

Tuesday, April 6, 2021  
Jake Lopez Community Building  
Roosevelt County Fairgrounds  
Portales, New Mexico 88130

The Roosevelt County Commission met in regular business meeting on Tuesday April 6, 2021 at 9:00 a.m. in the Jake Lopez Community Center with those present being: Commissioner Paul Grider, Commissioner Rodney Savage, Commissioner Shane Lee, Commissioner Tina Dixon, Commissioner Dennis Lopez, County Manager Amber Hamilton, County Attorney Randy Knudson, County Clerk Mandi Park, County Treasurer Layle Sanchez, Detention Administrator Justin Porter, Road Superintendent Ricky Lovato, Financial Specialist Liliana Rivera, Maintenance Director Gary Spinks, Sheriff Malin Parker, Lt. Javier Sanchez, John Underhill, Judy Underhill, Reina Howard, William Banister Sr., Will Banister, Bryan Nixon, Arch Volunteer Fire Chief Jay Lang, Journalist Alisa Boswell-Gore.

Call to Order - Commissioner Dixon at 9:00 a.m.  
Invocation - County Manager Hamilton  
Pledge - Commissioner Lee

**Approval of Agenda:**

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

**Approval of Minutes:**

Motion to approve minutes of the March 16, 2021 special meeting was made by Commissioner Lee with a second from Commissioner Savage. Commissioner Grider-Yes, Commissioner Lee-Yes, Commissioner Dixon-Yes,  
Commissioner Savage-Yes, Commissioner Lopez-Yes.

**Public Requests:** Commissioner Dixon welcomed the public and asked if everyone who would like to speak. John Underhill introduced himself and his wife Judy. Both are retired veterans and have resided near the intersection of South Roosevelt Road 4 and Roosevelt Road P for over 25 years. While they appreciate the chip-sealed road, he stated the area has had a lot of racing activity since the surface improvement was completed. There is a posted 45 MPH speed limit sign, but it is very seldom observed, particularly around shift changes for neighboring dairies. He requested the commission consider speed bumps, rumble strips or increased enforcement.

**Elected Officials/Department Heads Report:**

**Clerk:** Ms. Park gave a report on the board of registration meeting held March 10, 2021, stating 305 inactive voters had been removed from the voter rolls. She also stated the term of service of the current board of registration will end June 30, 2021. She asked that nominations for appointment to the incoming board of registration be brought to her in May so that they can be considered for appointment at the first June meeting. Ms. Park also gave an update on the redistricting process, stating she anticipates splitting precincts 9 and 10 as a result of the census. She will give a more specific redistricting plan once the state and counties receive the federal census data.

**Treasurer:** Ms. Sanchez did not give the report as scheduled, but will bring it to the next meeting. She did state that tax collection stands at 81% approaching the April 10<sup>th</sup> second half due date. Second half payments are late after May 10, 2021.

**Detention:** Mr. Porter stated the current facility count is at 47, with 9 females and 38 males. Four detainees are from out-of-county. The total number of bookings for March was 55, with 62 releases for the same month. Guadalupe County has been billed \$4,650.00, Union County has been billed \$4,800.00, and City of Portales has been billed \$2,227.50 for the month. Visitation has resumed with covid safe practices. Attorney and family visits must be scheduled in advance, visitors are screened upon arrival and visiting areas are cleaned before and after each visit. There are currently 2 detention officers in the training academy.

Mr. Porter presented the FY21 Restrictive Housing Report to the Commission. He stated there were no detainees in restrictive housing for the 1<sup>st</sup> quarter of 2021.

**Manager:** Ms. Hamilton gave an update on the insurance claims regarding vehicles, there is just one remaining Sheriff's Office vehicle in the repair shop. She stated the roof at the law enforcement complex is nearing completion. The majority of other buildings are complete. The next buildings in line for roof repairs are the enterprise center and the Bonem Home.

Ms. Hamilton stated the DWI Program transition is moving along.

Ms. Hamilton stated the MAT Program at the detention center has been awarded \$386,000.00. Mr. Porter is creating the job description for the program manager and working with providers to get the program started. The program should be operational by the 2<sup>nd</sup> Quarter of Fiscal Year 22.

