

Tuesday November 18, 2025
County Commission Room
Roosevelt County Courthouse
Portales, New Mexico 88130

The Roosevelt County Commission met in regular business meeting on Tuesday November 18, 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 Manager Meadow Forget, County Attorney Michael Garcia, Clerk Mandi Park, Treasurer Victoria Ramos, Chief Deputy Treasurer Layle Sanchez, Human Resources Coordinator Mary Orozco, GIS Coordinator Johnny Montiel, Assessor Stevin Floyd, Chief Deputy George Beggs, Detention Administrator Shayla Ramsey, Special Programs Coordinator Carla Weems, DWI Program Coordinator Darla Reed, Sheriff Javier Sanchez, and community members Laurie Collins, Debbie Gentry, Mike Davidson, Angie Smith, and Wes Weems.

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

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

2) **Approval of Minutes:** Commissioner Parker made a motion to approve the minutes from the October 21, 2025 regular meeting, with a second from Commissioner Munoz. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes. Commissioner Munoz made a motion to approve the minutes from the November 12, 2025 special meeting with a second from Commissioner Parker. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes.

3) **Approval of Payroll and Payables:** Commissioner Parker asked questions about overtime and staffing. Ms. Orozco stated there are three open positions, one at the Sheriff's Office, one split between Road and Maintenance, and the finance position. She also stated they are working through Paycom issues with individual employees. Commissioner Parker made a motion to approve payroll and payables from October 1, 2025 to October 31, 2025, with a second from Commissioner Grider. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes.

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

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

Assessor: Mr. Floyd stated he did not have a report but would stand for questions. There were no questions for Mr. Floyd.

Clerk: Ms. Park stated there were no Roosevelt County races that needed to be recounted; however, the Texico School Board race was close, and there were 12 Roosevelt County voters who cast a ballot in that district that would need to be counted along with the system re-check that would take place on December 2, 2025.

Probate Judge: Judge Terry was not in attendance to provide a report.

Sheriff: Sheriff Sanchez stated deputies had taken 81 reports in the months of September and October and made 16 arrests for various crimes. He stated they have completed the traffic grant and are working on an application for the next round of funding.

Treasurer / Board of Finance: Ms. Ramos did not have a report for either item. There were no questions for Ms. Ramos.

Detention / MAT: Ms. Ramsey stated Ms. Thornton is not in attendance today as she is administering GED testing this morning. Ms. Ramsey stated the facility count was at 63 this morning, with 8 female detainees and 55 male detainees. There are currently 16 out-of-county detainees housed in the facility, from Quay County, Chaves County Cannon Air Force Base, and Guadalupe County. She stated Quay County was billed \$45,500.00 for the month of October. Cannon Air Force Base was billed \$5,425.00. Chaves County was billed \$10,850.00, and Guadalupe has not been billed yet, as that detainee just came into the facility recently. Ms. Ramsey stated the facility is fully staffed with one in the academy. She stated the peer support position has changed to a care coordinator position. She stated there are currently 10 participants in the MAT Program with all 10 receiving individual and group counseling and all 10 participating in yoga, with 2 receiving medications. There are also 2 detainees currently taking GED classes.

DWI Compliance: Ms. Reed stated her items were listed on the agenda for consideration.

Finance: Ms. Sanchez and Ms. Weems did not have anything to report.

Human Resources: Ms. Orozco stated the only items to report were discussed earlier during approval of payables and payroll.

Road: Mr. Dominguez was out sick. Commissioner Dixon asked if there were any road items that anyone wanted to report to the County Manager to be passed on to the Road Superintendent.

Special Projects: Ms. Weems did not have a report, but noted she did have items further down the agenda.

Safety Committee: Ms. Grassel was not in attendance to present on behalf of the safety committee.

Manager: Ms. Forget reported following up on a few leads from the manager's conference for the finance position. Ms. Forget stated she had attended the County Manager Affiliate conference in Santa Fe during her first week on the job. She stated she has also attended meetings with Roosevelt County Community Development Corporation, Easter Plains Council of Governments, Behavioral Health Regional meetings, and others. She stated she had met with Quaylene Parkey regarding a new program called Saturday on the Square to promote shopping local this time of year. Ms. Forget stated she would be doing a facebook live with Ms. Parkey from the Chamber tomorrow. Commissioner Parker asked where we stand with DFA coming in to assist with finance. Ms. Sanchez stated we are still in line, but it will not be immediately. He asked if we had received feedback on our budget. Ms. Sanchez answered, no feed back has been provided, but we have been assigned to a new analyst. She stated July has now been balanced and they are working on August and September to get those balanced and closed out to complete the first quarter report. Commissioner Parker speculated about how this situation might affect future funding.

