

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
MAY 13, 2019

9:00 A.M. Call Meeting to Order

Pledge of Allegiance
Approval of Minutes-Regular Session April 22, 2019
Approval/Amendment of Agenda

Public Hearing

Franklin McCasland, Quay County Commission Chairman

- Proposed Air Park at Ute Lake Subdivision

Public Hearing Adjourned

Public Comment

Ongoing Business

New Business

- I. **Russell Shafer, Quay County Sheriff**
 - Request Approval of FY 2019-2020 CDWI Funds Application
 - Presentation of the Sheriff's Report
- II. **Cheryl Simpson, Quay County Finance Director**
 - Request Approval of FY 2018-2019 Resolution No. 30 Budget Increase for DWI
- III. **Larry Moore, Quay County Road Superintendent**
 - Request Approval of FY 2018-2019 Resolution No. 32 – Local Government Transportation Project Fund
 - Request Approval of Bid 19-01 Award for Road Construction Materials
 - Road Update
- IV. **C. Renee Hayoz, Presbyterian Medical Services, Administrator**
 - Presentation of Monthly RPHCA Reports



DOC #CM-00465
05/20/2019 02:30 PM Doc Type: COCOM Pages: 27
Fee: (No FieldTag Finance TotalFees found)
Quay County, NM Ellen White - County Clerk, County Cle



- V. **Richard Primrose, Quay County Manager**
- Request Approval of FY 2018-2019 Resolution No. 31 – NMFA Planning Grant
 - Correspondence
- VI. **Request Approval of Accounts Payable**
- VII. **Other Quay County Business That May Arise During the Commission Meeting and/or Comments from the Commissioners**
- VIII. **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
 - Pursuant to Section 10-15-1(H) 2. The New Mexico Open Meetings Act to Discuss Limited Personnel Matters
- IX. **Franklin McCasland, Quay County Commission Chairman**
- Proposed action, if any, from Executive Session

Adjourn

Lunch-Time and Location to be Announced

1:00 P.M. Work Session

FY 2019-2020 Budget

REGULAR SESSION-BOARD OF QUAY COUNTY COMMISSIONERS

May 13, 2019

9:00 A.M.

BE IT REMEMBERED THE HONORABLE BOARD OF QUAY COUNTY COMMISSIONERS met in regular session the 13th day of May, 2019 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:

Larry Moore, Quay County Road Superintendent
Renee Hayoz, Presbyterian Medical Services Administrator
Layne Strebeck, Sid Strebeck, Chad Lydick, Representing Air Park at Ute Lake Subdivision
Rusty Shafer, Quay County Sheriff
Janie Hoffman, Quay County Assessor
Carmen Runyan, Tucumcari Chamber of Commerce
Scott Bidegain, Resident
Cheryl Simpson, Quay County Manager's Office
Ron Warnick, Quay County Sun

Chairman McCasland called the meeting to order. Layne Strebeck led the Pledge of Allegiance.

A MOTION was made by Mike Cherry, SECONDED by Sue Dowell to approve the minutes from the April 22, 2019 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".

Chairman McCasland called the Public Hearing to order for the purpose of public comments regarding the proposed Air Park at Ute Lake Subdivision. Time noted 9:05 a.m.

---PUBLIC HEARING---
See attached documentation

Return to regular session. Time noted 9:25 a.m.

Public Comments:

Scott Bidegain, Quay County resident requested attention to pot holes along Quay Road 63 west of the intersection of Quay Road 63 and Quay Road AR.

Carmen Runyan, Tucumcari Chamber of Commerce Director thanked the Commission for their continued support of the Chamber and asked them to consider the increased budget request from \$8,000.00 to \$10,000.00. Runyan explained the additional \$2,000.00 would be used to help purchase an electronic sign for outside the chamber.

