

September 1, 2015
County Commission Room
Roosevelt County Courthouse
Portales, New Mexico 88130

The Roosevelt County Commission met in regular business meeting Tuesday, September 1, 2015, at 9:00 a.m. in the County Commission Room in the Roosevelt County Courthouse with those present being: Commissioner Jake Lopez, Commissioner Richard Leal, Commissioner Gene Creighton, Commissioner Lewis Shane Lee, County Manager Amber Hamilton, County Clerk DeAun Searl, Treasurer Layle Sanchez, Assessor George Beggs, County Attorney Randy Knudson, Sheriff Chief Deputy Darren Hooker, Road Superintendent Ricky Lovato, Road Supervisor Juan Dominguez, Roosevelt County Detention Administrator Mark Gallegos, Human Resource Administrator Becky White, Finance Specialist Jose Guzman, GIS Technician Johnny Montiel, Special Projects Coordinator Carol Acosta-Flores, Michael Steininger, Terry Truelock, and PNT Managing Editor Alisa Boswell.

Call to Order - Vice Chairman Jake Lopez at 9:00 a.m.
Invocation - Commissioner Gene Creighton
Pledge - Commissioner Lewis Shane Lee

Elect Chairman for 2015:

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

Elect Vice-Chairman for 2015:

Not necessary.

Approve Agenda:

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

Approve Minutes:

Motion to approve agenda of 08-18-2015 Regular Meeting was made by Commissioner Gene Creighton with a second from Commissioner Lewis Shane Lee. Commissioner Jake Lopez - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Richard Leal - Yes, Commissioner Gene Creighton - Yes.
Motion to approve 08-25-2015 Public Meeting was made by Commissioner Lewis Shane Lee with a second from Commissioner Jake Lopez. Commissioner Jake Lopez - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Richard Leal - Yes, Commissioner Gene Creighton - Yes.

Approval of Accounts Payroll:

Motion to approve payroll from August 1, 2015 through August 31, 2015 with a total of \$292,783.83 was made by Commissioner Jake Lopez with a second from Commissioner Lewis Shane Lee. Commissioner Jake Lopez - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Richard Leal - Yes, Commissioner Gene Creighton - Yes.

Public Requests:

Roosevelt County resident Terry Truelock stated his business Valley Inc. was located on Franklin Road. The current condition of the road is difficult for his semi-trucks to pass. He requested a road closure or the County fix the road.

Elected Officials/Department Heads Report:

- a. **Assessor** - Assessor George Beggs reported he is waiting on the mil levy rates from the state and business as usual.
- b. **Clerk** - County Clerk DeAun Searl reported preparing for the 2015 Hospital Board Election, with District 1 and District 2 on the ballot.
- c. **Sheriff** - Sheriff Chief Deputy Darren Hooker reported business as usual and working toward being fully staffed.
- d. **Treasurer** - Treasurer Layle Sanchez requested that the presentation of the treasurer's report be moved to the second meeting of the month to accommodate the prior month's financials.
- e. **Detention** - Roosevelt County Detention Center Administrator Mark Gallegos reported having 83 individuals in custody; 20 from Curry County (two of which were transported back to Curry for classification issues), 76 male and 7 female, 1 military and 25 municipal. GED testing was made available to 15 individuals through ENMU Instructor Tabitha Apodaca. Parenting classes are offered to the female individuals through 3rd & Kilgore volunteer Teresa Howard, with future plans for expanding to the male individuals. Administrator Gallegos is meeting with 3M today to discuss electronic home monitoring through ankle monitors for low classification individuals. His staff is assisting the sheriff with transports. Also reported was one officer position to fill.

- f. GIS/Rural Addressing/Floodplain Management - GIS Technician Johnny Montiel reported two issues in addressing, no issues in floodplain, two subdivisions revisions and cell tower locations in GIS.
- g. Road - Road Superintendent Ricky Lovato thanked everyone for the outpour of prayers and support for his family. Supervisor Juan Dominguez reported finishing up the first mile on Road 10 and planning the start of Road U. Currently crews are blading. Crews are being planned for the 8-10 miles of LGRF that must be completed before December 31st.
- h. Manager - County Manager Amber Hamilton introduced the new Special Projects Coordinator Carol Acosta-Flores, whose first day is today. The State Department of Transportation will be holding the monthly meeting on September 17th at 8:30 a.m. that includes a presentation of current projects in District 2 by District Engineer Timothy Parker. An update from the Governor's office pertaining to the vacant Commissioner's position, administration can accept applications, resumes and letters of interest, all of which must be forwarded to the Governor's office. District Court is scheduled to move back into the courthouse on September 8th. In the "Waters of the US" court proceedings, which affect Roosevelt County, a North Dakota judge has blocked the ruling. County Manager Amber Hamilton reported attending a Local Growth Management Committee meeting with Commissioner Richard Leal.
- i. Commissioners - Commissioner Richard Leal reported meeting with Blattner concerning EMT and Fire Safety.

