

Tuesday July 30, 2024
County Commission Room
Roosevelt County Courthouse
Portales, New Mexico 88130

The Roosevelt County Commission met in regular business meeting on Tuesday July 30, 2024 at 6:00 p.m. in the County Commission Room with those present being: Commissioner Paul Grider, Commissioner Rodney Savage, Commissioner Tina Dixon, Commissioner Roy Lee Criswell, Commissioner Dennis Lopez, County Attorney Michael Garcia, Assistant County Manager/Finance Administrator Laura Thompson, Clerk Mandi Park, Treasurer Layle Sanchez, Assessor Stevin Floyd, DWI Program Coordinator Darla Reed, Sheriff Javier Sanchez, Chief Deputy sheriff Bryan Holmes, Special Programs Coordinator Carla Weems, GIS Technician Johnny Montiel, Arch Fire Chief Jay Lang, incoming County Manager Annette Kirk, and community members Fabian Munoz, Kelli Hardin, Kadence Morrison, Alan Carter, Patrick Kircher, Angie Smith, and Lawrence Thompson.

Call to Order – Commissioner Dixon at 6:05 p.m.

Invocation – Commissioner Criswell

Pledge – Commissioner Dixon

1. Approval of Agenda: A motion to amend the agenda to include items 6C-6G in a consent agenda, was made by Commissioner Grider with a second from Commissioner Criswell. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes. A motion to approve the agenda as amended was made by Commissioner Dixon with a second from Commissioner Grider. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

2. Approval of Minutes: A motion to approve the minutes from the July 2, 2024 regular meeting, July 8, 2024 special meeting, July 16, 2024 special meeting and May budget workshops was made by Commissioner Grider with a second from Commissioner Criswell. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Criswell-Yes, Commissioner Lopez-Yes.

3. Approval of Accounts Payable and Payroll: A motion to approve the accounts payable and payroll for June 1- June 30, 2024 was made by Commissioner Savage with a second from Commissioner Criswell. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Criswell-Yes, Commissioner Lopez-Yes.

4. Public Requests: Alan Carter expressed appreciation to the commission and road department. He stated there is a military family who have moved to a home on South Roosevelt Road 5, near his home. The children are hearing impaired. He encouraged the commission to post signage on SRR5 to slow traffic and protect those children. Mr. Carter stated he had attended the town hall hosted by the Governor. He stated he was surprised and pleased with the Governor's pledge to provide funds for trash bins. He said she encouraged the city to apply for grants. The funds are available, but communities, municipalities and other entities are not requesting the funds through grants or capital outlay.

5. Elected Officials and Department Heads Reports:

Clerk: Ms. Park stated she and her staff will attend election school in Bernalillo on August 8-9, 2024. She and others will attend a regional election security exercise in Roswell on August 14-15, 2024. She will also attend a national election security exercise in Albuquerque on August 22, 2024. The Clerk's office will be closed on August 23, 2024 for the fair. She stated the MOU between her office and the Secretary of State's office to fund the 2024 general election will be on the August or September agenda. She stated August 27, 2024 is the last day to have a ballot measure added to the ballot for the 2024 general election. 8/27 is also the last day for a candidate to withdraw and the deadline to fill a vacancy on the ballot following the primary.

Treasurer: Ms. Sanchez presented the April 2024 general fund cash balances, stating there was a beginning cash balance of \$4,309,068.44 with debits of \$1,492,940.91 and credits of \$1,354,513.21 leaving and ending cash balance of \$4,447,196.14. Ms. Sanchez stated the New Mexico Taxation and Revenue Department will have a delinquent property tax sale, on August 14th, here in the commission room. She stated there is a list of those properties available in her office for a fee, for those interested in any of those properties.

Commissioners: Commissioner Grider proposed moving all commission meetings back to morning meetings. Ms. Park will add the item to the August 13, 2024 agenda for consideration and possible action. Commissioner Criswell stated he had attended several meetings on the Wildlife Refuge Expansion. He stated there were more than 500 in attendance at the meeting in Littlefield Texas, and many were from New Mexico. There was also a meeting here in Portales, with LaDonna Clayton and Margaret Bifeld. There was much debate and information shared about the centennial landscape project as well as the wildlife refuge expansion project. Commissioner Criswell also requested the road department work on the school bus routes to get them in shape prior to the start of the school year. He requested the cattle guard near SRR 35 and NM 206 be cleaned out. He stated SRR 26 and SRR 27 need attention. He stated those roads particularly between SRR K and SRR P have seen a lot of heavy truck traffic recently. Commissioner Criswell welcomed the new finance administrator and new county manager. Commissioner Lopez also welcomed new leadership and thanked them for being willing to take on these roles. Commissioner Lopez stated the Income Support Division state director came to Portales last year to listen to concerns brought by the community about the ISD satellite office in the CYFD building. The shared space has created privacy issues for clients seeking ISD services. He stated nothing has changed, and asked the commission to allow him to advocate for the needed changes. Commissioner Lopez noted a potential safety issue on the fair stage. He asked that a rail be added to the back of the stage to prevent any accidents. He thanked Mr. Montiel for following up with the city on the former Garden Source property. Mr. Montiel stated city officials have contacted the new owner to take care of the weeds. Commissioner Savage asked Commissioner Lopez if there were measurable objectives with regards to ISD. Commissioner Lopez stated there

is a plan of action in place, but it had not been implemented following the visit from the state director last year. He asked that the commission draft a letter to be sent to the state for follow-up. Commissioner Dixon stated she had spoken with Mr. Dominguez regarding the shredding. She has received calls stating they are doing a commendable job of shredding the roads in her district.