NEW BUSINESS:

Quay County Sheriff, Rusty Shafer, presented the monthly Activity Report for April. A copy is attached. In addition, Shafer requested approval to submit the 2019-2020 CDWI Grant Funds Application in the amount of \$1,911.00 to be used to purchase Intoxiyzer Breath Alcohol Screeners. A MOTION was made by Mike Cherry, SECONDED by Sue Dowell to approve the Application. MOTION carried with Cherry voting "aye", Dowell voting "aye" and McCasland voting "aye". A copy is attached to these minutes.

Cheryl Simpson, Quay County Finance Director, requested approval of the following item:

1. Resolution No. 30; Budgetary Increase to DWI Distribution Fund in the amount of \$5,336.44. A MOTION was made by Mike Cherry, SECONDED by Sue Dowell to approve the Resolution. MOTION carried with Cherry voting "aye", Dowell voting "aye" and McCasland voting "aye". A copy is attached.

Larry Moore, Quay County Road Superintendent, presented the following requests and updates:

1. Resolution No. 32; Intent to submit an application to the New Mexico Department of Transportation Local Government Transportation Project Fund. Moore explained the amount of the request will be \$6,487,295.00. If funded, the projects will be the Route 66 Historic Bridges #1042 and #1625. A MOTION was made by Mike Cherry, SECONDED by Sue Dowell to approve Resolution No. 32. MOTION carried with Dowell voting "aye", Cherry voting "aye" and McCasland voting "aye". A copy of this Resolution is attached to these minutes.
2. Requested approval of Bid 19-01 for Road Construction Materials. A single Bid was received from Desert West Enterprises. A MOTION was made by Mike Cherry, SECONDED by Sue Dowell to approve the Bid for Materials. MOTION carried with Cherry voting "aye", Dowell voting "aye" and McCasland voting "aye". A copy is attached.
3. Blade Reports were distributed.
4. John Herrera, LGRF Coordinator for the State will be in Quay County this week for the annual mileage spot check verification of various roads.
5. Crews have been cleaning and installing cattle guards. Attention is also being given by the crews to illegal dumping along roadways.

6. Quay Road AD will need attention soon as trucks are now using it to cross from I-40 to Hwy. 54 and the roadway is breaking down.

Chairman McCasland noted he received a call from Mary Fortner thanking Moore and his crew for the excellent repair work on Quay Road AG.

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

1. Resolution No. 31; Authorizing Submission of an Application for Financial Assistance and Project Approval to the NM Finance Authority. The amount of the request is \$50,000.00 for a planning grant to conduct a feasibility study regarding the development of county road between Ute Lake Ranch and the Village of Logan. A MOTION was made by Mike Cherry, SECONDED by Sue Dowell to approve the Resolution. MOTION carried with Dowell voting "aye", Cherry voting "aye" and McCasland voting "aye". A copy is attached to these minutes.

Primrose presented the following correspondence:

1. The Courthouse will be closed on Monday, May 27th in observation of Memorial Day. The second monthly meeting of the Commission has been rescheduled for Monday, May 20, 2019 at 10:00 a.m.

Renee Hayoz, Presbyterian Medical Services Administrator joined the meeting. Time noted 10:05 a.m.

Renee Hayoz, Presbyterian Medical Services Administrator, presented the monthly RPHCA Report for April. A copy of this Report is attached to the minutes. Hayoz stated the Clinic has installed new security cameras inside and outside of the building.

ACCOUNTS PAYABLE:

A MOTION was made by Sue Dowell SECONDED by Mike Cherry to approve the expenditures included in the Accounts Payable Report ending May 9, 2019. 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: NONE

A MOTION was made by Sue Dowell, SECONDED by Mike Cherry 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 and Section 10-15-1(H)2 to discuss Limited Personnel Matters. MOTION carried with Cherry voting "aye", McCasland voting "aye" and Dowell voting "aye".

Time noted 10:15 a.m.

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

Return to regular session. Time noted 11:20 a.m.

A MOTION was made by Mike Cherry, SECONDED by Sue Dowell stating only the matters mentioned before and included on the Agenda were discussed during Executive Session. MOTION carried with Cherry voting "aye", McCasland voting "aye" and Dowell voting "aye".

