



QUAY COUNTY GOVERNMENT
300 South Third Street
P.O. Box 1246
Tucumcari, NM 88401
Phone: (575) 461-2112
Fax: (575) 461-6208

AGENDA
REGULAR SESSION
QUAY COUNTY BOARD OF COMMISSIONERS
DECEMBER 10, 2018

9:00 A.M. Call Meeting to Order

Pledge of Allegiance

Approval of Minutes-Regular Session November 26, 2018

Approval/Amendment of Agenda

Public Comment

Ongoing Business

New Business

I. Larry Moore, Quay County Road Superintendent

- Road Update

II. Richard Primrose, Quay County Manager

- Request Approval of FY2018-2019 Resolution No. 14 - Commission Meeting Dates and Requirements in Compliance with the NM Open Meetings Act
- Request Approval of 2019 Quay County Holiday Schedule
- Correspondence

III. Request Approval of Accounts Payable

IV. Other Quay County Business That May Arise During the Commission Meeting and/or Comments from the Commissioners

V. Request for Closed Executive Session

- Pursuant to Section 10-15-1(H) 7. The New Mexico Open Meetings Act Pertaining to Threatened or Pending Litigation

VI. Franklin McCasland, Quay County Commission Chairman

- Proposed action, if any, from Executive Session

Adjourn

Lunch-Time and Location to be Announced



REGULAR SESSION-BOARD OF QUAY COUNTY COMMISSIONERS

December 10, 2018

9:00 A.M.

BE IT REMEMBERED THE HONORABLE BOARD OF QUAY COUNTY COMMISSIONERS met in regular session the 10th day of December, 2018 at 9:00 a.m. in the Quay County Commission Chambers, Tucumcari, New Mexico, for the purpose of taking care of any business that may come before them.

PRESENT & PRESIDING:

Franklin McCasland, Chairman
Mike Cherry, Member
Sue Dowell, Member
Ellen L. White, County Clerk
Richard Primrose, County Manager

OTHERS PRESENT:

Vic Baum, Quay County Assessor
Daniel Zamora, Quay County Emergency Management
Gail Houser, Tucumcari MainStreet Director
Ron Warnick, Quay County Sun

Chairman McCasland called the meeting to order. Vic Baum led the Pledge of Allegiance.

A MOTION was made by Sue Dowell, SECONDED by Mike Cherry to approve the minutes from the November 26, 2018 regular session as presented. MOTION carried with Cherry voting "aye", Dowell voting "aye" and McCasland voting "aye".

A MOTION was made by Mike Cherry, SECONDED by Sue Dowell to approve the agenda as presented. MOTION carried with Cherry voting "aye", Dowell voting "aye" and McCasland voting "aye".

PUBLIC COMMENTS: NONE

ONGOING BUSINESS: NONE

NEW BUSINESS:

County Manager, Richard Primrose, gave the following Road Update on behalf of Larry Moore, Road Superintendent:

1. Blade report was distributed and attached to these minutes.
2. Paperwork for Quay Road AI has been closed out and the project is complete.
3. Approval for donation of millings paperwork has still yet to be received.

Richard Primrose, Quay County Manager requested approval of the following items:

1. Presented the FY2018-2019 Resolution No. 14; Commission Meeting Dates and Requirements in Compliance with the NM Open Meetings Act. A MOTION was made by Mike Cherry, SECONDED by Sue Dowell to approve Resolution No. 14. MOTION carried with Dowell voting "aye", Cherry voting "aye" and McCasland voting "aye". A copy is attached to these minutes.
2. Requested approval of the 2019 Holiday Schedule. A MOTION was made by Mike Cherry, SECONDED by Sue Dowell to approve the Schedule as presented. MOTION carried with Dowell voting "aye", Cherry voting "aye" and McCasland voting "aye". A copy is attached to these minutes.

Primrose presented the following updates and correspondence:

1. December 14 is the annual Quay County Employee Appreciation Dinner.
2. The County will be closed December 24-25 for Christmas and January 1 for New Year's Day.
3. The next regular scheduled meeting for the Board of Commissioners is set for January 7, 2019.
4. A retirement celebration is set for Friday, December 21 at 2:00 p.m. in honor of Vic Baum. The celebration will be held in the Commission Room. Santa Claus will also be at the Courthouse on this Friday at 3:00 p.m.
5. Newly Elected Officials will be sworn into office by Judge Mitchell on January 2 at 9:00 a.m. in the Commission Room.
6. The Legislative Forum was well attended with the main topic of conversation being Capital Outlay funding.

