

Tuesday, February 7, 2023
County Commission Room
Roosevelt County Courthouse
Portales, New Mexico 88130

The Roosevelt County Commission met in regular business meeting on Tuesday February 7, 2023 at 9:00 a.m. in the County Commission Room with those present being: Commissioner Paul Grider, Commissioner Dennis Lopez, Commissioner Tina Dixon, Commissioner Roy Lee Criswell, County Manager Amber Hamilton, County Attorney Mike Garcia, County Clerk Mandi Park, Treasurer Layle Sanchez, Road Superintendent Ricky Lovato, Detention Administrator Shayla Ramsey, Sheriff Javier Sanchez, Chief Deputy Bryan Holmes, Assessor Stevin Floyd, DWI Coordinator Darla Reed, Assistant County Manager Liliana Rivera, Human Resources Coordinator Lauren Bagwell, Special Program Coordinator Carol Acosta-Flores, GIS Technician Johnny Montiel, Deputy Daniel Boan, Auditor Bobby Cordova, Auditor Rufino Rodriguez, Constance Williams, Lorena Valencia, community members Mavourneen Baca and Lloyd McCargish and staff writer from Eastern New Mexico News Steve Hansen.

Commissioner Rodney Savage was absent, but participated in executive session by phone.

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

Invocation – Amber Hamilton

Pledge - Commissioner Grider

1. **Approval of Agenda:** A motion to approve the agenda was made by Commissioner Lopez with a second from Commissioner Dixon. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Criswell-Yes, Commissioner Lopez-Yes.
2. **Approval of Minutes:** A motion to approve the minutes from the January 10, 2023 regular meeting was made by Commissioner Lopez with a second from Commissioner Dixon. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Criswell-Yes, Commissioner Lopez-Yes.
3. **Public Requests:** There were no public requests.
4. **Informational Items:** Constance Williams from Senator Ben Ray Lujan's office gave an update on programs available through the Senator's Portales Field Office. She encouraged the commission to take advantage of the programs available including grant searching and grant preparation assistance. She encouraged the public to contact the office if they are experiencing difficulties with state or federal agencies. Mr. Williams provided contact information for herself, the office and Senator Lujan.
5. **Resolution – Ordinances – Proclamations:**
 - A. **Consideration of Resolution 2023-06 Acceptance and Approval of the FY22 Annual Financial Audit:** Ms. Rivera stated the auditors were not here yet, but were on their way. Commissioner Grider stated we would move on and come back to this item. After all other resolutions were considered, Mr. Cordova and Mr. Rodriguez arrived and gave the audit presentation. Mr. Rodriguez stated all deadlines and standards were met and the county received an unmodified opinion. They also suggested some internal controls. Those internal controls have been implemented. A motion to accept the audit as presented was made by Commissioner Lopez with a second from Commissioner Dixon. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Criswell-Yes, Commissioner Lopez-Yes.
 - B. **Consideration of Resolution 2023-07 Budget Adjustment for 3rd Quarter Financial Reports Part 1:** Mr. Rivera stated the proposed budget adjustments are necessary to cover the increased cost of liability insurance, the increased cost of housing juvenile detainees, to account for ARPA funds spent and to make minor renovations to space in the Sheriff's Office. Commissioner Lopez made a motion to approve the budget adjustments with a second from Commissioner Criswell. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Criswell-Yes, Commissioner Lopez-Yes.
 - C. **Consideration of Resolution 2023-08 NM Department of Transportation Resolution Establishing Road Priorities for State Highways in Roosevelt County:** Ms. Hamilton reminded the commission that the road improvement priorities had been identified in the January meeting. Commissioner Dixon made a motion to approve the resolution with a second from Commissioner Grider. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Criswell-Yes, Commissioner Lopez-Yes.
 - D. **Consideration of Resolution 2023-09 Authorizing the County to Submit an Application to the Department of Finance and Administration, Local Government Division, to Participate in the Local DWI Grant and Distribution Program:** Ms. Reed stated the resolution is a requirement for participation in the Local DWI Grant. Commissioner Lopez made a motion to approve the resolution with a second from Commissioner Dixon. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Criswell-Yes, Commissioner Lopez-Yes.
 - E. **Consideration of Resolution 2023-10 Repealing Resolution 2015-51, Which Imposed a Booking Fee on All Detainees Booked at the Roosevelt County Detention Center:** Administrator Ramsey stated the resolution would repeal the 2015 resolution that was adopted to impose a booking fee on all detainees at the time of booking. Ms. Ramsey stated the booking fee does not generate a substantial amount of money for RCDC. Commissioner Lopez made a motion to approve the resolution with a second from Commissioner Grider. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Criswell-Yes, Commissioner Lopez-Yes.
 - F. **Request for Approval of Notice of Intent for Consideration of Ordinance 2023-03 Roosevelt County Personnel Ordinance:** Ms. Bagwell stated the personnel ordinance is a living document that is updated as needed. As new legislation is passed and laws change, the personnel ordinance must change too. Ms. Hamilton added the current revision started months ago with the prior HR coordinator and the prior county attorney. Ms. Hamilton asked the current attorney to review the ordinance as they have experience with other counties

and municipalities. The county attorney has reviewed the document and Ms. Bagwell has asked department heads to review the document as well. A motion to approve publication of the Notice of Intent was made by Commissioner Grider with a second from Commissioner Lopez. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Criswell-Yes, Commissioner Lopez-Yes.