There being no further business, a MOTION was made by Sue Dowell SECONDED by Mike Cherry to adjourn. MOTION carried with McCasland voting "aye", Cherry voting "aye" and Dowell voting "aye". Time noted 11:25 a.m.

Commissioners adjourned and will attend a Work Session at 1:00 p.m. in the Commission Chambers for a Budget Workshop.

Respectfully submitted by Ellen White, County Clerk.

BOARD OF QUAY COUNTY COMMISSIONERS



Franklin McCasland



Sue Dowell

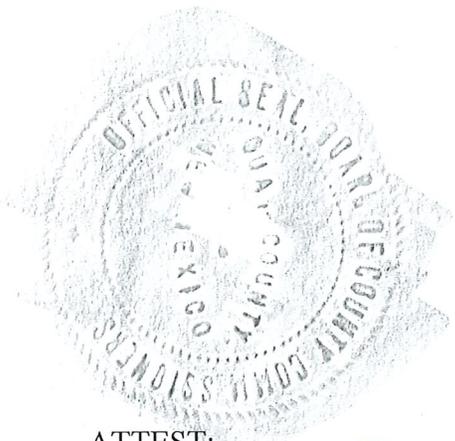


Mike Cherry

ATTEST:



Ellen L. White, County Clerk



Public Hearing for the purpose of public comments regarding the proposed
Air Park at Ute Lake Subdivision.

The following individuals were sworn in under oath by Ellen White, Quay County Clerk:

Sid Strebeck, Developer
Layne Strebeck, Developer
Chad Lydick, Engineer/Surveyor

Sid Strebeck and Layne Strebeck gave a brief description of the project and stood for questions. There were no questions.

Chad Lydick, Engineer reported all requirements of the Quay County Subdivision have been followed and is excited to support the project.

Commissioner Dowell spoke in favor of the project and asked the County Manager and fellow Commissioners to make sure all aspects of approving this Subdivision have been met and are in accordance with Quay County Subdivision Ordinance No. 35.

Commissioner's Cherry and McCasland, echoed with their support of the Subdivision.

There were no additional comments.

(Application packet must include Application, Scope of Work and Memo of Agreement).

APPLICATION FOR CDWI FUNDS

Program Year applying for: July 1 / 2019 to June 30 / 2020

Project Number: _____ <small>(to be provided by TSD)</small>

Applicant Agency:	Quay County Sheriff's Office
Address:	PO Box 943
City, State, Zip:	Tucumcari, NM, 88401
Phone Number:	575-461-2720
Fax Number:	575-461-2369
email address:	quay.sheriff@quaycounty-nm.gov
Project Director and Title:	Russell Shafer, Sheriff

Government Unit:	Quay County
Address:	PO Box 1246
	Tucumcari, NM, 88401
Phone Number:	575-461-2112
Fax Number:	575-461-2369
Authorizing Official and Title:	Franklin McCasland Quay County Commissioner

Check to be sent to (address):	PO Box 1246
	Tucumcari, NM 88401

Program Manager:	Cora Anaya
Phone:	827-0456
email:	CoraL_Anaya@state.nm.us

BUDGET:

Self-calculating chart, simply enter data

Budget Category	Program Category				Category Total
	Enforcement	Prevention	Off. Programs	PI & E	
Personal Services					\$0.00
Contractual Services					\$0.00
Commodities Budget	1,911.00				\$1,911.00
Other					\$0.00
NM State Police (NMSP)	Amount not included in Total \$ Requested				
Special Investigations Division (SID)	Amount not included in Total \$ Requested				
Total \$ Received	\$1,911.00	\$0.00	\$0.00	\$0.00	\$1,911.00
TOTAL \$ REQUESTED FOR AGENCY (w/o NMSP & SID)					\$1,911.00

