

Tuesday, February 21, 2023
County Commission Room
Roosevelt County Courthouse
Portales, New Mexico 88130

The Roosevelt County Commission met in regular business meeting on Tuesday February 21, 2023 at 9:00 a.m. in the County Commission Room with those present being: Commissioner Paul Grider, Commissioner Rodney Savage, Commissioner Tina Dixon, Commissioner Roy Lee Criswell, County Manager Amber Hamilton, County Attorney Randall Van Vleck, Clerk Mandi Park, Treasurer Layle Sanchez, Probate Judge Kendall Terry, Road Superintendent Ricky Lovato, Equipment Operator Daniel Saiz, Sheriff Javier Sanchez, Chief Deputy Bryan Holmes, Assessor Stevin Floyd, Human Resources Coordinator Lauren Bagwell, United Way Executive Director Erinn Burch, community members Angie Smith and Chrystal Lopez and staff writer Landry Sena from Eastern New Mexico News.

Commissioner Dennis Lopez was absent.

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 Savage with a second from Commissioner Grider. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Criswell-Yes, Commissioner Savage-Yes.
2. **Approval of Minutes:** A motion to approve the minutes from the February 7, 2023 regular meeting was made by Commissioner Grider with a second from Commissioner Dixon. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Criswell-Yes, Commissioner Savage-Abstain.
3. **Approval of Accounts Payable and Payroll:** A motion to approve the accounts payable and payroll for January 1, 2023 to January 31, 2023 was made by Commissioner Dixon with a second from Commissioner Grider. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Criswell-Yes, Commissioner Savage-Yes.
4. **Public Requests:** There were no public requests.
5. **Informational Items:** Chrystal Lopez from the MET Program gave a presentation regarding the services offered through the MET at Workforce Solutions. Ms. Lopez explained the MET program as Motivation, Education and Training for migrant farm workers, stating the program is part of the National Farmworker Job Training Program. Ms. Lopez stated migrant and seasonal farm workers who submit an application for assistance by providing screening documentation can receive job training, education, and other types of assistance to help them become self-sufficient. Commissioner Savage asked about the requirements and Ms. Lopez clarified that the program is available only to legal immigrants.
6. **Elected Officials and Department Heads Reports:**
 - Clerk:** Ms. Park gave an update on the hand recount conducted on Thursday February 16, 2023. Ms. Park stated she and 7 poll officials conducted a hand recount of 2 precincts that were chosen at random. Precincts 12 and 21 were chosen. Officials started by verifying that each VCC had the correct number of ballots in the box. All 8 VCC ballot boxes were 100% accurate. Then precincts 12 and 21 were pulled from each box, keeping them separate so they could go back in the box they came out of. They used the tally sheets just like the tally sheets provided to the absentee board for a hand count of the write-in ballots. They hand tallied the single tightest race on every ballot from precinct 12, from all 8 VCCs. They then verified those results against the results in SERVIS as they were reported on election night and at canvass. They followed the same process for all 307 ballots cast in precinct 21, except they hand tallied all 25 races on each ballot. 18 of those 25 races were 100% accurate. The other seven were off by one or two, one race was off by four. Those races that were off, were well within the range of the expected 3%-6% average of human error. Our error rate in those seven races was less than 4%. Ms. Park stated it took seven poll officials, including a mix of Democrats and Republicans and herself, 10 hours to recount two precincts by hand. The cost of the recount is approximately \$1050.00. All of the poll officials who participated in the hand count stated, they would not continue to serve as poll officials if the ballots were not machine counted. Despite having seven races that were not 100% accurate by their count, they all felt that the tabulators were accurate and that their hand count proved that. They were a little disappointed that not one person who requested the recount be done, was present to watch the recount. Commissioners thanked Ms. Park and the poll officials for conducting the recount. Commissioner Savage asked about the staff hours that it would take to conduct a hand count of all precincts. Ms. Park explained, it took 10 hours X 8 staff to recount 2 precincts, however one of those was a single race. Ms. Park estimated 120-150 staff hours per 2 precincts for a full count.

