

September 20, 2016
County Commission Room
Roosevelt County Courthouse
Portales, New Mexico 88130

The Roosevelt County Commission met in regular business meeting Tuesday, September 20, 2016, 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 Gene Creighton, Commissioner Paul Grider, County Manager Amber Hamilton, County Clerk DeAun Searl, Chief Deputy Clerk Stephanie Hicks, County Attorney Randy Knudson, Special Project Coordinator Carol Acosta-Flores, Sheriff Malin Parker, Treasurer Layle Sanchez, and PNT Staff Writer Kurt Munz-Raper. Absent was Commissioner Lewis Shane Lee.

Call to Order - Chairman Richard Leal at 9:00 a.m.
Invocation - County Manager Amber Hamilton
Pledge - Chairman Richard Leal

Approve Agenda:

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

Approve Minutes:

Motion to approve minutes of 9-06-2016 Regular Meeting was made by Commissioner Paul Grider with a second from Commissioner Gene Creighton. Commissioner Richard Leal - Yes, Commissioner Gene Creighton - Yes, Commissioner Jake Lopez - Yes, Commissioner Paul Grider - Yes.

Motion to approve minutes of 9-13-2016 Special Meeting was made by Commissioner Paul Grider with a second from Commissioner Richard Leal. Commissioner Richard Leal - Yes, Commissioner Gene Creighton - Yes, Commissioner Jake Lopez - Yes, Commissioner Paul Grider - Yes.

Approval of Payroll and Accounts Payable:

Motion to approve Payroll August 1 through August 31, 2016 was made by Commissioner Gene Creighton with a second from Commissioner Jake Lopez. Commissioner Richard Leal - Yes, Commissioner Gene Creighton - Yes, Commissioner Jake Lopez - Yes, Commissioner Paul Grider - Yes.

Motion to approve Accounts Payable August 1 through August 31, 2016 was made by Commissioner Jake Lopez with a second from Commissioner Paul Grider. Commissioner Richard Leal - Yes, Commissioner Gene Creighton - Yes, Commissioner Jake Lopez - Yes, Commissioner Paul Grider - Yes.

Informational Items: None.

Public Requests: None.

Old Business: None.

New Business:

- a. Request for Adoption of Written Procedures for Ongoing Tax Compliance - County Manager Amber Hamilton stated the procedures were written by the bond council. Motion to accept was made by Commissioner Gene Creighton with a second from Commissioner Paul Grider. Commissioner Richard Leal - Yes, Commissioner Gene Creighton - Yes, Commissioner Jake Lopez - Yes, Commissioner Paul Grider - Yes.

Elected Officials/Department Heads Report:

- a. Treasurer - Layle Sanchez reported a balance of \$1,353,244.00 in the general fund and the tax rates will roll into the Treasurer's office from the Assessor's office today. Tax bills will be mailed out in one month. The investments are holding steady.
- b. Healthcare - Special Project Coordinator Carol Acosta-Flores asked the commission to go into indigent meeting. Motion to go into Indigent Meeting was made by Commissioner Gene Creighton with a second from Commissioner Paul Grider. Commissioner Richard Leal - Yes, Commissioner Gene Creighton - Yes, Commissioner Jake Lopez - Yes, Commissioner Paul Grider - Yes. Special Project Coordinator Carol Acosta-Flores reported 7 claims in the amount of \$917.58, recommending approval of 6 claims for a total of \$651.58 and denying 1 claim that had a total of \$266.00. Motion to adjourn from Indigent Meeting was made by Commissioner Jake Lopez with a second from Commissioner Paul Grider. Commissioner Richard Leal - Yes, Commissioner Gene Creighton - Yes, Commissioner Jake Lopez - Yes, Commissioner Paul Grider - Yes. Motion to approve claims as presented was made by Commissioner Paul Grider with a second from Commissioner Jake Lopez. Commissioner Richard Leal -

Yes, Commissioner Gene Creighton - Yes, Commissioner Jake Lopez - Yes, Commissioner Paul Grider - Yes.

