

SANDOVAL COUNTY ADMINISTRATIVE OFFICES



BOARD OF COUNTY COMMISSIONERS

**SANDOVAL COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING AGENDA
LOCATION: ADMINISTRATIVE BUILDING COMMISSION CHAMBERS
1500 IDALIA ROAD, BUILDING D.
BERNALILLO, NM 87004
MAY 9, 2019 - 6 P.M.**

DAVID J. HEIL
District 4, Chairman

JAY C. BLOCK
District 2, Vice Chairman

KATHERINE A. BRUCH
District 1

F. KENNETH EICHWALD
District 5

MICHAEL MEEK
District 3

DIANNE MAES
County Manager

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE AND NEW MEXICO PLEDGE
3. CLOSED SESSION ANNOUNCEMENT
(David J. Heil, Chairman)
4. INTRODUCTIONS & ANNOUNCEMENTS

Election for the NMAC Board
5. APPROVAL OF AGENDA
6. PRESENTATIONS & PROCLAMATIONS
 - A. In celebration and to recognize Sandoval County Senior residents, we ask the Commission to proclaim May 2019 Older Americans Month.
(Gary Lally, Sandoval County Senior Advisory Council Chair)
 - B. Sandoval County Fair Board Annual Report
(Dora Dominguez, Director)
7. COMMENTS FROM THE PUBLIC
8. CONSENT AGENDA

Approval of Minutes from the Regular County Commission Meeting of April 25, 2019.
9. FIRE DEPARTMENT
(Eric Masterson, Interim Fire Chief)

- A. Request for Publication of Title and General Summary to the Sandoval County Fire, Rescue and Medical Services Ordinance and request that final action occur on the commission meeting scheduled for May 23, 2019.
 - B. Request for Motion to Award Sandoval County Firefighter Turnout Gear Contract to LN Curtis and Sons and Authorize the County Manager to negotiate and sign contract and also approval of all Subsequent Amendments
10. DIVISION OF PLANNING & ZONING
(Michael Springfield, Director)
- A. Request for a Motion to Approve and to Appoint Jerry Romero Duarte to the Planning & Zoning Commission (District 3) to a (2) year term from May 1, 2019, expiring April 30, 2021.
 - B. Request for a Motion to Approve and to Appoint Steve Conrad to the Planning & Zoning Commission (District 1) to a (2) year term from May 1, 2019, expiring April 30, 2021.
11. COMMENTS FROM THE COMMISSIONERS
12. ADJOURN

NOTICE TO PERSONS WITH DISABILITIES:

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the County Manager's office at (505) 867-7500 at least one week prior to the meeting, or as soon as possible for accommodations.

Sandoval County Board of County Commissioners

County Commission Regular Meeting

Meeting Date: 05/09/2019

Requestor: Michael Jaramillo, Administration

Item: Minutes

Information

Summary:

Election for the NMAC Board

Attachments

No file(s) attached.

**Sandoval County Board of County Commissioners
Agenda Item Summary**

County Commission Regular Meeting

Meeting Date: 05/09/2019
Requestor: Denise King, Community Services
Commissioner Sponsored: No
District: N/A - Not Commissioner Sponsored
Agenda: Proclamation

Information

Action Requested:

In celebration and to recognize Sandoval County Senior residents, we ask the Commission to proclaim May 2019 Older Americans Month.
(Gary Lally, Sandoval County Senior Advisory Council Chair)

Why Action Is Necessary (Summary):

Proclaim May 2019 Older Americans Month

Recommendations:

Requesting the Commission proclaim May 2019 Older Americans Month

Recommended Approval:

Department Director/Elected Official	Attorney As to Form	County Manager	Other
-----	RSH 5/6/19	DM 5/6/19	-----

Attachments

Older Americans Month Proclamation



PROCLAMATION

By

**BOARD OF COUNTY COMMISSIONERS
OF SANDOVAL COUNTY**

OLDER AMERICANS MONTH - MAY 2019

WHEREAS, Sandoval County includes a growing number of older Americans who enrich our community through their diverse life experiences; and

WHEREAS, Sandoval County is committed to strengthening our community by connecting with and supporting older adults, their families, and caregivers and acknowledging their many valuable contributions to society; and

WHEREAS, Sandoval County recognizes the importance of bringing together all generations and engaging in activities that promote physical, mental, and emotional well-being for the benefit of all; and

WHEREAS, Sandoval County can enhance the lives of older Americans in our community by:

- Promoting home and community based services that support independent living;
- Involving older adults in community events and other activities; and
- Providing opportunities for older adults to work, volunteer, learn, lead, and mentor.

THEREFORE BE IT PROCLAIMED by the governing body of Sandoval County, the Board of County Commissioners, do hereby proclaim May 2019 to be Older Americans Month. We urge every resident to take time during this month to recognize older adults and the people who serve them as essential and valuable members of our community.

DONE AT BERNALILLO, NEW MEXICO, COUNTY OF SANDOVAL, THIS 25th DAY OF April, 2019.

**BOARD OF COUNTY COMMISSIONERS
OF SANDOVAL COUNTY**

David J. Heil, Chairman

ATTEST:

Jay C. Block, Vice Chairman

Eileen Garbagni, County Clerk

Katherine A. Bruch, Member

APPROVED AS TO FORM:

Michael Meek, Member

Robin Hammer, County Attorney

F. Kenneth Eichwald, Member

Sandoval County Board of County Commissioners

County Commission Regular Meeting

Meeting Date: 05/09/2019

Requestor: Michael Jaramillo, Administration

Item: Presentation

Information

Summary:

Sandoval County Fair Board Annual Report
(Dora Dominguez, Director)

Attachments

No file(s) attached.

Sandoval County Board of County Commissioners

County Commission Regular Meeting

Meeting Date: 05/09/2019

Requestor: Anne Brady, Clerk's Office

Item: Minutes

Information

Summary:

Approval of Minutes from the Regular County Commission Meeting of April 25, 2019.

