

Tuesday August 5, 2025
County Commission Room
Roosevelt County Courthouse
Portales, New Mexico 88130

The Roosevelt County Commission met in regular business meeting on Tuesday August 5, 2025 at 9:00 a.m. in the County Commission Room with those present being: Commissioner Paul Grider, Commissioner Roy Lee Criswell, Commissioner Tina Dixon, Commissioner Malin Parker, Commissioner Fabian Munoz, County Attorney Randall Van Vleck via zoom, County Manager Drew Patterson, Clerk Mandi Park, Human Resources Coordinator Mary Orozco, Administrative Assistant Mikhail Minkinley, Treasurer Victoria Ramos, Special Programs Coordinator Carla Weems, Road Superintendent Juan Dominguez, Sheriff Javier Sanchez, presenter Vickie Marquardt and community members Duward Dixon, Ursula Parker, and Dewight Bell.

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

Invocation – Commissioner Criswell

Pledge – Commissioner Dixon

1) **Approval of Agenda:** Commissioner Parker made a motion to approve the agenda with a second by Commissioner Munoz. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes.

2) **Approval of Minutes:** Commissioner Criswell made a motion to approve the minutes from the July 30, 2025 emergency meeting with a second from Commissioner Grider. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes.

3) **Approval of Payroll:** Commissioner Grider made a motion to approve payroll expenses from May 1, 2025 to June 30, 2025, with a second from Commissioner Parker. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes.

4) **Public Requests:** Vickie Marquardt chairman of the Otero County Commission and member of the NMAZ Coalition presented Commissioner Dixon with an award from the NMA Coalition for Commissioner of the Year. She thanked Commissioner Dixon for spearheading the resolution opposing the National Energy Infrastructure Transmission Corridor project in Washington DC. Commissioners thanked Commissioner Dixon for her fantastic efforts on projects outside the county, including the NMAZ Coalition, NMC Board, and the opposition to the NEITC project and others.

5) **Elected Officials and Department Heads Reports:**

Clerk: Ms. Park reported she and her staff will attend Election School which is scheduled for August 11-12, 2025, in Bernalillo. Today is the last day to make changes to your voter registration if you intend to be a candidate for office on the November ballot, as the election proclamation will be issued tomorrow. Candidate filing day will be August 26, 2025. Early voting will begin October 7, 2025. Election day will be November 4, 2025 and canvass will take place on November 11, 2025.

Treasurer: Ms. Ramos stated the May general fund cash balance reporting will be done at the next meeting as the bank balance does not match the incode balance. There are entries that still need to be made in incode for the system to match the bank.

Elected Officials – No Report: Assessor, Probate Judge and Sheriff did not give a report.

Finance: Mr. Patterson stated all of the budget reports had been uploaded and confirmation has been received that the upload was received. Mr. Patterson stated that there is little time to make any necessary corrections. They are currently working on deadlines for grant applications and surveys. They continue to pay past due accounts to bring them current. Mr. Patterson stated he would be compiling a list of things the commission would like to see reported on a regular basis on the finance side to keep everyone updated.

Healthcare: At 9:07 a.m. Commissioner Criswell made a motion to go into Healthcare Assistance Program board meeting, with a second from Commissioner Grider. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes. Ms. Weems presented seven indigent claims totaling \$5,598.07 and recommended payment of four of the claims totaling \$2,881.07 and denial of the remaining three claims totaling \$2,717.00 stating two claimants were brought in by Portales Police Department and the third had Medicaid at the time of service. Ms. Weems also presented a single claim from Wheeler Mortuary from July 8, 2025 for indigent burial totaling \$1,000.00. Ms. Weems presented the annual HCAP report for FY 25. She stated there were no claims paid in quarter 1, there were claims totaling \$6,318.80 paid in quarter 2, \$210.73 paid in quarter 3 and \$23,002.71 paid in quarter 4 equal to \$29,532.24 for the year. At 9:00 a.m. Commissioner Criswell made a motion to come out of HCAP with a second by Commissioner Parker. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes. Commissioner Grider made a motion to approve the HCAP claims as presented, with a second from Commissioner Parker. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes. Commissioner Munoz made a motion to approve the indigent burial as requested, with a second by Commissioner Parker. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes.

