

Tuesday, February 20, 2024
County Commission Room
Roosevelt County Courthouse
Portales, New Mexico 88130

The Roosevelt County Commission met in regular business meeting on Tuesday February 20, 2024 at 9:00 a.m. in the County Commission Room with those present being: Commissioner Paul Grider, Commissioner Rodney Savage, Commissioner Roy Lee Criswell, Commissioner Tina Dixon, Commissioner Dennis Lopez, County Manager Amber Hamilton, County Attorney Michael Garcia, Clerk Mandi Park, Assistant County Manager Liliana Rivera, Special Projects Coordinator Carla Weems, Human Resources Coordinator Lauren Bagwell, Detention Administrator Shayla Ramsey, Detention Officer Blaine Pilkinton, MAT Program Coordinator Kris Paulus, Maintenance Superintendent Gary Spinks, Interim Road Superintendent Juan Dominguez, Equipment Operator Daniel Sanchez, Equipment Operator Steven Aldridge, Equipment Operator Juan Gonzales, Equipment Operator Lucas Hermosillo, County Services Specialist Silke Humpe, GIS Coordinator Johnny Montiel, Sheriff Javier Sanchez, Chief Deputy Bryan Holmes, Treasurer Layle Sanchez, Assessor Stevin Floyd, DWI Program Coordinator Darla Reed, Arch Fire Chief Jay Lang, Milnesand Fire Chief Russell Bilbrey, Portales Fire Chief Timothy Cathey, Architect John Laymen, Financial Auditor Rufino Rodrigues, Roosevelt County Community Development Corporation Executive Director Jodi Diaz, and community members Bill Cathey, Alan Carter, Kay Jilek, Ronnie Lujan and his family members.

Call to Order – Commissioner Dixon at 9:00 a.m.

Invocation – Amber Hamilton

Pledge – Commissioner Dixon

- 1. Approval of Agenda:** A motion to approve the agenda was made by Commissioner Savage with a second from Commissioner Dixon. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.
- 2. Approval of Minutes:** A motion to approve the minutes from the January 25, 2024 special meeting was made by Commissioner Savage with a second from Commissioner Criswell. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.
- 3. Approval of Accounts Payable and Payroll:** A motion to approve the payables and payroll for the month of January 2024 was made by Commissioner Lopez with a second from Commissioner Savage. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.
- 4. Public Requests:** Bill Cathey asked questions regarding the windmills and noted the windmills that need maintenance. He asked about the procedure for determining which roads are priority for maintenance and upkeep. He stated there are several roads along his and other drivers school bus routes that are in need of tree trimming. He asked about reserve funds, and budgets for the detention center and sheriff's office. He noted how important the Portales Ambulance service is to the rural communities.

5. Elected Officials and Department Heads Reports:

Employee Recognition: Ms. Bagwell read the list of staff and their years of service to the county as follows: Juan Gonzales – road – 1 year, Daniel Sanchez – road – 1 year, Lucas Hermosillo – road – 1 year, Steven Aldridge – road – 1 year, Clint Dickerson – sheriff – 1 year, Jenny Wilson – sheriff – 1 year, Jacob Bonner – sheriff – 3 years, Blaine Pilkinton – detention – 1 year, James Burris – detention – 1 year, Brandon Kelley – detention 3 years, Jasmine Tinnell – detention – 3 years, Silke Humpe – clerk – 5 years. Commissioner Dixon thanked each staff member for their years of service with the county.

Clerk: Ms. Park stated candidate filing day for the 2024 primary is scheduled for March 12, 2024 from 9:00 am to 5:00 pm in the clerk's office. She also noted the MOU between the county and the secretary of state for reimbursement of election expenses will be on the March 19, 2024 meeting agenda. Ms. Park stated her staff will attend election school training in Albuquerque in early April, but no official date has been set at this point.

