



**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, JULY 25, 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, Public Services Director, Alex Palomino, County Attorney, Stan Riggs, Detention Center Director, Michael Brisco, Purchasing Director, Analicia Nieto, Human Resources Director, Emma Dominguez, Road Director, Joe West, IT Director, Andrew Rey, Finance Director, Anabel Barraza, County Clerk, Cindy Fuller, Planning and Zoning Director, Louis Jaramillo, Sheriff, Mike Herrington, Flood Superintendent, Brian Houghtalin, Safety and Compliance Manager, Joseph Cobos, media, staff, and guests.

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

MOTION MADE TO: APPROVE THE MINUTES FROM THE MEETINGS HELD JUNE 13, 2024 AND JUNE 27, 2024
MOTION MADE BY: COMMISSIONER DANA
SECOND MADE BY: COMMISSIONER TAYLOR
IN FAVOR: COMMISSIONERS BILBERRY, EZZELL, DANA, TAYLOR, AND PERRY
OPPOSED: NONE

AGENCY UPDATES

Chaves Soil and Water Conservation District – Jennifer Pierce

They have partnered with the Extension Office to conduct a grant writing training on August 13th from noon to six at the Civic Center and lunch will be provided. They are doing a project west of town comparing bell grazing with contour plowing, broadcast seeding, and fertilization. They got a grant funded for this.

Chaves County Flood Superintendent Brian Houghtalin

We have been getting some rain and flooding but it’s not due to any failure of any flood control structures. It’s just severe rain. Monday evening we had some flooding in the Base area and it will take a little while for that to drain. Ninety percent of the debris coming from Ruidoso is stopped at Two Rivers. They’ve had flows in the Rocky Arroyo and the Hondo. The Berrendo had a little bit of flooding from water crossings two weeks ago. No significant damage just some road closures

Roswell-Chaves County Economic Development Corporation – Mike Espiritu

Mr. Espiritu gave an update on the Roswell Air Races and stated in May 2025 the pilots will come in to get certified. He went to Santa Fe to meet with officials about their continued support and funding for infrastructure needs. An update was given on BiltWise, the manufacturer company has folks from South Carolina here for training and are already working on several homes. The EDC was recertified as an agency. The EDC annual report was presented. They held a Gala last Thursday with over 360 people in attendance.

Sheriff Mike Herrington

The Sheriff introduced his new deputies. He has six deputies that will attend the academy. He is proud of how many people want to do this job and their heart is in it. They want to serve and protect their community. He also introduced his two new school resource officers.

PRESENTATION – CONVENTION OF STATES

Presenter: Myles Culbertson

Mr. Culbertson gave a presentation on Article 5 of the Constitution and discussed the movement of states for a convention of states.

AGENDA ITEMS

A. AGREEMENTS AND RESOLUTIONS

1. REQUESTING RATIFICATION OF APPROVAL FOR AGREEMENT A-23-045 BETWEEN CHAVES COUNTY AND NEW MEXICO DEPARTMENT OF FINANCE AND ADMINISTRATION FOR AMENDMENT NO. 1, APPROPRIATION 23-ZH5053-9

Presenter: Adriana Zapata, Community Development Project Specialist

Amendment No. 1 extends the revert date of this grant agreement 23-ZH5053-9 for the Cultural Plaza project for two more years. The new reversion date is June 30, 2026. Staff recommends approval.

MOTION MADE: FOR RATIFICATION TO APPROVE AMENDMENT NO. 1 ON APPROPRIATION 23-ZH5053-9 BETWEEN THE COUNTY AND DFA
MOTION MADE BY: COMMISSIONER EZZELL
SECOND MADE BY: COMMISSIONER DANA
IN FAVOR: COMMISSIONERS BILBERRY, EZZELL, DANA, TAYLOR, AND PERRY
OPPOSED: NONE

2. REQUESTING RATIFICATION OF APPROVAL FOR AGREEMENT A-24-032 BETWEEN CHAVES COUNTY AND AGING AND LONG TERM SERVICES DEPARTMENT FOR APPROPRIATION A23H2068-8 IN THE AMOUNT OF \$99,464.55.

