

Tuesday, August 9, 2022
County Commission Room
Roosevelt County Courthouse
Portales, New Mexico 88130

The Roosevelt County Commission met in regular business meeting on Tuesday August 9, 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, Lt. Javier Sanchez, Detention Administrator Shayla Ramsey, Road Superintendent Ricky Lovato, Assistant County Manager Liliana Rivera, Special Programs Coordinator Carol Acosta-Flores, Portales Fire Chief Timothy Cathey, and community member Angie Smith.

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 Lopez with a second from Commissioner Grider. 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 from the July 28, 2022 regular meeting and July 11, 2022 joint meeting with the City of Portales 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.
3. **Approval of Accounts Payable and Payroll:** A motion to approve the accounts payable and payroll for the month of July 2022 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.

4. **Public Requests:** None

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

Treasurer: Ms. Sanchez gave a report for the months of May and June. Ms. Sanchez reported the May cash balances as follows: Beginning May 1, 2022 as \$5,648,745.74 with debits of \$2,761,583.36 and credits of \$544,388.65 for and ending balance of \$7,865,940.45 as of May 31, 2022. She reported June cash balances beginning at \$7,865,940.45 with debits of \$408,650.49 and credits of \$4,275,013.06 for an ending balance of \$3,999,577.88 as of June 30, 2022. She reported those balances were adjusted based on investment losses amounting to approximately \$18,000.00.

Detention: Ms. Ramsey stated the facility count is 49 with 11 female detainees and 38 male detainees. There are currently no detainees from out of county. There were 67 booking in the month of July and 64 releases. There were no detainees transported by RCDC staff last month. There were no detainees in restrictive housing. Guadalupe County was billed \$2,325.00 for the month of July for detainee housing. Ms. Ramsey stated detainees have been assigned work detail outside of the facility at the fairgrounds, helping with mowing, weed-eating and other landscape maintenance to prepare for the fair. Ms. Ramsey stated they anticipate doing grounds maintenance again before the 17th. She stated the MAT Program has 9 detainees in group counseling, 11 in individual counseling, and 3 detainees are receiving medication. Three detention officers have graduated from the training academy and there are two currently in academy.

Healthcare: Ms. Acosta-Flores asked that the commission go into healthcare meeting. At 9:12 am Commissioner Lopez made a motion to go into indigent healthcare meeting with a second by Commissioner Dixon. Commissioner Grider-Yes, Commissioner Savage-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes. Commissioner Lopez-Yes. Ms. Acosta-Flores reported she had been contacted by the Office of the Medical Investigator in regards to the unclaimed remains of an indigent resident of Roosevelt County. Ms. Acosta-Flores confirmed with the County Treasurer and the County Clerk that no estate existed for the decedent and no probate had been opened in his name. Ms. Acosta-Flores stated Wheelers Mortuary declined to handle the arrangements for the cremation. She contacted Muffley Funeral Home and Curry County and they accepted the cremation. Curry County covered the cost of the cremation billed by Muffley. At 9:14 am Commissioner Lopez made a motion to come out of indigent healthcare meeting with a second by Commissioner Dixon. Commissioner Grider-Yes, Commissioner Savage-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes. Commissioner Lopez-Yes. Ms. Acosta-Flores requested the Commission reimburse Curry County for the expense of the indigent cremation. Commissioner Lopez made a motion to approve the reimbursement with a second by Commissioner Lee. Commissioner Grider-Yes, Commissioner Savage-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes. Commissioner Lopez-Yes. Commissioner Lopez asked that Ms. Acosta-Flores formally thank Curry County and Muffley Funeral Home for accepting the remains of the decedent for cremation.

Roads: Mr. Lovato stated his crews are working on routine maintenance including cleaning cattle guards, blading, tree trimming, moving sand and patching potholes. He stated they have completed LGRF 2022 projects and have turned over the paperwork to Ms. Acosta-Flores as of today. He stated they are working on South Roosevelt Road O from South Roosevelt Road 3 to New Mexico 88. Once that is complete, they will move to Cottonwood and Springwood to try to complete those projects prior to the expiration of the current emulsion contract next month. Commissioner Lee asked Mr. Lovato to look at the area south of town on Roosevelt Roads 7 & 8. Those ditches need to be shredded due to recent rains.

