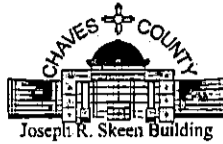




**CHAVES COUNTY
BOARD OF COUNTY COMMISSIONERS**

**Jeff Bilberry, Chairman
T. Calder Ezzell Jr.
Vice Chair**



**Dara Dana, Member
Richard C Taylor, Member
Michael J. Perry, Member**

William B. Williams, County Manager

**ADMINISTRATIVE MEETING MINUTES
THURSDAY, MARCH 16, 2023
CHAVES COUNTY ADMINISTRATIVE CENTER – JOSEPH R SKEEN BUILDING
#1 ST. MARY'S PLACE, ROSWELL, NM 88203**

CALL TO ORDER

Commissioner Dana called the meeting to order at 9:01 AM.

PLEDGE OF ALLEGIANCE

Commissioner Perry led the pledge and Commissioner Taylor led in prayer.

DETERMINATION OF QUORUM

Those present were Commissioners Dana, Taylor, and Perry. Commissioner Ezzell attended by phone. Commissioner Bilberry was absent.

Also present were County Manager, Bill Williams, Public Services Director, Mac Rogers, County Attorney, Stan Riggs, Road Supervisor, Joe West, IT Director, Andrew Rey, Finance Director, Anabel Barraza, County Clerk, Cindy Fuller, Sheriff Mike Herrington, Flood media, staff, and guests.

APPROVAL OF MINUTES

<p>MOTION MADE TO: APPROVE THE MINUTES FROM THE ADMINISTRATIVE MEETING HELD ON FEBRUARY 23, 2023. MOTION MADE BY: COMMISSIONER TAYLOR SECOND MADE BY: COMMISSIONER EZZELL IN FAVOR: COMMISSIONERS EZZELL, DANA, TAYLOR, AND PERRY OPPOSED: NONE</p>

PRESENTATION – REPRESENTATIVE FROM SENATOR BEN RAY LUJAN'S OFFICE

Presenter: Constance Williams, Constituent Services

Ms. Williams is a licensed master social worker in Portales and works for Senator Lujan. He is from northern New Mexico but represents the whole state. He is on the Ag Committee which is beneficial for our area. The office is able to help with federal agencies, policy and legislative correspondence, federal grant searches, and letters of support, as well as academy nominations. They are not an investigative agency, they are legislative. They help with federal benefits, social security administration, veterans' administration, Medicare, immigration, the internal revenue service, passports, and federal land management issues. They can help navigate the bureaucracy, make sure you are receiving the benefits you are entitled to, get answers and clarifications to questions about benefits or the process, and ask for status updates on pending benefits. They have a network of contacts in the federal government and work closely with our state partners. Ms. Williams discussed the PACT ACT which is new legislation affecting the Department of Veterans Affairs and shared some casework outcome testimonies from people they have been able to help. Ms. Williams shared information on Congressionally Directed Spending for the fiscal year 2024. She gave contact and office location information. Lorena Valencia was introduced as a student intern working in their office.

UPDATE ON THE ROSWELL-CHAVES COUNTY ECONOMIC DEVELOPMENT CORPORATION

Presenter: Mike Espiritu, President

Mr. Espiritu stated the United States Navy is continuing its training here in Roswell. The EDC has hosted a couple of receptions for them. They held their fourth hiring event at the Roswell

Convention Center this week. The number of employers that participated was around 20 with around 40 job seekers. They are planning to hold another hiring event in June. He attended a trade show aviation conference in Florida and met with 35 different companies. He gave some updates on projects the EDC is working on and talked about the legislative reception they held in Santa Fe. Legislation was discussed that would impact local businesses. The EDC supports the reduction of the medical malpractice cap. They spent some time with high school aviation students who gave presentations. The students did a great job and received feedback from the companies. They are also working with Roswell High Ag students.

UPDATE FROM THE EXTENSION OFFICE

Presenters: Tamara Shubert and Drew Garnett

Ms. Shubert stated they have a couple of positions open. In February they made 18,000 contacts. Mr. Garnett stated the Southeast Ranchers workshop will be held in Artesia on March 28th. Master Gardeners have restarted and there will be a composting class on Saturday at 10:00 at the library.

