

Tuesday, April 9, 2024
County Commission Room
Roosevelt County Courthouse
Portales, New Mexico 88130

The Roosevelt County Commission met in regular business meeting on Tuesday April 9, 2024, at 9:00 a.m. in the County Commission Room with those present being: Commissioner Tina Dixon, Commissioner Roy Lee Criswell, Commissioner Paul Grider, Commissioner Rodney Savage, County Manager Amber Hamilton, Assistant County Manager Liliana Rivera, County Attorney Michael Garcia via zoom, County Service Specialist Silke Humpe, County Assessor Stevin Floyd, Treasurer Layle Sanchez, GIS Coordinator Johnny Montiel, Special Projects Coordinator Carla Weems, Detention Administrator Shayla Ramsey, Sheriff Javier Sanchez, HR Manager Lauren Bagwell, Judge Donna Mowrer, Court Administrator Kevin Spears, Arch Fire Chief Jay Lang, community members Meredith Eaton, Sarah Clark, Darla Reed and Jarryd Burris. Commissioner Lopez was absent.

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

Invocation - County Manager Hamilton

Pledge - Commissioner Paul Grider

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

2. Approval of Minutes:

Motion to approve minutes of the March 19, 2024 regular meeting and the March 25, 2024 special meeting was made by Commissioner Grider with a second from Commissioner Savage. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Criswell-Yes.

3. Public Request:

Meredith Eaton, Vice-President of the New Mexico Extension Association, Sarah Clark and Darla Reed spoke on behalf of the Roosevelt County Extension Office and the need of a full time Home Economics position. Ms. Eaton presented a Volunteer Hours & Dollars Summary Q1-Q-3, 2023, and asked for the Commission's support. They explained that the position would replace the hours and dollars donated by extension club members and would offer different activities and projects. A lot of young people are interested

4. Elected Officials/Department Heads Report:

Detention: Ms. Ramsey presented the FY24 3rd quarter report. The facility count is 68, 10 females and 58 males with 10 out of county detainees. Quay County was billed \$44,000.00 and the military \$2,075.00 for March. 11 detainees are in MAT, 11 in group therapy, and 11 are in individual therapy. 3 detainees are on medication, 4 are participating in GED classes, 10 participate in Yoga and 10 in parenting. There were no detainees in restrictive housing. Commissioner Criswell wasn't aware that Roosevelt County was housing detainees for the military. Ramsey explained that the county has been housing for different military facilities for the past two years.

Indigent Healthcare: Commissioner Dixon made a motion to go into the Indigent Meeting at 9:11 AM with a second from Commissioner Savage. Commissioner Dixon-Yes, Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Savage-Yes. Ms. Weems announced that the county had 3 claims totaling \$1,688.36. submitted and she recommended 1 for approval with an amount of \$36.36 and disapprove 3 in the amount of \$1,652.00. Fedco Emergency Physicians approving 0, disapproving 2 at \$1,442.00 since both had Medicaid at the date of service. Roosevelt General Hospital approving 0 and disapproving 1 for \$210.00 since they were from Quay County. Concord Radiology approving 1 for \$36.36, disapproving 0. Commissioner Dixon made a motion to come out of indigent meeting with a second from Commissioner Criswell at 9:13 AM. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Criswell-Yes. Commissioner Savage made a motion to accept the Indigent Healthcare Report with a second from Commissioner Dixon. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Criswell-Yes.

Road: Superintendent Juan Dominguez reported that SRR 10 ½ was finished and SRR 11 has been started. A second crew finished on SRR 8 and that blade is going to the Arch area. Different crews are working in Milnesand and south of Elida, as well as south of Portales and Floyd. Commissioner Criswell requested that the SRR 11, west of

Highway 206 be finished and the rest of the caliche be given to Commissioner Dixon's district west of Elida. Ms. Hamilton suggested to have an estimate be put together for the cost to work on road 28. Commissioner Savage thanked Mr. Dominguez for working on the roads and potholes. He stated that it is a never-ending job and he noticed that lots of filled potholes i.e. by Spraygreen are crumbling. Ms. Hamilton explained that some of the roads need to be put back on the list because they are crumbling and are past their life expectancy.

Manager: Ms. Hamilton reported the county received an award for congressional district spending for the Roosevelt County Detention Center plumbing in the amount of \$275,000, as well as the electrical in the front section. The county received an update from the City of Clovis regarding the crisis triage center and are in final negotiations. The bid is out for the covered stalls on the fairgrounds and the bid for the pavilion project should be released shortly. The covered stalls at the fairgrounds should be completed by the end of June and the pavilion no later than the end of July. The county is planning on having the yearly budget workshops starting later this month and suggested April 26, May 2nd and 3rd as some of the days.