Old Business:

- a. Consideration of Resolution 2015-58 Adopting Revised Roosevelt County Detention Center Policies - Roosevelt County Detention Center Administrator Mark Gallegos requested approval of the Roosevelt County Policies & Procedure Manuel & Post Orders. All of the policies and procedures are in compliance with the Federal Jail Standards, the 208 NMAC standards and 95 operating policies and procedures. Motion to approve was made by Commissioner Gene Creighton with a second from Commissioner Jake Lopez. Commissioner Jake Lopez - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Richard Leal - Yes, Commissioner Gene Creighton - Yes.

New Business:

- a. Presentation and Request for Approval of Capital Asset Inventory Certification - Financial Specialist Jose Guzman requested approval to fulfill the current audit requirements. Motion to approve was made by Commissioner Jake Lopez with a second from Commissioner Lewis Shane Lee. Commissioner Jake Lopez - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Richard Leal - Yes, Commissioner Gene Creighton - Yes.
- b. Consideration of Summary Review Plat - GIS Technician Johnny Montiel requested approval of the Bransom Summary Revision. Motion to approve was made by Commissioner Jake Lopez with a second from Commissioner Gene Creighton. Commissioner Jake Lopez - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Richard Leal - Yes, Commissioner Gene Creighton - Yes.
- c. Cost Proposals for Road Concerns for Commission Consideration - Road Supervisor Juan Dominguez and Road Supervisor Ricky Lovato provided to the Commission a breakdown of the costs of four road projects. Priority 1 - 2 miles of Franklin Road at to begin with labor costs to remove silt and material costs will be determined at a later date; the materials cost may decrease with donation of materials from Terry Truelock. Priority 2 - ½ mile of RR N 1/2 at approximately \$9,500 in materials. Priority 3 - 2 miles of S RR L at approximately \$19,000 in materials. Priority 4 - 1 ½ miles of Railroad Mountain at approximately \$15,000 in materials. The funds will come from the Emergency Funds line item in the road department budget. Motion to approve priority was made by Commissioner Gene Creighton with a second from Commissioner Lewis Shane Lee. Commissioner Jake Lopez - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Richard Leal - Yes, Commissioner Gene Creighton - Yes.
- d. Appointment of Delegates to Local Growth Management Committee - County Manager Amber Hamilton stated two Commissioners were required. Commissioner Richard Leal and Commissioner Lewis Shane Lee volunteered. Motion to appoint was made by Commissioner Jake Lopez with a second from Commissioner Gene Creighton. Commissioner Jake Lopez - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Richard Leal - Yes, Commissioner Gene Creighton - Yes.
- e. Appointment of Delegate to Emergency Preparedness/LEPC Committee - County Manager Amber Hamilton stated GIS Technician Johnny Montiel attended these meetings and the delegate did not have to be a Commissioner. Motion to appoint GIS Technician Johnny Montiel was made by Commissioner Gene Creighton with a second from Commissioner Richard Leal. Commissioner Jake Lopez - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Richard Leal - Yes, Commissioner Gene Creighton - Yes.
- f. Appointment of Delegate to NM/AZ Coalition of Counties - County Manager Amber Hamilton stated Kendell Buzard expressed an interest in remaining the delegate for Roosevelt County. Motion to appoint Kendell Buzard was made by Commissioner Gene Creighton with a second from Commissioner Richard Leal. Commissioner Jake Lopez - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Richard Leal - Yes, Commissioner Gene Creighton - Yes.

