

April 18, 2017  
County Commission Room  
Roosevelt County Courthouse  
Portales, New Mexico 88130

The Roosevelt County Commission met in regular business meeting Tuesday, April 18, 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 Dennis Lopez, County Manager Amber Hamilton, Chief Deputy Clerk Stephanie Hicks, Human Resources Administrator Debra Olds, County Attorney Randy Knudson, Road Superintendent Ricky Lovato, GIS Technician Johnny Montiel, Cale Bloskas, Chad Lydick, Robert Garcia, and PNT Eamon Scarbrough. Absent was Commissioner Matthew Hunton.

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 Dennis Lopez. Commissioner Paul Grider - Yes, Commissioner Gene Creighton - Yes, Commissioner Lewis Shane Lee - Yes. Commissioner Dennis Lopez - Yes.

**Approve Minutes:**

Motion to approve minutes of 04-08-2017 Regular 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 Dennis Lopez - Yes.

**Approval of Accounts Payable:**

Motion to approve payroll from Mar 1, 2017 to Mar 31, 2017 was made by Commissioner Dennis Lopez with a second from Commissioner Gene Creighton. Commissioner Paul Grider - Yes, Commissioner Gene Creighton - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Dennis Lopez - Yes.

**Public Requests:** None.

**Elected Officials/Department Heads Report:**

- a. Manager - County Manager Amber Hamilton reported that Magistrate Court is in a budget shortfall for the months of May and June 2017. The county has been notified that there might not be funds to fulfill their lease agreement payment. County Manager Amber Hamilton and County Attorney Randy Knudson will draft a letter requesting some sort of payment agreement. The lease payment received goes toward the debt services and all utilities.
- b. Commissioners - No report.

**New Business:**

- a. Ratification of 2018 General Obligation Bond Capital Outlay Request Application on behalf of La Casa de Buena Salud Los Abuelito Portales for a new Van - Motion to approve the 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 Dennis Lopez - Yes.
- b. Request for Approval of Garcia Summary Subdivision - Subdivision is located in Penny's Place lots 2 & 3 Section 31-T1S-R33E. Motion 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 Dennis Lopez - Yes.
- c. Request for Approval of Milnesand Volunteer Fire Department FY18 Fire Protection Fund Application - Motion to approve 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 Dennis Lopez - Yes.
- d. Request for Approval of Arch Volunteer Fire Department FY18 Fire Protection Fund Application - 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 Dennis Lopez - Yes.

**Resolutions - Ordinances - Proclamations:**

- a. Consideration of Resolution 2017-28 Capital Asset Policy - 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 Dennis Lopez - Yes.
- b. Consideration of Resolution 2017-29 Road Department & Goliath Reimbursement Budget Resolution - Motion to approve 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 Dennis Lopez - Yes.

Public Hearing on Ordinance 2017-03 Roosevelt County Personnel Policy - Motion to go into public hearing 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 Dennis Lopez - Yes. No public input. Motion to come out of the public hearing was made by Commissioner Paul Grider with a second from Lewis Shane Lee. Commissioner Paul Grider - Yes, Commissioner Gene Creighton - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Dennis Lopez - Yes.

- c. Consideration of Ordinance 2017-03 Roosevelt County Personnel Policy - Human Resource Administrator Debra Olds reported some of the changes to be: the stipulations of medical marijuana, detention center change in payroll hours, fraternization and electronic eavesdropping. The commission had several questions and issues with the medical marijuana. Motion to table approval until questions were answered 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 Dennis Lopez - Yes.
- d. Consideration of Notice of Intent to Adopt Ordinance 2017-04 Amending Portions of Roosevelt County Ordinance 2014-04 Concerning the Sale and Use of Fireworks within Roosevelt County - County Manager Amber Hamilton stated the change would more mirror the City's ordinance. Motion to approve was made by Commissioner Dennis Lopez with a second from Lewis Shane Lee. Commissioner Paul Grider - Yes, Commissioner Gene Creighton - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Dennis Lopez - Yes.

**Contracts - Agreements - Procurements:**

- a. Request for Approval to enter into Contract with RPC CPAs + Consultants, LLP upon Approval by the Office of the State Auditor - County Manager Amber Hamilton said this would be the 3<sup>rd</sup> year with this company. Motion to approve was made by Commissioner Paul Grider with a second from Commissioner Dennis Lopez. Commissioner Paul Grider - Yes, Commissioner Gene Creighton - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Dennis Lopez - Yes.

**Media Communication:** None.


**Executive Session:**

Motion to enter into Executive session was made at 10:01 a.m. 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 Dennis Lopez - Yes. Those present were Commissioner Paul Grider, Commissioner Gene Creighton, Commissioner Lewis Shane Lee, Commissioner Dennis Lopez, County Manager Amber Hamilton and County Attorney Randy Knudson. Motion to adjourn from executive session was made at 10:08 a.m. by Commissioner Paul Grider with a second from Commissioner Lewis Shane Lee. Commissioner Paul Grider - Yes, Commissioner Gene Creighton - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Dennis Lopez - Yes.

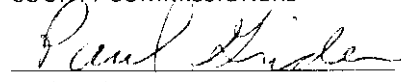
**No Action Needed, No Action Taken**

**Adjourn:** Meeting adjourned at 10:12 a.m.

ATTEST:

  
DeAun D Searl  
County Clerk

BOARD OF ROOSEVELT  
COUNTY COMMISSIONERS

  
Paul Grider  
Commission Chairman

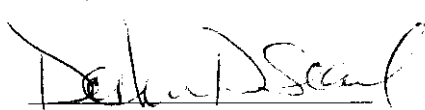
The Roosevelt County Commission met in a **Road Policy Review and Revisions Workshop**, Tuesday, April 18, 2017, at 10:25 a.m. in the County Commission Room in the Roosevelt County Courthouse with those present being: Commissioner Paul Grider, Commissioner Gene Creighton, Commissioner Lewis Shane Lee, Commissioner Dennis Lopez, County Manager Amber Hamilton, Chief Deputy County Clerk Stephanie Hicks, Road Superintendent Ricky Lovato, GIS Technician Johnny Montiel, and PNT Eamon Scarbrough. Absent was Commissioner Matthew Hunton. Commissioner Dennis Lopez left about 11:00 a.m.

Call to Order - Chairman Paul Grider

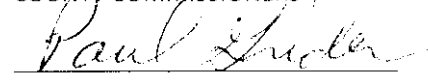
County Manager Amber Hamilton stated the original policy was created in 2004 with one revision in 2013. The requested changes to the policy are in the fees. The commission stated they accept the change of application/permit fees but not to the cattle guard fees. Commissioner Lewis Shane Lee asked if there is a way to assess a penalty if there is no application/permit before they begin laying any kind of underground equipment. Manager Amber Hamilton said she would ask the county attorney. There was discussion around the fee for installing the cattle guards. The land owner pays for the guards which then become the property of the county. Why should they have to pay for installation when they pay county taxes was the question. Road Superintendent Ricky Lovato gave the commission dollar values to some of the jobs regarding cattle guards and culverts. Two and a half man hours plus equipment to install a culvert is approximately \$819. Cattle guard installation is two and a half man hours at approximately \$563. Two and a half man hours plus equipment to clean cattle guards is approximately \$225. As of today we have 201 total cattle guards to clean and the road department tries to clean 4-6 per day. That estimates out to about \$50,000 per year.

Adjourn: Meeting adjourned at 11:45 a.m.

ATTEST:

  
DeAun D Searl  
County Clerk

BOARD OF ROOSEVELT  
COUNTY COMMISSIONERS

  
Paul Grider  
Commission Chairman