Presenter: Adriana Zapata, Community Development Project Specialist

This is a statewide emergency funding grant agreement for the purpose of providing a code-compliant fire alarm system to the Roswell Joy Senior Center in the amount of \$99,464.55. Staff recommends approval.

MOTION MADE TO: APPROVE AGREEMENT A-24-032 BETWEEN CHAVES COUNTY AND AGING AND LONG TERM SERVICE DEPARTMENT FOR APPROPRIATION OF A23H2068-8 IN THE AMOUNT OF \$99,464.55
MOTION MADE BY: COMMISSIONER TAYLOR
SECOND MADE BY: COMMISSIONER PERRY
IN FAVOR: COMMISSIONERS BILBERRY, EZZELL, DANA, TAYLOR, AND PERRY
OPPOSED: NONE

3. REQUESTING RATIFICATION OF APPROVAL FOR AGREEMENT A-24-033 BETWEEN CHAVES COUNTY AND NEW MEXICO DEPARTMENT OF FINANCE AND ADMINISTRATION FOR APPROPRIATION 24-I2872 IN THE AMOUNT OF \$225,000.00

Presenter: Adriana Zapata, Community Development Project Specialist

This is a capital outlay grant agreement for Appropriation 24-I2872 in the amount of \$225,000.00 for the Pecos Valley Regional Communications Center project. Staff recommends approval.

MOTION MADE TO: APPROVE AGREEMENT A-24-033 BETWEEN THE COUNTY AND DFA FOR APPROPRIATION 24-I2872 IN THE AMOUNT OF \$225,000.00
MOTION MADE BY: COMMISSIONER EZZELL
SECOND MADE BY: COMMISSIONER TAYLOR
IN FAVOR: COMMISSIONERS BILBERRY, EZZELL, DANA, TAYLOR, AND PERRY
OPPOSED: NONE

4. REQUESTING RATIFICATION OF APPROVAL FOR AGREEMENT A-24-034 BETWEEN CHAVES COUNTY AND NEW MEXICO DEPARTMENT OF FINANCE AND ADMINISTRATION FOR APPROPRIATION 24-I2871 IN THE AMOUNT OF \$590,000.00

Presenter: Adriana Zapata, Community Development Project Specialist

This is a capital outlay grant agreement for Appropriation 24-I2871 in the amount of \$590,000.00 for the County Cooperative Extension Building renovations. Staff recommends approval.

MOTION MADE TO: APPROVE AGREEMENT A-24-034 BETWEEN CHAVES COUNTY AND DFA FOR APPROPRIATION 24-I2871 IN THE AMOUNT OF \$590,000.00
MOTION MADE BY: COMMISSIONER EZZELL
SECOND MADE BY: COMMISSIONER TAYLOR
IN FAVOR: COMMISSIONERS BILBERRY, EZZELL, DANA, TAYLOR, AND PERRY
OPPOSED: NONE

5. REQUESTING RATIFICATION OF APPROVAL FOR AGREEMENT A-24-035 BETWEEN CHAVES COUNTY AND NEW MEXICO DEPARTMENT OF FINANCE AND ADMINISTRATION FOR APPROPRIATION 24-I3024 IN THE AMOUNT OF \$300,000.00

Presenter: Adriana Zapata, Community Development Project Specialist

This grant agreement is to purchase and equip fully accessible vans for the Southeast New Mexico Veterans Transportation Network in the amount of \$300,000.00. Staff recommends approval.

MOTION MADE TO: APPROVE AGREEMENT A-24-035 BETWEEN CHAVES COUNTY AND NEW MEXICO DFA FOR APPROPRIATION 24-I3024 IN THE AMOUNT OF \$300,000.00
MOTION MADE BY: COMMISSIONER TAYLOR
SECOND MADE BY: COMMISSIONER EZZELL
IN FAVOR: COMMISSIONERS BILBERRY, EZZELL, DANA, TAYLOR, AND PERRY
OPPOSED: NONE

6. REQUESTING RATIFICATION OF APPROVAL FOR AGREEMENT A-24-036 BETWEEN CHAVES COUNTY AND NEW MEXICO DEPARTMENT OF FINANCE AND ADMINISTRATION FOR APPROPRIATION 24-I2873 IN THE AMOUNT OF \$270,000.00

Presenter: Adriana Zapata, Community Development Project Specialist

This is a capital outlaw grant agreement for Appropriation 24-I2873 in the amount of \$270,000.00 for St. Mary's Complex parking lot renovations. Staff recommends approval.

