

COUNTY OF LINCOLN

New Mexico Special Meeting Board of County Commissioners

Preston Stone, Chair
Dallas Draper, Vice Chair

Thomas F. Stewart, Member
Elaine Allen, Member
Lynn Willard, Member

Minutes Tuesday, May 02, 2017

Minutes of the Special Meeting of the Lincoln County Commission held at 8:30 A.M. on May 02, 2017 in the County Commission Chambers, Lincoln County Courthouse, in Carrizozo, New Mexico.

1. Call to Order

Chair Stone called the Special Meeting of the Board of County Commissioners to order at 8:27 AM.

2. Roll Call

Roll Call.

Present: Chair Stone, Commissioner Stewart, Commissioner Allen, Commissioner Draper, Commissioner Willard.

Others present included Nita Taylor, County Manager; Alan Morel, County Attorney; and Whitney Whittaker, Chief Deputy Clerk.

3. Invocation

The invocation was presented by Pastor Hayden Smith.

4. Pledge of Allegiance

- a. Pledge – US Flag
- b. Salute – NM Flag

5. Approval of Agenda

Motion: Acceptance of the Agenda and authorized the Chair to move items, **Action:** Approve, **Moved** by Commissioner Draper, **Seconded** by Commissioner Stewart.

Vote: Motion carried by unanimous vote (**summary:** Yes = 5).

Yes: Chair Stone, Commissioner Stewart, Commissioner Allen, Commissioner Draper, Commissioner Willard.

Motion: Recess the Regular Meeting and convene the Public Hearing, **Action:** Approve, **Moved** by Commissioner Stewart, **Seconded** by Commissioner Allen.

Vote: Motion carried by unanimous vote (**summary:** Yes = 5).

Yes: Chair Stone, Commissioner Stewart, Commissioner Allen, Commissioner Draper, Commissioner Willard.

6. Public Hearing to consider the Preliminary Budget Fiscal Year 2017-2018

A. County Manager's Overview

Nita Taylor, Manager provided an overview of events associated with the annual budget preparation and the timeline for submission of the budget to the Department of Finance (DFA). Ms. Taylor acknowledged the work of Punkin Schlarb, Finance Director; Beverly Calaway, Treasurer; and Sherri Huddleston, Chief Deputy Treasurer during this year's budget preparation. Ms. Taylor also credited the elected officials and department heads for their collaborating efforts with the budget process.

Ms. Taylor stated the budget as presented resulted in a revenue base of \$6,490,564 over the required reserve of \$1,868,603. Ms. Taylor stated by law the required reserve was equal to 3/12 of the General Fund expenditures of \$7, 474,411. Ms. Taylor stated the revenue base of \$6,490,564 over the required reserves was substantial because neither the funding requests from External Agencies nor the optional County requests were currently included in this budget. Ms. Taylor stated after direction from the Board of County Commissioners staff would incorporate additional approved funding requests into the preliminary budget.

Ms. Taylor explained the Balanced Budget Determination Ratio utilized in assessing this preliminary budget equals a total of 11.49%. Ms. Taylor stated the transfers and expenditures are subtracted from the General Fund Revenues and divided by the expenditures yielding a ratio of 11.49%

Ms. Taylor clarified if the balanced budget determination ratio was positive then net revenues exceed expenses or if the ratio was negative then expenses exceeded the net revenues. Ms. Taylor stated DFA's recommendation was for entities to have a 5% positive ratio. This preliminary budget reflects a very strong positive Balanced Budget Determination Ratio.

Ms. Taylor pointed out the preliminary budget does not include the external agency requests nor the internal unfunded optional requests. Ms. Taylor stated that if the Commission approved all requests as presented the final budget would reflect a positive ratio of approximately 2.17%

There was a general discussion regarding the budget process, ratio percentages and the timeline of events associated with DFA requirements.