Human Resources: Ms. Orozco reported three openings at Road. She stated there are interviews scheduled for tomorrow. She stated they had been posting road jobs on indeed, but were going to try a new strategy for recruiting for equipment operator positions. All other departments are staffed with the exception of the new position shared by Road and Maintenance.

Department Heads – No Report: Compliance, Detention, DWI, MAT, Maintenance, Road and Special Programs did not report. Though Road Department did not have a report, Commissioner Parker had questions for Mr. Dominguez. He asked about the status of the intersection at New Mexico 88 and South Roosevelt Road 6. Mr. Dominguez state the highway department would be striping NM 88 and replacing signs. He stated the lighted signs are about \$1,400.00 each. Mr. Dominguez has not purchased those signs. He has the rumble strips on order that would be placed on both sides of NM 88 at the stop ahead signs on SRR6. Mr. Dominguez then gave a report of the road projects currently in progress. They are currently blading and hauling caliche where needed and where the roads are dry enough to be worked. He stated operators are focused on school bus routes as school will be starting soon. Commissioner Criswell notified Mr. Dominguz of complaints about weeds in ditches. Mr. Dominguez stated there is a shredder taking care of the bar ditches that are dry enough to shred. They will continue to shred as weather allows.

Manager: Mr. Patterson stated they had done a final walk-through of the Emergency Operations Center. The floors will be cleaned and sealed tomorrow and only a few items remain on the punch list. They have received the certificate of occupancy. He also stated he will be meeting with Nixon Construction and the architect to try to get the remaining items on the punch list for the pavilion completed prior to the fair. Commissioner Parker asked the occupancy limit of the EOC. Mr. Patterson could not remember the exact number, but thought it was 120. Sheriff Sanchez agreed it was adequate to handle a large group when the major crimes investigation unit is activated. Commissioner Parker asked Mr. Patterson to consider doing a meet and greet with the city manager to introduce himself to the public. Mr. Patterson stated he had met with the new Portales City Manager, the Clovis City Manager, the Curry County Manager and others and would be open to other introductions.

Commissioners: Commissioner Criswell stated he had a zoom meeting this morning with NM Cattle Growers and feels like the NIETC project has been squashed by the current administration, however they are still trying to amend the original transmission corridor plans in case it comes back up in the future. They are not opposed to the transmission corridor or the infrastructure improvements, but they do not want such a wide easement. Commissioner Criswell asked when the clean-up day at the fairgrounds would be and reminded Mr. Dominguez and Mr. Patterson that there would be events in the outdoor arena during the fair to make sure the surface was in good shape for those events. Mr. Patterson stated the clean-up day is scheduled for Monday, August 11, 2025 and Mr. Dominguez has both the indoor and outdoor arena preparation on the schedule. Commissioner Dixon stated she learned at a NMAZ coalition meeting that the Grulla easement project has been squashed by the current federal administration, thanks in part to a lot of local effort. She stated she would be traveling to Farmington tomorrow for the NMC Board meeting. She stated she would miss the clean-up day on the 11th, as she has planned travel on that day as well, but was planning to help on the Saturday, August 9, 2025 clean-up day scheduled by the extension office. Commissioner Dixon asked Mr. Patterson to thank Administrator Ramsey for the work detainees did at the Elida Cemetery. Commissioner Dixon stated she had checked with the board of the Water pipeline project and the roads near the fairgrounds will be open, clear and passable for the week of the fair. Commissioner Parker stated South Roosevelt Road 3 and South Roosevelt Road R is open and passable, but it is not to the condition it was before the pipeline cut. He asked Mr. Dominguez and Duward Dixon if they would be making additional repairs. Mr. Domiguez stated the contract requires the roads be brought back to pre-construction condition or better. Mr. Dixon stated patching will happen as the project moves along, and then all final repairs will be made toward the end of the project to be more cost effective. Commissioner Dixon asked Mr. Dominguez if he had seen the demonstration for the rock asphalt. He had, and was more impressed with it, than with the cold mix. It is also more cost effective as it should last longer and go further if applied correctly. Commissioner Criswell asked when we will renew our current contracts for aggregate and asphalt. Mr. Dominguez stated they are 4-year contracts, but was unsure of the next renewal date. Commissioner Parker stated he and Commissioner Criswell had attended the water meeting on July, 28, 2025. There were no reports from the Electric Coop, and Aquaponics was not in attendance, but all were encouraged to attend the next one in early-October when Aquaponics is expected to present remotely. They also spoke about a tour of a desalinization plant in El Paso, and a presentation by Kay Bailey Hutchenson on that facility.

