

Tuesday, September 15, 2020
Jake Lopez Community Building
Roosevelt County Fairgrounds
Portales, New Mexico 88130

The Roosevelt County Commission met in regular business meeting on Tuesday September 15, 2020, at 9:00 a.m. in the Jake Lopez Community Building with those present being: Commissioner Paul Grider, Commissioner Lewis Shane Lee, Commissioner Tina Dixon, County Manager Amber Hamilton, County Attorney Randy Knudson, Chief Deputy Clerk Nath Baca, County Services Specialist Mandi Park, Special Projects Coordinator Carol Acosta-Flores, Financial Specialist Liliana Rivers, Road Supervisor Juan Dominguez, RCDC Administrator Justin Porter, County Assessor George Beggs, Chief Deputy Assessor Stevin Floyd, County Treasurer Layle Sanchez, GIS Technician Johnny Montiel, ENMU Interim President Dr. Patrice Caldwell and Lilly Martin with Eastern New Mexico News. Absent was Commissioner Matthew Hunton and Commissioner Dennis Lopez.

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

Invocation - County Manager Hamilton

Pledge - Commissioner Lee

Approval of Agenda:

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

Approval of Minutes:

Motion to approve minutes of the August 11, 2020 regular meeting was made by Commissioner Dixon with a second from Commissioner Lee. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes.

Approval of Accounts Payable/Payroll:

Motion to approve accounts payable and payroll July 1, 2020 through July 31, 2020 and August 1, 2020 through August 31, 2020 was made by Commissioner Lee with a second from Commissioner Grider. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes.

Public Requests: NONE

Resolutions – Proclamations - Ordinances:

- A. **Consideration of Resolution 2020-23 Supporting General Obligation Bond Issue C:** Motion to approve Resolution 2020-23 was made by Commissioner Grider with a second from Commissioner Dixon. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes.
- B. **Consideration of Resolution 2020-24 Adopting an Infrastructure Capital Improvement Plan (ICIP):** Motion to approve Resolution 2020-24 was made by Commissioner Lee with a second from Commissioner Grider. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes.
- C. **Consideration of Resolution 2020-25 1st Quarter Budget Adjustment:** Motion to approve Resolution 2020-25 was made by Commissioner Lee with a second from Commissioner Dixon. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes.
- D. **Consideration of Resolution 2020-26 Participation in Local Government Road Fund Program Administered by New Mexico Department of Transportation CAP Road Plan Amendment:** Motion to approve Resolution 2020-26 was made by Commissioner Grider with a second from Commissioner Lee. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes.
- E. **Consideration of Resolution 2020-27 Participation in Local Government Road Fund Program Administered by New Mexico Department of Transportation COOP Road Plan Amendment:** Motion to approve Resolution 2020-27 was made by Commissioner Lee with a second from Commissioner Grider. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes.

Contracts – Agreements – Procurements:

- A. **Request for Approval for Contract Renewal of Emulsion Materials with HollyFrontier Refining & Marketing:** Motion to approve was made by Commissioner Grider with a second from Commissioner Dixon. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes.
- B. **Request for Approval for Contract Renewal of Desert West Enterprises LLC:** Motion to approve was made by Commissioner Lee with a second from Commissioner Dixon. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes.
- C. **Request for Approval for Contract Renewal of Diesel Fuel with Red Rock:** Motion to approve was made by Commissioner Dixon with a second from Commissioner Grider. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes.
- D. **Request for Ratification of Agreement with Department of Finance and Administration for Capital Appropriation Project 20-E2672 for \$175,000 to Design, Construct and Upgrade a Roof for the La Casa Facility:** Motion to approve was made by Commissioner Lee with a second from Commissioner Grider. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes.
- E. **Request for Ratification of Agreement with Department of Finance and Administration for Capital Appropriation Project 20-E2673 for \$60,000 for HVAC Systems at the Roosevelt County Enterprise Center and Courthouse:** Motion to approve was made by Commissioner Grider with a second from Commissioner Lee. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes.

- F. **Request for Approval of Contract with Accurate Controls for Maintenance and Service at the Detention Center:** Motion to approve was made by Commissioner Lee with a second from Commissioner Grider. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes.
- G. **Request for Ratification of Lease Agreement with The Office Center for County Administration and the Detention Center:** Motion to approve was made by Commissioner Grider with a second from Commissioner Dixon. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes.
- H. **Request for Approval of CARES Act Funding Reimbursement for COVID-19 Expenses for \$50,000 from the Department of Finance and Administration:** Motion to approve was made by Commissioner Lee with a second from Commissioner Grider. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes.
- I. **Request for Approval of CARES Act Funding Reimbursement for Small Business Grants for \$239,625 from the Department of Finance and Administration:** Motion to approve was made by Commissioner Dixon with a second from Commissioner Grider. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes.
- J. **Request for Ratification of Intergovernmental Agreement with the City of Portales for Road Maintenance on SRRU from SRR 6 to SRR 7:** Motion to approve was made by Commissioner Grider with a second from Commissioner Dixon. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes.
- K. **Request for Approval Grant Agreement with the New Mexico Department of Transportation Traffic Safety Division:** Motion to approve was made by Commissioner Lee with a second from Commissioner Grider. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes.