Probate Judge: Judge Terry reported traveling to Albuquerque to attend the mandatory judicial education conference. Judge Terry and Clerk Park both attended, as the clerk is also the clerk of the court. Judge Terry stated Roosevelt County is in compliance with state statute, however we did learn of ways we could improve the process for those seeking to open a probate. He stated by docketing the case prior to meeting with the applicant we would avoid any ex parte communication. We will make that change with the next filing. Judge Terry also stated Senate Bill 248 which has been proposed would re-align the terms of 3 judges that are off cycle, and allow for judges from neighboring counties to cover for a judge who is unavailable, among other things. The bill has passed its first committee, and has moved to Senate Judiciary Committee.

Treasurer: Ms. Sanchez reported on the cash balances for the general fund for the months of November and December of 2022. She stated there was a beginning cash balance of \$2,376,746.63 with debits of \$1,978,291.21 and credits of \$427,488.26 for an ending cash balance of \$3,927,549.58 for the month of November.

There was a beginning cash balance of \$3,927,549.58 with debits of \$3,403,629.59 and credits of \$1,044,487.85 for an ending cash balance of \$6,286,691.32 for the month of December.

Manager: Ms. Hamilton stated there have been 1089 bills introduced in the legislative session. Roosevelt County is currently tracking 126 of those bills as they would have some impact on the county. One bill addresses restrictive housing within detention centers. The bill proposes requiring 7 out-of-cell hours per day for detainees. This would require additional staff to accomplish. The current minimum standard is 2 out-of-cell hours per day. RCRD voluntarily goes above that minimum by allowing 3-4 out-of-cell hours per day. If required to meet a mandatory minimum of 7 out-of-cell hours, RCRD would need to hire additional staff. Ms. Hamilton also stated there are multiple election related bills, multiple law enforcement bills and multiple gun related bills. Ms. Hamilton stated RCRD is working towards re-accreditation with auditors onsite today and tomorrow. She asked that commissioners stop by following the meeting.

Commissioners: Commissioner Dixon gave an update on her travel to Washington DC to attend the NACO conference. She stated she attended several committees, meetings and speeches. She stated she benefitted from the networking opportunities, speaking to officials regarding use of PFOS chemicals, WOTUS, prairie chicken issues and more. Commissioner Dixon stated she had also attended the Municipal League Conference and the New Mexico Counties Board Meeting in Santa Fe. She feels as if rural New Mexico is under represented at both the state and federal levels. Commissioner Criswell thanked Commissioner Dixon for attending and representing Roosevelt County. Commissioner Savage stated he thought travel should be planned in advance and properly budgeted. It should not be left to the last minute to request a budget adjustment.

7. New Business:

Commissioner Dixon made a motion to go into Board of Finance at 9:46 am with a second by Commissioner Grider. Commissioner Grider-Yes, Commissioner Savage-Yes, Commissioner Dixon-Yes, Commissioner Criswell-Yes. Treasurer Sanchez gave an update on investments from the general fund, stating the county has earned approximately \$55,000.00 this year in interest which is up significantly from prior years. She stated she has locked in higher interest rates for future investments this year while they are available. Commissioner Dixon made a motion to come out of Board of Finance at 9:48 am with a second by Commissioner Grider. Commissioner Grider-Yes, Commissioner Savage-Yes, Commissioner Dixon-Yes, Commissioner Criswell-Yes.

A. Presentation of Investments: No action was needed as a result of the Board of Finance presentation of Investments.

B. Request for Approval to Sign Letter of Support for NM Department of Transportation Grant Application for US 60/84 Reconstruction Project: Ms. Hamilton stated 60/84 is a critical rural freight corridor and asked that the commission approve the letter of support for the project. Commissioner Savage made a motion to approve the request with a second from Commissioner Dixon. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Criswell-Yes, Commissioner Savage-Yes.

C. Request for Approval to Sign Letter of Support for City of Portales for RAISE Grant Application: Ms. Hamilton stated the letter of support for the City's RAISE grant application would be beneficial to the city in receiving grant funding. Commissioner Dixon made a motion to approve the letter of support with a second from Commissioner Savage. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Criswell-Yes, Commissioner Savage-Yes.

D. Request for Approval of Arch Volunteer Firefighters Annual PERA reporting: Ms. Bagwell requested permission to submit the required annual report to PERA on behalf of the Arch Volunteer Fire Department. Commissioner Savage made a motion to approve the resolution with a second from Commissioner Criswell. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Criswell-Yes, Commissioner Savage-Yes.

