

MARCH 19, 2020

The Board of Chaves County Commissioners held their Regular Commission meeting in the Commission Chamber of the Joe Skeen Building, #1 St. Mary's Place in Roswell, New Mexico. Chairman Cavin called the meeting to order at 9:00a.m. Commissioner Ezzell led the pledge and Commissioner Bilberry led in prayer. Those present were Commissioners Bilberry, Dana, Ezzell, Corn and Cavin. Also present were County Manager Stan Riggs, Public Services Director Bill Williams, Sheriff Mike Herrington, Finance Director Joe Sedillo, County Treasurer Charlotte Andrade, County Clerk Dave Kunko, news media, staff and guests.

MINUTES

Commissioner Corn moved to adopt the minutes from February 20, 2020. Commissioner Bilberry seconded the motion. A voice vote was unanimous, and the motion carried.

PRESENTATION

Chairman Cavin made it clear the County was not taking the Coronavirus lightly. He mentioned that currently at the Wool Bowl people in Chaves County were being tested. He introduced Dr. Khorsand and Dr. Jewel from Kymera. Dr. Khorsand went over the Pandemic Data. He stated that the U. S. would pass Italy in 2 weeks. These charts are changing daily. Once you can get the chart to flatten out is when you are controlling the situation. Labs across the country are testing 10,000 people per day. Young will get this disease and transmit it to older people. Older people are more susceptible to death from this disease. It is very contagious. He showed charts and data for different countries. The Department of Health does not have the manpower to stay on top of this situation. This type of disease will have exponential growth. He explained the types of masks and protective gear needed to prevent people from getting the disease. He stated 1st Responders are not properly protected. The world is running out of enough masks and protective gear. The most likely places to get exposed are hospitals, clinics, grocery stores, gas stations and convenience stores. Screening should be done at the front door of hospitals and clinics. If someone has symptoms, they should be isolated. Many people with the disease are non-symptomatic. We must keep a safe distance from other people in public places. Cleaning should be done constantly like in surgery. Dr. Jewel stated that Dr. Khorsand has contacts all over the world and these predictions are correct. You should be scared. People in healthcare have the highest risk. There is information that this can stay airborne for 3 hours. Congress needs to be shut down and so do beaches that are allowing spring break. Fifty percent of those ending up in the hospital are between the ages of 20 and 50. We are here informing people to try and save more lives. Commissioners Ezzell and Bilberry thanked them for informing the community. Dr. Jewel stated the medical community is not ready. This infectious disease has shown it can live on surfaces for up to 9 days. When you must shop be sure to clean everything and assume it exists on all surfaces. Dr. Jewel thanked the Sheriff for delivering food to the elderly. Commissioner Dana asked about a treatment. Dr. Jewel stated currently there is no true treatment. Different things are being tried to combat the disease. He stated symptoms can begin with a sore throat, mild fever, coughing, runny nose and even diarrhea. The later symptoms include a dry cough and pneumonia. Dr. Khorsand stated the elderly should stay at home. Many physicians have begun telemedicine. Many appoints are being conducted electronically. He felt shutting things down for up to 2 months would help. Former senator, Tim Jennings stated that Dr. Khorsand has been a quality Doctor in this community for 15 years. We need to listen to him.

A recess was taken at 10:28am, and the meeting resumed at 10:33am.

AGREEMENTS AND RESOLUTIONS

AGREEMENT A-20-003 CHAVES COUNTY DETENTION CENTER – SECURITY SYSTEM

Stan Riggs stated Chaves County would be purchasing a new security system from APIC Solutions, Inc. for the Detention Center. This will be purchased on a 5-year lease with the cost per month totaling \$13,634.11, which includes maintenance. Commissioner Corn moved to adopt Agreement A-20-003. Commissioner Ezzell seconded the motion. A voice vote was unanimous, and the motion carried.

RESOLUTION R-20-011 DELETION OF PROPERTY AND PROPOSED DISPOSITION

Joe Sedillo stated this resolution is requesting permission to allow staff to remove the attached inventory. Donated items include a training library, a flat screen television and a dump trailer to the City of Roswell; a 1999 Volvo water truck to the Town of Lake Arthur. Commissioner Corn moved to approve Resolution R-20-011. Commissioner Dana seconded the motion. A voice vote was unanimous, and the motion carried.

