

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

The Roosevelt County Commission met in regular business meeting on Tuesday March 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, Commissioner Dennis Lopez by phone, County Manager Amber Hamilton, County Attorney Randall Van Vleck, Clerk Mandi Park, Treasurer Layle Sanchez, Assistant County Manager Lilliana Rivera, Special Programs Coordinator Carol Acoŝta-Flores, Road Superintendent Ricky Lovato, Detention Administrator Shayla Ramsey, MAT Program Coordinator Kris Paulis, Sheriff Javier Sanchez, Chief Deputy Bryan Holmes, Assessor Stevin Floyd, Portales Councilwoman Veronica Cordova, City Manager Sarah Austin, Fire Chief Timothy Cathey, Police Chief Chris Williams, Director of Communications Janelle Combs, and Administrative Assistant for Public Infrastructure Jo McVey, and community members Angie Smith and former sheriff Malin Parker.

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

Invocation – Amber Hamilton

Pledge - Commissioner Grider

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

**2. Approval of Minutes:** A motion to approve the minutes from the February 21, 2023 road workshop meeting, the March 7, 2023 regular meeting and the March 7, 2023 public input meeting was made by Commissioner Savage with a second from Commissioner Grider. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Criswell-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

**3. Public Requests:** There were no public requests.

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

**Clerk:** Ms. Park stated the Board of Registration met on March 13, 2023 for the purpose of purging inactive voters from the voter rolls. She reminded the commission the board of registration was appointed by the commission to serve a 2-year term and is made up of Sharon Davis, Tate Turnbough, and Emily Laun. She stated she stated the board of registration had instructed her to purge the 228 inactive voters identified as ineligible due to a change of address. Ms. Park stated HB 4 passed the legislature and was sent to the governor. There is no indication that she will not sign it. Ms. Park stated SB 180 had passed the legislature and if signed by the governor it would require a five-member board of registration moving forward. Commissioner Dixon asked if the three current board members were interested in continuing to serve. Ms. Park stated all three had indicated they would continue to serve if appointed.

**Treasurer:** Ms. Sanchez reported microphones have been installed on either side of the security glass to help the customers communicate with the staff. She stated the customers seem to appreciate being able to hear and be heard better. She also reported they have purchased a cash counter that is very accurate and can detect counterfeit bills. Ms. Sanchez stated there will be a delinquent property tax sale likely before June of this year. She will report back with a date when it is scheduled. Ms. Sanchez reported on the cash balances for the general fund for the month of January. She stated there was a beginning cash balance of \$6,286,691.32 with debits of \$583,007.46 and credits of 1,567,369.81 for an ending cash balance of \$5,302,328.97.

**Detention:** Ms. Ramsey stated there are currently 39 detainees in custody. There are 35 males and 4 females, with 1 detainee being from out of the county. Roosevelt County has paid out \$252,514.00 for housing juvenile detainees in the current fiscal year. Ms. Ramsey reported only one of the juveniles in custody was arrested by the Sheriff's Office in March. All others were arrested by the Portales Police Department. She also stated there are currently 11 participants in the MAT program with 3 of those receiving medication and all 11 receiving both group and individual counseling. The capacity of the MAT program is 15 participants. She stated she is the GED program coordinator and they are working towards GED testing being available inside the facility so that detainees can test prior to release. RCDC also offers NA, AA, celebrate recovery and religious programs. Ms. Ramsey stated she had visited the Renville County Jail as part of training provide by Judge Mowrer. She stated the Renville County Jail is a 72-bed facility with a population of about 30 at the time of her visit. They have similar programs and employ 2 full time teachers as well as a rehab center that works in their facility 5 days a week. Ms. Ramsey stated she is exploring grant opportunities for similar programs and working to reduce the recidivism rate. She also stated the detention center has passed re-accreditation and should receive the certificate this June.

