

April 23, 2024

Regular Meeting

The Colfax County Board of Commissioners met on this date in Regular Session in the Commission Chambers with the following members present:

Si Trujillo, Chairman
Mary Lou Kern, Vice-Chairman
Bret Wier, Member
Rayetta M. Trujillo, County Clerk
Monte Gore, County Manager

1. Call to Order

Chairman Trujillo called the meeting to order at 9:03 a.m.

2. Pledge of Allegiance

Commissioner Kern led the Pledge of Allegiance.

3. Salute to the New Mexico Flag

Commissioner Wier led the Salute to the New Mexico Flag.

4. Approve Agenda

Chairman Trujillo asked if there were any changes to the agenda. Commissioner Kern made a motion to approve the agenda as presented. Chairman Trujillo seconded the motion. Chairman Trujillo asked for a roll call vote, the Clerk polled the Commissioners. Commissioner Kern – aye, Commissioner Wier – abstained, and Chairman Trujillo – aye. The motion carried.

5. Approve Budget Hearing Meeting Minutes, Public Hearing Meeting Minutes and Regular Meeting Minutes for April 9, 2024

Chairman Trujillo asked if anyone had any corrections or changes to the minutes. Commissioner Kern made a motion to approve the Budget Hearing Meeting Minutes, Public Hearing Meeting Minutes and Regular Meeting Minutes for April 9, 2024, as presented. Commissioner Wier seconded the motion. Chairman Trujillo asked for a roll call vote, the Clerk polled the Commissioners. Commissioner Kern – aye, Commissioner Wier – aye, and Chairman Trujillo – aye. The motion carried unanimously.

6. Recognize Visitors

Chairman Trujillo thanked everyone for attending the meeting. Others present: Sara Torres, Tim Martinez, Tarin Giacomo, Tina Colangelo, Todd Tatum, Danielle Avila, Joana Apodaca, Joe Bustos, Nate Sandoval, Lenore Barfield, Lydia Garcia, Beto Dominguez, Alfonso Ortiz, Kristi Graham, Fred Martinez, Glen Stevens, Lorretta Condor, Jackie Boyd, and via electronic device –Mike Provine, Mayor BJ Lindsey, and Jun Roh.

7. Public Comment

Chairman Trujillo asked if there was anyone that would like to make a public comment regarding anything that is not on the agenda and asked that the comment be limited to three minutes. Regina Slade advised the Commission the freezers at the VMDC had quit working and the Senior Citizens allowed her to store the food in their freezer so it would not go bad. She wanted to publicly thank them for their assistance. Regina stated the freezers are working at this time.

8. Discuss/Approve-Indigent Care Claim

The information was not included in the packet, so no action was taken.

9. Discuss/Action – Angel Fire Airport, Mayor of Angel Fire, BJ Lindsey

Commissioner Wier stated Mayor Lindsey had not received the link for the meeting and requested tabling this item until later in the meeting. Commissioner Wier made a motion to table this item until later in the meeting. Commissioner Kern seconded the motion. Chairman Trujillo asked for a roll call

vote, the Clerk polled the Commissioners. Commissioner Kern – aye, Commissioner Wier – aye, and Chairman Trujillo – aye. The motion carried unanimously.

10. Discuss/Action – Proclamation, National Mental Awareness Month 2024

Manager Gore stated he recommended approval of the Proclamation. Commissioner Kern made a motion to approve the Proclamation, proclaiming the month of May 2024 National Mental Awareness Month. Commissioner Wier seconded the motion. Chairman Trujillo asked for a roll call vote, the Clerk polled the Commissioners. Commissioner Kern – aye, Commissioner Wier – aye, and Chairman Trujillo – aye. The motion carried unanimously.

11. Discuss/Action – Promotional Funding Request, Six Pack Outdoors, Charcoal Burner

Tina Colangelo, Lodger's Tax Clerk, stated the Lodger's Tax Committee approved the funds for the Six Pack Outdoors, Charcoal Burner Race happening at the Vermejo Park Ranch and the funding would be used to purchase t-shirts for the riders. Tina stated that the shirts would be made locally. Commissioner Kern made a motion to approve the Promotional Funding Request for the Six Pack Outdoors, Charcoal Burner. Commissioner Wier seconded the motion. Chairman Trujillo asked for a roll call vote, the Clerk polled the Commissioners. Commissioner Kern – aye, Commissioner Wier – aye, and Chairman Trujillo – aye. The motion carried unanimously.