RESOLUTION R-20-012 REPORTING 2020 CHAVES COUNTY CERTIFIED ROAD MILEAGE TO NMDOT

Bill Williams stated that section 66-6-23 NMSA requires Counties to report a total number of certified miles annually to the Secretary of Highway and Transportation. This report is for the purpose of funding to counties for road maintenance. The certified mileage for 2020 in Chaves County is 1387.971 miles. Commissioner Ezzell moved to approve Resolution R-20-012. Commissioner Bilberry seconded the motion. A voice vote was unanimous, and the motion carried.

RESOLUTION R-20-013 APPOINTMENT TO THE COUNTY VALUATION PROTEST BOARD

Stan Riggs stated New Mexico Statutes require the Board of County Commissioner to appoint two members to the County Valuation Protest Board. The third member is a State Property Tax Division Employee. They are also required to appoint alternates to the board. Mark W. Daniels and Lee Allison are both willing to serve as members of the Protest Board. Frank Sturges and Edward W. McClelland are willing to serve as alternates. Commissioner Dana asked about the duties of this board. Mr. Riggs stated when citizens protest the valuation of their property, this protest is heard by the board. The members have appraisal experience. Commissioner Bilberry moved to approve Resolution R-20-013. Commissioner Ezzell seconded the motion. A voice vote was unanimous, and the motion carried.

OTHER BUSINESS

2020 CHAVES COUNTY ANNUAL ROAD HEARING FREEHOLDER REPORT AND APPLICATION SUMMARY

Bill Williams thanked the freeholders for their time and effort getting this report to him. The freeholders report recommends the proposed new roads and road status changes. They agreed that the roads submitted for vacation meet the requirements to be vacated. They request that all applications submitted for 2020 move forward in the road hearing process. Commissioner Dana moved to adopt the 2020 Chaves County Annual Road Hearing Freeholder Report and Application Summary. Commissioner Bilberry seconded the motion. A voice vote was unanimous, and the motion carried.

APPROVE THE 2020 PERA ANNUAL REPORTS FOR CHAVES COUNTY VOLUNTEER FIRE DEPARTMENTS

Bill Williams stated the Chaves County Volunteer Fire Departments are requesting approval of their Annual Public Employee Retirement (PERA) Reports. The reports are submitted annually to allow the Volunteer Firefighters retirement credit for their annual service year. Commissioner Bilberry moved to approve the 2020 PERA Annual Reports for the Chaves County Volunteer Fire Departments. Commissioner Dana seconded the motion. A voice vote was unanimous, and the motion carried.

REQUESTING APPROVAL OF CORRECTIONS TO THE ADJUSTED QUALIFICATION RECORD REPORT FOR THE CHAVES COUNTY VOLUNTEER FIRE DEPARTMENTS

Bill Williams stated these reports are submitted annually to PERA to allow volunteer firefighters retirement credit for their service year and this is an opportunity for the Chief to make corrections to the reports that are wrong or had not been filed correctly. Commissioner Dana moved to adopt the adjusted qualifications record report for the Chaves County Volunteer Fire Departments. Commissioner Ezzell seconded the motion. A voice vote was unanimous, and the motion carried.

APPOINTMENT OF NEW DWI PLANNING COUNCIL VOTING MEMBERS

Joe Sedillo stated the Chaves County DWI Planning Council is recommending 2 new voting member nominees for approval. They are Jennifer Cole from RISD and David Medina from L & F Distributors. Approval of this recommendation would keep the Council at 13 voting members. Commissioner Dana moved to approve the appointments as recommended by the DWI Planning

Council. Commissioner Ezzell seconded the motion. A voice vote was unanimous, and the motion carried.

APPROVE FISCAL YEAR 2020/2021 LAW ENFORCEMENT PROTECTION FUND APPLICATION

Sheriff Mike Herrington stated the Chaves County Sheriff's Office is eligible for a total of \$39,500 for Fiscal year 2020/2021 from the Law Enforcement Protection Fund. The Sheriff is requesting that \$25,600 be used for the list of equipment that is attached, and that \$14,200 be designated for training for Deputies. Commissioner Corn moved to adopt the Fiscal Year 2020/2021 Law Enforcement Protection Fund Application as proposed. Commissioner Ezzell seconded the motion. A voice vote was unanimous, and the motion carried.

