

Tuesday April 7, 2026
County Commission Room
Roosevelt County Courthouse
Portales, New Mexico 88130

The Roosevelt County Commission met in regular business meeting on Tuesday April 7, 2026 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 via zoom, Clerk Mandi Park, Administrative Assistant Ilene Boband, Assessor Stevin Floyd, Chief Deputy Treasurer Layle Sanchez, Detention Administrator Shayla Ramsey, DWI Prevention Coordinator Darla Reed, GIS Technician Johnny Montiel, Sheriff Javier Sanchez, Road Superintendent Juan Dominguez, Fairgrounds Manager Anthony Ortega, Patrick Lucero from Xcel Energy, community members Brianna Munoz, Wes Weems, Kenny Reed Mayor Mike Davidson, City Councilwoman Angie Smith, Mayor Durward Dixon, Betty Caber, and Sharna Gardner, staff reporter with the Eastern New Mexico News.

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

Invocation – Commissioner Parker

Pledge – Commissioner Dixon

- 1) **Approval of Agenda:** Commissioner Dixon made a motion to amend the agenda to move items 8c, 8d, and 8e to the next meeting, with a second by Commissioner Parker. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes. Commissioner Parker made a motion to approve the amended agenda with a second from Commissioner Munoz. 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 minutes from the March 17, 2026 meeting, with a second from Commissioner Criswell. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes.
- 3) **Informational Items:** no informational items were presented.
- 4) **Public Requests:** There were no public requests.
- 5) **Elected Officials and Department Heads Reports:**
Assessor: Mr. Floyd did not have a report.

Clerk: Ms. Park stated Election School is set for April 14-15, 2026. She and Ms. Beggs will travel together to Albuquerque for election school. She stated ballot programming and proofing has begun and tabulator certification will begin probably the week of April 23, 2026.

Detention / MAT: Ms. Ramsey stated the facility count is at 65 today with 51 males and 14 females in custody. She stated the facility count was at 73 two days ago, but multiple detainees were transported to Department of Corrections. She stated they are housing 8 out-of-county detainees. Ms. Ramsey stated billing for March 2026 was complete with Quay County being billed \$11,375.00, Cannon Air Force Base billed \$11,200.00, and Chaves County billed 10,850.00. She stated there is currently one vacancy at the detention center with three interviews scheduled for next week. Ms. Ramsey stated there are currently 19 detainees in the MAT Program including 11 males and 8 females. All 19 receive individual and group counseling and all participate in yoga. One is receiving medication. There are 9 detainees preparing for GED testing. Ms. Ramsey stated they have completed their annual inspection for re-accreditation, and are waiting on the vote, which should come within the next week.

DWI / Compliance: Ms. Reed reported being on target for budget spending. She stated they are working on the budget for the coming year. She will travel to Albuquerque on April 21, 2026 for a meeting with grant council.

Fairgrounds: Mr. Ortega reported the High Plains Junior Rodeo held March 28 went well. He provided a handout with a list of possible improvements including panel repairs, and gates that would allow for easier and safer movement of animals for events like the HPJR or other rodeos. Mr. Ortega requested 30 panels at \$20.00 per panel and 4 total gates at about \$500 per gate. He requested two 10' gates and two 5' gates. Commissioner Criswell asked how many of the stalls were used and how collection of those rental fees and deposits were handled. Mr. Ortega stated 37 were rented, with reservations taken on paper and online, and payment being by check or money order. They are still looking for a viable app. Ms. Forget stated there is work to be done on the back end for proper accounting before we can put an app in place that will handle not only rental, but deposit and deposit returns. Mr. Ortega reported all stalls were cleaned out after the event.

Human Resources: Ms. Orozco is on vacation, but Ms. Forget, Mr. Rivera and Ms. Jamie Stogner are working with Department heads and elected officials to determine the personnel budgets. Ms. Stogner will start full time in 2 weeks. Her first official day will be April 20, 2026. Mr. Orozco is working with the county attorney to review per diem, travel, vehicle use, dress code, bereavement, and an anti-fraternization policy. Ms. Forget stated there are currently openings in Maintenance and Detention.

Maintenance: Mr. Spinks was not in attendance, but Ms. Forget stated there are some things to consider for maintenance. She said the new hire in maintenance, once on board, would need a vehicle and tools. Commissioner Criswell asked if the enterprise center issues have been resolved. Ms. Forget stated they need rain to determine if there is water coming in under the door or if the problem is something else.

