

July 26, 2016
County Commission Room
Roosevelt County Courthouse
Portales, New Mexico 88130

The Roosevelt County Commission met in regular business meeting Friday, July 26, 2016, at 9:00 a.m. in the County Commission Room in the Roosevelt County Courthouse with those present being: Commissioner Richard Leal, Commissioner Lewis Shane Lee, Commissioner Jake Lopez, County Manager Amber Hamilton, County Clerk DeAun Searl, Deputy Clerk Silke Allison, County Attorney Randy Knudson, Special Project Coordinator Carol Acosta-Flores, Sheriff Malin Parker, Human Resource Administrator Debbie Olds, Road Superintendent Ricky Lovato, Greg McFarland, and PNT Staff Writer Kurt Munz-Raper.

Call to Order - Chairman Richard Leal at 9:01 a.m.
Invocation - County Manager Amber Hamilton
Pledge - Chairman Richard Leal

Approve Agenda:

Motion to amend agenda by changing items 9e-g to reflect 2016 in the resolution number was made by Commissioner Lewis Shane Lee with a second from Commissioner Jake Lopez. Commissioner Richard Leal - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Jake Lopez - Yes. Motion to approve agenda was made by Commissioner Jake Lopez with a second from Commissioner Lewis Shane Lee. Commissioner Richard Leal - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Jake Lopez - Yes.

Approve Minutes:

Motion to approve minutes of 7-12-2016 Regular Meeting was made by Commissioner Lewis Shane Lee with a second from Commissioner Jake Lopez. Commissioner Richard Leal - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Jake Lopez - Yes.

Ratification of Payroll and Accounts Payable:

Motion to ratify Payroll June 1 through June 30, 2016 was made by Commissioner Jake Lopez with a second from Commissioner Richard Leal. Commissioner Richard Leal - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Jake Lopez - Yes.

Motion to ratify Accounts Payable June 1 through June 30, 2016 was made by Commissioner Lewis Shane Lee with a second from Commissioner Jake Lopez. Commissioner Richard Leal - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Jake Lopez - Yes.

Informational Items: None.

Public Requests: None.

Elected Officials/Department Heads Report:

- a. **Healthcare** - Special Project Coordinator Carol Acosta-Flores presented the commission with the annual report. Motion to approve annual report was made by Commissioner Lewis Shane Lee with a second from Commissioner Jake Lopez. Commissioner Richard Leal - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Jake Lopez - Yes. Motion to go into Indigent Meeting was made by Commissioner Lewis Shane Lee with a second from Commissioner Jake Lopez. Commissioner Richard Leal - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Jake Lopez - Yes. Special Project Coordinator Carol Acosta-Flores reported 18 claims in the amount of \$6,177.20, recommending approval of 14 claims for a total of \$5,289.20 and denying 4 claims that had a total of \$888.00. Motion to adjourn from Indigent Meeting was made by Commissioner Lewis Shane Lee with a second from Commissioner Richard Leal. Commissioner Richard Leal - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Jake Lopez - Yes. Motion to approve claims as presented was made by Commissioner Jake Lopez with a second from Commissioner Lewis Shane Lee. Commissioner Richard Leal - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Jake Lopez - Yes.
- b. **Manager** - County Manager Amber Hamilton reported the introductory meeting with the auditors will likely have new findings. The next meeting with the auditors will be the week of September 26th. The Magistrate Court project is on schedule with an early completion date and occupancy date of October of this year. Public awareness of standing water and pooling water is regards to mosquitoes and Zika virus. Larry Phillips has accepted the position of Roosevelt County Detention Center Administrator, with a start date of August 8th. Michael Heredia has been contracted to provide security services and training.
- c. **Commissioners** - None.

Old Business:

- a. Consideration of Resolution 2016-33 Approving the Policy for Concealed Carry by Employees - County Attorney Randy Knudson recommended tabling this item pending further investigation. Motion to table this item until the first meeting in September was made by Commissioner Lewis Shane Lee with a second from Commissioner Jake Lopez. Commissioner Richard Leal - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Jake Lopez - Yes.

New Business:

- a. Consideration of Road Closure for South Roosevelt Road Q ½ from South Roosevelt Road 6 ½ to South Roosevelt Road 7 and Appointment of Road Viewer Committee - Commissioner Lewis Shane Lee nominated Paul Jones, Arly Hamner, John Kanmore, and alternate Danny Victor. Motion to accept nominations was made by Commissioner Richard Leal with a second from Commissioner Jake Lopez. Commissioner Richard Leal - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Jake Lopez - Yes.
- b. Consideration of Revised Organizational Chart for Detention Center to include Facility Auditor - County Manager Amber Hamilton stated the only revision would be to add the facility auditor. This addition would not affect the budget. Motion to approve was made by Commissioner Lewis Shane Lee with a second from Commissioner Jake Lopez. Commissioner Richard Leal - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Jake Lopez - Yes.