Attachments

04/25/19 Minutes

SANDOVAL COUNTY BOARD OF COMMISSIONERS

REGULAR MEETING AGENDA

LOCATION: ADMINISTRATIVE BUILDING COMMISSION CHAMBERS

1500 IDALIA ROAD, BUILDING D

BERNALILLO, NM 87004

APRIL 25, 2019

1. CALL TO ORDER

Chairman Heil called meeting to order at 6:03 p.m. Present were Chairman Heil, Vice Chairman Block, Commissioner Bruch, Commissioner Meek and Commissioner Eichwald.

2. PLEDGE OF ALLEGIANCE AND NEW MEXICO PLEDGE

The Pledge of Allegiance and the New Mexico Pledge was led by Chairman Heil.

3. CLOSED SESSION ANNOUNCEMENT

(David J. Heil, Chairman)

Chairman Heil stated for the record "As previously noticed, prior to this meeting today, on April 25, 2019 at 5:00 p.m., the Sandoval County Board of County Commissioners convened as a Committee of the Whole in a closed session in the 3rd Floor Conference Room, County Administration Building to discuss matters subject to the attorney-client privilege pertaining to threatened or pending litigation regarding a contract matter in which the County Board of Commissioner may become a participant pursuant to Open meeting Act, NMSA 1978, §§10-15-1(H)(7). It was also previously noticed that the Commission would discuss a personnel matter today, but that issue was not discussed. The matters discussed in the closed session were limited to those specified in the Notice of Closed Session and no action was taken."

4. INTRODUCTIONS & ANNOUNCEMENTS

Vice Chairman Block wished his father a happy birthday also advised that according to the Santa Fe New Mexican, Sandoval County is the fastest growing county according to the census data, and also provided information concerning the Intel Corporation. Chairman Heil advised that the Sandoval County Economic Alliance Executive Director was leaving, and further advised that four committees have already been launched. Chairman Heil once again mentioned the Schumann Foundation and all that the foundation provides to the residents of Sandoval County and further encouraged all interested to pick up a card.

5. APPROVAL OF AGENDA

Commissioner Bruch motioned to amend Agenda Item 10 to be heard directly after the Approval of Agenda, seconded by Commissioner Meek. Clerk Garbagni called for vote. Motion as amended passed. Vote was unanimous.

6. PRESENTATIONS & PROCLAMATIONS

Professional Lobbyist

(Lawrence J. Horan, LTD.)

Lawrence J. Horan, Lobbyist Sandoval County presented.

7. COMMENTS FROM THE PUBLIC

Several constituents voiced their concerns. Madam Treasurer Laura A. Montoya mentioned that the tax season deadline is approaching April 10, 2019 through May 10, 2019, also advised of the Outreach Centers and Scheduled Dates and Locations.

8. CONSENT AGENDA

A. Approval of Minutes from the Regular County Commission Meeting of April 11, 2019.

B. Approval of Resolution No. 4-25-19.8B Authorizing and Adopting the Sandoval County DWI and Prevention Program to Submit an application to the Department of Finance and Administration. Local Government Division, to Participate in the Juvenile Adjudication Fund Grant Program for fiscal year 2019-2020.

C. Approval of Professional Services Agreement with the Children, Youth and Families Department for the Juvenile Justice Grant for FY 20/\$291,410.00 and Authorize County Manager Approval of any Subsequent Amendments.

D. Approval of the following Budget Resolutions:

(1) No. 4-25-19.8D(1) / Senior Citizens Program CIL Budget / Increase Budget to Reflect Additional Grant Funding Received from North Central New Mexico Economic Development District Non- Metro Area Agency on Aging for Senior Program Nutrition Services Incentive Program / \$78,099

(2) No. 4-25-19.8D(2) / Senior Employment Program Budget / Increase Budget to Reflect Additional Grant Funding Received from North Central New Mexico Economic Development District Non-Metro Area Agency on Aging for Senior Employment Program / \$11,172

Vice Chairman Block motioned, seconded by Commissioner Eichwald. Clerk Garbagni called for vote. Motion passed. Vote was unanimous.

9. SANDOVAL COUNTY COMMISSION

Request for a Motion to Adopt Resolution No. 4-25-19.9 Approving and Adopting the New Mexico Health Security Act.

(Jay C. Block, Vice Chairman)

Dr. Mary Feldblum presented. (See Attached) Several constituents voiced their approval/concerns.

Vice Chairman Block motioned to amend resolution by striking "Now, Therefore, be it resolved that _____ supports and endorses the proposed Health Security Act; and", seconded by Commissioner Eichwald. Clerk Garbagni called for vote. Motion as amended passed. Vote was Unanimous.

Chairman Block motioned for approval of the resolution, seconded by Commissioner Eichwald. Clerk Garbagni called for vote. Motion passed. Vote was unanimous.

10. OFFICE OF THE COUNTY MANAGER

Request for a Motion to Adopt Ordinance No. 4-25-19.10 providing for the Authorization, Execution and Delivery of the Amendment of Completion Date of Lease Between Sandoval County and Intel Corporation.

(Rob Burpo-Financial Analyst and Daniel Alsup, Bond Attorney)

Agenda Item 10 heard directly after Agenda Item 5.

Rob Burpo, Financial Analyst and Daniel Alsup, Bond Attorney presented. (See Attached).

Vice Chairman Block motioned, seconded by Commissioner Meek. Clerk Garbagni called for vote. Motion passed. Vote was unanimous.

11. DIVISION OF PUBLIC WORKS

(Mark Hatzenbuehler, Director)

Request for Motion to Award Public Safety Architectural Design Services to RMKM Architecture P.C. and Authorize the County Manager to negotiate and sign contract and also approval of all Subsequent Amendments.

Mark Hatzenbuehler, Director presented.

Commissioner Bruch motioned, seconded by Commissioner Eichwald. Clerk Garbagni called for vote. Motion passed. Vote was unanimous.

12. DIVISION OF PLANNING & ZONING

(Michael Springfield, Director)

- A. Request for a Motion to Approve Request for Vacation of Two (2) Public Utility Easements as requested by Alpha Surveying, Agent for Richard Grooters (VAC-19-001).

