

Tuesday, April 27, 2021
Jake Lopez Community Building
Roosevelt County Fairgrounds
Portales, New Mexico 88130

The Roosevelt County Commission met in regular business meeting on Tuesday April 27, 2021 at 9:00 a.m. in the Jake Lopez Community Center with those present being: Commissioner Rodney Savage, Commissioner Tina Dixon, Commissioner Dennis Lopez, County Manager Amber Hamilton, County Attorney Randy Knudson, County Clerk Mandi Park, County Treasurer Layle Sanchez, County Assessor George Beggs, Chief Deputy Assessor Stevin Floyd, Probate Judge Kendell Terry, GIS Coordinator Johnny Montiel, Human Resources Administrator Debra Olds, Special Project Coordinator Carol Acosta-Flores, Detention Administrator Justin Porter, Road Superintendent Ricky Lovato, Financial Specialist Liliana Rivera, Lt. Javier Sanchez, Eastern NM News Editor Kevin Wilson.

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

Approval of Agenda:

Commissioner Dixon stated there was no need for an executive session, and she would like to wait until all commissioners were available to have the budget meeting. Motion to approve revised agenda was made by Commissioner Dixon with a second from Commissioner Savage. Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

Approval of Minutes:

Motion to approve minutes of the April 6, 2021 regular meeting was made by Commissioner Lopez with a second from Commissioner Dixon. Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

Public Requests: Commissioner Dixon asked if there were any public requests. There were none.

Elected Officials/Department Heads Report:

Assessor: Mr. Beggs presented the annual report, stating they have completed the valuations. Real property values are increasing, cattle values are decreasing, building permits were up due to the August 2020 hail storm, and the overall net value is increasing.

Treasurer: Ms. Sanchez gave the report for January, stating there was a general fund beginning cash balance of \$6,275,033.69, increases (debits) of \$610,422.73, and decreases(credits) of \$416,812.05 leaving a general fund ending cash balance of \$6,468,644.37. She also gave the report for February, stating there was a general fund beginning cash balance of \$6,468,644.37, with increases (debits) of \$442,153.57 and decreases(credits) of \$1,075,730.09 leaving a general fund ending cash balance of \$5,835,067.85. She also stated they had received news from the state that Roosevelt County would receive a distribution from the trust for the 2016 Abengoa bankruptcy that would cover a portion of the delinquent taxes on that real property and personal property.

Indigent Healthcare: At 9:22 a.m. 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 Dixon. Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes. Ms. Acosta-Flores reported 17 claims had been received totaling \$12,117.33 and recommended 16 for approval totaling \$10,897.33. Ms. Acosta-Flores recommended one claim totaling \$1,220.00 from Roosevelt General Hospital be denied due to untimely filing. At 9:24 a.m. Commissioner Lopez made a motion to come out of indigent meeting, with a second by Commissioner Dixon. 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 Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

Road: Mr. Lovato stated the caliche crew had finished the project they had been working on and were in the process of moving over to Virginia Estates. The Virginia Estates project will take approximately 3 weeks, weather permitting. Mr. Lovato stated the other crews would be working on pot holes, tree trimming, cattle guards and shredding bar ditches. He said blades would be parked due to a shortage of cutting edges for the blades. He stated they would only be blading the roads that are on the list for receiving state funds for enhancement. Ms. Hamilton clarified this was necessary to be able to complete the roads that the county has under contract. The shortage of cutting edges and other machine parts is due to the Covid related economic shutdown, and is likely to impact Roosevelt County and other entities for years to come.

Manager: Ms. Hamilton stated the new NMDOT District Engineer is planning to attend the May 25, 2021 commission meeting to get acquainted with Roosevelt County and give a presentation of the NMDOT projects and priorities.

Ms. Hamilton stated her office is watching the Recovery Act funding options closely, waiting to see what requirements and restrictions will be placed on the available funds. She stated there are lots of record keeping requirements with any federal or state money and noted that Ms. Acosta-Flores keeps up to date with the DUNS and other standard reporting requirements.

Ms. Hamilton stated the New Mexico Cattle Growers will be giving a presentation on the impact of the Lesser Prairie Chicken on May 8, 2021 at 6:00 p.m. in Tucumcari.

Ms. Hamilton stated the other entities involved in the memorandum of understanding for a Regional Healthcare Facility, are moving forward with adopting the MOU. The City of Clovis will handle the procurement requirements of that project once adopted.