Resolutions - Ordinances - Proclamations:

- a. Consideration of Resolution 2016-35 4th Quarter Budget Adjustment - County Manager Amber Hamilton stated this adjustment would close out the 15-16 fiscal year. Motion to approve was made by Commissioner Richard Leal with a second from Commissioner Lewis Shane Lee. Commissioner Richard Leal - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Jake Lopez - Yes.
- b. Consideration of Resolution 2016-36 2016 Fiscal Year 4th Quarter Final Report - County Manager Amber Hamilton stated this was a positive report in that the available cash totaled \$1.4 million. Motion to approve was made by Commissioner Jake Lopez with a second from Commissioner Lewis Shane Lee. Commissioner Richard Leal - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Jake Lopez - Yes.
- c. Consideration of Resolution 2016-37 2017 Fiscal Year Budget Adoption - County Manager Amber Hamilton stated the only adjustment from the preliminary budget to this budget was the adjusted cash balance. Motion to approve was made by Commissioner Richard Leal with a second from Commissioner Lewis Shane Lee. Commissioner Richard Leal - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Jake Lopez - Yes.
- d. Consideration of Resolution 2016-38 Travel and Per Diem Policy - County Manger Amber Hamilton stated this policy clarified the per diem rates. Motion to approve was made by Commissioner Lewis Shane Lee with a second from Commissioner Jake Lopez. Commissioner Richard Leal - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Jake Lopez - Yes.
- e. Consideration of Resolution 2016-39 LGRF FY2017 CAPS Projects - Road Superintendent Ricky Lovato stated these roads are the previously designated roads. Motion to approve was made by Commissioner Jake Lopez with a second from Commissioner Lewis Shane Lee. Commissioner Richard Leal - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Jake Lopez - Yes.
- f. Consideration of Resolution 2016-40 LGRF FY2017 School Bus Projects - Road Superintendent Ricky Lovato stated these roads are the previously designated roads. Motion to approve was made by Commissioner Lewis Shane Lee with a second from Commissioner Richard Leal. Commissioner Richard Leal - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Jake Lopez - Yes.
- g. Consideration of Resolution 2016-41 LGRF FY2017 COOP Projects - Road Superintendent Ricky Lovato stated these roads are the previously designated roads. Motion to approve was made by Commissioner Lewis Shane Lee with a second from Commissioner Jake Lopez. Commissioner Richard Leal - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Jake Lopez - Yes.

Contracts - Agreements - Procurements:

- a. Renewal of Contract with New Mexico Bank & Trust for Investment Management Services - County Manager Amber Hamilton stated this was an annual renewal with no changes. Motion to approve was made by Commissioner Richard Leal with a second from Commissioner Lewis Shane Lee. Commissioner Richard Leal - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Jake Lopez - Yes.
- b. Ratification of Professional Services Contract at the Roosevelt County Detention Center - County Manager Amber Hamilton stated this contract is for Michael Heredia for security services and training. Motion to approve was made by Commissioner Lewis Shane Lee with a second from Commissioner Jake Lopez. Commissioner Richard Leal - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Jake Lopez - Yes.

Executive Session:

Motion to go into Executive Session was made at 9:41 a.m. by Commissioner Lewis Shane Lee with a second from Commissioner Richard Leal. Commissioner Richard Leal - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Jake Lopez - Yes. Those present were Commissioner Lewis Shane Lee, Commissioner Richard Leal, Commissioner Jake Lopez, County Manager Amber Hamilton and County Attorney Randy Knudson. Motion to adjourn from executive session was made at 9:54 a.m. by Commissioner Lewis Shane Lee with a second from Commissioner Jake Lopez. Commissioner Richard Leal - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Jake Lopez - Yes.

Action Taken: No Action Needed, No Action Taken.

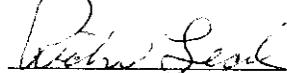
Adjourn: Meeting adjourned at 9:55 a.m.

ATTEST:



DeAun D Searl
County Clerk

BOARD OF ROOSEVELT
COUNTY COMMISSIONERS



Richard Leal
Commission Chairman

