

COUNTY COMMISSIONERS

Pablo Trujillo
Michael E. Lewis
Pedro Laumbach



COUNTY MANAGER

Jennifer Baca
PO Box 1002
35 Pine St.
Mosquero, NM 87733

County of Harding

BOARD OF COMMISSION STATE OF NEW MEXICO

RESOLUTION 2019-15

WHEREAS, the Board of COMMISSION of the COUNTY of HARDING met in the Regular Meeting session **January 10, 2019**, at **8:30 A.M.** as required by law; and

WHEREAS, Section 10-15-1(B) of the Open Meetings Act (NMSA 1978, Sections 10-15-1 to -4) states that, except as may be otherwise provided in the Constitution or the provisions of the Open Meetings Act, all meetings of a quorum of members of any board, council, commission, administrative and adjudicatory body or other policymaking body of any state or local public agency held for the purpose of formulating public policy, discussing public business or for the purpose of taking any action within the authority of or the delegated authority of such body, are declared to be public meetings open to the public at all times; and

WHEREAS, any meetings subject to the Open Meetings Act at which the discussion or adoption of any proposed resolution, rule, regulation or formal action occurs shall be held only after reasonable notice to the public; and

WHEREAS, Section 10-15-1(D) of the Open Meetings Act requires the Board of Commission of the County of Harding to determine annually what constitutes reasonable notice of its public meetings;

NOW, THEREFORE, BE IT RESOLVED by the **BOARD OF COMMISSION OF THE COUNTY OF HARDING** that:

1. All meetings shall be held at the Harding County Courthouse at **8:30 a.m.** in the County Courtroom or as posted on the meeting notice.
2. Unless otherwise specified, regular meetings shall be held each month on the **second Thursday** of each month. The agenda will be available at least **(72) seventy-two hours** prior to the meeting from the **Harding County Manager**, whose office is located in Mosquero, New Mexico. Notice of any other regular meetings or changes will be posted. The notice shall indicate how a copy of the agenda may be obtained.
3. **Special meetings may be called by the Chairman or a majority of the members upon three (3) days' notice.** The notice shall include an agenda for the meeting or information on how members of the public may obtain a copy of the agenda. **The agenda shall be available to the public at least (72) seventy-two hours before any special meeting.**

4. Emergency meetings will be called only under unforeseen circumstances which demand immediate action to protect the health, safety, and property of citizens or to protect the public body from substantial financial loss. The board of Commission will avoid emergency meetings whenever possible. **Emergency meetings may be called by the Chairman or majority of the members upon (24) twenty-four hours' notice, unless threat of personal injury or property damage requires less notice.** The notice for all emergency meetings shall include an agenda for the meetings or information on how the public may obtain a copy of the agenda.
5. For the purposes of regular meetings described in paragraph 2 of this resolution, **notice requirements are met if notice of the date, time, place and agenda is posted in the Harding County General Store in Roy and the post offices in Mosquero, Solano and Roy; and also posted on the Harding County website at: www.hardingcounty.org** The County Manager shall also mail copies of the written notice to those broadcast stations licensed by the Federal Communications Commission and newspapers of general circulation, which have provided a written request for notice of public meetings.
6. For the purpose of special meetings and emergency meetings described in paragraph 3 and 4 of this resolution, notice requirements are met if notice of the date, time, place, and agenda is provided by telephone to newspapers of general circulation in the state and posted in the office of County Manager. Telephone notice shall be given to those broadcast stations licensed by the Federal Communications Commission and newspaper of general circulation that have made a written request for notice of public meetings.
7. In addition to the information specified above, all notices shall include the following language:

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 at (575) 673-2927 at least one week prior to the meeting or as soon as possible. Please contact the County Manager at (575) 673-2927 if summary or other type of accessible format is needed.
8. The Board of Commission may close a meeting to the public only if the subject matter of such Discussion or action is an exception from the open meeting requirement under Section 10-15-1(H) of the Open Meetings Act.
 - (a) If any meeting is closed during an open meeting, such closure shall be approved by a majority vote of a quorum of the Board of Commission taken during the open meeting. The authority of the closed meeting and the subjects to be discussed shall be stated with reasonable specificity in the motion to close and the vote of each individual member of the motion to close shall be recorded in the minutes. Only those subjects specified in the motion may be discussed in the closed meeting.
 - (b) If the decision to hold a closed meeting is made when the Board of Commission is not in an open meeting, the closed meeting shall not be held until public notice, appropriate under the circumstances, stating the specific provision of law authorizing the closed meeting and the subjects to be discussed with reasonable specificity, is given to the members and to the general public.
 - (c) Following completion of any closed meeting, the minutes of the open meeting that was closed, or the minutes of the next open meeting if the closed meeting was separately scheduled, shall state whether the matters were discussed in the closed meeting were limited only to those specified in the motion or notice for closure.

(d) Except as provided in Section 10-15-1(F) of the Open Meeting Act, any action taken as a result of discussions in closed meeting shall be made by vote of the Board of Commission in an open meeting.

SIGNED AND APPROVED by the Board of Commission of the County of Harding this 10th Day of January, 2019.

HARDING COUNTY COMMISSION BOARD OF COMMISSION

Michael E. Lewis
Michael E. Lewis, Chairman

Pablo Trujillo
Pablo Trujillo, Member

Pedro J. Saumbra
Pedro J. Saumbra, Vice Chair

ATTEST:

Carla J. Garrison
Carla J. Garrison, County Clerk

**2019
HARDING COUNTY BOARD OF COMMISSIONERS
PUBLIC MEETINGS**

**January 10 May 9 September 12
February 14 June 13 October 10
March 14 July 11 November 14
April 11 August 8 December 12**
(Harding County Commission Meetings will begin at 8:30am)

{REGULAR MEETINGS AND WORK SESSIONS}

Agenda's will be posted, available to the public, news media, web-site, and the Courthouse (72 hours) before the meeting.

{SPECIAL MEETINGS}

Agenda's will be posted, available to the public, news media, web-site, and the Courthouse (72 hours) before the meeting.

{EMERGENCY MEETINGS}

Agenda's will be posted, available to the public, news media, web-site, and the Courthouse (3 hours) before the meeting.

**THE AGENDA FOR EACH HARDING COUNTY COMMISSION MEETING WILL BE AVAILABLE IN
THE COUNTY MANAGER'S OFFICE.**

**{ALL CONTRACTS, AGREEMENTS FOR THE MEETING MUST BE SUBMITTED TO THE COUNTY MANAGER'S OFFICE
WITHIN (3) THREE WEEKS PRIOR TO THE MEETING}**

**THE DEADLINE TO PLACE AN ITEM ON THE AGENDA MUST BE SUBMITTED TO THE COUNTY
MANAGERS OFFICE NO LATER THAN FRIDAY BY 4:00PM.**

**Harding County Manager
35 Pine Street
P O Box 1002
Mosquero, NM 87733
jennifer.baca@plateautel.net
evangeline.garrison@plateautel.net**

**Office: 575-673-2927
Office: 575-673-0100
Fax: 575-673-2922**

**HARDING COUNTY, NM
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BY William Lamb**