MOTION MADE TO: APPROVE AGREEMENT A-24-036 BETWEEN CHAVES COUNTY AND NEW MEXICO DEPARTMENT OF FINANCE AND ADMINISTRATION FOR APPROPRIATION 24-I2873 IN THE AMOUNT OF \$270,000.00
MOTION MADE BY: COMMISSIONER TAYLOR
SECOND MADE BY: COMMISSIONER EZZELL
IN FAVOR: COMMISSIONERS BILBERRY, EZZELL, DANA, TAYLOR, AND PERRY
OPPOSED: NONE

7. REQUESTING RATIFICATION OF APPROVAL FOR AGREEMENT A-24-037 BETWEEN CHAVES COUNTY AND NEW MEXICO DEPARTMENT OF FINANCE AND ADMINISTRATION FOR APPROPRIATION 24-I4050 IN THE AMOUNT OF \$1,963,022.90.

Presenter: Adriana Zapata, Community Development Project Specialist

This grant agreement is a reauthorization for an extension of two years, the new revert date is June 30, 2026, for the Industrial Site Utility and Infrastructure Improvement project. Staff recommends approval.

MOTION MADE TO: APPROVE AGREEMENT A-24-037 BETWEEN CHAVES COUNTY AND NEW MEXICO DEPARTMENT OF FINANCE AND ADMINISTRATION FOR APPROPRIATION 24-I4050 IN THE AMOUNT OF \$1,963,022.90
MOTION MADE BY: COMMISSIONER DANA
SECOND MADE BY: COMMISSIONER EZZELL
IN FAVOR: COMMISSIONERS BILBERRY, EZZELL, DANA, TAYLOR, AND PERRY
OPPOSED: NONE

8. AGREEMENT A-24-038 BETWEEN CHAVES COUNTY AND ROSWELL-CHAVES COUNTY ECONOMIC DEVELOPMENT CORPORATION FOR PROFESSIONAL INDUSTRIAL/ECONOMIC DEVELOPMENT SERVICES

Presenter: Emma Dominguez, Human Resources Director

The Commission awarded two hundred thousand dollars, (\$200,000.00), for the initial term of this agreement for economic development, as outlined in Exhibit A, Scope of Work. Agreement A-24-038 is the contract agreement for these services. Staff recommends approval.

*Commissioner Perry stated he would abstain from voting because his wife is looking at employment with the Roswell-Chaves County Economic Development Corporation
MOTION MADE TO: APPROVE AGREEMENT A-24-038 BETWEEN THE COUNTY AND THE ROSWELL - CHAVES COUNTY ECONOMIC DEVELOPMENT CORPORATION FOR THE CONTRACT IN THE AMOUNT OF \$200,000:00
MOTION MADE BY: COMMISSIONER EZZELL
SECOND MADE BY: COMMISSIONER TAYLOR
IN FAVOR: COMMISSIONERS BILBERRY, EZZELL, DANA, AND TAYLOR
ABSTAINED: COMMISSIONER PERRY
OPPOSED: NONE

9. AGREEMENT A-24-039 BETWEEN CHAVES COUNTY AND ROSWELL CHAMBER OF COMMERCE FOR BUSINESS RETENTION SERVICES

Presenter: Emma Dominguez, Human Resources Director

The Commission awarded Twenty-Five thousand dollars, (\$25,000.00), for the initial term of this agreement for economic development, as outlined in Exhibit A, Scope of Work. Agreement A-24-039 is the contract agreement for these services. Staff recommends approval.

MOTION MADE TO: APPROVE AGREEMENT A-24-039 BETWEEN CHAVES COUNTY AND THE ROSWELL CHAMBER OF COMMERCE FOR BUSINESS RETENTION SERVICES IN THE AMOUNT OF \$25,000.00
MOTION MADE BY: COMMISSIONER TAYLOR
SECOND MADE BY: COMMISSIONER PERRY
IN FAVOR: COMMISSIONERS BILBERRY, EZZELL, DANA, TAYLOR, AND PERRY
OPPOSED: NONE

10. AGREEMENT A-24-040 LEASE FOR 1600 S.E. MAIN, SUITES F AND B

Presenter: Emma Dominguez, Human Resources Director

This lease is between Chaves County and Dr. Donald Wenner III for the lease of the property located at 1600 SE Main Street. Staff recommends approval.