AGENDA ITEMS

AGREEMENTS AND RESOLUTIONS

1. AMENDMENT #1 TO AGREEMENT A-22-003 BETWEEN CHAVES COUNTY AND ASA ARCHITECTS

Presenter: Bill Williams, Chaves County Manager

Mr. Williams stated on April 17, 2022, the Chaves County Board of Commissioners awarded contract A-22-003 for the design of professional services of the Public Health Office to ASA Architects. Contract amendment #1 to Agreement A-22-003 addresses the revised compensation to ASA Architects in relation to the maximum allowable construction cost of the Public Health Office. Staff and legal have reviewed the proposed contract amendment and recommend approval.

MOTION MADE TO: APPROVE AMENDMENT #1 TO AGREEMENT A-22-003
MOTION MADE BY: COMMISSIONER TAYLOR
SECOND MADE BY: COMMISSIONER PERRY
IN FAVOR: COMMISSIONERS EZZELL, DANA, TAYLOR, AND PERRY
OPPOSED: NONE

2. RESOLUTION R-23-006 OPPOSING THE IMPLEMENTATION OF THE FINAL RULE TO LIST THE LESSER PRAIRIE CHICKEN

Presenter: Bill Williams, Chaves County Manager

Mr. Williams stated this resolution opposes the implementation of the final rule by the US Fish and Wildlife Service to list the Lesser Prairie Chicken as endangered. The resolution asks that all available information first be taken into account and then properly used to determine the validity of all surveys, studies, and other information to arrive at a conclusion, rather than making a narrative fit the desired outcome. Mr. Williams read the resolution out loud and stated staff recommends approval.

MOTION MADE TO: APPROVE RESOLUTION R-23-006
MOTION MADE BY: COMMISSIONER EZZELL
SECOND MADE BY: COMMISSIONER PERRY
IN FAVOR: COMMISSIONERS EZZELL, DANA, TAYLOR, AND PERRY
OPPOSED: NONE

Commissioner Dana asked that after the resolution is signed that a copy be given to Ms. Williams to take back to Senator Lujan's office.

3. RESOLUTION R-23-007 REPORTING THE 2023 CHAVES COUNTY CERTIFIED ROAD MILEAGE TO NMDOT

Presenter: Mac Rogers, Public Services Director

Mr. Rogers stated this request is for approval of Resolution R-23-007 reporting the 2023 Chaves County Certified Road Mileage to NMDOT. As required by Section 66-6-23 NMSA, Chaves County is required to report annually the total number of certified miles to the Secretary of Highway and Transportation. This report is for the purpose of funding to counties for road maintenance purposes. The report mileage for 2023 is 1389.63 miles. Staff recommends approval.

MOTION MADE TO: APPROVE RESOLUTION R-23-007
MOTION MADE BY: COMMISSIONER TAYLOR
SECOND MADE BY: COMMISSIONER EZZELL
IN FAVOR: COMMISSIONERS EZZELL, DANA, TAYLOR, AND PERRY
OPPOSED: NONE

OTHER BUSINESS

4. RESCHEDULING OF THE JULY 2023 MEETING OF THE CHAVES COUNTY BOARD OF COMMISSIONERS

Presenter: Bill Williams, Chaves County Manager

Mr. Williams stated in January a schedule of dates for the meetings of the Chaves County Board of Commissioners was approved for 2023. This request is for permission to reschedule the July meeting from July 20 to July 27. Additional time is needed to finalize all necessary inputs after end-of-year reconciliations into the FY 24 budget before final approval. The meeting date, if approved, would change only the date to July 27, 2023, and the Board of Commissioners meeting would still begin at 9:00 am. Staff recommends approval.

