSINESS:

Update on Jail

UC Mgr. Brandy Thompson distributed copies of a draft projected budget prepared by Thompson and the “Bed Day Comparison: Town of Clayton (TOC) - Union County (UC)”, provided by Mgr. Ferron Lucero. Mgr. Thompson reported that the information contained in the draft budget was based on a compilation of information gathered from other counties similar in size to Union County. A lengthy discussion followed which included the following (but not limited to the following):

- The number of required detention officers increased in the proposed budget meeting was so as not to understaff officers; inmate bed comparison numbers for the TOC and UC
- Medical and food contracts not inclusive of the proposed budget
- Mgr. Thompson will speak with the Colfax County Mgr. regarding the status of their facility
- Jail insurance provided by New Mexico Counties; required officer training; insurance ratio requirements for staff and inmates
- To house or not to house other inmates
- Detention officer salaries and the need to be competitive with our local law enforcement officers, of the detention officers within the State prison
- rule of thumb - 1/3 of an entity’s budget goes towards a prison
- recommendations made to the County was to not run a jail; county detention center expense vs. revenue from correctional fees and GRT’s
- The need for board-certified psychologists to reside in Union County because of the inmate mental health care; inadequate medical and mental health care lawsuits (two of the biggest types of jail lawsuits); the current liability remains no matter where the prisoner is housed, inside of Union County or out. What is the current risk and liability? Mgr. Thompson will look into the liability issues together with the County attorney. Sheriff Lobb spoke regarding his concern of possible liabilities through transportation in and out of Union County
- Chief Julian spoke about the current temporary detention arrangement with the dispatch officers, who also act as detention officers. Current insurance coverage expires in June
- Temporary 72 hour holding cells within the state’s prison vs. a 28-bed jail facility; Sheriff’s Reserves may be staffed and utilized for graveyard shifts. Currently, the space within the prison accommodates four or five cells in the booking area for suicide watch, detox cell, drunk tank, as well as, sections for males and females. Attorney Robert Beck reported that the TOC would be having a phone meeting on Thursday, March 19th. Beck suggested that the State be notified that the TOC and UC are interested in using this area of the prison specifically the temporary 72-hour holding cell option; A tour of this area for interested County and Town officials will be arranged by Mgr. Lucero for 10:00 a.m. on March 18th followed up by a joint work session. It was suggested to include the County attorney because of his experience with jail operations. Local judges should also be extended an invitation for this tour and work session
- Should there be a medical contract, or should the prisoners be taken to and cleared by the local hospital

- Need a complete corrections cost analysis
- Joint Powers Agreement needs to be considered and drafted

Discussion of Economic Development

For the past couple of years, neither the County nor the Town, has funded the Union County Community Development Corporation (UCCDC). Mgr. Ferron Lucero reported that he will be suggesting to his council to combine Main Street, which is funded through Economic Development with UCCDC (both non-profits), both boards to be combined. Lucero further suggested looking for a full-time economic development director; having a representative from each the Town and the County be part of the Board; develop a skill set for that position; a competitive salary; Main Street is currently funded \$20,000.00 annually by the TOC; Lucero will recommend an increase for the combined director position; perhaps the County will be interested in participating; this position would be an employee of the TOC or the County; the combined Board would answer to both the TOC and the County; Keith Barrus is the current director of the UCCDC.

Discussion followed which included the following (but not limited to the following): Budget preparations; State of New Mexico is difficult at best to deal with for the small business person; both the TOC and the County were both very interested in this idea; a few questions should be addressed by the county and town attorney - how do we combine non-profit organizations - will the LEDA Ordinances need to be updated?

REPORTS: Emergency Manager Robert Wingo

Emergency Manager, Robert Wingo introduced himself. Wingo reported on the following (but not limited to the following): Hazard Mitigation meeting is coming up next month. The goal is to have a Hazard Mitigation Plan in place by June; grant expires in August; COVID-19 (Coronavirus) update - State of New Mexico is at a level 3, all local entities are working together; completing the last courses for Incident Command System (ICS); Mass Casualty trailer is in Des Moines and fully stocked; the National Guard Armory Building has been designated as the triage center, where the Mass Casualty trailer will be located and EMS will be activated; will be meeting with Red Cross next week for preparation; the grant for a school resource officer closes today. Will try to apply and submit grant application; winter gates on Hwy 370 – the problem lies with the engineer in Las Vegas New Mexico and higher up.

Commissioner Kiesling asked on behalf of George Gonzales of his request to consider placing a warning siren in the housing area a couple of miles east of Clayton. Wingo will go back and revisit funding possibilities. Wingo reported that tests were run last week, and he could hear the sirens a ¼ mile away from Clayton and he could hear each of the 3 sirens.

Sedan Fire Chief Joe Reeser asked that Wingo supply to each rural fire department informational protocol packets on the COVID -19 virus. Wingo acknowledged Reeser's request. Wingo will attend tonight's Sedan Fire Department meeting.

Trustee Deano Arellano asked Wingo if he was going to make the TOC's regular meetings. Wingo acknowledged his request.

Bill Daitz - US Census Bureau introduced himself. Daitz reported on this year's Decennial Census; participation is critical for an accurate population count; provided census recruitment handouts; recruitment of census takers in Union County - \$16.50 per hour and .58 cents per mile; applicant census takers will have to be fingerprinted and have their background checks done; Daitz will visit as many businesses in the county as possible for the distribution of census materials; 60 census taker positions should be designated for Union County.

Commissioner Kiesling announced Union County's Census events on April 1st in both Des Moines at the Health Fair and in Clayton at the Ranch Market parking lot.

Mayor Ernest Sanchez asked how it was possible to monitor the monies allocated to Union County-based on the 2020 Census. Daitz recommended contacting the Governor or State Treasurer for that information.

MEETING ANNOUNCEMENT: The next regular Joint Communications meeting date is scheduled for Tuesday, June 9, 2020, at 9:30 a.m., at the Union County Courthouse Annex Building.

ADJOURNMENT: At 11:24 a.m., Commissioner Vincent moved to adjourn. Commissioner Kiesling seconded. There was no further discussion. Vote: All YES. Motion carried. The meeting was adjourned.

UNION COUNTY

UC Chairman Justin K. Bennett

UC Commissioner W. Carr Vincent

UC Commissioner Clayton F. Kiesling

ATTEST:

Mary Lou Harkins
Union County Clerk
District

TOWN OF CLAYTON

TOC Trustee Coby Beckner

TOC Trustee Leroy Montoya

TOC Trustee Deano Arellano

TOC Trustee Judy Steen

CLAYTON SCHOOL DISTRICT

NOT PRESENT

Stacy Diller
Superintendent Clayton Municipal School

I, Mary Lou Harkins, Union County Clerk, do hereby certify that the Work Session Notice, was posted in the County Clerk's Office, Union County Courthouse, Office of the Municipal Clerk, US Post Office, and the A.W. Thompson Memorial Library.

**BOARD OF UNION COUNTY COMMISSION
WORK SESSIONS
Union County Courthouse/Annex
March 18, 2020**

BOARD MEMBERS PRESENT:

Chairman Justin K. Bennett Commissioner Clayton F. Kiessler

BOARD MEMBER(S) ABSENT:

Commissioner W. Carr Vincent

OTHERS PRESENT:

Clerk Mary Lou Harkins
Manager Brandy Thompson
Admin. Assistant Cheryl Garcia
Treasurer Shea Arnett
Emergency Manager Robert Wingo
County Attorney Stephen Ross

At 9:15 a.m., the work session began.

DISCUSSION:

The work session was to discuss Local Jail Options and COVID-19

The informational work session began at 9:15 a.m., in the Union County Commissioner's Office, located in the Union County Courthouse, regarding local jail options. Various items were discussed which included the following (but was not limited to the following): transportation and housing liabilities; Joint Powers Agreement; allocation of at least 1/3 of the county's budget for jail operations; sub-contract with the State for the old jail facility within the State prison; jail insurance; officer to inmate ratios; Colfax County Detention Facility renovation update; Colfax Detention contract - \$75 per day; professional feasibility study; shared responsibilities between the TOC and UC; increase in staff size for the Sheriff's Department; holding cell options and costs associated; TOC's proposed budget; transportation prohibited by weather; food service, master control, extraction team and medical contract; and the repayment of the TOC's jail bonds.

No discussion was had regarding COVID-19.

This work session was for information only. No decisions or actions were made concerning County business.

At 10:00 a.m., the work session was concluded.

**Board of Union County Commissioners
Union County, New Mexico**

ATTEST

Justin K. Bennett - Chairman

SEAL

NOT PRESENT

W. Carr Vincent - Vice Chairman

Mary Lou Harkins - Clerk

Clayton F. Kiesling - Member

I, Mary Lou Harkins, Union County Clerk, do hereby certify that the Work Session Notice, was posted in the County Clerk's Office, Union County Courthouse, Office of the Municipal Clerk, US Post Office, and the A.W. Thompson Memorial Library.

**BOARD OF UNION COUNTY COMMISSION
WORK SESSIONS**

Union County Courthouse/Annex

March 18, 2020

PRESENT:

Justin K. Bennett - Union County Commission Chairman
Clayton F. Kiesling - Union County Commissioner
Coby Beckner - Town of Clayton Trustee
Judy Steen - Town of Clayton Trustee

ABSENT:

W. Carr Vincent - Union County Commissioner
Leroy Montoya - Town of Clayton Trustee
Deano Arellano - Town of Clayton Trustee

OTHERS PRESENT:

Brandy Thompson - Union County Manager
Mary Lou Harkins - Union County Clerk
Shea Arnett - Union County Treasurer
Stephen Ross - Union County Attorney
Robert Wingo - Union County Emergency Manager
Ernest Sanchez - Town of Clayton Mayor
Ferron Lucero - Town of Clayton Manager
Tammie Stump - Union County General Hospital CEO
Stephanie Arellano - Town of Clayton Clerk/Treasurer
Scott Julian - Town of Clayton Chief of Police
Justin Drumm - Town of Clayton Fire Department
Stacy Diller - Clayton Municipal Schools Superintendent
Robert O. Beck - Town of Clayton Attorney
April Gallegos - Union County/Clayton Chamber of Commerce Executive Director
Talisha Valdez - Union County Ag and 4-H Agent

Copies of the following items were made available for viewing: "NM EOC Situation Report regarding COVID-19 dated March 16, 2020"; the Town of Clayton's (TOC) proposed jail budget for the operations of a full-time jail, the TOC's Bed Day Comparison: TOC - Union County (UC); and UC's proposed budget for a full-time jail.

Mayor Sanchez called the meeting to order at 10:05 a.m., in the Union County Courthouse Annex meeting room. The Pledge of Allegiance was recited.

