

**HIDALGO COUNTY  
BOARD OF COUNTY COMMISSIONERS  
BUDGET WORKSHOP  
April 27, 2017 AT 2:00PM**

**BE IT REMEMBERED** that the Hidalgo County Board of County Commissioners met in special session on April 27, 2017, at the hour of 2:00 P.M. at the Hidalgo County Chambers at 305 Pyramid Street, Lordsburg, New Mexico, for the purpose of conducting any and all business to come properly before the Board.

The following elected officials, staff, and public were present:

Bob Hill, County Manager	Clarence Rudiger, HCRS
Estrella Gonzalez, Deputy Clerk	Tracy Chavez, HCSO
Priscilla Maxwell, Dispatch Supervisor	Patsy Camacho, HCSO
Skeater Lassiter, HCDC	Dolly Ward, HCDC
Serena May, HCDC	Jody Hatch, Assessor
Ruben Nieblas, HCDC	Erica Arnold, HCDC

**CALL TO ORDER:** Chairperson Stewart called the meeting to order at 3:00 p.m. and led the Pledge of Allegiance.

**Roll Call:** Chairperson Marianne Stewart, Present  
Commissioner Darr R. Shannon, Present  
Commissioner Joey Mora, Present

**APPROVAL OF AGENDA:**

Commissioner Mora moved to approve the agenda. Commissioner Shannon seconded the motion, motion passed.

*MISCELLANEOUS*

**Round Table**

Commissioner Mora asked Assessor Jody Hatch to be present for Treasurer Tyler Massey to break the tie for the Board of Direction for the Association of Counties. Jody Hatch agrees to represent Tyler if he cannot be present. No action taken.

**BUDGET WORKSHOP**

**AG- Extension**

Commissioner Mora requested to leave AG- Extension in the budget in the amount of \$27,470.00. Commissioner Shannon agrees and requests for no money to be spent by the county managers office until further notice of a contract. She requested to make it into three quarterly increments to protect the county's money. Commissioner Mora requested to revise the AG- Extension. Chairpersons Stewart confirms the final amount of AG- Extension.

**Indigent Care Funds**

Tisha Green requests the numbers of the upcoming fiscal year, she feels that the Commissioners should put in the amount it will cost this year. The numbers will change as she requests a resolution in May. She requests to put the amount in the line items 608-301-297 County Supported Medicaid in the amount of \$43,455.32. Line item 608-301-298 Safety Net in the amount of \$61,897.20. Line item 608-301-320 Indigent Burials in the amount of \$1,200.00. Tisha Green states that there will be enough revenue to cover. Chairperson Stewart confirms the final amounts in the Indigent Care Funds.

## **Grants**

Tisha Green commented on several line items that will not be utilized for the upcoming fiscal year. Such as Abatement and Dispatch Equipment. The Literacy Program requests for \$24,200.00 with \$22,200.00 being grant funded \$1,000.00 being the City's contribution and requesting another \$1,000.00 allotted to the program. Commissioner Shannon and Commissioner Mora agreed to the amounts. Tisha Green stated that with the \$1,000.00 she will need to do a general fund transfer to the 218 fund. Chairperson Stewart confirms the final amounts. Tisha Green continued with School Bus Route and Cap Project to not be utilized. Senior Citizens Legislative in the amount of \$87,600.00 although there has not been a contract with three different grants while awarded. County Manager Bob Hill states that they have the application on what they submitted and is not included in the item. With the Cooperative Agreement Tisha Green states that it will not be utilized. Wildfire Protection Plan will remain as \$13,500.00, Fairgrounds Renovation with \$400,000.00 budgeted with making progress of payments. Tisha Green asked for preliminary budget services to add in the March 30<sup>th</sup> balance to be consistent with the items that have carry over amounts. The JJCS Funding is \$40,000.00. Colonias Power Plant Road, Colonias-Animas Street Phase One, and Colonias-Animas Street Phase 2 will no longer be budgeted because of it being a direct payment to the vendor. Hazard Mitigation will be anything unexpended in the amount of \$31,113.00 to continue to budget. Ambulance Funding will no longer be utilized. The Go Bond Appropriation has a balance as of March 30<sup>th</sup> in the amount of \$5,400.83. Tisha Green comments on all the road projects stating that she would like to have one line item with just DOT road projects for any of the funding to go into with the amount of \$221,428.00. County Manager Bob Hill commented on the Colonias-Animas Street Phase 2 and the Power Plant and asked if there will be any payments that need to be made to the contractor. Tisha Green stated that the County is in the match process because it is not grant funded.