B. External Agency Presentations and Requests

Ms. Taylor presented a summary of external requests including history of prior funding awarded and comparison analysis of current request. Agency requests were presented as follows:

Capitan Library	\$ 15,000
Request presented by Pat Garrett, Director	
Corona Library	\$ 5,000
Request Presented by Bill Weckwerth	
Ruidoso Library	\$ 40,000
Request presented by James Pawlak, Director	
Juvenile Justice Board (LCJJB)	\$ 10,500
Request presented by Ted Allen, Coordinator	
SNMEDD	\$ 7,000
Request presented by Dora Batista, Executive Director	
USDA Predator Control/Wildlife	\$ 97,500
Request presented by Jeremy Flack, Wildlife Services	
Noxious Weed Program	\$ 50,000
Request presented by Laura Johnson, Program Director	
Upper Hondo Soil and Water Conservation District	
South Central Mountain RC and D	\$ 40,000
Request presented by Rick Merrick, Rural Community Forrester.	
Lincoln County Humane Society	\$ 30,000 + \$1,000
Request presented by Nina Grunseth, President of the Board of Directors and Able Guzman, Manager	
Eco Servants	\$ 25,000
Request presented by Stephen Carter, Executive Director	
New Mexico Bookmobile	\$ 1,260
Request presented by Ms. Taylor on behalf of New Mexico State Library	
Coalition of Arizona/NM Counties	\$ 7,600
Request presented by Ms. Taylor on behalf of Howard Hutchinson, Executive Director.	
Boys & Girls Club of Sierra Blanca	\$ 15,000
Request presented by Tim Coughlin, Executive Director	
Miracle's Paws for Pets	\$ 1,500
Request presented by Barbara Culler, President	
White Mountain Search and Rescue	\$ 1,000
Request presented by Tony Davis, President	
Lincoln County Fair Association	\$ 44,000
Request presented by Billy Bob Shafer, President	

and Shad Cox, Vice President

Chair Stone recessed the Public Hearing at 10:02 AM and reconvened at 10:19AM.

C. Funding Requests not received or Funded in Prior Year

1. Region IX Education Cooperation

Ms. Taylor discussed the consideration of a funding request from Region IX Education Cooperative for \$110,000.

April Stirman, School Based Health Clinic Director for Region IX stated the funding was requested to supplement the cost of the school based health clinics. Ms. Stirman stated Region IX was seeking sustainability of behavioral and physical health services for the seven rural school districts which Region IX serves.

Ms. Stirman stated Region IX had operated the School Based Health Clinics in Lincoln County for twenty years. Ms. Stirman informed the clinics offer students medical attention when needed, and assist with keeping students healthy and attending class. Ms. Stirman stated the School Based Health Clinics are staffed by a multidisciplinary team of providers including a physician assistant, behavioral health counselors, social workers, alcohol and drug counselors, psychiatrists, and other health professionals.

Commissioner Stewart questioned the source of prior year's funding and questioned if Region IX continued to receive the funding.

Ms. Stirman stated prior year's funding came from various organizations including the NM Department of Health and from the School Districts which support Region IX.

Ms. Stirman questioned if the Mill Levy funds or Indigent Health Care funds were available to support the school based health clinics.

Manager Taylor stated Mill Levy Clinic funding had specific language dedicating all funds to the rural clinics. Ms. Taylor also stated the Hospital Mill Levy funding was is not available because it was dedicated for hospital use only.

Commissioner Draper asked for statistics on how many of the students utilized the clinics and where they were based.

Ms. Stirman stated the clinic was physically located in the Ruidoso High School. Ms. Stirman further stated students from other local school districts could schedule appointments at the clinic in Ruidoso.

Commissioner Stewart suggested Region IX approach the municipalities for possible funding.

Scott Annaia, Indigent Health Care Administrator discussed the possibility of utilizing Indigent Health Care funding for the clinics but noted the clients were typically under eighteen years of age and would have difficulty applying and qualifying for Indigent Funding.

D. 10:05 AM NMSU Extension Office

\$ 72,951

Audra Lyon, Lincoln County Extension Service Agent highlighted programs offered through the Extension Office including agriculture programs, home economics, 4-H Youth programs, and community economic development programs. Ms. Lyon stated last year the Extension Service received some additional one time funding which offset the initial budget request. Ms. Lyon stated depending on the outcome of the legislative session the Extension Service would make the same commitment this year. Ms. Lyon stated were some different personnel options for consideration after the recent retirement of Marsha Palmer.