APPROVAL OF AGENDA & DOCUMENT APPROVAL: Mayor Sanchez called for the approval of the agenda.

Commissioner Kiesling moved to approve the agenda and suggested moving the discussion of agenda item #2. COVID-19, as the first item to be discussed. Trustee Beckner seconded. There was no further discussion. Vote: All YES. Motion carried. Agenda approved.

Document Approval: There were no documents presented for approval. No action was taken.

NEW BUSINESS:

Discussion of COVID-19 (Informational Only)

CEO Tammie Stump, Union County General Hospital - CEO Stump gave a lengthy report and update on COVID-19 (Coronavirus) which included the following (but not limited to the following): hospital lock down; protection of healthcare workers, first responders, and providers; UCGH has 3 ventilators and 3 negative pressure rooms; PPE (personal provider equipment) is well stocked; will provide thermometers to the public as needed; assessments will be made before hospital entry; teleconference/video medical care to people in their homes; routinely publishing healthcare education in the local newspaper; **MUST PRACTICE SOCIAL DISTANCING and SELF-ISOLATION** if you think you have been exposed or have been in an area with known confirmed cases; CDC criteria - a temperature of 100 degrees and above, respiratory type symptoms, and/or have been exposed to a positive case or been in a critical area with an influx of the virus; Rotary Club Snack Pack Program; trial vaccine and antivirals are in the works; protect the elderly; information can be found by accessing sites for the Centers for Disease Control or the World Health Organization; providers and persons in a higher level of duty to their community will not be asked to self-quarantine; local nursing home is locked down; updates will be sent to the County Mgr. which may be dispersed.

Superintendent Stacy Diller, Clayton Municipal Schools - Superintendent Diller reported on the following (but not limited to the following): the school district is closed for 3 weeks and possibly longer; all staff is on duty. Teachers are working remotely from their homes; pursuing on-line instruction; educational assistants are cleaning the classrooms. The custodial staff is cleaning and disinfecting from top to bottom; cafeteria staff is providing free of charge breakfast and lunch to students. Meals are delivered curbside by teachers; the school board meeting room will be closed to the public. Meeting(s) will be live-streamed; working on student internet access for all in a 2500 square mile district – all students will have Chrome books for distance learning; school bus drivers will be made available to help with the delivery of Sr. Citizen meals if needed; Superintendent Diller suggested using Zoom (video/web conferencing) for weekly COVID-19 updates and offered her IT staff for assistance if needed.

Emergency Manager Robert Wingo, Union County - Emergency Manager Wingo reported on the State's Emergency Operation Center (EOC) which is currently at a level 1; operations are now 24/7; test and result statistics in New Mexico; according to the Pandemic Emergency Plan, the local National Guard Armory building, will open up as the triage center if needed. Those afflicted will be cared for by qualified EMS (Emergency Medical Services); the New Mexico Department of Health has designated Clayton as a regional distribution point for PPE and will be housed within the armory if needed.

Fire Chief Justin Drumm, Clayton Fire & Rescue - Fire Chief Drumm reported that his department is well stocked with PPE; everyone must do their part to "flatten the curve of the virus"; because of heightened alert, various protocols are being implemented for EMS; dispatch has been made aware of

virus criteria; encouraged attendees to view the nmhealth.org website for up to date state-wide information.

Chief of Police Scott Julian, Town of Clayton - Chief Julian reported that all officers are equipped with PPE; department protocols have been implemented; will enforce all State directives which includes siting unlawful assembly.

Chairman Bennett, Union County - Chairman Bennett reported that employees that have been out of town and in "hotspots" will strongly be advised to self-quarantine; encouraged all attendees to document all expenditures that go beyond day-to-day operations for funding assistance.

Executive Director April Gallegos, Clayton/Union County Chamber of Commerce - Director Gallegos reported that all state tourism departments are shut down to the public. Gallegos will continue passing along the information to the public regarding protocols, closures, updates, and directives.

Mayor Ernest Sanchez, Town of Clayton - Mayor Sanchez reported that the Clayton Sr. Citizen's Center will be closed beginning tomorrow. Mgr. Ferron Lucero reported that meals may be delivered to their homes.

Mgr. Ferron Lucero, Town of Clayton - Mgr. Lucero reported that the city office is working with essential staff and the doors may be closed to the public; non-essential departments such as the library will be closed and staff employees will assist in other departments.

Extension Agent Talisha Valdez, Union County - Agent Valdez reported that statewide 4-H activities have been suspended; will continue to advise all participants of protocols and directives;

Going forth, every Thursday at 9:00 a.m., there will be a virtual meeting via Zoom so that all parties are on the same page.

Discussion on Jail:

The following was discussed (but not limited to the following):

- inmate housing was reviewed; housing layout provided enough bed space for 12 detainees; space for the proposed housing area is 10.7 K square feet
- TOC's projected budget for a full-time jail and concern of understaffing
- The TOC's current and temporary holding cells allow for no more than 16-hours detention and may only hold TOC or UC detainees; OneBeacon Insurance is the current private carrier. This insurance expires at the end of June
- should consideration be given to housing other department/entities prisoners such as the State Police or Game & Fish?
- The TOC met with the State to finalize the jail portion of the facility. State's approval is pending; The contract will be presented to the TOC's Council for approval; 1-year contract with up to 4 (1) year extensions; maintenance and cost share of utilities included; laundry and meals would be a separate contract; master control may be provided for by the State; medical would be a separate contract

- TOC is seeking legislative authorization for a lease/purchase option for the duration of the life of the jail bonds
- Sheriff's Department transportation expense
- jail personnel would have to be hired immediately; detention officer training and insurance requirements would need to be in effect by July 1
- Colfax County Detention Facility - \$75 per day
- split actual jail costs every month; per diem rate; cost-sharing is the most equitable way to go
- the TOC's annual Local Government Protection fund is \$45K
- TOC would be committed to a minimum of one year
- Options: County operated full-time jail providing bed space for both the TOC and UC detainees; or, using the facility as a temporary holding facility for 16-hours
- UC will work with New Mexico Counties between now and their regular April meeting.
- Professional feasibility study

A follow-up work session may take place after the County's regular meeting in April. The County will call for this follow-up work-session.

The COVID weekly meetings will take place via Zoom (web and video conferencing) for all interested parties (County, Town, School, Hospital), every Thursday at 9:00 a.m. These meetings will be advertised as informational meetings only and will be recorded and made available to the public.

This work session was for information only. No decisions or actions were made. This agenda item will be considered during the County's next regular meeting agenda in April.

At 12:45 p.m., Trustee Beckner moved to adjourn. Commissioner Kiesling seconded. There was no further discussion. Vote: All YES. Meeting adjourned.

**Board of Union County Commissioners
Union County, New Mexico**

ATTEST

SEAL

Justin K. Bennett - Chairman

NOT PRESENT
W. Carr Vincent - Vice Chairman

Mary Lou Harkins - Clerk

Clayton F. Kiesling - Member

**BOARD OF UNION COUNTY COMMISSION
EMERGENCY MEETING NOTICE**

March 24, 2020

Notice was published on Union County's Facebook page. Public access information was provided.

BOARD MEMBERS APPEARING REMOTELY:

Chairman Justin K. Bennett

Commissioner Clayton F. Kiesling

ABSENT:

Commissioner W. Carr Vincent

OTHERS PRESENT IN THE UNION COUNTY COMMISSIONERS OFFICE AND APPEARING REMOTELY:

Clerk Mary Lou Harkins

Manager Brandy Thompson

Admin. Assistant Cheryl Garcia

At 2:31 p.m., Chairman Bennett called the emergency meeting to order. Those appearing remotely announced their presence: Chairman Bennett and Commissioner Kiesling.

Chairman Bennett stepped down as Chair and moved to suspend the rules of order for the duration of this meeting due to Commissioner Vincent's absence so that the meeting could be conducted with the remaining quorum. Commissioner Kiesling seconded. There was no further discussion. Roll Call Vote: Commissioner Bennett – YES, Commissioner Kiesling – YES.

RESOLUTION #2020-39 DECLARING UNION COUNTY TO BE AN EMERGENCY AREA AS A RESULT OF COVID-19

A proposed resolution declaring Union County to be an emergency area as a result of COVID-19 was reviewed and discussed. Mgr. Thompson explained the particulars of the resolution.

The resolution would allow for the following:

- To exercise necessary emergency powers and expenditure of available resources, and requesting aid, assistance and relief programs and funds available from the State
- County agencies and departments are directed to utilize county resources and to do everything reasonably possible to assist affected political subdivisions to respond and recover from the outbreak
- It is the responsibility of Union County (UC) officials to control County resources and manage and coordinate those resources for the control of the spread of COVID-19 and maintain public health
- The County Manager, with the telephonic advice and consent of the Chair of the Board of County Commissioners and County Attorney, shall have authority to make emergency expenditures consistent with the emergency provision of the New Mexico Procurement Code not to exceed the sum of \$100,000 per expenditure, to sign emergency contracts not to exceed the amount of 100,000 per contract, sign routine or emergency warrants normally executed by the entire Board, to issue routine and emergency permits, and to take other routine and nonroutine emergency matters which would normally be taken up by the entire Board during the period on declared emergency so that public meetings and gatherings are avoided

- The County Manager with the advice and consent of the Chair of the Board shall have the authority to transfer necessary emergency funds as necessary to meet the needs of the County during the emergency; and
- The County Manager may implement all necessary and proper measures to allow for the flexibility of time and location of work, including for offsite and telecommuting for all employees during the period of this emergency

Commissioner Bennett moved to approve Resolution No. 2020-39 Declaring Union County to be an Emergency Area as a Result of COVID-19. (during the remote session, contact was temporarily lost Commissioner Kiesling. Kiesling rejoined the remote session and Commissioner Bennett restated his motion). Commissioner Kiesling seconded. There was no further discussion. Roll Call Vote: Commissioner Bennett - YES, Commissioner Kiesling - YES. The resolution was signed by Manager Brandy Thompson on behalf of the commissioners.

RESOLUTION #2020-40 AUTHORIZING SUBMISSION OF NMFA APPLICATION ROAD CRUSHER

A proposed resolution authorizing and approving the submission of a completed application for financial assistance and project approval to the New Mexico Finance Authority was reviewed and discussed. Mgr. Thompson reported that she communicates with Road Superintendent Kear regarding the status of the crusher. Mgr. Thompson reported that the crusher was previously budgeted for but there had not been a dedicated source of revenue. Funding options for the crusher and a truck were discussed. Harding County maybe interested in purchasing the old crusher. For various finance reasons, Union County is considered a “disadvantaged entity”.

