

**CaEDDY COUNTY BOARD OF COMMISSIONERS**  
**MINUTES OF A REGULAR MEETING**  
**April 17, 2018**

BE IT REMEMBERED that the Eddy County Board of Commissioners held a regular meeting in Room 211 of the Eddy County Administration Complex on April 17, 2018 at 8:30 a.m. Crockett called the meeting to order. Rayroux led the Pledge of Allegiance and the Salute to the New Mexico State Flag. Brian Stephens gave the invocation.

**PRESENT:**

SUSAN CROCKETT	CHAIR, DISTRICT 5
JAMES WALTERSCHEID	VICE-CHAIR, DISTRICT 1
JON HENRY	COMMISSIONER, DISTRICT 2
LARRY WOOD	COMMISSIONER, DISTRICT 3
KENNEY RAYROUX	ASSISTANT COUNTY MANAGER
CAS TABOR	COUNTY ATTORNEY
GEMMA FERGUSON	ASSESSOR
MELISSA WASHBURN	CHIEF DEPUTY ASSESSOR
LAURIE PRUITT	TREASURER
MARK CAGE	SHERIFF
ROBIN VAN NATTA	COUNTY CLERK
DARLENE ROSPRIM	CHIEF DEPUTY CLERK
BILLY MASSINGILL	WARDEN
GAY WEST	ADMINISTRATIVE ASSISTANT
ROBERTA SMITH	FINANCE DIRECTOR
JESSICA STYGAR	ASSISTANT FINANCE DIRECTOR
ROXANN BRANNON	HR DIRECTOR
CAROL HENNINGTON	IT DIRECTOR
SHARON DODSON	ASSISTANT IT DIRECTOR
ROLAND RODRIGUEZ	IT DEPARTMENT
ROSIE MUNOZ	IT DEPARTMENT
STEVE MCCROSKEY	COUNTY PLANNER
BRIAN STEPHENS	FACILITIES DIRECTOR
RAY ROMERO	PUBLIC WORKS DIRECTOR
RUBEN DE LA ROSA	SUPERVISOR NORTH ROAD
DEBRA HICKS	PETTIGREW & AWSSOCIATES
JADY KING	KING INDUSTRIES
CYNTHIA SHARIF	DWI COORDINATOR
LINDA P. MARTINEZ	INDIGENT CLAIMS ADMINISTRATOR
JENNIFER ARMENDARIZ	EMERGENCY MANAGER
TRAVIS OLBERT	TRAINING CAPTAIN FIRE SERVICES
BAMBI KERN	INTERIM DIRECTOR, REDA
DEJANAY BOOTH	CARLSBAD CURRENT ARGUS

**ABSENT:**

STELLA DAVIS	COMMISSIONER, DISTRICT 4
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## **TIMED AGENDA**

**8:30 A.M.:**

1. **PUBLIC COMMENTS/ANNOUNCEMENTS:** *(THREE MINUTE TIME LIMIT PER PERSON) (WE REQUEST ALL COMMENTS BE RESPECTFUL AND COURTEOUS IN NATURE)* Eddie Campos asked the Commissioners when they were going to address the need for zoning in the County. He felt the businesses coming in and around residential properties were causing the devaluation of those properties. He was concerned for long-time residents and wanted to know what property rights home owners had. Debra Hicks with Pettigrew and Associates reported that utilities were taking a couple of extra weeks on the Standpipe Project. She stated Phase II which was removing the bridge would begin tomorrow. Ronnie Barron, a resident from Artesia, stated he appreciated all of the Commissioners returning his call. He had some questions regarding the purchase of the rescue boat. Barron stated there was already a Search and Rescue Team and the State Police had a dive team. He recommended the Commission look and ask questions regarding, gear, schooling, costs, etc. Barron asked what jurisdiction the County would have on Brantley Lake. He stated if they kept the budget flat they would have more control since the revenue at this point was unknown.
2. **SERVICE AWARDS:** Commissioner Wood presented service awards to the following:
  - a. Lori Ridgway, Sheriff's Dept./PVDTF – 15 Years.
  - b. Michelle Ardoin, Fire Service – 15 Years.
  - c. Gay West, Administration – 15 Years.
  - d. Jason Florez, IT Dept. – 10 Years.
  - e. Angela Vickrey, Sheriff's Dept./PVDTF – 5 Years – absent.

