

December 15, 2015
County Commission Room
Roosevelt County Courthouse
Portales, New Mexico 88130

The Roosevelt County Commission met in regular business meeting Tuesday, December 15, 2015, at 9:00 a.m. in the County Commission Room in the Roosevelt County Courthouse with those present being: Commissioner Richard Leal, Commissioner Jake Lopez, Commissioner Lewis Shane Lee, Commissioner Paul Grider, Commissioner Gene Creighton, County Manager Amber Hamilton, Chief Deputy Clerk Stephanie Hicks, County Attorney Randy Knudson, Assessor George Beggs, Assessor Chief Deputy Stevin Floyd, Treasurer Layle Sanchez, Sheriff Malin Parker, Lt. Javier Sanchez Sheriff's Department, City Manager Sammy Standefer, Keith Wattenbarger Emergency Management Coordinator, Brad Mauldin ENMU Chief of Police, Glen O'Rear with Edward Jones, David Sanders, and PNT Managing Editor Alisa Boswell, PNT Reporter Matthew Asher, PNT Reporter Eamon Scarbrough.

Call to Order - Commissioner Richard Leal at 9:00 a.m.

Invocation - County Manager Amber Hamilton

Pledge - Commissioner Richard Leal

Approve Agenda:

Motion to approve the agenda was made by Commissioner Lewis Shane Lee with a second from Commissioner Jake Lopez. Commissioner Richard Leal - Yes, Commissioner Jake Lopez - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Paul Grider - Yes, Commissioner Gene Creighton - Yes.

Approve Minutes:

Motion to approve Minutes of 12-01-2015 Regular Meeting was made by Commissioner Gene Creighton with a second from Commissioner Jake Lopez. Commissioner Richard Leal - Yes, Commissioner Jake Lopez - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Paul Grider - Yes, Commissioner Gene Creighton - Yes.

Approval of Payroll and Accounts Payable:

Motion to approve accounts payable and payroll from November 1, 2015 through November 30, 2015 was made by Commissioner Jake Lopez with a second from Commissioner Lewis Shane Lee. Commissioner Richard Leal - Yes, Commissioner Jake Lopez - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Paul Grider - Yes, Commissioner Gene Creighton - Yes.

Informational Items

Welcome of newly appointed District V Commissioner Paul Grider. Commissioner Grider was sworn in by Judge Donna Mowrer at 8:00 a.m. this morning.

Public Requests: None.

Elected Officials/Department Heads Reports:

Treasurer - Treasurer Layle Sanchez reported her office has collected 56% of the taxes so far. The general fund balance is \$2,423,810 as of today, December 15th.

Manager - The County received a letter from Timothy Keller that our Audit Report was received. It is the responsibility of the County Commission to see that the issues in the report are dealt with. Special Projects Coordinator Carol Acosta-Flores, Road Superintendent Ricky Lovato and County Manager Amber Hamilton went to a LGRF training. The road department is almost done with the CAPS projects. NMAC will be voting on Multiline Increases. Estimated rate of increase is 20-45%. Current total of inmates at RCDC is 50. There have been 5 more letters of resignation turned in from RCDC and 2 more that have not been handed over. At this time there are no more applications to look at. Jose Guzman is trained and certified in procurement. The state mandated that there be a certified procurement officer.

Commissioners - None.

Old Business:

- a. Request for Commission Approval for Minor Modifications to Dispatch Area - City Manager Sammy Standefer requested approval to make a restroom accessible from the dispatch area, to add a camera and buzzer for security, add a half door with a small counter top so the door could stay closed yet receive anyone dropping off or picking up documents. The City of Portales would pay for the remodel and updates. Motion to approve was made by Commissioner Jake Lopez with a second from Commissioner Lewis Shane Lee. Commissioner Richard Leal - Yes, Commissioner Jake Lopez - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Paul Grider - Yes, Commissioner Gene Creighton - Yes.

New Business:

- a. Discussion and Possible Action to Establish a Reserve Account with New Mexico Bank and Trust with an Initial Deposit of \$500,000 - County Manager Amber Hamilton said that the PILT payment had been received and it was decided, in a previous meeting, that the payment would go into the account to build up the reserves. The PILT payment was \$441,000 and \$59,000 from the general fund would make the initial payment of \$500,000. Commissioner Gene Creighton made the motion to establish a reserve account and make the initial deposit with a second by Commissioner Paul Grider. Commissioner Richard Leal - Yes, Commissioner Jake Lopez - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Paul Grider - Yes, Commissioner Gene Creighton - Yes.

