

Monday, November 8, 2021
County Commission Room
Roosevelt County Courthouse
Portales, New Mexico 88130

The Roosevelt County Commission met in regular business meeting on Monday November 8, 2021 at 9:00 a.m. in the County Commission Room with those present being: Commissioner Paul Grider, Commissioner Rodney Savage, Commissioner Dennis Lopez, Commissioner Tina Dixon, County Manager Amber Hamilton, County Attorney Randy Knudson, County Clerk Mandi Park, Treasurer Layle Sanchez, Road Superintendent Ricky Lovato, Lt. Javier Sanchez, Probate Judge Kendall Terry, Special Projects Coordinator Carol Acosta-Flores, Financial Specialist Lilia Rivera, community members Angie Smith and Jim Lucero Executive Director Roosevelt County Community Development Corporation, and Eastern New Mexico News Editor Kevin Wilson.

Commissioner Lee was absent.

Call to Order - Commissioner Dixon at 9:00 a.m.

Invocation – Amber Hamilton

Pledge - Commissioner Lopez

1. Approval of Agenda:

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

2. Approval of Minutes:

A motion to approve the minutes from the October 19, 2021 regular meeting was made by Commissioner Grider with a second from Commissioner Savage. Commissioner Grider-Yes, Commissioner Savage-Yes, Commissioner Dixon-Yes, Commissioner Lopez-Yes.

3. Approval of Payroll and Accounts Payable:

Motion to approve payroll and accounts payable from October 1, 2021 to October 31, 2021 was made by Commissioner Lopez with a second from Commissioner Dixon. Commissioner Grider-Yes, Commissioner Savage-Yes, Commissioner Dixon-Yes, Commissioner Lopez-Yes.

4. Public Requests:

There were no public requests.

5. Elected Officials and Department Heads Reports:

Probate Judge: Judge Terry stated he has recorded 42 probates year to date. He has also transferred 5 probates to the District Court over the course of the year for various reasons. Judge Terry also stated he will be hosting a workshop for county residents aged 55 and older. The workshop will be held at the Jake Lopez Community Center on November 18, 2021. A group of attorneys from Legal Resources for the Elderly will present a variety of topics including wills, probates, Power of Attorney, Medical Power of Attorney, etc. Presenters will take questions from attendees and there will be an opportunity for attendees to meet with an attorney one on one for additional estate planning or to ask individual specific questions.

Treasurer: Ms. Hamilton stated there were corrections to the July and August reports presented at earlier meetings due to the software migration. Ms. Hamilton presented the treasurer's report for the month of September 2021, stating there was a general fund beginning cash balance of \$1,753,476.58 increases (debits) of \$1,201,237.05 and decreases (credits) of \$563,623.84 ending the general fund cash balance with \$2,391,089.79.

Detention: Ms. Hamilton reported on behalf of Detention Administrator Justin Porter, stating the facility count stands at 65 with 9 female detainees and 56 male detainees. Ms. Hamilton stated there were 62 bookings and 61 releases for the month of September and 63 bookings and 61 releases for the month of October, 2021. Ms. Hamilton stated two cadets have graduated from the academy. She also stated there were 4 transports in the month of October with 2 female detainees being transported to DOC and 9 male detainees being transported to DOC by Detention staff.

Indigent Healthcare: Ms. Acosta-Flores asked the commission to go into Indigent Meeting at 9:12 am. Commissioner Lopez made a motion to go into indigent meeting with a second by Commissioner Dixon. Commissioner Grider-Yes, Commissioner Savage-Yes, Commissioner Dixon-Yes, Commissioner Lopez-Yes. Ms. Acosta-Flores reported there had been 34 total claims received, totaling \$13,686.06. Five of those claims were not received in a timely manner. The 29 claims recommended for approval totaled \$10,668.07. Claims were made by the following providers. Fedko Emergency Physicians New Mexico, LLC., Roosevelt General Hospital, Portales Ambulance Service, Radiology Associates of Albuquerque, Plains Regional Medical Center and Concord Radiology PLLC. Commissioner Lopez made a motion to come out of indigent meeting at 9:14 am with a second by Commissioner Dixon. Commissioner Grider-Yes, Commissioner Savage-Yes, Commissioner Dixon-Yes, Commissioner Lopez-Yes. Commissioner Dixon made a motion to approve the indigent claims in the amount of \$10,668.07 as presented, with a second by Commissioner Savage. Commissioner Grider-Yes, Commissioner Savage-Yes, Commissioner Dixon-Yes, Commissioner Lopez-Yes.

Finance: Ms. Rivera presented the FY-2022 First Quarter Report, for the months of July – September, 2021.

