

Monday, December 7, 2021
County Commission Room
Roosevelt County Courthouse
Portales, New Mexico 88130

The Roosevelt County Commission met in regular business meeting on Tuesday December 7, 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, Road Superintendent Ricky Lovato, Former Detention Administrator Justin Porter, Interim Detention Administrator Shayla Ramsey, Lt. Javier Sanchez, Chief Deputy Assessor Stevin Floyd, Special Projects Coordinator Carol Acosta-Flores, Financial Specialist Liliana Rivera, Human Resources Coordinator Shawn Andrus, Retired Human Resources Coordinator Debra Olds, Administrative Assistant Catherine Izaguirre, DWI Coordinator Darla Reed, GIS Technician Johnny Montiel, Redistricting Specialist Brad Morrison (via Zoom), community members Angie Smith, Lloyd McCargish and Jim Lucero Executive Director Roosevelt County Community Development Corporation.

Commissioner Lee was absent.

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

1. Approval of Agenda:

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

2. Approval of Minutes:

A motion to approve the minutes from the November 8, 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. Public Requests:

There were no public requests.

4. Elected Officials and Department Heads Reports:

Detention: Ms. Ramsey reported the facility count stands at 56 with 9 female detainees and 47 male detainees, with 3 out of county detainees. There were 66 bookings and 71 releases for the month of November. Ms. Ramsey stated there are 7 detainees currently participating in the Medication Assisted Treatment program, with one receiving medication to treat an opioid use disorder. RCDC continues to follow COVID cleaning protocols, providing training, and screening both staff and detainees regularly, providing PPE to staff and deep cleaning day rooms. RCDC hosted a COVID Clinic last week with 1 staff and 9 detainees receiving vaccinations. Maintenance is continuing to work on shower facilities in dayrooms.

Roads: Mr. Lovato reported his crews are blading and patching potholes. He stated work on Local Government Road Funds projects will be starting in two weeks. Work is continuing on South Roosevelt Road 19 near Elida. Four miles are complete and one more mile remains to be completed. Commissioner Dixon thanked Mr. Lovato for the work on South Roosevelt Road 19. Mr. Lovato reported several news outlets have covered stories about tumbleweeds blocking roads. Mr. Lovato stated crews are working to remove tumbleweeds from roadways, but cautioned that high winds will continue to blow over the next few days, and as the wind changes direction, the problem areas will change as well. He also cautioned drivers not to try to drive through tumbleweeds blocking roads. The dry tumbleweeds present a fire danger and there is a lot of dry fuel including tumbleweeds, grass and brush. The fire danger will remain high throughout the winter and into the spring. There is currently not a burn ban in place though the fire danger is high.

Manager: Ms. Hamilton stated the FY 2021 Audit has been submitted to DFA. Ms. Hamilton stated she was asked to testify before the Revenue and Tax Stabilization Committee, which she did prior to Thanksgiving. She stated the regional Alzheimer's walk held in Clovis last month raised just over \$4000.00 to go toward research and prevention of Alzheimer's disease.

Ms. Hamilton reminded the commission of the salary study that had been approved earlier this year. She stated that it is important for the County to remain competitive with the market in the wages offered to staff in order to recruit and retain qualified employees. Annual adjustments have been included in the budget, but other salary adjustments may be necessary that were not included in the budget. She stated the salary study and any recommendations from the study would be presented at the next meeting. She said there may be some other possible adjustments to COLA or PERA contributions that could be made to help retain current employees. Mr. Knudson noted that a burn ban can be put into effect by the commission, regardless of drought status, but it must be done through a resolution on the agenda. Commissioners requested a burn ban resolution be placed on the agenda for the next meeting.

Ms. Hamilton recognized Ms. Debra Olds and presented her with a plaque for her dedication and service to Roosevelt County over the years prior to her retirement on October 30, 2021.

Commissioners: There were no updates from Commissioners.

5. New Business:

A. Presentation and Direction on Proposed Redistricting Plans: Brad Morrison prepared and presented the proposed redistricting maps provided by Research and Polling. Mr. Morrison stated plan A involves the least amount of change to achieve the ideal balance between all commission districts. He stated plan B also achieves the necessary balance by changing multiple districts moving District 4 further into the center of Portales, and backing Districts 1 and 2 out of the city a bit. Mr. Morrison stated Plan C is drastically different, where District 3

moves further into the heart of the city and District 2 absorbs most of the rural area of what is now District 3 including the communities of Dora, Causey, Milnesand and Pep. Mr. Morrison stated each of the plans achieve a balance within the acceptable range, each in a different way. Ms. Park stated no action would be taken on redistricting at this meeting, reminding the commission that they and the public have a period of review before a public hearing. A public hearing will be scheduled prior to the next regular meeting on December 21, 2021. She stated redistricting will be an action item on the agenda and a decision can be made at the next regular meeting. No action was required, no action was taken.

