

Tuesday, March 5, 2024
County Commission Room
Roosevelt County Courthouse
Portales, New Mexico 88130

The Roosevelt County Commission met in regular business meeting on Tuesday March 5, 2024 at 9:00 a.m. in the County Commission Room with those present being: Commissioner Paul Grider, Commissioner Rodney Savage, Commissioner Tina Dixon, Commissioner Dennis Lopez, County Manager Amber Hamilton, County Attorney Michael Garcia via zoom, Clerk Mandi Park, Human Resources Coordinator Lauren Bagwell, MAT Program Coordinator Kris Paulus, Social Work Intern Shaina Zachry, Interim Road Superintendent Juan Dominguez, GIS Coordinator Johnny Montiel, Sheriff Javier Sanchez, Chief Deputy Bryan Holmes, Assessor Stevin Floyd, Vincent Yermal and community members Quaylene Parkey, Larry Teel, Charles Brooks, Paul Keikel, and Megan Hamilton.

Commissioner Criswell was absent.

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 Grider. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

2. Approval of Minutes: A motion to approve the minutes from the February 20, 2024 meeting was made by Commissioner Lopez with a second from Commissioner Savage. Commissioner Grider-Yes, Commissioner Dixon-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 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. Ms. Park stated her staff will attend election school training in Albuquerque on April 11-12. She stated there is an opening in the Clerk's office which she hopes to have filled in time for the new hire to attend election school.

Detention: Ms. Hamilton gave the facility report, stating the count is at 60 with 19 male detainees and 11 female detainees in custody. Of those 20 are out-of-county detainees. She stated for the month of February Quay County had been billed \$76,875.00 and \$3,625.00 had been billed for military detainees housing. Ms. Hamilton also stated there are currently 14 detainees participating in MAT program with all 14 receiving both individual and group counseling and participating in yoga and 5 receiving medication. There are currently 5 individuals in the GED program and parenting classes begin later this month. Ms. Hamilton stated there are 3 newly hired detention officers in the training academy.

Road: Mr. Dominguez reported South Roosevelt Road 4 ½ is caliche and the chip seal will be completed when it warms up. South Roosevelt Road 10 ½ off of NM 206 is in progress. Crews are currently working on blade routes. Commissioner Savage asked if the millings the state highway department has to give away could be stockpiled for future use. Mr. Dominguez will follow-up. Commissioner Savage asked about the splitting on South Roosevelt Road P between 6 and 7 that Commissioner Criswell discussed in the prior meeting. He stated he had driven it, and did not see a problem. Mr. Dominguez stated it was very minor splitting but it was on the west shoulder. Commissioner Lopez asked if detainee labor was an option for tree trimming. Ms. Hamilton stated they are not being used at this time due to not having adequate staffing at the detention center to bring crews out. She also stated Mr. Dominguez has tree trimming crews out in front of road crews where road projects are scheduled, but if trees in other areas need attention, they should be reported to administration or to the road department and they will be taken care of.

Manager: Ms. Hamilton stated the recreational grant project is underway at the fairgrounds. She stated there is a possible extension for completion of projects waiting on the governor's signature, but the project is moving forward as originally planned. The additional covered horse stalls and ADA restrooms are included in the funding from the recreational grant. Ms. Hamilton talked about cyber security upgrades that are in progress as referenced during the annual audit report. She stated the budget process for the FY25 year has begun, with meetings with department heads and elected officials. Budget workshops will be scheduled for April. Ms. Hamilton stated South Roosevelt Road AV is moving forward again. Commissioner Grider and Ms. Hamilton had attended meetings recently with area leaders, base personnel and the State Land Office. The State Land Office had provided new information regarding a 2012 Amnesty Program. She stated Mr. Montiel is reviewing the Roosevelt County listing of roads that might be eligible for a 2012 Amnesty program. Those roadways adjoining or abutting state land. Ms. Hamilton was asked at the previous meeting about how much square footage would be lost with the removal of the Home Arts and Merchants Buildings, vs the space in the pavilion. She stated there would be a net loss of 2366 sq. ft. as computed by the architect. She stated adding a 25ft span to the pavilion would mitigate that loss. Ms. Hamilton stated there had been multiple first responder trainings offered over the past year, and the County is wrapping up that segment of grant funded trainings with peer support trainings. There are 16 in attendance at the February training in Clovis. The next training will be held in Portales, March 24-28.

Commissioners: Commissioner Savage stated he had a meeting with Ms. Hamilton, Sheriff Sanchez and a land owner about a property boundary dispute. Commissioner Savage suggested adding an executive session to the March 19, 2024 meeting in order to keep all commissioners informed on this issue. Commissioner Dixon stated she had spoken with Councilwoman Cordova notifying her the Commission had chosen Councilman Rackler to serve as a negotiator for the city council. Commissioner Dixon stated the council would like to have another

round table with all councilors, all commissioners, both managers, Detention, EMS and all involved to put everything on the table. Others agreed it would be good to move negotiations along. Commissioner Lopez congratulated Commissioner Dixon, stating she will serve as the commission affiliate chair next year. That is a 1-year term beginning in June of 2024.