Commission: Commissioner Criswell discussed that he met with John Bourne, the head of the extension office in Las Cruces. Mr. Bourne is very excited and would like to speak to the county regarding the home economic position. He offered to help to split the cost of the position 50/50. Commissioner Criswell explained that those positions were cut in 2012 and he is very much in support. Ms. Hamilton suggested that Mr. Bourne could do a presentation during the workshop meetings. Commissioner Dixon stated that she also has been involved in the extension office and is in favor of the position. Commissioner Savage would like for the commission to show support for Pat Boone's campaign for the senate seat. He stated that Mr. Boone had asked for a letter of recommendation and suggested to purchase a campaign sign in support of the commission's recommended candidate. Commissioner Dixon announced that she was having a fundraiser on April 18th at Tinsley's crossing and would like if the commission could support Mr. Boone as one body.

5. New Business:

- a. Discussion of the Roosevelt County Courthouse District Court renovations and Request for Commission Approval for the Submission of an Administrative Offices of the Court Grant Application with an Estimated Total Project Budget of \$858,031. Mr. Spears explained the grant and stated that the project won't exceed \$1,000,000.00. He explained that a letter is needed from the county manager stating that the board of commissioners is in support and they need the agreement signed in order to receive funding. Judge Mowers would like to move forward and get the approval showing that the county is on board. A motion to approve the Submission of an Administrative Offices of the Court Grant Application with an Estimated Total Project Budget of \$858,031 was made by Commissioner Savage and a second by Commissioner Dixon. Commissioner Savage-Yes, Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Criswell-Yes.
- b. Presentation of and Request for Approval of Preliminary Organizational Chart for the FY25 Budget. Ms. Hamilton explained that the changes in the Preliminary Organizational Chart for the FY25 Budget were highlighted in red with the Clerk's Office replacing one full time County Services Specialist with a Senior position. After several meetings with the Assessor's and Treasure's office, they would like to initially at least start a budget of a part-time person, if possible and if not, they may have to return to a shared position in the fiscal year of 2025. They also looked at a school deputy position per the commission's request, as well as one in the rural areas. An Emergency Management Technician position was also included in the chart. She explained that those positions are fluent and can be amended by the board before the organizational chart is finalized. Commissioner Dixon asked if the pay amounts included benefits and Ms. Hamilton responded that those amounts listed are per pay plan that the county adopted, not including the benefits. Commissioner Criswell raised questions regarding a grant available for resource officers for schools. Ms. Hamilton stated she would follow up on this. A motion to approve the Preliminary Organizational Chart for the FY25 Budget was made by Commissioner Dixon and a second by Commissioner Grider. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Criswell-Yes.
- c. Request for Approval to Submit Application for Amendment to Ordinance Zone Change for the Roosevelt County Board of Commission Parcel Number R028607 and R022949, Legal Description S:25 T:1S R:34E. A motion to approve the Application for Amendment to Ordinance Zone Change for the Roosevelt County Board of Commission Parcel Number R028607 and R022949 was made by Commissioner Grider and a second by Commissioner Criswell. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Criswell-Yes.

6. Resolutions – Proclamations – Ordinances:

- a. Consideration of Resolution 2024-15 Adopting the Roosevelt County Detention Center Annual Policies and Procedures Manual Annual Review. A motion to approve the Resolution 2024-15 Adopting the Roosevelt County Detention Center Annual Policies and Procedures Manual Annual Review was made by Commissioner Criswell and a second by Commissioner Dixon. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Criswell-Yes.
- b. Request for Approval of Notice of Intent to Adopt Revised Flood Damage Prevention Ordinance. A motion to approve the Notice of Intent to Adopt Revised Flood Damage Prevention Ordinance was made by Commissioner Savage and a second by Commissioner Criswell. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Criswell-Yes.