Commissioner Kiesling moved to approve Resolution #2020-40 authorizing the submission of the application for financial assistance and project approval to the New Mexico Finance Authority for the purchase of a crusher. Commissioner Bennett seconded. There was no further discussion. Roll Call Vote: Commissioner Bennett - YES, Commissioner Kiesling - YES. The resolution was signed by Mgr. Brandy Thompson on behalf of the commissioners.

This emergency meeting was recorded and may be made available to the public.

ADJOURN: At 2:57 p.m., Commissioner Bennett moved to adjourn. Commissioner Kiesling seconded. There was no further discussion. Roll Call Vote: Commissioner Bennett – YES, Commissioner Kiesling - YES. Motion carried. Meeting adjourned.

**Board of Union County Commissioners
Union County, New Mexico**

Justin K. Bennett - Chairman

ABSENT
W. Carr Vincent - Vice Chairman

Clayton F. Kiesling - Member

ATTEST

SEAL

Mary Lou Harkins - Clerk

**BOARD OF UNION COUNTY COMMISSION
EMERGENCY MEETING NOTICE**

April 2, 2020

I, Mary Lou Harkins, Union County Clerk, do hereby certify that the Emergency Meeting Notice, was posted at the Union County Courthouse, Union County Clerk's Office, Clayton Post Office, Union County's web-site and Facebook page. Public access information was provided.

BOARD MEMBERS APPEARING REMOTELY:

Chairman Justin K. Bennett Commissioner W. Carr Vincent Commissioner Clayton F. Kiesling

OTHERS PRESENT IN THE UNION COUNTY COMMISSIONERS OFFICE AND/OR APPEARING REMOTELY:

Clerk Mary Lou Harkins Manager Brandy Thompson Admin. Assistant Cheryl Garcia
Attorney Stephen Ross
President - Clayton Health Systems, Judith Cooper
CFO Union County General Hospital Melissa Prante
Mike Newman, Managing Director - Hilltop Securities

At 10:34 a.m., Chairman Bennett called the emergency meeting to order. Those appearing remotely announced their presence: Chairman Bennett, Commissioner Vincent, and Commissioner Kiesling.

Commissioner Vincent moved to approve the agenda. Commissioner Kiesling seconded. There was no further discussion. Roll Call Vote: Commissioner Kiesling - YES, Commissioner Vincent - YES and Chairman Bennett k- YES. Motion carried.

HOSPITAL COVID-19 LINE OF CREDIT & LOAN PAYMENTS

Copies of a letter dated March 30, 2020, to Chairman Bennett from Judith Cooper, President of Clayton Health Systems and the "Clayton Health Systems Borrowing Resolution" of March 27, 2020, were previously distributed to the Board for review. CHS President Judith Cooper indicated in detail a request which was to improve the cash position of the Hospital to cope with the anticipated financial impact of 2019-nCoV so that focus remained on preparations for health care to the residents of Union County.

Mike Newman, Managing Director/Financial Advisor of Hilltop Securities - Advisor Newman spoke at length of the results of the Coronavirus Pandemic and the burden placed on the UCGH. Newman gave a detailed presentation in support of the request of the Clayton Health System's Board of Directors to seek a waiver from making payments of principal and interest on the loans extended to UC from NMFA and to secure short-term financing in the form of advances from local banks and NMFA.

Melissa Prante, CFO of UCGH - reported that all considerations are being made with regards to the CARES (Coronavirus Aid, Relief, and Economic Security) Act, Medicare Advantage and the State and Federal Governments. A brief discussion followed. Chairman Bennett asked CFO Prante to keep the County Manager informed as to how much and when the line of credit is extended. Chairman Bennett opened the floor for discussion, there being none.

Commissioner Kiesling moved to allow the hospital to suspend the lease payment for the period of April through August 2020 and to approve a line of credit secured by the hospital's accounts receivable without

recourse to the County as further detailed in the letter of request from Judith Cooper, President of Clayton Health Systems (Hospital COVID-19 Line of Credit & Loan Payments). Commissioner Vincent seconded. There was no further discussion. Roll Call Vote: Commissioner Kiesling - YES, Commissioner Vincent - YES and Chairman Bennett - YES. Motion carried. Mgr. Thompson signed a letter to Marquita Russel, Chief Executive Officer for the New Mexico Finance Authority, dated April 1, 2020. A copy of this letter is attached as an exhibit.

Mgr. Thompson asked that the Board allow her to move the excess funds into the debt service so that she could proceed with NMFA.

Commissioner Vincent moved to approve the transfer of program funds in PPRF-4931 to the Debt Service Reserve Funds for the loan and to move the overage in PPRF-3574 to PPRF-3145 the Debt Service Reserve Fund. Commissioner Kiesling seconded. There was no further discussion. Roll Call Vote: Commissioner Kiesling - YES, Commissioner Vincent - YES and Chairman Bennett - YES. Motion carried.

HOSPITAL REQUEST FOR MILL LEVY/GRT

A copy of the "Request from UCGH Mill Levy/GRT" dated March 27, 2020, together with various supporting documentation was e-mailed from the hospital COF, Melissa Prante to Mgr. Thompson on March 27, 2020. Mgr. Thompson reported that the amount of the request was \$401,070.63. Thompson reported on the status of the combined Mill Levy and GRT totals and projected forecast. Chairman Bennett opened the floor for discussion, there being none.

Commissioner Kiesling moved to approve the Mill Levy and GRT disbursement as requested by the Clayton Health Systems Board. Commissioner Vincent seconded. There was no further discussion. Roll Call Vote: Commissioner Kiesling - YES, Commissioner Vincent - YES and Chairman Bennett - YES. Motion carried.

This emergency meeting was recorded. The recording can be made available to the public.

ADJOURN: At 11:05 a.m., Commissioner Vincent moved to adjourn. Commissioner Kiesling seconded. There was no further discussion. Roll Call Vote: Chairman Bennett - YES, Commissioner Kiesling - YES and Commissioner Vincent - YES. Motion carried. Meeting adjourned.

**Board of Union County Commissioners
Union County, New Mexico**

Justin K. Bennett - Chairman

W. Carr Vincent - Vice Chairman

Clayton F. Kiesling – Member

ATTEST

SEAL

Mary Lou Harkins - Clerk

**JOINT COMMUNICATION MEETING
TOWN/COUNTY/CLAYTON SCHOOLS**

Wednesday, April 22, 2020

The Joint Communications meeting was held via Zoom

Notice was published on Union County's Facebook page. Public access information was provided.

UNION COUNTY COMMISSION BOARD MEMBERS APPEARING REMOTELY:

Chairman Justin K. Bennett Commissioner W. Carr Vincent Commissioner Clayton F. Kiesling

TOWN OF CLAYTON COUNCIL MEMBERS APPEARING REMOTELY:

Coby Beckner - Town of Clayton Trustee Leroy Montoya - Town of Clayton Trustee
Judy Steen - Town of Clayton Trustee Deano Arellano - Town of Clayton Trustee

OTHERS PRESENT IN THE UNION COUNTY COMMISSIONERS OFFICE AND APPEARING REMOTELY:

Clerk Mary Lou Harkins Manager Brandy Thompson Admin. Assistant Cheryl Garcia

OTHERS APPEARING REMOTELY:

Mayor Ernest Sanchez TOC Manager Ferron Lucero
TOC Fire Chief Justin Drum Chief of Police Scott Julian UC Sheriff James Lobb
TOC Attorney Robert O. Beck County Attorney Stephen Ross UCGH CEO Tammie Stump
Clayton - UC Chamber Executive Director April Gallegos
Stephanie Arellano - Town of Clayton Deputy Clerk

At 2:04 p.m., Mayor Ernest Sanchez called the meeting to order. Those Board and Council Members appearing remotely announced their presence: Chairman Bennett, Commissioner Kiesling, Trustee Coby Beckner, Trustee Leroy Montoya, Trustee Judy Steen, Trustee Leroy Montoya, and Trustee Deano Arellano.

The Pledge of Allegiance was recited.

DOCUMENT APPROVAL:

Mayor Sanchez called for agenda approval.

Trustee Arellano moved to approve the agenda. Commissioner Kiesling seconded. There was no further discussion. Vote: All YES. Motion carried.

VISITORS:

There were no visitors present which required an introduction.

NEW BUSINESS:

- **Proposal for Economic Relief for Rural Small Business**

RESOLUTION NO 2020-41 & TOWN OF CLAYTON RESOLUTION #20-23 REQUEST FOR DELEGATION OF AUTHORITY TO LOCAL GOVERNMENT PROVIDING ECONOMIC RELIEF FOR RURAL SMALL BUSINESS BY REOPENING BUSINESSES ORDERED TO CLOSE USING SAFEGUARDS DURING THE COVID-19 PANDEMIC

A proposed draft joint resolution providing economic relief for rural small businesses by reopening businesses ordered to close using safeguards during the COVID-19 Pandemic was read aloud by Commissioner Vincent. The Draft was made available for review during this virtual meeting. Commissioner Vincent explained the importance and urgency of this resolution. A lengthy discussion was had by both the County and the Town members which included suggested modifications. Mgr. Lucero made suggested changes to the document. All changes could be visually seen by all attendees.

This joint resolution would **recommend** to the Governor and the Department of Health Secretary the following:

- Allow those businesses, including non-profits, to reopen immediately that do not fall within the Secretary's definition of essential businesses and allow those businesses to implement those safeguards that have been imposed on essential businesses, as the Secretary indicated in her orders that "social distancing is the sole way New Mexicans can minimize the spread of COVID-19, and currently constitutes the most effective means of mitigating the potentially devastating impact" of the virus.
- Allow local governing bodies to lead the local Emergency Action Plans to ensure a balanced approach to both public safety and economic health in response to COVID-19.
- That non-emergent yet necessary healthcare procedures be deemed essential for the general health and welfare of the public.

Commissioner Vincent moved to approve Resolution No. 2020-41 Request for Delegation of Authority to Local Government Providing Economic Relief for Rural Small Business by Reopening Businesses Ordered to Close Using Safeguards during the COVID-19 Pandemic with all suggested changes. Commissioner Kiesling seconded. There was no further discussion. Roll Call Vote: Commissioner Kiesling - YES, Commissioner Vincent - YES and Chairman Bennett - YES. The resolution was approved by all members of the Board of County Commissioners and attested by the County Clerk.

Trustee Beckner moved to approve the Town of Clayton's Resolution 20-23 Request for Delegation of Authority to Local Government Providing Economic Relief for Rural Small Business by Reopening Businesses Ordered to Close Using Safeguards during the COVID-19 Pandemic with all suggested changes. Trustee Montoya seconded. There was no further discussion. Roll Call Vote: Trustee Beckner - YES, Trustee Arellano - YES, Trustee Steen - YES, and Trustee Montoya - YES. The resolution was approved by all members of the Town of Clayton Council and attested by the Town of Clayton Deputy Clerk.

