

Tuesday August 13, 2024
County Commission Room
Roosevelt County Courthouse
Portales, New Mexico 88130

The Roosevelt County Commission met in regular business meeting on Tuesday August 13, 2024 at 9:00 a.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, County Manager Annette Kirk, Clerk Mandi Park, Treasurer Layle Sanchez, Assessor Stevin Floyd, Special Programs Coordinator Carla Weems, Detention Administrator Shayla Ramsey, Road Superintendent Juan Dominguez, Maintenance Supervisor Gary Spinks, GIS Technician Johnny Montiel, presenters Thane Hutcheson, Mark Crowl, Jaime Mears, Sean Polley and community members Brandon Brooks, Jodi Diaz, Angie Smith, Malin Parker and Wes Weems.

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

Invocation – Commissioner Criswell

Pledge – Commissioner Dixon

- 1. Approval of Agenda:** A motion to approve the agenda was made by Commissioner Savage with a second from Commissioner Lopez. 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 1, 2024 and July 30, 2024 regular meeting was made by Commissioner Lopez with a second from Commissioner Savage. Clerk Park noted there were no minutes from the July 1, special meeting included in the packet. Commissioner Lopez amended his motion to only approve minutes from the July 30, 2024 regular meeting with a second from Commissioner Savage. Commissioner Grider-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Criswell-Yes, Commissioner Lopez-Yes.
- 3. Public Requests:** Angie Smith asked the commission to continue to have evening meetings to be accessible to the public and encouraged people to attend and participate.
- 4. Informational Items: Blackwater Solar Center LLC.:** Thane Hutcheson and Jaime Mears gave a brief presentation proposing support for a solar project within Roosevelt County.
- 5. Elected Officials and Department Heads Reports:**
 - Clerk:** Ms. Park stated the MOU between her office and the Secretary of State's office to fund the 2024 general election will be placed on the September agenda for ratification of her signature accepting the \$28,000.00. She stated the statutory requirement for securing election materials from the primary has passed. Those ballots and other materials and reports will be moved from the ballot boxes to storage for the remainder of the records retention period. She also stated she and others will attend a regional election security exercise in Roswell on August 14-15, 2024.
 - Treasurer:** Commissioner Lopez made a motion to go into board of finance, with a second by Commissioner Dixon. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes. Ms. Sanchez gave a report on investment earnings and interest rates. Ms. Sanchez also presented the May and June 2024 general fund cash balances, stating there was a beginning cash balance for May 1, 2024 of \$4,447,196.14 and an ending balance of \$4,744,530.45 as of June 30, 2024. Commissioner Dixon made a motion to go come out of board of finance, with a second by Commissioner Lopez. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes. 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.
 - Detention:** Administrator Ramsey stated the facility count is 53 with 13 female detainees and 40 male detainees. Three are from out-of-county. She reported billing in the amount of \$2000 to Curry County, \$625 to CAFB, and \$3875 to Chaves County. She stated there are currently 12 participants in the MAT Program with all 12 receiving group and individual counseling and 5 receiving medication. There are 3 participants in the GED program and 4 in anger management. All 12 participate in yoga and assist with the garden. Ms. Ramsey stated there are multiple trainings offered to the public including CPR, there are 3 in-house trainers, who have provided the CPR certification training to over 100 individuals. She provided a list of 7 other available trainings. Ms. Ramsey expressed urgency in filling the human resources coordinator position, as there is a constant need for staff onboarding and training at the detention center.
 - Healthcare:** Commissioner Lopez made a motion to go into indigent healthcare board, with a second by Commissioner Savage. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes. Ms. Weems presented a single indigent claim in the amount of \$379.00 requesting denial of the claim as the claim was received more than 6 months after the date of service, not meeting the timely filing requirement. Ms. Weems also presented the annual review, recapping the FY23-24 claims. Commissioner Savage made a motion to come out of indigent healthcare board, with a second by Commissioner Lopez. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes. Commissioner Grider made a motion to deny the indigent healthcare claims as requested by Ms. Weems, with a second by Commissioner Savage. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.
 - Road:** Mr. Dominguez gave a quick review of recently completed projects. He stated his crews are working their assigned blade routes, patching potholes and cleaning cattle guards. Commissioners thanked Mr. Dominguez for

being on top of issues as they arise. Commissioner Criswell questioned Mr. Dominguez about the Dora bus stop at SRR 13.