Resolutions - Ordinances - Proclamations:

- a. Consideration of Resolution 2015-71 Establishing a Policy to Enforce the Use of Approved Fuel Logs for Roosevelt County Fleet - County Manager Amber Hamilton stated that logging the fuel is necessary for the auditors. It is a requirement that we account for the fuel usage. When using the Wex Card for fueling it is necessary to complete the fuel log. This is a way to also monitor the Wex bill. This is for all county owned vehicles including the sheriff's fleet and the road department equipment. The fuel logs will go into effect January 1, 2016. Motion to approve was made by Commissioner Jake Lopez with a second from Commissioner Lewis Shane Lee. Commissioner Richard Leal - Yes, Commissioner Jake Lopez - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Paul Grider - Yes, Commissioner Gene Creighton - Yes.
- b. Consideration of Resolution 2015-72 Adopting an Amendment to the Roosevelt County Detention Center Policies and Procedures - County Manager Amber Hamilton stated the amendment is to the specification of the 'Good Time' policy. This follows state statute. Motion was made by Commissioner Gene Creighton with a second from Commissioner Paul Grider. Commissioner Richard Leal - Yes, Commissioner Jake Lopez - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Paul Grider - Yes, Commissioner Gene Creighton - Yes.
- c. Consideration of Resolution 2015-73 Revised Board of Finance Investment and Deposit Policy. - Treasurer Layle Sanchez stated the primary policy revision was to add 'and Deposit'. This language would allow the policy to include the checking account. Also Professional Funds Manager section was removed, due to not investing in mutual funds. Motion was made by Commissioner Jake Lopez with a second from Lewis Shane Lee. Commissioner Richard Leal - Yes, Commissioner Jake Lopez - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Paul Grider - Yes, Commissioner Gene Creighton - Yes.

Contracts - Agreements - Procurements:

- a. Discussion and Possible Action for Approval of Grant Submission for 100 Days and Nights from Traffic Safety Division. - The Grant is for \$6025 and \$11,693 for saturation patrol, safety issues, and DUI. Motion to approve the grant submission was made by Commissioner Jake Lopez with a second from Commissioner Richard Leal. Commissioner Richard Leal - Yes, Commissioner Jake Lopez - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Paul Grider - Yes, Commissioner Gene Creighton - Yes.
- b. Discussion and Possible Action for Approval of Inmate Housing Contract with ENMU. - County Attorney Randy Knudson stated that the contract needs some revision. The motion to table this item till the next meeting was made by Commissioner Gene Creighton with a second from Commissioner Jake Lopez. Commissioner Richard Leal - Yes, Commissioner Jake Lopez - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Paul Grider - Yes, Commissioner Gene Creighton - Yes.

- c. Discussion and Possible Action for Approval of Agreement Between Owner and Architect for Roosevelt County Arise Facility with McClain + Yu Architecture and Design. - Grant is for \$500,000. There is a \$400,000 max construction allowable cost. Motion to accept the agreement was made by Commissioner Jake Lopez with a second from Lewis Shane Lee. Commissioner Richard Leal - Yes, Commissioner Jake Lopez - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Paul Grider - Yes, Commissioner Gene Creighton - Yes.

Break at 9:48 a.m. Resumed at 9:59 a.m.

Executive Session

Pursuant to 10-15-1 N.M.S.A (1978) H (2) limited personnel matters and/or (7) attorney-client privileged information pertaining to threatened or pending litigation. Motion to go into executive session was made at 10:05 a.m. by Commissioner Gene Creighton with a second from Commissioner Paul Grider. Commissioner Richard Leal - Yes, Commissioner Jake Lopez - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Paul Grider - Yes, Commissioner Gene Creighton - Yes. Those present were Commissioner Jake Lopez, Commissioner Lewis Shane Lee, Commissioner Richard Leal, Commissioner Paul Grider, Commissioner Gene Creighton, County Manager Amber Hamilton and County Attorney Randy Knudson. Motion to adjourn from executive session was made at 10:21 a.m. by Commissioner Lewis Shane Lee with a second from Commissioner Jake Lopez. Commissioner Richard Leal - Yes, Commissioner Jake Lopez - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Paul Grider - Yes, Commissioner Gene Creighton - Yes. No action needed, no action taken.

Media Communication: None.

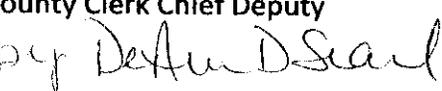
Recess At 10:22 Returning At 11:30 a.m.

Commission Workshop - From 11:30 a.m. – 12:30 p.m.

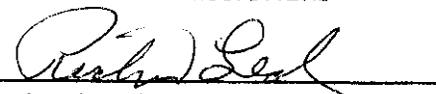
Discussion of various roads for the LGRF. Workshop only, No action taken. Those present for the workshop was: County Commissioners Jake Lopez, Lewis Shane Lee, Richard Leal, Paul Grider and Gene Creighton, County Manager Amber Hamilton, County Attorney Randy Knudson Road Superintendent Ricky Lovato and PNT Managing Editor Alisa Boswell.

Adjourn - Meeting adjourned at 12:30 p.m.

ATTEST:


Stephanie Hicks
County Clerk Chief Deputy
by 

BOARD OF ROOSEVELT
COUNTY COMMISSIONERS


Richard Leal
Commission Chairman