Clayton-Union County Chamber Executive Director Gallegos thanked the Council and Board on behalf of the struggling local businesses. Gallegos reported that various merchants will be providing letters of hardships and concerns to accompany the adopted joint resolution. Gallegos also reported on the status of various loans and relief packages for local businesses. Gallegos also directed a question to the Town of Clayton as to what relief was available for both business owners and town resident's utility bills. Council approval has been given to the town manager for the consideration on a case by case situation for municipal utilities with proof relating to the COVID-19 pandemic. Payment requirements could be suspended for a while and until the public health directives have been lifted.

Gallegos also asked that the Town and County publish a weekly press release educating the public as to what is being worked on concerning pandemic planning and shutdown.

DISCUSSION FOR VOTING PRECINCTS:

County Clerk Harkins reported that because of her recent suggestion to consolidate county-wide rural precincts on Election Day to the Clayton Civic Center because of the COVID-19 pandemic, much effort was made to speak with many individuals throughout the County. In the best interests of voters, it was determined that **all** county-wide Election Day polling places remain open on Election Day. Harkins highly recommended that public officials encouraged the public to vote absentee or vote early in the Clerk's Office so that polling place congestion be minimized during this pandemic. Personal Protection Equipment and protocols will be used in the polling places and recommendations will be made to the poll officials and the public. A brief discussion followed. No action taken was taken

DISCUSSION ON JAIL

A proposed operational jail budget and transportation cost sheets were provided to attendees before the meeting. Mgr. Lucero gave a quick recap of the last joint meeting regarding the jail situation. The following items were discussed (but not limited to the following): The Town could possibly operate the adult detention facility and charge the County a percentage of the operating costs. The Town Council needs to agree to operate the jail if the County agrees; calculations in the proposed budget were based on percentages; detention facility employee salaries; detention officers and sufficient jail coverage; shared costs between the Town and the County; organization of a joint committee for the hiring of jail employees; budget planning needs to go forth; stipulated agreement should be considered for yearly evaluations of percentage splits between the Town and County; all agreed that this should be a Town of Clayton Detention Facility and will be formally proposed to the Town Council; insurance expires at the end of June for the temporary holding facility operated by the Town of Clayton; current jail agreements with neighboring county's will be left in place; a draft contract will be developed for the proposed Town of Clayton Detention Center for future consideration.

This was a lengthy joint discussion. No action was taken.

This meeting was recorded and may be made available to the public.

MEETING ANNOUNCEMENT:

Mayor Sanchez announced that the next regularly scheduled Joint Communications Meeting will be on Tuesday, June 9, 2020, at 9:30 a.m., at the Union County Courthouse Annex Building.

ADJOURN: At 3:50 p.m., Trustee Deano Arellano moved to adjourn. Trustee Coby Beckner seconded. There was no further discussion. Vote: All YES. Meeting adjourned.

UNION COUNTY

TOWN OF CLAYTON

UC Chairman Justin K. Bennett

TOC Trustee Coby Beckner

UC Commissioner W. Carr Vincent

TOC Trustee Leroy Montoya

UC Commissioner Clayton F. Kiesling

TOC Trustee Deano Arellano

TOC Trustee Judy Steen

ATTEST:

CLAYTON SCHOOL DISTRICT

Mary Lou Harkins
Union County Clerk

NOT PRESENT
Stacy Diller
Superintendent Clayton Municipal School District

KEY STATISTICS					
	<i>03/31/20 ACTUAL</i>	<i>03/31/20 BUDGET</i>	<i>YTD ACTUAL</i>	<i>YTD BUDGET</i>	<i>YTD VARIANCE</i>
Total Admissions	24	15	167	134	33
Total Patient Days	82	61	673	548	125
Average Length of Stay Total	3.42	4.07	4.03	4.09	0.06
Total Emergency Room Visits	141	158	1,557	1,426	131
Outpatient Visits (NOT CLINIC)	426	625	4,757	5,625	(868)
Total Surgeries	7	5	26	45	(19)
Total GI Procedures	5	4	57	38	19

STATEMENT OF REVENUE AND EXPENSES - YTD					
REPORTED IN THOUSANDS	<i>03/31/20 ACTUAL</i>	<i>03/31/20 BUDGET</i>	<i>YTD ACTUAL</i>	<i>YTD BUDGET</i>	<i>YTD VARIANCE</i>
Revenue:					
Gross Patient Revenues	\$1,614	\$1,342	\$13,078	\$12,077	1,001
Deductions from Revenue	(645)	(526)	(5,123)	(4,742)	(381)
Net Patient Revenues	969	816	7,955	7,335	620
Other Revenue	227	191	1,998	1,711	287
Total Net Revenues	1,196	1,007	9,953	9,046	907
Expenses:					
Salaries & Benefits	576	546	5,001	4,920	(81)
Professional Fees	34	56	436	500	64
Purchased Services	92	108	846	972	126
Supply Expenses	92	70	707	625	(82)
Other Operating Expenses	202	150	1,825	1,351	(474)
Depreciation & Interest Expense	61	67	543	601	58
Total Expenses	1,057	997	9,358	8,969	(389)
OPERATING MARGIN	139	10	595	77	518
NET MARGIN	\$139	\$10	\$595	\$77	\$518
EBIDA	\$200	\$77	\$1,138	\$678	\$460

BALANCE SHEET				
			<i>Audited</i>	
Unaudited	<i>03/31/20</i>	<i>03/31/20</i>	<i>06/30/19</i>	
ASSETS				
Current Assets	\$2,294	\$1,600	\$1,353	
Property, Plant & Equipment (Net)	9,360	9,467	9,735	
Other Assets	647	908	878	
Total Unrestricted Assets	12,301	11,975	11,966	
Assets Whose Use is Limited	2,031	2,042	1,660	
Total Assets	\$14,332	\$14,017	\$13,626	
LIABILITIES AND NET ASSETS				
Current Liabilities	\$1,942	\$2,256	\$2,097	
Debt Borrowings, net of current	3,725	3,886	3,460	
Total Liabilities	5,667	6,142	5,557	
Net Position	8,665	7,875	8,069	
Total Liabilities and Net Position	\$14,332	\$14,017	\$13,626	

CLAYTON HEALTH SYSTEMS

April 22, 2020 MOR

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

Period Ending March 31, 2020

INCOME STATEMENT:

1. Gross patient revenue for March was \$1.6M; \$272k > budget; \$253k > PY.
2. Total net patient revenue for the month, after CA was \$969k.
3. Total other revenue for March is \$133k.
4. County tax subsidy revenue based on County budget is \$94k.
5. Total MTD net operating revenue was \$1.2M; 189k > budget; 270k > PY.
6. Operating expenses for March were \$1.1M; 60k > budget; 152k > PY.
7. Operating income of \$139k and EBIDA \$200k.
8. YTD, we have an operating income of \$595k and EBIDA of \$1.1M.

YTD Budget to Actual Variances is as follows:

Gross Patient Revenue is **over** budget by \$1.0M.

Total Net Operating Revenues are **over** our YTD budget by \$907k.

Total Operating Expenses are **over** budget by \$389k.

Salary/Benefits are **over** budget YTD by \$81k.

Professional fees/Purchased Services are **under** budget by \$190k.

Pharmacy, Medical, Other Supplies are **over** budget by \$82k.

Other operating expenses (postage, subscriptions, dues, licenses, taxes, maintenance, lease, utilities, travel and education) are **over** budget by \$474k.

Includes physician recruiting, audit invoices and 340B management fees.

Depreciation and Interest are **under** budget by \$58k.

BALANCE SHEET:

9. UCGH had cash and cash equivalents of \$831k.
10. March CD balances total \$917k.
11. AR Mill Levy and GRT balance \$415k.
12. Net Patient AR is \$1.2M.
13. Trade Accounts Payable total \$222k.
14. AP Manual accruals is \$99k.
15. Estimated 3rd party settlements \$283k for 2018 CR and \$373k for 2019 CR for a total of \$656k.
16. March Days Cash on Hand is 25 days.



Union County

Justin Bennett
Chair
W. Carr Vincent
Member
Clayton Kiesling
Member

PO Box 430
Clayton, NM 88415
(575)374-8896
(575)374-2763 Fax
www.unionnm.us

Brandy Thompson
County Manager

Stephen C. Ross
County Attorney

RESOLUTION #2020-42 ACCEPTANCE AND APPROVAL OF THE FY19 AUDIT

WHEREAS, the Union County is required by statute to contract with an independent auditor to perform the required annual audit or agreed upon procedures for Fiscal Year 2019; and,

WHEREAS, the Board of Union County Commissioners has directed the accomplishment of the audit for FY19 be completed; and,

WHEREAS, this audit has been completed and presented to the Union County Board of Commissioners per the February 24, 2020 Letter from the State Auditor authorizing the release of the FY19 audit.

WHEREAS, NMAC 2.2.2.10 (M) (4) provides in pertinent part that "Once the audit report is officially released to the agency by the state auditor (by a release letter) and the required waiting period of five calendar days has passed, unless waived by the agency in writing, the audit report shall be presented by the IPA, to a quorum of the governing authority of the agency at a meeting held in accordance with the Open Meetings Act, if applicable;" and,

NOW THEREFORE, BE IT RESOLVED, that the Union County Board of Commissioners does hereby accept and approve the completed audit report and findings as indicated within this document.

ACCEPTED AND APPROVED this 12th day of May, 2020 in regular session by the Union County Board of Commissioners, at Clayton, Union County, New Mexico.

ATTEST

SEAL

Mary Lou Harkins, County Clerk

Justin Bennett, Commission Chair

W. Carr Vincent, Commissioner

Clayton Kiesling, Commissioner



Justin Bennett
Chair
W. Carr Vincent
Member
Clayton Kiesling
Member

PO Box 430
Clayton, NM 88415
(575)374-8896
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www.unionnm.us

Brandy Thompson
County Manager
Stephen C. Ross
County Attorney

RESOLUTION #2020-43
ACCEPTANCE AND ADOPTION OF THE 2020 COMPREHENSIVE PLAN AS THE OFFICAL PLANNING GUID FOR UNION COUNTY, NEW MEXICO

WHEREAS, the Board of County Commissioners has determined that it is in the its best interest to engage in long range planning activities for Union County; *and*

WHEREAS, the 2020 Union County Comprehensive Plan is intended to guide and manage decision-making related to the future growth, physical development, and capital expenditures of the County over a 20-year planning horizon; *and*

WHEREAS, the 2020 Union County Comprehensive Plan address a wide range of planning elements through goals and implementation strategies regarding land use, housing, economic development, infrastructure, water resources, transportation, public services, and facilities, hazard mitigation, and implementation; *and*

WHEREAS, the 2020 Union County Comprehensive Plan is intended to foster collaboration between the Board of County Commissioners and elected officials in the four municipalities of Clayton, Grenville, Des Moines, and Folsom; *and*

WHEREAS, after public input the Board of County Commissioners has determined that the 2020 Union County Comprehensive Plan is ready for final adoption.