New Business:

- A. **Discussion and Consideration of Order to Roosevelt County Assessor to impose the Property Tax Rates set by the Department of Finance and Administration for Year 2020:** This is done each year. The tax rates are from the Department of Finance and Administration. There is part of Quay County school district in Roosevelt County's panhandle and the rates for the Quay school districts increased significantly due to a school bond election that was held in Quay County. Motion to approve was made by Commissioner Lee with a second from Commissioner Dixon. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes.
- B. **Request for Approval of Type-3-B Summary Subdivision Replat of Block 4 Lots 1 and 2:** This summary subdivision is from Portales Mobile Homes regarding the Redwine Subdivision. The request is to combine Lots 1 and 2 to become 2A in Block 4. It is 3.21acs. It is in Redwine Ball and has been approved by the city of Portales. It meets all requirements and does not encroach on county right of ways. Motion to approve was made by Commissioner Lee with a second from Commissioner Dixon. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes.
- C. **Request for Approval of Partin Subdivision a Type 3-B Summary Subdivision:** This request was submitted by the Partin Family LCC. It consists of six (6) tracts. It has access to county and city roadways. There are no protective covenants. It has met all county requirements. Motion to approve was made by Commissioner Dixon with a second from Commissioner Lee. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes.
- D. **Request for Approval of Memorial at the Roosevelt County Courthouse Honoring County Clerk Stephanie Hicks:** Motion to approve was made by Commissioner Lee with a second from Commissioner Dixon. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes.
- E. **Discussion Regarding Federal Payroll Tax Exemption:** No Action Taken

Elected Officials/Department Heads Report:

Treasurer: Treasurer Sanchez reported the July 2020 general fund beginning balance was \$2,437,131.30 with the ending balance being \$2,656,545.66. With the tax rates now approved, the bills will go out and things will pick up.

Detention: RCDC Administrator Porter reported for the month of August 2020. The facility count is 65 (57 males and 8 females) with 6 being from out of county, 70 bookings and 79 releases and \$19,605.00 total billed. The kitchen walls are done and are ready for stainless steel installation. There are 3 officers in academy training and two will graduate on Friday. A Leadership Course is being offered with a Supervisor's Book – "It Worked For Me". The next phase for the tablet system for detainees is next week will be a change over on phone systems, testing wireless access points (WAPs) and apps on the tablets. Then the following week there will be training from staff on those tablets. The tracking system is working with the jail management system to link the two, then information will be sent to handheld units. The facility is diligently doing extra cleaning and some painting. COVID-19 practices are in place. Dana is a new hire for the Misdemeanor Compliance position. She is being housed at Magistrate Court. She will eventually work on handwritten files and have them digitized.

Healthcare Assistance Program: Motion was made at 9:52 a.m. to go into Indigent Board Meeting by Commissioner Lee with a second from Commissioner Dixon. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes. Special Projects Coordinator Acosta-Flores presented the August 2020 monthly report. There were 21 claims with a total of \$5,546.96. Special Projects Coordinator Acosta-Flores recommended to approve all 21 claims. Three were for Lubbock Diagnostics and 18 were for Roosevelt General Hospital. Motion to come out of Indigent Board Meeting was made at 9:53a.m. by

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

Roads: Road Supervisor Dominguez stated that one team is working in the Rogers area and it should be a two day project. Another team is working on 3 North and that will be about a two week project. Staff are doing routine maintenance working on trees and pothole patching. Commissioner Lee asked Road Supervisor Dominguez to check the trees on RR R1/2 between RR 7 & RR 8.

Manager: Acknowledgement of FY21 Final Budget Approval by DFA: The FY21 Final Budget has been approved by the Department of Finance and Administration. Manager Hamilton stated that if compared to August of 2019 the county is on track but NAC is predicting a shortfall in the billions due to COVID-19. She is closely monitoring the Gross Receipts Taxes. The hail storm claim on county buildings is about \$2 million and the county's deductible is \$2500.00. There are about 30 units (fleet vehicles) totaling \$200,000. **2020 Census and LCCC Update:** Roosevelt County is at 52.8% and would like to at the very least reach 2010 census of 59.0%. There is a contest that has been started as an incentive to try to increase participation. The Sagamore project has identified an additional 12 miles that were not on the initial plan for repair but there is the contract with the county and they intend to leave everything better than when they started.

Commissioners: Commissioner Lee expressed concern on vandalism out in the county and illegal dumping is still bad. We need to help Sheriff's office and keep an eye out.

Executive Session: Cancelled

Media Communication: None

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

ATTEST:

Nath Baca

Nath Baca
Chief Deputy Clerk

BOARD OF ROOSEVELT
COUNTY COMMISSIONERS

Tina Dixon

Tina Dixon
Commission Vice Chairman