12. Discuss/Action – Promotional Funding Request, Chase Ranch Foundation, Open House

Commissioner Kern advised the commissioners that she is a member of the Board of Directors for the Chase Ranch Foundation, and she would be abstaining from the vote. Loretta Condor stated the funding would be used for advertising for the Chase Ranch Foundation Open House on July 5, 2024. Dr. Conder stated there is so much history at the Ranch and encouraged participants to go out for the Open House. Commissioner Wier made a motion to approve the Promotional Funding Request for the Chase Ranch Foundation Open House. Chairman Trujillo seconded the motion. Chairman Trujillo asked for a roll call vote, the Clerk polled the Commissioners. Commissioner Kern – abstained, Commissioner Wier – aye, and Chairman Trujillo – aye. The motion carried.

9. Discuss/Action – Angel Fire Airport, Mayor of Angel Fire, BJ Lindsey

Commissioner Kern made a motion to remove item #9 - Angel Fire Airport, Mayor of Angel Fire, BJ Lindsey from the table. Commissioner Wier seconded the motion. Chairman Trujillo asked for a roll call vote, the Clerk polled the Commissioners. Commissioner Kern – aye, Commissioner Wier – aye, and Chairman Trujillo – aye. The motion carried unanimously.

Mayor Lindsey addressed the solidified plan for the airport by stating he plans to submit a list of individuals from the Community that has agreed to sit on the Committee which will be presented to the Angel Fire Council for approval. Mayor Lindsey stated he felt that they could help with the Development of an agreement and set goals for the short term. Mayor Lindsey stated Lodger's Tax Funds can be put toward the airport and he stated there is approximately \$1.5 Million in the fund, but not all can be expended. Commissioner Kern stated she still wants to see a Business Plan and some direction from Mike Provine. Mike Provine stated he spoke with the State Aviation on the process of the transfer, and they were not sure, but would put some fillers out. Mike Provine stated he would like to have a Zoom Meeting between the County and FAA to discuss the transfer. Chairman Trujillo stated he would like assurance from the NMDOT and FAA that it is ok to transfer the airport over to the Village of Angel Fire. Chairman Trujillo stated he too would like to see a Business Plan and Public Commitment. Commissioner Kern stated she would support the transfer if it was done properly.

13. Discuss/Action – Property Use & Liability Insurance Agreement Between Colfax County and Raton Mainstreet, International Santa Fe Trail Balloon Rally

Manager Monte Gore stated this insurance agreement is for the Balloon Rally and stated all is in order and recommended commission approve the agreement. Chairman Trujillo stated the County should be considered a sponsor. Commissioner Kern made a motion to approve the Property Use & Liability Insurance Agreement Between Colfax County and Raton Mainstreet for the International Santa Fe Trail Balloon Rally. Commissioner Wier seconded the motion. Chairman Trujillo asked for a roll call vote, the Clerk polled the Commissioners. Commissioner Kern – aye, Commissioner Wier – aye, and Chairman Trujillo – aye. The motion carried unanimously.

14. Discuss/Action – Approve/Ratify Aviation Grant Agreement Between NM Department of Transportation-Aviation Division and AXX-Angel Fire-Colfax County Project AXX-24-03

Chairman Trujillo stated he signed off on the Aviation Grant for the Airfield lighting rehab, beacon replacement and land acquisition in the amount of \$913,317.00, which he reported during his report at the last meeting. Chairman Trujillo stated the State portion amount is \$82,000.00 the County Portion

is \$9,133.00 and the other portion is \$821,984.00 to total \$913,317.00. Commissioner Kern made a motion to Approve the Ratification of Aviation Grant Agreement Between NM Department of Transportation-Aviation Division and AXX-Angel Fire-Colfax County Project AXX-24-03. Commissioner Wier seconded the motion. Chairman Trujillo asked for a roll call vote, the Clerk polled the Commissioners. Commissioner Kern – aye, Commissioner Wier – aye, and Chairman Trujillo – aye. The motion carried unanimously.

