

Thursday, July 28, 2022  
County Commission Room  
Roosevelt County Courthouse  
Portales, New Mexico 88130

The Roosevelt County Commission met in regular business meeting on Thursday July 28, 2022 at 9:00 a.m. in the County Commission Room with those present being: Commissioner Paul Grider, Commissioner Rodney Savage, Commissioner Lewis Shane Lee, Commissioner Tina Dixon, Commissioner Dennis Lopez, County Manager Amber Hamilton, County Clerk Mandi Park, Treasurer Layle Sanchez, GIS Coordinator Johnny Montiel, Sheriff Malin Parker, Lt. Javier Sanchez, Detention Administrator Shayla Ramsey, and IT Director Chase Gossett.

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

Invocation – Amber Hamilton

Pledge - Commissioner Lee

**1. Approval of Agenda:** A motion to approve the agenda was made by Commissioner Grider with a second from Commissioner Savage. Commissioner Grider-Yes, Commissioner Savage-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes. Commissioner Lopez-Yes.

**2. Approval of Minutes:** A motion to approve the minutes July 12, 2022 - regular meeting was made by Commissioner Savage with a second from Commissioner Lee. Commissioner Grider-Yes, Commissioner Savage-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes, Commissioner Lopez-Yes.

**3. Public Requests:** None

**4. Elected Officials / Department Heads Reports:**

**Detention:** Ms. Ramsey stated the facility count is 60 with 14 female detainees and 46 male detainees. One detainee is from out of county. There were 56 booking in the month of June and 58 releases. There were no detainees transported by RCDC staff last month. There were no detainees in restrictive housing. Guadalupe County was billed \$4,125 for the month of June for detainee housing. Quay County was billed \$1,275 for detainee housing in June. Ms. Ramsey gave an annual update stating there were a total of 7,009 days spent in incarceration in FY 2022 vs 15,247 incarcerated days in FY 2021. The 2022 average length of stay was 26 days vs 31 days in FY 2021. The average length of stay for those detainees with felony charges was 44 in FY 2022 vs 51 in FY 2021. The average length of stay for detainees with Misdemeanor charges in 2022 was 11 vs 15 in FY 2021. There were 57 total detainees transported to DOC in FY 2022 with 34 males and 2 females being transported by the Sheriff's Office and 17 males and 4 females being transported by detention staff. Ms. Ramsey also stated work continues on the outdoor area for the MAT program and the APIC camera systems. The exercise equipment has been installed and is much appreciated.

**Manager:** Ms. Hamilton stated the audit entrance conference is scheduled for Thursday August 4<sup>th</sup> at 10:00 am. The accounting firm handling the audit will host the virtual entrance conference. Ms. Hamilton welcomed commissioners to join from their own computers or join her in her office to log in to the meeting. Ms. Hamilton stated the county had hosted 2 ICIP public input meetings over the last month and one five-year road plan meeting. The main focus of those meetings was South Roosevelt Road O. The residents and business owners along that road would like to see the road chip sealed. Ms. Hamilton also mentioned contracts for emulsion and other road materials are being re-negotiated and are up for renewal in September. She reminded everyone that we will be able to do fewer miles for the money. Ms. Hamilton stated Ricky and Gary and their crews have been working on the list of projects at the fairgrounds. The ADA compliance projects are complete. They are working on landscaping and entrance gates. Voluntary fairgrounds work day is scheduled for all staff on August 17<sup>th</sup>. Ms. Hamilton noted the position for a dispatch officer has been removed from the website following Commissioner Savage's presentation to the City Council.

**Commissioners:** Commissioner Savage suggested a proclamation encouraging ENMU to ramp up on campus recruitment of staff and students. He stated the student body has a vital economic impact on the county. Commissioner Lopez praised Chase for the technology in the commission room. Commissioner Lee suggested some pictures of county events and landscapes for the screen savers. Commissioner Dixon stated the NACO conference was well attended and New Mexico was represented by about 40 members. She stated she will serve on the Energy, Environment & Land Use Committee. Ms. Hamilton serves on the NACO Agriculture committee. Commissioner Dixon also stated the fairgrounds look great and asked how the sidewalks will affect the placement of outdoor vendors at the fair. Ms. Hamilton stated she and Mr. Spinks had met with the fair board and they will place vendors as not to block sidewalk access.