NOW THEREFORE, BE IT RESOLVED, that the Union County Board of Commissioners does hereby accept and adopt the 2020 Comprehensive Plan as the official planning guide for Union County.

ACCEPTED AND APPROVED this 12th day of May, 2020 in regular session by the Union County Board of Commissioners, at Clayton, Union County, New Mexico.

ATTEST

SEAL

Justin Bennett, Commission Chair

Mary Lou Harkins, County Clerk

W. Carr Vincent, Commissioner

Clayton Kiesling, Commissioner

UNION COUNTY
Resolution No. 2020-44

Authorization of transfer between General Fund (401) (DFA# 11000) budget and DWI Fund (426) (DFA #22300)

WHEREAS, Union County is requesting a transfer from the General Fund to the DWI ensure operating revenue and from the DWI fund back to the General Fund following quarterly DWI distributions.

Budget Transfer

<u>Fund</u>	<u>Description</u>	<u>Debit</u>	<u>Credit</u>
DFA # 11000 General Fund			
401-00-1950	Transfer From	\$75,000	
401-00-1951	Transfer To		\$75,000
DWI Fund DFA # 22300			
426-00-1951	Transfer To		\$75,000
426-00-1950	Transfer From	\$75,000	
	TOTAL	0	0

NOW THEREFORE, BE IT RESOLVED that after the approval of the Union County Board of Commissioners, and the Department of Finance and Administration the above Budget Transfer be made.

DONE at Clayton, County of Union this 12th day of May, 2020

BOARD OF COMMISSIONERS - UNION COUNTY

ATTEST:

Mary Lou Harkins, County Clerk

Justin Bennett, Chair

W. Carr Vincent, Member

Clayton Kiesling, Member

UNION COUNTY
Resolution No. 2020-45

Authorization of Union County to receive the ICount NM 2020 Complete Count Census Outreach (401) (DFA #11000) budget increase and Law Enforcement Protection Fund (605) (DFA #21100) Sale of County Property budget increase

WHEREAS, Union County is requesting an increase to the Union County General Fund and Law Enforcement Protection Fund

WHEREAS, The ICount 2020 Census Outreach grant has been received, the K9 Unit has been sold and the expenses will be as follows:

Budget Increase

<i>Fund</i>	<i>Description</i>	<i>From</i>	<i>To</i>
DFA#11000	General Operating Fund (401)		
	Department of Finance grant Agreement	\$10,000	
401-00-1255	Grants/Special		\$10,000
401-00-1255	Grants/Special	\$10,000	
401-01-2060	Grant Expenditures		\$10,000
DFA#21100	Law Enforcement Protection (605)		
	Sale of K9 Unit	\$30,000	
605-00-1340	Sale of County Property		\$30,000
605-00-1340	Sale of County Property	\$30,000	
605-93-2028	Capital Outlay		\$30,000

NOW THEREFORE, BE IT RESOLVED that after the approval of the Union County Board of Commissioners, and the Department of Finance and Administration the above Budget Increase be made.

DONE at Clayton, County of Union this 12th day of May, 2020

BOARD OF COMMISSIONERS - UNION COUNTY

Justin Bennett, Chairman

ATTEST:

W. Carr Vincent, Member

Mary Lou Harkins, County Clerk

Clayton Kiesling, Member

UNION COUNTY
UNION COUNTY COURTHOUSE
PO BOX 430
CLAYTON NEW MEXICO 88415

Board of Commissioners
Justin Bennett
W. Carr Vincent
Clayton Kiesling

Brandy Thompson
County Manager
The Law Office of Stephen C. Ross P.C.
County Attorney

OPEN MEETINGS ACT POLICY FOR UNION COUNTY

RESOLUTION NO. 2020-31 AMENDED

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, COMMISSIONS, COMMITTEES, OR OTHER POLICY-MAKING BODIES.

WHEREAS, NMSA 1978, Section 10-15-1 *et seq.* (1953), the Open Meetings Act, provides in relevant part that, "... the formation of public policy or the conduct of business by vote shall not be conducted in a closed meeting ..." and that "... meetings of a quorum of members of any board, commission or other policy-making body of any county held for the purpose of formulating public policy, including the development of personnel, policy, rules, regulations, or ordinances discussing public business or for the purpose of taking any action within the authority or the delegated authority of any board, commission or other policy-making body, are declared to be public meetings open to the public at all times, except as otherwise provided in the Constitution or the provisions of the Open Meetings Act ...";

WHEREAS, the Open Meetings Act further provides in material part that "... any meetings at which the discussion or adoption of any proposed resolution, rule, regulation or formal action occurs, and at which a majority or quorum of the body is in attendance, and any closed meetings, shall be held only after reasonable notice to the public ..." and "... the affected body shall determine at least annually in a public meeting what notice for a public meeting is reasonable when applied to that body..."; and

WHEREAS, the Board of County Commissioners of Union County, as the "affected body" and by virtue of this Resolution, intends to comply with the requirements of the Open Meetings Act and further, the Board of County Commissioners herein determines reasonable notice to the public of its meetings for the upcoming calendar year as contemplated by the Open Meetings Act.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF UNION, NEW MEXICO that:

SECTION 1: REGULAR AND SPECIAL MEETINGS: NOTICE. Notice of any and all regular and special meetings of the Board of County Commissioners shall be posted three (3) days in advance of any meeting. For purposes of the preceding sentence and this resolution generally, a "meeting" is a meeting of a quorum of members of the Board of County Commissioners or boards, agencies, authorities, commissions, committees, or other policy-making bodies operating under the authority of the Board of County Commissioners, that is held for the purpose of formulating public policy, conducting business by vote, formulating public policy, discussing public business or taking any action within the authority of or the delegated authority, or as otherwise specified in NMSA 1978, Section 10-15-1(A) and (B). Notice of a meeting shall also be provided to broadcast stations licensed by the federal communications commission and newspapers of general circulation that have provided a written request for such notice pursuant to NMSA 1978, Section 10-15-1(D). In addition, there shall be made available to the general public and interested persons a copy of the agenda for each meeting, which shall be filed, recorded and posted in the office of the County Clerk of Union County, New Mexico, at least three (3) days prior to the meeting. The agenda shall also be posted at the same time on the Union County website (unionnm.us). Each meeting notice shall include an agenda containing specific items of business to be discussed or transacted at the meeting or information on how the public may obtain a copy of such agenda. Except for emergency items, the Board of County Commissioners shall take action only on items appearing on the agenda. The Board of County Commissioners may give notice of its annual meeting schedule in lieu of individual meeting notices so long as the schedule is published as described above; in this instance, agendas of each meeting must be filed, recorded, posted, and placed on the Union County internet website as provided herein.

SECTION 2: REGULAR MEETINGS, SCHEDULE AND LOCATION. Regular meetings shall be held on the second Tuesday of each month and shall begin at the hour of 9:00 a.m. Regular meetings shall be held in the County Commission Chambers of the Union County Courthouse in Clayton, New Mexico. Nothing shall prohibit the Board of County Commissioners from rescheduling a regular meeting with notice as described in Section 1, herein.

SECTION 3: SPECIAL MEETINGS, SCHEDULE AND LOCATION. Special meetings may be held as needed upon notice described in Section 1, herein. A special meeting may be held in the County Commission Chambers of the Union County Courthouse in Clayton, New Mexico, or some other location specified in the notice.

SECTION 4: APPLICABILITY. This resolution shall apply to each meeting of a quorum of each board, commission, committee, agency, authority or other policy-making body operating under the authority of the Board of County Commissioners.

SECTION 5: EMERGENCY MEETINGS, NOTICE. Notwithstanding any provision contained herein, the Chairman of the Board of County Commissioners or a majority of the commissioners may call an emergency meeting of the Board of County Commissioners to consider an emergency matter. "Emergency" refers to unforeseen circumstances that, if not addressed immediately by the

public body, will likely result in injury or damage to persons or property or substantial financial loss to the public body. Emergency meetings may be conducted at a time or place designated by the person or persons calling the meeting. Notice of such emergency meeting shall be that which is reasonably practicable under the circumstances existing, but at a minimum must include posting of the agenda in advance of the meeting, and notice to local broadcast stations and newspapers of general circulation of such meeting; the notice given may be either written or oral. Within ten (10) days of taking action on an emergency matter, the Board of County Commissioners shall report to the Attorney General's office the action taken and the circumstances creating the emergency, except where the emergency has also resulted in the declaration of a state or national emergency.

SECTION 6: CLOSED MEETINGS. Notwithstanding any provision contained herein, the Board of County Commissioners may call or close a meeting for the purpose of discussing the following items:

- (1) Issuance, suspension, renewal or revocation of a license;
- (2) Limited personnel matters, including the discussion of hiring, promotion, demotion, dismissal, assignment or resignation of or the investigation or consideration of complaints or charges against any individual public employee;
- (3) Deliberations in connection with an administrative adjudicatory proceeding; for purposes of this subparagraph, an administrative adjudicatory proceeding is a proceeding brought by or against a person before a public body in which individual legal rights, duties or privileges are required by law to be determined by the public body after an opportunity for a trial-type hearing;
- (4) Bargaining strategy preliminary to collective bargaining negotiations between the Board of County Commissioners and a bargaining unit representing the employees of the County, and collective bargaining sessions during which the Board of County Commissioners and the representatives of the collective bargaining unit are present;
- (6) Purchases in an amount exceeding two thousand five hundred dollars (\$2,500) that can be made only from one source, and discussions concerning competitive sealed proposals solicited pursuant to the Procurement Code;
- (7) Meetings subject to the attorney-client privilege pertaining to the threat of litigation or pending litigation in which Union County is or may become a participant;
- (8) The acquisition or disposal of real property or water rights; or

- (9) Those portions of meetings of committees or boards of public hospitals where strategic and long-range business plans or trade secrets are discussed.

If a meeting is closed for any of the foregoing reasons, the closure, if made in an open meeting, shall be approved by a majority vote of a quorum of the Board of County Commissioners; the authority for the closure and the subject to be discussed shall be stated with reasonable specificity in the motion calling for the vote on the closed meeting; the vote shall be taken in an open meeting and the vote of each individual member shall be recorded in the minutes. Only those subjects announced or voted upon prior to closure by the policymaking body may be discussed in a closed meeting. If a closure is called for when the Board of County Commissioners is not in an open meeting, the closed meeting shall not be held until three (3) days' notice of the meeting is given which states the specific provision of the Open Meetings Act authorizing the closed meeting and stating with reasonable specificity the subject to be discussed.