**Indigent:** Ms. Acosta-Flores asked to go into indigent meeting. Commissioner Savage made a motion to go into Indigent Healthcare Board, at 9:15 with a second by Commissioner Dixon. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Criswell-Yes, Commissioner Lopez-Yes. Ms. Acosta-Flores presented 17 claims for indigent healthcare. She requested all 17 claims totaling \$6,624.06 be approved. Commissioner Dixon made a motion to come out of Indigent Healthcare Board, at 9:18 with a second by Commissioner Savage. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Criswell-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes. Commissioner Lopez made a motion approve the Indigent Healthcare claims as presented, with a second by Commissioner Grider. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Criswell-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

**Roads:** Mr. Lovato stated his crews are doing regular maintenance. Still moving sand and tumbleweeds from roadways as well as cleaning cattle guards. Mr. Lovato also stated TPF micro seal projects are ready to being as

soon as next month. Mr. Lovato reported blade operators have already been dispatched to assist with fighting fire this spring. He stated they have a fire safety training refresher scheduled for this week as well as the mandatory ethics training his staff will attend this afternoon. Commissioner Savage asked when crews would begin work on SRR O. Mr. Lovato responded SRR O from NM 88 to SRR 10 would be following work near the state line, in about 3 weeks.

**Manager:** Ms. Hamilton provided a list of upcoming meetings and requested the attendance of commissioners and department heads where appropriate. Ethics training will be held on 3/21 and 3/22 at the Jake Lopez Community Center, there are 3 sessions available and attendance is mandatory for all county staff. The strategic planning retreat is scheduled for 3/30 and 3/31 at the Golden Student Success Center on the university campus. NMC Legislative District meetings is scheduled for April 13, in Chaves County. Preliminary budget meetings are currently underway with department heads and budget workshops are tentatively scheduled for April 10-12. She asked for commission availability. Ms. Hamilton stated the ground breaking for the Food Bank was held last week with 30+ in attendance. The facility will be an 800 square-foot warehouse space with parking and a driveway. She stated the board of directors of the Food Bank of Eastern New Mexico has committed \$10,000.00 for costs above the amount of the grant funding. She also stated the parking and drive will be changed to chipseal to reduce upfront construction costs. Ms. Hamilton discussed the funding needed for a regional mental healthcare facility. She stated it has been a huge collaborative effort with multiple counties and municipalities pledging funds to meet the significant need. She stated the county has received 2 grants specific to addressing mental health and substance abuse issues. Ms. Hamilton stated Ms. Riviera has prepared procurement documents for health care at the detention center which are out for RFP currently. Those proposals are due April 18, 2023. Ms. Riviera will bring those to the commission at the early May meeting. Ms. Hamilton stated the LATCF federal grant funds will be used for strategic planning and the balance of approximately \$25,000.00 could potentially be used for the food bank. Ms. Hamilton stated there were 1089 bills introduced during the session. Of those, 29 have been signed by the governor, 53 more have been sent to her desk, 1 was vetoed. The deadline is April 7 for her to sign or veto the remaining bills or they will be pocket vetoed. Ms. Hamilton reiterated the NMC Legislative meeting scheduled for April 13<sup>th</sup> in Roswell will be very beneficial due to the timing. We will know what was signed into law and what was not, when we meet with our local representatives. She stated there were 130 bills that the county tracked closely, including the 2 election bills Ms. Park touched on and the massive tax bill that could affect the DWI Grant Program. Ms. Hamilton stated she and attorney Mike Garcia have received numerous calls regarding HB 7 and the county ordinance. Ms. Hamilton noted there was a lot of money in the state budget for law enforcement and detention recruiting. She also noted counties were taken out of the MAT program bill, but those items that were specific to the state could mean over the next 2 years, those detainees being transferred to Department of Corrections could participate in the MAT Program and could see continuation of care within DOC.