There was a general discussion regarding the current vacant position offered though the New Mexico State University Cooperative Extension Service.

E. Medical Related Budget: Lincoln County Medical Center/Clinics

1. Hondo Clinic La Casa Buena Salud \$139,560

Seferino Montano, Chief Executive Officer of La Casa Family Health Center discussed the request for funding of the Hondo Clinic in the amount of \$139, 560. Mr. Montoya discussed the clinics growth and operational hours.

2. Lincoln County Medical Center/Clinics (Encl. 5)

Todd Oberheu, Lincoln County Medical Center Administrator provided detail regarding Lincoln County Medical Center's (LCMC) request for hospital funds in the amount \$2,706,000. Mr. Oberheu detailed the request as follows:

Mill Levy Fund Requests July 1, 2017- June 30, 2018

Carrizozo Health Center

Operating Funds	
Medical Clinic	\$156,000
Dental Clinic	\$448,000
Capital Funds	\$168,000

Total Carrizozo Health Center Mill Levy Requests	\$772,000
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Corona Health Clinic

Operating Funds	\$47,000
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Total Corona Health Clinic Mill Levy Requests	\$47,000
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Capitan Medical Clinic

Operating Funds	\$57,000
Capital Funds	\$ 5,000

Total Capitan Medical Clinic Mill Levy Requests	\$62,000
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Lincoln County Emergency Medical Services

Operating Funds	\$210,000
Capital Funds	\$240,000

Total LCEMS Mill Levy Requests	\$450,000
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Lincoln County Medical Center

Operating Funds	\$1,250,000
Capital Funds	\$ 15,000

Total LCMC Mill Levy Requests	\$1,265,000
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Lincoln County Community Assistance Program

Operating Funds	\$110,000
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Total LCAP Mill Levy Requests	\$110,000
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Fiscal Year 2017-18 Total Mill Levy Funding Requests	\$2,706,000
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Manager Taylor provided comparison of total clinic funding levels approved for Fiscal Year 2016-17 and the requested funding levels requested for Fiscal year 2017-18. Ms. Taylor stated for Fiscal Year 2016-17 the total clinic funding requested by both entities totaled \$733,930. Ms. Taylor pointed out the total requests exceeded mill levy receipts by \$79,220. Ms. Taylor stated there was sufficient carryover funds from prior years should the Commission opt to approve the total request.

Ms. Taylor indicated for Fiscal year 2017-18 the total requested by both clinics was \$1,020,560. Ms. Taylor stated the request exceeds the mill levy receipts estimated as \$299,560. Ms. Taylor informed approval of the total funds requested would result in the utilization of 100% of current year estimated funds in addition to 47.83% of the total carryover funds.

Manager Taylor provided an analysis of total hospital funding approved for Fiscal year 2016-17 as compared to funding requested for Fiscal Year 2017-18. Ms. Taylor stated the total request was comparable to last year's approved amount with the largest deviation occurring in the request for Emergency Medical Services (EMS) Operations funding for \$210,000. Ms. Taylor stated LCMC had never previously requested EMS operational funding. Ms. Taylor noted the total

request reflected an offset to the new request for EMS funding with a significant decrease in the request for capital funding for EMS.

F. Detailed Department Review

Ms. Taylor informed departmental budgeting sessions were held with Elected Officials, Department Heads, and the Volunteer Fire Chiefs. Ms. Taylor stated department budget were developed by annualizing nine months of actual expenses and adjusting for known events.

G. Unfunded Optional Requirements

Ms. Taylor presented detailed departmental requests from the Road Department, the Sheriff's Department, the Lincoln County Detention Center, and the Manager's office. Ms. Taylor informed the 20% match of \$60,000 for the Hondo Senior Center project was already included in the CDBG Fund budget.

Robert Shepperd, Sherriff discussed the Sheriff's Departments requests for six new SUV vehicles totaling \$255,000.