Michael Springfield, Director presented.

Commissioner Meek motioned, seconded by Vice Chairman Block, Clerk Garbagni called for vote. Motion passed. Vote was unanimous.

- B. Request for a Motion to review and the consideration of Draft Ordinance No.2-21-19.10, a proposed amendment to the Sandoval County Comprehensive Zoning Ordinance (10-11-18.7A). The purpose of the proposed Draft Ordinance is to revise language in Comprehensive Zoning Ordinance Section 5, Interpretation, regarding private land covenants. This action is consistent with Comprehensive Zoning Ordinance Section 19, Amendments, Subsection A, regarding Legislative Amendments.

Michael Springfield, Director presented.

Vice Chairman Block motioned, seconded by Commissioner Meek. Clerk Garbagni called for vote. Motion passed. Vote was unanimous.

- C. Request for a Motion to Approve and to Appoint Dennis R. Trujillo to the Planning & Zoning Commission (District 5) to a (2) year term from May 1, 2019, expiring April 30, 2021.

Michael Springfield, Director presented.

Vice Chairman Block motioned, seconded by Commissioner Eichwald. Clerk Garbagni called for vote. Motion passed. Vote was unanimous.

D. Request for a Motion to Approve and to Appoint Geoffrey Stamp to the Planning & Zoning Commission (District 4) to a (2) year term from May 1, 2019, expiring April 30, 2021.

Michael Springfield, Director presented.

Commissioner Eichwald motioned, seconded by Commissioner Meek. Clerk Garbagni called for vote. Motion passed. Vote was unanimous.

13. COMMENTS FROM THE COMMISSIONERS

Commissioner Meek advised that the budget season is coming up and requested road request be placed on county priority list. Further, advised that funding the items in the completed climate assessment study and the implementation. Also advised that studies are only good if we're going to act on it. Vice Chairman Block questioned County Manager Dianne Maes concerning the County Vehicle Policy and County Manager Dianne Maes clarified that the policy specifically states that the vehicles are to be used for business only, but does not believe that a training has been conducted per se. Vice Chairman Block asked County Manager if the vehicle policy will be presented to all county officials and employees in the future. County Manager Dianne Maes stated that county officials and employees will be made aware of said policy. Vice Chairman Block also commented on the suggestion of a sticker that reads "How is my driving". Commissioner Eichwald also stated that he does not condone the illegal use of a county vehicle. Chairman Heil spoke of his concern of liability to the county in transporting persons who are not county employees, furthermore, Chairman Heil spoke of a letter received regarding immigration.

14. ADJOURN

Commissioner Eichwald motioned, seconded by Commissioner Meek. Chairman Heil adjourned at 7:46.

**Sandoval County Board of County Commissioners
Agenda Item Summary**

County Commission Regular Meeting

Meeting Date: 05/09/2019
Requestor: Eric Masterson, Fire Department
Commissioner Sponsored: No
District: N/A - Not Commissioner Sponsored
Agenda: Regular

Information

Action Requested:

Request for Publication of Title and General Summary to the Sandoval County Fire, Rescue and Medical Services Ordinance and request that final action occur on the commission meeting scheduled for May 23, 2019.

Why Action Is Necessary (Summary):

The ordinance that governs Sandoval County's Fire, Rescue and Medical services is outdated and requires amendments to bring it into current practice and allow for appropriate oversight and management of the services provided.

Recommendations:

Recommend Approval

Recommended Approval:

Department Director/Elected Official	Attorney As to Form	County Manager	Other
-----	RSH 5-6-19	DM 5/6/19	-----

Attachments

SCFD Ordinance Revised Strike and Delete FINAL Draft 5-6-19
SCFD Ordinance Clean FINAL Draft 5-6-19

Sandoval County, New Mexico - Ordinance No. ~~05-03-038A~~

Providing for the Administration and Operation of ~~the~~ Sandoval County Fire and Rescue

Be it ordained by the Board of County Commissioners of the County of Sandoval, New Mexico:

SECTION I: SHORTTITLE

This ordinance may be cited by number or as the Sandoval County Fire and Rescue ~~Department and Emergency Services Administrative~~ Ordinance.

SECTION 2: REPEALER

Any other ordinance in conflict with this ordinance is hereby repealed to the extent of such conflict.

SECTION 3: PURPOSE

The purpose of this ordinance is to provide for the administration and operation of ~~the~~ Sandoval County Fire and Rescue ~~Department including individual fire districts~~, including both paid and volunteer personnel; assigning responsibilities for coordinated fire prevention, fire suppression, rescue operations, emergency and non-emergency medical services, community risk reduction programs, and other ~~emergency~~ services including but not limited to, mutual aid and cooperation with fire departments or other ~~emergency~~ services of government; establishing policy for implementation of fire, rescue, and medical service ~~Department and emergency services plans and~~ programs, promulgation of rules, regulations, medical ~~protocols~~ treatment guidelines and standard operating guidelines and/or procedures for the operation of the department including personnel rules and regulations for both paid and volunteer personnel.

The organization, administration and operation of ~~the~~ Sandoval County Fire and Rescue ~~Department~~, is herein established and governed by the Sandoval County Board of County Commissioners, through the office of the Fire Chief of Sandoval County Fire and Rescue ~~the Department~~.

SECTION 4: DEFINITIONS

A. Fire Chief - A position hired by the County Manager to oversee the administration and operation of Sandoval County Fire and Rescue as defined in Section 8 of this ordinance.

B. Executive Officers – Paid staff at the rank of Assistant or Deputy Chief hired by the Fire Chief that assists the Fire Chief with the administrative and operational oversight of Sandoval County Fire and Rescue.

