

Tuesday, May 26, 2020  
District Courtroom  
Roosevelt County Courthouse  
Portales, New Mexico 88130

The Roosevelt County Commission met in regular business meeting on Tuesday May 26, 2020, at 10:00 a.m. in the Courtroom in the Roosevelt County Courthouse with those present being: Commissioner Paul Grider, Commissioner Matthew Hunton, Commissioner Lewis Shane Lee, Commissioner Dennis Lopez, County Manager Amber Hamilton, County Attorney Randy Knudson, County Clerk Stephanie Hicks, Treasurer Layle Sanchez, RCDC Administrator Justin Porter, Assessor George Beggs, Chief Deputy Assessor Stevin Floyd, Yucca Telecom Chase Gossett, Fair Board Members Sheila Hayes and Mike Comb. Absent was Commissioner Tina Dixon.

Call to Order - Commissioner Hunton 10:00 a.m.  
Invocation - County Manager Hamilton  
Pledge - Commissioner Hunton

**Approval of Agenda:**

Motion to amend agenda item 4 to read Informational Items was made by Commissioner Grider with a second from Commissioner Lee. Commissioner Grider-Yes, Commissioner Hunton-Yes, Commissioner Lee-Yes, Commissioner Lopez-Yes.

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

**Approval of Minutes:**

Motion to approve minutes of the May 5, 2020 regular meeting was made by Commissioner Grider with a second from Commissioner Hunton. Commissioner Grider-Yes, Commissioner Hunton-Yes, Commissioner Lee-Yes, Commissioner Lopez-Yes. Vote on the May 19 budget workshop will be done in June 8 meeting.

**Approval of Accounts Payable/Payroll:**

**Motion** to approve accounts payable April 1-30, 2020 was made by Commissioner Lopez with a second from Commissioner Lee. Commissioner Grider-Yes, Commissioner Hunton-Yes, Commissioner Lee-Yes, Commissioner Lopez-Yes. **Motion** to approve payroll was made by Commissioner Lee with a second from Commissioner Hunton. Commissioner Grider-Yes, Commissioner Hunton-Yes, Commissioner Lee-Yes, Commissioner Lopez-Yes.

**Public Requests:**

**Informational Items:** Roosevelt County Fair Board President Ms. Hays and board member Mr. Cone provided a brief update of the Fair Board plans to continue to have some type of fair. The Roosevelt County Fair is the longest running fair in the state at 114 years and all want to continue in that tradition. They requested support from the Commission and would like to utilize the fairgrounds for the event. Manager Hamilton and President Hays remain in regular contact to share updates and developments.

**Elected Officials/Department Heads Report:**

**Assessor:** Presentation of Annual Assessor Report: Assessor stated everything is looking good at this point and we are standing at 92%.

**Clerk:** Clerk Hicks reported this is an unprecedented election there is no other election to compare it to. As for the 2020 Primary we have mailed out 894 ballots and 591 has been returned as of Friday May 22. Courthouse Early Voting is at 403 and the Jake Lopez Building Alt Site is at 39. Absentee is where the majority of our extra expenditures come from. A list of some of the estimated expenses: postage \$3,000, Alt Site workers \$5,800, PPE specific person(s) \$3,000, poll workers \$7,737, and 16 ballot tabulator's \$16,000. Cost for this election so far is approx. \$35,000. Good news is most of these expenses will be reimbursed by the state. The bureau of elections has been provided plenty of PPE from the SOS.

**Treasurer:** Treasurer Sanchez reported March 2020 general fund beginning cash: \$3,107,347.70, debits: \$460,415.26, credits: \$600,050.76 with GF ending cash balance of: \$2,967,712.20.

**Manager:** Manager Hamilton reported that she is still involved in COVID-19 meetings with department heads and other meetings with Emergency Management, and the state.

**Commissioners:** Commissioner Lee reported the Sagamore project has 4 turbines up and all concrete work has been completed. Commissioner Lopez asked about allocations for the county shortage of GRT. Manager Hamilton stated that at this time she has not heard of such allocations.

