

**SANDOVAL COUNTY ETHICS BOARD
REGULAR MEETING MINUTES
COMMISSION CHAMBERS
April 6, 2023 – 4:00 P.M.
MINUTES**

PRESENT: Robert Wilkins, Vice-Chair
Richard Coe, Member (telephonically)
Jordan Juarez, Member
Cindy Adelsberg, Member (Absent)
Ramon M. Montano, Chair (telephonically)
Luis Robles, Compliance Officer

Monica Quintana, Board Secretary
Michael Eshleman, County Attorney

1. **CALL TO ORDER** – Vice-Chair Robert Wilkins called the meeting to order at 4:02 p.m.
2. **PLEDGE OF ALLEGIANCE** – Vice-Chair Wilkins led the Pledge of Allegiance.
3. **ROLL CALL** — Members Robert Wilkins and Jordan Juarez were present in person. Members Richard Coe and Ramon M. Montano appeared telephonically. Member Cindy Adelsberg was absent.
4. **APPROVAL OF AGENDA** – Jordan Juarez motioned to approve the agenda. Motion was seconded by Ramon Montano. Motion passed by unanimous vote.
5. **APPROVAL OF JANUARY 19, 2023 MEETING MINUTES** – Jordan Juarez motioned to approve the minutes. Motion was seconded by Ramon Montano. Robert Wilkins asked that the motion be amended to include insertion of “Member next to Mr. Juarez’s name on the minutes header to indicate his status and presence at the meeting. Mr. Juarez agreed to amend the motion to include that language. The second remained by Mr. Montano. Motion passed by unanimous vote.
6. **APPROVAL OF FEBRUARY 23, 2023 SPECIAL MEETING MINUTES** — Jordan Juarez motioned to approve the minutes. Motion was seconded by Robert Wilkins. County Attorney Eshleman advised that point #1 it should say 3 pm instead of 4 pm. Mr. Wilkins asked that Item #1 in the minutes reflect that he called the meeting to order, that Item #2 reflect that he led the Pledge of Allegiance, and that his name replace Mr. Montano’s on Item #8. Jordan Juarez motioned to amend the minutes. Motion was seconded by Mr. Montano. Motion passed by unanimous vote.
7. **APPROVAL OF Q3 2022 AMENDED QUARTERLY REPORT** – Jordan Juarez motioned to approve the report. Motion was seconded by Richard Coe. Motion passed by unanimous vote.

- 8. DISCUSSION AND APPROVAL OF ETHICS BOARD QUARTERLY REPORT FOR Q1** – Ramon Montano motioned to approve. Motion was seconded by Jordan Juarez. Robert Wilkins asked that the motion be amended as follows: 1) under Item II(B) strike the word “two” and insert the word “twice”, and 2) under Item II(B)(4) 4 strike “Q3” since the Quarterly Report was approved today as opposed to the 1st Quarter. Mr. Montano motioned to amend and Mr. Juarez seconded the motion. The motion passed by unanimous vote.
- 9. DISCUSSION TO ADOPT RECOMMENDATIONS TO SANDOVAL COUNTY COMMISSIONERS FOR CHANGES TO THE SANDOVAL COUNTY ETHICS ORDINANCE** – No discussion followed.
- 10. DISCUSSION TO ADOPT RECOMMENDATIONS TO SANDOVAL COUNTY COMMISSIONERS FOR CHANGES TO THE RULES OF PROCEDURE FOR SANDOVAL COUNTY ETHICS BOARD** – Mr. Montano advised that this was kept on the agenda for discussion so that some of the recommendations from the last meeting are moved forward so they can be presented to the County Commission. Mr. Eshleman advised that he discussed the last two items with the County Manager in case the board wanted to set this for a special meeting. Jordan Juarez initiated discussion regarding the redline issues that the County Manager had regarding the Ordinance. Robert Wilkins discussed some issues he raised at the January meeting.
- 11. PUBLIC COMMENT** – Anyone wishing to address the Ethics Board must sign in prior to the meeting. Individual remarks are limited to three (3) minutes.

There were four (4) public comments received by the board electronically. There were no in-person comments.

- 12. BOARD COMMENT** – Ramon Montano commented regarding topics #9 and 10.

13. NEXT MEETING DATE – JULY 20, 2023

Mr. Eshleman advised that he would not be present due to out of state travel.

- 14. ADJOURN** – Ramon Montano made the motion to adjourn the meeting. Jordan Juarez seconded the motion. The meeting was adjourned at 4:27 p.m.