Ms. Taylor discussed the Road Department equipment requests including a low boy trailer and a backhoe totaling \$166,500.

Commissioner Stewart asked if there was a need to expedite the Road Department requests due to the safety issues involved.

Ms. Taylor discussed the Lincoln County Detention Center requests for appliances, a vehicle sally port and construction of a medical suite totaling \$524,169.

Sherriff Shepperd stated the current sally port has a poor design.

Ms. Taylor discussed the Manager's Department requests to pave the employee parking lot; pave two handicap parking spaces, purchase two new generators for New Horizons, construct Annex separate District Attorney Office entry, and matching funds of \$300,000 for the CDBG grant for the Hondo Senior Center

Dora Batista, Executive Director spoke about the CDBG grant request for the Hondo Senior Center. Ms. Batista stated she had visited the center and there were many repairs needed including ceiling repair, improvements to the heating and cooling system and replacement of windows.

Commissioner Stone suggested building a new center rather than remodeling the current building depending on the estimated costs for repair.

Chair Stone recessed the public hearing at 12:05 PM and reconvened at 1:02 PM

Ms. Taylor presented the request for a 3% cost of living salary increase for all classified employee positions.

Rhonda Burrows, County Clerk spoke in support of the request to pave the two handicap spaces to provide better handicap voter access to the polling location located in the County Courthouse. Ms. Burrows also stated the paving would not only assist with voter access but would provide better handicap access to the Annex and District Attorney's office.

H. Manager's Recommendations

Ms. Taylor recommended the Board of County Commissioners consider and take action on all external agency requests bearing in mind some of the requests more broadly benefited Lincoln County than others.

Ms. Taylor discussed the funding for the School Based Healthcare Centers and stated the Mill Levy funding was not available and if approved that funding would have to be transferred from the General fund.

Ms. Taylor recommended approval of the external request from New Mexico State University for the Lincoln County Extension Services at the same level as funded last year in the amount of \$72,951.

Ms. Taylor provided recommendations for the allocation of Hospital Mill Levy funds and suggested strong consideration to disallow drawing down clinic reserve mill level funds by such a significant portion. Ms. Taylor stated the funding request by La Casa Buena Salud remained level with the amount approved for Fiscal year 2016-17. Ms. Taylor reminded the funding requested by Presbyterian for LCMC increased by \$286,630 or a 48.2% increase.

Ms. Taylor recommended approval of departmental budgets and strongly recommended approval of the cost of living wage increase of 3% for all classified employees. Ms. Taylor also recommended approval of departmental requests for capital outlay funding.

Beverly Calaway, Treasurer reviewed the General Fund budget recapitulation. Ms. Calaway stated the beginning cash balance was \$7,500,000 with adjusted budgeted fund revenues of \$12,561,182; adjusted budgeted fund expenditures of \$7,474,410; and adjusted operating transfers of \$4,227,604. Ms. Calaway stated these adjustments resulted in an ending cash balance of \$8,359,167.

Chair Stone adjourned the Public Hearing and convened the Regular Meeting at 1:17 PM.

There was a general discussion regarding the allocation of funding for optional departmental requests.

Juvenile Justice Board (LCJJB)	\$ 10,500
SNMEDD	\$ 7,000
USDA Predator Control/Wildlife	\$ 97,500
Noxious Weed Program	\$ 50,000
NM Bookmobile	\$ 1,260
White Mountain Search and Rescue	\$ 1,000

Motion: Award Juvenile Justice Board \$10,500; SNMEDD \$7000; USDA Predator Control \$17,510; Cooperative Weed Management Program \$50,000; New Mexico Bookmobile \$1,260; and White Mountain Search and Rescue \$1,000 from the General Fund; **Action:** Approve, **Moved** by Commissioner Willard, **Seconded** by Commissioner Draper.

Vote: Motion passed (summary: Yes = 4, No = 1, Abstain = 0).

