

Monday, May 5, 2020  
Teleconference  
Portales, New Mexico 88130

The Roosevelt County Commission met in a regular meeting on Tuesday, May 5, 2020, at 9:00 a.m. via Teleconference with those present being: Commissioner Paul Grider, Commissioner Tina Dixon, Commissioner Dennis Lopez, Commissioner Matthew Hunton, County Manager Amber Hamilton, County Attorney Randy Knudson, County Clerk Stephanie Hicks, Road Superintendent Ricky Lovato, RCDC Administrator Justin Porter, NMC Bonnie Cummings, Jim Lucero and Eastern New Mexico News Staff Writer Peter Stein. Absent was Commissioner Lewis Shane Lee.

Call to Order - Commissioner Dixon at 9:04 a.m.

Invocation - County Manager Hamilton

**Approval of Agenda:**

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

**Approval of Minutes:**

Motion to approve minutes of the April 7 regular meeting was made by Commissioner Grider with a second from Commissioner Dixon. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Hunton-Yes, Commissioner Lopez-Yes. Motion to approve minutes of the April 20 special meeting was made by Commissioner Hunton with a second from Commissioner Grider. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Hunton-Yes, Commissioner Lopez-Yes.

**Public Requests:** NONE

**Elected Officials/Department Heads Report:**

**Clerk:** Clerk Hicks reported we just finished around 300 voter registrations. These were being held from the Municipal Election in March. Early Voting for the 2020 Primary Election started today. The office will be sending out approximately 300 absentee ballots by the end of the day. The SOS and the NM Clerks are encouraging all eligible voters to send in their absentee ballot application so they can vote from home. When the Clerk's office receives the voters' signature we will then send out their ballot. We are not having problems filling the positions of poll workers. Roosevelt County is blessed with willing and able people to work. A big challenge is the election school. Since we cannot have a large group, gather for the school, Hicks reported her and her husband will be taking the equipment to the voting locations. On May 27 and 28 the school will be conducted in 6 locations over those 2 days. We were given new voting tabulators in February of this year and the current workers will need hands on training, not just a refresher training.

**Detention:** Facility count is 43 (38 males and 5 females) with 10 being from out of county, 50 bookings and 52 releases for the month of April 2020, and \$11,325.0 total billed. The detention staff is being given multiple masks and each detainee, upon booking, is being given a mask. This is for the safety of everyone at the facility.

**Finance:** Manager Hamilton reported we are at 83.33% of the year. As of April 30 we have collected 90% of the projected revenue and have spent 73.53% of projected expenditures.

**Road:** Road Superintendent Lovato reported 3 crews are busy building roads for CAPS the rest of the crews are doing routine maintenance and cleaning cattle guards.

**Manager:** Manager Hamilton reported that she and all departments are working through the budget. We are waiting on GRT estimated numbers which should be in this week. In the next few weeks there will be a 1 day budget workshop. Hamilton stated she is still involved in weekly COVID-19 meetings with department heads and other meetings with Emergency Management, and the state. All employees are back onsite in their respective offices assisting the public by phone, email or appointments. We will hopefully move into phase 3 of reopening on May 15, which is opening limited access to the public.

**New Business:**

- a. **Request for Approval of FY21 Preliminary Organizational Charts:** Treasurer Sanchez will not be filling the office position, after Vicki Ramos is promoted to chief deputy. This promotion is due to Mickey Algire retiring. Motion to approve was made by Commissioner Grider with a second from Commissioner Lopez. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Hunton-Yes, Commissioner Lopez-Yes.
- b. **Request for Approval of Appointment of County Valuation Protest Board:** Manager Hamilton stated this is the same board from prior years. Motion to approve was made by Commissioner Lopez with a second from Commissioner Hunton. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Hunton-Yes, Commissioner Lopez-Yes.

**Contracts –Agreements – Procurements:**

- a. **Request for Approval of Intergovernmental Agreement between Lea County and Roosevelt County for the Housing of Juvenile Detainees:** Administrator Porter reported we currently have an agreement with Dona Ana County, which is a bit of a distance. This contract with Lea County is to house juveniles for \$250 a day and adults for \$125. Dona Ana will be used for short term holds and

Lea County for longer term holds. This is a 4 year contract. Motion to approve was made by Commissioner Grider with a second from Commissioner Lee. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Hunton-Yes, Commissioner Lopez-Yes.

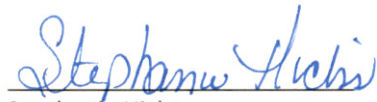
- b. **Request for Approval for Century Lind Building Entry Agreement for Fiber Upgrade for Courts:**  
Motion to approve was made by Commissioner Hunton with a second from Commissioner Lopez. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Hunton-Yes, Commissioner Lopez-Yes.
- c. **Request for Ratification of Personal Protective Equipment Decontamination Services Agreement:**  
This is due to a shortage of PPE. Motion was made by Commissioner Grider with a second from Commissioner Hunton. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Hunton-Yes, Commissioner Lopez-Yes.
- d. **Request for Ratification of Preliminary Local Government Road Fund Awards from NM Department of Transportation:** There will be no allocation for school bus in FY21. Motion to approve was made by Commissioner Hunton with a second from Commissioner Grider. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Hunton-Yes, Commissioner Lopez-Yes.

Commissioner Hunton thanked everyone that attended the teleconference today and stated the next regular meeting will be on May 26 at 9:00 a.m.

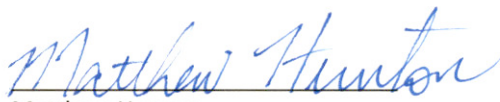
**Adjourn:** Meeting adjourned at 9:40 a.m.

ATTEST:

BOARD OF ROOSEVELT  
COUNTY COMMISSIONERS



Stephanie Hicks  
County Clerk



Matthew Hunton  
Commission Chairman

