VILLAGE OF RUIDOSO/CITY OF RUIDOSO DOWNS
CONSOLIDATED DISPATCH JOINT BOARD

AGENDA INDEX
REGULAR MEETING
WEDNESDAY JANUARY 12, 2022 AT 1:00 P.M.

CALL TO ORDER.

ROLL CALL.

APPROVAL OF AGENDA.

REGULAR ITEMS.

1. Approval of Minutes:
   October 13, 2021 Regular Meeting

2. Discussion and Possible Action on Adoption of Resolution 2022-01, a Resolution Declaring Reasonable Notice of Public Meetings for the Consolidated Dispatch Joint Board.

3. Discussion and Possible Action on Election of Officers: Chairperson and Vice-Chairperson.

REPORTS FROM BOARD MEMBERS.

CLOSED SESSION.

ADJOURNMENT.

I certify that notice has been given in compliance with Sections 10-15-1 through 10-15-4 NMSA 1978 and Resolution 2021-01. 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 Village Clerk at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the Village Clerk if a summary or other type of accessible format is needed.

Bertha De Los Santos, MMC
Deputy Clerk

Posted: Wednesday January 5, 2022
Time: 4:30 p.m.
CONSOLIDATED DISPATCH JOINT BOARD
AGENDA MEMORANDUM

To: Village of Ruidoso/City of Ruidoso Downs Consolidated Dispatch Joint Board.

Presenter: Bertha De Los Santos, MMC
Deputy Clerk

Meeting Date: January 12, 2022

Re: Approval of Minutes:
October 13, 2021 Regular Meeting

Item Summary:

Approval of Minutes for October 13, 2021 Regular Meeting.

Item Discussion:

See Above.

Recommendations:

To Approve Minutes for October 13, 2021 Regular Meeting.

Required Approvals of Agenda Memorandum and Back-Up Documentation:

Bertha De Los Santos, MMC
Deputy Clerk
(Received on: 1/19/2023 4:15 PM)

Date Time
VILLAGE OF RUIDOSO/CITY OF RUIDOSO DOWNS
CONSOLIDATED DISPATCH JOINT BOARD
REGULAR MEETING
313 CREE MEADOWS DRIVE
RUIDOSO, NM 88345
OCTOBER 13, 2021

Vice Chairman, Carroll Scott, City of Ruidoso Downs Chief of Police called to order the regular meeting of the Consolidated Dispatch Joint Board at 1:00 p.m. Members Lawrence Chavez, Village of Ruidoso Chief of Police; Cody Thetford, Village of Ruidoso Fire Chief; Joe Kasuboski, Emergency Manager; Susan Lutterman, Village of Ruidoso Councilor; Judy Miller (Alternate), City of Ruidoso Downs Councilor; and Michael Giarratano, City of Ruidoso Downs Interim Fire Chief were recorded present. Village of Ruidoso employees Timothy P. Dodge, Village Manager; Ronald L. Sena, Village Clerk; Bertha De Los Santos, Deputy Clerk; Yvonne Bartz, Executive Administrative Assistant; Judi M. Starkovich, Finance Director; Diron Hill, Deputy Police Chief; and Katy Simpson, Dispatch Supervisor. Others present were Ira Pearson, Lincoln County Manager; Michael Wood, Lincoln County Sheriff, and Joe Kenmore, Lincoln County Emergency Services Director. There was no Village of Ruidoso legal counsel present. There was no City of Ruidoso Downs legal counsel present. There were 8 viewers present via YouTube (online video-sharing platform).

APPROVAL OF AGENDA:

Councilor Lutterman moved to approve the agenda as presented. Joe Kasuboski seconded and the motion carried with all ayes.

REGULAR ITEMS:


Councilor Lutterman moved to approve the minutes for April 14, 2021 Regular Meeting, May 20, 2021 Workshop Meeting, May 27, 2021 Special Meeting, and June 7, 2021 Special Meeting. Fire Chief Thetford seconded and the motion carried with all ayes.

Presentation by Lincoln County Sheriff Michael (Mike) Wood.

Lincoln County Sheriff Michael Wood thanked the board for the opportunity to speak to them and stated the following: was still very interested in becoming a part of the consolidated dispatch; the weather affected dispatch services and communications; he would lean on the existing board for guidance on how to become part of the consolidation successfully; recommended a communications tower be considered at the Sierra Blanca Regional Airport; a feasibility study should be conducted; was encouraged that it would not be long before the Consolidation Dispatch Center would be relocated to the Horton Complex; and Joe Kenmore was assisting him and willing to
assist with whatever he could to get them on board. Councilor Luttermann inquired how they planned to fund their portion of the consolidation. Sheriff Wood stated he could lean on the Lincoln County Manager for reviewing any funding needed; the County Commission supported Law Enforcement; and he would put a presentation together once he figured out all that was needed from him and surrounding communities that might also be able to assist.