MOTION MADE TO: APPROVE RESCHEDULING OF THE JULY 2023 MEETING OF THE CHAVES COUNTY BOARD OF COMMISSIONERS FROM JULY 20 TO JULY 27, 2023.
MOTION MADE BY: COMMISSIONER TAYLOR
SECOND MADE BY: COMMISSIONER PERRY
IN FAVOR: COMMISSIONERS EZZELL, DANA, TAYLOR, AND PERRY
OPPOSED: NONE

5. APPROVAL FOR OUT OF STATE TRAVEL ON BEHALF OF THE ADULT DRUG COURT PROGRAM

Presenter: Adriana Zapata, Community Development Division

Ms. Zapata stated approval is requested for out of state travel on behalf of the Adult Drug Court Program to attend the National Adult Drug Court Program Conference "Rise 23" on June 26-29, 2023, in Houston, Texas. Attendees are Honorable District Court Judge Dustin K. Hunter, Jonathan Evan with the District Attorney's Office, Eric McMahon with the Public Defender's Office, Aracely Hernandez and Evelyn Zavala with the District Court's Office, Jay Timmons with Pinwheel Hearing Services, and Matthew Rael with NMRC. Funding for travel and per diem expenses will be funded through the Adult Drug Court Program grant. Staff recommends approval.

MOTION MADE TO: APPROVE OUT OF STATE TRAVEL
MOTION MADE BY: COMMISSIONER PERRY
SECOND MADE BY: COMMISSIONER TAYLOR
IN FAVOR: COMMISSIONERS EZZELL, DANA, TAYLOR, AND PERRY
OPPOSED: NONE

6. 2023 CHAVES COUNTY ANNUAL ROAD HEARING FREEHOLDER REPORT

Presenter: Mac Rogers, Public Services Director

Mr. Rogers stated the Freeholder report summary has been submitted from their viewing of the 2023 road applications on March 8th. The Freeholders recommend approval of all proposed road status changes and new road requests. Additionally, they agreed to accept the following road vacation requests: Walnut Draw, Phoenix, Cedar, Avenue B, 38th, 39th, Paiute, and Spruce. The Freeholders voted unanimously to deny the road vacation requests for: Marley, Shoshoni, Otto, Brasher, and Felix Ranch. Per County policy these applications shall be rejected by the Commission and no further consideration will take place. As a reminder, the County Commission is required to view the roads after the public hearing. This is scheduled to occur between April 26th and April 28th with the day and time to be determined at next month's meeting. No vote was taken as this agenda item was for informational purposes only.

7. LAW ENFORCEMENT PROTECTION FUND

Presenter: Mike Herrington, Chaves County Sheriff

Sheriff Herrington stated through the Law Enforcement Protection Fund, the Chaves County Sheriff's Office is eligible for a total of \$147,500.00 for fiscal year 2023-2024. This money will be used to purchase and/or fund the following: Regular salaries K-9 monthly additional pay - \$16,000. Purchase of law enforcement apparatus and equipment including ammunition, targets, CD-R's, portable radio batteries, batteries, pepper spray, graphics for new patrol units, guns,

gunlocks, flashlights, portable radios, mobile radios, crime scene equipment, PA systems, sirens, protective screens, firearms, light bars, computers, Microsoft Surface Pro 3s, tablet carrying cases and accessories, and docking stations - \$110,000.00. Expenses associated with advanced training: cost of registration, travel and per diem for deputies to attend required advanced training - \$21,500.00. Staff recommends approval.

MOTION MADE TO: APPROVE THE APPLICATION FOR THE LAW ENFORCEMENT PROTECTION FUND

MOTION MADE BY: COMMISSIONER TAYLOR

SECOND MADE BY: COMMISSIONER PERRY

IN FAVOR: COMMISSIONERS EZZELL, DANA, TAYLOR, AND PERRY

OPPOSED: NONE

8. PERMISSION TO PUBLISH FOR THE 2023 PUBLIC ROAD HEARING

Presenter: Mac Rogers, Public Services Director

Mr. Rogers stated this request is to advertise for the 2023 Chaves County Road Hearing at the regular meeting of the Chaves County Board of Commissioners scheduled to occur on April 20th. Staff recommends approval.

