

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

The Roosevelt County Commission met in regular business meeting Tuesday, December 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 Lewis Shane Lee, Commissioner Paul Grider, Commissioner Jake Lopez, Commissioner Gene Creighton, County Manager Amber Hamilton, Clerk DeAun Searl, Chief Deputy Clerk Stephanie Hicks, County Attorney Randy Knudson, Treasurer Layle Sanchez, GIS Technician Johnny Montiel, Assessor George Beggs, Chief Deputy Assessor Stevin Floyd, Sheriff Malin Parker, Lieutenant Javier Sanchez, Detention Administrator Larry Phillips, Road Superintendent Ricky Lovato, Finance Specialist Toni Williams, Special Projects Coordinator Carol Acosta-Flores, Probate Judge Barbara George, Camille Serrano, Erik Harrigan, Larry Leaming, and PNT Managing Editor Alisa Boswell. Commissioner Elect Dennis Lopez joined the meeting at 9:44 a.m.

Call to Order - Chairman Richard Leal at 9:01 a.m.

Invocation - Commissioner Gene Creighton

Pledge - Sheriff Malin Parker

Approve Agenda:

Motion to approve agenda 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.

Approve Minutes:

Motion to approve minutes of 11-15-2016 Regular Meeting 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.

Motion to approve minutes of 11-15-2016 Work Session 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.

Motion to approve minutes of 11-21-2016 and 12-9-2016 Special Meetings was made by Commissioner Gene Creighton 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.

Informational Items: None.

Public Requests: None.

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 preparing for the school board election, today being the day to declare candidacy.
- c. Sheriff - Sheriff Malin Parker reported assisting the Attorney General's office and the FBI in apprehending a child predator along with various other calls. A meeting with BAU pertaining to the repairs to the Armory building which houses the Sheriff's Office was attended and resulted in a contractor being sent out for an estimate.
- d. Treasurer - Treasurer Layle Sanchez reported being 32% collected on the 2nd half taxes and 46% collected on delinquent taxes. Also a balance of \$2,398,396 in the general fund.
- e. Detention - Roosevelt County Detention Center Administrator Larry Phillips reported 51 in custody, 45 males, 6 females; 4 out of county, 236 billable days as of November 1, 159 intakes with 176 releases and 2 release errors that were corrected prior to final release.
- f. GIS/Rural Addressing/Floodplain Management - GIS Technician Johnny Montiel reported being very busy with software updates and site visits.
- g. Healthcare - Special Project Coordinator Carol Acosta-Flores asked the commission to go into indigent meeting. Motion to go into Indigent Meeting was made at 9:14 a.m. 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. Special Project Coordinator Carol Acosta-Flores reported 3 claims in the amount of \$14,155.37, recommending approval of all 3 claims. Motion to adjourn from Indigent Meeting was made at 9:15 a.m. 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. 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 Paul Grider - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Jake Lopez - Yes, Commissioner Gene Creighton - Yes. County Manager Amber Hamilton presented Special Project Coordinator Carol Acosta-Flores with an Excellent Service Award.

- h. Road - Road Superintendent Ricky Lovato reported LGRF projects are completed and crews are performing routine maintenance blading approximately 200 miles per week while waiting on the 2017 project funding. Tumbleweeds are a problem.
- i. Manager - County Manager Amber Hamilton presented retirement plaques to Probate Judge Barbara George, Commissioner Richard Leal and Commissioner Jake Lopez. County Manager Amber Hamilton reported the swearing in ceremony will be January 3rd at 8:30 a.m. in the District Courtroom. The energy efficiency project is almost complete with Special Projects Coordinator Carol Acosta-Flores and Maintenance Director Gary Spinks spearheading. A new petition to list the Prairie Chicken as endangered has been filed along with other environmental issues that are being closely watched. A new procurement rule is being reviewed by NMAC that has the potential to be harmful to counties. A report on the FY 2016 Audit revealed 14 findings in 2015, 11 are resolved, 1 was new and 3 continue into 2016. High praise was given to the county by DFA for the corrective actions that were taken. Options for S RR Q ½ will be presented at the January 10, 2017 meeting.
- j. Commissioners - Commissioner Lewis Shane Lee reported In Energy is looking at placing wind turbines in the south of the county and that 4-H presented the county with a Community Supporter Award.

