

Tuesday, November 14, 2023
County Commission Room
Roosevelt County Courthouse
Portales, New Mexico 88130

The Roosevelt County Commission met in regular business meeting on Tuesday November 14, 2023 at 9:00 a.m. in the County Commission Room with those present being: Commissioner Paul Grider, Commissioner Tina Dixon, Commissioner Roy Lee Criswell, Commissioner Rodney Savage, Commissioner Dennis Lopez, County Manager Amber Hamilton, County Attorney Michael Garcia, Clerk Mandi Park, Assessor Stevin Floyd, Assistant County Manager Liliana Rivera, Interim Road Superintendent Juan Dominguez, Detention Administrator Shayla Ramsey, DWI Prevention Coordinator Darla Reed, Sheriff Javier Sanchez, GIS Technician Johnny Montiel, Chief Deputy Sheriff Bryan Holmes, Treasurer Layle Sanchez, investment advisor Erik Harrigan, Portales City Councilwoman Veronica Cordova, Portales Fire Chief Timothy Cathey, Dora Fire Chief Paul Luscombe, Arch Fire Chief Jay Lang, Milnesand Fire Chief Russell Bilbrey, community members Angie Smith, Kay Jilek, Alan Carter, Duard Dixon, Patty Heflin, Hugh Frank, Gavinn Shultz, Ethan Tapia, Fransisco Chairez, Michael Gonzalez, Hunter Hughes, Travis Glenn, Tone Glenn, Pat Boone, Larry Marker, and Greg Nibert.

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 Criswell. 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 October 17, 2023 regular meeting was made by Commissioner Lopez, with a second from Commissioner Savage. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Criswell-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.
- 3. Approval of Accounts Payable and Payroll:** Commissioner Savage made a motion to approve the October payables and payroll with a second from Commissioner Grider. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Criswell-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.
- 4. Informational Items:** Mr. Harrigan presented and overview and analysis of the debt service accounts. He presented the options as well as the benefits of early payoff of some of the debt service accounts. He noted the account with the highest interest rate, which is a 2021 loan from the New Mexico Finance Authority would have the most benefit to the county from prepayment. Commissioner Lopez requested a resolution be brought at the next meeting to consider the early payoff of the loan with New Mexico Finance Authority. Ms. Sanchez asked Mr. Harrigan about other possible options. Mr. Harrigan explained what positive effect prepayment might have on the county's Moody's rating.
- 5. Public Requests:** City Councilwoman Cordova thanked the County Road Department for the collaborative efforts with the city for repairs to SRR6 and Industrial Drive. She presented a plaque to Mr. Dominguez. Angie Smith stated she felt like the party has attempted to fill the district 27 senate seat without the input of the people. She thanked the commission for opening up nominations from the public prior to making their nomination for appointment to the Governor.
- 6. Elected Officials and Department Heads Reports:**
 - Detention:** Ms. Ramsey reported the facility count at 71 with 17 female detainees and 54 male detainees in custody. Those include 34 out of county detainees. She stated Quay County was billed \$76,275.00 for the month of October. Chaves County was billed \$1,750.00 for the month. Ms. Ramsey reported 15 participants in the MAT Program with 4 receiving medication and all 15 participating in both individual and group counseling. She stated there are 4 waiting to be accepted into the MAT Program. She also stated there are 7 detainees participating in GED classes and 5 participating in parenting classes. There are 15 detainees participating in yoga. Ms. Ramsey stated they have tested the first 2 candidates for GED completion, since the program began. She is hopeful both will leave incarceration with a GED Certificate.
 - Finance:** Ms. Rivera reported on the first quarter budget balances. She stated budget reports had been provided to all department heads and elected officials for review. She reported all budgets are on or under budget for the first quarter, which covers July 1 – September 30, 2023.
 - Road:** Mr. Dominguez stated they are finishing up the LGRF projects. They are currently working on the final mile. They are hauling caliche to SRR 10, working on capital outlay projects and cleaning cattle guards. They are shredding in the Elida area then will move to SRR 12. Commissioner Savage notified Mr. Dominguez of a pothole forming on SRR P just south of the intersection with SRR 6. He suggested filling it with caliche before it gets much worse. Commissioner Lopez asked if illegal dumping is still a problem on county roads. He stated it is still a problem within the city limits. Mr. Dominguez stated dumping is still an issue and they are cleaning up trash in front of the shredder. Commissioner Dixon commended Mr. Dominguez on the shredding crew working in her district, stating she had received several call, saying they are doing an outstanding job. Commissioner Criswell asked for an update on SRR 12. Mr. Dominguez stated he has an operator on that route today.
 - Manager:** Ms. Hamilton said the Alzheimer's Awareness walk had a good turn-out and thanked Commissioner Dixon for her involvement with that project. She stated the Administrative Office of the Courts has submitted a letter requesting updates to the restrooms and jury space to be ADA compliant. She stated maintenance is finishing upgrades at the Jake Lopez Community Center including flooring and paint in the fair office and McAlister Room. Ms. Hamilton stated she had a meeting with General Services Department yesterday in Santa Fe where she and other county managers and board members with notified of an increase in insurance premiums which were not communicated to counties during the budgeting process. She stated the new rates