C. District Battalion Chief - A volunteer *approved for candidacy by the Fire Chief* who has been ~~and~~ duly elected by the membership of the Fire District *and confirmed by the Fire Chief.* The District Battalion Chief, as defined by Section 9 of this ordinance, ~~who~~ is responsible for the day-to-day operational activities of the fire district's County-owned stations, apparatus, equipment and supervision of the volunteer personnel *under the direction and supervision of the Fire Chief.* During district elections, the Fire Chief may approve more than one candidate to be eligible for election.

D. Fire Districts – The Fire Chief shall annually, by July 1, determine the required number of fire districts and staff needed to appropriately serve Sandoval County. ~~Sandoval County has eight volunteer Fire Districts: Algodones, La Cueva, La Madera, Pena Blanca, Ponderosa, Placitas, Regina, and Zia. (Other districts may be added from time to time as deemed necessary without amendment of this ordinance).~~

E. ~~Sandoval County Chiefs Association – An association composed inclusive of all the Fire Districts' volunteer fire chiefs from the unincorporated regions of Sandoval County.~~

SECTION 5: AGREEMENTS WITH OTHER GOVERNMENTAL ENTITIES

Joint resolutions, memoranda of understanding, joint powers agreements and mutual aid agreements between Sandoval County and other units of government pertaining to fire prevention, fire suppression, emergency and non-emergency medical services, community risk reduction programs and other ~~emergency~~ services as well as dispatching of the same, now in force or being adopted subsequent to passage of this ordinance, are hereby expressly authorized when drawn or made in conformity to the intent and meaning of this ordinance and upon approval by the Sandoval County Board of County Commissions or the County Manager as permitted by law.

SECTION 6: POLICY

A. The quality of life of the citizens of Sandoval County is enhanced by the vigorous administration of effective fire prevention, fire suppression, *community risk reduction*, emergency *and non-emergency* medical services and other ~~emergency~~ services administered by Sandoval County.

B. ~~The Sandoval County Fire *and Rescue* Department,~~ is organized through the combined efforts of *the Fire Chief, the Executive Officers, fire department administration,* Fire District volunteers ~~and employees~~ *as well as the paid firefighters and medical personnel* ~~to~~ delivering quality emergency services to the citizens of Sandoval County.

C. Providing these services is consistent with the constitutionally prescribed functions of government to provide for the health, safety and welfare of the general public.

D. It is the policy of Sandoval County to provide staffing, funding and equipment for ~~the Sandoval County Fire *and Rescue* Department, and its individual Fire Districts~~ within available resources consistent with the standards of local, state and national authorities.

E. ~~The Sandoval County Fire *and Rescue* Department~~ is administered through the *Fire* Chief ~~of the Department~~ who is responsible for monitoring, overseeing, directing and coordinating all activities. ~~of the Fire Department. The Chief shall work in cooperation with each District Chief to monitor, oversee, direct and coordinate the activities of each Fire District. Those Fire District boundaries presently existing are hereby ratified, subject to the continued power of the Board of County Commissioners to change such boundaries in the future. Other Fire Districts may be added as deemed necessary without amendment of this ordinance.~~

F. Sandoval County recognizes that some private, non-profit, corporations perform useful functions in support of ~~the Fire *and Rescue* Department and volunteer~~ *including the* Fire Districts. Private corporations have no authority to manage the operations of ~~the Fire *and Rescue* Department~~, or any part thereof, including Fire Districts. The services provided by ~~the~~ Sandoval County Fire *and Rescue* ~~Department~~ are exclusively governmental activities.

SECTION 7:

COOPERATION WITH PRIVATE, NON-PROFIT, AUXILIARY ORGANIZATIONS

In consideration of the support services provided to Sandoval County Fire and Rescue by the private, non-profit, auxiliary organizations ~~in support of the Sandoval County Fire Department~~, the Fire Chief, conferring with the District Battalion Chiefs, is authorized to enter into agreements with such organizations to allow the use of fire stations by such organizations for meetings, fund raising and social events, provided that any fund raising activities clearly state that the funds raised are being paid to such organizations and are not being paid to, or under the control of, Sandoval County.

Such auxiliary organizations may also enter into agreements with the Fire Chief to perform other functions related to fire, life, property and public safety.

SECTION 8: RESPONSIBILITIES AND AUTHORITY OF THE CHIEF

A. The Fire Chief of ~~the~~ Sandoval County Fire and Rescue ~~Department~~ shall be an employee of the County who oversees and directs all ~~the~~ operations and administration of the department to include the administration and operation of all volunteers and paid staff and reports directly to the County Manager.

B. All revenue sources characterized as public funds require Commission approval prior to expenditure. As such the Commission has directed the Fire Chief to review any expenditure requested by all personnel ~~a District Chief~~. The Fire Chief, acting as the representative of the Board of County Commissioners, shall review such requests for compliance with all applicable statutes, ordinances, and rules and regulations. The Fire Chief shall set budgetary priorities and have final approve of all expenditures for Sandoval County Fire and Rescue under the direction of the County Manger.

C. The Fire Chief, under the direction of the County Manager ~~and conferring with the Sandoval County Chiefs' Association~~, shall develop, maintain and upgrade standards, policies, procedures, department personnel rules and regulations and protocols to ensure that the mission of delivering emergency services, non-emergency services, and community risk reduction programs is accomplished. These standards, policies, procedures, department personnel rules and regulations, and protocols, in conjunction with the County Personnel Rules and Regulations,

shall at all times be consistent with the safety and protection of all department personnel both paid and volunteer. These standards, policies, procedures, department personnel rules and regulations and protocols will collectively serve as the minimum standard for the department.

D. The Fire Chief, under the direction of the County Manger, shall be responsible for the maintenance and protection of those licenses and authorities held by the County, as required by State and Federal regulators, for the delivery of emergency services and shall set forth the rules, regulations and reporting standards as required to maintain and protect those licenses and authorities.

E. The Fire Chief, under the direction of the County Manager ~~and conferring with the Sandoval County Chiefs Association,~~ shall be responsible for staffing, recruitment, training, budgeting and all other administrative matters for the department and for the development and improvement of the department to meet local, state and federal standards.

