

Tuesday April 23, 2024
County Commission Room
Roosevelt County Courthouse
Portales, New Mexico 88130

The Roosevelt County Commission met in regular business meeting on Tuesday April 23, 2024 at 6:00 p.m. in the County Commission Room with those present being: Commissioner Rodney Savage, Commissioner Tina Dixon, Commissioner Roy Lee Criswell, Commissioner Dennis Lopez, County Manager Amber Hamilton, County Attorney Michael Garcia via zoom, Clerk Mandi Park, Treasurer Layle Sanchez, Assessor Stevin Floyd, Appraiser Tasha Grassel, Appraiser Shauna Wade, Special Projects Coordinator Carla Weems, Detention Administrator Shayla Ramsey, Sheriff Javier Sanchez, Chief Deputy Bryan Holmes, Deputy Daniel Boan, City Councilwoman Veronica Cordova and community members Alan Carter, Shawnee Standefer, Angie Smith and Patsy Runyan.

Commissioner Paul Grider was absent.

Call to Order – Commissioner Dixon at 6:00 p.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 Criswell. Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.
- 2. Approval of Minutes:** A motion to approve the minutes from the April 9, 2024 regular meeting and the April 15, 2024 special meeting was made by Commissioner Savage with a second from Commissioner Lopez. Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Criswell-Yes, Commissioner Lopez-Yes.
- 3. Approval of Accounts Payable and Payroll for March 2024:** Commissioner Criswell questioned an expense on the payables report, regarding the repair of a water trailer. Ms. Hamilton will review the expense and answer commissioner Criswell's question. A motion to approve the accounts payables and payroll was made by Commissioner Savage with a second from Commissioner Lopez. Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Criswell-Yes, Commissioner Lopez-Yes.
- 4. Public Requests:** Alan Carter thanked the commission, county manager, and maintenance staff Gary Spinks and Anthony Ortega for all of their help in preparation for the Eastern New Mexico Freedom Gala. Mr. Carter stated the event was a success, with a tremendous turnout and the new stage was greatly appreciated. Shawnee Standefer echoed Mr. Carters comments. She stated the venue looked great. They would like to continue the event on an annual or bi-annual basis.
- 5. Elected Officials and Department Heads Reports:**
 - Assessor:** Mr. Floyd reported on the annual re-appraisal process. He stated they re-appraise neighborhoods compared to recent real property sales and growth tables. He stated they use a 1% fund within their budget to complete the re-appraisals annually. He stated 1% of collected taxes goes back to the assessor's office each year specifically for that process.
 - Treasurer:** Ms. Sanchez stated her office had received notice of fraudulent letters being sent to New Mexico property owners in Valencia County, stating their property taxes were delinquent and directing them to call a number that was not a valid government agency phone number. The tax payer would then be threatened with the seizure of their property if they did not pay. She warned property owners to be vigilant and communicate directly with the Treasurer of the county where you own property. She stated Roosevelt County property owners can review their accounts online, or by calling her office directly. Ms. Sanchez presented the February general fund cash balances stating the beginning cash balance was \$4,625,898.53 with debits of \$936,637.36 and credits of \$1,186,971.18 leaving an ending balance of \$4,375,564.71. There we no additional questions for Ms. Sanchez.
 - Clerk:** Ms. Park stated the retention period for records pertaining to the 2022 primary had ended, and those records would be destroyed in the coming months. She also stated tabulator certification began this morning and would continue until completed later this week. She stated early voting begins May 7, and election day is June 4, 2024.
 - Manager:** Ms. Hamilton stated the requested estimate for a portion of South Roosevelt Road H would be \$16,500.00 which would be part of the LGRF. She stated South Roosevelt Road 28 would cost approximately \$56,000.00 per mile due to the increased cost of hauling to that distance. There would be a difference of about \$32,000 that would need to be funded by the county if approved. Ms. Hamilton stated due to changes in the PED, the summer intern program can be administered by the public schools instead of by the county going forward. County departments who wish to do so, can still request request interns if the schools host the program. Ms. Hamilton stated the reporting for Opioid and LATCF has been completed. ARPA/SLFRF fund reports have been completed and are in process of being submitted. Ms. Hamilton states she and Commissioners Grider and Lopez had attended an armed forces committee meeting, stating there are grant funding opportunities available. Ms. Hamilton read aloud highlights of an article from the Albuquerque journal regarding the struggle to get workers to apply for open positions. New Mexico has a low unemployment rate, but also many adults not participating in the workforce. She stated the problem has been known to the county for a very long time. It is very difficult to recruit individuals for the open positions. Ms. Hamilton stated a resolution is being drafted to reduce the speed on South Roosevelt Road at the request of Commissioner Savage and constituents of that district.
 - Commissioners:** Commissioner Lopez stated he had attended EPCOG as Commissioner Dixon's alternate. He asked that the commission provide input at each EPCOG meeting. He feels the county is not taking full advantage of EPCOG participation. Commissioner Criswell asked Assessor Floyd if they are forecasting a decline

in agricultural property value as a result of the water situation. Mr. Floyd stated agricultural property is already valued lower than residential property Commissioner Dixon explained the separation of the Roosevelt County Governing Body and the Roosevelt County Water Cooperative. She stated they are separate entities, just like the difference between the City of Portales, the Town of Elida, and the Village of Floyd. Each entity is an independent entity. Commissioner Savage stated there are a few small potholes starting on South Roosevelt Road O about a half mile north of the Arch highway and west from SRRO on the Arch highway that need attention. Ms. Hamilton stated she would let the Road Department and NMDOT know about those issues.

