

Tuesday, March 2, 2021  
Jake Lopez Community Building  
Roosevelt County Fairgrounds  
Portales, New Mexico 88130

The Roosevelt County Commission met in regular business meeting on Tuesday March 2, 2021 at 9:00 a.m. in the Jake Lopez Community Building with those present being: Commissioner Paul Grider, Commissioner Rodney Savage, Commissioner Tina Dixon, Commissioner Dennis Lopez, County Manager Amber Hamilton, County Attorney Randy Knudson, County Clerk Mandi Park, Detention Administrator Justin Porter, County Treasurer Layle Sanchez, Human Resources Administrator Debra Olds, GIS Technician Johnny Montiel, Road Superintendent Ricky Lovato, Probate Judge Kendall Terry, Special Programs Coordinator Carol Acosta Flores, Anthony Ortega, Shayla Ramsey, Ana Chavez, Geneva Gonzales, Raquel Herrera Moreno, Mary Griego, Danion Rich, Arica Sandoval, Angie Smith, Misty Sipes Hall.

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

**Approval of Agenda:**

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

**Approval of Minutes:**

Motion to approve minutes of the February 22, 2021 special meeting was made by Commissioner Dixon with a second from Commissioner Savage. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

**Public Requests:** none

**Elected Officials/Department Heads Report:**

**Employee Recognition:** Human Resources Administrator Olds presented years of service awards to the following employees: Detention Shayla Ramsey – 5 years. Detention Mary Griego – 5 years, Administration Carol Acosta Flores – 5 years, Maintenance Anthony Ortega – 3 years, Detention Danion Rich – 1 year, Arica Sandoval – 1 year, Raquel Herrera-Moreno – 1 year, Anna Chavez – 1 year. Awards to be presented to employees who were not in attendance include: Deputy Daniel Boan – 5 years, Deputy Chris Townsend – 3 years, Road Fabian Munoz – 1 year, Road Randy Coats – 3 years, Road Carlos Borrego – 3 years, Detention Jesus Lavelle – 1 year.

**Clerk:** County Clerk Park stated the Board of Registration will meet on Wednesday March 10<sup>th</sup> for the purpose of updating the voter rolls to remove inactive voters who are ineligible due to a change of address. The Board of Registration members appointed by the Commission in June of 2019 are Sharon Davis, Larry Smith, Tina Dzuik, Tate Turnbough, and Pilar Moreno. She gave an overview of the process and stated that there are 305 names on the list to potentially be removed from the voter rolls when the board meets on March 10<sup>th</sup>. Commissioner Savage asked how the list comes together, and how voters are put on the list or removed from the list. Ms. Park explained that voters are removed from the list in only two ways, either action by the voter or action by the board. Either the voter updates their registration by changing their address to their current address, or the board removes them from the voter rolls.

**Probate Judge:** Kendall Terry gave an update on probates recorded since taking office in January, stating that he has processed 7 probates, he has 3 probates currently in process, and has sent 3 probates up to the District Court for process. Judge Terry also gave an update on the legal resources available to the citizens. He stated there have been 2 seminars offered already and will be 4 more upcoming seminars hosted by Legal Resources for the Elderly Program. The dates for upcoming seminars are March 30<sup>th</sup>, April 27, May 27, and June 24, 2021.

**Detention:** Administrator Porter stated the facility count stands at 52, 11 are female detainees, and 41 male detainees, 3 detainees are from out of county. There were 47 bookings in February and 52 releases in February. He stated the total billed to other agencies for the month of February was \$11,617.50. He stated the roof repair is close to completion, the remaining work on the roof is over the administrative offices of the facility. They have painted and done some repair work to the visitation area in preparation for re-opening visitation once that becomes an option for the facility. He thanked the maintenance department for work they had done in the booking area. Mr. Porter also noted that the cost of housing juvenile detainees has increased with the closure of juvenile facilities in the area. Currently the closest facility for housing juvenile detainees is in Lea County. The Dona Ana County juvenile facility can also be utilized when necessary. He stated there are currently 2 juveniles in custody charged with serious offenses that will result in higher-than-normal juvenile billing in the coming months.