would go into effect on the first day of January, 2024. She said Ms. Bagwell would be notifying staff and department heads today by email. Ms. Hamilton stated she also anticipates another increase at the beginning of July. Ms. Hamilton discussed the CDL training program for the road department to train and retain qualified staff. She stated they are working to develop a training incentive and retention policy. A CDL licensed driver is required for the water truck. Ms. Hamilton stated she had been asked by the extension clubs to speak about the fairground improvement master plan. The extension clubs were pleased to see the investments and improvements that were planned and would like to have input on additional improvements. They suggested an additional ADA compliant bathroom adjoining the McAlister room, as the bathrooms off the gym are not available to those meeting in the McAlister room when there are other events taking place in the gym, particularly during elections. The commission asked Ms. Hamilton to look into the possibility of making changes to the architect's plan to add an ADA compliant restroom on that side of the building. Ms. Hamilton stated it is time to hold a fleet workshop and conduct the annual detention inspection. The commission agreed the inspection could be done following the December 5th meeting and approved at the following meeting on December 19th. The road fleet workshop could be held following the meeting on the 19th.

Commissioners: Commissioner Lopez asked to see a plan to incentivize participation in the CDL training classes. He would also like to see the fairground plan include additional restrooms in the Jake Lopez Building. He stated he would again like to address Lime Street. He would like to try to work with businesses in the area to address the condition of the road way and the drainage. He would like to have a JPA with the city to get this done. Commissioner Dixon stated the income support division located in Portales needs to find the space to keep client information private. She stated she had taken an individual in and the waiting room was full. The case worker interviewed the individual seeking benefits in the main lobby with a full audience. Commissioner Dixon stated she had met with the NMC Board Executive Committee to discuss legislative priorities. The board has adopted a list of priorities. The list adopted by the NMC Board has the support of the Municipal League. Commissioner Criswell thanked the road department for the work they are doing, particularly with cleaning cattle guards.

7. Resolutions – Ordinances – Proclamations:

A. Consideration of Resolution 2023-43 Adopting an Amendment to the Roosevelt County Detention

Center Policies and Procedures Manual: Ms. Ramsey stated the facility has purchased and provided officers training in the use of CD3 gloves. The gloves use a low voltage to aid in de-escalation and detainee escort. Ms. Ramsey requested adoption of the resolution to reflect the use of the CD3 gloves in the policies and procedures manual. Commissioner Lopez asked the attorney if use of the gloves would expose the county to liability or use of force claims. Mr. Garcia and Ms. Ramsey both stated the use of the gloves have less risk of litigation than the use of tasers or other forms of use of force. Commissioner Lopez 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, Commissioner Lopez-Yes.

B. Consideration of Resolution 2023-44 2nd Quarter Financial Budget Adjustments: Commissioner Dixon stated the NMAC board met and voted on the legislative priorities for the 2024 session. She requested the Commission approve the resolution supporting those priorities listed in the resolution. 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, Commissioner Lopez-Yes.