Senate Bill 20 which provides 18.75% to transportation funds has been signed by the governor. The County will be looking to submit another application for funding from this program to improve SRRA & NRRRA from NM 202 north to NM 348, in District 2 and the Texico School District. This road has been on the ICIP priority list for several years. Ms. Hamilton stated they have received all of the Local Government Road Fund award letters and are waiting on the agreements. Those agreements are an increase over last year and include School Bus Route funding which was not received last year.

Finance currently has bids out for the Road Barn, and for the storm water mitigation project. Lydick Engineer sand the New Mexico Environment Department will assist administration and finance in reviewing the bid submissions and qualifications for that project.

Ms. Hamilton stated New Mexico Counties has several regional legislative update meetings scheduled. The meetings will be virtual this year, but the Southeast Regional meeting, which traditionally is held in Chavez County is scheduled for April 29, 2021. Ms. Hamilton has sent the save the date email, but will also forward the



registration email when registration opens. There is also a Chamber Legislative Breakfast schedule for April 15, 2021 at 9:00 am in the Campus Union Ballroom, on the Eastern New Mexico University Campus. Ms. Hamilton will provide the registration link for anyone interested in attending.

Ms. Hamilton gave an unemployment update, stating Roosevelt County is at 6.2% up 2% from last February, New Mexico is at 8.2% which is up 3% from last February. While unemployment is high, jobs are difficult to fill, with more state and federal assistance available, people do not need to go back to work.

**Commission:** Commissioner Lopez stated a new District Engineer had been hired by NMDOT and asked the commission to consider hosting a meet and greet to introduce Francisco Sanchez to Roosevelt County. Mr. Lopez thanked Ms. Hamilton for continuing to work on the Lime and Boston intersection project. Commissioner Lopez asked that open dialog regarding county roads be placed on the agenda on a future meeting to give the public the opportunity to bring items that need to be addressed to their attention. Sheriff Parker stated he continually writes citations for speeding. Monitoring is only effective for a short time. There are many miles of chip sealed county roads, many more state highways and only 18 deputies.

Commissioner Lee asked Ms. Hamilton and Mr. Porter if it would be possible to once again allow detainees outside of the facility to clean up trash from road ways and bar ditches. Ms. Hamilton stated Covid safe practices still have to be followed to keep the facility safe. Mr. Porter added that with a decline in positive Covid tests among detainees and staff that may be a possibility, however they would still have to limit contact with the public and consider other factors such as staffing availability. He is hopeful that within a month or so, that may be an option. Commissioner Savage stated he had been approached by constituents who brought a 2<sup>nd</sup> Amendment preservation ordinance from Newton County Missouri. He shared that ordinance with the County Manager and County Attorney. He was advised that the content of the ordinance was beyond the authority of the commission. He also stated that some of the content was concerning to him and chose not to introduce the ordinance based on the potential liability it would place on local law enforcement. Commissioner Savage also commended the road department for improving chip sealed roads. He stated improved roads can change traffic patterns and increases speed and danger on those roads and intersecting roads.

#### **Old Business:**

- A. Discussion and Approval of the Show Arena Roofing Gutter System:** Mr. Spinks stated the current internal gutter system is failing, leaking, and rusting. He reminded the commission of the repair options presented at the previous meeting and introduced Mr. Nixon to explain the options. Mr. Nixon gave his opinion of the current system, stating the internal gutter will fail again. An internal gutter is not effective for a span the size of the show arena. He explained how the cricket system would drain to the ends of the building. Commissioner Lee asked where the water would be directed. The water from both the back and the front will be directed to the retention pond that is part of the storm water mitigation plan. Mr. Nixon stated the north west wall of the Hog barn is not continuing to settle and is structurally sound and can support a cricket system. Mr. Nixon stated the cricket system would be covered with a 60-mil mule hide TPO low slope roofing material. Following additional discussion Commissioner Lee made a motion to install the cricket system, with a second from Commissioner Lopez. Commissioner Grider-Yes, Commissioner Lee-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

#### **New Business:**

- A. Request for Approval of Donation of Tanker Trailer from Semo Equipment to Arch Volunteer Fire Department:** Chief Lang stated he had been working with Semo on the donation of the tanker trailer which is a 6500-gallon milk tanker trailer that can be certified for fire suppression. Having a tanker available could increase the departments ISO rating. Chief Lang asked the commission to approve the donation. Commissioner Lee made a motion to accept the donation of the tanker trailer from Semo with a second from Commissioner Dixon. Commissioner Grider-Yes, Commissioner Lee-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.
- B. Request for Approval to Invest Up To \$1,000,000.00 into Various Roosevelt County Banking Institutions:** Treasurer Sanchez had previously received approval to invest up to \$1,000,000.00 with Morten. She asked the commission for approval to invest that money locally in short term CD's. Commissioner Dixon made a motion to approve the funds be invested locally with a second by Commissioner Grider. Commissioner Grider-Yes, Commissioner Lee-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