MOTION MADE TO: APPROVE AGREEMENT A-24-040 FOR THE LEASE AT 1600 SE MAIN, SUITES F AND B
MOTION MADE BY: COMMISSIONER DANA
SECOND MADE BY: COMMISSIONER EZZELL
IN FAVOR: COMMISSIONERS BILBERRY, EZZELL, DANA, TAYLOR, AND PERRY
OPPOSED: NONE

11. AGREEMENT A-24-044 LEASE FOR 1010 S. GARDEN

Presenter: Emma Dominguez, Human Resources Director

This lease is between Chaves County and La Casa for the lease of the building located at 1010 S. Garden. Staff recommends approval.

MOTION MADE TO: APPROVE AGREEMENT A-24-044 FOR THE LEASE AT 1010 S. GARDEN WITH LA CASA
MOTION MADE BY: COMMISSIONER TAYLOR
SECOND MADE BY: COMMISSIONER PERRY
IN FAVOR: COMMISSIONERS BILBERRY, EZZELL, DANA, TAYLOR, AND PERRY
OPPOSED: NONE

12. RESOLUTION R-24-025 – POLLING PLACE CHANGE FOR THE 2024 GENERAL ELECTION AND THE 2025 REGULAR LOCAL ELECTION

Presenter: Cindy Fuller, Chaves County Clerk

Resolution R-23-022 was approved by the Chaves County Board of Commissioners on June 22, 2023, setting the polling locations for the 2024 and 2025 elections. That resolution included the Roswell Museum, located at 100 W. 11th St., Roswell, NM, as a polling location for the Primary and General Elections as well as the 2024 Regular Local Election. Staff is requesting that for the 2024 General Election and the 2025 Regular Local Election, the Roswell Museum be moved to the Roswell Convention and Civic Center located at 912 N. Main St., Roswell, NM. Staff believes this location will better serve the voters of Chaves County and is already ADA compliant.

MOTION MADE TO: APPROVE RESOLUTION R-24-025
MOTION MADE BY: COMMISSIONER DANA
SECOND MADE BY: COMMISSIONER TAYLOR
IN FAVOR: COMMISSIONERS BILBERRY, EZZELL, DANA, TAYLOR, AND PERRY
OPPOSED: NONE

13. RESOLUTION R-24-027 – FIXED ASSET INVENTORY

Presenter: Lucia Serrano, Assistant Finance Director

The new asset listing as of June 30, 2024, was attached as a link – <https://www.chavescounty.gov/home/showdocument?id=1800&t=638569064844774754>

MOTION MADE TO: APPROVE RESOLUTION R-24-027
MOTION MADE BY: COMMISSIONER DANA
SECOND MADE BY: COMMISSIONER EZZELL
IN FAVOR: COMMISSIONERS BILBERRY, EZZELL, DANA, TAYLOR, AND PERRY
OPPOSED: NONE

14. RESOLUTION R-24-028 ACCEPTING 2024/2025 NMDOT LGRF COUNTY ARTERIAL PROGRAM

Presenter: Alex Palomino, Public Services Director

This Local Government Road Fund (LGRF) offer from the New Mexico Department of Transportation (NMDOT) is for a single penetration chip seal on approximately 19.26 miles of county roads. The work will be cost-shared as follows:

NMDOT	\$280,184.00
Chaves County	\$ 93,395.00
Total Project	\$373,579.00

Upon approval of this resolution, the NMDOT will create the cooperative agreement. Staff recommends approval.