**Commissioners:** Commissioner Dixon stated she had attended a meeting with Fish and Wildlife on the listing of the Lesser Prairie Chicken. She asked how the listing would affect road maintenance. She was assured it would not disrupt regular maintenance but she also stated they contradicted themselves in the very next sentence. She stated the listing is a work in progress and they are making the rules as they go. She stated this is a battle that we need to continue to fight. Commissioner Lopez thanked Ms. Hamilton, fellow commissioners and others for supporting the food bank and the regional mental health facility and shared the appreciation of others in the mental health profession. Commissioner Savage notified the other commissioners that he had been contacted by the media regarding the passage of HB 7 and how it affected the ordinance adopted by the County. Commissioner Savage stated the bill may not have any affect on the ordinance as the ordinance requires individuals to follow federal law. He was also asked if there had been discussion to rescind the ordinance. He responded, no, there has not been discussion among commissioners. Commissioner Criswell thanked Mr. Lovato for the blading in his district. He stated he has received more compliments on the condition of roads than complaints recently.

#### 5. **Old Business:**

**A. Request for Approval of Final Appointment to County Valuation Protest Board:** Ms. Hamilton stated she had confirmed with the final nominee, Scott Christensen is willing to serve. She requested approval of Mr. Christensen's appointment to the Protest Board. Commissioner Dixon made a motion to appoint Mr. Christensen, with a second by Commissioner Lopez. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Criswell-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

**B. Discussion and Revisions to County Proposal of Phased Work on south Roosevelt Road 6 to Present to City Council:** Mr. Lovato reviewed the plan of phased work and the costs associated with the work. He stated he will attend and present the plan to the City Council at an upcoming meeting. He stated the ask will be for the city to provide \$45,000.00, local industry to provide \$70,000.00 and the county to provide \$100,000.00 in materials, in addition to the equipment and labor to complete the work. Commissioner Lopez made a motion to allow Mr. Lovato to make the presentation to the city council, with a second by Commissioner Savage. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Criswell-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

**C. Discussion of the Development of Roosevelt County Board of Commission Rule of Procedure:** Attorney Randall Van Vleck prepared a draft of rules of procedure for review by the commission. After much discussion no action was taken.

#### 6. **New Business:**

**A. Request for Approval of the Submission of the FY-24 Law Enforcement Protection Fund Application for the Sheriff's Office:** Sheriff Sanchez stated the funding in the amount of \$95,000.00 would cover the cost of equipment and training. Commissioner Grider made a motion to approve submission of the LEPF Application,

with a second by Commissioner Dixon. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Criswell-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

**7. Contracts – Agreements – Procurements:**

**A. Discussion and Consideration of Agreement between Roosevelt County and City of Portales Regarding Portales Communications Center Agreement and/or Joint Powers Agreement for A Regional Consolidated Dispatch Structure for Portales/Roosevelt County:** City Councilwoman Veronica Cordova stated she and Councilman Heflin had met with Commissioners Dixon and Lopez. All agreed it was necessary to protect our first responders. The city has hired a director of communications. Commissioners agreed the city needed to be paid for the services provided. Commissioner Dixon stated we need to direct our future and where we want to be if/when the state mandates regional dispatch centers. Mr. Cordova agreed we want to be in a position of local control. Commissioner Lopez stated while the Lea County dispatch is good model, we can't compare ourselves to Lea County and we do not want our dispatchers nearly 100 miles away. Commissioner Savage asked if the proposed JPA covered both fiscal years. Ms. Hamilton replied yes, but it can be amended. Mr. Cordova stated the agreement will be a living document and will be renegotiated as necessary and will comply with procurement and audit requirements. Commissioner Savage asked how much the county needs to pay the city, stating the \$123,000.00 was representative of call volume. \$125,000.00 was the proposed number and \$175,000.00 included an incentive to move toward a regional dispatch responsible to a board of directors with measurable benchmarks. Commissioner Criswell made a motion to approve the agreement in the amount of \$125,000.00 for FY23 with continued negotiations for FY24 and moving forward, with a second by Commissioner Savage. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Criswell-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