**New Business:**

**Public Hearing:** Presentation of FY21 Preliminary Budget: **Motion** to go into public hearing was made at 10:44 a.m. by Commissioner Lee with a second from Commissioner Lopez. Commissioner Grider-Yes, Commissioner Hunton-Yes, Commissioner Lee-Yes, Commissioner Lopez-Yes.

**No Discussion during public hearing.** **Motion** to come out of public hearing was made at 10:45 a.m. by Commissioner Lopez with a second from Commissioner Hunton. Commissioner Grider-Yes, Commissioner Hunton-Yes, Commissioner Lee-Yes, Commissioner Lopez-Yes.

- a. **Consideration of and Request for Approval of the FY21 Preliminary Budget:** Manager Hamilton highlighted the uncertainty of the projected revenues, especially with GRT. She also noted the ability to offset the debt service transfers this year as the County is in the fiscal practice of pre-funding debt service. Manager Hamilton reaffirmed that more changes were likely to be needed for the final budget as we

would have two additional months of GRT data to analyze. Motion to approve was made by Commissioner Grider with a second from Commissioner Lee. Commissioner Grider-Yes, Commissioner Hunton-Yes, Commissioner Lee-Yes, Commissioner Lopez-Yes.

**Resolutions - Ordinances - Proclamations:**

- A. **Consideration of Resolution 2020-15 4<sup>th</sup> Quarter-Part 1 Budget Adjustment:** Motion to approve was made by Commissioner Lee with a second from Commissioner Grider. Commissioner Grider-Yes, Commissioner Hunton-Yes, Commissioner Lee-Yes, Commissioner Lopez-Yes.

**Contracts –Agreements – Procurements:**

- a. **Request for Approval of Contract Renewal for Comprehensive Healthcare Services at the Roosevelt County Detention Center with Wellpath:** Administrator Porter reported this is 5th year of the contract with this being the 3<sup>rd</sup> year renewal. Motion to approve was made by Commissioner Lopez with a second from Commissioner Hunton. Commissioner Grider-Yes, Commissioner Hunton-Yes, Commissioner Lee-Yes, Commissioner Lopez-Yes.
- b. **Request for Approval of Renewal Agreement to Facilitate Video Arraignment with the Administrative Office of the Courts:** Motion to approve was made by Commissioner Lee with a second from Commissioner Lopez. Commissioner Grider-Yes, Commissioner Hunton-Yes, Commissioner Lee-Yes, Commissioner Lopez-Yes.
- c. **Request for Award of RFP 2020-09 for Kitchen Equipment at the Roosevelt County Detention Center:** Manager Hamilton stated the winning bidder was Chef's Depot for \$117,884.38 for the entire bid. Motion to approve was made by Commissioner Hunton with a second from Commissioner Grider. Commissioner Grider-Yes, Commissioner Hunton-Yes, Commissioner Lee-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, Alonzo vs. Roosevelt County, National Prescription Opiate Litigation, Roosevelt County vs. Manuel Perez, and to discuss attorney-client privileged information relating to pending or threatened litigation and/or limited personnel matters was made at 11:12 a.m. by Commissioner Hunton with a second from Commissioner Lopez. Commissioner Grider-Yes, Commissioner Hunton-Yes, Commissioner Lee-Yes, Commissioner Lopez-Yes. Commissioner Hunton called for a short 10 minute break at 11:12 a.m. Commission came back from break at 11:21 a.m.

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

**Motion** to come out of Executive Session was made at 11:45 a.m. by Commissioner Hunton with a second from Commissioner Lee. Commissioner Hunton stated only those items mentioned above were talked about. Commissioner Grider-Yes, Commissioner Hunton-Yes, Commissioner Lee-Yes, Commissioner Lopez-Yes. No Action Needed, No Action Taken.

**Media Communication:** None

**Adjourn:** Meeting adjourned at 11:47 a.m.

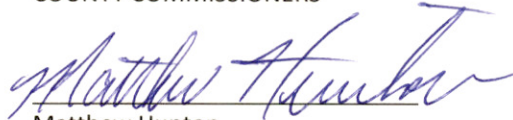
ATTEST:



Stephanie Hicks  
County Clerk



BOARD OF ROOSEVELT  
COUNTY COMMISSIONERS



Matthew Hunton  
Commission Chairman