Road: Mr. Dominguez stated the subgrade has been completed and they are hauling caliche for the surface on SRR 28 in Kenna. Crews are also working on SRR AL near Elida. He also stated crews are on their routes and working on preventative maintenance, pothole patching, tree trimming, fires, and dirt work at the fairgrounds.

Sheriff: Sheriff Sanchez reported 108 reports in the first quarter, including 13 assault and battery, 3 DWI, 2 larceny, and 3 crimes against children. There was also 1 homicide in January, where the major crimes unit was activated and the suspect was identified and arrested. Sheriff Sanchez reported the transport officers are also doing courthouse security. Commissioner Criswell asked if there were grants available for additional resource officers for the rural schools. Sheriff Sanchez reported we are currently in the second year of the grant that was received and it is not renewable. The county picks up a progressively bigger portion of the officer's salary for the duration of the grant, and then is responsible for the full salary as the grant closes. Commissioner Parker asked why the resource officer is at the Portales schools instead of the county schools. Sheriff Sanchez stated the Portales schools picks up a portion of the resource officer's salary. That option was also offered to the rural schools to split the cost, but they could not come up with the funds to cover the salary for an officer. They chose not to participate. Sheriff Sanchez will continue to seek grants and other funding sources to make officers available to all schools.

Special Projects: Ms. Weems had nothing to report.

Treasurer / Board of Finance: Ms. Ramos was not in attendance. Ms. Sanchez had nothing to report.

Manager: Ms. Forget received a letter from Fire Chief Cathey regarding Navitas Fire at old ethanol plant praising the cooperation between the city, and the county and emergency management. Ms. Forget also discussed the website re-design and ADA Compliance. Ms. Forget stated she and Mayor Davidson and the Sheriff are in talks with the city to partner on a regional animal control. She stated she, Commissioner Dixon and Ms. Park had attended the regional legislative meeting in Roswell on Thursday. She provided a handout. She stated budget meetings are ongoing and a budget meeting will be scheduled for late April or early May to present to the commission. She stated there was an event on Saturday April 18th on base that would require RSVP to get base access. She stated NMC conference registration is open. Ms. Forget stated there is an event at the Yam on April 22 to meet the candidates for local offices. Ms. Forget stated the burn ban ordinance will be on the next agenda for a vote. She stated she will be at a security forum at Maxwell Airforce Base in Montgomery Alabama from May 5-7, 2026. She asked if they wanted to move the May 5 meeting or go ahead with it as Commissioner Dixon will also not be available that day. Commissioner Parker asked about the regional animal control, and suggested the agreement be a strong contract, with a way out, and not just a handshake.

Commissioners: Commissioner Parker discussed the GRT for the base. He suggested we contact the contractor on base to find out where their GRT is going, to ask for their location code. He wants to see proof from Altus Technology. Ms. Forget stated she is working with the base for commissioners to take a tour of the Melrose Range. Commissioners Parker and Munoz not receiving a check stub. Ms. Forget will follow up.

6) Old Business:

A. Discussion and Consideration to Request Closure of South Roosevelt Road AX at Intersection with South Roosevelt Road 3 going North for .5 Miles: Commissioner Grider stated he had received a request for the closure. Mr. Dominguez formed a road viewer committee and asked Mr. Dominguez for the committee's recommendation. Mr. Dominguez stated the committee was formed, the public notice was published, and the meeting took place yesterday. Mr. Dominguez stated he and Ms. Park met the road viewers at the proposed closure location. The committee recommended closing the road north of the intersection. Commissioner Grider made a motion to close South Roosevelt Road AX at the intersection of South Roosevelt Road 3 going north for half a mile, with a second by Commissioner Munoz. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes.

B. Discussion and Consideration of Fairgrounds Maintenance and Updates: Commissioner Parker stated he had spoken with D&D Plumbing about the plumbing and electrical hook-ups, said it would be a simple process, it is not that big of a job. In the past we have needed engineered drawings, etc. He asked if there was something in the procurement code that required that. Commissioner Parker stated the project could be phased or all inclusive. Ms. Forget stated the cost associated with that project is part of the budget discussion for next fiscal year. Commissioner Criswell asked about the bathrooms. Ms. Forget was concerned about the cost exceeding the procurement limit if the bathrooms were included as part of that project. Ms. Sanchez stated all electrical projects require engineer drawings. Mr. Garcia noted there are also permits required for those types of projects which increase the cost of the project and the scope of work. Commissioner Parker stated there was an opportunity with tons of wall space for advertising. He suggested adding a revenue stream by allowing vendors to hang banners etc. at events hosted in the Special Events Arena, Pavilion and other facilities. Commissioner Dixon stated it would need to be professional and organized. Mr. Park stated ENMU Athletics and other organizations already have policy drafted on allowable advertising within their venues and suggested the commission reach out to Eastern Athletics or other counties to get a sample of their policy. Ms. Forget stated they are also looking at the renovating the space at the front of the pavilion that had been used for the photography exhibits to be used as rentable space, or as a ticketing or hospitality area for larger events. She stated using a mini split for that area would not be too expensive. The Pavillion is in the next phase of the Fairgrounds Improvement Master Plan and is included on the ICIP. No action was taken at this point on this subject, however Commissioner Parker asked to come back to item 6B later in the meeting. Commissioner Parker made a motion to purchase the gates and panels that were requested by Mr. Ortega, at a total cost of approximately \$9000.00, with a second by Commissioner Munoz. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes.