*Short break for pictures.*

3. **PRESENTATION ON HEAVY COMMERCIAL IMPACT ON EDDY COUNTY ROADWAYS – RAY ROMERO:** Romero introduced Alvin Dominguez who was with Bohannan Huston. Dominguez stated he had been in the business for 35 years. They reviewed a power point regarding the immediate needs of some of the roads in Eddy County. Romero and Dominguez fielded questions from the commissioners. Henry would like to discuss the county roads with Romero. Crockett stated she would like to take a field trip to look at the roads and thanked them for their presentation. The power point was recorded as Timed Agenda Exhibit 3.
4. **BID AWARDS:**
  - a. **RFP 18-01; INMATE COMMISSARY FOR DETENTION FACILITY – KATIE GOMEZ:** Henry moved, seconded by Walterscheid to award RFP 18-01 to Trinity Keefe for one year with an automatic renewal

for an additional three years. Voting yes: Wood, Crockett, Walterscheid and Henry. Passed 4-0. RFP 18-01 was recorded as Timed Agenda Exhibit 4.a.

- b. **IFB 18-03; LAW ENFORCEMENT VEHICLES FOR SHERIFF'S DEPARTMENT – KATIE GOMEZ:** This item was pulled as the vehicles were no longer available. This would come back at a later date pending revisions on the type of vehicle requested.

### **TRAILING AGENDA:**

1. & 2. **RECESS EDDY COUNTY COMMISSION MEETING & CONVENE AS INDIGENT HOSPITAL CLAIMS BOARD:** At 9:21 a.m. Wood moved, seconded by Henry to recess the Eddy County Commission Meeting and convene as the Indigent Hospital Claims Board. Voting yes: Wood, Crockett, Walterscheid and Henry. Passed 4-0.
3. **Indigent Hospital Claims Board Consent Agenda:** Since all of the items listed on the agenda have been distributed to the Commissioners in advance for review and are of a routine and non-controversial nature, they will be enacted by a single motion. Any Commissioner or the County Manager may remove an item from this Indigent Hospital Claims Board Consent Agenda if separate discussion is desired. Any item so removed shall be placed on the Trailing Agenda immediately following this Indigent Hospital Claims Board Consent Agenda or later, at a specific time or place on the Trailing Agenda.

### **See Indigent Minutes**

4. & 5. **ADJOURN INDIGENT HOSPITAL CLAIMS BOARD & RECONVENE EDDY COUNTY COMMISSION MEETING:** At 9:24 a.m. Walterscheid moved, seconded by Wood to approve adjourning the Indigent Hospital Claims Board and reconvene as the Eddy County Commission. Voting yes: Wood, Crockett, Walterscheid and Henry. Passed 4-0.
6. **APPROVE/DISAPPROVE ONE (1) INDIGENT BURIAL – LINDA P. MARTINEZ:** Henry moved, seconded by Walterscheid to approve one indigent burial. Voting yes: Wood, Crockett, Walterscheid and Henry. Passed 4-0.
7. **APPROVE:**
  - a. **EXPENSE APPROVAL REPORT FOR MARCH 2018:** Walterscheid moved, seconded by Wood to approve the Expense Approval Report for March 2018. Voting yes: Wood, Crockett, Walterscheid and Henry. Passed 4-0. The March 2018 Expense Approval Report was recorded as Exhibit 7.a.

- 8. BUDGET VS ACTUAL – MARCH REVENUE AND EXPENSES – ROBERTA SMITH:** Wood moved, seconded by Walterscheid to approve the Budget vs. Actual – March Revenue and Expenses. Voting yes: Wood, Crockett, Walterscheid and Henry. Passed 4-0. The Budget vs. Actual – March Revenue and Expenses Report was recorded as Exhibit 8.
- 9. FY 2017-2018 3<sup>RD</sup> QUARTER LODGER'S TAX REPORT – ROBERTA SMITH:** Walterscheid moved, seconded by Henry to approve the FY 2017-2018 3<sup>rd</sup> Quarter Lodger's Tax Report. Voting yes: Wood, Crockett, Walterscheid and Henry. Passed 4-0. The FY 2017-2018 3<sup>rd</sup> Quarter Lodger's Tax Report was recorded as Exhibit 9.
- 10. TREASURER'S REPORT FOR MARCH 2018 – LAURIE PRUITT:** This is a FYI item. The March 2018 Treasurers report was recorded as Exhibit 10.
- 11. THANK YOU LETTER TO REGIONAL EMERGENCY DISPATCH AUTHORITY (REDA) – RICK J. RUDOMETKIN:** Walterscheid moved, seconded by Henry to approve the thank you letter sent to the Regional Emergency Dispatch Authority (REDA). Voting yes: Wood, Crockett, Walterscheid and Henry. Passed. 4-0.
- 12. POSITION TRANSFER – SHERIFF MARK CAGE:** Cage explained he would be moving one person from the PVDTF to street patrol to help fulfill the needs of the department and residents. Henry moved, seconded by Walterscheid to approve the position transfer. Voting yes: Wood, Crockett, Walterscheid and Henry. Passed. 4-0.
- 13. RESCUE BOAT CAPITAL PURCHASE REQUEST – KENNEY RAYROUX:** Chief Gaylon Fuller reported Rescue One Connector Boats had the low bid. State Parks were in full support and were providing free training. State Parks had no one certified to operate a rescue boat. The City of Carlsbad was also in full support of the purchase and training. The boat was designed to float on 2 inches of water. The vision of the Department was to be on the lake on peak days. Crockett asked if there was enough money in their fire excise fund. Fuller reported there was enough money to cover the purchase. Romero stated the boat would be handy in flood situations in the county as well. Crockett stated all her questions were answered, and stated the liability was worse on a privately-owned boat. Walterscheid moved, seconded by Wood to approve the rescue boat capital purchase request with money to come out of the HVFD Excise Fund. Voting yes: Wood, Crockett, Walterscheid and Henry. Passed. 4-0.
- 14. ANNUAL REPORT TO THE COMMISSION – GEMMA FERGUSON:** Ferguson reviewed the Annual Assessor's Report, a copy of which was recorded as Exhibit 14.
- 15. RESOLUTION AND AGREEMENT CONSENT AGENDA:** Since all of the items listed below have been distributed to the Commissioners in advance for review