#### **Procurements – Contracts - Agreements:**

- A. Request for Approval of Tower Lease Agreement with Southwestern Wireless, Inc. and Roosevelt County for Milnesand Volunteer Fire Department:** Ms. Hamilton stated the lease of space on this tower would hold the repeater for the radio communications for the Milnesand Volunteer Fire Department. Commissioner Grider made a motion to approve the tower lease with a second by Commissioner Lee. Commissioner Grider-Yes, Commissioner Lee-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

#### **Resolutions – Ordinances - Proclamations:**

- A. Consideration of Resolution 2021-20 Continuing the Declaration of an Exceptional Drought and Fire Danger Emergency in Roosevelt County:** Commissioner Lee asked for confirmation that language is identical to the previous resolution, with the exception of the dates. Ms. Hamilton confirmed only the dates have changed. Commissioner Lopez made a motion to approve Resolution 2021-20 with a second from Commissioner Dixon. Commissioner Grider-Yes, Commissioner Lee-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.
- B. Consideration of Proclamation Declaring May As Motorcycle Awareness Month:** Ms. Hamilton stated she had been asked by motorcycle enthusiast to declare May as motorcycle awareness month. Ms. Hamilton read the proclamation aloud. Commissioner Dixon made a motion to approve the proclamation with a second by Commissioner Lopez. Commissioner Grider-Yes, Commissioner Lee-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.



**Recess:** Commissioner Dixon called for a recess at 10:05 am. The Commission recessed to hold a Budget Workshop and will reconvene following the budget workshop to complete the remainder of the agenda items.

**Reconvene:** the meeting was called back to order at 11:00 am with Rufino Rodriquez from Cordova CPA in attendance. Commissioner Lopez left the meeting at 10:50 am.

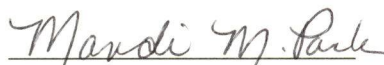
**Resolutions – Ordinances - Proclamations: reconvened**

- C. **Consideration of FY20 Annual Financial Audit and Consideration of Resolution 2021-21 Acceptance and Approval of FY20 Annual Financial Audit:** Mr. Rodriquez introduced himself as the representative from Cordova CPA, the firm hired to perform the audit. He presented a summary of the FY20 audit and gave a timeline for their audit. Mr. Rodriquez stated the county received an unmodified opinion. An unmodified opinion is the best opinion any entity can receive. He stated there were no changes in the scope, all documents were provided in a timely manner. The audit was completed and submitted on time with no significant differences and no significant exposures. There was only one finding. That was a fixed asset that had not been properly recorded and depreciated in previous years. That was corrected with a material adjustment. He explained they also review previous years findings to make sure those have been resolved. They found the FY19 finding had been resolved with new controls put in place in the Sheriff's evidence control space. He also applauded the county for adding additional physical security barriers in the Treasurer's Office. Cordova CPA also made some suggestions to reduce risk. Mr. Rodriquez suggested the county consider doing an annual IT/Cybersecurity assessment, and possibly purchase cybersecurity insurance. They suggested implementation of succession planning for upper management changes. They suggested careful tracking of CARES Act funds due to the lack of spending guidelines provided by the federal government. Mr. Rodriquez thanked the County for a smooth audit. The commission thanked Mr. Rodriquez for his report. Commissioner Dixon made a motion to Approve Resolution 2021-21 with a second by Commissioner Lee. Commissioner Grider-Yes, Commissioner Lee-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes.


**Media Communication:** Ms. Boswell-Gore informed the commission that today's meeting would be the last commission meeting that she would be covering, as she has accepted a new position. The Eastern New Mexico News will continue to cover commission meetings either in person or virtually.

**Adjourn:** Meeting adjourned at 11:25 a.m.

ATTEST:

  
Mandi M. Park  
County Clerk

BOARD OF ROOSEVELT  
COUNTY COMMISSIONERS

  
Tina Dixon  
Commission Chair