C. Request for Approval of Proclamation Declaring December 2023 as Drunk and Drugged Driving Prevention Month: Ms. Reed read the proclamation aloud and asked the commission to make the declaration. Commissioner Dixon made a motion to approve the proclamation as presented, with a second by Commissioner Grider. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Criswell-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

D. Request for Approval of Proclamation Observing National Nurse Practitioner Week Nov. 12-18, 2023: Ms. Hamilton read the proclamation aloud and asked for commission approval. Commissioner Lopez made a motion to approve the proclamation as presented, with a second by Commissioner Criswell. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Criswell-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

8. Contracts – Agreements – Procurements:

A. Request for Approval of Local Driving While Intoxicated Grant Agreement Amendment No. 1 to 24-D-G-23: Ms. Reed requested the amendment to the agreement for the purpose of requesting additional funds. Ms. Reed explained any unspent funds were reverted to the state and could be requested by through a special application. Ms. Reed stated the county had reverted unspent funds in prior years and had requested an additional \$18,500.00 in this grant cycle to equip sheriff office vehicles. She stated she had been notified by the state that the county would receive the full request. Commissioner Grider made a motion to approve the request, with a second by Commissioner Dixon. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Criswell-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

B. Request for Approval to Award Chip Seal Aggregate for the Road Department to J&H Services, Inc.: Ms. Rivera requested approval to award the contract for chip seal aggregate to J&H Services, Inc. She stated the RFP received 2 responsive bids. One from J&H Services, Inc. and the other from K Barnett & Sons. She stated the bid from J&H Services was the lower bid. Ms. Rivera also stated K Barnett & Sons submitted the lowest bid for 3/8" aggregate and she would prepare a separate award for consideration at a future meeting for 3/8" aggregate. Commissioner Savage made a motion to approve the award with a second by Commissioner Grider. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Criswell-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

At 10:23 a.m. Commissioner Grider called for a short recess before moving on to new business.

9. New Business:

Board of Canvass:

At 10:29 a.m. Commissioner Dixon made a motion to go into board of canvass, with a second from Commissioner Savage. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Criswell-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes. Ms. Park presented the canvass report, stating there were 1659 total ballots cast in Roosevelt County. 111 absentee applications were received and 111 absentee ballots were mailed to voters. Of those, 90 were returned by the deadline. Ms. Park also noted a single provisional ballot was issued and requested the commission accept that ballot. Ms. Park stated there were 3 ballots received in the secure ballot drop box at the entrance of the courthouse. The other secure drop boxes were not utilized. Ms. Park stated there were 14 same day registrations during early voting and 22 on election day, with most of those being address updates. Ms. Park stated there was a 16.79% voter turn out for Roosevelt County. She noted that was more than double the turn-out for the 2021 Local Election. She stated voter participation increased 2-fold over the prior Municipal Election for the City of Portales and 3-fold for the Town of Elida. Commissioner Lopez noted there is still some voter apathy and encouraged everyone to vote. Commissioner Lopez made a motion to accept the provisional ballot and certify the canvass report as presented, with a second by Commissioner Savage. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Criswell-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes. At 10:36 a.m. Commissioner Dixon made a motion to come out of board of canvass and reconvene board of commission with a second by Commissioner Lopez. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Criswell-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

A. Presentation by Portales Fire Chief Cathey Accompanied by Councilwoman Cordova and Councilman Heflin Discussion Regarding Continued Public Service Negotiations with the City of Portales:

Ms. Cordova thanked the commission for allowing herself and Chief Cathey time on the agenda. Chief Cathey presented a detailed report of the call volume for fire and EMS services provided by the Portales Fire Department. Chief Cathey answered questions about the service area, the call volume, and the fire station on West Ivy. He credited retired Chief Nuckels with getting that station built. The station was built because more staff is needed. He also stated it would not be safe to staff that station with the current staff. They are young with 90% with less than 2 years of experience, they are dedicated and eager to learn, but not ready to independently staff the second station. After much discussion, all agreed we need to continue to work towards and agreement for these services. Chief Cathey discussed the costs associated with privatizing ambulance services. The city needs the county and the county needs the city.

B. Discussion of Update to Digital Communications Platforms and Long-term Dispatch Plans: Mr. Montiel and Sheriff Sanchez discussed the plans to move forward with the transition to digital radio communications and asked for clarification from the commission on moving towards a regional dispatch. Commissioner Grider stated the intent of the commission is to continue to move to Regional Dispatch with Lea County. No action was necessary.