Councilor Luttermann inquired how tall the tower was that was going to be located at the Horton Complex. Police Chief Chavez stated it was a 181-foot tower that needed to be constructed and a few other pieces of equipment also needed to be considered.

**Discussion and Possible Action on the Purchase of Equipment to Perform a Feasibility Study.**

Joe Kenmore recommended a tower be placed at the airport with a backup on Buck Mountain in order to dispatch out from the Horton Complex. Vice Chairman Scott stated housing the central location at the Horton Complex would work better for all; and they needed to figure out the costs for a remote station(s). Mr. Kenmore stated the cost could be anywhere from $30,000.00 to $90,000.00 since little was known as to what was actually needed.

Fire Chief Thetford recommended a third party conducted the study in order to continue moving forward. Fire Chief Thetford stated Pikes Peak Channel 10 was on a water tank so he knew that things could be done. Mr. Kenmore stated in other places they used the internet for repeaters, but here that was not a good idea.

Joe Kasuboski stated the airport had antennas, a beacon tower, and two generators at the airport currently. Mr. Kenmore recommended they got a direct repeater installed at the airport.

Councilor Luttermann inquired how they would get Capitan and Carrizozo to get on board. Sheriff Wood stated the following: a meeting would be scheduled with them since it was about improving the emergency services for the entire county; and they currently had six positions with two vacancies.

Following a brief discussion on how the percentage of costs would be split up, Vice Chairman Scott stated he would recommend making it a true consolidated Board where the Director answered to the Board, but those questions would have to be discussed by legal.

Timothy P. Dodge stated the following: emergency services were a county-wide issue and needed to be reviewed as a whole; the ambulance service was not funded correctly; there was always a price tag to it; the county should consider enacting the 1/8 tax that could assist with those costs; and a presentation should be made to the County.

Ira Pearson, Lincoln County Manager, stated the following: to his knowledge, Lincoln County did not want to raise taxes and be the highest taxed in the State, but if it was presented as something the people wanted, it might work. Councilor Luttermann stated it was a great need.

Fire Chief Thetford stated the current response time in rural communities was not acceptable and they deserved the best emergency services, even if it meant tapping into the 1/8 tax to accommodate and improve future services.
Sheriff Wood stated he would rather be proactive than wait until someone died, etc. Vice Chairman Scott stated they needed to figure out ways to sell the idea because it was a very positive thing they were trying to do.

Mr. Dodge stated some things were not being properly funded and should be looked at as a whole to make sure they were funded correctly in the future.

Police Chief Chavez moved to approve moving forward with obtaining a quote for the Purchase of Equipment to Perform a Feasibility Study. Councilor Miller seconded and the motion carried with a roll call vote of all ayes.

REPORTS FROM BOARD MEMBERS:

Councilor Miller stated Councilor Romero resigned as City of Ruidoso Downs Councilor and would not be a board member anymore but could be contacted if necessary.

Vice Chairman Scott thanked Interim Fire Chief Michael Giarratano for participating in today’s meeting.

Police Chief Chavez stated the construction for the Consolidated Dispatch Center at the Horton Complex would begin in 45 days and should be completed by next Spring.

CLOSED SESSION:

There was no Closed Session.

ADJOURNMENT:

There being no further business to come before the Consolidated Dispatch Joint Board, Vice Chairman Scott adjourned the regular meeting at 1:44 p.m.

MINUTES ARE DRAFT UNTIL APPROVED ON:

Passed and approved this ___ day of _____, 2021.

APPROVED: ___________________________
Carroll Scott, Vice Chairman

ATTEST: ___________________________
Bertha De Los Santos, MMC
Deputy Clerk
CONSOLIDATED DISPATCH JOINT BOARD
AGENDA MEMORANDUM

To: Village of Ruidoso/City of Ruidoso Downs Consolidated Dispatch Joint Board.

Presenter: Bertha De Los Santos, MMC
Deputy Clerk

Meeting Date: January 12, 2022

Re: Discussion and Possible Action on Adoption of Resolution 2022-01, a Resolution Declaring Reasonable Notice of Public Meetings for the Consolidated Dispatch Joint Board.

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Item Summary:

Discussion and Possible Action on Adoption of Resolution 2022-01, a Resolution Declaring Reasonable Notice of Public Meetings for the Consolidated Dispatch Joint Board.

Item Discussion:

See Above.

Recommendations:

To Adopt Resolution 2022-01, a Resolution Declaring Reasonable Notice of Public Meetings for the Consolidated Dispatch Joint Board.

Required Approvals of Agenda Memorandum and Back-Up Documentation:

Bertha De Los Santos, MMC
Deputy Clerk

(Received on: 1/12/20 4:15 pm)
A RESOLUTION DECLARING REASONABLE NOTICE OF PUBLIC MEETINGS FOR THE CONSOLIDATED DISPATCH JOINT BOARD

PREAMBLE

A. Sections 10-15-1 et seq. NMSA 1978, the Open Meetings Act (in this Resolution the "Act"), states that all meetings of a quorum of members of any board, commission or other policy-making body of any municipality held for the purpose of formulating public policy, discussing public business or for the purpose of taking any action within the authority of such board, are public meetings open to the public at all times; exceptions to this declaration are strictly limited.