Ms. Hamilton stated some initial census numbers are available and Roosevelt County is below the state average for self-reporting. The result may be an overall decrease of 6%-10%, some portion of that decrease can be attributed to the Covid related closure of the university and the lack of students living on campus during the data collection period.

Ms. Hamilton stated the Chamber of Commerce will be hosting an annual awards banquet on Friday evening May 7, 2021 at the Campus Union Ballroom. She will forward the invitation to each commissioner.

Ms. Hamilton gave an oil and gas report, stating there is a decrease year over year, with an increase in volume, but a decrease in value. She also stated there are some federal protections that the County may be eligible to receive to compensate for the drop in the oil price and revenue for the ARP funds.

Ms. Hamilton stated the road department will begin working to dispose of the dilapidated structure at the site where the new road barn will be constructed. She stated it did not receive any bids at the public auction, though there had been some interest. The County also tried to sale to three separate private parties following the auction, but those sales were not successful. They waited about a month to begin demo in case any of the interested parties wanted to make an offer on the structure. They will now move forward with demolition.

Ms. Hamilton gave an overview the annual State of the County report, stating the report is posted to the county's website. She stated the county is in a strong financial standing. She also said the counties Moody's rating is now Aa2/Aa3, which is an improvement. The Moody's rating is similar to a credit score for government entities. Ms. Hamilton stated 53 miles of county-maintained roads have been enhanced and/or rehabilitated. The county continues to work with Xcel Energy, CAFB, and NMDOT to improve transportation infrastructure.

Commission: Commissioner Lopez thanked everyone for the work they do in support of Roosevelt County, noting that every department was represented at today's meeting.

Commissioner Dixon thanked Amber and her staff for all they have done to prepare for the meeting and the preliminary budget.

New Business:

- A. Request for Approval of FY22 Preliminary Organizational Charts:** Ms. Olds stated the organizational charts used for the budgeting process were included in the commission packets. Ms. Hamilton gave an overview of the changes from the FY21 organizational charts. Those changes include an additional position at Detention for the MAT Program Manager, the DWI Compliance Coordinator, and a shared employee between the Assessor's and Treasurer's Office. The shared employee is not an additional position. Commissioner Dixon made a motion to approve the FY22 organizational charts with a second from Commissioner Lopez. Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.
- B. Request for Authorization of the Purchase of a Twelve Month, \$250,000 CD with Western Bank of Portales, Granting Layle L. Sanchez and Victoria Ramos Signatory Authority:** Treasurer Sanchez previously requested permission to invest up to \$1,000,000.00 with local banks. She stated Western Bank had the best available rate and requested approval for the purchase of a CD with Western Bank. Commissioner Dixon made a motion to approve the funds be invested locally with a second by Commissioner Savage. Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.
- C. Request for Approval of Summary Subdivision of a Replat of Lots 32 and 31 of the Westview Subdivision:** Mr. Montiel stated the request for the replat was to adjust the lot lines of lots 31 and 32 of the Westview Subdivision, creating lots 31A, 32A and 32B. The requestor has completed all the necessary paperwork and met all the requirements for the replat. Mr. Montiel also stated there were no adverse opinions from neighboring land owners.
- D. Ratification of FY22 Fire Protection Fund Application for Arch Volunteer Fire District:** Ms. Acosta-Flores asked for ratification of the application, which would result in funding in the amount of \$58, 584.00 for Arch Volunteer Fire Department. Commissioner Savage made a motion to ratify the FY22 Fire Protection Fund Application for the Arch Volunteer Fire Department with a second by Commissioner Lopez. Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.
- E. Ratification of FY22 Fire Protection Fund Application for Milnesand Volunteer Fire District:** Ms. Acosta -Flores asked for ratification of the application, which would result in funding in the amount of \$123, 334.00 for the Milnesand Volunteer Fire Department. Commissioner Lopez made a motion to ratify the FY22 Fire Protection Fund Application for the Milnesand Volunteer Fire Department with a second by Commissioner Savage. Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.
- F. Discussion and Request for Approval of FY22 NM Department of Transportation Project Fund Application:** Ms. Acosta-Flores stated she had received a call for projects from the Regional Transportation Planning Office, and was asked to work with Mr. Lovato to have a project shovel ready when funds became available. Ms. Acosta-Flores requested approval of the FY22 application. Commissioner Lopez made a motion to approve the FY22 NMDOT project fund application with a second from commissioner Dixon. Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

