



## **COUNTY OF OTERO, NEW MEXICO REGULAR MEETING AGENDA**

County Administration Building  
1101 New York Avenue, Room 123  
Thursday, May 09, 2019 - 9:00 AM

**Commission Chairman: Couy Griffin, District 2  
Commission Vice-Chairman: Gerald Matherly, District 1  
Commission Member: Lori Bies, District 3**

### **CALL TO ORDER & ROLL CALL INVOCATION PLEDGE OF ALLEGIANCE**

**“I pledge allegiance to the flag of the United States of America, and to the republic for which it stands, one nation under God, indivisible, with liberty and justice for all.”**

### **SALUTE TO THE FLAG OF NEW MEXICO**

**“I salute the flag of the state of New Mexico, the Zia symbol of perfect friendship among united cultures.”**

### **APPROVAL OF AGENDA**

All items marked “CA” will be approved by a single motion, these items on the “Consent Agenda” are considered routine and should not require further discussion. Items can be removed at the request of a Commissioner.

### **Public Hearings: (9:05 am)**

- 1 Discuss, hear public comment and consider approval of Ordinance #19-04 amending Ordinance #91-06, Otero County Gross Receipts Tax. Submitted by: Timothy Mills, Finance Director

### **CA Consent Agenda:**

- CA2 Request approval of Accounts Payable Bills Lists #BL39, BL40 & BL41. Submitted by: Timothy Mills, Finance Director
- CA3 Request approval of March 14, 2019 Regular meeting minutes. Submitted by: Robyn

Holmes, County Clerk

- CA4 Request approval of March 28, 2019 work session minutes. Submitted by: Robyn Holmes, County Clerk
- CA5 Request approval of April 3, 2019 special meeting minutes. Submitted by: Robyn Holmes, County Clerk
- CA6 Request approval of April 4, 2019 special meeting minutes. Submitted by: Robyn Holmes, County Clerk
- CA7 Request approval of April 8, 2019 special meeting minutes. Submitted by: Robyn Holmes, County Clerk
- CA8 Request approval of April 11, 2019 Regular meeting minutes. Submitted by: Robyn Holmes, County Clerk
- CA9 Request approval of Healthcare Assistance Claims and Disposition Claims for May 2019. Submitted by: Amber Mayhall, Healthcare Services Coordinator
- CA10 Request approval of Resolution #05-09-19/107-67 authorizing the County to submit an application to the Department of Finance and Administration, Local Government Division to participate in the Juvenile Adjudication program. Submitted by: Daniel Caywood, DWI Grant Director
- CA11 Request approval of Resolution #05-09-19/107-69, approving the Otero County Subdivision Ordinance Administrative Fees for 2019/2020. Submitted by: Sylvia Tillbrook, Planning Coordinator
- CA12 Request approval of Resolution #05-09-19/107-70, setting the County License Tax for County Liquor License for the fiscal year 2019/2020. Submitted by: Pamela Heltner, County Manager
- CA13 Request approval of Resolution #05-09-19/107-71 supporting the Emergency Declaration issued by the President of the United States to construct a Border Wall. Submitted by: Lori Bies, Commissioner
- CA14 Request approval of Resolution #05-09-19/107-74 Budget Adjustment for Prison and ICE Facility. Submitted by: Timothy Mills, Finance Director
- CA15 Request approval of #05-09-19/107-75 budget adjustment for fire protection grant funds. Submitted by: Julianne Hall, Finance Director
- CA16 Request approval to award RFP 19-028 Tasks Attorney Contract to Holt, Mynatt, Martinez, Las Cruces, NM. This is a one (1) year contract with the option to new for an additional three (3) years not to exceed a total of four (4) years. Submitted by: Ginger Herndon, Purchasing Agent
- CA17 Request approval to award Sealed Bid 19-033 Printing of the Tax Bills for the Office of the Treasurer, award to Peregrine Corp, Albuquerque, NM. This is a one (1) year contract with the option to renew for an additional three(3) years not to exceed a total

of four (4) years. Submitted by: Ginger Herndon, Purchasing Agent

- CA18 Request approval to award Sealed Bid 19-035 Drug Screening Services Contract to White Sands Drug and Alcohol compliance, Alamogordo NM. This is a one (1) year contract with the option to renew for an additional three (3) years not to exceed a total of four (4) years. Submitted by: Ginger Herndon, Purchasing Agent
- CA19 Request approval to award Sealed Bid 19-039 Propane delivery contract, to Mountain Propane Enterprises. This is a one (1) year contract with the option to renew for an additional three (3) years not to exceed a total of four (4) years. Submitted by: Ginger Herndon, Purchasing Agent
- CA20 Request approval to award RFP 19-041 Auditor Services Contract to Kriegel/Gray/Shaw for the amount of \$46,800.00 this is a one year contract with the option to renew for an additional two (2) years not to exceed a total of three (3) years. Submitted by: Ginger Herndon, Purchasing Agent
- CA21 Request approval to award RFP Community Health Assessment Plan to The Counseling Center, Alamogordo NM for the amount of \$37,835.00 plus all applicable taxes. Submitted by: Ginger Herndon, Purchasing Agent
- CA22 Request approval of a grant agreement between Otero County and CYFD for the Juvenile Justice Program for \$109,792. Submitted by: Timothy Mills, Finance Director
- CA23 Request approval of a grant agreement between Otero County and Department of Homeland Security & Emergency Management for FY 18 Operation Stonegarden. Submitted by: David Black, Sheriff
- CA24 Request approval of a grant agreement between Otero County and the Department of Finance and Administration for a capital appropriation in the amount of \$100,000 for the emergency operations center in Otero County. Submitted by: Pamela Heltner, County Manager

**Scheduled Citizen Communications:**

- 25 Tresa VanWinkle will be presenting on the Trinity Turtle Healing Labyrinth Park and Trinity Turtle Village project.

**Unscheduled Citizen Communications: (Limited to 3 Minutes)**

- 26 The issues raised during "Unscheduled Citizen Communication" are not action items and shall not be entitled to decision making by the Otero County Commission at the meeting where they are first raised. These items must pertain to County business, which cannot wait until the next regularly scheduled meeting.

**New Business:**

- 27 County Commissioners convene as the Board of Finance to receive an update on investments. Submitted by: Laura Whiteside
- 28 Request approval of a letter to the City of Alamogordo asking the City to (1) change New York Avenue between 10th & 12th streets to be a one-way street, (2) close Michigan Avenue between 10th & 11th Streets, and (3) close 11th Street between New York and Indiana Avenues. Submitted by: Lori Bies, Commissioner

29 Request approval of Resolution #05-31-2019/107-72 adopting the 2019/2020 Interim Budget. Submitted by: Timothy Mills, Finance Director

**Commission Discussion/Correspondence:**

- A. Gerald Matherly - (District 1)
- B. Couy Griffin - (District 2)
- C. Lori Bies – (District 3)

**Boards/Committees Report:**

**Sheriff's Office Report;**

**Emergency Services Report:**

**Road Department Report:**

**Detention Center Report:**

**County Manager's Report:**

**County Attorney's Report:**

***NOTE:** Commission always reserves the right to adjust the agenda as needed to better serve the public.*

**EXECUTIVE SESSION:**

- 1. Land
  - a. Purchase of Real Property
- 2. Pending/Threatened Litigation
  - a. Courthouse litigation
  - b. Doe v. Board
  - c. House v. Board
  - d. Bond counsel malpractice suit
  - e. Riata Road bridge project
  - f. John Sugg

**ADJOURNMENT**