

August 4, 2015
County Commission Room
Roosevelt County Courthouse
Portales, New Mexico 88130

The Roosevelt County Commission met in regular business meeting Tuesday, August 4, 2015, at 9:00 a.m. in the County Commission Room in the Roosevelt County Courthouse with those present being: Commissioner Kendell Buzard, Commissioner Jake Lopez, Commissioner Richard Leal, Commissioner Gene Creighton, Commissioner Lewis Shane Lee, County Manager Amber Hamilton, County Clerk DeAun Searl, Clerk Chief Deputy Stephanie Hicks, Treasurer Layle Sanchez, Assessor George Beggs, Assessor Chief Deputy Stevin Floyd, County Attorney Randy Knudson, Sheriff Malin Parker, Sheriff Chief Deputy Darren Hooker, Road Supervisor Juan Dominguez, Roosevelt County Detention Administrator Mark Gallegos, Human Resource Administrator Becky White, John Pugh, PNT Staff Writer Rae Arnett, and PNT Managing Editor Alisa Boswell.

Call to Order - Commissioner Kendell Buzard at 9:00 a.m.
Invocation - John Pugh
Pledge - Sheriff Malin Parker

Approve Agenda:

Motion to approve agenda was made by Commissioner Gene Creighton with a second from Commissioner Lewis Shane Lee. Commissioner Kendell Buzard - Yes, Commissioner Richard Leal - Yes, Commissioner Gene Creighton - Yes, Commissioner Jake Lopez - Yes, Commissioner Lewis Shane Lee - Yes.

Approve Minutes:

Motion to approve Minutes of 07-30-2015 Special Meeting was made by Commissioner Jake Lopez with a second from Commissioner Richard Leal. Commissioner Kendell Buzard - Yes, Commissioner Richard Leal - Yes, Commissioner Gene Creighton - Yes, Commissioner Jake Lopez - Yes, Commissioner Lewis Shane Lee - Yes.

Approval of Accounts Payable and Payroll:

Motion to approve accounts payable from July 1, 2015 through July 31, 2015 was made by Commissioner Lewis Shane Lee with a second from Commissioner Jake Lopez. Commissioner Kendell Buzard - Yes, Commissioner Richard Leal - Yes, Commissioner Gene Creighton - Yes, Commissioner Jake Lopez - Yes, Commissioner Lewis Shane Lee - Yes. Motion to approve payroll from July 1, 2015 through July 31, 2015 was made by Commissioner Jake Lopez with a second from Commissioner Gene Creighton. Commissioner Kendell Buzard - Yes, Commissioner Richard Leal - Yes, Commissioner Gene Creighton - Yes, Commissioner Jake Lopez - Yes, Commissioner Lewis Shane Lee - Yes.

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 due to the loss of one staff member, interviews are scheduled for 08-06-2015.
- c. Sheriff - Roosevelt County Sheriff Malin Parker reported arresting the individual who was driving through fences, several drug arrests, and his staff is staying busy with routine business. Sheriff Malin Parker will be attending a Board of Directors new member meeting with NMAC this Thursday and Friday.
- d. Treasurer - Treasurer Layle Sanchez reported the balance in the checking account to be \$2,562,249.57. The office is very busy preparing for the audit.
- e. Detention - Roosevelt County Detention Center Administrator Mark Gallegos reported having 74 inmates; 8 of which are from out of county. Scott Chambers from NMAC will conduct a mock audit in the first part of September to prepare for accreditation. Two officers have turned in resignations and one lieutenant position has yet to be filled. Also reported AC and plumbing problems, once corrected Curry County will be housing up to 40 inmates. Union and Guadalupe Counties have also expressed interest in housing inmates in Roosevelt County.
- f. GIS/Rural Addressing/Floodplain Management - GIS Technician Johnny Montiel was not present.
- g. Road - Road Supervisor Juan Dominguez reported his staff is very busy.
- h. Manager - County Manager Amber Hamilton reported working with officials from Cannon Air Force Base on Sundale Valley Road to use DAR funds for repair. CDBG is moving forward at a slow pace. Inmates will be utilized to work on the fairgrounds to prepare for the county fair. The fair board has also scheduled cleaning weekends. The annual audit begins next week with an Audit Entrance Meeting scheduled for Monday August 10 at 1:00 p.m. Commissioners Jake Lopez and Kendell Buzard volunteered to attend that meeting.
- i. Commissioners - Commissioner Richard Leal requested the agenda packet be sent out in a timely manner.

