

Tuesday October 21, 2025
County Commission Room
Roosevelt County Courthouse
Portales, New Mexico 88130

The Roosevelt County Commission met in regular business meeting on Tuesday October 21, 2025 at 6:00 p.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, Interim County Manager Layle Sanchez, Clerk Mandi Park, Human Resources Coordinator Mary Orozco, Treasurer Victoria Ramos, Certified Appraiser Tasha Grassel, Chief Deputy Assessor George Beggs, County Services Specialist Shana Beggs, Special Programs Coordinator Carla Weems, Road Superintendent Juan Dominguez, Chief Deputy Sheriff Bryan Homes, Deputy Daniel Boan and community members Meadow Forget, Jason Balderston, and a young lady.

Call to Order – Commissioner Dixon at 6:00 p.m.
Invocation – Commissioner Munoz
Pledge – Commissioner Dixon

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

2) **Approval of Minutes:** Commissioner Grider made a motion to approve the amended minutes from the September 9, 2025 regular meeting, with a second from Commissioner Criswell. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes. Commissioner Criswell made a motion to approve the minutes from the October 7, 2025 regular meeting with a second from Commissioner Parker. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes. Commissioner Criswell made a motion to approve the minutes from the October 10, 2025 special meeting with a second from Commissioner Grider. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes.

3) **Public Requests:** There were no public comments.

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

Clerk: Ms. Park stated early voting had started and over 270 ballots had been cast in the Clerk's Office. There were 40 ballots cast at the Jake Lopez Building on Saturday, which was the first day of early voting at that alternate location. She stated absentee ballots had been sent to approximately 270 voters, bringing the participation to about 7% at this point. She stated she had coordinated with the road department to deliver and return the voting equipment. She stated she is hopeful for a good turnout and Election Day is November 4, 2025. Ms. Park stated Chief Deputy Nath Baca is retiring at the end of the year. There will be a retirement party on December 22, 2025.

Treasurer: Ms. Ramos reported on the June 2025 general fund cash balance, stating the beginning cash balance was \$6,552,730.91 with debits of \$1,003,628.03, and credits of \$1,358,798.12 leaving and ending cash balance of \$6,197,560.82. Ms. Ramos also stated the 2025 tax bills have been mailed out, and collections should pick up this month.

Detention/MAT: Ms. Ramsey did not have a report. Ms. Sanchez apologized for not removing her from the agenda.

Safety Committee: Ms. Grassel reported on the quarterly activities of the safety committee. They hosted a blood drive on August 1, 2025. The goal was to have 20 units donated. That goal was surpassed with 26 units being donated, which could save as many as 78 lives. They plan to have a fire drill later this month or next. They also plan to have an active shooter training. They try to do that every other year. Chief Layher at the detention center has been providing defensive driver training to all employees. He also offers CPR. Ms. Grassel also noted the safety committee meets on the third Thursday of each month at 10:00 a.m. in the commission room.

Indigent Healthcare: At 6:12 p.m. Commissioner Grider made a motion to go into Indigent Meeting, with a second by Commissioner Criswell. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes. Ms. Weems reported there were 6 claims submitted this time totaling \$18,182.55. Ms. Weems recommended approval of 3 claims totaling \$568.66 and denial of the remaining claims totaling \$17,613.89. She stated the patients either had Medicaid at the time of services and one was not a detainee at the time of services and no application was on file for the patient. Ms. Weems stated she had also received an application for indigent burial, but has since learned from Wheeler Mortuary, that invoice has been paid and that claim has been closed. At 6:13 p.m. Commissioner Parker made a motion to come out of Indigent Meeting with a second by Commissioner Criswell. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes. Commissioner Criswell made a motion to approve the indigent report as recommended by Ms. Weems with a second from Commissioner Grider. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes.

Manager: Ms. Sanchez reported they are focusing on balancing the first quarter being July to September to get reports to DFA. She stated the San Juan Mesa re-power IRB Ordinance is pending negotiation. She stated the other items that she needs to report on are listed specifically in the agenda.