MOTION MADE TO: APPROVE RESOLUTION R-24-028
MOTION MADE BY: COMMISSIONER EZZELL
SECOND MADE BY: COMMISSIONER TAYLOR
IN FAVOR: COMMISSIONERS BILBERRY, EZZELL, DANA, TAYLOR, AND PERRY
OPPOSED: NONE

15. RESOLUTION R-24-029 ACCEPTING 2024/2025 NMDOT LGRF COOPERATIVE PROGRAM

Presenter: Alex Palomino, Public Services Director

This Local Government Road Fund (LGRF) offer from the New Mexico Department of Transportation (NMDOT) is for a single penetration chip seal on approximately 12.05 miles of county roads. The work will be cost-shared as follows:

NMDOT	\$167,855.00
Chaves County	\$ 55,952.00
Total Project	\$223,807.00

Upon approval of this resolution, the NMDOT will create the cooperative agreement. Staff recommends approval.

MOTION MADE TO: APPROVE RESOLUTION R-24-029 AND AGREEMENT A-24-042
MOTION MADE BY: COMMISSIONER EZZELL
SECOND MADE BY: COMMISSIONER TAYLOR
IN FAVOR: COMMISSIONERS BILBERRY, EZZELL, DANA, TAYLOR, AND PERRY
OPPOSED: NONE

16. RESOLUTION R-24-030 ACCEPTING 2024/2025 NMDOT LGRF SCHOOL BUS PROGRAM FUND

Presenter: Alex Palomino, Public Services Director

This Local Government Road Fund (LGRF) offer from the New Mexico Department of Transportation (NMDOT) is for a single penetration chip seal on approximately 19.0 miles of county roads. The work will be cost-shared as follows:

NMDOT	\$233,895.00
Chaves County	\$ 77,965.00
Total Project	\$311,860.00

Upon approval of this resolution, the NMDOT will create the cooperative agreement. Staff recommends approval.

MOTION MADE TO: APPROVE RESOLUTION R-24-030 AND AGREEMENT A-24-043
MOTION MADE BY: COMMISSIONER EZZELL
SECOND MADE BY: COMMISSIONER DANA
IN FAVOR: COMMISSIONERS BILBERRY, EZZELL, DANA, TAYLOR, AND PERRY
OPPOSED: NONE

17. RESOLUTION R-24-031 APPROVAL OF 2024 FINAL QUARTER FINANCIAL REPORT

Presenter: Anabel Barraza, Chief Financial Officer

The New Mexico Department of Finance and Administration (DFA) requires that the 4th quarter Financial Report for the fiscal year ending June 30, 2024, be approved by the governing body.

MOTION MADE TO: APPROVE RESOLUTION R-24-031
MOTION MADE BY: COMMISSIONER EZZELL
SECOND MADE BY: COMMISSIONER TAYLOR
IN FAVOR: COMMISSIONERS BILBERRY, EZZELL, DANA, TAYLOR, AND PERRY
OPPOSED: NONE

18. RESOLUTION R-24-032 BUDGET ADJUSTMENT RESOLUTION FY 2024

Presenter: Anabel Barraza, Chief Financial Officer

The Finance Department is requesting a budget adjustment for line items in exhibit A. This budget adjustment is for the network upgrade equipment needed for Chaves County's system. This project was paid out of American Rescue Plan Act funds. Staff recommends approval.

MOTION MADE TO: APPROVE RESOLUTION R-24-032
MOTION MADE BY: COMMISSIONER TAYLOR
SECOND MADE BY: COMMISSIONER EZZELL
IN FAVOR: COMMISSIONERS BILBERRY, EZZELL, DANA, TAYLOR, AND PERRY
OPPOSED: NONE

19. RESOLUTION R-24-033 APPROVAL OF FY 2024-2025 FINAL BUDGET

Presenter: Anabel Barraza, Chief Financial Officer

Attached for approval is a final budget recapitulation for fiscal year 2024-2025. The budget includes actual unaudited beginning cash balances. The total expenditure budget for FY 2024-2025 is \$76,399,288.00.

