

MAY 1, 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 March 19, 2020 with the amendment of making Corona Virus all one word where referenced. Commissioner Bilberry seconded the motion. A voice vote was unanimous, and the motion carried. Commissioner Corn moved to adopt the March 10, 2020 special meeting minutes. Commissioner Ezzell seconded the motion. A voice vote was unanimous, and the motion carried.

## PRESENTATION EDC UPDATE

Mike Espiritu from the EDC stated there is a manufacturing project in the County. They employ around 10 people. They manufacture LED display units and they should begin operation in the next couple months. A developer from Plano, Texas is on track to build Module Homes in Chaves County. They are trying to assist them in locating a property. This business could provide up to 50 jobs. He mentioned the air center and the \$5 million approved by the Governor. There is a project looking at the air center and the opportunity. The EDC has bid on a hydroponics/greenhouse business. If we are successful it could create 80 to 100 jobs. Commissioner Dana asked if he was getting with Planning and Zoning to see if the sites they are looking at for the manufactured homes are going to work. Mr. Espiritu stated they also have been in contact with Bill Williams, P & Z and the City of Roswell. Commissioner Dana said processing plants are hurting due to the virus and asked about USA Beef. Mr. Espiritu stated they are very busy and doing well. They are still looking for people. Chairman Cavin mentioned Red Mountain Arsenal. Mike Espiritu stated they have begun to pick up the pace. There has been a shift nationally for small arms ammunition needs. Red Mountain has reached out to the EDC to help find people due to the increase in demand. Chairman Cavin mentioned seeing some activity at the old Glovers Packing Plant. He asked what was going on there. Mr. Espiritu stated he did not know but would find out. Mike Espiritu mentioned that the Saddle Barn was still making masks and selling them in and out of state. Chairman Cavin thanked the EDC for the hard work during this tough time.

## AGREEMENTS AND RESOLUTIONS

### RESOLUTION R-20-014 RATIFICATION OF DECLARING CHAVES COUNTY, NM TO BE AN EMERGENCY AREA DUE TO COVID-19

Stan Riggs stated this emergency declaration resolution was signed by the Chairman on March 25<sup>th</sup> and needs to be ratified by the Commission. Commissioner Bilberry moved to approve Ratification of Resolution R-20-014. Commissioner Ezzell seconded the motion. A voice vote was unanimous, and the motion carried.

## ITB/RFP

### RFP 20-1 AUDIT SERVICES

Stan Riggs stated the County solicited proposals for RFP 20-1, Audit Services. Five proposals were received from Accounting firms approved by the State. Staff recommends award to the highest ranking offeror Jaramillo Accounting Group, LLC. The State Auditor has approved the request and contract for Jaramillo Accounting Group, LLC to conduct the Fiscal Year 2020 Chaves County Annual Audit. Staff also requests the Board authorize the Chairman to execute Agreement A-20-005. Commissioner Corn moved to award RFP 20-1 and authorize the Chairman to execute Agreement A-20-



005. Commissioner Bilberry seconded the motion. A voice vote was unanimous, and the motion carried.

## **OTHER BUSINESS**

### **PERMISSION TO PUBLISH FOR PUBLIC HEARING ON 2020 ROAD MAINTENANCE AND VACATIONS**

Bill Williams stated that due to the Covid-19 restrictions on public meetings the Chaves County Road Hearing was not held per the original schedule. Chaves County Public Services is requesting to advertise for the public hearing to take place during the June meeting of the Chaves County Board of Commissioners. Commissioner Corn moved to publish for public hearing the 2020 Road Maintenance and Vacations during the Regular June Commission Meeting. Commissioner Ezzell seconded the motion. A voice vote was unanimous, and the motion carried.

### **BUDGET CALENDAR DISCUSSION**

Stan Riggs stated everyone has been working on their budgets. The Budget Workshop is scheduled for May 14<sup>th</sup> at 8:30a.m. The preliminary budget is scheduled for May 21<sup>st</sup> during the Regular Commission Meeting.

### **APPROVAL OF CHECKS**

Commissioner Bilberry moved to approve checks in the amount of \$1,786,290.23. Commissioner Dana 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 Dana seconded the motion. A voice vote was unanimous, and the motion carried.

### **UNSCHEDULED COMMUNICATIONS**

Rita Kane Doerhoefer stated she saw a list showing very old and wrecked vehicles for the Sheriff's Department. He could use some new ones. She asked that everyone drive around the Administrative Center and see all the new trees and shrubs. \$3,100.00 was spent on the beautification. They are preparing another budget. The grant revolves around tourism. The money will be spent on beautification of the Courthouse Lawn, the Administrative Center grounds and the walking trail. On May 7<sup>th</sup> Main Street Roswell and Keep Chaves County Beautiful will be planting in the tubs on main street and many Iris flowers will be planted on the courthouse lawn. She thanked Facility Maintenance and said go cubs.

Alys Klein stated Chaves County Walk for Hope was postponed. A virtual Walk for Hope will be held May 8<sup>th</sup> through KBIM radio. There will be auctions posted on the Chaves County Walk for Hope Facebook Page. The goal is to honor the Chaves County Survivors.

County Clerk, Dave Kunko stated early vote would be starting on Tuesday. We have received many absentee applications. He thanked facility maintenance for putting up safety screens and making the polling location as safe as possible for workers and voters. Commissioner Corn asked if poll workers were willing to work. Mr. Kunko stated that some with health issues have declined however many of them are ready to work including the early vote workers. Commissioner Dana asked how we were going to resolve the mall closure for the alternate early vote site. Mr. Kunko stated they had visited Berrendo Elementary School and the principal has been extremely helpful and willing to hold early vote. He stated Bill Williams and our Architect would look at it for ADA compliance next week. Chairman Cavin agreed he felt like it would be a good location. There was discussion about Early Vote, Election Day and the specific polling places. Commissioner Corn stated we were doing a great job in light of the current situation. Mr. Kunko stated it has been stressful but the office has stuck together are getting the job done.