**5. New Business:**

**A. Request for Approval of a Type 3-B Summary Subdivision Replat of the South 30' of Lot 3 and all of Lot 4 of the Redwine Subdivision:** Mr. Montiel stated the replat was requested by Melveeta Walker, stating Ms. Walker had met all of the requirements for a summary subdivision replat. He also stated there were no adverse opinions from either utilities or neighboring land owners. Commissioner Grider made a motion to approve the summary subdivision replat with a second by Commissioner Savage. Commissioner Grider-Yes, Commissioner Savage-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes, Commissioner Lopez-Yes.

**B. Request for Approval of Disposal for HVAC Units replaced at the Detention Center by Soliciting Sealed Bids:** Ms. Hamilton discussed agenda item 6A at this point, stating \$36,662.04 was reauthorized for other detention center projects. She stated funds from disposal of the replaced units along with American Recovery Funds and the reauthorized funds would cover the cost of additional projects. She requested approval for disposal of HVAC units and item 6A approval of the intergovernmental agreement with NMDFA. Commissioner Grider made a motion to approve the resolution, with a second by Commissioner Savage. Commissioner Grider-Yes, Commissioner Savage-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes, Commissioner Lopez-Yes

**C. Discussion of Continued Public Service Negotiations with the City of Portales:** Commissioner Savage presented the offer of \$175,000.00 with the intention of moving toward a regional dispatch center to the City Council. Mr. Savage refuted the claim that it would be a duplication of services, and the time factors they thought might be a problem. The city did not feel it was necessary to change what was working. However, Commissioner Savage was convincing in his argument that each entity be represented and have some oversight and shared responsibility. He stated we are all stewards of public funds and the county has made a reasonable offer. Commissioner Savage made clear that a governing board is necessary and a priority for a regional dispatch center. The City Council accepted the offer presented by Commissioner Savage. Commissioner Savage thanked Sheriff Parker and Lt. Sanchez for their input and stated they were highly professional in the process. He stated we can now move forward with negotiations for Detention, Fire and EMS which will take some time. Ms. Hamilton stated she had not yet seen a draft of the JPA or received an email response to the acceptance of the offer, but will follow-up and has a goal of having something to share by the August 9<sup>th</sup> meeting. She stated there is much to be done regarding negotiations for Detention. Those numbers were provided to the city in the spring and are at least \$145.00 per day per detainee for housing costs. She also stated those costs are going up. She stated the JPAs are living documents and should not go so long between revisions in the future. Commissioner Dixon asked for clarification on the differences between a regional dispatch and community dispatch. Commissioners Lee and Lopez thanked Commissioner Savage for his work on these negotiations.

**6. Procurements – Contracts – Agreements:**

**A. Request for Approval of Intergovernmental Agreement with the State of New Mexico Department of Finance and Administration Fund 93100 Capital Appropriation Project for \$36,662.04. Reauthorization for the Roosevelt County Detention Center:** Ms. Hamilton spoke about this agreement earlier in the agenda in conjunction with disposal of the HVAC units from Detention. Commissioner Lopez made a motion to approve the Intergovernmental agreement, with a second by Commissioner Dixon. Commissioner Grider-Yes, Commissioner Savage-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes, Commissioner Lopez-Yes.

**7. Resolution – Ordinances – Proclamations:**

**A. Consideration of Resolution 2022-31 Adopting Amendments to the Roosevelt County Detention Center Policies and Procedures Manual and Annual Manual Review:** Ms. Ramsey stated the changes include procedures for use of institutional vehicles and emergencies during transports. Other changes included standardizing language from section to section. Commissioner Lopez made a motion to approve the resolution, with a second by Commissioner Grider. Commissioner Grider-Yes, Commissioner Savage-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes, Commissioner Lopez-Yes.

**B. Consideration of Resolution 2022-32 Continuing the Declaration of an Exceptional Drought and Fire Danger Emergency in Roosevelt County:** Commissioner Lee stated he felt the continuation was necessary. Commissioner Dixon made a motion to approve the resolution with a second from Commissioner Grider. Commissioner Grider-Yes, Commissioner Savage-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes, Commissioner Lopez-Yes.