With the DWI Tisha Green states that they are not concrete figures but would like to finalize them to go into the preliminary budget with \$69,000.00 and previously \$39,064.00 \$3,000.00, \$7,000.00 and \$15,000.00. Chairperson Stewart confirms the final amounts of the Grants.

With The Law Enforcement over Time Grants Patsy Camacho states that the Forest stays at \$81,090.73, STEP and 100 Days are merged together in the amount of \$11,511.00. The OBD in the amount of \$1,668.00. Carry over will not be added to the balance and ends in September.

Stone Garden for the fiscal year will stay with the October report but is subject to change. There will be no final on Stone Garden until the reimbursements. Chairperson Stewart requested to have the final numbers before June 1<sup>st</sup>. Tisha Green stated that the line item 104 is \$196,309.10, the 106 line item is \$15,906.69, the 200 line item is \$28,763.19, the 201 line items is \$12,773.08, and the 220 line item is \$45,032.00. Patsy Camacho commented of the fiscal year 2016 with the breakdowns not having a code number and provided handouts on them.

## **Library**

Commissioner Shannon does not think the county can afford \$78,000.00 to continue supporting the library with the stakes they have with six employees who cannot work over 35 hours a week. Commissioner Shannon requested to cut the employee's hours and reduce the cost of the county by whatever two employees would be. Commissioner Mora comments on prioritizing public safety, medical and employee safety. He states that cuts will be made from the state if it gets worse. He would like to leave it in the budget until the Board is provided with more information on what needs to be cut. Commissioner Shannon agrees. Commissioner Mora states that cutting services needs to be sacrificed. Chairperson Stewart agrees with services being cut. Tisha Green agrees to keep the amount of \$73,058.00.

## **County Commission**

Chairperson Stewart questioned if the board should put office supplies in the manager's budget and take it out of the commission's budget. Commissioner Shannon questions if the supplies in the commission's budget goes to any departments. Tisha Green states that paper is shared with other departments. Historically, the paper ordered has been taken out of the commission's budget. Commissioner Shannon requested for paper to be ordered out of each departments supply budget. Chairperson Stewart feels that the commission's budget does not need office supplies and if the office supply for the manager's budget needs to be increased. Tisha Green requests to increase the manager's budget by \$2,000.00 with \$500.00 remaining for the other departments for office supplies. With a total of \$3,500.00 in the managers budget. With Assessors, Clerk, Treasurer, and Probate being the only departments left they will be left with \$200 for paper after the \$1,500.00 given to the manager's budget. Assessor Jody Hatch states that she does not need money for paper because she will take it out of property evaluation fund. Chairperson Stewart recommended to give Probate \$100.00, Clerk \$200.00, and Treasurer \$200.00 with a total of \$500.00.