Approved Start Date: upon execution of the Project Agreement
End Date: 6/30/2020

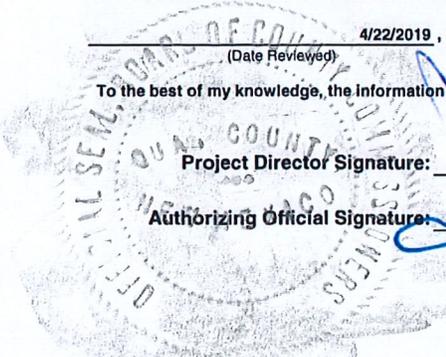
CERTIFICATION:

The application, reviewed and approved by the governing body of Quay County
(Applicant)

4/22/2019, (Date Reviewed) authorizes the applicant to file this application for assistance from the State of New Mexico.

To the best of my knowledge, the information presented in this application is true and correct.

Project Director Signature: Russell Shafer Date: April 22, 2019
Authorizing Official Signature: Franklin McCasland Date: 4-22-2019



SCOPE OF WORK

Agency Name: Quay County Sheriff's Office

Project Number 0

A. LOCAL PERFORMANCE GOAL:

The local performance goal for Quay County is to maintain zero DWI fatalities in Quay County by having a consistent law enforcement presence as well as appropriate equipment to facilitate the detainment of individuals who are driving while intoxicated.

B. OBJECTIVES: *Please be specific and descriptive*

The objective of Quay County is to prevent drunk drivers from putting lives in danger on city and county roads by supplying deputies with equipment that will help ensure the ability to identify and arrest intoxicated drivers. The Quay County Sheriff's Office will purchase 5 Intoxilyzer S-D5 breath alcohol screeners at a cost of \$425.00 each, for a total of \$2,125.00. After the allocation of \$1,911.00, the remaining cost of \$214.00 as well as the cost of the accessories needed, such as N.I.S.T traceable 105 Liter Ethanol Gas, a 1.5 LPM reusable regulator, and disposable mouth pieces will be covered by the Quay County Sheriff's Office.

C. ACTIVITIES: *Please enter detailed information regarding your objectives. This information will be used to develop the agreement.*

The Intoxilyzer S-D5 breath alcohol screeners will be kept on hand in assigned units to be used while conducting patrols or DWI check points. These breath alcohol screeners will assist deputies with identifying intoxicated individuals and gathering the evidence necessary to take appropriate individuals into custody and off of Quay County roads.

D. BUDGET BY CATEGORY:

Personal:	\$0.00
Contractual:	\$0.00
Commodities:	\$1,911.00
Other:	\$0.00

Total Agreement Amount: \$1,911.00
End Date: 6/30/2020

MEMORANDUM OF AGREEMENT

This Comprehensive Community DWI Prevention Program is between the following Agencies:

Quay County Sheriff's Office
Quay County DWI Planning Council

This agreement is effective on the 19th (day) of April (mo.) 2019 (yr), but is not a valid and binding agreement until executed by all parties thereto. The parties agree as follow:

To file a joint application to the New Mexico Department of Transportation Department, Traffic Safety Division for funding of a comprehensive Community DWI Program that reflects an integrated approach to our mutual problem of driving while intoxicated.

The Agencies listed above agree to combine our funds and resources in achieving a common goal of removing the DWI from the streets and highways of The County of Quay (City of, County of, Town of, Village of) thus reducing our highway traffic accidents that are alcohol related.

We will establish a joint Task Force as provided for and described in the CDWI Program Manual.

The (City of, County of, Town of, Village of) County of Quay agrees to be the fiscal agent to apply for the grant funds
There is no requirement for matching funds for this program funding.

Attest: Russell Steffen

Agency Name: Quay County Sheriff's Office

Date: April 19, 2019

Attest: Andrew Shapiro

Agency Name: Quay County DWI Planning Council

Date: 4-19-2019

Attest: _____

Agency Name: _____

Date: _____

April 30, 2019

Quay County Sheriff's Office monthly report.

