

December 2, 2014
Portales Municipal School District Board Room
LC Cozzens Administrative Offices Building
Portales, New Mexico 88130

The Roosevelt County Commission met in regular business meeting Tuesday, December 2, 2014, at 9:00 a.m. in the Portales Municipal School District Board Room, LC Cozzens Administrative Offices Building with those present being: Commissioner Kendell Buzard, Commissioner Richard Leal, Commissioner Bill Cathey, Commissioner Jake Lopez, County Manager Amber Hamilton, Administrative Assistant Laci Taylor, HR Administrator Becky White, County Clerk DeAun Searl, County Clerk Chief Deputy Stephanie Hicks, Treasurer Nancy Belcher, Treasurer Chief Deputy Mickie Williams, Assessor Chief Deputy Stevin Floyd, Road Superintendent Ricky Lovato, Sheriff Darren Hooker, Sheriff Elect Malin Parker, GIS Technician Johnny Montiel, County Attorney Rick Queener, Layle Sanchez, County Maintenance Gary Spinks, Orlando Uliberri, Pastor Gary Piepkorn, Jay Espindola, John Espindola, Dominic Espinoza, Jan Elliot, PNT Staff Writer Joshua Lucero. Not present was Commissioner Scott Burton.

Call to Order - Commissioner Kendell Buzard at 9:00 a.m.
Invocation - Pastor Gary Piepkorn
Pledge - Sheriff Elect Malin Parker

Approve Agenda:

Motion to approve agenda was made by Commissioner Richard Leal with a second from Commissioner Bill Cathey. Commissioner Kendell Buzard - Yes, Commissioner Bill Cathey - Yes, Commissioner Richard Leal - Yes, Commissioner Jake Lopez - Yes.

Approve Minutes:

Motion to approve Minutes of 11-19-2014 Regular Meeting was made by Commissioner Bill Cathey with a second from Commissioner Jake Lopez. Commissioner Kendell Buzard - Yes, Commissioner Bill Cathey - Yes, Commissioner Richard Leal - Yes, Commissioner Jake Lopez - Yes.

Approve Accounts Payable and Payroll:

Motion to Approve Accounts Payable and Payroll from 11-19-2014 through 12-02-2014 was made by Commissioner Jake Lopez with a second by Commissioner Richard Leal. Commissioner Kendell Buzard - Yes, Commissioner Bill Cathey - Yes, Commissioner Richard Leal - Yes, Commissioner Jake Lopez - Yes.

Informational Items:

John Espindola presented an update on the Williamson Restoration Project. There will be an electrical outage beginning early Saturday Dec. 6th and continue through late Dec 7th. Large cranes will be in the parking lot to remove equipment from the roof of the courthouse causing a closure of the parking lot over the weekend. The project is on schedule with approximately 30% of the new equipment on site. Mr. Espindola reported that the first electrical inspection will take place in one month. Dominic Espinoza presented an update on Non-HVAC project issues. Mr. Espinoza reported that several electrical issues could possibly be written up as code violations during the electrical inspection. A pro-active plan to involve the CID inspector and a rough-in inspection to identify the possible violations to avoid future delays to the project was presented.

Public Requests: None.

Elected Officials/Department Heads Report:

- a. RCCDC – Executive Director of the Portales Main Street Program Jan Elliott introduced herself and reported that she would like to add the Roosevelt County logo to all publications produced by the Main Street Program to give credit for donations.
- b. Assessor - Chief Deputy Stevin Floyd reported the livestock values are in from the state and values have risen.
- c. Healthcare Assistance and Capital Projects - Not Present.
- d. Treasurer - Treasurer Nancy Belcher formally announced her retirement on December 31, 2014. She expressed her pleasure in serving the taxpayers of Roosevelt County. Motion to accept letter of resignation was made by Commissioner Bill Cathey with a second from Commissioner Richard Leal. Commissioner Kendell Buzard - Yes, Commissioner Bill Cathey - Yes, Commissioner Richard Leal - Yes, Commissioner Jake Lopez – Yes.
- e. Sheriff - Sheriff Darren Hooker reported business as usual with a few transitional issues. Lieutenant Shawn Gore tendered his letter of resignation. Sheriff Hooker commended his years of service. There will be a promotion from within to fill Lt. Gore's position. The sheriff's office is in full support of Regional dispatch. Sheriff Elect Malin Parker reported that issues in the past are the main reason for this support. Funding and representation on the board are in the planning phase.

- f. Detention - Not Present.
- g. Clerk - County Clerk DeAun Searl reported the automatic recount in the State Land Commission race is set for December 8th at the District Court at 8 a.m. The school board election is scheduled for February 3rd and her office is staying busy preparing.
- h. Road - Road Superintendent Ricky Lovato reported a meeting with Sweatt Construction. The cattle guard on 114 is installed, however, the crusher broke down so there has been no work on the road. The caliche crew #2 has finished working on S RR 13 and have begun work on S RR P which will take approximately 3 weeks to get subgrade ready. Caliche crew #1 placed signage for traffic control then started working on cleanup of the bar ditches.
- i. Manager - Following a discussion concerning littering County Manager Amber Hamilton reported the county does not have a littering ordinance in place and is willing to draft an ordinance if the commission desires. The chamber is hosting Legislative Days on February 2nd in Santa Fe and asked for county representation. Commissioner Jake Lopez stated he would be willing to represent Roosevelt County. Michael from the Department of Finance Administration is in Roosevelt County and will be meeting with the administration for 3 ½ days for training and addressing issues with the current budget.
- j. Commissioners - Commissioner Jake Lopez reported he will be attending a meeting in Santa Fe tomorrow. Commissioner Bill Cathey expressed his gratitude to the road department. Commissioner Kendell Buzard reported a meeting in Albuquerque January 4th with AZ/NM Coalition pertaining to the endangered species.