F. The Fire Chief, under the direction of the County Manger, shall be responsible for implementation and enforcement of fire and safety codes and any ordinance designating ~~the Fire and Rescue services~~ Department, or the Fire Marshal as the enforcement agency as now in effect or hereafter adopted by Sandoval County.

G. The Fire Chief, under the direction of the County Manger, ~~conferring with the District Chief,~~ is hereby authorized to commit fire department personnel, equipment and resources, wholly or in part, to emergency fire protection and emergency and non-emergency service delivery, including mutual aid, for the relief of danger to life or property from fire, accident, medical emergencies, explosion or natural disaster.

H. The Fire Chief, under the direction of the County Manger, ~~conferring with the District Chief,~~ is authorized to enter into agreements, contracts and working arrangements with other units of government for implementing and administering the provisions of this ordinance following approval of the County Manager or the Board of County Commissioners as appropriate.

I. The Fire Chief, under the direction of the County Manager ~~and conferring with the Sandoval County Chiefs Association,~~ shall promulgate departmental rules and regulations and shall enforce departmental rules and regulations for administering disciplinary action for both paid and volunteer personnel and with consultation with the County Human Resources Director.

J. The Fire Chief, under the direction of the County Manger, is authorized to arrange communications systems and networks necessary to adequately alert, dispatch and/or communicate with facilities, equipment and personnel within Sandoval County for the purpose of responding to fires, accidents, medical emergencies, explosions and natural disasters.

K. The Fire Chief, under the direction of the County Manager ~~and conferring with the Sandoval County Chiefs' Association,~~ shall establish through department personnel rules and regulations, job descriptions, an organizational chart and a process for the training and promotion of paid and volunteer personnel.

SECTION 9: RESPONSIBILITIES AND AUTHORITY OF THE DISTRICT BATTALION CHIEF

~~A. Each individual Fire District shall have a District Battalion Chief who shall be a volunteer duly elected by the membership of the Fire District and confirmed by the Chief and who shall function as such at the pleasure of the Chief and the Board of County Commissioners.~~

~~A.B.~~ The District Battalion Chief ~~who~~ is responsible for the day-to-day operational activities of the fire district's County-owned stations, apparatus, equipment and supervision of the volunteer personnel under the direction and supervision of the Fire Chief. The Fire Chief may approve more than one candidate to be eligible for election as a District Battalion Chief.

~~C. The District Chief shall be responsible for supervising assigned department volunteer personnel.~~

~~B.D.~~ The District Battalion Chief may submit requests to fire administration ~~shall be responsible~~ for the expenditure of funds ~~allocated to the Fire District,~~ which will be reviewed for approval by the Fire Chief dependent on the department's priorities and budgetary restraints.

~~C.~~ The District Battalion Chief shall confer with the Fire Chief and other Executive Officers at command staff meetings to help establish the budget priorities and needs of Sandoval County Fire and Rescue.

~~D.E.~~ No persons other than the Fire Chief (or designee) ~~District Chief~~ shall have the authority to commit Sandoval County to the expenditure of any funds.

SECTION 10: RESPONSIBILITIES AND AUTHORITIES OF OTHER
DEPARTMENT PERSONNEL

A.. The Fire Chief shall have the power and authority to deputize willing personnel, in writing, ~~District Chiefs and other willing officers of the department~~ Sandoval County Fire and Rescue to perform as official agents of the department including the supervision of ~~paid and volunteer~~ personnel as may be deemed necessary for the protection of the health, welfare and safety of the residents of the County and for the enforcement of codes and ordinance.

SECTION 11: RECRUITMENT, APPLICATION, TRAINING, PERFORMANCE AND
RETENTION OF PERSONNEL

A. The Fire Chief, under the direction of the County Manger, shall, ~~in cooperation with the County Personnel Department and conferring with the Sandoval County Chiefs' Association,~~ administer a volunteer retention program to develop standards for the recruitment, application, training, performance evaluation and promotion of volunteer personnel ~~which~~ who are equal, in so far as feasible, between paid and volunteer personnel. The application of a prospective volunteer shall contain an acknowledgment and acceptance of the conditions of volunteer membership in ~~the~~ Sandoval County Fire and Rescue Department as contained in the Rules and Regulations. Volunteer personnel shall serve at the pleasure of the Fire Chief whose decisions are not appealable.

B. The Fire Chief, under the direction of the County Manger, shall, ~~in cooperation with the County Personnel Department and conferring with the Sandoval County Chiefs' Association,~~ develop standards for the recruitment, application, hiring, training, performance evaluation and promotion of department personnel ~~employees~~.

C. Such standards shall be in conformance with applicable federal, state and county regulations and shall be set forth in the Rules and Regulations of the Fire Department following ~~review~~ the approval of the County Attorney and County Manager.

SECTION 12: PROCEDURE FOR ADOPTION OF DEPARTMENT RULES AND
REGULATIONS

As described in paragraph 11B, ~~The~~ the Fire Chief, under the direction of the County Manger, ~~in conference with the Sandoval County Chiefs' Association,~~ shall develop proposed Department Rules and Regulations, as well as modifications to the Department Rules and Regulations, for ~~the Fire and Rescue services Department and Fire Districts~~ after the final adoption of this ordinance.

Proposed Rules and Regulations as well as modifications to the Rules and Regulations shall be made and forwarded to the County Manager for ~~review~~ approval after review by the County Attorney. ~~The County Manager will review the modifications and report findings to the Board of County Commissioners. The Board of County Commissioners shall, through resolution, approve or disapprove any and all Rules and Regulations.~~

SECTION 13: MEDICAL CONTROL

All Sandoval County Fire and Rescue ~~Department,~~ personnel responding to emergency and non-emergency medical service calls and/or providing patient care, regardless of level of training or education, shall do so only under the prior authorization and supervision of the County Fire and Rescue ~~Department,~~ Medical Director or other licensed practitioner if permitted by state law or internally approved treatment guidelines. The medical director shall have responsibility and authority in the development of treatment guidelines in coordination with the Fire Chief or designee, ~~which includes medical protocols and medical dispatch procedures and protocols.~~ Nothing in this section shall be construed to give the Medical Director authority to allocate funding.