Commissioners: Commissioner Grider stated he would like to see a road workshop scheduled in the early spring, prior to budget meetings, so that Mr. Dominguez, Commissioners and the public could review road project priorities.

Commissioner Criswell stated he and Ms. Forget had walked through the Enterprise Center. He noted water damage to the floor near the back door. He stated the concrete under the carpet tiles is crumbling due to the water damage. He stated he noticed a musty smell in the basement. He stated in a closet at the bottom of the stairs there is a mold half way up the sheetrock. Ms. Forget spoke to Mr. Spinks and was told of a leak in the fire suppression system that has been repaired. Commissioner Criswell stated there is a grate at the back door for drainage, but it is full of dirt and debris, preventing drainage. The ground outside the door is almost level with the interior. Water has nowhere to go. Commissioner Criswell stated his main concern is the mold. He requested other commissioners do a walk-through of the Enterprise Center following the meeting.

Commissioner Parker asked about a \$795.00 per month expense for landscaping. He asked if it was for just the courthouse, or if it included other county facilities, stating most landscape maintenance work at other facilities is done with detainee labor. Ms. Sanchez stated she would follow-up and look into the cost of the landscape contract. Commissioner Parker asked other commissioners to review an email from Bob Wooley regarding a proposed gas pipeline. He stated Mr. Wooley may request to present to the commission at a meeting in the near future. Commissioner Parker stated he met with Scott Mitten, Portales City Manager, following the tour of the waste water treatment plant. He stated he is looking forward to working with him and the incoming council and mayor to address water issues and other issues affecting the whole community.

Commissioner Munoz thanked all the candidates who chose to run for office and congratulated those who will take office at the first of the year. He also welcomed Ms. Forget. He asked if he and other commissioners could attend road trainings and classes, as they become available, to better understand the costs and process of building and maintaining roads. He also encouraged others to read the information on the pipeline mentioned by Commissioner Parker, to stay up to date on the progress. He also asked that we support local businesses by shopping local for things like work boots for the road department.

Commissioner Dixon stated she is in favor of "Saturday on the Square." She also wanted to thank Roosevelt General Hospital for providing exceptional patient care to a family member recently. She asked that something be done to prevent the pigeons from roosting right above the entrances to the building and that the droppings be cleaned off more regularly. Commissioner Dixon asked Debbie Gentry to speak about the regional behavioral health and the funding from the state. Ms. Gentry stated Senate Bill 3 will provide approximately 26 million dollars over the next 3-6 years, for behavioral health needs, but we need to be diligent in identifying the needs of the area, or the bulk of the funding will go to Clovis, Curry County and other regional facilities who have identified needs.

Commissioner Criswell asked Commissioner Munoz how long the county has been providing work boots for the staff at the road department. Work boots are required PPE and must be provided. It is a longstanding practice. Commissioners asked that Ms. Forget or Ms. Orozco follow-up to review the policy to see if there is something mandating those dollars be spent locally.

6) Old Business

A. Discussion and Selection of Committee for San Juan Mesa Wind Project: Commissioner Dixon stated Josh Framel had reached out asking for a committee to negotiate the details of the project agreements. Commissioner Dixon suggested a committee of four, including two commissioners, the county manager and a representative from the Assessor's Office, as well as Peter Kelton, representing the counties interests. Commissioner Parker nominated Commissioner Munoz stating he has experience in the wind industry. Commissioner Dixon self-nominated as the project area is in her district. Assessor Floyd nominated Chief Deputy Beggs to serve on the committee. Commissioner Dixon made a motion to appoint those nominated, with a second from Commissioner Grider. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes. Mr. Beggs stated he would also like to have Ms. Wade from the Assessor's Office included in the discussion and would include her in meetings. Commissioner Dixon stated the vote had already been taken and she would submit those names that were voted on, when she has a follow-up call with Mr. Framel.