Roads: Mr. Lovato reported his crews are blading the roads in their districts, trimming trees and patching potholes. He stated work is continuing on South Roosevelt Road 19 near Elida. Mr. Lovato also stated Sundale Valley Road is complete and crews have started the 2022 LGRF road projects including South Roosevelt Road P, South Roosevelt Road 8 and South Roosevelt Road Y. Each of those roads will all be micro-sealed. Commissioner Grider thanked Mr. Lovato for the work on Sundale Valley Road, stating his constituents were happy with the work. Commissioner Dixon also thanked Mr. Lovato for the work on South Roosevelt Road 19.

Administration: Ms. Hamilton stated she and Gary Spinks are working with NSA Architects on plans for the courthouse renovations. She stated there are issues with the mortar joints allowing water into the basement. They will develop a plan by December and update the ICIP as needed for this project.

Ms. Hamilton stated there is a County Manager's Affiliate meeting scheduled for November 15-17, which she will attend. Ms. Hamilton stated the Bonem Home renovations are underway. She also stated she is working with Representative Zamora on re-authorizing the balance of the funds earmarked for detention kitchen and laundry renovations to be used for HVAC upgrades at the detention center.

Commissioners: There were no updates from Commissioners.

6. New Business:

A. Request for Approval of Commissioner to Serve on the Roosevelt County Community Development

Corporation Board of Directors: Ms. Hamilton reported that the level of support to the RCCDC board authorized in this budget year provides the Commission with a seat on that board. She stated she currently serves in an ex-officio position on that board. She stated the time commitment would require a monthly meeting and a few hours per month. Commissioner Lopez nominated Commissioner Dixon, stating she would be a good fit for that board. Commissioner Lopez made a motion to appoint Ms. Dixon to the RCCDC Board of Directors with a second from Commissioner Grider. Commissioner Grider-Yes, Commissioner Savage-Yes, Commissioner Dixon-Yes, Commissioner Lopez-Yes.

B. Board of Finance Meeting: Ms. Sanchez requested the commission go into board of Finance at 9:25 am. Commissioner Grider made a motion to go into board of finance with a second by Commissioner Dixon. Commissioner Grider-Yes, Commissioner Savage-Yes, Commissioner Dixon-Yes, Commissioner Lopez-Yes. Ms. Sanchez presented the board of finance report, stating there have been small gains in the investment accounts. Commissioner Lopez made a motion to come out of board of finance at 9:27 am. Commissioner Grider-Yes, Commissioner Savage-Yes, Commissioner Dixon-Yes, Commissioner Lopez-Yes. No action was necessary as a result of the board of finance meeting.

C. Consideration of the Proposed 2022 Roosevelt County Calendar: Ms. Hamilton stated the addition of the new federal holiday in June was the only significant change to the calendar. All other changes were simply adjusting the dates where holidays fell on the calendar and scheduling regular meetings around holidays and elections. Commissioner Lopez made a motion to approve the calendar as presented with a second from Commissioner Dixon. Commissioner Grider-Yes, Commissioner Savage-Yes, Commissioner Dixon-Yes, Commissioner Lopez-Yes.

D. Canvass the 2021 Regular Local Election: Ms. Park presented the canvass of the 2021 Regular Local Election giving the total vote counts by site. Ms. Park presented one provisional ballot and provided guidance to the commission to qualify or disqualify the ballot. Commissioner Dixon made a motion to qualify the ballot to be counted, with a second from Commissioner Lopez. Commissioner Grider-No, Commissioner Savage-Yes, Commissioner Dixon-Yes, Commissioner Lopez-Yes. The ballot was qualified with a 3-1 vote. Commissioner Lopez made a motion to certify the canvass with the addition of the provisional qualified ballot, with a second from Commissioner Grider. Commissioner Grider-Yes, Commissioner Savage-Yes, Commissioner Dixon-Yes, Commissioner Lopez-Yes.

7. Resolution – Ordinances – Proclamations:

A. Consideration of Resolution 2021-45 Delegating Authority to the County Manager to Issue a Special

Dispenser's Permit: Ms. Hamilton stated a special dispenser's permit is a state issued permit which allows alcohol sales and consumption at public events, with a place for the local governing body to sign off on the application. Ms. Hamilton stated no applications have been submitted for signature yet. Commissioner Lopez made a motion to approve Resolution 2021-45, with a second from Commissioner Grider. Commissioner Grider-Yes, Commissioner Savage-Yes, Commissioner Dixon-Yes, Commissioner Lopez-Yes.

B. Consideration of Resolution 2021-46 Adopting the Annual Review and Revisions to the Roosevelt

County Detention Center Policies and Procedures Manual: Ms. Hamilton stated the major change to the policy was the addition of a Covid- policy. Commissioner Dixon made a motion to approve resolution 2021-46, with a second from Commissioner Savage. Commissioner Grider-Yes, Commissioner Savage-Yes, Commissioner Dixon-Yes, Commissioner Lopez-Yes.