SECTION 14: SEVERABILITY

If any section, subsection, sentence, clause, word or phrase of this ordinance is for any reason held to be unconstitutional or otherwise invalid, such decision shall not affect the validity of the remaining portions of this ordinance. The ~~board~~ Board Commissioners of the County of Sandoval hereby declares that it would have passed this ordinance and each section, subsection, sentence, clause, word, or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, words or phrases he held unconstitutional or otherwise invalid.

SECTION 15: EFFECTIVE DATE

This Ordinance shall take effect and be in force thirty days after its final publication as provided by law.

Originally adopted this ___ day of _____ by the Board of County Commissioners of the County of Sandoval, New Mexico.

SANDOVAL COUNTY BOARD OF COUNTY COMMISSIONERS

ATTEST:

Eileen Garbagni, County Clerk

APPROVED AS TO FORM:

Robin S. Hammer, County Attorney

David J. Heil, Chairman

Jay C. Block, Vice Chairman

F. Kenneth Eichwald, Member

Katherine Bruch, Member

Michael Meek, Member

Sandoval County, New Mexico - Ordinance No _____

Providing for the Administration and Operation of Sandoval County Fire and Rescue

Be it ordained by the Board of County Commissioners of the County of Sandoval, New Mexico:

SECTION I: SHORTTITLE

This ordinance may be cited by number or as the Sandoval County Fire and Rescue Ordinance.

SECTION 2: REPEALER

Any other ordinance in conflict with this ordinance is hereby repealed to the extent of such conflict.

SECTION 3: PURPOSE

The purpose of this ordinance is to provide for the administration and operation of Sandoval County Fire and Rescue, including both paid and volunteer personnel; assigning responsibilities for coordinated fire prevention, fire suppression, rescue operations, emergency and non-emergency medical services, community risk reduction programs, and other services including but not limited to, mutual aid and cooperation with fire departments or other services of government; establishing policy for implementation of fire, rescue, and medical service programs, promulgation of rules, regulations, medical treatment guidelines and standard operating guidelines and/or procedures for the operation of the department including personnel rules and regulations for both paid and volunteer personnel.

The organization, administration and operation of Sandoval County Fire and Rescue is herein established and governed by the Sandoval County Board of County Commissioners, through the office of the Fire Chief of Sandoval County Fire and Rescue.

SECTION 4: DEFINITIONS

A Fire Chief - A position hired by the County Manager to oversee the administration and operation of Sandoval County Fire and Rescue.

B. Executive Officers – Paid staff at the rank of Assistant Chief or Deputy Chief hired by the Fire Chief that assists with the administrative and operational oversight of Sandoval County Fire and Rescue.

C. District Battalion Chief - A volunteer approved for candidacy by the Fire Chief who has been duly elected by the membership of the Fire District and confirmed by the Fire Chief. The District Battalion Chief, as defined by Section 9 of this ordinance, is responsible for the day-to-day operational activities of the fire district's County-owned stations, apparatus, equipment and supervision of the volunteer personnel under the direction and supervision of the Fire Chief. During district elections, the Fire Chief may approve more than one candidate to be eligible for election.

D. Fire Districts - The Fire Chief shall annually, by July 1, determine the required number of fire districts and staff needed to appropriately serve Sandoval County.

SECTION 5: AGREEMENTS WITH OTHER GOVERNMENTAL ENTITIES

Joint resolutions, memoranda of understanding, joint powers agreements and mutual aid agreements between Sandoval County and other units of government pertaining to fire prevention, fire suppression, emergency and non-emergency medical services, community risk reduction programs and other services as well as dispatching of the same, now in force or being adopted subsequent to passage of this ordinance, are hereby expressly authorized when drawn or made in conformity to the intent and meaning of this ordinance and upon approval by the Sandoval County Board of County Commissions or the County Manager as permitted by law.

SECTION 6: POLICY

A. The quality of life of the citizens of Sandoval County is enhanced by the vigorous administration of effective fire prevention, fire suppression, community risk reduction, emergency and non-emergency medical services and other services administered by Sandoval County.

B. Sandoval County Fire and Rescue is organized through the combined efforts of the Fire Chief, the Executive Officers, fire department administration, Fire District volunteers as well as

the paid firefighters and medical personnel delivering quality emergency services to the citizens of Sandoval County.

C. Providing these services is consistent with the constitutionally prescribed functions of government to provide for the health, safety and welfare of the general public.

D. It is the policy of Sandoval County to provide staffing, funding and equipment for Sandoval County Fire and Rescue within available resources consistent with the standards of local, state and national authorities.

E. Sandoval County Fire and Rescue is administered through the Fire Chief who is responsible for monitoring, overseeing, directing and coordinating all activities.

F. Sandoval County recognizes that some private, non-profit, corporations perform useful functions in support of Fire and Rescue including the Fire Districts. Private corporations have no authority to manage the operations of Sandoval County Fire and Rescue, or any part thereof, including Fire Districts. The services provided by Sandoval County Fire and Rescue are exclusively governmental activities.

SECTION 7:

COOPERATION WITH PRIVATE, NON-PROFIT, AUXILIARY ORGANIZATIONS

In consideration of the support services provided to Sandoval County Fire and Rescue by the private, non-profit, auxiliary organizations, the Fire Chief, conferring with the District Battalion Chiefs, is authorized to enter into agreements with such organizations to allow the use of fire stations by such organizations for meetings, fund raising and social events, provided that any fund raising activities clearly state that the funds raised are being paid to such organizations and are not being paid to, or under the control of, Sandoval County.

Such auxiliary organizations may also enter into agreements with the Fire Chief to perform other functions related to fire, life, property and public safety.

SECTION 8: RESPONSIBILITIES AND AUTHORITY OF THE CHIEF

A. The Fire Chief of Sandoval County Fire and Rescue shall be an employee of the County who oversees and directs all operations and administration of the department to include the administration and operation of all volunteers and paid staff and reports directly to the County Manager.