C. Request for Approval of a Type 3-B Summary Subdivision Replat of Lots 7,8,9,10,11,12 of the Original Town Block 84 in the City of Portales and of Roosevelt County: Mr. Montiel stated Mr. Robbins requested the replat, which has been approved by the City Council. There were no adverse opinions from utilities or neighboring property owners and all subdivision rules and regulations have been met. Commissioner Lopez made a motion to approve the summary subdivision with a second by Commissioner Dixon. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Criswell-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

D. Request for Approval of a Type 3-B Summary Subdivision Replat of NE/4 of Block 14 of the Leach Townsite in the City of Portales and of Roosevelt County: Mr. Montiel stated Mr. Griego requested the replat, on behalf of G4 Investments, which has been approved by the City Council. There were no adverse opinions from utilities or neighboring property owners and all subdivision rules and regulations have been met. Commissioner Grider made a motion to approve the summary subdivision 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 2024 Roosevelt County Calendar: Ms. Hamilton presented the calendar, stating she had requested input from department heads and elected officials in scheduling meetings and holidays. She stated she accommodated Commissioner Lopez' request to not have commission meetings following a holiday, with the exception on the November meeting, due to the fact that the election must be canvassed in a very tight window, by statute. Commissioner Lopez made a motion to approve the calendar with a second by Commissioner Criswell. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Criswell-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

F. Discussion and Review of the FY2025 Capital Outlay Priorities: Ms. Hamilton listed the top 5 priorities on the current ICIP Plan which include Road Projects, the Courthouse brick appointing and replacing doors, heavy equipment, and phase 2 of the Regional Behavior Health Facility. After some discussion Commissioner Lopez requested changing the priority order of the ICIP to move the fairgrounds from position 6 to position 2, and the courthouse from position 2 to position 6. Commissioner Lopez made a motion to approve the changed priority order with a second by Commissioner Dixon. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Criswell-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

G. Review and Consideration of Applicant Packets for Candidate Recommendation to Fill Vacancy in Senate District 27 Seat: Commissioner Grider asked each of the four candidates to introduce themselves. Travis Glenn spoke first. He stated he was a lifelong resident of Senate District 27, and that he would be an advocate for the people, focusing on education, water and energy. Pat Boone stated he is a rancher from Kenna, with legislative experience as the president of the New Mexico Cattle Grower's

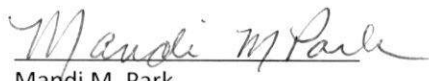
Association for more than a decade. Larry Marker stated he was very straight forward, what you see is what you get. He stated he intends to run in the primary for the Senate seat. He stated he will not compromise his beliefs. He felt the Senate seat could be leveraged to promote his grass roots projects. Greg Nibert spoke last, stating experience sets him apart from the others. He currently serves as a State Representative. He serves on legislative committees and is a nationwide representative for the oil and gas industry. Tate Turnbough was not in attendance. Commissioner Grider thanked each of the gentlemen for their time and asked the commission if they had questions for the candidates. Commissioner Criswell made a motion to send Pat Boone's name to the governor's office as the nominee from Roosevelt County, with a second by Commissioner Dixon. Commissioner Lopez made a motion to nominate Greg Nibert. Commissioner Grider called for a vote on the first motion. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Criswell-Yes, Commissioner Savage-Yes, Commissioner Lopez-No. Ms. Hamilton will prepare the documentation to send the nomination of Pat Boone to the governor's office.


10. Executive Session: Commissioner Dixon made a motion to go into executive session at 12:01 p.m. with a second by Commissioner Lopez. Commissioner Dixon read from the agenda the topics of discussion for the closed session. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes. After a short break the executive session began at 12:06 p.m. At 1:01 p.m. Commissioner Lopez made a motion to come out of executive session with a second by Commissioner Criswell. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Criswell-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes. Commissioner Grider stated no action was taken in executive session, and no action is necessary as a result of the executive session.

11. Media Communication: There was no media present and there were no media inquiries.

12. Adjourn: The meeting was adjourned at 1:02 p.m.

ATTEST:


Mandi M. Park
County Clerk

BOARD OF ROOSEVELT
COUNTY COMMISSIONERS

Paul Grider
Commission Chair

