



Colfax County
Board of Commissioners

P.O. Box 1498 • Raton, New Mexico 87740

Phone: (575) 445-9661 • Fax: (575) 445-2902

www.co.colfax.nm.us

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COLFAX COUNTY, NM - Rayetta Trujillo - County Clerk
DOC# RES-2018-002

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COMMISSIONERS

WILLIAM E. SAUBLE

Chairman

1261 Circle Dot Ranch Road
Maxwell, NM 87728
(575) 375-2686

JAMES L. NEWTON

Vice-Chairman

P.O. Box 156
Springer, NM 87747
(505) 228-2485

ROY P. FERNANDEZ

Member

455 A NM SR 72
Raton, NM 87740
(575) 445-2846

MARY LOU KERN

Colfax County Manager
(575) 445-9661

RAYETTA M. TRUJILLO

County Clerk

(575) 445-5551

RESOLUTION 2018-02

Working Hours for Colfax County Employees

WHEREAS, The Colfax County Board of Commissioners desire to establish the working hours for the County employees; and

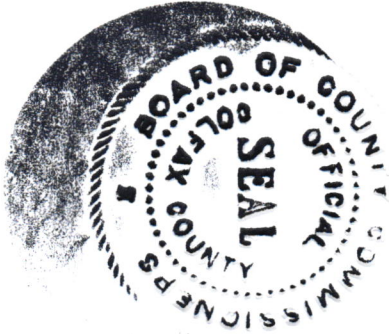
THEREFORE, the Colfax County Board of Commissioners sets the following work hours:

Regular Elected Official Offices	7:00am to 5:30pm (Half Hour Lunch, Monday – Thursday)
Managers Office	7:00am to 5:30pm (Half Hour Lunch, Monday – Thursday)
Road Department	6:00 am to 4:30 pm (Half Hour Lunch, Monday – Thursday)
Sheriff Department	7:00 am to 5:00 pm (Office Hours Monday - Friday) 7:00 am to 4:00 pm 1:00 pm to 11:00 pm 10:00 am to 8:00 pm
Modified Maintenance	6:00 am to 6:00 pm
Detention Center Hours Shifts	6:00 am to 6:00 pm 6:00 pm to 6:00 am
Administration Hours Staff	7am to 5:30pm (Half Hour Lunch (Monday – Thursday)

Department heads or supervisors may establish alternate working hours for part time county employees.

APPROVED IN OPEN MEETING THIS 9TH OF JANUARY, 2018.

COLFAX COUNTY BOARD OF COMMISSIONERS



William E. Sauble

WILLIAM E. SAUBLE, CHAIRMAN

James L. Newton

JAMES L. NEWTON, VICE-CHAIRMAN

Roy P. Fernandez

ROY P. FERNANDEZ, MEMBER

ATTEST:

Sara Torres

RAYETTA M. TRUJILLO, CLERK OF THE BOARD - signed by
Sara Torres, Chief Deputy Clerk