**Indigent Healthcare:** Ms. Acosta-Flores asked the commission to enter into indigent meeting. Commissioner Lopez made a motion to go into indigent meeting, with a second by Commissioner Grider. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes. Ms. Acosta-Flores reported 14 claims had been received totaling \$9,260.56, and recommended 8 for approval totaling \$4,374.56. Commissioner Lopez made a motion to come out of indigent meeting, with a second by Commissioner Dixon. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes. Commissioner Lopez made a motion to approve the indigent claims as presented, with a second by Commissioner Dixon. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

**Road:** Road Superintendent Ricky Lovato reported crews doing routine maintenance. Tree trimming will begin as the weather warms up. He stated there was a two-week delay in the completion of the Sagamore Project due to the recent freezing weather, but that the project is near completion. Once the Sagamore Project is complete later this month, the FY 2021 LGRF projects will begin, including Caps, COOP and School Bus Routes. He is waiting for contracts to be received for additional projects planned for the summer.

**Safety Committee Annual Report:** Ms. Olds stated the Safety Committee works to keep employees safe in the workplace. She stated the employees are the most valuable resource and we are committed to their safety. Ms. Olds reported on the findings over the past 3 years and the steps taken to resolve those findings. She reported that all departments had completed the 2020 RAP Trainings. Ms. Olds presented the Commission with a RAP award that was presented to the Safety Committee during the New Mexico Counties Legislative Conference. The Commission thanked Ms. Olds and the Safety Committee for their work.

**Manager:** Manager Hamilton stated the renovations to the Jake Lopez Community Center had begun and is progressing quickly.

Ms. Hamilton gave an in-depth update on legislation that Roosevelt County and New Mexico Counties are watching closely. The deadline to introduce new legislation has passed. New Mexico Counties is tracking nearly 300 pieces of legislation. Roosevelt County is tracking about 200. With three weeks left in the session, we are now watching legislation that is more likely to move forward. HB 4 is likely to be heard in Senate Judiciary later this week. This is the final committee for this bill before being heard on the Senate Floor. Ms. Hamilton stated all of the resolutions passed by the Commission have been shared with our leaders in Santa Fe. The numerous cannabis bills are moving through committees quickly as are some of the other priorities on the agenda, while other bills seem to be stalled. Roosevelt County continues to monitor Capital Outlay and bills affecting law enforcement.

**Commission:** Commissioner Lopez noted the progress on the renovations to the Jake Lopez Community Center, stating that the new doors look good. Commissioner Lopez stated he had served on the NM Counties Board of Directors for many years. Commissioner Lopez stated his current workload and demanding travel schedule will not allow him the time to adequately support the work of the NM Counties Board. He stated he had spoken with Joy Esparsen at New Mexico Counties to discuss the options of replacing him on that board with a new representative for Roosevelt County. He stated he would be stepping down from that board at the end of the week or as soon as a new representative can be appointed or elected. Commissioner Lopez also stated the representative must be an elected official and Commissioner Dixon had served as an alternate and is familiar with the board. If an election is required, the County Clerk's office will oversee the election.

**New Business:**

- A. **Request for Approval of Arch Volunteer Firefighters Annual PERA Reporting:** Commissioner Dixon made a motion to approve the Arch Volunteer Firefighters Annual PERA report, with a second by Commissioner Grider. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.
- B. **Request for Approval of Milnesand Volunteer Firefighters Annual PERA Reporting:** Commissioner Grider made a motion to approve the Milnesand Volunteer Firefighters Annual PERA report, with a second by Commissioner Lopez. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes
- C. **Request for Approval of Type 3-A Summary Subdivision called the Villegas Subdivision:** Mr. Montiel explained Mr. Villegas had completed all of the required paperwork for the approval of a Type 3-A subdivision. All the requirements have been met, the application for the subdivision has also been approved by the City of Portales. Mr. Montiel stated there are no protective covenants and no adverse opinions for the requested subdivision. There are no dedicated internal roads within this subdivision. Each parcel has access to state highway 88. Each parcel holder would have to apply for a driveway permit through the state. Commissioner Grider made a motion to approve the subdivision as presented, with a second by Commissioner Dixon. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes
- D. **Request for Approval of Letter of Intent to New Mexico Department of Transportation Regarding FY22 Funding Applications:** Mr. Lovato stated the applications are for the Local Government Road Fund, CAPS, COOP, and School Bus agreements for Fiscal Year 2022. Commissioner Grider made a motion to approve the request, with a second by Commissioner Dixon. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes


**Media Communication:** none

**Adjourn:** Meeting adjourned at 9:47 a.m.

ATTEST:

  
Mandi M. Park  
County Clerk

BOARD OF ROOSEVELT  
COUNTY COMMISSIONERS

  
Tina Dixon  
Commission Chair