6. New Business:

A. Announcement of New County Manager and Start Date: Commissioner Dixon stated the commission had reached an agreement with Ms. Annette Kirk to serve as the next County Manager. Ms. Kirk's start date will be August 12, 2024. Ms. Kirk thanked the commission and stated she is ready to get to work and is looking forward to meeting the staff and working with everyone. Commissioner Dixon also welcomed Ms. Laura Thompson, who has been hired to fill the Finance Administrator/Deputy County Manager position.

B. Discussion of Roosevelt County Tabling at the NM Counties Day at the New Mexico State Fair: Commissioner Dixon proposed Roosevelt County have a table at the NM Counties Day. She stated many other counties participate showcasing their industry and tourism opportunities, etc. at the state fair. She stated September 12, 2024 is the day set for NM Counties Day. She stated representatives from Roosevelt County would give away peanuts, showcase the vineyard, the Chamber of Commerce, etc. Commissioner Lopez stated he would like to attend along with Commissioner Dixon as she would have her hands full with NMC board duties. Commissioner Dixon stated any county staff or elected official is welcome to participate. Commissioner Grider made a motion to approve participation in the tabling event at the state fair with a second by Commissioner Criswell. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Criswell-Yes, Commissioner Lopez-Yes.

The amended agenda combined items 6C-6G into a single vote on the consent agenda. Mr. Montiel requested all five items be approved, stating all had no adverse opinions from land owners or utility providers. Mr. Montiel stated each request met all rules and regulations and had been approved by the City of Portales.

C. Request for Approval of a Summary Subdivision a Type 3A Subdivision Named Back 4D Subdivision in the City of Portales in Roosevelt County: consent – single vote

D. Request for Approval of a Summary Replat of Lots 9-11 of Block 8 of the Wood Addition Subdivision in the City of Portales in Roosevelt County: consent – single vote

E. Request for Approval of a Summary Replat of the SE25.5 ' of Lot 3 and the NM 14" of Lot 4 Block II of the Original Town Subdivision in the City of Portales in Roosevelt County: consent – single vote

F. Request for Approval of a Summary Subdivision A Type 3B and named the Stroud Subdivision in Roosevelt County: consent – single vote

G. Request for Approval of a Summary Replat of Lot 9 and the west 40' of Lot 5 of Block 22 of East Portales Now Addition Subdivision in the City of Portales in Roosevelt County: consent – single vote

Commissioner Grider made a motion to approve items 6C-6G with a single vote, with a second by Commissioner Lopez. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Criswell-Yes, Commissioner Lopez-Yes.

7. Resolutions – Ordinances – Proclamations:

A. Consideration of Resolution 2024-27 4th Quarter-Part II Final Budget Adjustments: Ms. Thompson stated the 4th quarter adjustments included adjustments to State Fire, EMS, Hospital, and the Recreation Grant as well as the increased medical costs at the detention center. Commissioner Grider made a motion to approve the resolution with a second by Commissioner Criswell. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Criswell-Yes, Commissioner Lopez-Yes.

B. Consideration of Resolution 2024-28 Fiscal Year 4th Quarter Final Report: Ms. Thompson stated all accounts are in balance with \$15.4 million in budgeted and \$9.6 million in expenses. Some projects were rolled to FY25 accounting for the difference. Commissioner Grider made a motion to approve the resolution with a second by Commissioner Criswell. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

Public Hearing Consideration of Resolution 2024-29 Adoption of FY25 Final Budget: Commissioner Lopez made a motion to go into public hearing with a second by Commissioner Criswell. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Criswell-Yes, Commissioner Lopez-Yes. Ms. Park stated the reason for the public hearing and asked for questions. Commissioner Dixon asked if there is adequate funding in the budget to cover the salaries of the two new hires in administration. Ms. Park stated there is a salary savings in the manager salary budget line. Commissioner Lopez made a motion to come out of public hearing with a second by Commissioner Grider. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Criswell-Yes, Commissioner Lopez-Yes.

C. Consideration of Resolution 2024-29 2024-2025 Fiscal Year Budget Adoption: Ms. Thompson requested adoption of the FY 25 final budget. Commissioner Lopez made a motion to adopt the budget with a second by Commissioner Dixon. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

D. Consideration of Resolution 2024-30 Concerning Funding Support for the New Mexico Military Base Planning Commission: Commissioner Grider summarized the content of the resolution, stating the planning commission is set to disband at the end of 2028. The resolution requests the removal of the 2028 sunset clause to keep the base planning commission active beyond 2028 as it is essential to New Mexico Military Bases. Commissioner Savage echoed Commissioner Grider's need for the base planning commission to continue its work. Commissioner Grider made a motion to approve the resolution with a second by Commissioner Dixon.

Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

E. Consideration of Resolution 2024-31 Participation in Capital Appropriation Project Administered by New Mexico Department of Transportation: Ms. Weems stated this is very similar to prior capital appropriations, however NMDOT now requires a resolution. Commissioner Savage made a motion to approve the resolution with a second by Commissioner Dixon. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Criswell-Yes, Commissioner Lopez-Yes.

8. Contracts – Agreements – Procurements:

A. Request for Approval of Agreement with New Mexico Department of Transportation for 93100 Capital Project Appropriation Project for \$350,000.00 for the Purchase of a Distributor Truck for the Road

Department: Ms. Weems stated the agreement is the next step following resolution 2024-31. Commissioner Grider made a motion to approve the agreement with a second by Commissioner Lopez. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

B. Consideration of a Professional Services Agreement for Financial Audit Preparation Services with Chery Bekeart Advisory LLC: Due to technical difficulties we were not able to connect with Mr. Martinez via zoom. Commissioner Lopez made a motion to table the proposal until the August meeting with a second from Commissioner Criswell. Commissioner Grider-Yes, Commissioner Lopez-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Criswell-Yes.

C. Request for Approval of Memorandum of Agreement through the Roosevelt County DWI Program and City of Portales Police Department for \$10,015.00 to Purchase Minor Equipment: Ms. Reed requested the approval of the agreement. Commissioner Lopez made a motion to approve with a second from Commissioner Savage. Commissioner Grider-Yes, Commissioner Lopez-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Criswell-Yes.

D. Request for Approval of Memorandum of Agreement through the Roosevelt County DWI Program and Eastern New Mexico University Police Department for \$6,000.00 for the Purchase of Minor Equipment: Ms. Weems requested approval of the agreement. Commissioner Lopez made a motion to approve with a second from Commissioner Savage. Commissioner Grider-Yes, Commissioner Lopez-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Criswell-Yes.

E. Request for Approval of Inter-Departmental Agreement Through the Roosevelt County DWI Program and Sheriff's Office for \$15,000.00 to Purchase Minor Equipment: Ms. Weems requested approval of the agreement, stating the Sheriff's office would use the funds to equip additional fleet vehicles with cameras and tablets. Commissioner Grider made a motion to approve with a second from Commissioner Criswell. Commissioner Grider-Yes, Commissioner Lopez-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Criswell-Yes.

F. Request for Approval of Agreement with Neon Entertainment Through Roosevelt County DWI Program for \$5,998.00 for Prevention Training: Ms. Reed stated Neon provides a program for students in 7th, 8th and 9th grades to prevent alcohol use in junior high and high school aged children. She stated the program was a success last year and this is a continuation of that program. Commissioner Dixon made a motion to approve with a second from Commissioner Savage. Commissioner Grider-Yes, Commissioner Lopez-Yes, Commissioner Dixon-Yes, Commissioner Criswell-Yes.

G. Request for Approval of Agreement for Web Maintenance and Social Media for the DWI Program with RC Web Design: Ms. Reed stated she will work with Ms. Crow to maintain the DWI Program website and social media presence. The total amount of the agreement is \$2,500.00. Commissioner Grider made a motion to approve with a second from Commissioner Criswell. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

H. Request for Approval of Agreement with Yucca Telecom and Arch Fire Department for New Fiber Service for the Arch Volunteer Fire Department Training Center: Chief Lang stated there is wifi at the fire station, but not at the training center. He stated the cost is about \$100.00 per month and is within the budget. Commissioner Dixon made a motion to approve with a second from Commissioner Criswell. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

9. Media Communication: there was no media present and no communication via text.

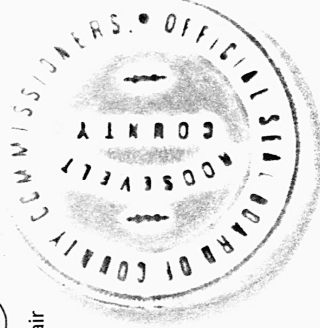
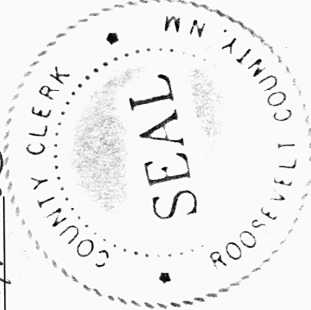
10. Adjourn: The meeting was adjourned at 7:07 p.m.

ATTEST:

BOARD OF ROOSEVELT
COUNTY COMMISSIONERS

Mandi M. Park
Mandi M. Park
County Clerk

Tina Dixon
Tina Dixon
Commission Chair



July 30, 2024