Manager: Ms. Hamilton stated Ricky and Gary and their crews have been working on a long punch list of projects at the fairgrounds. New chain link fencing has been installed around the retention pond near the events arena. The ADA compliance projects are complete. Detention crews are working on mowing and weed-eating. Gary

really appreciates all of the help. Voluntary fairgrounds work day is scheduled for all staff on August 17, 2022. Ms. Hamilton noted the evaporative air conditioners for all buildings have been refurbished. Painting is on-going and all buildings should be complete and consistent with the colors of the youth building. Ms. Hamilton discussed the high number of incarcerated juveniles and the cost to house those juvenile detainees. She stated there are 4 regional facilities that can house juvenile detainees. Those are in Bernalillo County, San Juan County, Dona Ana County and Lea County. We have current contracts with two of the four facilities. We have budgeted approximately \$90,000.00 to house juvenile detainees, but at a cost of \$30-40K per month, that could be gone quickly. Budget adjustments may be necessary for housing the juveniles pending prosecution. Ms. Hamilton stated Ms. Acosta-Flores has decided to stay with the county another year, postponing her retirement which was scheduled for September of this year. Ms. Hamilton also discussed several reports pertaining to unemployment in New Mexico. The state has a very low workforce participation rate, which makes it difficult to hire qualified people to fill open positions. She stated Mr. Andrus has done a great job recruiting the positions that have been filled recently despite the challenges he faces with the small available labor force. She also thanked the commission for addressing wages and benefits in the budgeting process, which is a help in retaining the staff that we have.

Commissioners: Commissioners did not have any updates.

6. New Business:

A. Discussion of Continued Public Service Negotiations with the City of Portales: Ms. Hamilton stated she left this item on the agenda in case there were questions, but there was not much to update. They have not yet received a draft of the Joint Powers Agreement from the City. Ms. Hamilton and Commissioners Savage have a meeting later today regarding the continued negotiations. They will meet with representatives from the city again on August 18, 2022. They are hopeful to have a draft JPA prior to that meeting. Commissioner Lopez stated he would like to be more involved and would like all commissioners to be more involved and kept in the loop. Commissioner Dixon asked if there would be additional joint meetings. Ms. Hamilton stated there is an intent to meet jointly with the city on a regular basis going forward, but did not know what that schedule might look like at this point. No action was taken.

7. Resolution – Ordinances – Proclamations:

Public Hearing regarding 2024-2028 Infrastructure Capital Improvement Plan (ICIP): At 9:36 am, Commissioner Lopez made a motion to go into public hearing with a second from Commissioner Grider. Commissioner Grider-Yes, Commissioner Savage-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes. Commissioner Lopez-Yes. Ms. Acosta-Flores stated there had been two public meetings held for the purpose of gathering public input for the Infrastructure Capital Improvement Plan. While there were members of the public in attendance, their focus was on a specific stretch of road. The Five-Year Road Plan meeting followed the ICIP meeting. Their request for chipseal instead of caliche for South Roosevelt Road O from New Mexico 88 to South Roosevelt Road 10, was incorporated into the ICIP and is also on the five-year road plan that will be presented in the fall. Ms. Acosta-Flores stated the top five priorities for each year are the ones most likely to be considered for funding through the legislative process and grants. Ms. Hamilton noted the full amount for the regional behavior health facility is on the ICIP for 2024, but reminded the commission that all seven entities will share in those costs and a portion of the opioid settlement funds have been pledged to that project, and may be broken into phases in the future. Ms. Hamilton stated projects roll off of the ICIP and five-year road plan as they are funded and completed or phased. At 9:40 am Commissioner Savage made a motion to come out of public hearing with a second by Commissioner Lopez. Commissioner Grider-Yes, Commissioner Savage-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes. Commissioner Lopez-Yes.

A. Consideration of Resolution 2022-37 Adopting an Infrastructure Capital Improvement Plan (ICIP): Ms. Acosta-Flores requested adoption of resolution 2022-37. Commissioner Lee made a motion to adopt the resolution, with a second by Commissioner Savage. Commissioner Grider-Yes, Commissioner Savage-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes, Commissioner Lopez-Yes.