MOTION MADE TO: APPROVE RESOLUTION R-24-033
MOTION MADE BY: COMMISSIONER TAYLOR
SECOND MADE BY: COMMISSIONER EZZELL
IN FAVOR: COMMISSIONERS BILBERRY, EZZELL, DANA, TAYLOR, AND PERRY
OPPOSED: NONE

20. RESOLUTION R-24-035 ACCEPTING COOPERATIVE AGREEMENT BETWEEN CHAVES COUNTY FLOOD CONTROL AND USDA, NRCS

Presenter: Brian Houghtalin, Flood Superintendent

Chaves County Flood Control wishes to enter into a cooperative agreement with the United States Department of Agriculture, Natural Resources Conservation Service (USDA, NRCS). This agreement would allow flood control to complete a \$3,727,935.23 erosion control/watershed protection project. There is a 25% share through state appropriations or internal fund money and shall be responsible if the exceed the total amount. The USDA, NRCS share would be \$2,795,951.42. Additionally, the staff is requesting that the Chaves County Flood Control Superintendent, Brian Houghtalin, be allowed to sign the agreement and other documents pursuant to all Chaves County rules, regulations, and SOPs for procurement, purchasing, and grant reporting and processing. Staff recommends approval.

MOTION MADE TO: APPROVE RESOLUTION R-24-035 AND AUTHORIZE THE SUPERINTENDENT TO SIGN ALL NECESSARY DOCUMENTS
MOTION MADE BY: COMMISSIONER EZZELL
SECOND MADE BY: COMMISSIONER PERRY
IN FAVOR: COMMISSIONERS BILBERRY, EZZELL, DANA, TAYLOR, AND PERRY
OPPOSED: NONE

21. RESOLUTION R-24-036 OPPOSING THE EXPANSION OF THE MULESHOE NATIONAL WILDLIFE REFUGE

Presenter: Bill Williams, Chaves County Manager

This resolution opposes the proposed land protection and environmental assessment for the Muleshoe National Wildlife Refuge, which would establish an acquisition boundary of 7,000,000 acres in several Texas and New Mexico Counties, including Chaves County. There was no appropriate communication or notice with the landowners, citizens, county, or state elected officials. Most entities learned of the US Fish and Wildlife Service’s plans in June of 2024 after the completion of the plan. Staff recommends approval.

MOTION MADE TO: APPROVE RESOLUTION R-24-036
MOTION MADE BY: COMMISSIONER PERRY
SECOND MADE BY: COMMISSIONER EZZELL
IN FAVOR: COMMISSIONERS BILBERRY, EZZELL, DANA, TAYLOR, AND PERRY
OPPOSED: NONE

B. RFPs

22. AWARD RECOMMENDATION FOR RFP-25-01 – INMATE MEDICAL SERVICES TO ROADRUNNER HEALTH SERVICES INC.

Presenter: Analicia Nieto, Purchasing Director

Chaves County received two proposals in response to our Inmate Medical Service RFP. Both proposals were considered responsive to required documentation submittals and were passed on to an evaluation committee. The evaluation committee conducted reviews of both proposals and has recommended an award to Roadrunner Health Services, Inc. If approved for the award, an agreement will be on the agenda for consideration at the August Commission meeting. Staff recommends approval.

MOTION MADE TO: AWARD RECOMMENDATION FOR RFP-25-01 TO ROADRUNNER HEALTH SERVICES INC.
MOTION MADE BY: COMMISSIONER DANA
SECOND MADE BY: COMMISSIONER EZZELL
IN FAVOR: COMMISSIONERS BILBERRY, EZZELL, DANA, TAYLOR, AND PERRY
OPPOSED: NONE

C. OTHER BUSINESS

23. REQUEST FOR OUT OF STATE TRAVEL

Presenter: Bill Williams, Chaves County Manager

Bill Williams is requesting approval for out-of-state travel for Michael Brisco who attended the Decriminalizing Mental Illness meeting held in Miami, Florida on June 12 through June 14, 2024. Chairman Bilberry gave telephonic approval for the travel, as well as for the use of his signature stamp. Staff recommends ratification of this out of state travel request.

MOTION MADE TO: APPROVE THE REQUEST FOR OUT-OF-STATE TRAVEL FOR MICHAEL BRISCO
MOTION MADE BY: COMMISSIONER DANA
SECOND MADE BY: COMMISSIONER PERRY
IN FAVOR: COMMISSIONERS BILBERRY, EZZELL, DANA, TAYLOR, AND PERRY
OPPOSED: NONE

