

August 5, 2014  
Portales City Council Chambers  
Memorial Building  
Portales, New Mexico 88130

The Roosevelt County Commission met in regular business meeting Tuesday, August 5, 2014, at 9:00 a.m. in the Portales City Council Chambers at the Memorial Building with those present being: Commissioner Kendell Buzard, Commissioner Richard Leal, Commissioner Bill Cathey, Commissioner Jake Lopez, County Manager Charlene Webb, County Manager Interim Jena Wilbanks, Administrative Assistant Laci Taylor, County Clerk DeAun Searl, Treasurer Nancy Belcher, Road Supervisor Ricky Lovato, Sheriff Darren Hooker, Roosevelt County Detention Center Administrator David Casanova, Pastor Gary Piepkorn, Stan Livengood, Judge Donna Mowrer, John DeSha, Greg McFarland, Connie Moyer, Patrick Kircher, and PNT Staff Writer Lillian Bowe. Not present was Commissioner Scott Burton.

Call to Order - Commissioner Kendell Buzard at 9:00 a.m.

Invocation - Pastor Gary Piepkorn

Pledge - Sheriff Darrin Hooker

**Approve Agenda:**

Motion to approve agenda was made by Commissioner Jake Lopez, with a second by Commissioner Richard Leal. 4 yes votes.

**Approve Minutes:**

Motion to approve the 07-15-2014 Regular Meeting Minutes was made by Commissioner Bill Cathey, with a second by Commissioner Richard Leal. 4 yes votes.

Motion to approve the 07-24-2014 Special Meeting Minutes was made by Commissioner Jake Lopez, with a second from Commissioner Bill Cathey. 4 yes votes.

**Approve Accounts Payable and Payroll:**

Motion to Approve Accounts Payable and Payroll from 07-15-2014 through 08-05-2014 was made by Commissioner Richard Leal, with a second by Commissioner Jake Lopez. 4 yes votes.

**Informational Items:** None.

**Public Requests:** None.

**Elected Officials/Department Heads Report:**

- a. RCCDC - RCCDC Director Stan Livengood reported that he had attended a meeting in Silver City and made new contacts with Southwest Railroad Inc. and BNSF through New Mexico Partnership. He also attended a meeting concerning the possibility of a movie theater.
- b. USDA Wildlife Specialist - Not Present.
- c. Assessor - Not present.
- d. Healthcare Assistance - Not Present.
- e. Treasurer - Treasurer Nancy Belcher reported that Robert Burpo the LPL Investment advisor was no longer the advisor for Roosevelt County.
- f. Sheriff - Sheriff Darren Hooker reported business as usual. The sheriff's department has 2 openings and is gearing up for the fair.
- g. Detention - Roosevelt County Detention Administrator David Casanova reported 76 inmates, 12 female, 10 from Colfax County. The detention center has 2 openings.
- h. Clerk - County Clerk DeAun Searl reported that the new voting equipment has been delivered to the Jake Lopez building. The transition into the portables was a smooth one.
- i. Road - Road Superintendent Ricky Lovato reported his department is very busy repairing roads that were damaged during the recent rains. The school bus routes are priority.



- j. Risk Management - HR Manager Jena Wilbanks reported that this year's RAP will begin in August and to look for the new disk.
- k. Administration - Interim County Manager Jena Wilbanks reported that the move into the portables went well and that all the offices are up and running.
- l. Fire Depts. /County Fire & EMS Association - Not present.
- m. Commissioner - Commissioner Jake Lopez reported attending the NMAC meeting in Santa Fe to discuss and review the resolutions to present for approval in Gallup. Richard Leal reported he received a call from the Jr. Rodeo expressing appreciation for the new indoor arena. Kendell Buzard reported attendance to the first NM/AZ Coalition of Counties meeting. A request to form an advisory committee on investments was also presented.