8. Procurements – Contracts – Agreements:

A. Request for Approval of Contract Renewal with Desert West Enterprises LLC for Emulsion Materials for the Road Department: Mr. Lovato stated there are significant increases in the cost of materials up from \$2.70 per square yard to \$3.30, which increases the cost to approximately \$42,000.00 per mile depending on the width of the road. Commissioner Grider made a motion to approve the contract renewal, 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 Contract Renewal with HollyFrontier Refining & Marketing for Emulsion Materials for the Road Department: Mr. Lovato requested the renewal with HollyFrontier which also includes increases in the cost of materials up \$225.00-\$268.00 per ton. He explained these are the same increases all other entities are seeing, including NMDOT. Commissioner Grider made a motion to approve the contract renewal with a second from Commissioner Lee. Commissioner Grider-Yes, Commissioner Savage-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes, Commissioner Lopez-Yes.

C. Request for Approval of Professional Services Agreement with Kellie Bilbrey and Milnesand Volunteer Fire Department: Ms. Riviera requested the approval of the professional services agreement with Ms. Bilbrey, stating it is very similar to the previous contract with Ms. Mohon. Commissioner Lee made a motion to approve the professional services agreement, with a second by Commissioner Lopez. Commissioner Grider-Yes, Commissioner Savage-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes, Commissioner Lopez-Yes.

D. Request for Ratification of Cost of Care Agreement for Juvenile Housing with Bernalillo County: Ms. Hamilton stated there are 4 juvenile facilities in the state. Following a recent arrest of juvenile offenders, there were no openings in Lea County or Dona Ana County. Housing them in Bernalillo County was the next option, and several hours closer than San Juan County. Ms. Hamilton requested the ratification of the cost of care

agreement. Commissioner Savage made a motion to approve the ratification of the agreement with a second by Commissioner Grider. Commissioner Grider-Yes, Commissioner Savage-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes, Commissioner Lopez-Yes.

E. Request for Ratification of Agreement for Juvenile Housing with San Juan County: Ms. Hamilton requested the ratification of an agreement with San Juan County for housing juvenile offenders. She stated this agreement gives the county the flexibility to place juvenile offenders in any of the 4 available facilities as needed. Commissioner Grider made a motion to ratify the agreement, with a second by Commissioner Savage. Commissioner Grider-Yes, Commissioner Savage-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes, Commissioner Lopez-Yes.

F. Request for Approval of Operating and Use Agreement with the Food Bank of Eastern New Mexico: Ms. Hamilton announced the Food Bank of Eastern New Mexico had been awarded the grant they had applied for, which would allow them to build a facility in Roosevelt County. She stated they would build a 20x24 storage space on the Bonem Home property, which would serve as a permanent location in Roosevelt County. The construction cost would be the biggest expense. Commissioner Lopez made a motion to approve the operating and use agreement, with a second by Commissioner Dixon. Commissioner Grider-Yes, Commissioner Savage-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes, Commissioner Lopez-Yes.

G. Request for Approval of the Appropriation FOOD-11000-RCFBENM for \$137,797: Ms. Hamilton requested approval of the appropriation, reminding the commission they had already agreed to serve as fiscal agent for the food bank upon award of the grant. Commissioner Lopez made a motion to approve the appropriation, with a second by Commissioner Dixon. Commissioner Grider-Yes, Commissioner Savage-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes, Commissioner Lopez-Yes.

H. Request for Approval of Memorandum of Understanding with the New Mexico Secretary of State: Ms. Park requested approval of an MOU with the Secretary of State's Office to cover the cost of the upcoming general election. Ms. Park stated the current MOU is identical to the previous two MOUs with the exception of the dollar amount. The MOU for the 2022 general election is in the amount of \$12,000.00. Commissioner Dixon made a motion to approve the MOU, with a second by Commissioner Lee. Commissioner Grider-Yes, Commissioner Savage-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes, Commissioner Lopez-Yes.

9. Media Communication: there were no members of the media present and no electronic communication from the media.

10. Adjourn: The meeting was adjourned at 10:01 a.m.

ATTEST:


Mandi M. Park
County Clerk

BOARD OF ROOSEVELT
COUNTY COMMISSIONERS


Lewis Shane Lee
Commission Chair

