

January 8, 2019
County Commission Room
Roosevelt County Courthouse
Portales, New Mexico 88130

The Roosevelt County Commission met in regular business meeting Tuesday, January 8, 2019, at 9:00 a.m. in the County Commission Room in the Roosevelt County Courthouse with those present being: Commissioner Paul Grider, Commissioner Matthew Hunton, Commissioner Tina Dixon, Commissioner Dennis Lopez, Commissioner Lewis Shane Lee, County Manager Amber Hamilton, County Attorney Randy Knudson, Clerk Stephanie Hicks, Services Specialist Silke Humpe, Treasurer Layle Sanchez, Services Specialist Victoria Ramos, Special Projects Coordinator Carol Acosta-Flores, Human Resources Administrator Debra Olds, Administrative Assistant Rita Jones, Road Superintendent Ricky Lovato, Maintenance Dept. Anthony Ortega, GIS Technician Johnny Montiel, Lieutenant Javier Sanchez, Sgt. Mark Morrison, Deputy Daniel Boan, Deputy David Meeks, Deputy Hunter Cummins, Deputy TJ Gibson, Deputy Christian Townsend, RCDC Administrator Justin Porter, Lieutenant Shayla Ramsey, RCDC Officers Christopher Johnson and Brad Johnson, RCDC Cadets Weston Peasnell, Brianna Kirven, and Joseph Otero, also with RCDC HSA Stephanie Hatfield, LPN Michelle Gray, Art Schaap, Tommy Knight, Susan Morrison and Eastern New Mexico News Staff Writer Jamie Cushman.

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

Invocation - Manager Amber Hamilton

Pledge - Commissioner Paul Grider

Elect Chairman for 2019:

Motion to elect Lewis Shane Lee by acclamation was made by Commissioner Lopez with a second from Commissioner Dixon. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes, Commissioner Hunton-Yes, Commissioner Lopez-Yes.

Elect Vice-Chairman for 2019:

Motion to elect Matthew Hunton by acclamation was made by Commissioner Lopez with a second from Commissioner Grider. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes, Commissioner Hunton-Yes, Commissioner Lopez-Yes.

Approval of Agenda:

Motion to approve agenda was made by Commissioner Lopez with a second from Commissioner Lewis. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes, Commissioner Hunton-Yes, Commissioner Lopez-Yes.

Approval of Minutes:

Motion to approve minutes of the December 18 regular meeting was made by Commissioner Grider with a second from Commissioner Lopez. Commissioner Grider-Yes, Commissioner Lee-Yes, Commissioner Hunton-Yes, Commissioner Lopez-Yes. Commissioner Dixon abstained.

Approval of Accounts Payable and Payroll:

Motion to approve accounts payable and payroll from December 1-December 31, 2018 was made by Commissioner Grider with a second from Commissioner Lopez. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes, Commissioner Hunton-Yes, Commissioner Lopez-Yes.

Public Requests: Dairyman and Curry County Resident Art Schaap wants to hold CAFB accountable for the contaminated water around the base and asked the commission to contact the Governor in reference to this issue. He brought this concern to the commission since the county has land connected to the AFB, as well on his behalf. This contamination has affected his dairy and home supply of water. Mr. Schaap stated he had to lay off several employees due to this issue, which effects the local economy.

Elected Officials/Department Heads Report:

Detention: RCDC Administrator Porter reported 80 detainees (60 males and 20 females) with 10 being from out of county, 89 bookings and 80 releases for the month of December, of those 8 are in restrictive housing (5 males and 3 females) and \$30,300.00 total billed for the month. Two officers have completed academy training, 3 are currently in the academy and 1 starts on the 14th. One detainee is being housed at the Department of Corrections. Maintenance is continuing with the light replacement project, dayroom maintenance, repairs and cleanup. Update on the Narcan/Naloxone program: The policy for education and distribution has been in place since March 2018 and distribution began on April 14, 2018. Since then over 1,000 detainees have been trained and provided information upon intake and release from RCDC. They have issued 49 Narcan/Naloxone kits into the community to individuals being released from custody. Each kit contains two doses. The staff had to use one of these kits on a detainee due to an overdose that happened just prior to arriving at RCDC, they were able to see the benefit of their training & use of the kit.