24. WAIVE ROAD CUT FEE FOR BERRENDO COOPERATIVE WATER USERS ASSOCIATION INC.

Presenter: Alex Palomino, Public Services Director

The Chaves County Right of Way Use Permit Ordinance requires that road pavement excavations in excess of 24" be approved by the Chaves County Board of Commissioners. Normally, this would be done prior to an excavation however, on January 8, 2024, Berrendo Cooperative Water Users Association Inc. was forced to perform emergency repairs to a ruptured waterline. The line at 108 Sacaton and Gramma Roads required emergency repair and required a 60-square-foot road cut resulting in a \$2,040.00 fee. The road was repaired as per Ordinance #44 requirements and were inspected by the Chaves County Road Department, Angelo Gurule. Berrendo Water Cooperative has a franchise agreement with Chaves County and they provide a valuable service to the residents of Chaves County. Staff recommends approval of the waiver of road excavation fees.

MOTION MADE TO: WAIVE THE ROAD CUT FEE FOR BERRENDO COOPERATIVE WATER USERS ASSOCIATION INC.
MOTION MADE BY: COMMISSIONER DANA
SECOND MADE BY: COMMISSIONER PERRY
IN FAVOR: COMMISSIONERS BILBERRY, EZZELL, DANA, TAYLOR, AND PERRY
OPPOSED: NONE

25. PERMISSION TO PUBLISH FOR UPDATES TO ORDINANCE #8 CHAVES COUNTY PERSONNEL POLICY

Presenter: Emma Dominguez, Human Resources Director

Request to publish for a public hearing to be held on August 15, 2024, at 9:00 am to amend Ordinance #8, creating Revision No. 23. These revisions, if approved, would update Ordinance #8 Revision No. 23, referred to as the Chaves County Personnel Policy. The revisions would update and clarify multiple areas of the Personnel Policy. Staff recommends approval.

MOTION MADE TO: APPROVE PERMISSION TO PUBLISH FOR UPDATES TO ORDINANCE #8 CHAVES COUNTY PERSONNEL POLICY
MOTION MADE BY: COMMISSIONER TAYLOR
SECOND MADE BY: COMMISSIONER EZZELL
IN FAVOR: COMMISSIONERS BILBERRY, EZZELL, DANA, TAYLOR, AND PERRY
OPPOSED: NONE

26. OUT OF STATE TRAVEL – ORLANDO, FLORIDA – 2024 NATIONAL SCHOOL SAFETY CONFERENCE

Presenter: Mike Herrington, Chaves County Sheriff

The Chaves County Sheriff's Office is requesting permission for travel on 7/27/2024 – 8/03/2024 for Olivia Padilla to attend the 2024 National School Safety Conference for SRO. This training along with airline travel and per diem was paid for by the RISD as a reimbursable agreement to the deputy attending SRO School. No cost was charged to the County other than her normal salary for class room time and travel.

MOTION MADE TO: APPROVE OUT OF STATE TRAVEL TO THE 2024 NATIONAL SCHOOL SAFETY CONFERENCE IN ORLANDO, FLORIDA
MOTION MADE BY: COMMISSIONER TAYLOR
SECOND MADE BY: COMMISSIONER EZZELL
IN FAVOR: COMMISSIONERS BILBERRY, EZZELL, DANA, TAYLOR, AND PERRY
OPPOSED: NONE

27. RATIFICATION OF OUT OF STATE TRAVEL – NASRO SCHOOL SAFETY CONFERENCE – PHOENIX, ARIZONA

Presenter: Mike Herrington, Chaves County Sheriff

The Chaves County Sheriff's Office is requesting ratification for travel on 7/13/2024 – 7/20/2024 for Olivia Padilla to attend the 2024 NASRO School Safety Conference for SRO. This training along with travel expenses and per diem was paid for by the RISD as a reimbursable agreement to the deputy attending SRO school. No cost was charged to the County other than her normal salary for classroom time and travel.

MOTION MADE TO: APPROVE RATIFICATION OF OUT-OF-STATE TRAVEL FOR OFFICER PADILLA TO ATTEND THE NASRO CONFERENCE
MOTION MADE BY: COMMISSIONER EZZELL
SECOND MADE BY: COMMISSIONER PERRY
IN FAVOR: COMMISSIONERS BILBERRY, EZZELL, DANA, TAYLOR, AND PERRY
OPPOSED: NONE

28. REQUEST TO ENTER INTO AN AGREEMENT WITH THE CITY OF ROSWELL TO POOL OPIOID FUNDS WITH CHAVES COUNTY

Presenter: Bill Williams, Chaves County Manager

This request is to enter into an agreement (MOU) with the City of Roswell allowing the pooling of opioid settlement funds and to set up an advisory committee to advise the County on the most effective way to utilize the funds. Additionally, the request is for the County Manager to sign the agreement on behalf of the Board of Commissioners.