15. Discuss/Action – Colfax County Investment Policy

Lydia Garcia, County Treasurer, stated she made some minor changes to the policy, and they were approved by the Attorney. Lydia stated they are using the lock bags to take to the bank currently and it is working well. Commissioner Kern made a motion to approve the Colfax County Investment Policy. Commissioner Wier seconded the motion. Chairman Trujillo asked for a roll call vote, the Clerk polled the Commissioners. Commissioner Kern – aye, Commissioner Wier – aye, and Chairman Trujillo – aye. The motion carried unanimously.

16. Discuss/Action – Colfax County Building Tenant Notification Policy

Chairman Trujillo stated he wanted to bring this to the Commission as he did not like the County being a landlord. Chairman Trujillo stated with this policy, the County must give 24-hour notice to enter the building for cleaning and other reasons. Commissioner Kern recommended inserting placing (at risk of life or loss of property) after emergency. Commissioner Wier stated he was ok with that change. Chairman Trujillo made a motion to approve the Colfax County Building Tenant Notification Policy. Commissioner Kern seconded the motion. Chairman Trujillo asked for a roll call vote, the Clerk polled the Commissioners. Commissioner Kern – aye, Commissioner Wier – aye, and Chairman Trujillo – aye. The motion carried unanimously.

17. Discuss/Action – Contractor’s Application for Payment, Chicorica Creek Low Water Crossing, Rocky Road Gravel & Well Drilling LLC

Manager Gore stated this payment is for the fees charged for the installation of the Low Water Crossing. Manager Gore stated the project is complete and looks good. Manager Gore stated the fence has been put back up and millings have been installed. Commissioner Wier questioned if the County has paid any fees yet and was told no. Commissioner Kern made a motion to approve the Contractor’s Application for Payment for the Chicorica Creek Low Water Crossing to Rocky Road Gravel & Well Drilling LLC. Commissioner Wier seconded the motion. Chairman Trujillo asked for a roll call vote, the Clerk polled the Commissioners. Commissioner Kern – aye, Commissioner Wier – aye, and Chairman Trujillo – aye. The motion carried unanimously.

18. Discuss/Action – State of New Mexico Audit Contract, Patillo, Brown & Hill LLP

Danielle Avila, CPO stated this contract is for Audit Services for next year. Commissioner Kern questioned how many years were left on the contract and was told one. Commissioner Wier made a motion to approve the State of New Mexico Audit Contract with Patillo, Brown & Hill LLP. Commissioner Kern seconded the motion. Chairman Trujillo asked for a roll call vote, the Clerk polled the Commissioners. Commissioner Kern – aye, Commissioner Wier – aye, and Chairman Trujillo – aye. The motion carried unanimously.

19. Discuss/Action – Memorandum of Understanding Between Colfax County and City of Raton, Infant Surrender Boxes

Tarin Giacamo stated the MOU for the Infant Surrender Boxes has been developed by the County Attorney. Tarin stated the MOU states the County pledges and agrees to provide the Municipality the expense of initial installation expense of one Baby Box including but not limited to initial fees, delivery fees, the installation fees by a contractor and the electrical and alarm hook-ups, the “initial Installation expense” pursuant to the Safe Haven for Infants Act. Chairman Trujillo requested the wording “purchase and” be removed from paragraph four. Commissioner Kern made a motion to approve the Memorandum of Understanding Between Colfax County and City of Raton, Infant Surrender Boxes as amended. Commissioner Wier seconded the motion. Chairman Trujillo asked for a roll call vote, the Clerk polled the Commissioners. Commissioner Kern – aye, Commissioner Wier – aye, and Chairman Trujillo – aye. The motion carried unanimously.

20. Discuss/Action – Memorandum of Understanding Between Colfax County and Village of Angel Fire, Infant Surrender Boxes

Chairman Trujillo made a motion to approve the Memorandum of Understanding Between Colfax County and Village of Angel Fire, Infant Surrender Boxes removing the wording “purchase and” be removed from paragraph four. Commissioner Kern seconded the motion. Chairman Trujillo asked for

a roll call vote, the Clerk polled the Commissioners. Commissioner Kern – aye, Commissioner Wier – aye, and Chairman Trujillo – aye. The motion carried unanimously.

