

April 5, 2018
County Commission Room
Roosevelt County Courthouse
Portales, New Mexico 88130

The Roosevelt County Commission met in regular business meeting Thursday, April 5, 2018, 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 Matthew Hunton, Commissioner Lewis Shane Lee, County Manager Amber Hamilton, Chief Deputy Clerk Stephanie Hicks, County Attorney Randy Knudson, Treasurer Layle Sanchez, Special Project Coordinator Carol Acosta-Flores, Road Superintendent Ricky Lovato, RCDC Administrator Justin Porter, Sheriff Malin Parker, Lieutenant Javier Sanchez, GIS Technician Johnny Montiel, RGH Haylee Spence, CEO RGH Kaye Green, Tina Dixon and Durwood Dixon. Absent was Commissioner Dennis Lopez.

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

Approval of Agenda:

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

Approval of Minutes:

Motion to approve minutes of the March 20, 2018 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 Matthew Hunton - Yes, Commissioner Lewis Shane Lee - Yes.

Public Requests: None

Elected Officials/Department Heads Report:

Sheriff - Sheriff Malin Parker gave a brief overview of the past 6th months: There have been 450 calls with reports, actual calls stand closer to double the number with reports, 462 transports, dealt with 94 sex offenders, served 3000+ subpoenas, given 275 citations, arrested 3 in a drug ring and 4 for major thefts, with 2 outstanding warrants. The staff have 400+ training hours and they are now on 12 hour rotating schedule. The office has updated 20+ policies.

Treasurer - Treasurer Layle Sanchez reported we have 2.7 million in the general fund. Also, 2nd half of the taxes are due. They are anticipating on collecting about 96-98% of taxes due.

Detention - RCDC Administrator Justin Porter reported 59 total inmates - 47 males and 12 females, with 8 from other counties, 1 being a military detainee. He reported in March they booked in 114 inmates and released 115. He reported 400 hours of inmate labor. Light replacement in the day rooms have been completed. Work is being done by Maintenance Director Gary Spinks and his staff in the recreation yard. 35 accreditation files have been completed. RCDC has 2 new officers in training at the academy which still leaves 4 vacancies.

Road - Superintendent Ricky Lovato reported \$20,000 of work has been done on Sundale Valley Road and will take another \$20,000 to get the road to minimal repairs. He reported the county is in talks with CAFB about repair funding for 3.5 miles of this road. His staff has finished working on RR B and started RR H. The road department has 1 vacancy. Report on permits: as of now there are 67 permits, 59 for utilities, and private 8 private individuals.

Grants/HCAP - Special Project Coordinator Carol Acosta-Flores reported on LGRF-20: \$717,552 NM Environmental Department of Solid Waste Material \$100,000 for emulation products, \$2,100 for New Mexico Clean and Beautiful for the War Memorial Garden on NE corner of the courthouse. She reported they would be submitting an application to become Certified Local Government so that we could apply for Courthouse Steps Grant. She is also working on a grant for Arch Fire Department so they can obtain fire apparatus.

Planning/GIS/ADA - GIS Technician Johnny Montiel reported the Base Level Engineering information meeting will be held April 26th, 1:00 pm at the YAM. This meeting will be held by Earth Data Analysis Center and FEMA. He also reported he has completed his course work with Americans with Disabilities.

Manager - County Manager Amber Hamilton reported the county in good shape with 75% of the budget year completed. We are currently at 71% of expenditures and have collected 79% revenue. The FY19 budget process is underway. She reported that the lawsuit brought on by Robert Ellison, against the Sheriff's office and the county commissioners, was dismissed with prejudice.

Commissioners - No reports at this time.