Commissioners: Commissioner Criswell stated harvest is underway and asked Mr. Dominguez to take care of the roads that need repair in the southeast part of the county. Commissioner Dixon stated she had received a call from Roan Schaap regarding South Roosevelt Road H ½, stating Senator Boone had also received a call on the same road and other commissioners are also receiving calls. That road is used heavily during harvest and is in need of

repair due to recent rain. Mr. Dominguez stated it is on the list. Commissioner Dixon stated she had invited Mr. Schaap and the public to attend road workshops to assist in setting priority for road improvement and maintenance. Commissioner Parker commended the Sheriff's Office for the community engagement night. He stated he had received lots of compliments. Commissioner Parker notified Mr. Dominguez that the west end of road 8 off of NM 88 is narrowed. Commissioner Criswell stated the political rally on the square on Saturday was disruptive to businesses and traffic. He stated there were incidents of vulgar, profane and obscene language and signage. While he did agree with their right to assemble to protest, he disagrees with the disruption of business and customers not being able to park to do business. He was disappointed at the level of disrespect for the businesses and neighbors. He asked the attorney what could be done? Mr. Van Vlack stated unfortunately it is protected speech, even if it is profane. The only way to regulate is if there is a noise ordinance in place. Commissioner Criswell requested protestors to be respectful of their neighbors and of the businesses in the downtown area.

5) **Old Business**

A. **Discussion and Possible Action on Behavioral Health Regional Infrastructure Act funding opportunity:**

Ms. Sanchez stated she had met with Curry County and others regarding the Behavioral Health Regional Infrastructure Act for funding of the new facility. She stated the grant which was originally asking for \$45,000.00 has been increased to an ask of \$60,000.00. She stated the initial 25% match of \$12,000.00 would be split between Curry and Roosevelt Counties, with the balance of the new 25% match being an in-kind match. The \$6,000.00 cash contribution would come from Roosevelt County's pledged OPIOD Settlement funds. Commissioner Grider asked if there was enough to cover this expense in the OPIOD settlement funds. Ms. Sanchez did not have a specific number, but stated there would still be ample funds after this expense was paid out of those funds. Commissioner Dixon made a motion to move forward with the grant match of \$6,000.00, with a second from Commissioner Criswell. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes.

6) **Resolutions - Ordinances – Proclamations:**

A. **Request for Approval of Resolution 2025-32 for Time Extension in Local Government Road Fund Program Administered by New Mexico Department of Transportation "CAPS":** Commissioner Grider made a motion to approve resolutions 2025-32, 2025-33, and 2025-34 being CAPS, COOP and SCHOOL BUS projects with one motion, with a second by Commissioner Criswell. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes.

B. **Request for Approval of Resolution 2025-33 for Time Extension in Local Government Road Fund Program Administered by New Mexico Department of Transportation "COOP":** See item 6A.

C. **Request for Approval of Resolution 2025-34 for Time Extension in Local Government Road Fund Program Administered by New Mexico Department of Transportation "SCHOOL BUS":** See item 6A.

D. **Request for Approval of Resolution 2025-35 to Increase the Budget for the Purpose of Capital Expenditure:** Commissioner Grider asked the dollar amount of the increase. Ms. Sanchez stated the resolution was asking for up to \$100,000.00 depending on which tractor option was chosen for purchase. Parker made a motion to approve the resolution with a second by Commissioner Munoz. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes.

7) **Media Communication:** No media was present.

8) **Executive Session:** At 6:41 p.m. Commissioner Criswell made a motion to go into executive session with a second from Commissioner Grider, stating only the items specifically listed on the agenda will be discussed in the closed session. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes. Those present for the executive session were the five commissioners and Mr. VanVleck. At 6:54 p.m. the candidate for the County Manager position was called into the executive session. At 7:17 p.m. Commissioner Parker made a motion to come out of executive session, with a second by Commissioner Grider. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes. Commissioner Dixon stated only those items listed on the agenda were discussed in executive session. Commissioner Dixon also stated as a result of the executive session action is needed to appoint a county manager and approve a county manager contract.

A. **Action to Appoint Meadow Forget to the position of County Manager:** Commissioner Munoz made a motion to appoint Ms. Meadow Forget as the new County Manager, effective November 1, 2025 with a second by Commissioner Grider. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes.

B. **Action to approve the contract for the County Manager Position:** Commissioner Munoz made a motion to approve the contract as negotiated for the county manager, with a second by Commissioner Parker. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes.

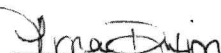
9) **Adjourn:** The meeting was adjourned at 7:23 p.m.

ATTEST:


Mandi M. Park
County Clerk



BOARD OF ROOSEVELT
COUNTY COMMISSIONERS


Tina Dixon
Commission Chair

