

## REGULAR MEETING

September 13, 2016

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

William E. Sauble, Chairman  
James Landon Newton, Vice-Chairman  
Roy P. Fernandez, Commissioner

Also present were: Rebecca Hoy, County Clerk; Jonni Valdez, Assistant Manager; Mary Lou Kern, County Manager; Robin Blair, Attorney.

### 1. Call to Order

Chairman Sauble called the meeting to order at 9:04 a.m.

### 2. Pledge of Allegiance

Commissioner Fernandez led the Pledge of Allegiance.

### 3. Salute to the New Mexico Flag

Commissioner Newton led the Salute to the New Mexico Flag.

### 4. Approve Agenda

Table item #9.

Commissioner Newton made a motion to Approve Agenda. Chairman Sauble seconded the motion. The motion carried unanimously.

### 5. Approve Regular Meeting Minutes for August 23, 2016, 2016 Special Meeting Minutes for September 9, 2016 and Public Hearing Minutes for August 23, 2016

No changes at this time.

Commissioner Newton made a motion to Approve Regular Meeting Minutes for August 23, 2016, Special Meeting Minutes for September 9, 2016 and Public Hearing for August 23, 2016. Commissioner Fernandez seconded the motion. The motion carried unanimously.

### 6. Recognize Visitors

Gabe Sandoval, VMDC; Robert Thompson, Road Foreman; Rose Bernal, VMDC; Joana Apodaca, Managers; Jonni Valdez-Silva, Managers; Jared Moreno, IT Director; Crystal Martinez, Clerk's Office.

### 7. Public Comment

None at this time.



8. Discuss/ Action – Approve Expenditures

July 16-17 Balance for (\$171,000.00) workman's comp, Participation Balance for (\$18,000) August 2016 Expenditures went over see what next week holds and go from there.

Commissioner Fernandez made a motion to Approve Expenditures. Commissioner Newton seconded the motion. The motion carried unanimously.

9. Discuss/ Action – Award RFB #2016-05, Automatic Gate and Installation for Colfax Fire District #8

This was tabled under Item #4.

10. Discuss/ Action – 2015/2016 Colfax County Physical Inventory

In fulfillment of the County's annual physical inventory requirement, the County has performed the following during the month of August and September, the Colfax County Managers' office completed physical inventory in accordance with the NMCA 2.20.1.16 – Annual inventory requirements, inventorying all items with a historical cost of five thousand dollars (\$5,000.00) or more under the control of the governing authority.

Assistant manager thanks staff, sight and capital inventory. There are no major changes. Getting things better lined, looking at changing policy. To increase amount inventory from (\$500.00) to (\$1,000.00). Looking at things technology wise includes realistic working in system, (\$5,000.00) and over is auditor's monthly office supplies.

Commissioner Fernandez made a motion to approve 2015/2016 Colfax County Physical Inventory. Commissioner Newton seconded the motion. The motion carried unanimously.

11. Discuss/ Action – Northern Mountain Constructors Change Order #2, Taxiway Edge Drains & Access Road Reconstruction

The change order for installation of Taxiway Edge reflectors to replace the existing damaged or missing reflectors. The original reflectors were installed in 1977. They are a mandatory item on the airfield that outlines the taxiway edge during low visibility and nighttime periods. Contract time is extended to cover the installation. Adjust the cost to reflect as constructed quantities. Revised contract amount decreased amount for (\$5,721) does not include tax.

Commissioner Newton made a motion to approve Northern Mountain Constructors Change Order #2, Taxiway Edge Drains & Access Road Reconstruction. Commissioner Fernandez seconded the motion. The motion carried unanimously.

12. Discuss/ Action Franken Construction Change order #2, Vigil Maldonado Center

Change Order #2 was for three to one mixture of soil coming from Race Track tent and mixing. The Change Order #2 was approved by the architect, but exhausted all of the contingency fund.

Commissioner Fernandez made a motion to approve Franken Construction order #2, Vigil Maldonado Center. Chairman Sauble seconded the motion. The motion carried unanimously.

13. Discuss/ Action – Vigil – Maldonado Detention Center – Inmate Handbook Management Inmates Policy & Procedures

VMDC worked very hard for the last 5-6 months on the Inmate Handbook Management Inmates Policy & Procedures. Making inmates accountable for what are entitled. VMDC have a very well and firm self-explanatory handbook. Page 4 Housing paragraph 3 should be 24 hours. That change was approved. All inmates will receive a copy of handbook a paper to sign and will be charged for it if not returned in good condition. This was looked over by Grace Phillips and Manny Romero.