ACCOUNTS PAYABLE:

A MOTION was made by Sue Dowell SECONDED by Mike Cherry to approve the expenditures included in the Accounts Payable Report ending December 5, 2018. MOTION carried with Dowell voting "aye", Cherry voting "aye" and McCasland voting "aye".

Other Quay County Business That May Arise During the Commission Meeting and/or comments from the Commissioners:

Commissioner Dowell offered apologies stating prior obligations will prevent her from attending the holiday festivities for the County and the Retirement Party for Vic Baum.

Commissioner Cherry wished everyone a Merry Christmas.

A MOTION was made by Mike Cherry, SECONDED by Sue Dowell to go into Executive Session pursuant to the Open Meetings Act pursuant to Section 10-15-1(H)7 to discuss Threatened or Pending Litigation. MOTION carried with Cherry voting "aye", McCasland voting "aye" and Dowell voting "aye".

Time noted 9:15 a.m.

-----EXECUTIVE SESSION-----

Return to regular session. Time noted 9:35 a.m.

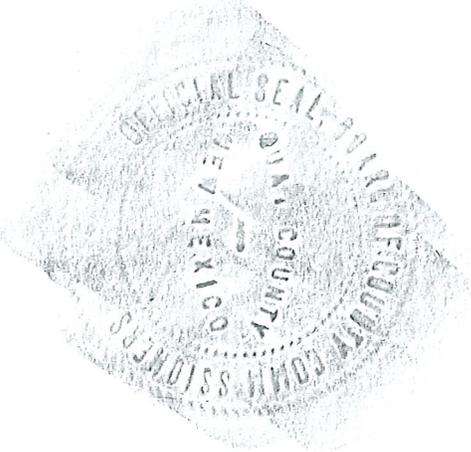
A MOTION was made by Mike Cherry, SECONDED by Sue Dowell stating only Threatened or Pending Litigation was discussed during Executive Session. MOTION carried with Cherry voting "aye", McCasland voting "aye" and Dowell voting "aye".

NO ACTION WAS TAKEN FOLLOWING EXECUTIVE SESSION.

There being no further business, a MOTION was made by Sue Dowell SECONDED by Mike Cherry to adjourn. MOTION carried with Cherry voting "aye" and Dowell voting "aye". Time noted 9:40 a.m.

Respectfully submitted by Ellen White, County Clerk.

BOARD OF QUAY COUNTY COMMISSIONERS



Franklin McCasland
Franklin McCasland

Sue Dowell
Sue Dowell

Mike Cherry
Mike Cherry

ATTEST:

Ellen L. White
Ellen L. White, County Clerk

DATE/18	NAME	ROAD BLADED	BLOCKS	MILES	ADDITIONAL WORK TO ROAD/COMMENTS
11/01/18	ARMANDO	QUAY ROAD AD	3900-4200	3.00	
	ARMANDO	QUAY ROAD 40	2700-3000	3.00	
11/05/18	DONALD	QUAY ROAD 45	4200-4545	3.45	BLADED ROADS AND FILLED POTHOLES
	DONALD	QUAY ROAD 43	4200-4300	1.00	BLADED ROADS AND FILLED POTHOLES
	ARMANDO	QUAY ROAD AL.4	6400-6450	0.50	
	ARMANDO	QUAY ROAD 64	3600-3700	1.00	
	ARMANDO	QUAY ROAD 63.8	3600-3700	1.00	
	ARMANDO	QUAY ROAD 63.5	3600-3650	0.50	
	ARMANDO	QUAY ROAD AK	6300-6400	1.00	
	ARMANDO	QUAY ROAD AJ	6300-6400	1.00	
	TONY	QUAY ROAD R	8150-8500	3.50	
11/06/18	ARMANDO	QUAY ROAD 60	3000-3100	1.00	
	ARMANDO	QUAY ROAD 61	3000-3100	1.00	
	ARMANDO	QUAY ROAD AG	6140-6550	3.90	
	DONALD	QUAY ROAD 45	3800-3900	1.00	PULLED DITCHES, BLADE, FILL RUTS/POTHOLES
	DONALD	QUAY ROAD AM	4250-4500	3.08	
	DONALD	QUAY ROAD AO	4600-4700	1.00	
	DONALD	QUAY ROAD 47	4000-4300	3.00	
	DONALD	QUAY ROAD 46	4200-4300	1.00	
	TONY	QUAY ROAD R	8600-8800	2.00	
	TONY	QUAY ROAD Q	8900-9000	1.00	
	TONY	QUAY ROAD 90	1500-1800	3.00	
	LOUIS	QUAY ROAD 50	1700-1800	2.00	
11/07/18	ARMANDO	QUAY ROAD AG	6200-6300	1.00	
	ARMANDO	QUAY ROAD 62	3100-3600	5.00	
	TONY	QUAY ROAD 90	1300-1500	2.00	
	TONY	QUAY ROAD 93	1100-1200	1.00	
	TONY	QUAY ROAD L	9400-9500	1.00	
11/08/18	ARMANDO	QUAY ROAD BC	2700-2850	1.50	
	ARMANDO	QUAY ROAD 29	5000-5100	1.00	
	ARMANDO	QUAY ROAD AZ	2900-3000	1.00	
11/15/2018	LOUIS	RT. 66	1100-1475	3.75	
	LOUIS	QUAY ROAD M	6000-6225	2.25	
11/19/18	DONALD	QUAY ROAD AY	3000-3200	2.00	
	DONALD	QUAY ROAD 31	5000-5100	1.00	
	DONALD	QUAY ROAD 32	5000-5100	1.00	
	DONALD	QUAY ROAD AZ	3000-3200	2.00	
	ARMANDO	QUAY ROAD AQ	6700-6723	0.23	
	ARMANDO	QUAY ROAD AP.5	6600-6700	1.00	
	ARMANDO	QUAY ROAD 66.5	4000-4150	1.64	
	ARMANDO	QUAY ROAD 64.2	4100-4175	0.75	
	ARMANDO	QUAY ROAD 65	4100-4175	0.73	
	ARMANDO	QUAY ROAD 64.5	4040-4100	0.64	
	TONY	QUAY ROAD AJ	6150-6400	2.50	
	TONY	QUAY ROAD 62	3300-3500	2.00	
	TONY	QUAY ROAD AG	6300-6400	1.00	
	TONY	QUAY ROAD 64	3150-3200	0.50	
	LOUIS	QUAY ROAD O	5900-6200	3.00	

	LOUIS	QUAY ROAD 62	1400-1500	1.00	
11/20/18	DONALD	QUAY ROAD AY	3000-3200	2.00	
	DONALD	QUAY ROAD AY	3200-3300	1.00	
	DONALD	QUAY ROAD 33	5000-5200	2.00	
	DONALD	QUAY ROAD AZ	3200-3300	1.00	
	ARMANDO	W. SIERRA AVE	0400-1100	0.50	
	ARMANDO	TERRELL DRIVE	6275-6298	0.21	
	ARMANDO	QUAY ROAD AT.2	6250-6300	0.56	
	ARMANDO	QUAY ROAD AT	6300-6375	0.65	
	ARMANDO	QUAY ROAD AR	6200-6300	1.00	
	ARMANDO	QUAY ROAD 65	4225-4440	2.33	
	ARMANDO	QUAY ROAD 64.4	4300-4336	0.36	
	ARMANDO	QUAY ROAD 64.5	4225-4300	0.70	
	TONY	QUAY ROAD 93	1200-1800	6.00	
11/26/18	DONALD	QUAY ROAD 27	4800-5000	2.00	
	DONALD	QUAY ROAD 29	4900-5000	1.00	
	DONALD	QUAY ROAD AX	2900-3000	1.00	
	ARMANDO	QUAY ROAD AK	5800-6000	2.00	
	ARMANDO	QUAY ROAD 60	3300-3550	2.50	
	ARMANDO	QUAY ROAD 58	3300-3700	3.64	
	LOUIS	QUAY ROAD 64	1500-1700	2.00	
11/27/18	ARMANDO	QUAY ROAD 64	2900-3200	3.00	
	ARMANDO	QUAY ROAD AJ	6300-6400	1.00	
	ARMANDO	QUAY ROAD AG	6140-6400	2.60	
	DONALD	QUAY ROAD AU	3000-3100	3.00	PULL DITCHES, BLADE ROAD
	DONALD	QUAY ROAD AV	3000-3100	1.00	PULL DITCHES, BLADE ROAD
	DONALD	QUAY ROAD 31	4500-4700	2.00	PULL DITCHES, BLADE ROAD
	LOUIS	QUAY ROAD Q	6400-6500	1.00	
	LOUIS	QUAY ROAD 65	1500-1600	1.00	
11/28/18	ARMANDO	QUAY ROAD 34	2900-3500	6.00	
	ARMANDO	QUAY ROAD AM	3600-3800	2.00	
	LOUIS	QUAY ROAD O	6400-6600	2.00	
11/29/2018	ARMANDO	QUAY ROAD AD	3700-4100	4.00	
	LOUIS	QUAY ROAD 62	1300-1400	1.00	
	LOUIS	QUAY ROAD M	6050-6100	0.50	
			TOTAL	144.97	