B. All revenue sources characterized as public funds require Commission approval prior to expenditure. As such the Commission has directed the Fire Chief to review any expenditure requested by all personnel. The Fire Chief, acting as the representative of the Board of County Commissioners, shall review such requests for compliance with all applicable statutes, ordinances, and rules and regulations. The Fire Chief shall set budgetary priorities and have final approve of all expenditures for Sandoval County Fire and Rescue under the direction of the County Manager.

C. The Fire Chief, under the direction of the County Manager, shall develop, maintain and upgrade standards, policies, procedures, department personnel rules and regulations and protocols, to ensure that the mission of delivering emergency services, non-emergency services, and community risk reduction programs is accomplished. These standards, policies, procedures, department personnel rules and regulations, and protocols, in conjunction with the County Personnel Rules and Regulations, shall at all times be consistent with the safety and protection of all department personnel both paid and volunteer. These standards, policies, procedures, department personnel rules and regulations and protocols will collectively serve as the minimum standard for the department.

D. The Fire Chief, under the direction of the County Manager, shall be responsible for the maintenance and protection of those licenses and authorities held by the County, as required by State and Federal regulators, for the delivery of emergency services and shall set forth the rules, regulations and reporting standards as required to maintain and protect those licenses and authorities.

E. The Fire Chief, under the direction of the County Manager shall be responsible for staffing, recruitment, training, budgeting and all other administrative matters for the department and for the development and improvement of the department to meet local, state and federal standards.

F. The Fire Chief, under the direction of the County Manager, shall be responsible for implementation and enforcement of fire and safety codes and any ordinance designating Fire and Rescue services, or the Fire Marshal as the enforcement agency as now in effect or hereafter adopted by Sandoval County.

G. The Fire Chief, under the direction of the County Manager, is hereby authorized to commit fire department personnel, equipment and resources, wholly or in part, to emergency fire protection and emergency and non-emergency service delivery, including mutual aid, for the relief of danger to life or property from fire, accident, medical emergencies, explosion or natural disaster.

H. The Fire Chief, under the direction of the County Manager, is authorized to enter into agreements, contracts and working arrangements with other units of government for implementing and administering the provisions of this ordinance following approval of the County Manager or the Board of County Commissioners as appropriate.

I. The Fire Chief, under the direction of the County Manager, shall promulgate departmental rules and regulations and shall enforce departmental rules and regulations for administering disciplinary action for both paid and volunteer personnel and with consultation with the County Human Resources Director.

J. The Fire Chief, under the direction of the County Manager, is authorized to arrange communications systems and networks necessary to adequately alert, dispatch and/or communicate with facilities, equipment and personnel within Sandoval County for the purpose of responding to fires, accidents, medical emergencies, explosions and natural disasters.

K. The Fire Chief, under the direction of the County Manager shall establish through department personnel rules and regulations, job descriptions, an organizational chart and a process for the training and promotion of paid and volunteer personnel.

SECTION 9: RESPONSIBILITIES AND AUTHORITY OF THE DISTRICT BATTALION CHIEF

A. The District Battalion Chief is a volunteer approved for candidacy by the Fire Chief who has been duly elected by the membership of the Fire District and confirmed by the Fire Chief. The District Battalion Chief is responsible for the day-to-day operational activities of the fire district's County-owned stations, apparatus, equipment and supervision of the volunteer personnel under the direction and supervision of the Fire Chief. The Fire Chief may approve more than one candidate to be eligible for election as a District Battalion Chief.

B. The District Battalion Chief may submit requests to fire administration for the expenditure of funds, which will be reviewed for approval by the Fire Chief dependent on the department's priorities and budgetary restraints.

C. The District Battalion Chief shall confer with the Fire Chief and other Executive Officers at command staff meetings to help establish the budget priorities and needs of Sandoval County Fire and Rescue.

D. No persons other than the Fire Chief (or designee) shall have the authority to commit Sandoval County to the expenditure of any funds.

SECTION 10: RESPONSIBILITIES AND AUTHORITIES OF OTHER DEPARTMENT PERSONNEL

A.. The Fire Chief shall have the power and authority to deputize willing personnel, in writing, of Sandoval County Fire and Rescue to perform as official agents of the department including the supervision of personnel as may be deemed necessary for the protection of the health, welfare and safety of the residents of the County and for the enforcement of codes and ordinance.

SECTION 11: RECRUITMENT, APPLICATION, TRAINING, PERFORMANCE AND RETENTION OF PERSONNEL

A. The Fire Chief, under the direction of the County Manager, shall administer a volunteer retention program to develop standards for the recruitment, application, training, performance evaluation and promotion of volunteer personnel who are equal, in so far as feasible, between paid and volunteer personnel. The application of a prospective volunteer shall contain an acknowledgment and acceptance of the conditions of volunteer membership in Sandoval County

Fire and Rescue as contained in the Rules and Regulations. Volunteer personnel shall serve at the pleasure of the Fire Chief whose decisions are not appealable.

B. The Fire Chief, under the direction of the County Manager, shall develop standards for the recruitment, application, hiring, training, performance evaluation and promotion of department personnel.

C. Such standards shall be in conformance with applicable federal, state and county regulations and shall be set forth in the Rules and Regulations of the Fire Department following the approval of the County Attorney and County Manager.

SECTION 12: PROCEDURE FOR ADOPTION OF DEPARTMENT RULES AND REGULATIONS

As described in paragraph 11B, the Fire Chief, under the direction of the County Manager, shall develop proposed Department Rules and Regulations, as well as modifications to the Department Rules and Regulations, for Fire and Rescue services after the final adoption of this ordinance.

Proposed Rules and Regulations as well as modifications to the Rules and Regulations shall be made and forwarded to the County Manager for approval after review by the County Attorney.