7) New Business:

A. Discussion and Consideration to New Six Remnant Opioid Settlement: Mr. Garcia stated the authorization to participate is due prior to May 4, 2026. Commissioner Parker made a motion to authorize participation and to authorize Ms. Forget to sign any necessary documentation associated with participation in the New Six Remnant Opioid Settlement, with a second from Commissioner Munoz. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes.

B. **Discussion and Consideration to Appointing Tax Protest Board:** Ms. Forget stated a list of nominees had been provided to commissioners and each nominee to the protest board had agreed to serve. Those nominees include Betty Caber, Scott Christiansen, James Hamilton and Jack Merrick. Commissioner Munoz made a motion to approve the nominees as members and alternates of the protest board, with a second from Commissioner Grider. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes.

C. **Discussion and Consideration to Letter of Interest with Schneider Electric:** Ms. Forget stated the letter of interest would allow Schneider Electric to conduct a no cost evaluation of our facilities for energy efficiency. She noted there is a quick turn-around time if we chose to seek grant funding for a solar project, but there is no rush on other projects. Ms. Forget stated the detention center was the most favorable location for a solar project at first glance. After much discussion, Commissioner Criswell made a motion to send the letter of interest with a second by Commissioner Munoz. Commissioner Grider-No, Commissioner Criswell-Yes, Commissioner Dixon-No, Commissioner Parker-No, Commissioner Munoz-Yes.

8) **Resolutions – Ordinances – Proclamations:**

a) **Notice of Intent to Adopt Ordinance 2026-04 An Ordinance Prohibiting the Disposal of Solar Photovoltaic Modules and Certain Rechargeable Batteries in County Solid Waste Facilities; Establishing Handling Requirements; Providing for Enforcement, and Providing and Effective Date:** Commissioner Parker stated Dixon made a motion to approve resolution 2026-10 with a second from Commissioner Criswell. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes.

b) **Notice of Intent to Adopt Ordinance 2026-05 An Ordinance Prohibiting the Disposal of Wind Turbine Blades Within Roosevelt County:** Commissioner Parker Commissioner Dixon made a motion to approve resolution 2026-11 with a second from Commissioner Grider. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Parker-Yes, Commissioner Munoz-Yes.

c) **Notice of Intent to Adopt Ordinance 2026-06 An Ordinance Prohibiting the Deposition of Topsoil, Dirt and Agricultural Debris onto County Roadways; Providing Definitions, Enforcement, Penalties, and Related Matters:** Commissioner Dixon removed this item with the amendment of the agenda at the start of the meeting.

d) **Notice of Intent to Adopt Ordinance 2026-07 An Ordinance of Roosevelt County New Mexico, Regulating the Use, Occupancy, and Management of County Rights of Way; Establishing Permit Requirements; Providing for Safety, Maintenance and Enforcement; and Prescribing Penalties for Violations:** Commissioner Dixon removed this item with the amendment of the agenda at the start of the meeting.

e) **Notice of Intent to Adopt Ordinance 2026-08 Amending the Road Ordinance, Providing for Future Amendments to this Ordinance to be Enacted by Resolution of the Board of County Commissioners:** Commissioner Dixon removed this item with the amendment of the agenda at the start of the meeting.

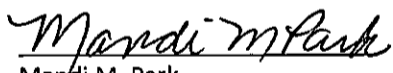
9) **Media Communication:** Ms. Gardener was in attendance, but did not have any questions at this time.

10) **Executive Session:** no executive session was necessary at this time.

11) **Adjourn:** The meeting was adjourned at 10:26 a.m.

ATTEST:

BOARD OF ROOSEVELT
COUNTY COMMISSIONERS


Mandi M. Park
County Clerk


Tina Dixon
Commission Chair