6. Elected Officials and Department Heads Reports:

Detention: Ms. Ramsey stated the current facility count is 42, including 6 female and 36 male detainees. There are 3 out-of-county detainees. The total number of bookings for January were 48 and releases were 52. Thirteen detainees were transported to DOC in January. Chaves County was billed \$900.00 and Quay County was billed \$4,650.00 for the month of January. Juvenile billing for the year \$223,145.00, has been paid out by Roosevelt County to date. Ramsey reported there are 15 detainees participating in the MAT program, meeting in group and individual counseling. Four detainees are receiving medication for an opioid use disorder. Ms. Ramsey stated there are 9 detainees participating in the GED program and two new detention officers have been hired and are preparing for the training academy. Ms. Ramsey stated there were no detainees in restricted housing for the 2nd Quarter of FY-2023.

Finance: Ms. Rivera reported that all budgets are currently on the mark and all balances are positive.

Healthcare: Commissioner Lopez made a motion to go into Indigent Healthcare Board, with a second by Commissioner Grider. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Criswell-Yes, Commissioner Lopez-Yes. Ms. Acosta-Flores presented 51 claims for indigent healthcare. She requested 44 claims totaling \$34,193.83 be approved and the remaining 7 claims totaling \$4,034.00 be denied. Commissioner Lopez made a motion to come out of Indigent Healthcare Board, with a second by Commissioner Grider. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Criswell-Yes, Commissioner Lopez-Yes. Commissioner Lopez made a motion approve the Indigent Healthcare claims as presented, with a second by Commissioner Dixon. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Criswell-Yes, Commissioner Lopez-Yes.

Roads: Mr. Lovato reported they are working on South Roosevelt Road 2, and will be finishing up next week. They are also working on the MAP Program building at the RCRD, finishing up sidewalks next week. He also noted crews are working on routine maintenance and cleaning cattle guards. Mr. Lovato stated the City Manager presented the Industrial/SRR6/18th Street proposal to the City Council, but many of the details of the four phases were lost in translation. He stated he has not had a response from the city on the proposal. He asked that Commissioner Dixon and Commissioner Lopez pass on the information in future negotiations between the city and county. Commissioner Lopez asked Ms. Hamilton to get the county on the city's agenda soon. Commissioner Lopez suggested he and Commissioner Dixon should attend City Council meeting to be available to answer questions for the duration of negotiations to make sure everyone is on the same page.

Manager: Ms. Hamilton stated the county has received awards for RAP and financial audits at the 2023 legislative conference in Santa Fe. The County Road barn also received an award from the Chamber of Commerce at the annual banquet. Ms. Hamilton discussed the insurance authority meeting that took place at the legislative conference. She stated it is currently a tough insurance environment and it is difficult to obtain insurance and re-insurance. Ms. Hamilton gave an update on the progress of the proposed behavioral health facility. There are now 8 entities working towards the construction of a local behavioral health facility. Ms. Hamilton stated there have been 677 bills introduced at this point and 5 have passed the house. Only HB1 known as the feed bill has gone to the governor.

Commissioners: No commissioners gave any updates.

7. New Business:

A. Consideration of Budget Increase for Commissioner Dixon Attending the National Association of Counties Legislative Conference in Washington DC: Commissioner Dixon requested a budget increase in the amount of \$1800.00 for her to travel to Washington DC in order to attend the NACO Legislative Conference. Commissioner Criswell made a motion to approve the budget increase as requested, with a second from Commissioner Lopez. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Criswell-Yes, Commissioner Lopez-Yes.

B. Consideration of Budget Increase to Purchase In-Stock Utility Vehicle for Detention Center for \$40,240.00 Per Statewide Price Agreement 00-00000-20-00088: Ms. Ramsey requested a budget increase to purchase a new utility vehicle for the detention center. She stated the vehicle is in stock and available now, and would prevent the long wait time we have seen on other vehicle purchase recently. Commissioner Grider made motion to authorize the budget increase, with a second from Commissioner Lopez. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Criswell-Yes, Commissioner Lopez-Yes.

C. Discussion regarding the listing of the Lesser Prairie Chicken and Possible Revision of Resolution 2014-25: Commissioner Dixon made a motion to table this agenda item until the next meeting. She stated she had spoken with Howard Hutcheson and things are changing, and there is a meeting scheduled for Thursday. Commissioner Grider offered a second. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Criswell-Yes, Commissioner Lopez-Yes. The agenda item was tabled and will be placed on the February 21, 2023 commission agenda.

D. Request for Approval of Summary Replat of Lot 5 and 6 in Block 11 of the Original Townsite City of Portales Subdivision: Mr. Montiel requested the approval of the summary replat requested by Mr. Campbell. Mr. Montiel stated there were no adverse opinions from neighboring land owners or public utilities. The replat has been approved by the City and meets all the requirements for approval. A motion to approve the summary replat was made by Commissioner Grider with a second from Commissioner Dixon. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Criswell-Yes, Commissioner Lopez-Yes.