**Old Business:** None.

**New Business:**

- a. Approve Employee Donation of Vacation Time to Leroy Manzanares to be used as Sick Time - Interim County Manager Jena Wilbanks stated that county employees could donate up to 16 hours of vacation time each. Motion to approve was made by Commissioner Richard Leal, with a second from Commissioner Bill Cathey. 4 yes votes.
- b. Request from Employees to Donate Vacation Time to Shauna Wade to be used as Sick Time - Interim County Manager Jena Wilbanks stated that county employees could donate up to 16 hours of vacation time each. Motion to approve was made by Commissioner Jake Lopez, with a second from Commissioner Bill Cathey. 4 yes votes.
- c. Appoint a Board Member Representative for the Roosevelt County Community Development Corporation - Interim County Manager Jena Wilbanks stated a representative needed to be appointed. Motion to appoint Commissioner Richard Leal was made by Commissioner Kendell Buzard, with a second from Commissioner Jake Lopez. 4 yes votes.

**Resolutions – Ordinances – Proclamations:**

- a. Approve Resolution 2015-04 Opposing the Legalization of Marijuana for Recreational Use within the State of New Mexico or Roosevelt County - Motion to approve was made by Commissioner Jake Lopez, with a second from Commissioner Bill Cathey. 4 yes votes by roll call.
- b. Approve Resolution 2015-05 a Resolution Supporting New Mexico Association of Counties to Adopt the Resolution on SB 268/Hospital Funding - Interim County Manager Jena Wilbanks stated this resolution is in support of NMAC's resolution for the safety care net pool. Motion to approve was made by Commissioner Jake Lopez, with a second from Commissioner Richard Leal. 4 yes votes by roll call.

**Contracts – Agreements – Procurements:**

- a. Approve Memorandum of Understanding between Roosevelt County and Indecomm Global Services for the Purpose of Filing Documents Electronically - County Clerk DeAun Searl stated this agreement would allow Indecomm to file electronically in Roosevelt County. Motion to approve was made by Commissioner Bill Cathey, with a second from Jake Lopez. 4 yes votes.
- b. Approve Memorandum of Understanding between Roosevelt County Extension Service and the Roosevelt County Commission on Ownership and Use of Equipment - Interim County Manager Jena Wilbanks stated that a verbal agreement has always been in effect with the extension office and that a written agreement would better suit the county. Motion to approve was made by Commissioner Kendell Buzard, with a second from Jake Lopez. 4 yes votes.
- c. Approve Addendum to Curry County Agreement to House Inmates at Roosevelt County - Roosevelt Detention Administrator David Casanova stated this addendum is to improve the agreement for housing an inmate for Curry County. Motion to approve was made by Commissioner Richard Leal, with a second from Bill Cathey. 4 yes votes.
- d. Approve Addendum to Eddy County Agreement to House Inmates at Roosevelt County - Roosevelt Detention Administrator David Casanova stated this addendum is to improve the agreement for housing an inmate for Eddy County. Motion to approve was made by Commissioner Bill Cathey, with a second from Jake Lopez. 4 yes votes.

- e. Approve Addendum to Colfax County Agreement to House Inmates at Roosevelt County – Roosevelt Detention Administrator David Casanova stated this addendum is to improve the agreement for housing an inmate for Colfax County. Motion to approve was made by Commissioner Bill Cathey, with a second from Kendell Buzard. 4 yes votes.
- f. Approve Agreement for Inmate Confinement between the County of Roosevelt and the County of Quay - Detention Administrator David Casanova stated this agreement has the improved language and is for housing inmates for Quay County. Motion to approve was made by Commissioner Richard Leal, with a second from Jake Lopez. 4 yes votes.
- g. Approve Agreement to Amend Loan Agreement No. 2561-PP Between New Mexico Finance Authority and Roosevelt County - Interim County Manager Jena Wilbanks stated this was put on the agenda prematurely. Motion to table was made by Commissioner Kendell Buzard, with a second from Bill Cathey. 4 yes votes.

**Executive Session:** None.

**Any Action Required from Executive Session:** None.

**Media Communication:** None.

**Adjourn:** Meeting adjourned at 9:49 a.m.

ATTEST:



DeAun D. Searl  
County Clerk

BOARD OF ROOSEVELT  
COUNTY COMMISSIONERS



Kendell Buzard  
Commission Chairman