B. Discussion and Review of the 2023 Capital Outlay Priorities: Ms. Hamilton discussed the addition of one additional priority for 2023 to the 2023-2027 Infrastructure Capital Improvement Plan. Item 2023-11 identifies micro seal road projects within the county. Ms. Hamilton also stated the total cost of item 2023-04 has been increased due to inflation in materials, construction, and trades. Item 2023-05 increased from two to three Sheriff's fleet vehicles. Item 2023-10 includes an increase in the cost of materials based on inflation for the repair and maintenance of the Health Clinic parking lot and exterior stucco. Ms. Hamilton stated there will be a surplus of federal money available for capital outlay projects in the coming legislative session and it is possible that the county could request funding on all eleven 2023 priorities instead of just the top five as in the past. Ms. Hamilton will submit the updated ICIP to DFA, no action was needed, no action was taken.

C. Request for Approval of Disposal by Public Auction of a 2012 Dodge Caravan from the Detention Center: Ms. Hamilton stated the 2012 Dodge Caravan is no longer in working order. It needs a new transmission. It has over 100,000 miles on it and the cost of the repair far exceeds the value of the vehicle. There is a new transport van on order that was approved for purchase earlier this year. Commissioner Grider made a motion to approve the request for approval to dispose of the 2012 Dodge Caravan with a second from Commissioner Dixon. Commissioner Grider-Yes, Commissioner Savage-Yes, Commissioner Dixon-Yes, Commissioner Lopez-Yes.

6. Resolution – Ordinances – Proclamations:

A. Consideration of Resolution 2021-48 Hiring and Retention Incentive Program for the Roosevelt County Detention Center: Ms. Hamilton stated the detention center is currently operating at a minimum level of staff. She also stated retaining staff is vital. She stated this resolution would create a policy that would offer retention bonuses for new hires who complete six months of service and one year of service at the detention center, as well as a referral bonus for current employees who refer people who are hired as detention officers and who complete their first six months and one year of employment with RCDC. Commissioner Savage asked for clarification on the amount of the incentives. After some discussion, Commissioner Lopez asked the resolution be expanded to include both detention and the Sheriff's Office and clarify the incentive amounts. Commissioner Lopez made a motion to approve Resolution 2021-48 as amended, with a second from Commissioner Savage. Commissioner Grider-Yes, Commissioner Savage-Yes, Commissioner Dixon-Yes, Commissioner Lopez-Yes.

B. Consideration of Proclamation Designating December as Drunk and Drugged Driving Prevention Month: Ms. Reed stated she is working with media outlets, local businesses and others to get promote prevention of drunk and drugged driving. Ms. Reed read the proclamation aloud. Commissioner Lopez made a motion to approve the proclamation as read, with a second from Commissioner Grider. Commissioner Grider-Yes, Commissioner Savage-Yes, Commissioner Dixon-Yes, Commissioner Lopez-Yes.

7. Procurements – Contracts – Agreements:

A. Request for Approval of Agreement Concerning Storm Damage and Mold Remediation at the Roosevelt County Health Clinic with LaCasa de Buena Salud, Inc.: Ms. Hamilton stated the agreement with LaCasa is to put in writing an agreement for the balance of the cost of water damage and mold remediation not covered by insurance. The county will cover the expense upfront and will bill La Casa and/or the contractor for a portion of the costs not covered. Commissioner Grider made a motion to approve the agreement with La Casa with a second from Commissioner Dixon. Commissioner Grider-Yes, Commissioner Savage-Yes, Commissioner Dixon-Yes, Commissioner Lopez-Yes.

B. Request for Approval of Professional Services Agreement with Souder Miller & Associates and Ratification of Services Rendered for Sundale Valley Road: Mr. Lovato asked for the approval of the Professional Services Agreement with Souder Miller. Commissioner Savage made a motion to approve the agreement, with a second from Commissioner Grider. Commissioner Grider-Yes, Commissioner Savage-Yes, Commissioner Dixon-Yes, Commissioner Lopez-Yes.

C. Request for Approval of Letter Fee Proposal with Pettigrew & Associates PA for a Geotechnical Investigation at the Courthouse: Ms. Hamilton requested the approval of the letter fee proposal for a geotechnical investigation, stating the engineer recommended a geotechnical investigation be done to determine the best way to prevent water from entering the courthouse basement. Commissioner Grider made a motion to approve the letter fee proposal with Pettigrew & Associates PA as requested, with a second by Commissioner Savage. Commissioner Grider-Yes, Commissioner Savage-Yes, Commissioner Dixon-Yes, Commissioner Lopez-Yes.

D. Request for Ratification of Professional Services Agreement with Justin Porter for Detention Center Consulting: Ms. Hamilton stated the Professional Services Agreement with Mr. Porter is necessary to ensure a smooth transition. Commissioner Lopez made a motion to approve the contract with a second from Commissioner Dixon. Commissioner Grider-Yes, Commissioner Savage-Yes, Commissioner Dixon-Yes, Commissioner Lopez-Yes.

8. Media Communication: There were no members of the media present at the meeting.

9. Recess: The meeting was recessed at 10:48 am.

10. Annual Commission Detention Center Inspection: The meeting was reconvened at 11:05 at the Roosevelt County Detention Center, with those present being Commissioner Savage, Commissioner Dixon, Commissioner Lopez, Ms. Hamilton and Ms. Ramsey.

11. Adjourn: The meeting was adjourned at 12:15 pm.

ATTEST:

Mandi M. Park

Mandi M. Park
County Clerk

BOARD OF ROOSEVELT
COUNTY COMMISSIONERS

Tina Dixon

Tina Dixon
Commission Chair