Manager: Ms. Kirk stated she had been around the building, introducing herself to the various departments, she attended the fair board meeting last night. She stated there is a need for barriers at the front of the pavilion, Mr. Dominguez will be able to provide those. She stated there will be a fairgrounds clean-up day on Thursday and all help will be appreciated. She stated Ms. Ramsey had provided some detainee labor for grounds maintenance, mowing, weed-eating, etc. She stated there are applicants scheduled for interviews for the Human Resource Coordinator position.

Commissioners: Commissioner Criswell stated he had helped with some fairgrounds clean-up on Saturday and there is a section of fence that is in need of repair. Mr. Spinks assured him that it has been taken care of. He asked that a grease vat be removed prior to the fair, Ms. Kirk state the fair board had addressed that issue as well. Commissioner Lopez asked administration to book his travel for the gathering of counties at the state fair. He stated he had tried to reach out to Oscar Robinson regarding the property on US 70 that has become an eyesore. He asked Ms. Kirk to follow-up on that. Commissioner Dixon stated she had been working with Ms. Kirk over the last few days and appreciated her meeting with departments and the fair board to get off to a good start. She stated the outdoor arena needs work before the fair. Commissioner Savage thanked Commissioner Dixon for her efforts with Ms. Kirk.

6. Old Business:

A. Consideration of Professional Services Agreement for Financial Audit Preparation Services with Cherry Bekaert Advisory LLC:

Ms. Kirk stated Mr. Martinez was available by phone to answer any questions. She recommended approval of the agreement as a result of the conversations she has had with Mr. Martinez as they will be able to address any of her concerns regarding the audit preparation. A motion to approve the agreement 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.

7. New Business:

A. Consideration and Possible Action Regarding Meeting Times for Commission Meetings: Commissioner Grider stated he would like to return to having all commission meetings in the mornings. Commissioner Grider made a motion to approve the meeting time change with a second by Commissioner Savage. Commissioner Lopez stated he originally voted in favor of one evening meeting a month, but it has not been effective in increasing participation. Commissioners Dixon and Criswell noted the vote to move to evening meetings had a time frame of one year included. Commissioner Criswell did not like the idea of giving up or going back on his word prior to the end of the one-year period. Commissioner Savage urged Commissioner Grider to rescind his motion. After much discussion, Commissioner Grider rescinded his motion and no action was taken.

B. Ratification of County Manager's Contract: The contract was signed when Ms. Kirk was introduced at the prior meeting, but to have the vote on the record, Commissioner Dixon made a motion to approve the contract with a second by Commissioner Savage. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.


C. Request for Approval of Professional Legal Services Agreement for Roosevelt County: Ms. Kirk requested approval of the renewal of the current contract with New Mexico Local Government Law. Mr. Garcia stated the renewal does not change anything except the term of the contract, adding one year to the term. Commissioner Dixon made a motion to approve the contract with a second by Commissioner Criswell. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

D. Consideration and Action Regarding Installation of a Gate at the Fairgrounds: Mr. Spinks and Ms. Ramsey agreed the current location of the arena gate is too close to the detention facility and chicken coops. Commissioner Dixon stated moving the gate south along the fence line would make a better traffic pattern for horse trailers as well as address the security concerns. Commissioner Grider made a motion to approve the installation of the gate with a second by Commissioner Dixon. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes.

8. Executive Session: At 10:26 am. Commissioner Dixon made a motion to go into executive session with a second by Commissioner Lopez. Ms. Dixon stated only the items listed on the agenda would be discussed in executive session. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes. At 10:54 Commissioner Lopez made a motion to adjourn executive session, with a second by Commissioner Criswell. Commissioner Grider-Yes, Commissioner Criswell-Yes, Commissioner Dixon-Yes, Commissioner Savage-Yes, Commissioner Lopez-Yes. Commissioner Dixon stated there was no action taken and there is no action necessary as a result of the executive session.

9. Adjourn: The meeting was adjourned at 10:55 a.m.

ATTEST:


Mandi M. Park
County Clerk



BOARD OF ROOSEVELT
COUNTY COMMISSIONERS


Tina Dixon
Commission Chair



August 13, 2024