Attorney's Fees will not be reduced because there may be a new attorney coming in. Commissioner Mora requests to keep the amount for Attorney's Fees being combined into one. Commissioner Shannon requests to have a separate line item for the bankruptcy attorney taken from the \$49,000.00 amount. Negotiations line item will be left with the \$1,000.00 to be on the safe side. Elected Official Notary Bonds will be left at \$350. The Audit Contract is not to exceed \$20,000.00 if the gross receipts tax are not included. Advertising will be included into the manager's budget in the amount of \$1,500.00. With Commission Per Diem Tisha Green states that they put back \$384.64 with an unexpended balance of \$1,596.78. Chairperson Stewart requests to leave \$3,500.00 in the Per Diem line item. NMFA-Animas Street Phase 1 in the amount of \$3,031.00, NMFA-Animas Street Phase 2 in the amount of \$1,609.00, NMFA-Power Plant in the amount of \$589.00, and Fiscal Agent Fees in the amount of \$7,611.00. Tisha Green states that fiscal agent fees were paid by Ambulance and is only showed in their budget. Commissioner Shannon questions why the Fiscal Agent Fees have not been spent. Tisha Green comments that the projects are just beginning with three different contracts. Chairperson requests to leave the line item where it's at. Workman's Comp Premiums will remain the same. With Membership Dues Commissioner Shannon states that \$500 needs to be added from a previous meeting from the Chambers. In the amount of \$15,500. Chairperson Stewart feels that they should not support the chamber because they are not members. The NMFA Loan Payment will no longer need to be a line item. For Chamber of Commerce Commissioner Mora requests to leave it where it is but to be the first to cut when it needs to be and when they know more

information. Commissioner Shannon would like to see the Chamber be cut ASAP. Chairperson Stewart would rather not fund the Chamber because they are able to receive money and would rather see the money go to the Library. County Manager Bob Hill questioned that the County can be a member and that there is an option to be a sponsor with the amount of \$1,200.00. Commissioner Shannon is for the membership rather than sponsoring. Chairperson Stewart is for the sponsoring of \$1,200.00. Commissioner Mora is also for sponsoring. Chairperson Stewart confirms that the Chamber will no longer be a line item. Professional Services are utilized when Truit services the departments with networking issues. Commissioner Mora speaks of getting a consultant that can come out of the Professional Services line item. He goes onto discuss using a consultant for the time clocks for payroll with a supervisor acknowledging it. The Commission Board discusses the pros and cons of employees using a time clock for payroll. Chairperson Stewart requests to get rid of the IT Contract and add more money into the Professional Services for a consultant to come in. Commissioner Mora feels that \$20,000.00 is not enough for what they need. Commissioner Mora's biggest concern is fixing the courthouse's networking issues. Commissioner Shannon requests to advertise throughout the state for the providers. Tisha Green would prefer to keep the Professional Services line item because of their auditors. Chairperson Stewart mentioned the phone systems in the courthouse and Commissioner Mora explains how it can all be fixed together. Commissioner Mora requests to increase the line item to \$30,000.00 total and to remove the IT Contract.

Juvenile Detention will be kept at \$20,000.00, Adult Drug Court at \$2,000.00. The Rural Transit District, Coalition/AZ/NM Legal, Public Lands Legal Fund, and WNMU will be removed from the line item. Postage in the amount of \$1,800.00 will be moved to the manager's budget. Maintenance Contract will remain \$20,000.00. Vehicle Fuel line item will be changed to \$600.00. Mileage Reimbursement will remain \$3,000.00. Tisha Green states that all utilities are paid for out of the maintenance budget regarding the telephone in the managers and court house. The commission board requests to move it to the maintenance budget.

### **Maintenance & Operating**

Tisha Green questioned the phone upgrades and asked where it needs to be placed. Chairperson Stewart requests it to be in the maintenance budget and to wait for the next fiscal year to include into the budget and to be left under building maintenance. County Manager Bob Hill recommended to leave the Building Maintenance at \$40,000.00 and add the \$14,000.00 for phones.

### **County Manager**

Tisha Green states that there is a total of:

Office Supplies \$3,000.00

Advertising \$1,500.00

Per Diem \$1,800.00

Registration fees \$1,800.00

Postage \$1,800.00

County Manager Bob Hill would like to consider an increase of 5% for Miriam resulting in \$1,750.00 annual increase and for Tisha \$2,120.00. In consideration for the extra assignments

that they both have put on. Commissioner Shannon expresses that those extra assignments are a part of doing county work. She does not think that it justifies an increase. Commissioner Mora expresses how as a commission they need to consider normalization with workforce and payment.