and are of a routine and non-controversial nature, they will be enacted by a single motion. Any Commissioner or the County Manager may remove an item from this Resolution and Agreement Consent Agenda if separate discussion is desired. Any item so removed shall be placed on the Trailing Agenda immediately following the approval of this Resolution and Agreement Consent Agenda or later, at a specific time or place on the Trailing Agenda.

**a. RESOLUTIONS:**

- i. R-18-31; NEW MEXICO FINANCE AUTHORITY LOAN NO. PPRF-4715 AND RELATED DOCUMENTS INCLUDING A-18-46; INTERCEPT AGREEMENT AND A-18-47; LOAN AGREEMENT – ROBERTA SMITH.
- ii. R-18-32; FY 2017-2018 DFA 3<sup>RD</sup> QUARTERLY REPORT – ROBERTA SMITH.

**b. AGREEMENTS:**

- i. A-18-38; PROFESSIONAL SERVICE AGREEMENT FOR HEALTH CARE SERVICES FOR INMATES – LINDA P. MARTINEZ.
- ii. A-18-44; 2017 STATE HOMELAND SECURITY GRANT PROGRAM – JENNIFER ARMENDARIZ.
- iii. A-18-45; FY 2017-2018 AUDIT CONTRACT WITH CARR, RIGGS & INGRAM, LLC – ROBERTA SMITH.

Walterscheid moved, seconded by Henry to approve the Resolution and Agreement Consent Agenda. Voting yes: Wood, Crockett, Walterscheid and Henry. Passed 4-0. R-18-31 and R-18-32 were recorded as Exhibits 15.a.i-ii. respectively, and A-18-38, A-18-44, and A-18-45 were recorded as Exhibits 15.b.i-iii. respectively.

**16. PROJECT UPDATES:** None.

**17. TRAVEL REQUEST CONSENT AGENDA:** Since all of the items listed below have been distributed to the Commissioners in advance for review and are of a routine and non-controversial nature, they will be enacted by a single motion. Any Commissioner or the County Manager may remove an item from this Travel Request Consent Agenda if separate discussion is desired. Any item so removed shall be placed on the Trailing Agenda immediately following this Travel Request Consent Agenda or later, at a specific time or place on the Trailing Agenda.

**PRIOR:**

- a. CASEY GOFF PICKED UP TRUCKS FOR SNMCAC ON FEBRUARY 28, 2018 IN ALBUQUERQUE, NM.

- b. JAMES B. MORE ATTENDED RECRUITING AT THE WESTERN POLICE ACADEMY FROM MARCH 28 THRU MARCH 29, 2018 IN SILVER CITY, NM.
- c. TRAVIS OLBERT ATTENDED EMERGENCY VEHICLE DRIVER TRAINING INSTRUCTOR LEVEL FROM APRIL 6 THRU APRIL 8, 2018 IN SOCORRO, NM.
- d. JACQUELINE LUCAS ATTENDED MICROSOFT EXCEL TRAINING ON APRIL 9, 2018 IN HOBBS, NM.

