

February 7, 2017  
County Commission Room  
Roosevelt County Courthouse  
Portales, New Mexico 88130

The Roosevelt County Commission met in regular business meeting Tuesday, February 7, 2017, at 9:00 a.m. in the County Commission Room in the Roosevelt County Courthouse with those present being: Commissioner Paul Grider, Commissioner Gene Creighton, Commissioner Lewis Shane Lee, Commissioner Matthew Hunton Commissioner Dennis Lopez, County Manager Amber Hamilton, County Clerk DeAun Searl, Chief Deputy Stephanie Hicks, County Attorney Randy Knudson, Sheriff Malin Parker, Lieutenant Javier Sanchez, Roosevelt County Detention Interim Administrator Joseph Alaniz, Road Superintendent Ricky Lovato, Treasurer Layle Sanchez, Special Project Coordinator Carol Acosta-Flores, GIS Technician Johnny Montiel, Assessor George Beggs, Chief Deputy Assessor Stevin Floyd, Human Resource Administrator Debra Olds, Sergeant Brian Holms, Deputy Chris McCasland, Deputy Joseph Castillo, Deputy Jeffery Swinford, Deputy TJ Gibson, Deputy Eric Padilla, Deputy Rowdy Smith, Deputy Matt Revell, Deputy Marty Williamson, Deputy Daniel Boan, Deputy Adam Aguilar, Transport Officer Cameron Ridenour, Executive Secretary Shana Hernandez, Cale Bloiskas, Riki Seut, Bill Boyer, Bo Beames, Chad Lydick, John DeSha, Eric Harrigan, Pete Piaz, Eddy Armijo, Ray Roberts, Rustin Self, Cassidy Self, Bobby Hamilton, Megan Hamilton, Luis G Carrasco, and PNT Managing Editor Alisa Boswell.

Call to Order - Chairman Paul Grider at 9:00 a.m.

Invocation - County Manager Amber Hamilton

Pledge - Chairman Paul Grider

**Approve Agenda:**

Motion to approve agenda was made by Commissioner Lewis Shane Lee with a second from Commissioner Matthew Hunton. Commissioner Paul Grider - Yes, Commissioner Gene Creighton - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Matthew Hunton - Yes, Commissioner Dennis Lopez - Yes.

**Approve Minutes:**

Motion to approve minutes of 01-13-2017 Special Meeting was made by Commissioner Gene Creighton with a second from Commissioner Lewis Shane Lee. Commissioner Paul Grider - Yes, Commissioner Gene Creighton - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Matthew Hunton - Yes, Commissioner Dennis Lopez - Yes.

**Public Requests:** None.

To accommodate the number of attendees concerning South Roosevelt Road Q 1/2 Chairman Paul Grider moved item numbered 5 b.

**New Business:**

b. - Road Superintendent Ricky Lovato presented the commission with options with varying degrees of closure. Megan Hamilton, who owns property affected by a closure stated that herself and her business partners are willing to work with the county, however, due to the financial impact of moving the driveways of rental property, asked if the closure point could be relocated beyond the rentals. Also expressing concerns was Pete Piaz. Motion to authorize County Manager Amber Hamilton to negotiate with the City of Portales on Option C was made by Commissioner Lewis Shane Lee with a second from Commissioner Dennis Lopez. Commissioner Paul Grider - Yes, Commissioner Gene Creighton - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Matthew Hunton - Yes, Commissioner Dennis Lopez - Yes.

**Elected Officials/Department Heads Report:**

- a. Sheriff - Sheriff Malin Parker recognized the life saving measures that were taken by Deputies Matt Revell and Chris McCasland by presenting them with medals, words of appreciation were expressed for all the officers.
- b. Assessor - Assessor George Beggs reported working on assessments with business as usual.
- c. Clerk - County Clerk DeAun Searl reported the Elida School Board and Floyd School Board Elections are being held in the Clerk's Office, Dora School Election is at the Dora school and the Portales School Election is at the Memorial Building today.
- d. Treasurer - Treasurer Layle Sanchez reported a balance of \$3,848,772 in the general fund, also reported that the investment fund did not perform well this period.
- e. Health Care Assistance Program - Motion to go into Indigent Meeting was made by Commissioner Lewis Shane Lee with a second from Commissioner Gene Creighton. Commissioner Paul Grider - Yes, Commissioner Gene Creighton - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Matthew Hunton - Yes, Commissioner Dennis Lopez - Yes. Special Projects Coordinator Carol Acosta-Flores reported 13 claims, 10 to approve, 3 to deny. Motion to adjourn from Indigent Meeting was made by Commissioner Paul Grider with a second from Commissioner Gene Creighton. Motion to approve as recommended was made by Commissioner Lewis Shane Lee with a second from Commissioners Gene Creighton. Commissioner Paul Grider - Yes, Commissioner Gene Creighton - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Matthew Hunton - Yes, Commissioner Dennis Lopez - Yes.
- f. Road - Road Superintendent Ricky Lovato reported blading 900 miles in the last 30 days and working on patching pot holes on Sun Dale Valley road.
- g. Detention - Roosevelt County Detention Center Interim Administrator Joseph Alaniz reported having 65 individuals in custody, 53 males and 12 females. 7 inmates are contracted with 211 billable days. For the month 102 intakes with 99 releases error free, 4 in special management.
- h. Manager - County Manager Amber Hamilton reported a very positive quarterly report. Roosevelt County is no longer under DFA supervision and financially on task for the fiscal year. A Land Use Committee meeting will be held on February 14<sup>th</sup> at 10:00 a.m. Toni Williams is pursuing certification as a procurement officer. The legislation is being closely monitored due to the budgeting shortfall in the state.
- i. Commissioners - Commissioner Dennis Lopez reported he would be meeting with Tim Parker.

