

**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, APRIL 18, 2024
CHAVES COUNTY ADMINISTRATIVE CENTER – JOSEPH R SKEEN BUILDING
#1 ST. MARY'S PLACE, ROSWELL, NM 88203**

CALL TO ORDER

Chairman Bilberry called the meeting to order at 9:02 AM.

PLEDGE OF ALLEGIANCE

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

DETERMINATION OF QUORUM

Those present were Commissioners Bilberry, Ezzell, Dana, Taylor, and Perry. Also present were County Manager, Bill Williams, County Attorney, Stan Riggs, Public Services Director, Alex Palomino, Facility Maintenance Director, Scott Massey, Detention Center, Clint McClain, Purchasing Director, Analicia Nieto, Road Supervisor, Joe West, IT Director, Andrew Rey, Finance Director, Anabel Barraza, County Clerk, Cindy Fuller, Chief Deputy Treasurer, Chanel Rey, Planning and Zoning Director, Louis Jaramillo, Sheriff, Mike Herrington, Safety and Compliance Manager, Rodney Bryant, media, staff, and guests.

APPROVAL OF MINUTES

<p>MOTION MADE TO: APPROVE THE MINUTES FROM THE REGULAR MEETING HELD ON MARCH 21, 2024. MOTION MADE BY: COMMISSIONER DANA SECOND MADE BY: COMMISSIONER EZZELL IN FAVOR: COMMISSIONERS BILBERRY, EZZELL, DANA, TAYLOR, AND PERRY OPPOSED: NONE</p>

PROCLAMATION – JIM GILL WEEK

Commissioner Ezzell read the proclamation out loud. April 28th through May 4th was declared Jim Gill Week in Chaves County. Jim's wife, daughter, and grandson were present to accept the proclamation, and a photo was taken with the Commissioners.

PROCLAMATION – CHARACTER COUNTS

Commissioner Dana read the proclamation out loud. The first Monday in May begins Character Counts Week in Chaves County. Tim Fuller, Character Counts Executive Director, was present to accept the proclamation, and a photo was taken with the Commissioners.

UPDATE

Chaves County Extension Office – Drew Garnett and Tamara Shubert
Roswell Chaves County Economic Development Corporation – Mike Espiritu
Chamber of Commerce – Andrea Moore

**PRESENTATION – BORDER SOIL AND WATER CONSERVATION DISTRICT
CHAVES SOIL AND WATER CONSERVATION DISTRICT**

Deena Kinman and Jennifer Pierce

UPDATE

BLM - Chuck Schmidt, Roswell Field Office Manager
Jim Stovall, Pecos District Manager

Chairman Bilberry recognized that this is National Telecommunicators Week and some of our Dispatch workers were present.

AGENDA ITEMS

A. PUBLIC HEARING

1. 2024 ANNUAL PUBLIC ROAD HEARING

Presenter: Alex Palomino, Public Services Director

Having received applications for the 2024 Annual Chaves County Road Hearing, the Chaves County Commission will now hear any public input regarding the requested road vacations, maintenance status changes, and new road requests. This is a public hearing which was properly advertised per statutory requirements. Chairman Bilberry opened the public meeting for public comment.

APPLICATION #1 – CARRIZOZO ROAD – STATUS CHANGE REQUEST

IN FAVOR:

Chuck Schmidt with BLM

OPPOSED:

None

APPLICATION #2 – SARGENT CANYON ROAD – STATUS CHANGE REQUEST

IN FAVOR:

Michael Bennett – property owner

Jim Stovall with BLM

OPPOSED:

None

APPLICATION #3 – CAT ROAD – ROAD VACATION REQUEST

IN FAVOR:

Bill Williams on behalf of Chaves County

OPPOSED:

None

Public comment was closed. There was further discussion from the Commissioners. April 25th at 8:00 am was set for the Commissioners to view the roads.

B. AGREEMENTS AND RESOLUTIONS

2. AGREEMENT A-24-007

Presenter: Anabel Barraza, Chief Financial Officer

This agreement will help support project C-3PO with ENMUR which will provide students and community members with technology and increase internet use. The agreement is for \$50,000.00 and will be paid with American Rescue Plan Act money. Staff recommends approval.

Dr. Shawn Powell, President-ENMU-Roswell, stated he appreciates the collaboration and partnership with the county on this project. It's a federal grant they received a few years ago and they are increasing broadband and wifi access in Chaves county. This funding will further those efforts.

MOTION MADE TO: APPROVE AGREEMENT A-24-007 MOTION MADE BY: COMMISSIONER EZZELL SECOND MADE BY: COMMISSIONER TAYLOR IN FAVOR: COMMISSIONERS BILBERRY, EZZELL, DANA, TAYLOR, AND PERRY OPPOSED: NONE
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3. RESOLUTION R-24-014 RECOGNIZING CHAVES COUNTY HEALTH COUNCIL AS THE OFFICIAL HEALTH PLANNING BODY

Presenter: Bill Williams, Chaves County Manager

This resolution is in support of recognizing the Chaves County Health Council as the official health council in Chaves County. This group has been providing these duties in Chaves County since 2015. Their board is made up of a diverse group of community experts. They consistently provide county residents with the information needed to obtain assistance in finding appropriate healthcare in Chaves County. Staff recommends approval.