South Central Mountain RC and D	\$ 40,000
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Motion: Award South Central Mountain RC and D \$25,000 from Forest Health Fund 603, **Action:** Approve, **Moved** by Commissioner Draper, **Seconded** by Commissioner Stewart.

Vote: Motion passed by roll call vote (summary: Yes = 3, No = 2, Abstain = 0).

Yes: Chair Stone, Commissioner Stewart, Commissioner Draper.

No: Commissioner Allen, Commissioner Willard.

NMSU Extension Office	\$ 72,951
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Motion: Award NMSU Extension Office \$72,951, **Action:** Approve, **Moved** by Commissioner Willard, **Seconded** by Commissioner Allen.

Vote: Motion carried by roll call vote (summary: Yes = 5).

Yes: Chair Stone, Commissioner Stewart, Commissioner Allen, Commissioner Draper, Commissioner Willard.

Lincoln County Fair Association	\$ 44,000
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Motion: Award Lincoln County Fair Association \$40,000, **Action:** Approve, **Moved** by Commissioner Willard,

Motion Failed for lack of second.

Capitan Library	\$ 15,000
Corona Library	\$ 5,000
Ruidoso Library	\$ 30,000

Motion: Award Capitan Library \$5,000, award Corona Library \$3,000, and award Ruidoso Library \$15,000 **Action:** Approve, **Moved** by Commissioner Draper, **Seconded** by Commissioner Willard.

Vote: Motion passed by roll call vote (summary: Yes = 5).

Yes: Chair Stone, Commissioner Stewart, Commissioner Allen, Commissioner Draper, Commissioner Willard.

Lincoln County Fair Association**\$ 44,000**

Motion: Award Lincoln County Fair Association \$37,500, **Action:** Approve, **Moved by** Chair Stone, **Seconded by** Commissioner Draper.

Vote: Motion passed by roll call vote (summary: Yes = 5).

Yes: Chair Stone, Commissioner Stewart, Commissioner Allen, Commissioner Draper, Commissioner Willard.

Lincoln County Humane Society**\$ 30,000 + \$1,000**

Motion: Award Lincoln County Humane Society \$27,000 plus \$1,000 additional request, **Action:** Approve, **Moved by** Commissioner Willard, **Seconded by** Commissioner Draper.

Vote: Motion passed (summary: Yes = 3, No = 2, Abstain = 0).

Yes: Commissioner Allen, Commissioner Draper, Commissioner Willard.

No: Chair Stone, Commissioner Stewart.

Eco Servants**\$ 25,000**

Motion: Award Eco Servants \$12,000, **Action:** Approve, **Moved by** Commissioner Willard, **Seconded by** Commissioner Draper.

Vote: Motion passed (summary: Yes = 3, No = 2, Abstain = 0).

Yes: Commissioner Allen, Commissioner Draper, Commissioner Willard.

No: Chair Stone, Commissioner Stewart.

Boys & Girls Club of Sierra Blanca**\$ 10,000**

Motion: Award Boys and Girls Club of Sierra Blanca \$10,000, **Action:** Approve, **Moved by** Commissioner Draper, **Seconded by** Commissioner Allen.

Vote: Motion passed (summary: Yes = 3, No = 2, Abstain = 0).

Yes: Commissioner Allen, Commissioner Draper, Commissioner Willard.

No: Chair Stone, Commissioner Stewart.

Coalition of Arizona/NM Counties**\$ 7,600**

Motion: Award Coalition of Arizona/NM Counties \$5,000 for annual dues and legal fees, **Action:** Approve, **Moved by** Commissioner Draper, **Seconded by** Commissioner Willard.

Vote: Motion passed (summary: Yes = 4, No = 1, Abstain = 0).

Yes: Chair Stone, Commissioner Stewart, Commissioner Draper, Commissioner Willard.

No: Commissioner Allen.

Miracle's Paws for Pets**\$ 1,500**

Motion: Award Miracle's Paws for Pets \$1,000, **Action:** Approve, **Moved by** Commissioner Willard, **Seconded by** Chair Stone.

Vote: Motion passed (summary: Yes = 3, No = 2, Abstain = 0).