**COUNTY OF QUAY
FISCAL YEAR 2018-2019
Resolution #14**

*A Resolution for Determination of Reasonable
Notice of Meeting of County Boards
And Date and Time of Regular Meetings*

WHEREAS, Sections 10-15-1 to 10-15-4 of the Open Meetings Act, NMSA 1978 require that all meetings of quorum of members of any county board held for the purpose of formulating public policy, discussing public business, or taking action within the authority of the board are to be open to the public; and

WHEREAS, the Open Meetings Act further requires reasonable notice to the public for said meetings; and

WHEREAS, said Act also provides that the board shall determine at least annually what notice shall be reasonable for the public meetings; and

WHEREAS, the Board of Commissioners for Quay County, New Mexico wishes to fully comply with the provisions of the Open Meetings Act.

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of Quay County that the following is hereby determined to be reasonable notice for any meeting of the Board for the calendar year 2019 and that notice of the determination and the Regular Meeting dates shall be published once a week for two consecutive weeks in the legal section of a newspaper of general circulation with the County of Quay.

Section 1 – NOTICE REQUIREMENTS

- A. Notice requirements for REGULAR MEETINGS are met:
1. When the above referenced legal notice has been published and a notice of date, time, place and agenda has been posted in a conspicuous place at the Quay County Courthouse, and is available to the public and media at least seventy-two (72) hours prior to the meeting; or
 2. By public announcement of the time and place of such meeting made at the previous regular meeting.
- B. SPECIAL MEETINGS – the chairperson or a majority of the members of the County Commission may call for a Special Meeting to be held on dates other than the Regular Meeting dates. Notice requirements for Special Meetings are met:
1. By posting a notice and agenda for the Special Meeting on the main bulletin board of the Quay County Courthouse at least twenty-four (24) hours prior to the commencement of the Special Meeting; or
 2. By announcement of the Special Meeting during a Regular or Special Meeting held at least twenty-four (24) hours before the commencement of such Special Meeting; and
 3. By providing a written notice of the agenda for the Special Meeting to all local media representatives that have filed a request for notice of public meetings.

- C. EMERGENCY MEETINGS – may be scheduled by the chairperson or a majority of the Commission members to deal with unforeseen circumstances, which demand immediate action to protect the health, safety, or property of citizens or the public from substantial financial loss. Notice requirements for an Emergency Meeting are met:
1. Upon the issuance and posting of an agenda in a conspicuous place in the Courthouse three (3) hours prior to the Emergency Meeting unless threat of personal injury or property damage compel less notice. The County Manager will provide telephone/facsimile notice to the news media of emergency meetings as timely as possible given the nature of the emergency.

Section 2 – REGULAR MEETING DATES AND TIME

Unless otherwise specified, regular meetings shall be held at 9:00 a.m. on the second and fourth Monday of each month in the County Commission Chambers of the Quay County Courthouse. The agenda will be available at least seventy-two (72) hours prior to any regular meetings in the offices of the County Manager and County Clerk located in the County Courthouse, 300 South Third Street in Tucumcari, New Mexico.

IT IS ALSO RESOLVED, that substantial conformance with any one of the foregoing methods of giving notice shall constitute compliance with this resolution, and that nothing herein shall prevent the use of additional means or methods of giving notice or Regular, Special, or Emergency Meetings and other such notice for any public meeting for which notice has been given and which is recessed. However, in recessing the meeting, the presiding officer shall announce the time and place the meeting shall resume.