Calls for Service

Month Reported	Count
January	90
February	92
March	93
April	94
May	
June	
July	
August	
September	
October	
November	
December	

Civil Process

Month Received	Count
January	64
February	70
March	59
April	77
May	
June	
July	
August	
September	
October	
November	
December	

Prisoner Transports

Month Reported	Count
January	10
February	11
March	13
April	10
May	
June	
July	
August	
September	
October	
November	
December	

Arrest

Month Arrested	Count
January	17
February	21
March	16
April	12
May	
June	
July	
August	
September	
October	
November	
December	

Citations

Month Issued	Count
January	9
February	3
March	13
April	11
May	
June	
July	
August	
September	
October	
November	
December	

Traffic Stops

Month Occurred	Count
January	38
February	17
March	53
April	65
May	
June	
July	
August	
September	
October	
November	
December	

	Deputy	Year	UNIT#	Total Mileage
Seven full time Law Enforcement Deputies.	Q-1	19	9651	8677
1 Sheriff	Q-2	18	7016	36277
1 Under Sheriff	Q-3	16	7213	49760
5 Deputies	Q-4	15	2323	33755
	Q-5	15	2317	33920
	Q-6	16	0262	76230
	Q-7	14	6749	106666

**QUAY COUNTY
FISCAL YEAR 2018-2019
RESOLUTION No. 30**

Authorization of Budgetary Increase to **DWI Distribution Fund (622)**

WHEREAS, at meeting of the Board of Quay County Commissioners on May 13, 2019 the following was among the proceedings;

WHEREAS, the Board of Quay County Commissioners deems it necessary to request this Budgetary Increase;

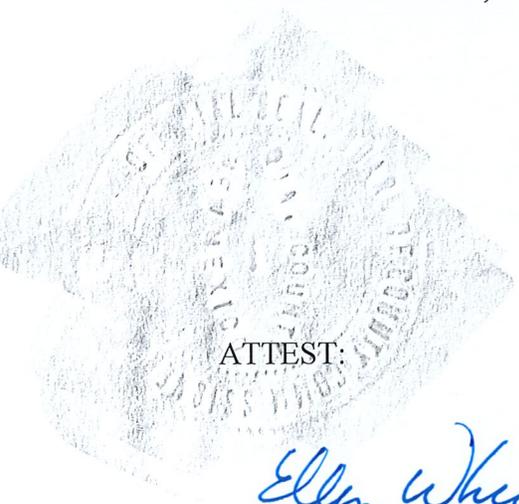
**State Fund 22300
Budgetary Increase**

	<u>DEBIT</u>	<u>CREDIT</u>
22300-3006-57999 Other Operating Costs	\$5,336.44	

WHEREAS, the above activity was not contemplated at the time the final budget was adopted and approved **2017-2018 Ending Cash reverted to DFA by expenditure**

NOW THEREFORE, BE IT RESOLVED that after approval of the Local Government Division of the Department of Finance and Administration, the above Budgetary Increase be made.

DONE at Tucumcari, County of Quay, New Mexico this 13th day of May, 2019.


Franklin McCasland
Franklin McCasland, Commissioner

Sue Dowell
Sue Dowell, Commissioner

ATTEST:

Ellen White
Ellen White, County Clerk

Mike Cherry
Mike Cherry, Commissioner

Resolution of Sponsorship
For a
Local Government Transportation Project Fund
Project Match Commitment

Resolution No. 2018-2019 32

A resolution declaring the eligibility and intent of the County of Quay to submit an application to the New Mexico Department of Transportation (NMDOT) for Fiscal Years 2020/2021+ Local Government Transportation Project Fund .