#### **New Business:**

- a. Ratification of Richard Leal Signatory Authority for Jan. 9-12, 2017 Accounts Payable - County Manager Amber Hamilton stated this was necessary due to the timing of swearing in and appointing a new chairman. Motion to approve ratification was made by Commissioner Lewis Shane Lee with a second from Commissioner Paul Grider. Commissioner Paul Grider - Yes, Commissioner Gene Creighton - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Matthew Hunton - Yes, Commissioner Dennis Lopez - Yes.
- b. Discussion and Possible Action regarding South Roosevelt Road Q ½ - See previous page.
- c. Determination of 2017 Deductibles for Insurance Coverages - County Manager Amber Hamilton stated there was an increase in law enforcement and a decrease in detention due to accreditation. Recommending keeping the same deductible of \$25,000. Motion to accept the \$25,000 deductible was made by Commissioner Lewis Shane Lee with a second from Commissioner Dennis Lopez. Commissioner Paul Grider - Yes, Commissioner Gene Creighton - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Matthew Hunton - Yes, Commissioner Dennis Lopez - Yes.
- d. Consideration and Appointment to the Board of Registration - County Clerk DeAun Searl stated the purpose of the Board was to determine if the list of voters from the Secretary of State should be purged from the rolls. Recommending to keep the same members. Motion to accept recommendation was made by Commissioner Gene Creighton with a second from Commissioner Paul Grider. Commissioner Paul Grider - Yes, Commissioner Gene Creighton - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Matthew Hunton - Yes, Commissioner Dennis Lopez - Yes.
- e. Consideration of Notice of Intent to Adopt an Ordinance - County Manager Amber Hamilton stated this was needed to publish the intent which is the first step in the process of adopting an ordinance. Motion to accept was made by Commissioner Lewis Shane Lee with a second from Commissioner Matthew Hunton. Commissioner Paul Grider - Yes, Commissioner Gene Creighton - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Matthew Hunton - Yes, Commissioner Dennis Lopez - Yes.
- f. Request for Approval of Price Summary Subdivision - GIS Technician Johnny Montiel recommended approval. Motion to approve was made by Commissioner Lewis Shane Lee with a second from Commissioner Gene Creighton. Commissioner Paul Grider - Yes, Commissioner Gene Creighton - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Matthew Hunton - Yes, Commissioner Dennis Lopez - Yes.
- g. Request for Approval of Arana Summary Subdivision - GIS Technician Johnny Montiel recommended approval. Motion to approve was made by Commissioner Matthew Hunton with a second from Commissioner Gene Creighton. Commissioner Paul Grider - Yes, Commissioner Gene Creighton - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Matthew Hunton - Yes, Commissioner Dennis Lopez - Yes.
- h. Request for Approval for Treasurer to Transfer \$255,555 to General Fund Reserve Account - County Manager Amber Hamilton stated these funds were the savings from restructuring the detention center bonds. Motion to approve the transfer was made by Commissioner Dennis Lopez with a second from Commissioner Matthew Hunton. Commissioner Paul Grider - Yes, Commissioner Gene Creighton - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Matthew Hunton - Yes, Commissioner Dennis Lopez - Yes.