Old Business:

- a. Per Statute 33-3-4 Following the Inspection of the Detention Center an Inspection Report Shall be Presented - Commissioner Kendell Buzard reported that the facility was clean and in good operating order. The new doors and locks were impressive. Commissioner Richard Leal reported a big improvement from last year.

New Business:

- a. Discussion And Possible Action on Proposed 2015 Roosevelt County Calendar - County Manager Amber Hamilton stated a variation to the calendar would be the addition of a meeting on January 22nd 2015. Motion to approve was made by Commissioner Jake Lopez with a second from Commissioner Richard Leal. Commissioner Kendell Buzard - Yes, Commissioner Bill Cathey - Yes, Commissioner Richard Leal - Yes, Commissioner Jake Lopez - Yes.
- b. Discussion And Possible Action on the Approval of Holiday Pay for the Sheriff's Office, Detention Center and Road Department for Christmas and New Year's Eve 2014 - HR Administrator Becky White stated that the county policy required approval for holiday pay which is double time. Motion to approve was made by Commissioner Jake Lopez with a second from Commissioner Richard Leal. Commissioner Kendell Buzard - Yes, Commissioner Bill Cathey - Yes, Commissioner Richard Leal - Yes, Commissioner Jake Lopez - Yes.
- c. Discussion And Possible Action on the Approval of Holiday Pay for the Sheriff's Office, Detention Center and Road Department for the 2015 Holidays - HR Administrator Becky White stated this would address the 2015 calendar year holidays. Motion to approve was made by Commissioner Richard Leal with a second from Commissioner Kendell Buzard. Commissioner Kendell Buzard - Yes, Commissioner Bill Cathey - Yes, Commissioner Richard Leal - Yes, Commissioner Jake Lopez - Yes.
- d. Discussion And Possible Action to Auction Four Vehicles for the Sheriff's Office - Sheriff Darren Hooker stated that four vehicles were deemed out of date at the annual inspection and is seeking approval to auction the vehicles. Motion to approve was made by Commissioner Jake Lopez with a second from Commissioner Richard Leal. Commissioner Kendell Buzard - Yes, Commissioner Bill Cathey - Yes, Commissioner Richard Leal - Yes, Commissioner Jake Lopez - Yes.

Resolutions – Ordinances – Proclamations: None.

Contracts – Agreements – Procurements:

- a. Discussion And Possible Action for Approval of CDWI Grant from Traffic Safety Division - Sheriff Darren Hooker stated this grant provides for the purchase of radars and other equipment for DWI and saturation patrols. Motion to approve was made by Commissioner Richard Leal with a second from Commissioner Bill Cathey. Commissioner Kendell Buzard - Yes, Commissioner Bill Cathey - Yes, Commissioner Richard Leal - Yes, Commissioner Jake Lopez - Yes.
- b. Discussion And Possible Action on Contribution to the Coalition of AZ/NM Counties Legal Fund - Commissioner Kendell Buzard stated that Roosevelt County is a member of this coalition and it would be a tremendous benefit to contribute to the legal fund. County Manager Amber Hamilton stated that a contribution of \$1,000 is in the current budget. Motion to approve a \$1,000 contribution was made by Commissioner Bill Cathey with a second from Commissioner Richard Leal. Commissioner Kendell Buzard - Yes, Commissioner Bill Cathey - Yes, Commissioner Richard Leal - Yes, Commissioner Jake Lopez - Yes.

- c. Appointment of Member of Board of Finance and Alternate to Sit on RFP 2015-03 Investment Management Services Evaluation Committee on December 3, 2014 at 2:00 p.m. - County Manager Amber Hamilton stated that a member of the commission needed to be appointed to sit on the RFP 2015-03 committee. Commissioner Kendell Buzard volunteered for the appointment and Commissioner Richard Leal stated that he would act as alternate. Motion to appoint Commissioner Kendell Buzard with Commissioner Richard Leal as alternate was made by Commissioner Bill Cathey with a second from Commissioner Jake Lopez. Commissioner Kendell Buzard - Yes, Commissioner Bill Cathey - Yes, Commissioner Richard Leal - Yes, Commissioner Jake Lopez - Yes.

Executive Session:

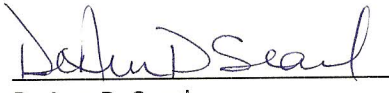
Motion to go into Executive Session was made at 10:04 a.m. under the exemption of the pending litigation of Pena vs. Roosevelt County and limited personnel matters to discuss the vacancy in the Treasurer's Office by Commissioner Richard Leal with a second from Commissioner Bill Cathey. Commissioner Kendell Buzard - Yes, Commissioner Bill Cathey - Yes, Commissioner Richard Leal - Yes, Commissioner Jake Lopez - Yes. Present in executive session were Commissioner Kendell Buzard, Commissioner Richard Leal, Commissioner Bill Cathey, Commissioner Jake Lopez, County Manager Amber Hamilton, Treasurer Chief Deputy Mickie Williams from 10:17 a.m. to 10:28 a.m. and County Service Specialist Layle Sanchez from 10:17 a.m. to 10:28 a.m. Motion to adjourn from executive session was made at 10:30 a.m. by Commissioner Richard Leal with a second from Commissioner Jake Lopez. Commissioner Kendell Buzard - Yes, Commissioner Bill Cathey - Yes, Commissioner Richard Leal - Yes, Commissioner Jake Lopez - Yes.

Any Action Required from Executive Session - None.

Media Communication - None.

Adjourn - Meeting adjourned at 10:31 a.m.

ATTEST:


DeAun D. Searl
County Clerk

BOARD OF ROOSEVELT
COUNTY COMMISSIONERS

Kendell Buzard
Commission Chairman