New Business:

- a. **Discussion and Consideration of CDBG Project Selection following Public Input Meetings** - Special Project Coordinator Carol Acosta-Flores reported that 3 meetings have been held: April 2nd at noon with 1 in attendance, April 3rd at 5:30 pm with 8 in attendance and April 4th at 5:30 pm with 5 in attendance. She stated to qualify projects they must be on our ICIP Plan. A few streets within the municipalities were mentioned, the steps on the front of the courthouse were brought up and drainage, as well as the ADA compliance issues at the fairgrounds. Motion to select the fairgrounds drainage and ADA issues was made by Commissioner Lewis Shane Lee with a second from Commissioner Paul Grider. Commissioner Paul Grider - Yes, Commissioner Gene Creighton - Yes, Commissioner Matthew Hunton - Yes, Commissioner Lewis Shane Lee - Yes.

Resolutions - Ordinances - Proclamations:

- a. **Consideration of Resolution 2018-13 Adopting the Annual Review and Revisions to the Roosevelt County Detention Center Policies and Procedures Manual** - Motion to approve Resolution 2018-13 was made by Commissioner Gene Creighton with a second from Commissioner Lewis Shane Lee. Commissioner Paul Grider - Yes, Commissioner Gene Creighton - Yes, Commissioner Matthew Hunton - Yes, Lewis Shane Lewis - Yes.

- b. **Consideration of Resolution 2018-14 3rd quarter Budget Adjustments** - Motion to approve Resolution 2018-14 was made by Commissioner Lewis Shane Lee with a second from Commissioner Matthew Hunton. Commissioner Paul Grider - Yes, Commissioner Gene Creighton - Yes, Commissioner Matthew Hunton - Yes, Commissioner Lewis Shane Lee - Yes.

Contracts - Agreements - Procurements:

- a. **Consideration of Retainer Agreement with Fadduol, Cluff, Hardy, & Conway, P.C.** - County Attorney Randy Knudson presented the agreement with a recommendation to accept it. Motion to approve was made by Commissioner Matthew Hunton with a second from Commissioner Lewis Shane Lee. Commissioner Paul Grider - Yes, Commissioner Gene Creighton - Yes, Commissioner Matthew Hunton - Yes, Commissioner Lewis Shane Lee - Yes.
- b. **Consideration of Renewal of Housing Agreement with Cannon Air Force Base and Roosevelt County Detention Center** - Motion to approve was made by Commissioner Gene Creighton with a second from Lewis Shane Lee. Commissioner Paul Grider - Yes, Commissioner Gene Creighton - Yes, Commissioner Matthew Hunton - Yes, Commissioner Lewis Shane Lee - Yes.
- c. **Request for Approval of Award of ITB 2018-05 Crushed Caliche Materials for Road Department to White Rock Crushing, LLC** - 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 Matthew Hunton - Yes, Commissioner Lewis Shane Lee - Yes.

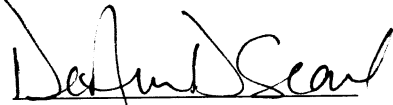
Media Communication: None

10 Minute Recess

Executive Session: Motion to enter into executive session was made at 10:27 a.m. by Commissioner Matthew Hunton with a second from Commissioner Paul Grider. Commissioner Paul Grider - Yes, Commissioner Gene Creighton - Yes, Commissioner Matthew Hunton - Yes, Commissioner Lewis Shane Lee - Yes. Those present were Commissioner Paul Grider, Commissioner Gene Creighton, Commissioner Matthew Hunton, Commissioner Lewis Shane Lee, County Manager Amber Hamilton, and County Attorney Randy Knudson. Motion to adjourn from executive session was made at 10:48 a.m. by Commissioner Matthew Hunton with a second from Commissioner Lewis Shane Lee. Commissioner Paul Grider - Yes, Commissioner Gene Creighton - Yes, Commissioner Matthew Hunton - Yes, Commissioner Lewis Shane Lee - Yes. No action needed, no action taken.

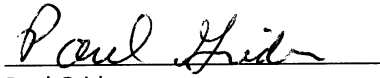
Adjourn: Meeting adjourned at 10:49 a.m.

ATTEST:



DeAun D Searl
County Clerk

BOARD OF ROOSEVELT
COUNTY COMMISSIONERS



Paul Grider
Commission Chairman