**C. Consideration of Resolution 2022-33 4<sup>th</sup> Quarter-Part II Final Budget Adjustments:** Ms. Hamilton stated the adjustments are the necessary end of year adjustments to balance accounts. Commissioner Dixon made a motion to approve the resolution, with a second by Commissioner Lopez. Commissioner Grider-Yes, Commissioner Savage-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes, Commissioner Lopez-Yes.

**D. Consideration of Resolution 2022-34 Fiscal Year 4<sup>th</sup> Quarter Final Report:** Ms. Hamilton stated the final report closes out the fiscal year and balances the funds. She stated many expenditures will roll forward into the next fiscal year due to supply chain issues previously discussed. Commissioner Savage made a motion to approve the resolution with a second by Commissioner Lee. Commissioner Grider-Yes, Commissioner Savage-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes, Commissioner Lopez-Yes.

**Public Hearing:** At 10:04 am, Commissioner Dixon made a motion to go into public hearing with a second by Commissioner Grider. Commissioner Grider-Yes, Commissioner Savage-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes, Commissioner Lopez-Yes. Commissioner Lee asked for public comment. Hearing none, he asked for a motion to come out of public hearing. At 10:05 am, Commissioner Grider made a motion to come out of public hearing with a second by Commissioner Savage. Commissioner Grider-Yes, Commissioner Savage-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes, Commissioner Lopez-Yes.

**E. Consideration of Resolution 2022-35 Fiscal Year 2022-2023 Budget Adoption:** Ms. Hamilton stated the final budget includes the increase to elected official salaries, the revised HR budget, the use of existing cash for capital improvements already approved and implemented. She stated there is an increase in GRT in both new expenses and net revenues. Property tax rates remained the same. Maintenance and Fairgrounds are rolling capital outlay for the Bonem Home forward to the next fiscal year. The New Mexico Clean and Beautiful Grant funds are also rolling forward for the landscaping project at the windmills. Roosevelt County Sheriff's Office has added a line item for utilities for the space formerly utilized by the city for the pound. Detention is moving some building enhancements to the American Recovery Funds budget. Detention is receiving an increase to the utilities budget as well as capital outlay reauthorization. The Road Department requested an increase to the telephone expense to cover the cost of GPS monitoring of equipment. The Law Enforcement Protection Fund is the same as prior distributions based on a formula. The Arch Volunteer Fire Department is rolling over funds for bunker gear. Debt services has only minor modifications. American Recovery Funds will be utilized for the insulation project at Detention, HVAC at the Sheriff's Office, the Public Health office and other Detention Center projects. We are waiting on the second distribution prior to additional budgeting for the Bonem Home which will be revisited in the fall. We are also waiting for Opioid Settlement money before budgeting for MAT Program and other projects for which those funds have been designated. Commissioner Grider made a motion

to approve resolution 2022-35 with a second by Commissioner Savage. Commissioner Grider-Yes, Commissioner Savage-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes, Commissioner Lopez-Yes.

**Consideration of Resolution 2022-36 Accepting the Eastern New Mexico Regional Behavioral Health Facility Feasibility Study by Initium Health:**

Ms. Hamilton stated there is a draft resolution from Curry County being circulated to all counties and municipalities involved. She stated the next steps are architecture and engineering and site selection. She also reminded the commission they have committed opioid settlement funds to the project. Commissioner Lopez made a motion to approve the resolution as presented with a second by Commissioner Dixon. Commissioner Grider-Yes, Commissioner Savage-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes, Commissioner Lopez-Yes.

**8. Media Communication:** Ms. Hamilton asked a question submitted by Kathleen Stinson. She asked how and when the city would be paid for dispatch services provided to the county. Ms. Savage responded by saying the offer that was presented to the city included some benchmarks and a schedule for quarterly payments. Members of the media watching the webcast will direct any additional questions to Ms. Hamilton.

**9. Adjourn:** The meeting was adjourned at 10:38 a.m.

ATTEST:

  
Mahdi M. Park  
County Clerk

BOARD OF ROOSEVELT  
COUNTY COMMISSIONERS

  
Lewis Shane Lee  
Commission Chair