No action may be taken during a closed meeting.

Following completion of any closed meeting, the minutes of the open meeting that was closed or the minutes of the next open meeting if the closed meeting was separately scheduled shall state that the matters discussed in the closed meeting were limited only to those specified in the motion for closure or in the notice of the separate closed meeting. The statement shall be approved by the Board of County Commissioners.

SECTION 7. MINUTES. The Board of County Commissioners, and any boards, agencies, authorities, commissions, committees, or other policy-making bodies operating under the authority of the Board of County Commissioners shall keep written minutes of all its meetings, except those meetings closed in compliance with Section 6 of this Resolution. The minutes shall include, as a minimum, the date, time and place of the meeting, the names of members in attendance and those absent, the substance of the proposals considered and a record of any decisions and votes taken which show how each member voted. All minutes shall be open to public inspection. Draft minutes shall be prepared within ten (10) working days after the meeting and shall be approved, amended or disapproved at the next meeting where a quorum is present. Minutes shall not become official until approved by the Board of County Commissioners.

SECTION 8. ADDITIONAL NOTICES. Notwithstanding any provision contained herein, the Chairman of the County Commission may establish such additional notice as he may deem necessary and advisable under the circumstances.

SECTION 9. CITIZENS' FORUM. Meetings of the Board of County Commissioners shall include on the agenda for each Regular Meeting an item entitled "Citizens Forum" wherein citizens may express any views or issues of concerns to the Commission and Union County citizens; provided, however, that in order to allow the County Manager, staff, and Commission to respond adequately to citizens comments, interested citizens who wish to address the Commission in the Citizens Forum may be required to provide the Union County

Administrative staff with notice of the substance of the proposed comments at least two (2) days prior to scheduled meetings.

SECTION 10. RESCINDING PRIOR RESOLUTIONS. Resolution No. 2020-31, adopted on January 14, 2020, is hereby rescinded and superseded by this Resolution. Any prior resolutions concerning public notice under the Open Meetings Act are hereby rescinded and superseded by this resolution.

PASSED, ADOPTED, APPROVED AND SIGNED THIS 12TH DAY OF MAY 2020.

BOARD OF UNION COUNTY COMMISSIONERS

A T T E S T

Chairman

S E A L

Member

Member

Mary Lou Harkins, County Clerk

**STEPHEN M. BUSH MEMORIAL SHOOTING RANGE
CLAYTON, NM
MEMORANDUM OF UNDERSTANDING**

BETWEEN THE NEW MEXICO DEPARTMENT OF GAME & FISH
AND UNION COUNTY SHERIFF'S OFFICE

This Shooting Range Improvement Memorandum of Understanding ("Agreement") is entered into between the New Mexico Department of Game and Fish ("Department") and Union County Sheriff's Office ("Partner") (collectively "Parties" and singularly "Party"). The term "Director" refers to the New Mexico Department of Game and Fish Director.

WHEREAS, the Partner supports the operation of the Stephen M. Bush Memorial Shooting Range; and

WHEREAS, the Department is an agency of the State of New Mexico that is developing a Youth Shooting Program ("Program") to promote the safe and proper use of firearms; and

WHEREAS, the safety of participants will be the primary concern of all individuals and entities participating using this range, and all parties shall always strive to maintain a safe shooting environment; and

WHEREAS, the Department believes that public ranges operated by sportsmen's groups are an important partner in conserving New Mexico's wildlife and preserving New Mexico's hunting heritage; and

WHEREAS, the Partner is dedicated to educating individuals in proper firearms handling and wildlife conservation.

NOW, THEREFORE, the Parties agree that:

1. Partner's Responsibilities

- A. Make the Range available to the public, law enforcement agencies and user groups including the Clayton Union County Shooting Society (CUSS) seven days a week unless inclement weather, or other exigency justifies closure. The partner will consult with the Department if planned closures is necessary.
 - a. The main gate will be locked in the evening at dusk, each day. The Partner will work with CUSS, who will open the gate each morning, if a closure is necessary.
 - b. Construct a wall to divide the interior of on-sight storage container, for exclusive use of half of the container by the Partner.
- B. Coordinate concerning the availability of the Range with CUSS and other law enforcement agencies.
 - a. A calendar of events will be managed by the CUCSS.
 - b. The Partner will coordinate range use by law enforcement agencies during and outside of the normal business hours.

2. Department Responsibilities:

- A. The Department will provide lock and keys; forty-foot storage container; range signs; and maintenance.

- B. The Department will enter into an agreement with a local user group (CUSS) to provide educational opportunities, coordinate competitions and perform day-to-day maintenance (trash pick-up; clean and stock restrooms).

3. Terms:

- A. This Agreement shall commence upon its full execution, and shall remain in effect for a period of twenty (20) years unless sooner terminated by one or both of the parties.
- B. This Agreement may be terminated by either party upon thirty (30) days written notice to the other party. By such termination neither party shall be relieved of any obligation incurred or performable prior to the date of termination.
- C. All written notices concerning this Agreement shall be delivered in person or sent by any commercially reasonable method to the Parties as follows:

1) For the Department:

Michael Sloane, Director
New Mexico Department of Game and Fish
PO Box 25112
Santa Fe, NM 87504

2) For the Partner:

James Lobb, Sheriff
Union County Sheriff's Office
25 Air Park Street
Clayton, NM 88415

- D. The Parties may amend the terms of this Agreement by mutual written consent.
- E. This Agreement and the rights and duties of the parties hereto shall be governed by, and construed in accordance with, the laws of the State of New Mexico without regard to principles of conflicts of laws.
- F. This Agreement in no way restricts either Party from participating in similar activities with other public or private agencies, organizations, or individuals.
- G. All work performed pursuant to this Agreement shall be in compliance with all applicable state and federal laws and regulations.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement as of the date below:

UNION COUNTY SHERIFF'S OFFICE

[Name]

[Title]

[Date]

NEW MEXICO DEPARTMENT OF GAME AND FISH

Michael Sloane
Secretary to the Commission
Director

[Date]

(sign)

By: _____
Office of General Counsel (print)

[Date]

OUTSTANDING INVOICES

INVC#	Name	Description	Line Item	PO#	Amount
3000739225	AMERIPRIDE SERVICES INC.	INV#3000739225 MONTHLY RUG SVC	401032046	26898	139.85
139.85	TOT\$				
139.85	PAID				
139.85	BAL				
3000744711	AMERIPRIDE SERVICES INC.	INV#3000744711 RUG SERVICE	401032046		139.85
139.85	TOT\$				
139.85	PAID				
139.85	BAL				
APRIL2020	AT&T MOBILITY	INV#287270698441X04262020 DWI	426752076	27178	32.33
64.66	TOT\$	INV#287270698441X04262020 SO	401082007	27178	32.33
64.66	PAID				
64.66	BAL				
4202020	BACA VALLEY TELEPHONE CO.	LONG TOWER #4496	415682076	26931	50.00
966.16	TOT\$	TOWER LEASE #2159	415682076	26931	268.67
966.16	PAID	EMAIL HOSTING #2159	401032025	26931	16.11
966.16	BAL	FOLSOM EMS NOC #2158	414672076	26931	75.00
		PANIC BUTTON #1966	401032025	26931	32.31
		GREENVILLE FD PHONE/NOC #507	411572025	26931	140.15
		CAPULIN FD PHONE/NET/NOC #122	407412025	26931	157.49
		SHERIFF DEPT SUBSTATION #5184	401082007	26931	70.12
		EM MGR SUBSTATION #5184	401102007	26931	70.11
		RADIO PROGRAMMING #4540	500812076	26931	86.20
20-C17976	BENNETTS LLC	INV#20-C17976 CYLINDER RENTAL	414672076	26821	21.70
21.70	TOT\$				
21.70	PAID				
21.70	BAL				
19080017	BLUE RAVEN SERVICES	INV#19080017 INMATE TRANSPORTS	424772307	27176	2080.00
2080.00	TOT\$				
2080.00	PAID				
2080.00	BAL				
93238	BRADLEY SUPPLY	INV#93238 PLEXY GLASS	401052019	27286	99.99
99.99	TOT\$				
99.99	PAID				
99.99	BAL				
102 S. FRONT	CLAYTON NM 88415	INV#93516 SUPPLY	410532012	27286	104.48
104.48	TOT\$				
104.48	PAID				
104.48	BAL				
93245	BRADLEY SUPPLY	INV#93245 SUPPLY	402252076		9.77
9.77	TOT\$				
9.77	PAID				
9.77	BAL				
102 S. FRONT	CLAYTON NM 88415	INV#93759 SUPPLY	402252076		16.58
16.58	TOT\$				
16.58	PAID				
16.58	BAL				
2753	C & C COMMUNICATIONS	INV#2753 TCKT#9037 ANTENNA	402252076	27256	175.71
2753	TOT\$				
2753	PAID				
2753	BAL				

OUTSTANDING INVOICES

INVC#	Name	Description	Line Item	PO#	Amount
175.71	TOT\$				
	PAID				
175.71	BAL				68.35
68.35	TOT\$				
	PAID				
68.35	BAL				2572.75
2572.75	TOT\$				
	PAID				
2572.75	BAL				1392.28
1392.28	TOT\$				
	PAID				
1392.28	BAL				1078.75
1078.75	TOT\$				
	PAID				
1078.75	BAL				1066.61
1066.61	TOT\$				
	PAID				
1066.61	BAL				222.22
222.22	TOT\$				
	PAID				
222.22	BAL				88.07
88.07	TOT\$				
	PAID				
88.07	BAL				100.00
100.00	TOT\$				
	PAID				
100.00	BAL				308.11
308.11	TOT\$				
	PAID				
308.11	BAL				518.24
518.24	TOT\$				
	PAID				
518.24	BAL				2820.73
2820.73	TOT\$				
	PAID				
2820.73	BAL				