MOTION MADE TO: APPROVAL PERMISSION TO PUBLISH FOR THE 2023 PUBLIC ROAD HEARING

MOTION MADE BY: COMMISSIONER TAYLOR

SECOND MADE BY: COMMISSIONER PERRY

IN FAVOR: COMMISSIONERS EZZELL, DANA, TAYLOR, AND PERRY

OPPOSED: NONE

APPROVAL OF CHECKS

MOTION MADE TO: APPROVE CHECKS IN THE AMOUNT OF \$1,738,432.55

MOTION MADE BY: COMMISSIONER TAYLOR

SECOND MADE BY: COMMISSIONER PERRY

IN FAVOR: COMMISSIONERS EZZELL, DANA, TAYLOR, AND PERRY

OPPOSED: NONE

APPROVAL OF REPORTS

MOTION MADE TO: APPROVE REPORTS

MOTION MADE BY: COMMISSIONER TAYLOR

SECOND MADE BY: COMMISSIONER PERRY

IN FAVOR: COMMISSIONERS EZZELL, DANA, TAYLOR, AND PERRY

OPPOSED: NONE

UNSCHEDULED COMMUNICATIONS LIMITED TO THREE MINUTES PER VISITOR NOT TO EXCEED 15 MINUTES. NO FORMAL ACTION WILL BE TAKEN BY THE COMMISSION.

Rita Kane-Doerhoefer, very narrow unstriped Chicago Cubs mailbox, Mark Road

Ms. Rita stated it's Rita -1, Pregnant skunk – 0. It's grant writing season and they will be writing grants for Keep Chaves County Beautiful. They are trying to get colorful tress on the Courthouse lawn. She thanked Joe West for always helping her. They aren't going to get any cameras this year. On the 30th of this month, the first Cubs game will be played. The KCCB grant is due on April 14th.

Neil Roe, 10 Palacio St.

Mr. Roe stated he would like to update them about the Civic Center being in favor of them going back to doing catering. They tried going with a contractor, but this did not work. The city tried to do it itself and that also did not work. There are four or five restaurants that know how to do this successfully. The majority of the Councilors and the Mayor are in favor of the restaurants doing it.

MANAGER'S COMMUNICATIONS

Mr. Williams stated it's been a busy month. Ms. Ana had her baby on Saturday. He thanked Ms. Williams for coming today. He gave an update on the Land Council and thanked other Counties

for standing united and working together. The Forest Service will be back to answer questions. He stated all departments are doing exceptional work and there will be an Employee Appreciation Day on March 30th. The building will close from 11:30 to 1:30 for an employee picnic. He thanked Lisa Dunlap for always being present to report.

COMMISSIONERS' COMMUNICATIONS

COMMISSIONER PERRY

Commissioner Perry stated he would like to echo Bill's comments and he thanked Senator Lujan's staff for being here today. Things are blooming and allergy season is upon us. March 24-26 the Golden Gloves will hold the State tournament at Roswell High School. Please go out and support them.

COMMISSIONER TAYLOR

Commissioner Taylor stated the Lesser Prairie Chicken affects us in a negative way and he hopes that Representatives from Senator Lujan's office will take this back. It's very important that this does not happen because it would be devastating to us. He wished everyone a Happy St. Patrick's Day.

COMMISSIONER EZZELL

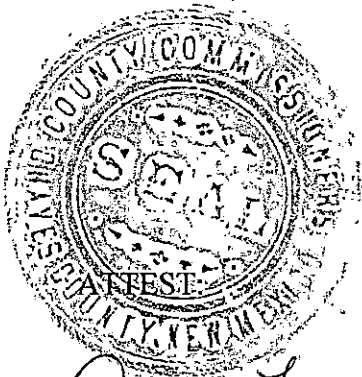
Commissioner Ezzell stated we should be thankful for Daylight savings time because it gives the Legislature one less hour to do us harm.

COMMISSIONER DANA

Commissioner Dana is thankful for the Employee Appreciation Day and stated the Legislature is coming to an end. She asked Cindy if payment had been received from the Secretary of State for the election. Ms. Fuller stated yes, they received full funding. She thanked everyone present at the meeting today. She thanked Joe West and stated people need to be mindful when throwing trash and hopefully the cameras are helping with this situation. She thanked Keep Chaves County Beautiful and appreciates everyone.

The meeting adjourned at 10:36 am.

BOARD OF CHAVES COUNTY COMMISSIONERS



Cindy Fuller
Cindy Fuller
County Clerk

Jeff Bilberry
Jeff Bilberry, Chairman

T. Calder Ezzell Jr.
T. Calder Ezzell Jr, Vice-Chairman

Dana Dana
Dana Dana, Member

Richard C. Taylor
Richard C. Taylor, Member

Michael J. Perry
Michael J. Perry, Member