PASSED, APPROVED AND ADOPTED, this 10th day of December, 2018.

QUAY COUNTY BOARD OF COMMISSIONERS

The official seal of Quay County, New Mexico, is circular and features the text "OFFICIAL SEAL, BOARD OF COMMISSIONERS, QUAY COUNTY, NEW MEXICO" around the perimeter. The center contains a smaller emblem.
Franklin McCasland
Franklin McCasland, Chairman

Sue Dowell
Sue Dowell, Member

Mike Cherry
Mike Cherry, Member

ATTEST:

Ellen White
Ellen White, County Clerk



QUAY COUNTY GOVERNMENT

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NOTICE OF PUBLIC MEETINGS

The Board of County Commissioners of Quay County at its December 10th scheduled meeting adopted 2018-2019 Resolution No. 14 to establish the following policy regarding public meetings.

1. By FY2018-2019 Resolution No. 14 to adopt the New Mexico Open Public Meeting Policy requirements.

Regular monthly meetings will be conducted on the Second and Fourth Monday of each month beginning at 9:00 a.m. unless noted below with an asterisk (*), in the Commission Chambers, First Floor, Quay County Courthouse, 300 South Third Street, Tucumcari, New Mexico.

2019 Commission Meeting Dates

Month	Date – Day	Month	Date - Day
*January 7	Monday	July 8	Monday
January 28	Monday	July 22	Monday
February 11	Monday	August 12	Monday
February 25	Monday	August 26	Monday
March 11	Monday	September 9	Monday
March 25	Monday	September 23	Monday
April 8	Monday	October 14	Monday
April 22	Monday	October 28	Monday
May 13	Monday	*November 8	Friday
*May 28	Tuesday	November 25	Monday
June 10	Monday	December 9	Monday
*June 28	Friday		

*January 7th meeting is scheduled to not interfere with the NMC's Legislative Conference.

* May 28th meeting is on Tuesday following the Memorial Day Holiday.

* June 28th meeting is scheduled to not interfere with the NM Association of Counties' Annual Conference.

* November 8th meeting is on Friday preceding Veteran's Day Holiday and will include Canvassing Votes.

The **Quay County Indigent Hospital Claims Board** will be held in conjunction with the Commission scheduled on the Second Regular Meeting of each month.

2. Established by 2018-2019 Resolution No. 14 that the following is determined to be reasonable notice for any public meeting for the Board of County Commissioners or of any policymaking agency or authority of the Board for the calendar year 2019.

- For **REGULAR MEETINGS AND WORK SESSIONS**-issuance and posting of an agenda three calendar days (72 hours) before the meeting. The agenda will be made available to the public and news media, and posted on the main Courthouse Bulletin Board.
- For **SPECIAL MEETINGS**-issuance and posting of an agenda one calendar day (24 hours) before the meeting. The agenda will be made available to the public and news media, and posted on the main Courthouse Bulletin Board.
- For **EMERGENCY MEETINGS**-issuance and posting an agenda three (3) hours before the meeting. The agenda will be posted on the main Courthouse Bulletin Board and as many of the news media notified as possible given the nature of the emergency.

The agenda for each Commission Meeting will be available in the County Manager's Office and in the County Clerk's Office in conformance with this schedule.


 Richard D. Primrose, Quay County Manager



QUAY COUNTY GOVERNMENT
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2019 HOLIDAY SCHEDULE

DATE OF HOLIDAY	HOLIDAY	DATE OBSERVED
01/01/2019	New Year's Day	Tuesday, January 1, 2019
01/21/2019	Martin Luther King Day	To be Taken at Christmas
02/18/2019	President's Day	Monday, February 18, 2019
04/19/2019	Good Friday	½ Day Friday, April 19, 2019
05/27/2019	Memorial Day	Monday, May 27, 2019
07/04/2019	Independence Day	Thursday, July 4, 2019
09/02/2019	Labor Day	Monday, September 2, 2019
10/14/2019	Columbus Day	To be Taken at Thanksgiving
11/11/2019	Veterans Day	Monday, November 11, 2019
11/28/2019	Thanksgiving Day	Thursday, November 28, 2019 Friday, November 29, 2019
12/25/2019	Christmas Day	Tuesday, December 24, 2019 Wednesday, December 25, 2019
	Personal Holiday	TBD