Yes: Chair Stone, Commissioner Draper, Commissioner Willard.

No: Commissioner Stewart, Commissioner Allen.

I. Board of County Commissioner's Preliminary Budget Guidance

Motion: Authorize expenditure of \$255,000 for the Sheriff's Department purchase of six SUV's vehicles, **Action:** Approve, **Moved by** Commissioner Willard, **Seconded by** Commissioner Stewart.

Vote: Motion carried by unanimous vote (summary: Yes = 5).

Yes: Chair Stone, Commissioner Stewart, Commissioner Allen, Commissioner Draper, Commissioner Willard.

Motion: Authorize expenditure of \$166,500 for the Road Department's purchase of low boy trailer and backhoe, **Action:** Approve, **Moved by** Commissioner Willard, **Seconded by** Commissioner Stewart.

Vote: Motion carried by unanimous vote (summary: Yes = 5).

Yes: Chair Stone, Commissioner Stewart, Commissioner Allen, Commissioner Draper, Commissioner Willard.

Motion: Authorize expenditure of \$34,169 for appliances and \$35,000 for Vehicle Sally Port for the Lincoln County Detention Center, **Action:** Approve, **Moved by** Commissioner Draper, **Seconded by** Commissioner Allen.

Vote: Motion carried by unanimous vote (summary: Yes = 5).

Yes: Chair Stone, Commissioner Stewart, Commissioner Allen, Commissioner Draper, Commissioner Willard.

Motion: Authorize the expenditure of up to \$30,000 and direct the County Manager to research alternative solutions for the construction of a separate Annex entry for the District Attorney's office, **Action:** Approve, **Moved by** Commissioner Willard, **Seconded by** Commissioner Allen.

Vote: Motion carried by unanimous vote (summary: Yes = 5).

Yes: Chair Stone, Commissioner Stewart, Commissioner Allen, Commissioner Draper, Commissioner Willard.

Motion: Authorize expenditure to pave the two handicap parking spaces and approve the \$300,000 county match for CDBG Grant for the Hondo Senior Center, **Action:** Approve, **Moved by** Commissioner Willard, **Seconded by** Commissioner Allen.

Vote: Motion carried by unanimous roll call vote (summary: Yes = 5).

Yes: Chair Stone, Commissioner Stewart, Commissioner Allen, Commissioner Draper, Commissioner Willard.

Motion: Authorize expenditure to pave employee parking lot and purchase two generators for New Horizons for \$140,000 **Action:** Approve, **Moved by** Commissioner Willard, **Seconded by** Commissioner Draper.

Vote: Motion passed (summary: Yes = 4, No = 1, Abstain = 0).

Yes: Chair Stone, Commissioner Stewart, Commissioner Draper, Commissioner Willard.

No: Commissioner Allen.

Motion: Approve a 3% Cost of Living Salary increase for classified employees, **Action:** Approve, **Moved by** Chair Stone, **Seconded by** Commissioner Draper.

Vote: Motion passed (summary: Yes = 3, No = 2, Abstain = 0).

Yes: Chair Stone, Commissioner Draper, Commissioner Willard.

No: Commissioner Stewart, Commissioner Allen.

Motion: Approve La Casa Buena Salud and Presbyterian Health Care Services requests for Mill levy funding as presented, **Action:** Approve, **Moved by** Commissioner Stewart, **Seconded by** Commissioner Allen.

Vote: Motion carried by unanimous roll call vote (summary: Yes = 5).

Yes: Chair Stone, Commissioner Stewart, Commissioner Allen, Commissioner Draper, Commissioner Willard.

8. Next Regular Meeting

Regular Meeting - May 16, 2017

9. Adjournment

There being no further business to come before the Board of County Commissioners, Chair Stone adjourned the meeting at 2:27 PM.

County of Lincoln
Board of County Commissioners


Preston Stone, Chair


Dallas Draper, Vice Chair


Elaine Allen, Member


Thomas F Stewart, Member


F Lynn Willard, Member

ATTEST:


Rhonda Burrows, County Clerk

June 27, 2017
Date Approved