### **County Clerk/Recording & Filing/Bureau of Elections**

Tisha Green states that the \$14,000.00 that was budgeted was for additional items to remain. Chairperson Stewart confirms the final amounts.

### **County Treasurer**

Commissioner Shannon expresses concerns of postage being decreased to \$3,600.00 and maintenance of record books being completely removed. She states items that were taken out of maintenance and record books that were incorrect and should have never come out of those line items. Decreases Commissioner Shannon would like to recommend are office supplies being a \$300.00 increase she wants to reduce the training by \$750.00 the line items taken out had nothing to do with training and were approved. In supplies she would like to reduce it with a request of increasing it by \$300.00. In office supplies she would like to take out \$700.00 for the online DVD that is the same as the books. Commissioner Shannon requests to make the Treasures office supplies \$1,300.00 instead of \$2,300.00.

Chairperson Stewart requests to leave the:

Vehicle fuel at \$300.00

Maintenance contract at \$4,510.00

Mileage reimbursement at \$150.00

Postage at \$3,600.00

Printing and publishing \$4,300.00

Per Diem \$2,000.00

Commissioner Mora requested to note the recommendations until the Treasurer is able to go over the amount to have the Treasurer justify them himself.

### **County Assessor/ Property Valuation**

County Assessor Jody Hatch stated the changes she made with the Assessors on Postage cutting it down to \$300.00. Professional Services will remain \$2,250.00. Jody goes onto the property evaluation upping the Postage to \$3,000.00 and the Maintenance contract to \$1,500.00.

### **County Sheriff/ SB/ LE OT/ SG/ DARE/ LEPF/ SI**

Patsy Camacho discussed the three changes from before Fuel \$30,000.00, T & E Prisoners \$5,000.00, Towing Fees \$1,000.00. She requests to add in a Capital Outlay 601 line item for the vehicle and the Special Investigations money the \$23,518.20 to transfer that money to the general fund to pay for the vehicle or to zero out the special investigations. Tisha Green requests for it to come out per fund and not a transfer. The line item from the general fund will be the difference being \$14,481.80. Patsy Camacho moves on to DARE for \$1,500.00 for each

line item with a total of \$3,000.00 for Supplies-Office and Training & School Expenses. Going back to the Law Enforcement Protection fund Patsy discussed revenue being \$24,800.00. She would like to stay with the same amount for expenditure. For line item Training & School Expense \$7,120.60. She requested to change the equipment & Machinery to \$17,679.40 to come out to the \$24,800.00 revenue that it expected. Patsy stated that she is trying to not have any carry over. Moving onto Special Investigations for line item 601-301-603 for Purchase Vehicle for \$23,518.20 to go to.

## **Dispatch**

Priscilla Maxwell requested for Mileage to be changed to \$300.00 and Vehicle Fuel to \$1,200.00. Utilities line item will be cut out, as well as Teletype with all the other figures remaining the same. Priscilla would like to make a recommendation on behalf of her department that she would like to get an increase for two of her employees for her Terminal Agency Coordinator (TAC) officer and the training officer. She would like to bring them up to the equivalent that the detention center sergeant's rate. She feels that her two employees tack on a lot of responsibilities and she would like to put more responsibilities on them raising their pay to \$17.00 an hour. Priscilla had one more request and stated that she would like to put in an increase for herself for the equivalent of what the detention centers sergeant is currently making. Her justification is the amount of years she has been employed and how dispatched branched out on their own. Maxwell was never given an increase from 2010 up to now.