5. New Business:

A. Request for Approval of Public Celebration Permit Application by Enchantment Vineyards: Megan Hamilton requested approval of a permit on behalf of the Republican Party to host a public celebration and fundraiser to be held at the Jake Lopez Community Center. Commissioner Savage made a motion to approve the request as presented, with a second by Commissioner Grider. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

B. Request for Approval of Disposal by Donation to Another Public Body or Public Auction of one Lot of Pews, one Lot of Misc. Office Furniture, one Piano and one Stage: Ms. Hamilton stated the district court has replaced the seating to improve the function and comfort of the court room. The furniture removed from the courtroom has been offered to other offices and departments, but what is left could be donated to another public body, or disposed of through public auction. Commissioner Grider made a motion to approve the request as presented, with a second by Commissioner Lopez. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

C. Request for Approval of Letters of Intent to the New Mexico Department of Transportation Regarding the FY25 Local Government Road Fund (LGRF) Project Applications: Mr. Dominguez requested approval of the letters of intent to participate in LGRF projects for CAPS, COOP and School Bus Routes programs. Commissioner Grider made a motion to approve, with a second by Commissioner Savage. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

D. Request for Approval to Move Forward with Agreement Formation With Roosevelt County Meals on Wheels and Summit Foods, LLC to Provide Meals: Ms. Hamilton requested approval, stating Summit Foods provides meals on wheels from other detention facilities. She has met with the detention administrator and vendor and both are familiar with the program. She also stated it is a good option, and is acceptable to Department of Finance and Administration as long as all recipients meet the anti-donation qualifications. Larry Teel, president of the local meals on wheels board, also asked for approval, noting the program serves 25-30 individuals on a daily basis, Monday through Friday. Commissioner Savage made a motion to approve, with a second by Commissioner Grider. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

E. Presentation of 2024 Roosevelt County Position Classification Review and Compensation Study Update: Ms. Bagwell stated a review of the position classification was approved in 2023 due to extraordinary inflation, in preparation for the FY25 budget cycle. She stated the study was conducted earlier than normal in order to remain competitive. Mr. Yermal reviewed the study in detail. Commissioner Lopez asked if the study was similar to a cost-of-living adjustment. Mr. Yermal responded it is a more extensive measure of the current labor market and the movement of the market. Ms. Bagwell requested adoption of the Compensation Study. Commissioner Lopez made a motion to approve, with a second by Commissioner Savage. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

6. Resolutions – Ordinances – Proclamations

A. Consideration of Resolution 2024-08 Sponsorship of a Transportation Project Fund and Project Match Commitments for Funding Application of Approximately Twenty-Seven and Three Quarter Miles of Various Roosevelt County Rural Roadways: Mr. Dominguez requested approval of the TPF project matching funds, stating the projects were split into two applications. Ms. Hamilton stated we would have the matching funds available within the budget. Commissioner Grider made a motion to approve both items 6A and 6B, with a second by Commissioner Lopez. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

B. Consideration of Resolution 2024-09 Sponsorship of a Transportation Project Fund and Project Match Commitments for Funding Application of Approximately Thirty-two Miles of Various Roosevelt County Rural Roadways: Mr. Dominguez requested approval application. Items 6A and 6B were voted on with one motion. Commissioner Grider made a motion to approve with a second from Commissioner Lopez. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

C. Consideration of Resolution 2024-10 Annual Certified County Maintained Mileage: Mr. Dominquez stated the certified milage report is submitted to the state annually and requested adoption of the resolution. Commissioner Lopez made a motion to adopt the resolution with a second from Commissioner Grider. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

D. Consideration of Proclamation for National Social Work Month in March 2024: Shaina Zachary, an intern from the ENMU Social Work Program at the Roosevelt County Detention Center, read aloud the proclamation and asked that it be adopted. Commissioner Dixon made a motion to adopt the proclamation, with a second by Commissioner Lopez. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

E. Consideration of Resolution 2024-11 Increasing Salaries of Elected Officials In Roosevelt County: Ms. Park stated there were two similar resolutions drafted for consideration. Ms. Park noted the differences between the two, being one requesting an increase of 7% and the other requesting an increase of 10%. Ms. Park requested adoption of the 10% increase. Commissioner Grider made a motion to approve resolution 2024-11 with the increase of 10%, with a second by Commissioner Savage. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

F. Consideration of Resolution 2024-12 Approving Market Rate Adjustments to the Roosevelt County Classification and Compensation Plan by Providing Entry Level and a Cost-of-Living Increase for County Employees: Ms. Bagwell noted the adjustment to entry-level pay of 2.5% would help with recruitment, and the market rate adjustment of an additional 2.5% would help with retention. Commissioner Lopez made a motion to approve the resolution, with a second by Commissioner Savage. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.


7. Contracts – Agreements – Procurements:

A. Request for Approval of 2024 Primary Election Memorandum of Understanding between the Office of the Secretary of State and the Roosevelt County Clerk’s Office: Ms. Park requested the approval of the MOU stating the pre-imbursement in the amount of \$28,000.00 will be used to cover the cost of the June Primary election. This represents an increase in cost over last year’s local election of \$4,000.00. The increase provides a cushion for additional publication costs and additional labor to cover a higher voter turn-out expected for the presidential primary. Commissioner Grider made a motion to approve the MOU, with a second by Commissioner Savage. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

8. Media Communication: There was no media present and no additional questions online.

9. Adjourn: The meeting was adjourned at 10:08 a.m.

ATTEST:


Mandi M. Park
County Clerk

BOARD OF ROOSEVELT
COUNTY COMMISSIONERS

Tina Dixon
Commission Chair