Resolutions - Ordinances - Proclamations:

- a. Consideration of Resolution 2015-59 LGRE FY15 CAPS Projects - County Manager Amber Hamilton stated this resolution in addition to the following five resolutions were needed in the file to adhere to

the contracts. The NM Dept of Transportation provides 75% of the funding with a County match of 25%. NM DOT - \$245,839, Roosevelt County - \$81,946, total \$327,785. Motion to approve was made by Commissioner Gene Creighton with a second from Commissioner Lewis Shane Lee. Commissioner Jake Lopez - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Richard Leal - Yes, Commissioner Gene Creighton - Yes.

- b. Consideration of Resolution 2015-60 LGRF FY15 School Bus Projects - NM DOT - \$80,051, Roosevelt County - \$26,684, total \$106,735. Motion to approve was made by Commissioner Lewis Shane Lee with a second from Commissioner Gene Creighton. Commissioner Jake Lopez - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Richard Leal - Yes, Commissioner Gene Creighton - Yes.
- c. Consideration of Resolution 2015-61 LGRF FY15 COOP Projects - NM DOT - \$104,100, Roosevelt County - \$34,700, total \$138,800. Motion to approve was made by Commissioner Gene Creighton with a second from Commissioner Lewis Shane Lee. Commissioner Jake Lopez - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Richard Leal - Yes, Commissioner Gene Creighton - Yes.
- d. Consideration of Resolution 2015-62 LGRF FY16 CAPS Projects - NM DOT - \$213,886, Roosevelt County - \$71,295, total \$285,181. Motion to approve was made by Commissioner Jake Lopez with a second from Commissioner Richard Leal. Commissioner Jake Lopez - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Richard Leal - Yes, Commissioner Gene Creighton - Yes.
- e. Consideration of Resolution 2015-63 LGRF FY16 School Bus Projects - NM DOT - \$68,739, Roosevelt County - \$22,913, total \$91,652. Motion to approve was made by Commissioner Gene Creighton with a second from Commissioner Lewis Shane Lee. Commissioner Jake Lopez - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Richard Leal - Yes, Commissioner Gene Creighton - Yes.
- f. Consideration of Resolution 2015-64 LGRF FY16 COOP Projects - NM DOT - \$92,727, Roosevelt County - \$30,909, total \$123,636. Motion to approve was made by Commissioner Lewis Shane Lee with a second from Commissioner Jake Lopez. Commissioner Jake Lopez - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Richard Leal - Yes, Commissioner Gene Creighton - Yes.
- g. Consideration of Resolution 2015-65 LGRF FY17-21 Infrastructure Capital Improvements Plan - Motion to approve was made by Commissioner Jake Lopez with a second from Commissioner Richard Leal. Commissioner Jake Lopez - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Richard Leal - Yes, Commissioner Gene Creighton - Yes.

Contracts - Agreements - Procurements:

- a. Consideration of Independent Contract for Mowing Services - Road Supervisor Juan Dominguez stated that the chip seal roadways are needing to be mowed. It is estimated at \$16.00 per acre which averages out to \$58.24 per mile. This contract was developed by County Attorney Randy Knudson and will be utilized by anyone wishing to mow roadways. Motion to approve was made by Commissioner Gene Creighton with a second from Commissioner Lewis Shane Lee. Commissioner Jake Lopez - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Richard Leal - Yes, Commissioner Gene Creighton - Yes.


Executive Session:

Motion to go into executive session was made at 10:56 a.m. by Commissioner Gene Creighton 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 with a second from Commissioner Jake Lopez. Commissioner Jake Lopez - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Richard Leal - Yes, Commissioner Gene Creighton - Yes. Those present were Commissioner Jake Lopez, Commissioner Lewis Shane Lee, Commissioner Richard Leal, Commissioner Gene Creighton, County Manager Amber Hamilton, County Attorney Randy Knudson and Michael Steininger. Motion to adjourn from executive session was made at 11:19 a.m. by Commissioner Gene Creighton with a second from Commissioner Jake Lopez. Commissioner Jake Lopez - Yes, Commissioner Lewis Shane Lee - Yes, Commissioner Richard Leal - Yes, Commissioner Gene Creighton - Yes. No action needed, no action taken.

Media Communication: None.

Adjourn: Meeting adjourned at 11:21 a.m.

ATTEST:


DeAun D. Searl
County Clerk

BOARD OF ROOSEVELT
COUNTY COMMISSIONERS


Richard Leal
Commission Chairman