Healthcare/Indigent Healthcare Meeting: Motion to enter into Indigent Healthcare Meeting was made at 9:15 a.m. by Commissioner Lopez with a second from Commissioner Lee. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes, Commissioner Hunton-Yes, Commissioner Lopez-Yes.

Special Projects Coordinator Acosta-Flores reported there were 14 claims in the amount of \$11,321.33. Her recommendation is to approve 8 of the claims in the amount of \$3,897.43.

Motion to come out of Indigent Meeting at 9:17 a.m. was made by Commissioner Lopez with a second from Commissioner Grider. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes, Commissioner Hunton-Yes, Commissioner Lopez-Yes.

Motion to approve the 8 recommended claims was made by Commissioner Lopez with a second from Commissioner Hunton. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes, Commissioner Hunton-Yes, Commissioner Lopez-Yes.

HR: Employee Recognition: Human Resources Administrator Olds and Chairman Lee presented certificates to several employees for their years of service.

Road: Road Superintendent Lovato reported his crew is busy on S RR 18, and installing culverts, trimming trees and wrestling tumbleweeds in the county. With the homeland security disaster monies the road department has finished 28.5 miles of roads.

Manager: Manager Hamilton stated we would need a special commission meeting on Friday to approve today's minutes. There are changes coming to the county insurance and she has a meeting next week to learn more about this. Legislative Conference will be next week. Manager Hamilton asked Road Superintendent Lovato to recertify the 2019 roads, to make sure the list is accurately assessed. The offices are doing well in maintaining their budgets and we have collected 68.10% of our estimated revenues.

Commissioners: Commissioner Lopez stated he will be attending the NMAC Board meeting next week.

Old Business:

- a. **Commissioners Report on Annual Detention Center:** Commissioner Lee: improvement on the laundry room, it is now more visible from both sides of the door. Commissioner Hunton: RCDC Administrator Porter and staff are doing a fantastic job taking care of business. Commissioner Lopez: what a great turnaround the facility has done compared to his previous terms. Commissioner Grider: the facility was very clean and he would be proud to show it to anyone. Commissioner Dixon: the facility was very clean and orderly. Manager Hamilton stated the facility looks and runs the same day in and day out, whether there is a scheduled visit or a drop in visitor.

New Business:

- a. **Discussion and Possible Action to add both Chairman and Vice-Chairman as Authorized Signatory Officials for Bank Accounts with JP Stone Community Bank, with Authorization to Sign Checks or Orders for the Payment of Money, Withdraw or Transfer Funds on Deposits with Financial Institution. If Financial Institution Accepts this Power with a Multiple Signature Limitations, Domestic Government Unit Agrees to Waive a Multiple Signature Requirement for Any Withdraw in a Format that Does Not Allow Financial Institution and Opportunity to Examine Signatures and Number of Signatures Required: Two:** Treasurer Sanchez stated this is a requirement when a new Chairman and Vice-Chairman is elected. Motion to approve was made by Commissioner Lopez with a second from Commissioner Grider. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes, Commissioner Hunton-Yes, Commissioner Lopez-Yes.
- b. **Discussion and Possible Action to Approve 2019 Roosevelt County Committee Assignments:** Motion to approve was made by Commissioner Grider with a second from Commissioner Lopez. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes, Commissioner Hunton-Yes, Commissioner Lopez-Yes.
- c. **Discussion of Commissioner Appointments to Roosevelt County Ethics Board:** Manager Hamilton said that each commissioner would need to appoint 1 board member and 1 alternate, for a total of 5 board members and 5 alternates. Attorney Knudson read the requirements of each board member. Manager Hamilton asked the commissioners to give her the names of the appointees prior to February 1st.
- d. **Request for Approval of EMS Fund Act Application for Milnesand Volunteer Fire Department:** Motion to approve was made by Commissioner Grider with a second from Commissioner Lee. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes, Commissioner Hunton-Yes, Commissioner Lopez-Yes.
- e. **Request for Approval of EMS Fund Act Application for Arch Volunteer Fire Department:** Motion to approve was made by Commissioner Lopez with a second from Commissioner Grider. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes, Commissioner Hunton-Yes, Commissioner Lopez-Yes.