OUTSTANDING INVOICES

INVC#	Name	Description	Line Item	PO#	Amount
B1-359159711	HUGHESNET NETWORK SYSTEMS LLC	INV#B1-359159711 INTERNET	410532076	27018	140.68
140.68	TOT\$				
140.68	PAID				
140.68	BAL				
11717	EXPLORATION LANE				
	GERMANTOWN MD 20876				
500.00	TOT\$			27323	500.00
500.00	PAID				
500.00	BAL				
1754	KLMX	INV#1754 ELECTION RADIO ADS	401052019		
500.00	TOT\$				
500.00	PAID				
500.00	BAL				
4302020	LAW OFFICE OF STEPHEN ROSS	ATTORNEY SERVICES APRIL 2020	401012101	26869	2187.87
2187.87	TOT\$				
2187.87	PAID				
2187.87	BAL				
2187.87	BAL				
9307544180	LAWSON PRODUCTS, INC.	INV#9307544180 PARTS	402252076	26875	160.04
160.04	TOT\$				
160.04	PAID				
160.04	BAL				
2681302	MAYFIELD PAPER COMPANY	INV#2681302 TRASH LINERS	401032046	26871	22.20
22.20	TOT\$				
22.20	PAID				
22.20	BAL				
2688679	MAYFIELD PAPER COMPANY	INV#2688679 CLOROX SANITIZER	401032046	26871	46.60
46.60	TOT\$				
46.60	PAID				
46.60	BAL				
2695240	MAYFIELD PAPER COMPANY	INV#2695240 SANITIZER	401032046		117.19
117.19	TOT\$				
117.19	PAID				
117.19	BAL				
2697347	MAYFIELD PAPER COMPANY	INV#2697347 TISSUE/GLOVE/SPRAY	401032046	26871	76.00
246.40	TOT\$				
246.40	PAID				
246.40	BAL				
246.40	BAL				
9220-62585	MC CLURES BIG J PARTS	INV#9220-62585 FILTER/OIL	402252076		168.53
168.53	TOT\$				
168.53	PAID				
168.53	BAL				
9220-62604	MC CLURES BIG J PARTS	INV#9220-62604 OIL ABSORB	402252076		23.98
23.98	TOT\$				
23.98	PAID				
23.98	BAL				
9220-62624	MC CLURES BIG J PARTS	INV#9220-62624 OIL	402252076		24.97
24.97	TOT\$				
24.97	PAID				
24.97	BAL				
9220-62662	MC CLURES BIG J PARTS	INV#9220-62662 PARTS	402252076		13.98
13.98	TOT\$				
13.98	PAID				
13.98	BAL				

OUTSTANDING INVOICES

INVC#	Name	Description	Line Item	PO#	Amount
13.98	BAL CLAYTON NM 88415				
9220-62749	MC CLURES BIG J PARTS	INV#9220-62749 SEALANT/FITTINGS	402252076		44.57
44.57	TOT\$ PAID				
44.57	BAL P.O. BOX 94 CLAYTON NM 88415				
9220-62754	MC CLURES BIG J PARTS	INV#9220-62754 CREDIT	402252076		34.99-
34.99-	TOT\$ PAID				
34.99-	BAL P.O. BOX 94 CLAYTON NM 88415				
9220-62720	MC CLURES BIG J PARTS	INV#9220-62720 FILTERS	402252076		43.06
43.06	TOT\$ PAID				
43.06	BAL P.O. BOX 94 CLAYTON NM 88415				
9220-62928	MC CLURES BIG J PARTS	INV#9220-62928 AIR	402252076		136.32
136.32	TOT\$ PAID				
136.32	BAL P.O. BOX 94 CLAYTON NM 88415				
9220-62915	MC CLURES BIG J PARTS	INV#9220-62915 OIL/FILTERS	402252076		78.85
78.85	TOT\$ PAID				
78.85	BAL P.O. BOX 94 CLAYTON NM 88415				
9220-63005	MC CLURES BIG J PARTS	INV#9220-63005 PARTS	402252076		50.71
50.71	TOT\$ PAID				
50.71	BAL P.O. BOX 94 CLAYTON NM 88415				
102258	NAPA AUTO PARTS	INV#102258 SERPENTINE BELT	410532012	27263	49.49
49.49	TOT\$ PAID				
49.49	BAL MAIN STREET AUTO PARTS 112 MAIN ST CLAYTON NM 88415				
102259	NAPA AUTO PARTS	INV#102259 LIGHTS	410532012	27263	69.49
69.49	TOT\$ PAID				
69.49	BAL MAIN STREET AUTO PARTS 112 MAIN ST CLAYTON NM 88415				
102260	NAPA AUTO PARTS	INV#102260 FAN/ALTERNATOR BELT	410532012	27263	118.99
118.99	TOT\$ PAID				
118.99	BAL MAIN STREET AUTO PARTS 112 MAIN ST CLAYTON NM 88415				
102261	NAPA AUTO PARTS	INV#102261 SERPENTINE BELTS	410532012	27263	89.99
89.99	TOT\$ PAID				
89.99	BAL MAIN STREET AUTO PARTS 112 MAIN ST CLAYTON NM 88415				
102262	NAPA AUTO PARTS	INV#102262 FAN/ALTERNATOR BELT	410532012	27263	112.98
112.98	TOT\$ PAID				
112.98	BAL MAIN STREET AUTO PARTS 112 MAIN ST CLAYTON NM 88415				
102290	NAPA AUTO PARTS	INV#102290 JUMPER CABLES	401082011	27263	99.98

OUTSTANDING INVOICES

INVC#	Name	Description	Line Item	PO#	Amount
99.98	TOT\$ MAIN STREET AUTO PARTS PAID 112 MAIN ST BAL CLAYTON NM 88415				
102392	NAPA AUTO PARTS	INV#102392 HOT MASKS	410532081	27263	9.99
9.99	TOT\$ MAIN STREET AUTO PARTS PAID 112 MAIN ST BAL CLAYTON NM 88415				
102481	NAPA AUTO PARTS	INV#102481 JACK	402252076		131.28
131.28	TOT\$ MAIN STREET AUTO PARTS PAID 112 MAIN ST BAL CLAYTON NM 88415				
102893	NAPA AUTO PARTS	INV#102893 BATTERY	410532012	27263	139.99
139.99	TOT\$ MAIN STREET AUTO PARTS PAID 112 MAIN ST BAL CLAYTON NM 88415				
103060	NAPA AUTO PARTS	INV#103060 BATTERIES/CHARGER	410532012	27263	420.23
420.23	TOT\$ MAIN STREET AUTO PARTS PAID 112 MAIN ST BAL CLAYTON NM 88415				
103106	NAPA AUTO PARTS	INV#103106 FILTERS	402252076		94.36
94.36	TOT\$ MAIN STREET AUTO PARTS PAID 112 MAIN ST BAL CLAYTON NM 88415				
103109	NAPA AUTO PARTS	INV#103109 MERCON V ATF	402252076		12.98
12.98	TOT\$ MAIN STREET AUTO PARTS PAID 112 MAIN ST BAL CLAYTON NM 88415				
103234	NAPA AUTO PARTS	INV#103234 CREDIT	410532076		36.00-
36.00-	TOT\$ MAIN STREET AUTO PARTS PAID 112 MAIN ST BAL CLAYTON NM 88415				
FY20 QTR3	NEW MEXICO STATE UNIVERSITY	FY20 CONTRIBUTION EXT SVC QTR3	401012114	26988	16362.75
16362.75	TOT\$ SPONSORED PROJECT ACCOUNTING PAID MSC SPA, BOX 30002 BAL LAS CRUCES NM 88003 8002				
468923941001	OFFICE DEPOT	INV#468923941001 SUPPLIES	401042009	27228	100.35
100.35	TOT\$ P.O. BOX 660113 PAID DALLAS TX 75266 0113				
468955419001	OFFICE DEPOT	INV#468955419001 MAILER BUBBLE	401042009	27228	19.18
19.18	TOT\$ P.O. BOX 660113 PAID DALLAS TX 75266 0113				
2222340-1	OFFICE WISE FURNITURE & SUPPLY	INV#2222340-1 DISINFECTANT	401032046	27283	106.70
106.70	TOT\$ P.O. BOX 2688 PAID AMARILLO TX 79105				

OUTSTANDING INVOICES

INVC#	Name	Description	Line Item	PO#	Amount
5012020	PTCI	ACCT#196023 TELEPHONE SVC REFD	410532025	26983	46.59
46.59	TOT\$				
PAID					
46.59	BAL				113.30
6208962	QUILL CORPORATION	INV#6208962 MULTIKLEEN WIPES	401052019	27206	
113.30	TOT\$				
PAID					
113.30	BAL				79.96
C147686	R.W. ISAACS HARDWARE	INV#C147686 ICE MELT	401032024		
174.47	TOT\$				
PAID					
79.96	BAL				3.99
94.51	BAL				
C150383	R.W. ISAACS HARDWARE	INV#C150383 GALV COUPLING	402252012		
3.99	TOT\$				
PAID					
3.99	BAL				24.79
C150487	R.W. ISAACS HARDWARE	INV#C150487 PADLOCK (4)	401082012		
24.79	TOT\$				
PAID					
24.79	BAL				14.94
B97589	R.W. ISAACS HARDWARE	INV#B97589 KEYS	426752081	27284	
14.94	TOT\$				
PAID					
14.94	BAL				13.75
B97426	R.W. ISAACS HARDWARE	INV#B97426 SUPPLIES	401032012	27284	
13.75	TOT\$				
PAID					
13.75	BAL				31.73
C150795	R.W. ISAACS HARDWARE	INV#C150795 SUPPLIES	401032012	27284	
31.73	TOT\$				
PAID					
31.73	BAL				4.49
C151134	R.W. ISAACS HARDWARE	INV#C151134 DOWEL PINS	401032012	27284	
4.49	TOT\$				
PAID					
4.49	BAL				10.18
C151610	R.W. ISAACS HARDWARE	INV#C151610 GORILLA GLUE	401032012	27284	
10.18	TOT\$				
PAID					
10.18	BAL				18.35
C151640	R.W. ISAACS HARDWARE	INV#C151640 PULYURETHANE/BRUSH	401032012	27284	
18.35	TOT\$				
PAID					
18.35	BAL				1.50
C150229	R.W. ISAACS HARDWARE	INV#C150229 FASTENERS	402252076	27284	
1.50	TOT\$				
PAID					