Treasurer: Ms. Sanchez presented the general fund cash balances for the months of October and November, stating there was a beginning cash balance for October of \$2,363,358.99 and an ending balance of \$2,854,502.33. There was a beginning cash balance of \$2,854,502.33 and an ending balance of \$2,956,963.78. Ms. Sanchez stated collections are slowing now that the due dates have passed. She also stated they are sending out courtesy notices to property owners with delinquent taxes for 2021, as a final effort to collect prior to turning those accounts over to the state for collection or sale.

Detention: Administrator Ramsey gave the facility report, stating the count is at 65 with 52 male detainees and 13 female detainees in custody. Of those 24 are out-of-county detainees. She stated for the month of January Quay County had been billed \$118,875.00 and Chaves County had been billed \$625.00 for detainee housing. Ms. Ramsey introduces Ms. Paulus to give the report on the MAT and GED programs.

MAT Program: Program Coordinator Kris Paulus reported since September of 2021 the MAT Program has had 70 male participants and 40 female participants. Of those 59 are unduplicated males and 35 unduplicated females. 34% of male participants and 32 % of female participants released to the community have been re-arrested with new charges. There are currently 11 male and 4 female participants in the program. There are 6 currently receiving medication. We have added a peer support counselor to the program. Yoga, gardening and greenhouse, Art, Mindfulness and Meditation, as well as exercise and parenting are offered. GED classes NA, AA and food handler certificates are also offered. NARCAN training was provided to over 70 participants. Ms. Paulus has requested and received funding for chickens and coops to allow detainees to learn to care for animals and care for something other than themselves.

The GED program started in the detention center in September of 2022. They have become a testing site since then. Ms. Paulus recognized Ronnie Lujan as a success of the program. Mr. Lujan was presented with his GED

Certificate and congratulations for being the first to complete the program and test while incarcerated at Roosevelt County Detention Center. Mr. Lujan was joined by his family for a photo in celebration of his accomplishment.

Finance: Ms. Rivera presented the 2nd Quarter report, stating all accounts are at 50% for expenditures or slightly over for some of the road and fairgrounds projects that have already been completed. Things are on target for the mid-point of the fiscal year.

Indigent Health Care: Ms. Weems requested to go into indigent board meeting. At 9:29 a.m. Commissioner Lopez made a motion to go into indigent board, with a second by Commissioner Savage. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes. Ms. Weems presented the indigent healthcare report. She stated there were 6 claims submitted, totaling \$4,540.00. She recommended denial of all 6 of those claims, stating 3 of the patients had Medicaid at the time of services, 2 patients were brought in by Portales Police, and one patient was an out-of-county detainee. At 9:30 a.m. Commissioner Lopez made a motion to come out of indigent board, with a second by Commissioner Savage. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes. Commissioner Lopez made a motion to approve indigent claims as recommended by Ms. Weems, with a second by Commissioner Savage. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

Road: Mr. Dominguez reported South Roosevelt Road 20 is complete, but needs some additional maintenance following the snow. Crews are currently working on South Roosevelt Road 4 1\2 off of South Roosevelt Road T. Mr. Dominguez noted crews had been cleaning roadsides over the last week, picking up 2 loads of tire and 3 loads of trash. He gave updated route and blade district maps to each commissioner. He stated all reported cattleguards have been cleaned. Commissioner Lopez requested dumpsters be provided to county residents. He stated county residents dumping in city dumpsters continues to be an issue. Commissioner Savage noted the fee for dumping at the convenience center is small. Commissioner Criswell notified Mr. Dominguez that South Roosevelt Road P near South Roosevelt Road 6 is cracking and asked if there is cracking in other areas following the microseal application. Mr. Dominguez stated the heavy traffic areas are more prone to cracking. He stated if there is a failure of the subgrade, the entire surface has to be rebuilt.

Manager: Ms. Hamilton shared the audit award for FY 2022 that was presented to the county at the legislative conference. She praised the work of Ms. Rivera, Ms. Sanchez and the elected officials, department heads and staff for working together to earn the 7th consecutive flame award.