New Business:

- a. Presentation from New Mexico Bank & Trust to Board of Finance - Motion to go into Board of Finance meeting was made at 9:44 a.m. by Commissioner Gene Creighton 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. Treasurer Layle Sanchez introduced Camille Serrano, who coordinated an In-Call meeting with Paul Dixon. A wealth advisory services presentation was given. Motion to adjourn from Board of Finance meeting was made at 10:01 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. No action needed.
- b. Presentation of Roosevelt General Hospital's Facility Master Plan and Discussion of Gross Receipts Bond - County Manager Amber Hamilton introduced CEO of Roosevelt General Hospital Larry Leaming, who presented the commission with the Master Facility Plan for the hospital. Six upgrades with the emergency Room being the first priority was discussed. A request to amend the GRT Ordinance to remove the sunset clause language was made.
- c. Discussion and Possible Action for Approval of Grant Submission for 100 Days and Nights from Traffic Safety Division - Lieutenant Javier Sanchez stated this grant is an annual grant. Motion to approve grant submission 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.
- d. Arch EMS Fund Act Application for FY18 - County Manager Amber Hamilton stated this is also an annual grant. 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.
- e. Milnesand EMS Fund Act Application for FY18 - County Manager Amber Hamilton stated this is also an annual grant. Motion to approve was made by Commissioner Richard Leal 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.

Resolutions - Ordinances - Proclamations:

- a. Consideration of Resolution 2016-51 Electronic Eavesdropping/Unlawful Recording Policy - County Manager Amber Hamilton stated this policy protects everyone from being recorded without prior knowledge. Motion to approve policy 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.
- b. Consideration of Resolution 2016-52 Listing Priorities of State Roads Needing Repair within Roosevelt County for the Highway Department - County Manager Amber Hamilton stated this would set the priority for capital outlay funding as requested by NM DOT. Motion to approve was made by Commissioner Gene Creighton 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.
- c. Consideration of Resolution 2016-53 Roosevelt County Government Internal Control Policy - County Manager Amber Hamilton stated this policy would address an audit finding and prevent future findings. Motion to approve policy was made by Commissioner Jake Lopez 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.

- d. Consideration of Resolution 2016-54 Participation in Capital Outlay Program Administered by New Mexico Department of Transportation - County Manager Amber Hamilton stated this would reauthorize \$50,000 to repair 4 miles of S RR 8. 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.

Contracts - Agreements - Procurements: None.

- a. Request for Approval of Contract to Provide Pest Control Services with Pest Pro – County Manager Amber Hamilton stated this contract was required for accreditation at the Detention Center. Motion to approve was made by Commissioner Gene Creighton 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.

Executive Session:

Motion to enter into Executive session was made at 10:32 a.m. 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. Those present were Commissioner Richard Leal, Commissioner Lewis Shane Lee, Commissioner Jake Lopez, Commissioner Paul Grider, Commissioner Gene Creighton, County Manager Amber Hamilton, Sheriff Malin Parker and County Attorney Randy Knudson. Motion to adjourn from executive session was made at 11:14 a.m. by Commissioner Gene Creighton 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.

No Action Needed No action Taken

Media Communication: None.

Recess to RCDC for Annual Commission Inspection of Facility was called by Chairman Richard Leal at 11:16 a.m.

Attending the Facility Inspection was Commissioner Richard Leal, Commissioner Jake Lopez, Commissioner Paul Grider, Commissioner Gene Creighton, Commissioner Lewis Shane Lee, Commissioner Elect Dennis Lopez, County Manager Amber Hamilton, and County Clerk DeAun Searl. Presenting the inspection was RCDC Administrator Larry Phillips, Lieutenant Juan Fortanel, Facility Auditor Shayla Ramsey and Security Consultant Mike Heredia.

Meeting was called back to order at 11:35 a.m. by Commissioner Richard Leal.

The annual inspection was completed by inspecting processing, armory, solitary, detainee room, day room, yard, nurse station, master control, kitchen and a brief presentation on training requirements.

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

ATTEST:

Stephanie Hicks
DeAun D Searl
County Clerk
Chief Deputy Clerk



BOARD OF ROOSEVELT
COUNTY COMMISSIONERS

Paul Grider

Chairman

