

December 17, 2019  
County Commission Room  
Roosevelt County Courthouse  
Portales, New Mexico 88130

The Roosevelt County Commission met in regular business meeting Tuesday, December 17, 2019, at 9:00 a.m. in the County Commission Room in the Roosevelt County Courthouse with those present being: Commissioner Paul Grider, Commissioner Tina Dixon, Commissioner Lewis Shane Lee, Commissioner Matthew Hunton, Commissioner Dennis Lopez, County Manager Amber Hamilton, County Attorney Randy Knudson, Clerk Stephanie Hicks, Chief Deputy Clerk Nath Baca, Treasurer Layle Sanchez, Lieutenant Javier Sanchez, Deputy David Meeks, GIS Technician Johnny Montiel, DWI Coordinator Darla Reed, Roosevelt County Community Development Corp (RCCDC) Director Bill Hendrickson, Father Francisco Carbajal, RGH Kaye Green and Eastern New Mexico News Staff Writer Matthew Brock.

Call to Order - Chairman Lee at 9:00 a.m.  
Invocation – Father Carbajal  
Pledge - Commissioner Lee

**Approval of Agenda:**

Motion to amend agenda item 7(a) Resolution 2019-44 to read Resolution 2019-47 was made by Commissioner Hunton with a second from Commissioner Lopez. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes, Commissioner Hunton-Yes, Commissioner Lopez-Yes.  
Motion to approve amended agenda was made by Commissioner Hunton with a second from Commissioner Lee. 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 3, 2019 regular meeting and Fleet & Committee Assignment Workshop 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.

**Approval of Accounts Payable/Payroll:**

Motion to approve Accounts Payable and Payroll for November 1-30, 2019 was made by Commissioner Grider with a second from Commissioner Dixon. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes, Commissioner Hunton-Yes, Commissioner Lopez-Yes.

**Public Requests:** NONE

**Elected Officials/Department Heads Report:**

**Manager:**

Manager Hamilton reported the county received their letter stating that the county's questions and the school's tax questions did pass, on the November 2019 Local Election ballot.

**Commissioners:**

Commissioner Grider thanked Commissioner Lopez for all he did for the County Christmas Party. Commissioner Dixon stated that a homeowner, south of Elida, would like to close a road. Manager Hamilton said she would have this on the next agenda. Commissioner Lee asked for clarification on when taxes are due. Treasurer Sanchez stated there are several counties whose tax payment deadline have been moved forward 1 month, due to tax questions being on the Local Election Ballot that took place November 5<sup>th</sup>. There was not an adequate amount of time for the tax bills to be printed and mailed, after the election, for the normal due date of November 10<sup>th</sup>. Taxes this year are due December 10, 2019 with the late penalty beginning January 10, 2020. These deadlines are for this tax season only.

**New Business:**

- a. **Discussion and Action to Appoint Persons to Fill One Vacant Board of Director Positions on the Roosevelt County Special Hospital District Board Pursuant to N.M. Statutes Annotated §4-48(A)-6:**  
RGH Administrator Green reported no candidate filed for the vacant board position, for the 2019 Local Election ballot. Therefore she came to ask the commission to consider appointing incumbent Paul Benoit to this position. Motion to appoint Benoit 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.
- b. **Request for Approval of 2020 Committee Appointments:**  
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.



**Roosevelt County Board of Finance Meeting:**

Motion to go into said meeting was made at 9:14 a.m. by Commissioner Hunton with a second from Commissioner Grider. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes, Commissioner Hunton-Yes, Commissioner Lopez-Yes.

Treasurer Sanchez asked the commission to consider allowing her to re-invest \$500,000 into a higher interest yield investment.

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

c. **Request for Approval to Re-invest \$500,000 of our Moreton Money Market Funds:**

Motion to approve 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. Treasurer Sanchez thanked the commission for a great year.

d. **Request for Approval of the Tisthammer Unit 3 Summary Subdivision:**

GIS Technician Montiel stated Tisthammer Unit 3 will have no county roads to maintain, it meets all requirements and has been approved by the city. Motion to approve was made by Commissioner Hunton 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 2019-47 Authorizing the City of Portales to Submit an Application to the Department of Finance and Administration, Local Government Division, to Participate in the Local DWI Grant and Distribution Program:**

DWI Coordinator Reed stated this is for the FY21 Application. Motion to approve Resolution 2019-47 was made by Commissioner Grider with a second from Commissioner Hunton. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes, Commissioner Hunton-Yes, Commissioner Lopez-Yes.

b. **Consideration of Resolution 2019-45 2<sup>nd</sup> Quarter Budget Adjustment Resolution:**

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

c. **Consideration of Resolution 2019-46 Approving the Roosevelt County Sheriff's Office Policy and Concerning Handling of Cash, Currency, and Negotiable Instruments:**

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.