Ms. Hamilton gave a legislative recap, stating there were just over 70 bills that were sent to the governor for passage. HB2 included funding for detention, fire and EMS, courthouse projects and more. SJR16 regarding salaries of elected officials will be on the ballot in November. HB236 regarding the PERA of public safety return to work could allow counties to rehire retired public safety officials to entry level positions. SB 148 removes the administrative fees charged by NMTRD, which would be phased out over several years. Ms. Hamilton stated NMC will be hosting regional legislative wrap-up meetings. The dates will be provided soon. The southeast regional meeting will be held in Roswell. Ms. Hamilton also talked about the capital outlay process and junior bill money, which is now being called GROW funding. She stated SB275 includes \$350,000 for a distributor truck and \$500,000 for a chip box. We will have to wait for contracts to be issued to purchase those items, likely between July and November. We are looking at options to lease or borrow for the summer projects if necessary. Commissioner Criswell questioned the actual cost of the chipbox. Ms. Hamilton stated there is no way to know exactly with inflation and availability, but the requested funds should be sufficient, as inflation was taken into consideration.

Ms. Hamilton reported on the insurance pool board meeting. She stated county owned properties are undervalued statewide. She stated we had budgeted for a 20% increase in contributions, but will actually need to pay 100% more in contributions to cover increases. She stated we have made claims totaling 431% more than our contributions, mostly due to hail damage in recent claims. Ms. Hamilton stated the number of workers comp claims have decreased, but the total for the claims is increasing. Law Enforcement claims have increased by 20% and we are unable to get re-insurance on the open market, thus NMCI is utilizing the county's reinsurance recently established.. She stated we expect a request to make additional contributions with available general fund balances following the capital adequacy study commissioned by the NMCI board.

Commissioners: Commissioner Savage stated he had a constituent call about a property boundary dispute. He also commended Mr. Rivera, Ms. Sanchez and the entire staff for earning another flame award for the FY2022 Audit and for being very good stewards of public funds. Commissioner Criswell asked about a vehicle expenditure of \$97,000.00. Ms. Rivera clarified that was for the purchase of 2 vehicles using capital outlay funds provided by the 2023 legislative session. Commissioner Dixon stated she had attended the NACO Conference in Washington DC. She stated others representing Lea and Otero counties also attended where they provided information regarding rural issues and behavior health to our congressional delegation. She stated they shared the information with Congresswoman Stansbury as well, since she requested the same information, though she does not represent our district.

6. Old Business:

A. Consideration of Resolution Compliance with New Mexico Open Meetings Act: Mr. Garcia presented a draft of the Open Meetings Act Resolution. He stated he had made the requested changes, with one exception. He missed one spot where the language was redundant. Commissioner Savage made a motion to approve the resolution with redundant language removed, with a second from Commissioner Criswell. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

7. New Business:

A. Presentation of Investments:

Public Hearing: At 10:09 a.m. Commissioner Lopez made a motion to go into board of finance, with a second by Commissioner Criswell. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes. Ms. Sanchez presented a report on the investments stating interest earned in the amount of \$130,810.81 on the general fund balance at the 6-month mark. At 10:10 a.m. Commissioner Lopez made a motion to come out of board of finance, with a second by Commissioner Criswell. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes. Commissioner Dixon made a motion to approve the report as presented, with a second by Commissioner Lopez. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

B. Presentation of Revised Roosevelt County Fairgrounds Draft Master Plan: Ms. Hamilton, Mr. Layman and Mr. Spinks presented a revised draft of the fairgrounds master plan. Project included in phase 1 of the plan were highlighted. Ms. Hamilton stated the shovel ready projects including ADA bathrooms at the Pavilion, could go out for bid as soon as late February – early March. Project phasing is tied to timing and funding. The commission also discussed the square footage and usage of the Merchants and Home Arts Buildings. The pavilion would be a multiuse facility once renovated. Ms. Hamilton asked Mr. Layman for an estimate on construction of a new building that would replace the square footage of the two buildings that will come down. No action was needed.