Procurements – Contracts – Agreements:

- A. Request for Ratification of On-the-Job Training Agreement with NM Workforce Connection:** Ms. Olds stated she has worked with NM Workforce Connection and the OJT program offers employers an incentive of reimbursement of 75% of a new hire's wages for up to 6 months. Commissioner Dixon made a motion to ratify the agreement with NN Workforce Connection with a second by Commissioner Lopez. Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.
- B. Request for Ratification of Memorandum of Understanding between the NM Sentencing Commission and Roosevelt County for County Data Sharing Agreement 2021-01:** Mr. Porter requested ratification of the MOU with the NM Sentencing Commission stating it creates a system of efficiency, allowing for data to be shared between entities. Commissioner Savage made a motion to ratify the MOU with a second by Commissioner Lopez. Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.
- C. Request for Approval of Award of ITB 2021-04 Roosevelt County Road Barn to Nixon Enterprises, Inc. for \$616,133.11:** Ms. Rivera stated she received 3 responsive bids to the 2021-04 ITB for construction of the new

road barn. She stated Nixon Enterprises had submitted the least expensive bid, at a cost to the county of \$616,133.11. Ms. Rivera recommended approval of the Award of ITB 2021-04 to Nixon Enterprises, Inc. Commissioner Lopez made a motion to approve the Award of ITB 2021-04 to Nixon Enterprises, Inc. with a second by Commissioner Dixon. Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

- D. **Request for Approval of new ACH Customer Services Agreement with JP Stone Community Bank:** Ms. Sanchez stated the new ACH agreement outlines the rights and responsibilities of both the county and the bank. The agreement has been reviewed by Mr. Knudson, Ms. Hamilton and Ms. Sanchez. Ms. Sanchez requested the customer services agreement be approved. Commissioner Lopez made a motion to approve the new ACH agreement with JP Stone Community Bank with a second by Commissioner Dixon. Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

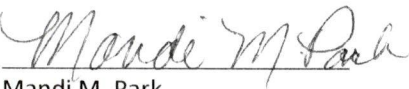
Resolutions – Ordinances – Proclamations:

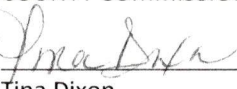
- A. **Consideration of Resolution 2021-22 Adopting a Roosevelt County Premium Pay Stipend for Hourly Detention Personnel Whom Have Worked Their Assigned Shifts During the Ongoing COVID-19 Pandemic:** Mr. Porter stated the staff at the detention center have been committed to their jobs during the pandemic, working to ensure the safety and security of the facility throughout the pandemic. Detention officers routinely work 86 hours in a pay period, not just a regular 40-hour week. The resolution would provide an additional \$150.00 per pay period to each employee who worked their regularly scheduled shifts during the pay period. This resolution covers the remaining 5 pay periods in the current fiscal year. The cost would be a maximum of \$21,000.00 which is available in the budget, if every eligible officer earned the incentive each pay period. Commissioner Dixon thanked Mr. Porter and commended the detention staff for being dedicated to the job and willing to work when so many are staying home and collecting unemployment. Commissioner Lopez made a motion to approve the Resolution 2021-22 with a second by Commissioner Dixon. Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes
- B. **Consideration of Resolution 2021-23 Continuing the Declaration of an Exceptional Drought and Fire Danger Emergency in Roosevelt County:** This resolution is a continuation of the previous 2 resolutions. Without discussion, Commissioner Savage made a motion to approve Resolution 2021-23 with a second from Commissioner Lopez. Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.
- C. **Consideration of Proclamation Declaring the first full week in May As Detention Officer Appreciation Week:** Mr. Porter read the proclamation aloud. Commissioner Dixon again praised the staff at the detention center and made a motion to approve the proclamation with a second by Commissioner Lopez. Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

Media Communication: Mr. Wilson said he had a few clarifying questions for Ms. Hamilton, but no additional topics for discussion.

Adjourn: Meeting adjourned at 10:02 a.m.

ATTEST:


Mandi M. Park
County Clerk

BOARD OF ROOSEVELT
COUNTY COMMISSIONERS

Tina Dixon
Commission Chair