MOTION MADE TO: TABLE AND DIRECT THE COUNTY MANAGER AND COUNTY ATTORNEY TO WORK WITH THE CITY OF ROSWELL
MOTION MADE BY: COMMISSIONER EZZELL
SECOND MADE BY: COMMISSIONER TAYLOR
IN FAVOR: COMMISSIONERS BILBERRY, EZZELL, DANA, TAYLOR, AND PERRY
OPPOSED: NONE

APPROVAL OF CHECKS

MOTION MADE TO: APPROVE CHECKS IN THE AMOUNT OF \$3,392,512.02
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

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

Marvin Clements – 6102 Kincaid, Roswell, NM
Mr. Clements made comments about his neighborhood.

Louis Jaramillo – Planning and Zoning Director
Mr. Jaramillo gave an update on 6217 Devonian Road and the properties on Ryan and Kincaid.

MANAGER'S COMMUNICATIONS

Mr. Williams stated July is a busy time for County Administrative Offices. There are so many little pieces to the puzzle when we pass the budget. Adriana had seven separate agreements today and each one of those takes a considerable amount of time. She does a great job. Emma had all the leases, Stan looks at those, Finance looks at those, and Ana looks at many of the agreements. Emma was back in for personnel policy. Alex and Joe presented. He thanked all the staff. He introduced Joseph Cobos as the new Safety and Compliance Officer.

COMMISSIONERS' COMMUNICATIONS

COMMISSIONER PERRY

Commissioner Perry thanked everyone for the presentations. He stated the Chaves County Fair was still going on and asked everyone to go support the kids.

COMMISSIONER TAYLOR

Commissioner Taylor thanked Anabel and her entire staff. A tremendous amount of work went into the final budget and they did a great job. He also thanked all the Department Heads for the work they do in keeping their budgets under control and not spending everything they have allowing carry-over for the County. This is a great county.

COMMISSIONER DANA

Commissioner Dana thanked Anabel for all her help and for answering questions. She thanked Flood Control and the Road Department. We love the rain but it can bring issues. She appreciates those at the Detention Center and Mike and his new recruits. It's nice to see the young kids coming in. She appreciates everything everyone does.

COMMISSIONER EZZELL

Commissioner Ezzell stated he would like to echo everything Commissioner Taylor said about Anabel and the Finance Department. He authorized his fellow commissioners for a \$500.00 expenditure at the Junior Livestock Sale in their names. He thanked everyone for a great meeting.

COMMISSIONER BILBERRY


Commissioner Bilberry commended everyone for being on their toes today to get through the lengthy meeting and thanked everyone for their hard work and support.

The meeting was adjourned at 11:46 am.

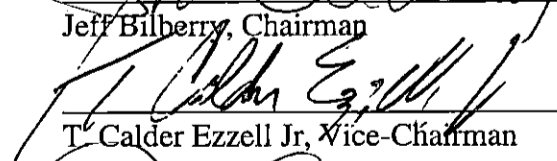


Cindy Fuller
Cindy Fuller, County Clerk

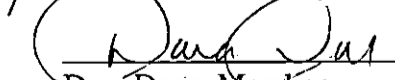
BOARD OF CHAVES COUNTY COMMISSIONERS



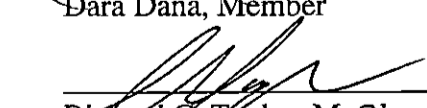
Jeff Bilberry, Chairman



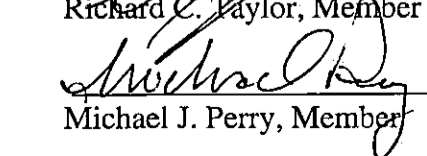
T. Calder Ezzell Jr, Vice-Chairman



Dara Dana, Member



Richard C. Taylor, Member



Michael J. Perry, Member