C. Discussion of Scope of Work for Recreational Grant at the Fairgrounds: Ms. Hamilton stated projects in phase 1 of the fairgrounds master plan are shovel ready. Available funding needs to be spent by the end of June to meet the grant requirements. No action was needed.

D. Request for Approval of Arch Volunteer Firefighters Annual PERA Reporting: Ms. Bagwell requested approval to submit the annual report. Commissioner Lopez made a motion to approve, with a second by Commissioner Grider. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

E. Request for Approval of Milnesand Volunteer Firefighters Annual PERA Reporting: Ms. Bagwell requested approval to submit the annual report. Commissioner Grider made a motion to approve, with a second by Commissioner Criswell. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

F. Request for Approval of a Summary Replat of lot 24 and lot 26 of the Chalk Hill Stock Farm Subdivision of Roosevelt County: Mr. Montiel stated the Chavez' have applied for the replat on their property which is within the 3-mile planning jurisdiction of the City of Portales. The replat will change 2 lots to 3 lots called 24-1, 24-2 and 26-1. There were no adverse opinions from neighboring land owners or utilities. The request meets all rules and regulations and has been approved by the City of Portales. Commissioner Grider made a motion to approve the replat, with a second by Commissioner Criswell. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

G. Request for Approval of a Summary Replat of lots 8-12 of Block 10 of the Franklin Apparent Addition Subdivision in the City Limits of Portales: Mr. Montiel stated the Acosta's requested the replat, which is inside the city limits. The replat will change 4 lots to 2 lots called lots A and B. There were no adverse opinions from neighboring land owners or utilities. The request meets all rules and regulations and has been approved by the City of Portales. Commissioner Lopez made a motion approve the replat, with a second by Commissioner Grider. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

H. Discussion and Commission Selection of City Council Persons for Continued Services Negotiation: Commissioner Dixon nominated Eldon Merrick. Commissioner Criswell nominated Mike Rackler to serve Commissioner Dixon requested a vote on nominee Eldon Merrick. Commissioner Grider-No, Commissioner Criswell-No, Commissioner Dixon-Yes, Commissioner Savage-No, Commissioner Lopez-Yes. Commissioner Dixon requested a vote on nominee Mike Rackler. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-No, Commissioner Savage-Yes, Commissioner Lopez-Yes. Ms. Hamilton will communicate with City Manager Austin regarding the request for Mr. Rackler to serve as a negotiator on behalf of the city.

I. Discussion and Direction for FY25 Dispatch Services: Sheriff Sanchez stated all agencies would like to stay with City of Portales at this point instead of going to Lea County. The other departments would like to see all go, or none. He stated things are going well with the city since negotiating a contract for the current year. Sheriff Sanchez stated he would like to see a longer term for the next contract. Commissioner Dixon stated she would still like the county and other agencies to move to regional dispatch, as already voted on. Commissioner Lopez would like to take a new vote with additional input from rural departments. No action was taken, but Commissioner Savage requested a consensus from the rural fire and ems departments about what they would like to do regarding dispatch services. Commissioner Dixon requested the Dispatch Services be added to the March 19, 2024 meeting agenda to solicit public input.

8. Resolutions – Ordinances – Proclamations

A. Consideration of Resolution 2024-05 Acceptance and Approval of the FY23 Annual Financial Audit: Ms. Rivera and Mr. Rodriguez stated the audit had been finished up last week. He stated the audit resulted in an unmodified opinion with no findings. Mr. Rodriguez stated they had made some informal recommendations regarding current vulnerabilities. He commended Ms. Rivera, Ms. Sanchez and the staff for a clean audit. Commissioner Dixon made a motion to accept and approve the audit, with a second by Commissioner Grider. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

Following the audit presentation, at 11:30 a.m. Commissioner Dixon called for a short recess. At 11:37 a.m. the commission meeting was called back to order.