Resolutions - Ordinances - Proclamations:

- a. **Consideration of Resolution 2019-01 Compliance with New Mexico Open Meetings Act -** Motion to approve was made by Commissioner Lopez with a second from Commissioner Grider. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes, Commissioner Hunton-Yes, Commissioner Lopez-Yes.
- b. **Consideration of Resolution 2019-02 Public Participation at Roosevelt County Commission Meetings -** Motion to approve was made by Commissioner Lopez with a second from Commissioner Hunton. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes, Commissioner Hunton-Yes, Commissioner Lopez-Yes.

- c. **Consideration of Resolution 2019-03 Delegation of Authority to the county Manager for Disbursement of Vendor Checks** - Motion to approve was made by Commissioner Lopez with a second from Commissioner Grider. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes, Commissioner Hunton-Yes, Commissioner Lopez-Yes.
- d. **Consideration of Resolution 2019-04 Delegation of Authority to the County Manager to Enter into Certain Contracts and Settlement Agreements** Motion to approve was made by Commissioner Lee with a second from Commissioner Lopez. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes, Commissioner Hunton-Yes, Commissioner Lopez-Yes.
- e. **Consideration of Resolution 2019-05 Continuation of Roosevelt County Loss Prevention Committee:** Human Resources Administrator Olds stated this committee has been very active in maintaining safety in the county. Motion to approve was made by Commissioner Lopez with a second from Commissioner Lee. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes, Commissioner Hunton-Yes, Commissioner Lopez-Yes.
- f. **Consideration of Resolution 2019-06 Supporting the Amendment of 7-2-14-3(6) Low Income Property Tax Ordinance Requirements:** Motion to approve was made by Commissioner Hunton with a second from Commissioner Dixon. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes, Commissioner Hunton-Yes, Commissioner Lopez-Yes.

Motion to go into Public Hearing regarding Ordinance 2019-01 was made at 9:50 a.m. by Commissioner Grider with a second from Commissioner Hunton. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes, Commissioner Hunton-Yes, Commissioner Lopez-Yes. --No public input

Motion to come out of Public Hearing was made at 9:51 a.m. by Commissioner Grider with a second from Commissioner Hunton. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes, Commissioner Hunton-Yes, Commissioner Lopez-Yes.

- g. **Consideration 2019-01 Ordinance Considering a Tax Rebate of a Part of Property Tax Due from Low Income Taxpayers:** Died for lack of motion

Contracts - Agreements - Procurements:

- a. **Request for Approval of Lease Contract with the State of New Mexico Department of Military Affairs:** Motion to approve was made by Commissioner Grider with a second from Commissioner Lee. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes, Commissioner Hunton-Yes, Commissioner Lopez-Yes.
- b. **Discussion and Consideration of Requested New Contract for Evidence Tech at the Sheriff's Office:** Lieutenant Javier Sanchez asked to put this contract on hold till they can find someone to fill the position.

Media Communication: NONE

Executive Session:

Corrections to the Executive Session were amended in the 2-5-19 regular meeting

Motion to go into Executive Session Pursuant to 10-15-1 N.M.S.A. (1978)H(2) limited personnel matters and (7) attorney-client privileged information pertaining to threatened or pending litigation, specifically the McFarlin vs. Roosevelt County, Aguilar vs. Roosevelt County, Hernandez vs. Roosevelt County, Parrish vs. Roosevelt County, Burger vs. Roosevelt County, Alonzo vs. Roosevelt County, Natural Chem Holdings was made at 9:55 a.m. by Commissioner Hunton with a second from Commissioner ~~Creighton~~. Lopez Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes, Commissioner Hunton-Yes, Commissioner Lopez-Yes. Chairman Lee called for a 10 minute break.


Those attending Executive Session at 10:03 a.m. were: Commissioner Lee, Commissioner Hunton, Commissioner Lopez, Commissioner Dixon, Commissioner Grider, Manager Hamilton, and County Attorney Knudson.

Motion to come out of Executive Session was made at 10:24 a.m. by Commissioner Hunton with a second from Commissioner ~~Creighton~~. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes, Commissioner Hunton-Yes, Commissioner Lopez-Yes.


- a. Commissioner Hunton stated only the items mentioned above were discussed and that no action was taken in the executive session. No Action Needed No Action Taken

Adjourn: Meeting adjourned at 10:25 a.m.

ATTEST:


Stephanie Hicks
County Clerk

BOARD OF ROOSEVELT
COUNTY COMMISSIONERS


Lewis Shane Lee
Commission Chairman