Louis Jaramillo stated the Census Canvasser would be out June 1<sup>st</sup>. The President has extended the census report to October 31<sup>st</sup>. This extension provides us with the opportunity to have a booth at the fair with census information and the ability to assist those needing help. There will be a



motivational give away starting May 16<sup>th</sup>. These promotions will occur in Dexter, Hagerman and Roswell. AT&T will provide a hotspot to assist with completing the census online. The County is at 50% for those responding. Hagerman and Dexter are at a lower percentage. Paper forms were not sent out in many rural areas. Commissioner Dana asked if they have been able to keep their helpers. Mr. Jaramillo stated they have been able to keep their employees.

### **MANAGER'S COMMUNICATION**

Stan Riggs mentioned the CCDC quarterly report on inmates in isolation. The report shows no inmates in isolation for the quarter. The Administrative Center will be opening back up on Monday, May 4<sup>th</sup>. We anticipate a number of people coming in during the last week of property taxes. The area is taped to encourage social distancing. Barriers have been installed in all the offices that deal with the public. There will be office limits. We will request that the public wear a mask. Our employees that interact with the public will wear masks and gloves. There is a limit for the number of early voters in the building. Voters will need to enter the building at the south entrance to Area D. Early vote workers are wearing masks, gloves and do have a barrier between them and the public. We are encouraging voters to also wear a mask. Being closed has been an inconvenience but work has still gotten done. He thanked the Clerk's Office and the Treasurer for working through barriers. The jail, the road department, facility maintenance and the Sheriff's Office have been full time. CCDC will be taking City of Roswell Prisoners starting Monday. The museum will be open for voting on June 2<sup>nd</sup>. Commissioner Bilberry, Stan Riggs and Bill Williams participated in the kick-off of the Wolf Environmental Impact Study yesterday. There were 50 to 60 people on the call. The Counties are pushing an MOU and more Counties have come on board. May is a busy month with the budget. The budget in most areas will be very flat. We are pushing to do some projects because earnings on investments are extremely low. We plan to complete the work on area D between the Primary and General Elections. Hopefully interest rates will climb and we can reinvest as we have in the past. Around May 15<sup>th</sup> we will get an idea from our March GRT. He believes it won't be as bad as the next GRT that we will receive in June. He has been notified PILT will be coming in June. There is a push to tie PILT to stimulus package #4 which would be money coming back to local governments and also nail PILT down for several years if not permanently. Chairman Cavin asked about any COVID cases at CCDC. Mr. Riggs stated they have had none and Clay Corn and his staff have worked very hard on making sure nothing is spread in the jail. One person was tested and the results were negative. We cut back on City of Roswell prisoners as a precaution and many of them just spend 1 or 2 days. We have dealt with felonies and misdemeanors but not petty misdemeanors. Chairman Cavin stated there is supposed to be a big push of protestors in Cibola County trying to get prisoners released. Chairman Cavin asked about Area D. Mr. Riggs stated they would begin the Area D renovation between the Primary and General Election. Then finish the project after the General.

### **COMMISSIONERS' COMMUNICATIONS**

Commissioner Corn stated it had been an interesting 6 weeks.

Commissioner Dana stated the County has done a marvelous job of trying to keep business going. She is grateful for a strong financial position so business can move on without layoffs. We have the staff and Commission that has prepared us for the bad times. She thanked the Sheriff and law enforcement. Businesses are suffering and they are ready to get back to work.

Commissioner Ezzell thanked everyone for all their hard work and stated to be safe and we will get through this.

Commissioner Bilberry thanked everyone and thanked the Sheriff for helping businesses to keep them going. The Sheriff handled the Saturday function very well and was fair to everyone. The US Fish and Wildlife call he and Mr. Riggs were on yesterday was your typical Federal Government routine. We must stay on top of them to make sure nothing is slipped in along the way. Businesses need to open. We are making a difference.


Chairman Cavin said Bill Williams and Facility Maintenance were given the task of getting shields up and they have done a good job of making our employees and the public safer. Over 16 Counties have

passed a similar resolution as the one we passed today. Hopefully we have gotten the Governor's attention. He gave a shout out to the City of Roswell passing a similar resolution this week. He gave a big shout out to our legislators for their efforts. All the letters and resolutions will go to the Governor and to the Whitehouse. It is very unfortunate that the hospitals must continue to be directed not to provide preventative elective procedures that are desperately needed. People are going to Texas to get medical procedures. Not being able to get things done locally creates even more anxiety. Unfortunately, people are taking excessive advantage of the unemployment offered through the stimulus package. He thanked the County staff, Mr. Riggs and the Commissioners for all the hard work. We make things happen. He stated, "God Bless America and Chaves County".

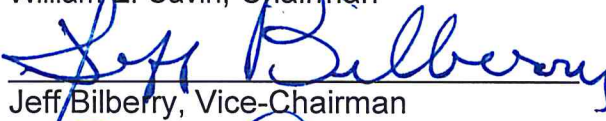
The meeting was adjourned at 10:12 a.m.

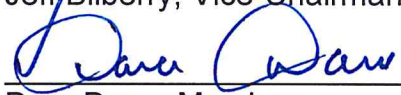
**BOARD OF CHAVES COUNTY COMMISSIONERS**



  
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Dave Kunko  
County Clerk

  
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William E. Cavin, Chairman

  
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Jeff Bilberry, Vice-Chairman

  
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Dara Dana, Member

  
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T. Calder Ezzell Jr, Member

  
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Robert Corn, Member