**Contracts - Agreements - Procurements:**

a. **Request for Approval of Contract with Roosevelt County Community Development Corporation for Economic Development in Roosevelt County:**

Attorney Knudson made a disclaimer that he is on the RCCDC Board and that he also created the above mentioned contract. 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.

**Executive Session:**

Motion to go into Executive Session Pursuant to 10-15-1 N.M.S.A. (1978)H(7) attorney-client privileged information pertaining to threatened or pending litigation, specifically the McFarlin vs. Roosevelt County, Hernandez vs. Roosevelt County, Natural Chem Holdings, National Prescription Opiate Litigation, Roosevelt County vs. Manuel Perez and NMTRD Litigation and to discuss attorney-client privileged information pertaining to threatened or pending litigation and/or limited personnel matters was made at 9:30 a.m. by Commissioner Hunton with a second from Commissioner Lopez. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes, Commissioner Hunton-Yes, Commissioner Lopez-Yes.

Those attending Executive Session were: Commissioner Grider, Commissioner Dixon, Commissioner Lee, Commissioner Hunton, Commissioner Lopez, Manager Hamilton and Attorney Knudson.

Motion to come out of Executive Session was made at 10:11 a.m. by Commissioner Hunton with a second from Commissioner Grider. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes, Commissioner Hunton-Yes, Commissioner Lopez-Yes. Commissioner Hunton stated only the items mentioned above were discussed. No Action Needed, No Action Taken.

**Media Communication:** NONE

**Recess:** 10:12 a.m. for short break followed by Road Work Session, then reconvene the Commission Meeting at the RCDC.



**Work Session:** 10:38 a.m. – 11:33 a.m.

Road Work Session with those being present: Commissioner Paul Grider, Commissioner Tina Dixon, Commissioner Lewis Shane Lee, Commissioner Matthew Hunton, Commissioner Dennis Lopez, County Manager Amber Hamilton, County Attorney Randy Knudson, Clerk Stephanie Hicks, Road Superintendent Ricky Lovato and New Mexico News Staff Writer Mathew Brock.

Districts 2-5 were presented with each one designating their roads. (District 1 does not have any county maintained roads.) The roads in districts 2-5 have been driven by Road Superintendent Lovato, Commissioners and Manager Hamilton, to prioritize the needs. The list below states how many roads, by district, have highest need of priority.

District 2: 5 roads; District 3: 9 roads; District 4: 5 roads; District 5: 4 roads  
Commissioner Lopez left Work Session at 10:55 a.m.

**Commission Meeting - Reconvene at Roosevelt County Detention Center**

Meeting reconvened at the RCDC at 11:51 a.m. with those being present: Commissioner Paul Grider, Commissioner Tina Dixon, Commissioner Lewis Shane Lee, Commissioner Matthew Hunton, Commissioner Dennis Lopez, County Manager Amber Hamilton, Clerk Stephanie Hicks, RCDC Administrator Justin Porter and Lieutenant Shayla Ramsey.

**a. Annual Commission Inspection of Facility:**

Administrator Porter introduced Wellpath Regional Director of Operations Donna Christy and Health Service Administrator Tamara Jackson. RCDC was presented with September's Well Program Site of the Month. This is the second time Roosevelt County has been named site of the month, first time being in January 2019.

Upgrade to room #3: negative pressure room for medical quarantine, or if needed for a female holding area.

Window tint on doors & windows in halls and on day rooms.

South Rec Room: New cage door, for security, going into Rec Yard.

Went in Master Control and saw it working efficiently.

Looked in laundry room (upgrades to this room are next), exam room, and day rooms.

New LED lighting.

Looked at ceiling in main hall by master control. It leaks due to structure of roof. Porter stated they put large trash cans out when it leaks. Short term repairs have been made, but roof needs to be replaced.

**Adjourn:** Meeting adjourned at 12:41 p.m.

ATTEST:

\_\_\_\_\_  
Stephanie Hicks  
County Clerk

BOARD OF ROOSEVELT  
COUNTY COMMISSIONERS

  
Matthew Hunton  
Commission Chairman