

**MINUTES OF THE SPECIAL MEETING  
OF THE BOARD OF COUNTY COMMISSIONERS  
OF SAN MIGUEL COUNTY, NEW MEXICO  
HELD TUESDAY, MARCH 15, 2016**

**CALL TO ORDER AND ROLL CALL**

Chairman Gilbert J. B. Sena called the meeting to order at approximately 1:30 p.m., at the Commission Chambers, on the 2nd floor of the San Miguel County Administration Complex Building. Upon a call of the roll by the Clerk, Chairman Gilbert J. B. Sena, Vice-Chair Rock Ulibarri, County Commissioners Marcellino A. Ortiz, Commissioner Arthur J. Padilla and Commissioner Nicholas T. Leger were present. With all of the five County Commissioners present, a quorum was duly established and noted. Also present for the special meeting was the San Miguel County Finance Division Supervisor Melinda Gonzales.

**PLEDGE OF ALLEGIANCE AND SALUTATION OF THE NM FLAG**

Joined by staff and all in attendance, the Commissioners pledged allegiance to the U.S. flag.

***(ALL MOTIONS MADE AND SECONDED ARE DULY APPROVED AND ADOPTED WITHOUT FURTHER INDICATION OF SAID ACTION; AND ALL FORMAL ACTION IS BY UNANIMOUS VOICE VOTE, UNLESS OTHERWISE INDICATED.)***

**ITEM 1: RESOLUTION 2016-03-15-2016 MIDYEAR BUDGET ADJUSTMENTS**

Melinda Gonzales advised the Commission of changes for each Fund. Mid-Year Budget on the agenda was being submitted for review, comment and approval by the San Miguel County Board of Commissioners.

Ms. Gonzales highlighted the revenues and expenditures as proposed. Ms. Gonzales also highlighted the fact that the County's projected cash balance for 2016 would exceed DFA's cash balance requirement with the budget presented.

Discussion ensued.

County Manager Les Montoya asked for direction from the Commission for the 2016-2017 budget preparation process. Mr. Montoya inquired as to working on budgeting for annual salary increases for County employees to include law enforcement. Commissioners provided the County Manager direction accordingly.

Whereupon, Commissioner Arthur Padilla moved and Commissioner Rock Ulibarri seconded, approval of Mid-year budget adjustments, and the motion carried by unanimous vote of the Commission.

**ITEM 2: SAN MIGUEL COUNTY MANAGER'S RECOMMENDATION TO HIRE THE FOLLOWING INDIVIDUAL TO FILL THE POSITION OF FIRST DEPUTY ASSESSOR WITH THE SAN MIGUEL COUNTY ASSESSOR'S DEPARTMENT AS PER THE RECOMMENDATION OF PATRICIA GALLEGOS , SAN MIGUEL COUNTY ASSESSOR**

SMC Assessor Patricia Gallegos advised the Commission Ms. Elizabeth Pino was interviewed and is the most qualified to fill the position of First Deputy Assessor.

Commissioner Sena inquired as to the training required, Assessor advised training would be required.

Commissioner Leger asked Mrs. Gallegos if there is a need for a First Deputy Assessor, and she replied yes, as she and Elaine work extra minutes to complete the work required.

Whereupon, Commissioner Marcellino Ortiz moved and Commissioner Arthur Padilla seconded, approval of hire of Elizabeth Pino, and the motion carried by unanimous vote of the Commission.

**ITEM 3: RECOMMENDATION BY SAN MIGUEL COUNTY LEGAL SERVICES EVALUATION COMMITTEE CONTRACT WITH GRANO LAW OFFICES, P.C. AND HOLT MYNATT MARTINEZ , P.C. TO PROVIDE LEGAL SERVICES TO SAN MIGUEL COUNTY**

SMC Manager Les Montoya advised the Commission recently the County Manager's Office advertised a Request for Proposals for Legal Services for San


Miguel County. Four (4) responses from Legal Firms were received. Presentations by the respective Law Firms of their proposals were held on February 26, 2016. The County Legal Services Evaluation Committee unanimously recommends the County Manager negotiate legal services contracts with Grano Law Offices, P.C. and Holt Mynatt Martinez, P.C.

Whereupon, Commissioner Arthur Padilla moved and Commissioner Marcellino Ortiz seconded, approval to negotiate with both Grano Law Offices, P.C. and Holt Mynatt Martinez, P.C., to provide legal services for San Miguel County, and the motion carried by unanimous vote of the Commission.

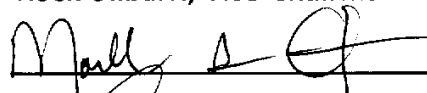
### **ADJOURNMENT**

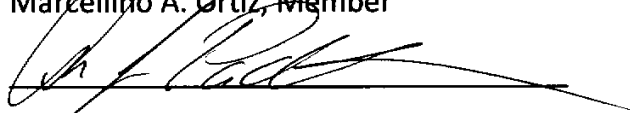
Upon a motion by Commissioner Arthur Padilla and a second by Commissioner Rock Ulibarri, the motion carried and the meeting was duly adjourned.

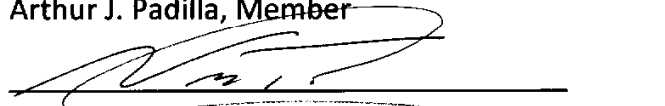
MOVED, SECONDED AND ADOPTED this th day of April, 2016, by the Board of County Commissioners of San Miguel County, New Mexico, as the official minutes of a special meeting held March 15th, 2016.

  
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Gilbert Sena, Chairman

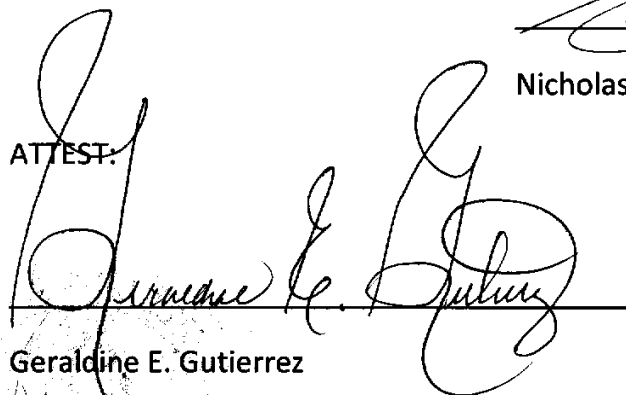
  
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Rock Ulibarri, Vice-Chairman

  
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Marcellino A. Ortiz, Member

  
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Arthur J. Padilla, Member

  
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Nicholas Leger, Member

ATTEST:

  
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Geraldine E. Gutierrez

San Miguel County Clerk

(SEAL)

Submitted by:

Michelle J. Cordova

Deputy Clerk