**B. Request for Approval of Award of ITB 2023-06 Roosevelt County Health Clinic External Renovations to RG Lathe and Plaster Inc for \$113,358.00:** Ms. Rivera asked for approval of the Award to RG Lathe & Plaster, stating their bid was responsive to the ITB. Commissioner Savage made a motion to approve the request with a second from Commissioner Lopez. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Criswell-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

**C. Request for Ratification of Change Order # 1 for Contract for External Renovations at the Roosevelt County Detention Center for Approximately \$6,300.00:** Ms. Rivera stated the change order adds a double layer of impact resistant material and asked for ratification. Commissioner Grider made a motion to ratify the change order with a second from Commissioner Criswell. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Criswell-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

**D. Request for Approval of Professional Maintenance Agreement with APIC Solutions for the Detention Center:** Ms. Ramsey stated APIC Solutions is the current maintenance provider for security cameras and video surveillance for the Detention Center. She stated APIC could also provide maintenance for door locks and intercom systems. She stated it would be more efficient to have all of the maintenance handled by the same company for each of the integrated systems. Commissioner Dixon made a motion to approve the maintenance agreement, with a second by Commissioner Criswell. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Criswell-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

**E. Request for Approval of Memorandum of Understanding between Roosevelt County and Eastern New Mexico University for Program Services at the Detention Center:** Ms. Hamilton stated the students gain professional experience and course credit by participating, and the detention center and detainees benefits as well from this parenting program. Commissioner Savage made a motion to approve the MOU, with a second by Commissioner Grider. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Criswell-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

**F. Request for Approval of Transportation Road Use and Maintenance Agreement Between Roosevelt County and the Eastern New Mexico Water Utility Authority:** Mr. Lovato reviewed the maps included with the agreement. 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, Commissioner Lopez-Yes.

**8. Resolutions – Ordinances – Proclamations:**

**A. Consideration of Resolution 2003-13 in Opposition to the Listing of the Lesser Prairie Chicken as Threatened Species:** Commissioner Dixon stated answers to questions and the rule making process this far have been very vague. Commissioner Criswell stated the new maps cover a large portion of the south east corner of Roosevelt County but exclude Lea County completely. He was skeptical how oilfield work would be less disruptive than road maintenance. He stated his district would be severely impacted if regular road maintenance was put on hold during certain times of the year. Commissioner Dixon made a motion to approve the resolution, with a second by Commissioner Savage. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Criswell-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

**B. Consideration of Resolution 2023-14 Budget Adjustment for 3<sup>rd</sup> Quarter Financial Reports Part II:** Ms. Rivera noted the budget adjustment is necessary due to 27 payroll dates in the current fiscal year instead of the normal 26 payroll dates. Mr. Rivera also stated the AC repairs that were necessary in the fall were approximately \$15,000.00. Commissioner Savage made a motion to approve the budget adjustment, with a second by Commissioner Criswell. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Criswell-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

**C. Consideration of Resolution 2023-15 Sponsorship of Transportation Project Fund and Project Match Commitments for Funding Application of Approximately Thirty-Eight Miles of Various Roosevelt County Rural Road Ways:** Mr. Lovato stated separate resolutions are necessary to satisfy NM DOT. Commissioner Grider

made a motion to approve the resolution, with a second by Commissioner Dixon. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Criswell-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

D. **Consideration of Resolution 2023-16 Sponsorship of Transportation Project Fund and Project Match Commitments for Funding Application of Approximately Twenty-Seven and Three-Quarter Miles of Various Roosevelt County Rural Road Ways:** Mr. Lovato again stated the NM DOT requested separate resolutions for each of the TPF applications. Commissioner Criswell made a motion to approve the resolution, with a second by Commissioner Dixon. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Criswell-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

9. **Media Communication:** There was no media present.

10. **Adjourn:** The meeting was adjourned at 10:56 a.m.

ATTEST:

Mandi M. Park  
Mandi M. Park  
County Clerk

BOARD OF ROOSEVELT  
COUNTY COMMISSIONERS  
Paul Grider  
Paul Grider  
Commission Chair