MOTION MADE TO: APPROVE RESOLUTION R-24-014
MOTION MADE BY: COMMISSIONER EZZELL
SECOND MADE BY: COMMISSIONER TAYLOR
IN FAVOR: COMMISSIONERS BILBERRY, EZZELL, DANA, TAYLOR, AND PERRY
OPPOSED: NONE

OTHER BUSINESS

4. REQUEST FOR APPROVAL TO PURCHASE A TYPE 5 APPARATUS FOR MIDWAY VOLUNTEER FIRE DEPARTMENT

Presenter: Analia Nieto, Purchasing Director

Midway VFD is requesting approval to purchase a Skeeter Ford 550 Type 5 Apparatus in the amount of \$289,990.17 from Siddons Martin based on NMSPA #10-00000-21-00101. The purchase has been budgeted as part of the fire excise tax and fire distribution fund. The Fire Marshall has reviewed and authorized the specifications and quote provided by Siddons Martin. Staff requests approval for the purchase.

MOTION MADE TO: APPROVE PURCHASE FOR MIDWAY VOLUNTEER FIRE DEPARTMENT
MOTION MADE BY: COMMISSIONER DANA
SECOND MADE BY: COMMISSIONER EZZELL
IN FAVOR: COMMISSIONERS BILBERRY, EZZELL, DANA, TAYLOR, AND PERRY
OPPOSED: NONE

ITB'S/RFP'S

5. RECOMMENDATION TO AWARD CONSTRUCTOR'S INC. FOR ITB-24-5 COUNTY RD. 184 BRASHER ROAD IMPROVEMENTS

Presenter: Analia Nieto, Purchasing Director

Chaves County solicited bids for ITB-24-5 County Road 184 Brasher Road improvements. A total of four bids were received on April 9th, 2024 as follows:

- 1. J.F.Q Construction of Albuquerque, NM for \$1,508,487.00 (w/o GRT)
- 2. Abraham's Construction of Albuquerque, NM for \$2,218,005.00 (w/o GRT)
- 3. J&H Services Inc. of Albuquerque, NM for \$1,907,335.00 (w/o GRT)
- 4. Constructor's Inc. of Carlsbad, NM for \$1,407,878.00 (w/o GRT)

The apparent low bidder was reviewed for responsiveness and compliance with bid requirements by Huitt-Zollars, project engineer, and staff. Staff recommends approval of award to low bidder. Constructor's Inc. of Carlsbad, NM in the amount of \$1,407,878.00 plus GRT.

MOTION MADE TO: APPROVE ITB-24-5
MOTION MADE BY: COMMISSIONER EZZELL
SECOND MADE BY: COMMISSIONER DANA
IN FAVOR: COMMISSIONERS BILBERRY, EZZELL, DANA, TAYLOR, AND PERRY
OPPOSED: NONE

APPROVAL OF CHECKS

MOTION MADE TO: APPROVE CHECKS IN THE AMOUNT OF \$3,789,799.94
MOTION MADE BY: COMMISSIONER TAYLOR
SECOND MADE BY: COMMISSIONER DANA
IN FAVOR: COMMISSIONERS BILBERRY, EZZELL, DANA, TAYLOR, AND PERRY
OPPOSED: NONE

APPROVAL OF REPORTS

MOTION MADE TO: APPROVE REPORTS MOTION MADE BY: COMMISSIONER DANA SECOND MADE BY: COMMISSIONER TAYLOR IN FAVOR: COMMISSIONERS BILBERRY, EZZELL, DANA, TAYLOR, AND PERRY OPPOSED: NONE

Chairman Bilberry invited Marvin Clements, 6102 Kincaid, Roswell, to give comments. Louis Jaramillo, Planning and Zoning Director gave an update on the issues Mr. Clements discussed and also the properties that have been condemned.

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

Detention Center Update – Clint McClain

Neil Roe – Pepper’s Bar and Grill and Buena Vida Subdivision

MANAGER’S COMMUNICATIONS

Mr. Williams thanked the Commissioners for everything they do and stated we have a great staff here. Chip seal season is upon us and coming up soon. Joe is working on a couple of cattle guards on the East side of the county. We are looking forward to viewing Sargent Canyon. A lot is going on. He appreciates all the hard work everyone does. He mentioned one additional proclamation presented to Monte Baker at the Fire Board Meeting on Monday. April 15th was declared Monte Baker Day, he has spent 50 years at the East Grand Plains Fire Department. Monte is the driving force behind the replacement schedule we have for trucks. We are looking forward to the road trip on April 25th.

COMMISSIONERS’ COMMUNICATIONS

COMMISSIONER PERRY

Commissioner Perry stated he attended the Fire Board meeting and it was a pleasure to be a part of that. It was nice to be in that circle and see how very important the volunteer fire department system is, especially to the rural communities. He stated early voting starts on May 7th and encouraged people to do their research and get out to vote.

COMMISSIONER TAYLOR

Commissioner Taylor thanked Anabel and her staff for having the budget ready for them to review.

COMMISSIONER DANA

Commissioner Dana thanked the staff and stated they are amazing and work very hard. It is budget season. She thanked Ms. Rita for the snacks she will provide for Thursday.

COMMISSIONER EZZELL

Commissioner Ezzell stated he appreciates the work that goes into the budget process. Everyone has done a great job and he is looking forward to the budget presentations.

COMMISSIONER BILBERRY

Commissioner Bilberry thanked everyone for being here and for all the hard work.

The meeting was adjourned at 11:02 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

Dara Dana
Dara Dana, Member

Richard C. Taylor
Richard C. Taylor, Member

Michael J. Perry
Michael J. Perry, Member