SECTION 13: MEDICAL CONTROL

All Sandoval County Fire and Rescue personnel responding to emergency and non-emergency medical service calls and/or providing patient care, regardless of level of training or education, shall do so only under the prior authorization and supervision of the County Fire and Rescue Medical Director or other licensed practitioner if permitted by state law or internally approved treatment guidelines. The medical director shall have responsibility and authority in the development of treatment guidelines in coordination with the Fire Chief or designee. Nothing in this section shall be construed to give the Medical Director authority to allocate funding.

SECTION 14: SEVERABILITY

If any section, subsection, sentence, clause, word or phrase of this ordinance is for any reason held to be unconstitutional or otherwise invalid, such decision shall not affect the validity of the remaining portions of this ordinance. The Board of Commissioners of the County of Sandoval hereby declares that it would have passed this ordinance and each section, subsection, sentence, clause, word, or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, words or phrases he held unconstitutional or otherwise invalid.

SECTION 15: EFFECTIVE DATE

This Ordinance shall take effect and be in force thirty days after its final publication as provided by law.

Originally adopted this ___ day of _____ by the Board of County Commissioners of the County of Sandoval, New Mexico.

SANDOVAL COUNTY BOARD OF COUNTY COMMISSIONERS

ATTEST:

Eileen Garbagni, County Clerk

APPROVED AS TO FORM:

Robin S. Hammer, County Attorney

David J. Heil, Chairman

Jay C. Block, Vice Chairman

F. Kenneth Eichwald, Member

Katherine Bruch, Member

Michael Meek, Member

**Sandoval County Board of County Commissioners
Agenda Item Summary**

County Commission Regular Meeting

Meeting Date: 05/09/2019
Requestor: Eric Masterson, Fire Department
Commissioner Sponsored: No
District: N/A - Not Commissioner Sponsored
Agenda:

Information

Action Requested:

Request for Motion to Award Sandoval County Firefighter Turnout Gear Contract to LN Curtis and Sons and Authorize the County Manager to negotiate and sign contract and also approval of all Subsequent Amendments

Why Action Is Necessary (Summary):

Sandoval County went out for bids on firefighter turnout gear and advertised in Rio Rancho Observer in April, 21 2019 and closed on May 3, 2019. A committee reviewed the proposals and determined that LN Curtis and Sons is best suited to provide firefighter turnout gear to the firefighters that serve Sandoval County, and they met all the requirements established in the RFP.

Recommendations:

Staff Recommends Approval

Recommended Approval:

Department Director/Elected Official	Attorney As to Form	Finance Budget	County Manager	Other
-----	RSH 5-6-19	CCH 5/6/19	DM 5/6/19	-----

Fiscal Impact

Budgeted? Y/N: Y
Fiscal Year: 2019
Source of Funding: State Grant
Additional Fiscal Impact Information:

This contract will establish the best pricing available for turnout gear for Sandoval County. The County can use this pricing for years to come and can immediately procure several sets as the County was awarded a state grant for turnout gear just recently.

Attachments

LN Curtis and Sons

SANDOVAL COUNTY AWARD SUMMARY

Turnout Gear

ITB# FY19-SCFD-01

RFP Name: Fire Department Turnout Gear

Date Advertised: April 21, 2019

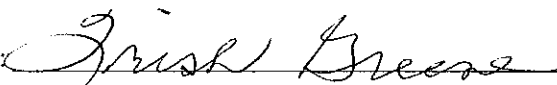
Submission Deadline: May 3, 2019

ITB's Received: L.N. Curtis & sons

Award Recommendation:

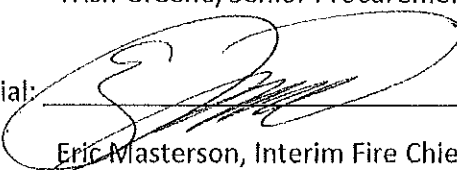
The ITB that was submitted by L.N. Curtis & sons was the sole bidder but was both responsive and responsible and met all the criteria set forth in this ITB. It is therefore, recommended that the award go to L.N. Curtis & sons for the Fire Department Turnout Gear ITB.

Recommended Offeror: L.N. Curtis & sons

Procurement: 

Trish Greene, Senior Procurement Specialist

Date

Department Official:  5/6/19

Eric Masterson, Interim Fire Chief

Date

**Sandoval County Board of County Commissioners
Agenda Item Summary**

County Commission Regular Meeting

Meeting Date: 05/09/2019
Requestor: Catherine Martinez, Planning & Zoning
Commissioner Sponsored: Yes
District: District 3
Agenda: Regular

Information

Action Requested:

Request for a Motion to Approve and to Appoint Jerry Romero Duarte to the Planning & Zoning Commission (District 3) to a (2) year term from May 1, 2019, expiring April 30, 2021.

Why Action Is Necessary (Summary):

Ordinance No. 10-1-21.9F provides for (1) member from Commission District 3. The new appointment will be from May 1, 2019, & will expire April 30, 2021.

Recommendations:

Recommended Board of County Commission Approval.

Recommended Approval:

Department Director/Elected Official	Attorney As to Form	County Manager	Other
-----MRS 5/2/19-----	RSH 5/6/19	DM 5/6/19	-----

Attachments

No file(s) attached.

**Sandoval County Board of County Commissioners
Agenda Item Summary**

County Commission Regular Meeting

Meeting Date: 05/09/2019
Requestor: Catherine Martinez, Planning & Zoning
Commissioner Sponsored: Yes
District: District 1
Agenda: Regular

Information

Action Requested:

Request for a Motion to Approve and to Appoint Steve Conrad to the Planning & Zoning Commission (District 1) to a (2) year term from May 1, 2019, expiring April 30, 2021.

Why Action Is Necessary (Summary):

Ordinance No. 10-1-21.9F provides for (2) members from Commission District 1. The new appointment will be from May 1, 2019, and will expire April 30, 2021.

Recommendations:

Recommend Board of County Commission Approval.

Recommended Approval:

Department Director/Elected Official	Attorney As to Form	County Manager	Other
-----MRS 5/2/19-----	RSH 5/6/19	DM 5/6/19	-----

Attachments

No file(s) attached.