Old Business: None.

New Business:

- a. Consideration of Revision to Detention Center Organizational Chart - Roosevelt County Detention Center Administrator Mark Gallegos requested to replace the Compliance Officer with a Case Manager. A Case Manager is needed for mental health and treatment planning. Motion to approve was made by Commissioner Gene Creighton with a second from Commissioner Jake Lopez. Commissioner Kendell Buzard - Yes, Commissioner Richard Leal - Yes, Commissioner Gene Creighton - Yes, Commissioner Jake Lopez - Yes, Commissioner Lewis Shane Lee - Yes.
- b. Discussion of Creating ICIP Committee and Appointment of two Commissioners to serve on ICIP Committee - County Manager Amber Hamilton stated a committee to prioritize the ICIP requests should consist of Elected Officials, Department Heads and two Commissioners. Motion to create ICIP Committee was made by Commissioner Richard Leal with a second from Commissioner Gene Creighton. Commissioner Kendell Buzard - Yes, Commissioner Richard Leal - Yes, Commissioner Gene Creighton - Yes, Commissioner Jake Lopez - Yes, Commissioner Lewis Shane Lee - Yes. Motion to appoint Commissioner Gene Creighton and Commissioner Lewis Shane Lee was made by Commissioner Jake Lopez with a second from Commissioner Richard Leal. Commissioner Kendell Buzard - Yes, Commissioner Richard Leal - Yes, Commissioner Gene Creighton - Yes, Commissioner Jake Lopez - Yes, Commissioner Lewis Shane Lee - Yes.
- c. Discussion of Scheduling a Public Hearing for the ICIP to encourage Citizen Participation and Discussion - County Manager Amber Hamilton recommended that a Public Hearing be scheduled in the week of August 24th to garner public input of ICIP projects. Motion to schedule a public meeting was made by Commissioner Lewis Shane Lee with a second from Commissioner Jake Lopez. Commissioner Kendell Buzard - Yes, Commissioner Richard Leal - Yes, Commissioner Gene Creighton - Yes, Commissioner Jake Lopez - Yes, Commissioner Lewis Shane Lee - Yes.
- d. Discussion of Commission's Option to Comment on 2016-2021 State Transportation Improvement Program - County Manager Amber Hamilton stated that the current STIP does not include any Roosevelt County roads. The commission would like to send comments with the help of Sheriff Malin Parker.

Resolutions - Ordinances - Proclamations:

- a. Consideration of Resolution 2015-56 Amendment to Ordinance 2014-06 Loan Agreement between Roosevelt County and the New Mexico Finance Authority - County Manager Amber Hamilton stated this is the first step to amend the ordinance. Motion to approve was made by Commissioner Richard Leal with a second from Commissioner Gene Creighton. Commissioner Kendell Buzard - Yes, Commissioner Richard Leal - Yes, Commissioner Gene Creighton - Yes, Commissioner Jake Lopez - Yes, Commissioner Lewis Shane Lee - Yes.


Contracts - Agreements - Procurements: None.

Media Communication:

Commissioner Richard Leal expressed a concern that the location of the commission meeting was being printed as the LC Cozzens Administrative Offices Building instead of the Commission Room at the Roosevelt County Courthouse.

Adjourn: Meeting adjourned at 10:08 a.m.

ATTEST:


DeAun D. Searl
County Clerk

BOARD OF ROOSEVELT
COUNTY COMMISSIONERS


Kendell Buzard
Commission Chairman