21. Discuss - Quarterly Department Updates, Road Department, Elected Officials

Road Superintendent Glen Stevens stated that on February 15, 2024, they received one of their lease loaders and on February 20, 2024, they received the second lease loader. Glen stated that he turned in vehicle information to the Manager's Office for thirty-three vehicles that can be sold at the auction. Glen stated that himself and Joe Garcia attended the 811 Call Before You Dig pipeline safety awareness training class. Glen stated that they have been doing equipment training for the new employees. Glen stated that they did get a few trees cut in the Maxwell area and will continue to cut more. Glen stated that they have been cleaning cattle guards and they are going to replace two irrigation culverts one in Maxwell and one at French Track. Commissioner Kern asked Glen which culvert on A4 was being replaced. Glen stated the one on the north side of 505. Commissioner Wier asked if there was any progress on getting a road crew person for Moreno Valley. Glen stated that he has not received any applications. Chairman Trujillo thanked Glen and the Road Department for all that they do. Chairman Trujillo asked the Assessor, Clerk, and Manager's Office and including the Road Department to work together to get a map for the county because the commission gets calls about roads all the time.

County Assessor Kristi Graham stated that they did give him a map and asked if that did not work for him. Chairman Trujillo stated that if they could print one like the size of a plat map it would be beneficial. Assessor Graham stated that on April 1, 2024, the notice of values were sent out. Assessor Graham stated that on April 3, 2024, she sent everything to the State for her 2024 Evaluation and her interview went very well. Assessor Graham stated that April 1 - May 1, 2024, is the timeline to protest your values. Assessor Graham stated that Andy Fager will be leaving at the end of May and Derick Garcia will be taking over. Assessor Graham stated that she has two new appraisers, one is Brian Cervantes the other is David Gonzales. Assessor Graham included her 2024-2025 Mission Statement, Property Valuations and Program in her report. Assessor Graham thanked her staff for everything they do.

County Treasurer Lydia Garcia stated that in February they sent out courtesy notices to delinquent property owners. Treasurer Garcia stated that she is continuing to work with the credit card company and software company to get handheld credit card machines for the other offices. Treasurer Garcia stated that there was a property tax sale on March 20, 2024. Treasurer Garcia stated that they now have locked bags when they take the deposits to the bank. Treasurer Garcia stated they are in their second half tax collections and the dates are from April 10 to May 10, 2024. Treasurer Garcia stated that she would like to move the Treasurer's office into the old Clerk's office.

County Clerk Rayetta Trujillo stated that they issued 8 marriage licenses, 79 business licenses, recorded 15 probates and recorded 1,228 documents. Clerk Trujillo stated that they continue to collect for copies and microfiche. County Clerk Trujillo stated that they are still in the process of moving stuff to the new building, and they will not have room at the new building for the old books. County Clerk Trujillo stated that the Commission will have to decide if the books will stay locked in the rolling cabinets, but she would not want them destroyed because of the history of the books. Clerk Trujillo thanked the Road, IT, Solid Waste, and Maintenance departments for helping them move the heavy cabinets from the office and they are waiting for the parking signs to be installed. County Clerk Trujillo stated that her staff did an amazing job assembling the desks and bookshelves and moving a lot of the stuff from the old office to the new office. Clerk Trujillo stated that they are preparing for the 2024 Primary Election. Clerk Trujillo stated that she and Chief Deputy Sara Torres attended election school. Clerk Trujillo stated that they will be working with Julie and Michael to move the voting machines to the new building on Wednesday. Chairman Trujillo asked when early voting is going to start. Clerk Trujillo stated it starts on May 7, 2024, and they will be certifying machines on May 1, 2024. Chairman Trujillo stated that he would like to attend the certifying of the machines. Clerk Trujillo stated they would welcome Chairman Trujillo to the machine certification.

Commissioner Wier stated that he wanted to update the Commission on the ROC program which is through North Central Economic Development where they look to acquire and refurbish unoccupied homes and resell them. Commissioner Wier stated they went out for RFP to bring in someone to manage the program and only got one response back, so they extended the RFP for another two weeks.