7. Contracts – Agreement – Procurements:

- a. Request for Approval of State of New Mexico Audit Contract with Cordova CPAs, LLC for FY2024 Financial Audit Services For \$43,639.00. Commissioner Criswell stated since the County had contracted that firm for the past 6 years, a new set of eyes would be helpful. Ms. Rivera explained the statute allowed for the same firm to be contracted for 8 years. The county requested quotes two years ago and Cordova CPA's was the lowest. Commissioner Dixon asked if a request for quotes was done this year and Ms. Rivera replied that no quotes were requested. Ms. Hamilton explained that the county had contracted three different firms since 2014, the current auditors already had all of the county's accounts and to find a new one would be a hard lift on the treasurer, finance department and everyone and is very time consuming. Commissioner Dixon also would like a new set of eyes and is in favor of a new auditor even if the cost would be higher. A motion to approve the Request for Approval of State of New Mexico Audit Contract with Cordova CPAs, LLC for FY2024 Financial Audit Services For \$43,639.00 was made by Commissioner Grider with a second by Commissioner Savage. Commissioner Grider-Yes, Commissioner Dixon-No, Commissioner Savage-Yes, Commissioner Criswell-No. Motion failed. Commissioner Savage later during the Commission Meeting questioned the board why they wanted a new set of eyes and requested to change his vote. Commissioner Criswell stated that there is a risk the firm could get complacent. Commissioner Dixon also expressed the need for a new auditor. The firm had the lowest bid on the RFP and there is no guarantee to find a better fee. Commissioner Criswell wanted the Treasurer's input and Ms. Sanchez agreed that a new set of eyes would be helpful but felt the county should wait until next year to find a new auditor. The Board of Commissioners was ready for another vote on that subject and Commissioner Grider made a motion for Approval of State of New Mexico Audit Contract with Cordova CPAs, LLC for FY2024 Financial Audit Services For \$43,639.00, with a second from Commissioner Savage. Commissioner Grider-Yes, Commissioner Dixon-No, Commissioner Savage-Yes, Commissioner Criswell-Yes. Motion carried.
- b. Request for Approval of Amendment #1 to Agreement for Comprehensive Healthcare Services Between Roosevelt County and Roadrunner Health Services, Inc. The County attorney stated that no response has been received as of yet, but it could still be voted on since the county had a contract. A motion to approve the Amendment #1 to Agreement for Comprehensive Healthcare Services Between Roosevelt County and Roadrunner Health Services, Inc., was made by Commissioner Savage and a second by Commissioner Grider. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Criswell-Yes.
- c. Request for Approval of Agreement for Detainee Confinement between Roosevelt County and Colfax County at Roosevelt County Detention Center. A motion to approve the Agreement for Detainee Confinement between Roosevelt County and Colfax County at the Roosevelt County Detention Center was made by Commissioner Savage and a second by Commissioner Criswell. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Criswell-Yes.
- d. Request for Approval of Agreement for Inmate Confinement between Colfax County and Roosevelt County at the Vigil-Maldonado Adult Detention Center. A motion to approve the Agreement for Inmate Confinement between Colfax County and Roosevelt County at the Vigil-Maldonado Adult Detention Center was made by Commissioner Savage and a second by Commissioner Criswell. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Criswell-Yes.
- e. Request for Approval of Memorandum of Understanding between Roosevelt County and the NM Secretary of State for the Subgrant Award for Federal Election Assistance of \$40,000. A motion to approve the Memorandum of Understanding between Roosevelt County and the NM Secretary of State for the Subgrant Award for Federal

- Election Assistance of \$40,000, was made by Commissioner Criswell and a second by Commissioner Dixon. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Criswell-Yes.
- f. Request for Approval of Contract Amendment No. 1 to the Food Service Agreement at the Roosevelt County Detention Center. A motion to approve the Contract Amendment No. 1 to the Food Service Agreement at the Roosevelt County Detention Center was made by Commissioner Grider and a second by Commissioner Dixon. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Criswell-Yes.
 - g. Request for Approval of Contract to Spray Noxious Weeds between Roosevelt County and the Roosevelt Soil and Water Conservation District for \$1,900.00. A motion to approve the Contract to Spray Noxious Weeds between Roosevelt County and the Roosevelt Soil and Water Conservation District for \$1,900.00, was made by Commissioner Dixon and a second by Commissioner Criswell. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Criswell-Yes.
 - h. Request for Approval of the Intergovernmental Agreement Between the City of Portales and Roosevelt County for Mutual Services. A motion to approve the Intergovernmental Agreement Between the City of Portales and Roosevelt County for Mutual Services was made by Commissioner Criswell and a second by Commissioner Savage. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Criswell-Yes.

8. Media Communication: There was no media communication

9. Adjourn. The meeting was adjourned at 10:20 AM

ATTEST:

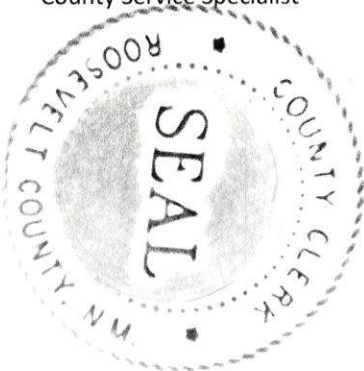

Mandi M. Park
County Clerk

BOARD OF ROOSEVELT
COUNTY COMMISSIONERS


Tina Dixon
Commission Chair

Respectfully submitted by:


Silke Humpe
County Service Specialist



April 9, 2024