APPROVAL OF CHARTS A AND A-1

Stan Riggs stated the Chaves County Government Organizational Structure and Manpower Allocation Charts A and A-1 are being updated to reflect the closing of the Juvenile Detention Center and the addition of 2 Deputy Sheriff positions. Commissioner Ezzell moved to approve the amendments to Charts A and A-1. Commissioner Dana seconded the motion. A voice vote was unanimous, and the motion carried.

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

Bill Williams stated on January 27th and February 12th the Berrendo Cooperative Water Users Association was forced to perform emergency repairs to 2 lines that had ruptured. The excavations were done on East Berrendo Road and East Bland. The road was repaired as per Ordinance #44 requirements and they were inspected by the Chaves County Road Department Director. The Berrendo Coop has a franchise agreement with Chaves County, and they provide a valuable service to Chaves County residents. Staff recommends waiving the fees. Commissioner Corn moved to waive the road cut fees for Berrendo Cooperative Water Users Association. Commissioner Bilberry seconded the motion. A voice vote was unanimous, and the motion carried.

APPROVAL OF CHECKS

Commissioner Dana moved to approve checks in the amount of \$2,130,804.34. Commissioner Ezzell seconded the motion. A voice vote was unanimous, and the motion carried.

APPROVAL OF REPORTS

Commissioner Corn moved to adopt the reports for the period. Commissioner Ezzell seconded the motion. A voice vote was unanimous, and the motion carried.

UNSCHEDULED COMMUNICATIONS

Senator Cliff Pirtle stated he appreciated the update on the Coronavirus. He has many concerns about the decisions that are being made and the unintended consequences. One of the first actions was to cancel school so where do the children end up when the parents still have to work. Many times, the children will end up with the Grandparents which is not good because they are in a high-risk category. Another concern is restaurants. He is a producer of food so he pays attention to distribution. Many people eat out. Restaurants are the second leg of food delivery. When restaurants are shut down or limited in their access it forces more people into grocery stores which are a high-risk area for the Coronavirus. There are unintended consequences. The Legislators were not involved in this action since it was an emergency declaration by the Governor. Many people feel their rights and liberties are being usurped. Private business owners are having to let go of employees. There will be a domino effect for our economy and local workforce. People should be allowed to make the decision to stay open. People will be put out of business, thank you. Chairman Cavin thanked him for his work in Santa Fe. Senator Pirtle mentioned there would need to be a special session due to the economy downturn. Commissioner Dana mentioned the storm Goliath and how we learned from it. We need to be proactive. Please let Santa Fe know there needs to be more communication with the health industry and pass that along to the public for procedures to follow during the pandemic. She thanked the Senator for his efforts in Santa Fe. Senator Pirtle stated he felt the County Commissions should be

making a lot of these decisions that have been handed down by the Governor. Mike Herrington thanked Senator Pirtle and the other Chaves County Legislators and all they have done for us.

County Clerk, Dave Kunko stated a poll of all County Clerks showed almost 70% of the poll workers statewide are over the age of 60. He mentioned to Senator Pirtle the legislators should discuss possibly having a mail ballot election should the Governor call for a special session. Mr. Kunko stated any type of change to the current election format would take legislative action. Commissioner Dana asked about identification to vote absentee. Mr. Kunko stated an identification was only required by those registering by mail. Current voters just have to verify address, year of birth and sign the absentee envelope.

Mike Herrington stated there was great concern about deputies having to enter homes. First responders don't want to cause a panic. Wearing lots of protective gear could increase this possibility. He is going to require his deputies to wear the protective gear due to the Coronavirus. The Sheriff's Office and the Roswell Police Department are short-handed and cannot afford to lose employees. He is planning to purchase nicer respirators. He mentioned the State Statute in reference to the courthouse. The State Statute reads that the Sheriff shall be present when the court is in session. Currently the main entrance is manned to protect those in that building. If we are unable to properly protect his personnel, we can stop manning the entrance. He has received notice that there is a large turnout of people to be tested for the Coronavirus at the Wool Bowl. He does have deputies monitoring the area. The Governor has activated the National Guard causing concern of our citizens. A complete shutdown has scared people. We must remain transparent and keep our County informed. Commissioner Dana asked if the National Guard reports to him. He stated they are working with his office.

Alys Klein stated Rita Kane-Doerhoefer asked her to let the Commission know she is not here because she is immunocompromised due to some treatments she is receiving, so she could not attend. She also wanted Alys to say "Go Cubs" but Alys said she couldn't do it because she is a Dodger's fan.