Commissioner Wier stated that he is hopeful that they will have someone selected by the first part of June.

22. Managers' Docket

Manager Gore stated that last Thursday he and Chairman Trujillo went to Santa Fe to meet with DFA and stated it was a good meeting. Manager Gore stated that they are going to be sending out a revised letter to citizens which will include information about the solid waste provider and solid waste fees which includes that they can pay in two installments. Manager Gore presented the letter to the Commission. Commissioner Wier asked if the letter was going to be sent out separately from the billing. Manager Gore stated that they want to send it out as soon as possible. Commissioner Kern stated that this was good information. Chairman Trujillo stated that the letter was on old letter head. Manager Gore stated that there are thirty-three vehicles on the list to be auctioned and the best time for the auction would be towards the fall. Manager Gore stated that maintenance has been trying to work on the water damage in the Assessor's Office and asked Maintenance Supervisor Fred Martinez to explain the issues. Fred stated that it has been difficult getting a licensed contractor and stated that he contacted five different contractors and only one contractor came back with a bid. Manager Gore stated that he reached out to the Youth Heartline director, and they are interested in the county selling them the building and the county attorney and their attorney are working on contracts based on their budgets to try and make this happen. Manager Gore stated that he has reached out to the Raton City manager to discuss the Teambuilder building. Manager Gore stated that he has contacted Mora HeadStart and asked that the Executive Director give him a call back, but he has not gotten a call back yet. Manager Gore stated that he and Joe Martinez continue to work on the safety policy. Manager Gore stated that the Treasurer's Office would like to move into the old County Clerk's Office space. Manager Gore stated that he wanted to commend Warden Slade, Sergeant Armijo, Officer Intveld, and Officer Hightree for handling an overdose situation at the VMDC. Manager Gore stated that it is a competitive time for employees and asked the commission to keep that in mind during the budget process.

23. Commissioners' Docket

Commissioner Kern asked on the Youth Heartline building how the attorneys from both parties can be working on a contract when no price has been set and we haven't gone through the process of getting an appraisal. Commissioner Kern stated it seems like we are getting ahead of ourselves. Commissioner Kern requested that the Road Department continue cutting the trees in Maxwell. Manager Gore stated that they are doing a preliminary assessment on the value to see if Youth Heartline is financially able to do this. Commissioner Kern stated that she still thinks there needs to be an appraisal done first because the value could come in different.

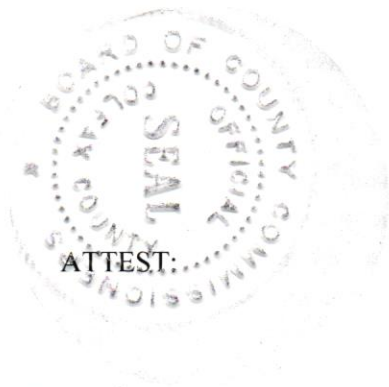
Commissioner Wier stated he did not have a report but wanted to reiterate from the budget workshop meeting earlier today that he does have concerns about the size of our expenditures especially in the General Fund.

Chairman Trujillo stated that last Thursday he met with DFA, and they outlined the items that they would like to see addressed within our policies with procurement. Chairman Trujillo stated that if we can satisfy those items, they would see no issue with us being our own fiscal agent. Chairman Trujillo stated that they received a letter from DFA requesting information from the 2023 audit. Chairman Trujillo stated that he is going to go out with the Road Superintendent Glen Stevens and Manager Gore to look at some roads in his district. Chairman Trujillo asked what the status was on the law library on the fifth floor so that if we need more room, we could utilize that space. Manager Gore stated that he will check into this and report back.

24. Adjourn

Commissioner Kern made a motion to adjourn. Commissioner Wier seconded the motion. Chairman Trujillo asked for a roll call vote, the Clerk polled the Commissioners. Commissioner Kern – aye, Commissioner Wier – aye. The meeting adjourned at 10:40 a.m.

COLFAX COUNTY BOARD COMMISSIONERS



ATTEST:

Rayllan Trujillo
Clerk of the Board

Si Trujillo

Chairman
May Hanken

Vice-Chairman
Burt Wier

Member