#### **Resolutions - Ordinances - Proclamations:**

- a. Consideration of Resolution 2017-08 Budget Adjustments for Volunteer Fire Departments - County Manager Amber Hamilton stated this modification was needed for the new fire truck. Motion to approve was made by Commissioner Gene Creighton with a second from Commissioner Lewis Shane Lee. Commissioner Paul Grider - Yes, Commissioner Gene Creighton - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Matthew Hunton - Yes, Commissioner Dennis Lopez - Yes.
- b. Consideration of Resolution 2017-09 Mid-Year Budget Adjustments - County Manager Amber Hamilton stated these adjustments were advised by Michael Steininger. Motion to approve was made by Commissioner Lewis Shane Lee with a second from Commissioner Matthew Hunton. Commissioner Paul Grider - Yes, Commissioner Gene Creighton - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Matthew Hunton - Yes, Commissioner Dennis Lopez - Yes.
- c. Consideration of Resolution 2017-10 Authorizing Publication of Notice of Consideration of Ordinance Amending Ordinances 99-1 and 99-5 - Interim CEO Bo Barnes, COO Bill Boyer, Board Member Paul Benoit, Bond Council Luis G Carrasco and DFA Eric Harrigan presented the commission with the request to amend the sunset clause. Motion to approve publication was made by Commissioner Dennis Lopez with a second from Commissioner Lewis Shane Lee. Commissioner Paul Grider - Yes, Commissioner Gene Creighton - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Matthew Hunton - Yes, Commissioner Dennis Lopez - Yes.
- d. Consideration of Resolution 2017-11 Adopting Roosevelt County Emergency Action Plan Policy - Human Resource Administrator Debra Olds stated the plan was updated and reviewed by the Safety Committee and NMAC Risk Management. Motion to approve was made by Commissioner Lewis Shane Lee with a second from Commissioner Matthew Hunton. Commissioner Paul Grider - Yes, Commissioner Gene Creighton - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Matthew Hunton - Yes, Commissioner Dennis Lopez - Yes.
- e. Consideration of Resolution 2017-12 Authorizing the City of Portales to Submit an Application to the Department of Finance and Administration, Local Government Division, to Participate in the Local DWI Grant and Distribution Program - County Manager Amber Hamilton stated this is an annual application. Motion to approve was made by Commissioner Dennis Lopez with a second from Commissioner Paul Grider. Commissioner Paul Grider - Yes, Commissioner Gene Creighton - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Matthew Hunton - Yes, Commissioner Dennis Lopez - Yes.

#### **Contracts - Agreements - Procurements:**

- a. Request for Approval of Contractual Renewal with Healthcare Solutions - County Manager Amber Hamilton stated this is a renewal of the current contract. Motion to ratify was made by Commissioner Gene Creighton with a second from Commissioner Lewis Shane Lee. Commissioner Paul Grider - Yes, Commissioner Gene Creighton - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Matthew Hunton - Yes, Commissioner Dennis Lopez - Yes.

- b. Request for Approval of High Plains Cooperative Weed Management Area Memorandum of Understanding - County Manager Amber Hamilton stated this is an annual MOU. Motion to approve was made by Commissioner Dennis Lopez with a second from Commissioner Paul Grider. Commissioner Paul Grider - Yes, Commissioner Gene Creighton - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Matthew Hunton - Yes, Commissioner Dennis Lopez - Yes.
- c. Ratify Contract Renewal for Hauling Road Materials with Frank Levacy Trucking - Road Superintendent Ricky Lovato stated this renewal is for 1 year. Motion to ratify was made by Commissioner Lewis Shane Lee with a second from Commissioner Paul Grider. Commissioner Paul Grider - Yes, Commissioner Gene Creighton - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Matthew Hunton - Yes, Commissioner Dennis Lopez - Yes.
- d. Request for Approval of Contractual Renewal with Cummins Sales and Service for Courthouse Generator Maintenance Contract - County Manager Amber Hamilton state this was an annual renewal. Motion to approve was made by Commissioner Lewis Shane Lee with a second from Commissioner Matthew Hunton. Commissioner Paul Grider - Yes, Commissioner Gene Creighton - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Matthew Hunton - Yes, Commissioner Dennis Lopez - Yes.

**Informational Items:**

- a. Presentation of Roosevelt County FY16 Annual Financial Report conducted by RPC CPAs and Consultants, LLP - Ray Roberts stated it is a huge accomplishment to clean up 11 findings in the amount of time that Roosevelt County has. Only one new finding in recording accounts receivable was found and a few unresolved findings were noted, however overall 2 of the highest reports were given to Roosevelt County.

**Media Communication:** None.

**Executive Session:**

Motion to go into Executive Session was made at 10:49 a.m. by Commissioner Dennis Lopez with a second from Commissioner Paul Grider. Commissioner Paul Grider - Yes, Commissioner Gene Creighton - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Matthew Hunton - Yes, Commissioner Dennis Lopez - Yes. Those present were Commissioner Paul Grider, Commissioner Gene Creighton, Commissioner Lewis Shane Lee, Commissioner Matthew Hunton, Commissioner Dennis Lopez, County Manager Amber Hamilton and County Attorney Randy Knudson. Motion to adjourn from executive session was made at 11:36a.m. by Commissioner Gene Creighton with a second from Commissioner Dennis Lopez. Commissioner Paul Grider - Yes, Commissioner Gene Creighton - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Matthew Hunton - Yes, Commissioner Dennis Lopez - Yes.

**No Action Needed, No Action Taken**

**Adjourn:** Meeting adjourned at 11:37 a.m.

ATTEST:



DeAun D Searl  
County Clerk

BOARD OF ROOSEVELT  
COUNTY COMMISSIONERS



Paul Grider  
Commission Chairman