**FUTURE:**

- e. JAKOTA MATHEWS TO ATTEND FDIC CONFERENCE FROM APRIL 21 THRU APRIL 29, 2018 IN INDIANAPOLIS, IN.
- f. ROBERT WALLACE, VICKY TEAGUE AND MICHAEL MELLO TO ATTEND EMS REGION II CONFERENCE FROM APRIL 22 THRU APRIL 29, 2018 IN RUIDOSO, NM.
- g. CECILIA SALCIDO TO ATTEND DWI GRANT COUNCIL MEETING AND DFA IMPLEMENTATION WORKSHOP FROM APRIL 23 THRU APRIL 25, 2018 IN SANTA FE, NM.
- h. LISA CLOUTHIER TO ATTEND EMS REGION III CONFERENCE FROM APRIL 23 THRU APRIL 29, 2018 IN RUIDOSO, NM.
- i. RICK BURKS TO ATTEND FDIC CONFERENCE FROM APRIL 24 THRU APRIL 28, 2018 IN INDIANAPOLIS, IN.
- j. KELLY HEARD TO ATTEND EMS REGION III CONFERENCE FROM APRIL 24 THRU APRIL 29, 2018 IN RUIDOSO, NM.
- k. DANIEL TASCHNER TO ATTEND ARSON CASE MANAGEMENT CLASS FROM APRIL 30 THRU MAY 3, 2018 IN LOS LUNAS, NM.
- l. KEN KEMP TO ATTEND IVANTI INTERCHANGE CONFERENCE FROM MAY 14 THRU MAY 18, 2018 IN DALLAS, TX.
- m. ALL APPROVED PERSONNEL TO ATTEND NM EDGE CLASSES FROM JUNE 17 THRU JUNE 19, 2018 IN SOCORRO, NM.
- n. ALL APPROVED PERSONNEL TO ATTEND THE 2018 NMAC ANNUAL CONFERENCE FROM JUNE 19 THRU JUNE 22, 2018 IN SOCORRO, NM.
- o. ROXANN BRANNON AND ANNA VASQUEZ TO ATTEND NM ROCKY MOUNTAIN PUBLIC EMPLOYER LABOR RELATIONS CONFERENCE FROM JULY 15 THRU JULY 18, 2018 IN SANTA ANA, NM:

Henry moved, seconded by Wood to approve the Travel Consent Agenda.  
 Voting yes: Wood, Crockett, Walterscheid and Henry. Passed 4-0.

**18. LEGISLATIVE UPDATE:** None.

**19. EMERGENCY BUSINESS:** None.

**20. ELECTED OFFICIALS/DEPT HEADS COMMENTS/ANNOUNCEMENTS/UPDATES:** Stephens reported the trees at the Courthouse and Fire Services had been chopped down. Next in line was to have site work done for water containment at the Fire Services Complex. He also reported they had a generator which could run the entire building should they lose power.

**21. COUNTY MANAGER'S AND ASSISTANT COUNTY MANAGER'S COMMENTS/ANNOUNCEMENTS/UPDATES:** Rayroux stated because of lack of moisture, the County was in high fire danger.

**22. COUNTY COMMISSIONERS' COMMENTS/ANNOUNCEMENTS/UPDATES:** Henry stated he attended the Airforce Air Space meeting which was very informative. He also stated Artesia's Choir won state and their FFA teams won in several categories. Walterscheid also attended the Airport Air Space meeting. He stated there would be an Air Expo at Holloman Airforce Base.

**23. EXECUTIVE SESSION:** None.

**24. FY 2018-2019 PRELIMINARY BUDGET REVIEW AND DISCUSSION WORKSHOP #4 – ROBERTA SMITH:** Smith presented the budget adjustments as requested from the last meeting; however, she stated what the Commissioners received in their packet did not have the updates. She apologized for not sending them the updated paperwork. Henry stated he still wasn't happy with the budget but understood that it was the best it was going to be. Walterscheid stated he felt staff had given them the best budget when asked to bring a balanced budget to the Commission. Wood asked how much money would be in reserves. Smith replied it would be less than \$7M at the end of the fiscal year. Wood stated he was not happy with the partial payment to repair Derrick Road that would be received from the State. Rayroux stated the Department of Transportation could not promise a dollar amount but could help with expediting the permitting process. Crockett stated Derrick Road had to be repaired and we should receive some money back with grants. She stated the county was growing and the commission was going to have to unfreeze some of the positions. We will have to deal with some new positions. Smith stated that Mack was no longer asking for the grant funded position. Henry asked if we received money from the state, where would the extra money allotted to roads go. Rayroux stated it would go back into the public works road fund.

**25. ADJOURN:** At 10:50 a.m. Walterscheid moved, seconded by Wood to adjourn the meeting. Voting yes: Wood, Crockett, Walterscheid and Henry. Passed 4-0.

**EDDY COUNTY BOARD OF COMMISSIONERS**

**CHAIR:** \_\_\_\_\_

**ATTEST:** \_\_\_\_\_

**DATE:** \_\_\_\_\_