E. Request for Approval of Milnesand Volunteer Firefighters Annual PERA reporting: Ms. Bagwell requested permission to submit the required annual report to PERA on behalf of the Milnesand Volunteer Fire Department. Commissioner Grider made a motion to approve the resolution with a second from Commissioner Savage. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Criswell-Yes, Commissioner Savage-Yes.

F. Discussion Regarding the Listing of the Lesser Prairie Chicken and Possible Revision of the Resolution 2014-25: Commissioner Dixon stated there have been no changes since the prior meeting. Ms. Hamilton clarified the rules regarding the listing have changed, and the resolution of oppositions would need to be updated. Commissioner Dixon is going to continue to try to get an explanation of those rule changes. Ms. Hamilton asked for commissioners to provide updated language of a new resolution at the March 7th meeting. No action was taken.

G. Discussion of the Development of Roosevelt County Board of Commission Rules of Procedure: Commissioner Dixon requested a review of the rules followed by the Board of County Commissioners. Others agreed there needed to be rules that all agreed to follow. Attorney Van Vleck stated Roberts Rules is not always consistent with the functions of governmental boards. He stated the commission can draft their own rules to be followed, and then adopt those rules. No action was taken.

8. Resolution – Ordinances – Proclamations:

A. Proclamation Designating February 2023 as 2-1-1 Month: Ms. Burch of the United Way of Eastern New Mexico gave a short presentation regarding the services provided through the 2-1-1 line. Ms. Hamilton read the proclamation aloud. Commissioner Savage made a motion to proclaim February 2023 as 2-1-1 month, with a second from Commissioner Criswell. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Criswell-Yes, Commissioner Savage-Yes.

9. Procurements – Contracts – Agreements:

A. Request for Ratification of Professional Services Agreement with Rita Hill to Provide Training at the Roosevelt County Detention Center: Ms. Hamilton requested approval of the agreement with Ms. Hill to provide training to a new administrative assistant at RCDC. Commissioner Grider made a motion to approve the agreement, with a second by Commissioner Criswell. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Criswell-Yes, Commissioner Savage-Yes.

B. Review of Revised Draft Agreement between Roosevelt County and City of Portales Regarding Portales Communications Center Agreement: Sheriff Sanchez stated he had reviewed the draft agreement and he would like to see wording specific to dispatch services being consistent to all entities. He stated PSAP and E911 are both specifically mentioned, but there is no mention of dispatch services. After much discussion, the attorney will bring back multiple drafts of the agreement to be considered at the March 7th meeting. No action was taken.

10. Executive Session: Commissioner Dixon made a motion to go into executive session at 10:56 a.m. with second by commissioner Grider. Commissioner Dixon stated only those items on the agenda will be discussed in the executive session. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Criswell-Yes, Commissioner Savage-Yes. Commissioner Grider stated there would be a short break before the closed session. The executive session began at 11:00 am. Those present in the executive session were the 4 commissioners present for the rest of the meeting, Ms. Hamilton, Mr. Van Vleck, and Ms. Sanchez. Treasurer Sanchez left the meeting at 11:21. Commissioner Dixon made a motion to come out of executive session at 11:30 a.m. with a second by Commissioner Criswell. Commissioner Grider-Yes, Commissioner Savage-Yes, Commissioner Dixon-Yes, Commissioner Criswell-Yes. Commissioner Dixon stated only those items listed on the agenda were discussed in executive session and no action was taken. Action was necessary as a result of the executive session. Commissioner Dixon made a motion to accept all 4 opioid settlement agreements and designated the County Manager as the signatory official, with a second by Commissioner Grider. Commissioner Grider-Yes, Commissioner Savage-Yes, Commissioner Dixon-Yes, Commissioner Criswell-Yes.

11. Media Communication: Ms. Sena from the Eastern New Mexico News was present but did not return after the executive session. She may call with clarifying or follow-up questions.

12. Adjourn: The meeting was adjourned at 11:32 a.m.

ATTEST:


Mandi M. Park
County Clerk

BOARD OF ROOSEVELT
COUNTY COMMISSIONERS


Paul Grider
Commission Chair