OUTSTANDING INVOICES

INVC#	Name	Description	Line Item	PO#	Amount
1.50	BAL CLAYTON NM 88415				
C151631	R.W. ISAACS HARDWARE	INV#C151631 FASTENERS	402252076	27284	2.64
2.64	TOT\$ DRAWER J				
2.64	BAL CLAYTON NM 88415				
C151721	R.W. ISAACS HARDWARE	INV#C151721 TARP	410532076	27284	10.99
10.99	TOT\$ DRAWER J				
10.99	BAL CLAYTON NM 88415				
24032020	RANCH MARKET	WATER	410532076	27261	85.32
85.32	TOT\$				
85.32	BAL 300 S. FIRST STREET				
CLAYTON NM 88415					
118.33	TOT\$				
118.33	BAL RICHARD ARGUELLO	INV#1356 TRUCK DECALS	402252076	27076	118.33
9028309635	RICOH USA, INC	INV#9028309635 TREASURER PRINTER	401072013	26826	3.66
598.08	TOT\$	INV#9028309635 SHERIFF LEASE	401082013	26826	150.53
PAID		INV#9028309635 ASSESSOR LEASE	499792013	26826	157.38
PAID		INV#9028309635 CLERK LEASE	401042013	26826	223.33
598.08	BAL DALLAS TX 75266	INV#9028309635 SHERIFF PRINTER	401082009	26826	16.42
		INV#9028309635 COUNTY MGR LEASE	401022013	26826	46.76
5059465664	RICOH USA, INC	INV#5059465664 CLERK METER READ	401052019		72.68
72.68	TOT\$				
PAID					
72.68	BAL P.O. BOX 660342				
DALLAS TX 75266					
5059466337	RICOH USA, INC	INV#5059466337 ASSESSOR METER	499792009		40.22
40.22	TOT\$				
PAID					
40.22	BAL P.O. BOX 660342				
DALLAS TX 75266					
5059466950	RICOH USA, INC	INV#5059466950 TREASURER METER	401072009	26826	7.91
41.20	TOT\$	INV#5059466950 SHERIFF METER	401082009		11.07
PAID		INV#5059466950 COUNTY MGR METER	401012060		22.22
41.20	BAL DALLAS TX 75266				
3172020	ROBERT WINGO	REIMBURSEMENT ON FACE SHIELDS	500812076	27321	103.73
103.73	TOT\$				
PAID					
103.73	BAL 41 NARA VISA HWY				
CLAYTON NM 88415					
4282020	ROOSEVELT COUNTY ADMINISTRATION	INMATE DR VISIT REIMBURSEMENT	406372096	27300	322.50
322.50	TOT\$	K. SOLOMON			
PAID					
322.50	BAL 109 WEST 1ST ST, BOX 7				
PORTALES NM 88130					
4202020	ROOSEVELT COUNTY DETENTION CTR	INMATE HOUSING MARCH 2020	424772307	27288	11625.00
11625.00	TOT\$	ATTENTION: RITA HILL			
PAID		1700 N. BOSTON			

INVC#	Name	Description	Line Item	PO#	Amount
11625.00	BAL	PORTALES NM 88130			
2581	TOT\$	SIX-M TIRE AND SERVICE	INV#2581 VEHICLE SERVICE 401082011	26844	66.93
66.93	PAID	1 LINCOLN ST			
66.93	BAL	CLAYTON NM 88415			
2618	TOT\$	SIX-M TIRE AND SERVICE	INV#2618 SEMI TIRE 402252043	27048	847.95
847.95	PAID	1 LINCOLN ST			
847.95	BAL	CLAYTON NM 88415			
13553543	TOT\$	SOONER TOWERS, LLC.	INV#13553543 ANNUAL TOWER LEASE 415682076	27324	24.00
24.00	PAID	57 E WASHINGTON ST			
24.00	BAL	CHAGRIN FALLS OH 44022			
I0000675	TOT\$	SOUTHWESTERN ELECTRIC	INV#I0000675 HAND SANITIZER 406372096	26930	900.00
900.00	PAID	BOX 369			
900.00	BAL	CLAYTON NM 88415			
5381	TOT\$	SOUTHWESTERN ELECTRIC	INV#5381 CAPULIN FIRE HOUSE 407412025		98.69
1295.41	PAID	BOX 369	INV#5381 CAPULIN EMS 407412025		57.67
1295.41	BAL	CLAYTON NM 88415	INV#5381 REFD KENTON 410532025		149.18
			INV#5381 GREENVILLE FD 411572025		84.68
			INV#5381 REFD SENECA 410532025		70.47
			INV#5381 SEDAN FD SCHOOL WELL 408452025		67.10
			INV#5381 SEDAN FIRE DEPT 408452025		192.03
			INV#5381 SEDAN FD N OF PODZEMNY 408452025		55.43
			INV#5381 SEDAN FD THOMAS FIRE 408452025		102.72
			INV#5381 AMISTAD/HAYDEN AG SHOP 409492025		143.78
			INV#5381 REFD SOUTH OF GILBERTS 410532025		73.02
			INV#5381 REFD MAIN W OF CLAYTON 410532025		136.75
			INV#5381 AMISTAD/HAYDEN WELL 409492025		63.89
5012020	TOT\$	SOUTHWESTERN ELECTRIC	SHERIFF SUBSTATION 401032025	26930	91.20
91.20	PAID	BOX 369			
91.20	BAL	CLAYTON NM 88415			
7987	TOT\$	SWAGERTY TRADING CO.	INV#7987 SUPPLY 402252076	26813	40.75
40.75	PAID	BOX 88			
40.75	BAL	CLAYTON NM 88415			
39	TOT\$	THE IT GUY	INV#39 COMPUTER/SOFTWARE INSTALL 401082009	27244	1967.30
1967.30	PAID	901 MAIN ST			
1967.30	BAL	CLAYTON NM 88415			
46	TOT\$	THE IT GUY	INV#46 UPDATE/CLEAN LAPTOP 426752076	27244	75.69
75.69	PAID	901 MAIN ST			
75.69	BAL	CLAYTON NM 88415			
40	TOT\$	THE IT GUY	INV#40 COMPUTER REPAIR 401042012	27214	343.30

OUTSTANDING INVOICES

INVC#	Name	Description	Line Item	PO#	Amount
343.30	TOT\$				
	PAID	901 MAIN ST			
343.30	BAL	CLAYTON NM 88415			

38	THE IT GUY	INV#38 LAPTOP REPAIRS	410532012		225.44
225.44	TOT\$				
	PAID	901 MAIN ST			
225.44	BAL	CLAYTON NM 88415			

243769A	THE SUPPLY CACHE	INV#243769A TENT/METER/MAT	410542081	27291	942.90
942.90	TOT\$				
	PAID	1980 CARIBOU DRIVE			
942.90	BAL	FORT COLLINS CO 80525			

FEB2020	TOWN OF CLAYTON	DISPATCH FEBRUARY 2020	500812112		7691.29
7691.29	TOT\$				
	PAID	1 CHESTNUT			
7691.29	BAL	CLAYTON NM 88415			

42320	TOWN OF CLAYTON	INV#042320 WATER ROAD PROJECTS	402252076		1590.94
1590.94	TOT\$				
	PAID	1 CHESTNUT			
1590.94	BAL	CLAYTON NM 88415			

4272020	TOWN OF CLAYTON	ROAD DEPT	402252025		119.46
989.12	TOT\$	SHERIFF DEPT ARMORY	605932012		115.44
	PAID	COURTHOUSE	401032025		623.41
989.12	BAL	ANNEX	401032025		82.41
		OLD REFD BUILDING	401032025		48.40

61451	TRI-STATE RECYCLING LLC	INV#61451 DUMPSTER SVC REFD APR	410532025	26811	57.82
57.82	TOT\$				
	PAID	P.O. BOX 235			
57.82	BAL	TEXLINE TX 79087			

61118	TRI-STATE RECYCLING LLC	INV#61118 DUMPSTER SVC GFD APRIL	411572025	26811	280.50
280.50	TOT\$				
	PAID	P.O. BOX 235			
280.50	BAL	TEXLINE TX 79087			

55:06.6	TRIADIC	INV#55:06.6 NETWORKING	401022013	26906	1245.70
3883.56	TOT\$	INV#55:06.6 NETWORKING	401062013	26906	1318.93
	PAID	INV#55:06.6 NETWORKING	401072013	26906	1318.93
3883.56	BAL	DEMING NM 88031 0471			

867510	UNION COUNTY GENERAL HOSPITAL	ACCT#867510 NEWTON	401062010		122.00
122.00	TOT\$	PRE EMPLOYMENT SCREENING			
	PAID	P.O. BOX 489			
122.00	BAL	CLAYTON NM 88515			

63194	UNION COUNTY LEADER	INV#63194 FY21 BUDGET REQUESTS	401022008		125.00
125.00	TOT\$				
	PAID	P.O. BOX 486			
125.00	BAL	CLAYTON NM 88415			

P03C0503948	WAGNER EQUIPMENT CO.	INV#P03C0503948 ELEMENTS/SAMPLE	402252076	27306	236.34
236.34	TOT\$				
	PAID	P.O. BOX 919000			

OUTSTANDING INVOICES

INVC#	Name	Description	Line Item	PO#	Amount
236.34	PAID DENVER CO 80291 9000				
65233757	WEX BANK	INV#65233757 MAINTENANCE FUEL	401032011	27237	66.51
15299.64	TOT\$	INV#65233757 ROAD DEPT FUEL	402252044	27237	13618.87
PAID	PO BOX 6293	INV#65233757 SHERIFF DEPT FUEL	401082011	27237	1174.90
15299.64	CAROL STREAM IL 60197 6293	INV#65233757 REFD FUEL	410532076	27237	218.35
		INV#65233757 CAPULIN EMS FUEL	412612076	27237	47.73
		INV#65233757 CLERK FUEL	401052010	27237	37.66
		INV#65233757 EMERGENCY MGR FUEL	500812076		105.64
		INV#65233757 FOLSOM EMS FUEL	414662076		29.98

TOTAL INVOICING 86504.40

Acct Code	Position Description	Annual Salary	FICA	MEDICARE	PERA	HEALTH INS	W/C	RHCA	TOTAL
	Detention Adm	75,000	36.06	4,650	1,088	12,975	8,757	10	102,516
	Correction Officer	36,400	17.50	2,257	528	6,297	8,757	10	54,266
	Correction Officer	36,400	17.50	2,257	528	6,297	8,757	10	54,266
	Correction Officer	36,400	17.50	2,257	528	6,297	8,757	10	54,266
	Correction Tech	22,880	11.00	1,419	332	3,958	8,757	10	37,367
	OVERTIME	26,000.00	1,612	377					27,989
TOTALS		207,080	14,451	3,380	35,825	43,785	50	-	330,670
	FULL TIME SALARIES	207,080							
	TEMPORARY SALARIES	26,000							
	OVERTIME SALARIES	-							
	RETIREE HEALTH CARE AC	35,825							
	PERA	17,831							
	FICA	43,785							
	HEALTH INS. 100% emp. Onl	50							
	WORKMEN'S COMP								
	OFFICE SUPPLIES					4,000			
	INMATE UNIFORMS					3,000			
	INSURANCE					50,000			
	UTILITIES					25,000			
	JANITOR SUPPLIES					3,500			
	JPA FOR MASTER CONTROL					7,500			
	LAUNDRY CONTRACT					3,000			
	FOOD CONTRACT					7,500			
	CAPITAL OUTLAY					15,000			
	CAR EXPENSE					2,500			
	EQUIPMENT MAINT/REPAIRS					5,000			
	UNIFORMS					2,000			
	TRAINING					6,000			
	Total Salaries and Benefits	330,570				134,000			304,570

Detention Center Expense 464,570

SPLIT OPTIONS					
90	10	80	20	75	25
\$418,113	\$46,457	\$371,656	\$92,914	\$348,428	\$116,143

85	15
\$394,885	\$69,686