B. The Act also provides that no advisory action of any board, commission, committee or other policy making body shall be valid unless taken or passed at a meeting held in accordance with the requirements of the Act.

C. The Act also requires that meetings subject to the Act at which the discussion or adoption of any proposed advisory action occurs shall be held only after reasonable notice to the public.

D. The Act provides that any person violating any of the above cited provisions is guilty of a misdemeanor and may be punished by a fine of $500.00 for each offense.

E. The Act also requires the public body to determine annually what constitutes reasonable notice of its public meetings.

NOW THEREFORE, BE IT RESOLVED BY THE CONSOLIDATED DISPATCH JOINT BOARD:

1. Notice shall be given at least five (5) days in advance of any regular meeting of a quorum of the members of the Board held for the purpose of discussing public business or taking action within the authority of the Board. Regular Meetings of this Board shall be held on the 2nd Wednesday of January, April, July, and October at 1:00 p.m. All Meetings shall be conducted in Accordance with the adopted Consolidated Dispatch Board Rules of Procedure and whenever unaddressed, Robert’s Rules of Order, Newly Revised 10th Edition.

2. Notice shall be given at least seventy-two (72) hours in advance of any special or workshop meeting of a quorum of the members of the Board held for the purpose of discussing the business or taking any action within the authority of such body.

3. Notice shall be given at least three (3) hours in advance of any emergency meeting of a quorum of members of the Board; an "Emergency Meeting" is for unforeseen circumstances that, if not addressed immediately by the public body, will likely result in injury or damage to persons or property or substantial financial loss to the public body. Within ten days of taking action on an emergency matter, the public body shall report to the Attorney General’s Office the action taken
and the circumstances creating the emergency; provided that the requirement to report to the Attorney General is waived upon the declaration of a State or National Emergency.

4. The notice requirements in Section 1 of this resolution will be complied with by the VILLAGE APPOINTED EX-OFFICIO STAFF MEMBER posting on the bulletin board at the Ruidoso Municipal Building and a copy of this Resolution. Copies shall remain on the bulletin board for the duration of calendar year 2022-01. The agenda will be available 72 hours prior to the meeting from the Village of Ruidoso or the City of Ruidoso Downs Clerks Office. Regular Meetings of the Board shall be scheduled and held at the Ruidoso Village Hall Council Chambers, 313 Cree Meadows Drive, Ruidoso, New Mexico. Special notification will be given to hold the meeting at another designated place.

5. Notice requirements as set out in Section 2 of this resolution shall be complied with by the Village of Ruidoso or the City of Ruidoso Downs Clerks Office posting a notice on the bulletin board at the Ruidoso Administrative Offices setting out the date, time, and place of meeting. The Board Secretary shall provide telephonic or e-mail notice to those broadcast stations licensed by the Federal Communications Commissions and newspapers of general circulation that have made a written request for notice of public meetings.

6. As an alternative to the notice of regular or special meetings provided by Sections 1 and 2 hereof, notice of regular or special meetings may be given (but shall not be required to be given) by one publication of a written notice in a newspaper of general circulation in the Village by at least the time specified in Section 1 or 2 hereof, whichever is applicable, i.e., depending upon whether the meeting is regular or special.

7. In the minutes of each meeting posted as required by this resolution and for which minutes are required by law to be kept, or in the official records of any meeting for which minutes are not required, the Village of Ruidoso or the City of Ruidoso Downs Clerks Office shall certify compliance with the provisions of this resolution. The certification of a special meeting shall also state the time, the date, and the place where notices were posted. Certifications required by this section shall be filed with and become a part of the official minutes or record of any meeting held under this Resolution.

8. 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 Village Clerk or Ruidoso Downs Clerk at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the Clerk if a summary or other type of accessible format is needed.

PASSED, APPROVED, AND ADOPTED ON THIS 12TH DAY OF JANUARY, 2022.

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Lawrence Chavez, Chairman

Joe Kasuboski, Secretary
CONSOLIDATED DISPATCH JOINT BOARD
AGENDA MEMORANDUM

To: Village of Ruidoso/City of Ruidoso Downs Consolidated Dispatch Joint Board.

Presenter: Bertha De Los Santos, MMC
Deputy Clerk

Meeting Date: January 12, 2022

Re: Discussion and Possible Action on Election of Officers: Chairperson and Vice Chairperson.

Item Summary:
Discussion and Possible Action on Election of Officers: Chairperson and Vice Chairperson.

Item Discussion:
See Above.

Recommendations:
To Nominate and Elect Officers: Chairperson and Vice-Chairperson.

Required Approvals of Agenda Memorandum and Back-Up Documentation:

Bertha De Los Santos, MMC
Deputy Clerk
(Received on: 1/5/22 4:15 pm.)

Date Time