MANAGER'S COMMUNICATION

Stan Riggs stated there is obviously a lot going on. He stated they would be closing this building to the public starting tomorrow. The County will continue to operate, and the public can only enter the building by appointment. The County Clerk will operate through their drive-up window. The Treasurer has a drop-off box for payment of taxes. We will take payments by credit card, check, money order and online. We will not take cash at this time. The current plan is to do this for the next 3 weeks. There are procedures in place for childcare for those employees with children under 14. While they are looking for childcare they will be on Administrative Leave with pay. Travel restrictions are in place for employees. If an employee chooses to travel out of the State, they will be put on a 2-week quarantine and use their own sick leave. We are even discouraging travel throughout the State. The Sheriff has canceled all vacations. We cannot afford to get this virus in the jail. Clay Corn and his staff have taken steps to prevent the virus getting in the jail. We are prepared to test the employee's temperature. Staff is advised to stay home if they are sick. Meetings are canceled for the next 3 weeks. We will reevaluate on April 10th. We will operate by phone and internet. According to the President and the CDC the next 3 weeks are critical. Our comments have been turn-in on the BLM for the NEBA issue. The Social Security Office and the USDA have been shut down. We are staying in contact with NACO and the New Mexico Counties. He feels we are in as good as shape as possible at this time. This building is cleaned 3 to 4 times per day. We are applying a substance to all handle that dries overnight. It has a peroxide base that is applied while wearing gloves and masks. The Judges have been advised that the public will only be allowed in that building for court proceedings. Probation is being handled by phone and internet. The community service van has been put on hold. Robert, the van driver is assisting with cleaning. We are advising people to wash hands and use wipes. We hopefully are staying ahead of this situation. We believe this is the best way to operate. If necessary, we will move to essential personnel only.

COMMISSIONERS' COMMUNICATIONS

Commissioner Corn mentioned a letter from the Census Bureau with the wrong date. He then received a second letter dated prior to the first one. He believes the discussion today was very good. This information needs to get to the public. The graphs we were shown today are very scary. We must take this situation seriously. He thanked the doctors for their presentation. He hopes everyone has a good month.

Commissioner Dana mentioned receiving and returning her census form. Her neighbors are foster parents and they had a question about counting a foster child. Commissioner Dana was told to count anyone living in the house on April 1st. Louis Jaramillo stated the census mail delivery has been inconsistent and he asked everyone to be patient. You can go on line and get information on the census and even fill out a form. Chairman Cavin asked if there would be an extension on the census like there is for income taxes. Louis Jaramillo stated there has been no extension yet. She thanked the Doctors for the presentation. This is much worse than a cold or flu. There is a proper way to wash your hands. She is very concerned about our small businesses like the ones in the downtown area.

Commissioner Ezzell told everyone to remain calm and carry on.

Commissioner Bilberry told everyone to be safe. He thanked the Sheriff for being proactive with his employees. This is serious so we need to pay attention.

Chairman Cavin said this will be getting worse before it starts to get better. Social media is spreading false information. We must remain calm and take this seriously. We will get through this problem. He and Commissioner Corn have only been back for 2 weeks from their trip to Washington D.C. There was a convention going on while they were there and a couple people attending came down with the virus. He is a little anxious. It was a good trip to Washington D.C. We must continue to have a presence in Washington. We have good contacts with the Department of the Interior. He spoke with Karen Sanders our Emergency Preparedness Director. There has been no confirmation on a visitor at La Quinta that had symptoms. We have amazing things coming to Chaves County. There are Capital Outlay projects. Five million is designated to infrastructure at the airport. He thanked former Senator Tim Jennings for being an integral part in making that happen. He told everyone to pay attention and stay calm. He thanked the County staff, Mr. Riggs and the Commissioners for all the hard work. God Bless America.

The meeting was adjourned at 11:40 a.m.



BOARD OF CHAVES COUNTY COMMISSIONERS

William E. Cavin

William E. Cavin, Chairman

Jeff Bilberry

Jeff Bilberry, Vice-Chairman

Dara Dana

Dara Dana, Member

T. Calder Ezzell Jr.

T. Calder Ezzell Jr, Member

Robert Corn

Robert Corn, Member

Dave Kunko

Dave Kunko
County Clerk