6) New Business:

A. Fairgrounds Discussion and Consideration for a Tractor and Driver for the High Plains Rodeos:

Commissioner Parker asked that the commission consider purchasing a tractor dedicated to use at the fairgrounds for arena maintenance. He stated there are two High Plains Rodeo events on the schedule, one is September 11-16, 2025 and the other on January 30- February 1, 2026. A good arena surface at both of these events will bring additional events to the fairground, which brings additional revenue to the county and gross receipts to the area. Commissioner Grider suggested an affordable John Deere. Commissioner Parker noted that event promoters would like to see some sand added to the surface, and additional electrical infrastructure and RV spots added. Commissioner Parker asked about the app for stall payments. No app is in place yet. Commissioner Parker stated he had been to an event and there were 60 stalls occupied, but only 3 had been paid for. He suggested making the event promoter responsible for collecting and submitting payment for stalls in a timely manner. No action was taken. Mr. Van Vleck stated adding a deposit to the event promoter to cover the cost of the stall rentals might be a way to solve that issue.

B. Designation of Two Commissioners to Participate in the FY2025 Annual Financial Audit Meetings: Mr. Patterson stated commissioner participation in the audit process lends accountability and transparency to the process. Commissioners Parker and Munoz agreed to participate in the audit meetings with the county manager and Cordova CPA. No action was necessary.

7) Contracts-Agreements-Procurements:

A. Request for Approval of the Interim County Manager Contract: Ms. Orozco requested the agreement be approved stating the special session at the last meeting appointed Mr. Patterson, but did not include a contract. Commissioner Parker asked that the contract be amended to include "upon favorable review" in the section discussing manager compensation increase after six months. Commissioner Criswell asked that the county address

and contact information be corrected. Commissioner Dixon made a motion to approve the contract as amended with a second by Commissioner Parker. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes.

B. Request for Approval of Eastern New Mexico University Contract for Water Well use: Ms. Weems requested approval of the contract for the use of the water well located on the ENMU campus, by the road Department. Ms. Weems stated the contract is a renewal with no changes except for the contact information for the county manager and ENMU representative. Commissioners questioned Mr. Dominguez about why this source is used. He responded it is the most convenient, with the shortest haul to many locations. There are other sources in the rural communities which are utilized for road work in those areas. Commissioner Grider made a motion to approve the contract with a second by Commissioner Munoz. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes.

C. Consideration of Program Agreement with New Mexico Cooperative Extension Services: Ms. Weems requested approval of the renewal of the program agreement with NMSU for Cooperative Extension Services for Roosevelt County. Ms. Weems stated the program agreement is a renewal with no changes, the cost is \$103,000.00 which was budgeted by the commission. Commissioner Grider made a motion to approve the agreement with a second by Commissioner Parker. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes.


D. Request for Approval of Clean and Beautiful Grant Program Agreement with the State of New Mexico Tourism Department: Ms. Weems requested approval of the grant program agreement with the State for the grant award. Ms. Weems stated the application amount was for \$33,000.00 but the awarded amount was for \$3,600.00. Commissioner Criswell asked if we could accomplish anything with that amount? Ms. Weems replied, yes, there are things within the scope of work that could be done, such as replacing benches and adding outdoor waste receptacles. Commissioner Criswell a motion to approve the agreement with a second by Commissioner Grider. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes.

8) Media Communication: No media was present.

9) Adjourn: The meeting was adjourned at 9:59 a.m.

ATTEST:

BOARD OF ROOSEVELT
COUNTY COMMISSIONERS


Mandi M. Park
County Clerk


Tina Dixon
Commission Chair

