

November 1, 2016
County Commission Room
Roosevelt County Courthouse
Portales, New Mexico 88130

The Roosevelt County Commission met in regular business meeting Tuesday, November 1, 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 Paul Grider, Commissioner Jake Lopez, Commissioner Gene Creighton, County Manager Amber Hamilton, Clerk DeAun Searl, County Attorney Randy Knudson, Treasurer Layle Sanchez, GIS Technician Johnny Montiel, Assessor George Beggs, Chief Deputy Assessor Stevin Floyd, Sheriff Malin Parker, Detention Administrator Larry Phillips, Road Superintendent Ricky Lovato, Maintenance Director Gary Spinks, Shauna Wade, Jerry DeSha, Tasha Grassel, Bud Hefly, and PNT Staff Writer Kurt Munz-Raper.

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 Lewis Shane Lee with a second from Commissioner Jake Lopez. Commissioner Richard Leal - Yes, Commissioner Paul Grider - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Jake Lopez - Yes, Commissioner Gene Creighton - Yes.

Approve Minutes:

Motion to approve minutes of 10-18-2016 Regular Meeting was made by Commissioner Paul Grider with a second from Commissioner Gene Creighton. Commissioner Richard Leal - Yes, Commissioner Paul Grider - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Jake Lopez - Yes, Commissioner Gene Creighton - Yes.

Informational Items:

Commissioner Richard Leal and County Manager Amber Hamilton commended the Assessor's Office for educational achievements. Shauna Wade - New Mexico Certified Appraiser, Tasha Grassel - Appraiser II, Jerry DeSha - New Mexico Certified Appraiser, George Beggs - New Mexico Certified Appraiser, Stevin Floyd - New Mexico Certified Appraiser.

Public Requests:

Bud Hefley addressed the commission pertaining to the bird droppings on the entry stairs on the west side of the courthouse building. Maintenance Director Gary Spinks responded to the request by informing Mr. Hefley that his requests have not gone unheard and that the request has initiated the process of getting quotes for the repair of the steps on all sides of the courthouse.

Elected Officials/Department Heads Report:

- a. Assessor - Assessor George Beggs reported business as usual.
- b. Clerk - County Clerk DeAun Searl reported being very busy with absentee/early voting. Total number of registered voters is 10,109 of which 18.7% have early voted. This is an increase from previous years.
- c. Detention - Detention Administrator Larry Phillips reported 68 in custody - 63 males and 5 females with 6 being contracted. There have been 99 intakes and 95 releases.
- d. GIS/Rural Addressing/Floodplain Management - GIS Technician Johnny Montiel reported his computers are being upgraded this Wednesday and he has been busy backing up all data.
- e. Road - Road Superintendent Ricky Lovato reported his crews are very busy. One crew is cleaning cattle guards down south, another crew is working S RR 7 to close out LGIF. The 2017 contracts have not arrived and pot holes are on the schedule for next week.
- f. Manager - County Manager Amber Hamilton reported the audit is completed and filed, there is a bi-annual NM DOT meeting tomorrow at 3 pm and on the quarterly report, expenditures are consistently below budget.
- g. Sheriff - Sheriff Malin Parker reported business as usual. The roof and HVAC have been inspected.
- h. Commissioners - No reports from the Commissioners.

New Business: None.

Resolutions - Ordinances - Proclamations:

- a. Consideration of Resolution 2016-46 Board of Finance Investments and Deposits Policy - Treasurer Layle Sanchez stated only minor changes were made, mostly clean-up. Motion to approve was made by Commissioner Paul Grider with a second from Commissioner Richard Leal. Commissioner Richard Leal - Yes, Commissioner Paul Grider - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Jake Lopez - Yes, Commissioner Gene Creighton - Yes.

- b. Consideration of Resolution 2016-47 Cell Phone Utilization Policy - County Manager Amber Hamilton stated this policy was created by and through the safety committee. Motion to approve was made by Commissioner Lewis Shane Lee with a second from Commissioner Paul Grider. Commissioner Richard Leal - Yes, Commissioner Paul Grider - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Jake Lopez - Yes, Commissioner Gene Creighton - Yes.
- c. Consideration of Resolution 2016-48 Cash Handling Policy - Treasurer Layle Sanchez stated this policy would standardize the process for all county offices. Motion to approve was made by Commissioner Jake Lopez with a second from Commissioner Lewis Shane Lee. Commissioner Richard Leal - Yes, Commissioner Paul Grider - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Jake Lopez - Yes, Commissioner Gene Creighton - Yes.
- d. Consideration of Resolution 2016-49 First Quarter Budget Adjustments - County Manager Amber Hamilton stated only minor adjustments were needed. Motion to approve was made by Commissioner Paul Grider with a second from Commissioner Gene Creighton. Commissioner Richard Leal - Yes, Commissioner Paul Grider - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Jake Lopez - Yes, Commissioner Gene Creighton - Yes.

Contracts - Agreements - Procurements: None.

- a. Ratification of Contract Renewal for Banking Services with JP Stone Community Bank - County Manager Amber Hamilton stated this is an annual contract. Motion to approve was made by Commissioner Gene Creighton with a second from Commissioner Lewis Shane Lee. Commissioner Richard Leal - Yes, Commissioner Paul Grider - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Jake Lopez - Yes, Commissioner Gene Creighton - Yes.
- b. Ratification of Contract Renewal for Commissary Services with Trinity Services - County Manager Amber Hamilton stated this the last year to renew. This contract will have to put out to RFP. Motion to approve was made by Commissioner Lewis Shane Lee with a second from Commissioner Jake Lopez. Commissioner Richard Leal - Yes, Commissioner Paul Grider - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Jake Lopez - Yes, Commissioner Gene Creighton - Yes.
- c. Ratification of Contract Renewal for Diesel Fuel with Red Rock - County Manager Amber Hamilton stated this is also the last year to renew. Motion to approve was made by Commissioner Paul Grider with a second from Commissioner Lewis Shane Lee. Commissioner Richard Leal - Yes, Commissioner Paul Grider - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Jake Lopez - Yes, Commissioner Gene Creighton - Yes.

Executive Session:

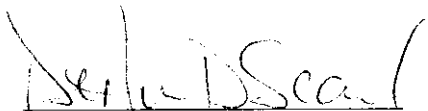
Motion to enter into Executive session was made at 9:37 a.m. by Commissioner Lewis Shane Lee with a second from Commissioner Jake Lopez. Commissioner Richard Leal - Yes, Commissioner Paul Grider - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Jake Lopez - Yes, Commissioner Gene Creighton - Yes. Those present were Commissioner Richard Leal, Commissioner Lewis Shane Lee, Commissioner Jake Lopez, Commissioner Paul Grider, Commissioner Gene Creighton, County Manager Amber Hamilton and County Attorney Randy Knudson. Motion to adjourn from executive session was made at 10:17 a.m. by Commissioner Paul Grider with a second from Commissioner Lewis Shane Lee. Commissioner Richard Leal - Yes, Commissioner Paul Grider - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Jake Lopez - Yes, Commissioner Gene Creighton - Yes.

No Action Needed No action Taken

Media Communication: None.

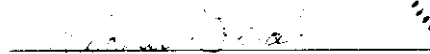
Adjourn: Meeting adjourned at 10:18 a.m.

ATTEST:



DeAun D Searl
County Clerk

BOARD OF ROOSEVELT
COUNTY COMMISSIONERS



Richard Leal
Commission Chairman