- c. Manager - County Manager Amber Hamilton reported the magistrate open house is set for September 30th. The rain, while a blessing, has delayed work on the parking lot of the Magistrate Court. A manager's affiliate meeting is scheduled for the rest of the week, which she will be attending.
- d. Commissioners - None.

Resolutions - Ordinances - Proclamations:

- a. Consideration of Resolution 2016-44 Adoption of ICIP for Roosevelt County Senior Center Operated by La Casa De Buena Salud - County Manager Amber Hamilton stated this resolution was requested by La Casa. Motion to approve was made by Commissioner Gene Creighton with a second from Commissioner Jake Lopez. Commissioner Richard Leal - Yes, Commissioner Gene Creighton - Yes, Commissioner Jake Lopez - Yes, Commissioner Paul Grider - Yes.
- b. Consideration of Notice of Intent to Adopt Ordinance 2016-02 2016 Roosevelt County Personnel Policy - County Manager Amber Hamilton stated the revisions were to keep in line with state and federal laws. Motion to approve was made by Commissioner Paul Grider with a second from Commissioner Richard Leal. Commissioner Richard Leal - Yes, Commissioner Gene Creighton - Yes, Commissioner Jake Lopez - Yes, Commissioner Paul Grider - Yes.

Contracts - Agreements - Procurements:

- a. Ratification of Contract with Xerox Government Record Services, Inc. for Microfilm Creation and Storage - County Clerk DeAun Searl stated microfilming every document recorded was a state statute requirement. Motion to approve was made by Commissioner Paul Grider with a second from Commissioner Gene Creighton. Commissioner Richard Leal - Yes, Commissioner Gene Creighton - Yes, Commissioner Jake Lopez - Yes, Commissioner Paul Grider - Yes.
- b. Consideration of Contract with Tamera Peel to Provide Misdemeanor Compliance and DWI Compliance Program for Roosevelt County - County Manager Amber Hamilton stated this contract is modified from last year to include DWI Compliance. The contract has been approved by City, County and State legal. Motion to approve was made by Commissioner Jake Lopez with a second from Commissioner Paul Grider. Commissioner Richard Leal - Yes, Commissioner Gene Creighton - Yes, Commissioner Jake Lopez - Yes, Commissioner Paul Grider - Yes.
- c. Consideration of Contract with Rockcliff Energy, LLC on Road Maintenance for S RR W - County Manager Amber Hamilton stated this contract has a zero dollar impact on the county with Rockcliff Energy taking responsibility for maintenance on ½ mile of S RR W. Motion to approve was made by Commissioner Gene Creighton with a second from Commissioner Paul Grider. Commissioner Richard Leal - Yes, Commissioner Gene Creighton - Yes, Commissioner Jake Lopez - Yes, Commissioner Paul Grider - Yes.

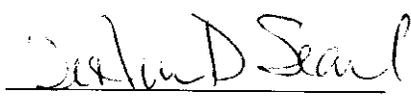
Executive Session:

Motion to go into Executive Session was made at 9:20 a.m. by Commissioner Paul Grider with a second from Commissioner Gene Creighton. Commissioner Richard Leal - Yes, Commissioner Gene Creighton - Yes, Commissioner Jake Lopez - Yes, Commissioner Paul Grider - Yes. Those present were Commissioner Richard Leal, Commissioner Jake Lopez, Commissioner Gene Creighton, Commissioner Paul Grider, County Manager Amber Hamilton and County Attorney Randy Knudson. Motion to adjourn from executive session was made at 9:38 a.m. by Commissioner Gene Creighton with a second from Commissioner Richard Leal. Commissioner Richard Leal - Yes, Commissioner Gene Creighton - Yes, Commissioner Jake Lopez - Yes, Commissioner Paul Grider - Yes.

Action Taken: No Action Needed, No Action Taken.

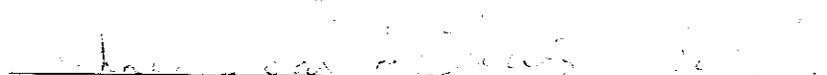
Adjourn: Meeting adjourned at 9:39 a.m.

ATTEST:



DeAun D Searl
County Clerk

BOARD OF ROOSEVELT
COUNTY COMMISSIONERS



Richard Leal
Commission Chairman