7) New Business:

A. Request for Approval of an Easement Agreement between Yucca Telecom and the Roosevelt County Board of Commissioners at the Roosevelt County Fairgrounds: Mr. Montiel presented the requested easement agreement, stating Yucca Telecom chose the most efficient path to provide fiber internet to Hampton Farms at the drying sheds. After some discussion about the need for fiber internet in buildings on the fairgrounds, Commissioner Parker asked Wes Weems, Hampton Farms Plant manager, if the easement could wait a few weeks to allow the county to discuss possible internet upgrades at the fairgrounds. Mr. Weems stated they have already been waiting six months during the lengthy process. Commissioner Grider made a motion to approve the easement with a second by Commissioner Parker. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes.

B. Discussion and Approval of Eastern Plains Council of Governments (EPCOG) Representative Agreement:

Commissioner Dixon stated she serves in that role at this time; however, Ms. Forget was also on the EPCOG Board as the Mayor of Melrose, and serves as the Chairperson. Commissioner Dixon asked that Ms. Forget be appointed to represent Roosevelt County and Commissioner Dixon serve as the alternate. Ms. Forget agreed with the request. Commissioner Grider made a motion to appoint Ms. Forget with Commissioner Dixon as the alternate, with a second from Commissioner Dixon. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes.

C. Discussion of Legislative Priorities for the 2026 Legislative Session: Commissioner Criswell asked the commissioners and department heads to be thinking about their wants and needs prior to the next meeting. Commissioner Grider noted that we lose a lot of GRT as it relates to the Bombing Range to the City of Clovis. He requested Ms. Forget speak to Curry County and the City of Clovis to find a way to remedy that. Ms. Weems stated the ICIP was done in June and noted the pad foot packer and steel roller for the road department are both still on the priority list. She also noted the December 12, deadline for capital outlay requests. Commissioner Dixon noted NMC priorities have already been submitted and approved by the New Mexico Counties Board. No action was necessary.

8) Contracts-Agreements-Procurements:

A. Request for Approval of New Mexico Capital Outlay Grant Agreement Department of Transportation Capital Appropriation Project: Ms. Weems stated the approval of the grant agreement is a necessary part of the capital outlay process. She requested approval of the agreement, stating the \$525,000.00 has already been appropriated, and the cost of the project is estimated at \$652,000.00 leaving the county with a match of \$127,000.00. Commissioner Parker made a motion to approve the grant agreement, with a second from Commissioner Grider. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes.

B. Discussion and Consideration of FY26 Local Driving While Intoxicated (LDWI) Grant Agreement Amendment No. 1, Grant No. 26-D-G-23: Ms. Reed requested approval of the amendment to the grant agreement, stating the special application in the amount of \$10,000.00 that was submitted in September and approved in October, if approved as amended, would be used for directed patrols and checkpoints and the overtime associated with those activities. Commissioner Grider made a motion to approve the amendment, with a second from Commissioner Criswell. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes.

9) Resolutions - Ordinances – Proclamations:

A. Consideration of Resolution 2025-36 – Participation in Capital Outlay Program Administered by New Mexico Department of Transportation: Ms. Weems requested approval of the resolution, stating the resolution goes along with the grant just approved in item 8a, and is requested by the NM DOT. Commissioner Munoz made a motion to approve the resolution, with a second by Commissioner Grider. Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes.

B. Consideration of Resolution 2025-37 – Supporting Lincoln County's Opposition to the Barber Springs Pumped Storage Project: Commissioner Dixon stated this resolution is in support of Lincoln County, as the Barber Springs Pumped Storage Project is a government overreach, with no public input or public knowledge of the project prior to the start of the project. Commissioner Parker made a motion to approve the resolution with a second from Commissioner Munoz. Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes.

10) Media Communication: No media was present.

11) Executive Session: At 10:17 a.m. Commissioner Dixon 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, Ms. Forget, Mr. Garcia and Ms. Sanchez. At 11:01 a.m. Commissioner Criswell 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, and as a result no action was needed and no action was taken.

12) Adjourn: The meeting was adjourned at 11:02 a.m.

ATTEST:

BOARD OF ROOSEVELT
COUNTY COMMISSIONERS

Mandi M. Park
County Clerk

Tina Dixon
Commission Chair