C. Consideration of Resolution 2021-47 Supporting the New Mexico Counties 2022 Legislative Priorities:

Ms. Hamilton read the highlights of the list of priorities provided, stating the proposed changes to the Law Enforcement Protection Fund are very important to Roosevelt County. She also stated creating a matching fund for construction and renovations to district courthouses would help to cover the cost of unfunded mandates like the requirement that counties house district courts and court programs. Commissioner Savage made a motion to approve resolution 2021-47, with a second from Commissioner Grider. Commissioner Grider-Yes, Commissioner Savage-Yes, Commissioner Dixon-Yes, Commissioner Lopez-Yes.

D. Consideration of Proclamation Declaring November 20, 2021 as "Walk to End Alzheimer's Day" in

Roosevelt County: Ms. Hamilton stated Curry County, City of Clovis, City of Portales are also participating in the walk to raise awareness of Alzheimer's. She read the proclamation aloud and asked that it be approved. Commissioner Dixon thanked Ms. Hamilton for bringing this to the commission. Commissioner Lopez made a motion to approve the proclamation as presented, with a second from Commissioner Dixon. Commissioner Grider-Yes, Commissioner Savage-Yes, Commissioner Dixon-Yes, Commissioner Lopez-Yes.

8. Procurements – Contracts – Agreements:

A. Request for Ratification of Professional Services Agreement with Debra Olds for Human Resources

Consulting: Ms. Hamilton stated the agreement with Ms. Olds was to provide continued support to Shawn Andrus and provide a smooth transition during Mr. Andrus' first few months. Ms. Olds is willing to continue to

provide training to the staff. Commissioner Grider made a motion to ratify the agreement with Ms. Olds, with a second from Commissioner Lopez. Commissioner Grider-Yes, Commissioner Savage-Yes, Commissioner Dixon-Yes, Commissioner Lopez-Yes.

B. Request for Approval of Change Order # 2 for the Roosevelt County Fairgrounds Storm Water Drainage Project for \$5,000.00 with K. Barnett & Sons, Inc.: Ms. Rivera stated there was an error in the original bid documents, this change order corrects that error. Commissioner Lopez made a motion to approve the change order, with a second from Commissioner Grider. Commissioner Grider-Yes, Commissioner Savage-Yes, Commissioner Dixon-Yes, Commissioner Lopez-Yes.

C. Request for Approval of Vendor APIC Solutions on NM State Contract #00-00000-19-00078 for Covid Mitigation Security System Upgrade at the Roosevelt County Detention Center: Ms. Rivera stated the contract is for the installation of the previously approved system upgrade. Commissioner Savage made a motion to approve the state contract with APIC Solutions, with a second by Commissioner Grider. Commissioner Grider-Yes, Commissioner Savage-Yes, Commissioner Dixon-Yes, Commissioner Lopez-Yes.

D. Request for Approval of Agreement for Food Services at the Roosevelt County Detention Center with Trinity Services Group, Inc.: Ms. Hamilton stated there is an increase in the cost per individual which we are all seeing at the grocery store as well. That CPI increase is within the scope of the original contract. Commissioner Dixon made a motion to approve the contract with a second from Commissioner Lopez. Commissioner Grider-Yes, Commissioner Savage-Yes, Commissioner Dixon-Yes, Commissioner Lopez-Yes.

E. Request for Approval of Agreement with Futurity IT, Inc. for Emergency Management Software: Ms. Hamilton stated the software package would be helpful to Mr. Montiel and it was a small allotment. She also stated she and Mr. Knudson had reviewed the contract and asked for a modification, which Futurity IT, Inc. agreed to. Commissioner Savage made a motion to approve the agreement with a second from Commissioner Lopez. Commissioner Grider-Yes, Commissioner Savage-Yes, Commissioner Dixon-Yes, Commissioner Lopez-Yes.

F. Discussion of County Redistricting Needs and Proposals submitted by Research & Polling Inc and New Mexico Demographic Research LLC: Ms. Park stated the redistricting as a result of the 2020 census is necessary due to population shifts within the county. Ms. Park also stated the difference between the precinct boundary adjustments done earlier this year and the census adjustments is one based on registered voters and the other based on total population. Ms. Park presented the highlights of each proposal. Commissioner Lopez made a motion to approve the three-map option proposal submitted by Research and Polling Inc. for the purpose of redistricting county commission districts, with a second from Commissioner Dixon. Commissioner Grider-Yes, Commissioner Savage-Abstain, Commissioner Dixon-Yes, Commissioner Lopez-Yes.

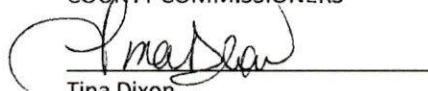
9. Media Communication: Kevin Wilson with the Eastern New Mexico News was in attendance and stated he had one follow-up question for Commissioner Grider following the meeting.

10. Adjourn: The meeting was adjourned at 10:10 am.

ATTEST:


Mandi M. Park
County Clerk

BOARD OF ROOSEVELT
COUNTY COMMISSIONERS


Tina Dixon
Commission Chair