6. New Business:

A. Discussion of New Mexico County Insurance Authority Capital Adequacy Assessment: Ms. Hamilton stated she serves on the board of directors and they have discussed the necessity to keep the self-insurance pool healthy. This was also discussed with the commission following the January pool membership meeting. She stated Roosevelt County received an assessment of \$245, 307.00 in addition to the annual contribution to remain solvent. Ms. Hamilton recommended paying the assessment using cash balances. No action was taken.

B. Request for Approval of FY24 Fire Protection Fund Application for Arch Volunteer Fire District: Ms. Weems stated the annual renewal of the application is for the FY24 Fire Protection Fund Application for the Arch Volunteer Fire District. Commissioner Lopez made a motion to approve the Arch Fire Protection Fund Application, with a second by Commissioner Dixon. Commissioner Lopez-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Criswell-Yes.

C. Request for Approval of FY24 Fire Protection Fund Application for Milnesand Volunteer Fire District: Ms. Weems stated this is the same annual application renewal, as just approved for Arch, for Milnesand Volunteer Fire District. Commissioner Dixon made a motion to approve the application with a second by Commissioner Criswell. Commissioner Lopez-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Criswell-Yes.

7. Contracts – Agreements – Procurements:

A. Request for Approval of Agreement for Detainee Confinement between Roosevelt County and Union County at Roosevelt County Detention Center: Administrator Ramsey stated this agreement with Union County is identical to recently approved agreements with other counties. Commissioner Criswell made a motion to approve the agreement with a second by Commissioner Lopez. Commissioner Lopez-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Criswell-Yes.

B. Request Approval to Utilize State Price Agreement No. 30-00000-23-00080 for Information Technology Professional Services with FocalShift Media: Ms. Hamilton requested approval of the utilization of the state price agreement, stating it is one of the bold steps for improving the county's communications vehicles. She stated FocalShift Media software allows for input, proofing and posting to multiple platforms at once. She stated the District Attorney's Office uses FocalShift to educate and inform constituents. ARPA funds can be utilized for the services. Commissioner Lopez made a motion to approve with a second from Commissioner Savage. Commissioner Lopez-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Criswell-Yes.

C. Request Approval to Utilize State Price Agreement No. 30-00000-23-00070 for Construction Services for the Emergency Operations Center by White Sands Construction: Ms. Hamilton requested approval of the utilization of the state price agreement to be utilized to build the Emergency Operation Center as requested in prior years. Ms. Hamilton stated the design/build process could take about 180 days using ARPA funding. She stated it would be a multi-functional space that can be used by emergency management, the Sheriff's Office and others. Commissioner Savage made a motion to approve with a second from Commissioner Lopez. Commissioner Lopez-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Criswell-Yes.

D. Request for Approval of Revised Law Enforcement Employment Buyout Contract: Sheriff Sanchez requested revision of the contract buyout agreement which was approved last year. He stated the employment buyout limit is currently \$15,000.00 and he requested increasing that limit to \$20,000.00, which would be helpful in recruiting certified law enforcement officers. Commissioner Dixon stated the change could adversely affect smaller municipalities. She wanted to make certain the change would not create a hardship for small municipalities. After some discussion, Commissioner Lopez made a motion to approve the increase to the buyout contract with a second from Commissioner Savage. Commissioner Lopez-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Criswell-Yes.

E. Request for Approval of NM Law Enforcement Telecommunications System and The National Crime Information Center User Agreement between NM Department of Public Safety and Roosevelt County Sheriff's Office: Sheriff Sanchez requested approval of the user agreement to allow the use of NCIC system checks in each deputy's unit and/or tablet. Commissioner Savage made a motion to approve with a second from Commissioner Lopez. Commissioner Lopez-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Criswell-Yes.

8. Resolutions – Ordinances – Proclamations:

A. Consideration of Proclamation Declaring May 5-11, 2024 as National Correctional Officer Appreciation Week: Administrator Ramsey read the proclamation aloud and requested approval. Commissioner Lopez made a motion to approve the proclamation with a second from Commissioner Dixon. Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

B. Consideration of Proclamation Recognizing May 9-18, 2024 as National Police Week and National Peace Officers Memorial Day May 15, 2024: Sheriff Sanchez read the proclamation aloud and requested approval. Commissioner Lopez acknowledged the recent loss of State Police Officer Justin Hare in the line of duty. He offered condolences to the family of Officer Hare and thanked all law enforcement officers for their service.

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

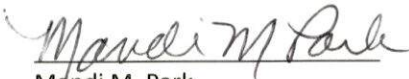
C. Consideration of Proclamation Recognizing May 4, 2024 as Firefighter's Day and May 19-25, 2024 as Emergency Medical Services Week: Ms. Hamilton read the proclamation aloud and requested approval. Commissioner Savage made a motion to approve the proclamation with a second by Commissioner Lopez. Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

D. Consideration of Proclamation Declaring May as Motorcycle Awareness Month: The proclamation was read aloud by Chief Deputy Bryan Holmes, the coolest guy on two wheels. Commissioner Criswell made a motion to approve the proclamation with a second by Commissioner Dixon. Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

9. Media Communication: there was no media communication, but they will reach out to Ms. Sanchez regarding the statements she made about the fraudulent activity she discussed.

10. Adjourn: The meeting was adjourned at 7:41 p.m.

ATTEST:


Mandi M. Park
County Clerk



BOARD OF ROOSEVELT
COUNTY COMMISSIONERS


Tina Dixon
Commission Chair