E. Request for Approval of Summary Replat of lots 3-8 less the North 9 feet of Lot 3 of Block 20 of the Hensley Subdivision, Leach Townsite: Mr. Montiel requested the approval of the summary replat as requested by Mr. Robins. Mr. Montiel stated there were no adverse opinions from neighboring land owners or public utilities. Mr. Montiel stated all of the requirements have been met, and the city has approved the replat. A motion to approve the summary replat as presented was made by Commissioner Lopez with a second from Commissioner Dixon. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Criswell-Yes, Commissioner Lopez-Yes.

F. Request for Approval of Partial Street Vacation Adjacent to Block C of the Lindsey Addition: Mr. Montiel stated the request for approval of partial street vacation requested by Mr. and Ms. Baca has been approved by the city, there were no adverse opinions from neighboring land owners or utilities. Commissioner Lopez made a motion to approve the request with a second by Commissioner Grider. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Criswell-Yes, Commissioner Lopez-Yes.

G. Discussion of Continued Public Service Negotiations with the City of Portales: Commissioner Dixon stated she and Commissioner Dixon had met with Council members Cordova and Heflin and will continue to negotiate with the city to come to an agreement on emergency services. No action was taken.

8. Procurements – Contracts – Agreements:

A. Request for Approval of Memorandum of Understanding with the Department of Finance and Administration/Local Government Division/Driving While Intoxicated (DWI) Program: Ms. Reed stated the MOU with the Department of Finance and Administration is necessary for participation in the grant program. Commissioner Grider made a motion to approve the MOU, with a second by Commissioner Lopez. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Criswell-Yes, Commissioner Lopez-Yes.

B. Request for Approval of Statement of Assurances for the Local DWI Grant and Distribution Program: Ms. Reed stated this statement of assurances is an annual renewal required for participation in the Local DWI Program. Commissioner Lopez made a motion to approve the request, with a second by Commissioner Grider. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Criswell-Yes, Commissioner Lopez-Yes.

C. Request for Approval of Professional Services Agreement with Laurie Collins for Contract Services with Teen Court Within the Roosevelt County DWI Program: Ms. Reed stated there are currently 12 cases in Teen Court and asked that grant funding be used for Ms. Collins to serve as the Teen Court Coordinator. Ms. Reed also stated she will seek additional grant funding to continue funding the teen court coordinator position into FY-2024. Commissioner Grider made a motion to approve the request, with a second by Commissioner Criswell. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Criswell-Yes, Commissioner Lopez-Yes.

D. Request for Approval of Agreement with Get the Picture for Strategic Planning Services for Roosevelt County: Ms. Hamilton requested approval of the agreement, and stated there is a meeting scheduled for March 30-31 at Eastern New Mexico University Golden Student Success Center for the purpose of goal setting. Commissioner Dixon made a motion to approve the request, with a second by Commissioner Grider. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Criswell-Yes, Commissioner Lopez-Yes.

E. Request for Approval of Municipal Advisory Agreement with RBC Capital Markets: Ms. Hamilton requested approval of the advisory agreement. She stated the agreement is a standard agreement and they assist with investments and the county's moody rating. Commissioner Lopez made a motion to approve the request, with a second by Commissioner Criswell. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Criswell-Yes, Commissioner Lopez-Yes.

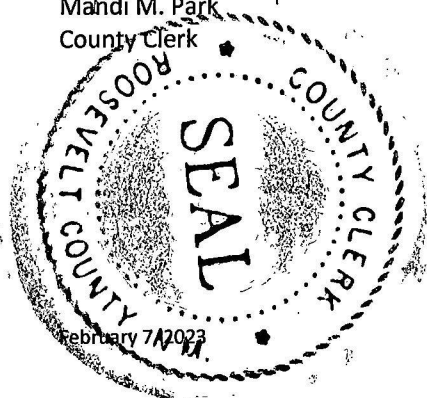
9. Executive Session: Commissioner Lopez made a motion to go into executive session at 11:15 a.m. with second by commissioner Grider. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Criswell-Yes, Commissioner Lopez-Yes. Those present in the executive session were the 4 commissioners present for the full meeting. Commissioner Savage joined the executive session by phone at 11:15 am. Commissioner Dixon made a motion to come out of executive session at 11:55 a.m. with a second by Commissioner Criswell. Commissioner Grider-Yes, Commissioner Savage-Yes, Commissioner Dixon-Yes, Commissioner Criswell-Yes, Commissioner Lopez-Yes. Commissioner Grider stated only those items listed on the agenda were discussed in executive session and no action was taken and no action was necessary as a result of the executive session.

10. Media Communication: Mr. Hansen of the Eastern New Mexico News was present but did return after the executive session. He may call with clarifying or follow-up questions.

11. Adjourn: The meeting was adjourned at 12:01 p.m.

ATTEST:

Mandi M. Park
Mandi M. Park
County Clerk



BOARD OF ROOSEVELT
COUNTY COMMISSIONERS

Paul Grider
Paul Grider
Commission Chair