## **Detention/ Correction**

Skeater Lassiter mentioned the detention center's overtime and requested a few options to the Commissioners such as-the employees receiving 12 hour shifts guaranteed 84 hours. He would like to cut their hours to where they only get 80 hours every two weeks. Chairperson Stewart questions why he did not cut the hours before the overtime increased. Lassiter responded by explaining the different trainings the detention center has had over the year that has been different from years before. Chairperson Stewart states that shifts should have been changed as she mentioned last year to guarantee the overtime. Lassiter states that they are now looking into it to save the county \$50,000.00 a year. Training and vocation were accommodated to \$20,000.00, sick leave being over \$50,000.00 with employees being guaranteed 13 days a year and with sick leave and vacation being over \$75,000.00. Lassiter feels that if each officer got a 4 hour cut it will be \$50,000.00 and he asked for \$53,000.00 this year for over time. He would like to request two more officers to help solve the problem of call-ins, vacation, and sick leave to have enough officers on the floor. Commissioner Shannon discussed adding two more employees with all the benefits included into the \$50,000.00 and employee. She feels that adding two officers can make up for training, sick leave, and transports. Chairperson Stewart is concerned for the amount of inmates that the detention center will continue to get. She feels that there will be less inmates all the time. Lassiter explained the two employees who are out of work at the moment and how they will be calling in for overtime to fill those positions. Dolly Ward stated that they cannot do shift change until they hire two more employees to be back up to 20 employees to take one shift to make it a one 8 hour day instead of a 12 hour day in the two week period. Commissioner Shannon discussed the amount to be spent such as opposed to \$168,000.00 to the county would spend \$153,000.00 with two new officers and the request for over time. Being that they are not paying out over time but substituting it with two new employees. Chairperson Stewart discussed the possible risks if the detention center does not keep their inmates. She explained how last year there was an assessment done for the

detention center. With the recommendations made Lassiter feels that they were more for a bigger jail and in a bigger town such as food prices. Commissioner Mora included the safety importance for the detention center. Commissioner Shannon discussed the overtime and requested Lassiter to work the over time if needed to keep the over time from being spent. Commissioner Shannon questions the gross salary without making overtime being \$35,360.00 with another \$12,000.00 a year to work any amount of overtime. She feels that it is the duties of the job and that there is a higher value being on the floor with inmates. Chairperson Stewart feels it is best to fill the two positions that are open and to wait on the other two employees that are out.

Chairperson Stewart confirmed for Tisha Green to put the numbers in for the next meeting with all the corrections. Tisha Green questioned on budgeting for 23 or 25 in staff. She is requested to budget for 25 total at the detention center. Budgeting \$53,000.00 for overtime will also be put in.

Skeater Lassiter stated that his corrections remain the same.

Law Enforcement Premium \$74,000.00

Uniforms \$5,000.00

Safety Equipment \$22,000.00

Training & School Expense \$6,000.00

#### **Ambulance/ CCEMS/ AEMS/ HEMS/ PEMS**

County Manager Bob Hill stated that there are no additional changes recommended.

#### **Road Fund**

Clarence Rudiger stated that there are no changes. Tisha Green mentioned the phones will be \$673.00 because of the 26 pay periods. She discusses the mowing for the roads department budgeting for 80 hours' worth of mowing at \$15.50 per hour. Chairperson Stewart and both Commissioners agree to change the pay rate to \$14.86 an hour from the road fund for mowing.

#### **Set date for budget workshop(s)-discussion/action**

The Board set the next budget meeting date for Wednesday May 5, 2017 at 9:00 AM.

#### **ADJOURNMENT:**

There being no further business before the Board, Commissioner Shannon moved to adjourn. Commissioner Stewart seconded the motion, motion passed. The meeting adjourned at 4:44 P.M.

ATTEST:

HIDALGO COUNTY BOARD  
OF COUNTY COMMISSIONERS

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Estrella Gonzalez, Deputy Clerk

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Marianne Stewart, Chairperson

APPROVED:

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Darr R. Shannon, Member

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Anthony J. Mora, Member