B. Consideration of Resolution 2024-06 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 requested approval of the DWI prevention grant application. Stating the application is due March 7, 2024. She discussed some changes for the program with is being revamped. Commissioner Dixon made a motion to approve with a second from Commissioner Grider. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

C. Consideration of Resolution 2024-07 Supporting Luna County in Their Opposition to the Designation of the Mimbres Peak National Monument: Commissioner Dixon stated several other counties have also done resolutions in support of Luna County in opposition to the federal 30x30 land preservation program. Commissioner Savage made a motion to approve the resolution, with a second by Commissioner Dixon. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

9. Contracts – Agreements – Procurements:

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 requested the approval of the MOU. She stated it is an annual requirement. Commissioner Grider made a motion to approve the MOU, with a second by Commissioner Lopez. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

B. Request for Approval of Statement of Assurances for the Local DWI Grant and Distribution Program: Ms. Reed requested the approval, stating the statement of assurances is also an annual requirement of the grant. Commissioner Lopez made a motion to approve, with a second by Commissioner Grider. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

C. Request for Approval of Interdepartmental Agreement for the Use of Local DWI Funds: Ms. Reed requested approval of the agreement, stating these funds will be used for replacing radar equipment in Sheriff's office vehicles. Commissioner Grider made a motion to approve the agreement, with a second by Commissioner Savage. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

D. Agreement for Additional Financial Support for Economic Services: Ms. Hamilton requested additional funding for Roosevelt County Economic Development Corporation. Commissioner Dixon made a motion to approve the request, with a second by Commissioner Grider. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

E. Request for Approval of Agreement for Detainee Confinement at Roosevelt County Detention Center for Chaves County: Ms. Hamilton requested the approval of the agreement, stating Chaves County detainees would be housed at RCDC, but Chaves County would cover the additional expenses such as medical and transportation costs. Commissioner Lopez asked how detainees would be screened. Ms. Ramsey stated all transfers would be properly screened. Commissioner Grider made a motion to approve the agreement, with a second by Commissioner Criswell. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

F. Request for Approval of Agreement for Detainee Confinement at Roosevelt County Detention Center for Eddy County: Ms. Hamilton requested the approval of the agreement, stating Eddy County detainees would be housed at RCDC, but Eddy County would cover the additional expenses such as medical and transportation costs, the same as the agreement with Chaves and other counties. Commissioner Grider made a motion to approve the agreement, with a second by Commissioner Criswell. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

G. Request for Approval of Agreement Between Arch, Causey, Dora, Elida, Floyd, and Milnesand Volunteer Fire / EMS Agencies and the City of Portales Emergency Communications and Fire Department for Medical Direction: Chief Bilbrey requested approval of the agreement, for the services of a Medical Director, following the withdrawal of the prior long-term Medical Director. Commissioner Grider made a motion to approve the agreement, with a second by Commissioner Criswell. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

H. Request for Approval of Service Agreement with Vehicle Safety Programs LLC for the Road Department Certified Entry Level Driver Training Program: Ms. Hamilton requested the approval of the agreement, stating there are 4 staff at the road department ready to begin training to obtain a CDL license. Commissioner Criswell asked if there is any retention requirement with the training. Ms. Hamilton stated there is a 3-year commitment from the employee. Commissioner Savage made a motion to approve the agreement, with a second by Commissioner Lopez. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

10. Media Communication: There was no media present. Commissioner Savage asked that Resolution 2024-07 supporting Luna County be read aloud. Commissioner Dixon read the resolution aloud and thanked the others for supporting the resolution.

11. Adjourn: The meeting was adjourned at 12:16 p.m.

ATTEST:

Mandi M. Park

Mandi M. Park
County Clerk

BOARD OF ROOSEVELT
COUNTY COMMISSIONERS

Tina Dixon

Tina Dixon
Commission Chair