Whereas, the County of Quay, New Mexico, has the legal authority to apply for, receive, and administer state funds; and,

Whereas, the County of Quay is submitting an application for the Fiscal Years 2020/2021+ (FY 20/21+) New Mexico funds in the amount of \$6,487,295 as set forth by State legislation; and,

Whereas, the Route 66 Historic Bridges #1042 and #1625 project named in the Local Government Transportation Project Fund application is an eligible project under New Mexico Local Government Transportation Project Fund requirements; and,

Whereas, the County of Quay acknowledges availability of the required local match of 5% for the State of New Mexico; and,

Whereas; the County of Quay agrees to pay any costs that exceed the project amount if the application is selected for funding; and,

Whereas, the County of Quay agrees to maintain the project constructed with Local Government Transportation Project Fund for the usable life of the project;

Now, therefore be it resolved by the governing body of the County of Quay, that:

1. The County of Quay authorizes Richard Primrose to submit an application for FY 20/21+ New Mexico Local Government Transportation Project Fund funds in the amount of \$6,487,295 from the New Mexico Department of Transportation (NMDOT) on behalf of County of Quay.
2. That the County of Quay assures the NMDOT that if Local Government Transportation Project Fund is rewarded, sufficient funding for the local match are available, and that any costs exceeding the award amount will be paid for by the County of Quay.
3. That the County of Quay assures the NMDOT that if awarded Local Government Transportation Project Fund , sufficient funding for the operation and maintenance of the Local Government Transportation Project Fund project will be available for the life of the project.
4. That Richard Primrose of the County of Quay is authorized to enter into a Cooperative Project Agreement with the NMDOT for the Local Government Transportation Project Fund project using these funds as set forth by state legislation on behalf of the citizens of the County of Quay. Richard Primrose is also authorized to submit additional information as

Resolution of Sponsorship
For a
Local Government Transportation Project Fund
Project Match Commitment

may be required and act as the official representative of the County of Quay in this and subsequent related activities.

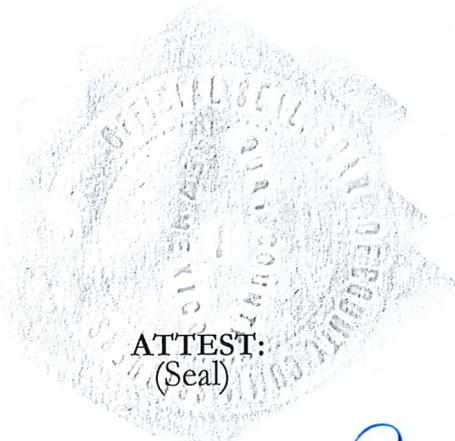
5. That the County of Quay assures that the County of Quay is willing and able to administer all activities associated with the proposed project.

PASSED, ADOPTED, AND APPROVED this 13th day of May, 2019.

County of Quay



Franklin McCasland, Quay County Commission Chairman

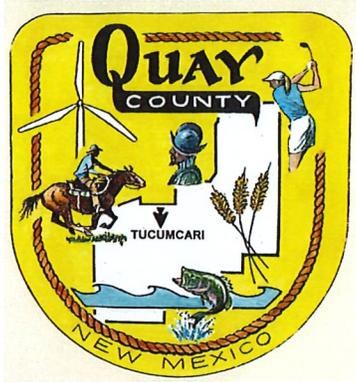


ATTEST:
(Seal)



Ellen White, Quay County Clerk

DATE/19	NAME	ROAD BLADED	BLOCKS	MILES	ADDITIONAL WORK TO ROAD/COMMENTS
4/1/19	QUADE	QUAY ROAD AP	2400-2800	4.00	
	LOUIS	QUAY ROAD N	6600-6800	2.00	
4/2/19	QUADE	QUAY ROAD AP	3000-3200	2.00	
	QUADE	QUAY ROAD 32	4200-4400	2.00	
	LOUIS	QUAY ROAD O	6300-6400	1.00	
	LOUIS	QUAY ROAD 65	1500-1600	1.00	
	LOUIS	QUAY ROAD P	6480-6600	1.20	
4/3/19	LARRY	QUAY ROAD X	3600-3900	3.00	
	LARRY	QUAY ROAD 38	2100-2400	3.00	
	LARRY	QUAY ROAD V	3800-3900	1.00	
	LOUIS	QUAY ROAD 67.7	1350-1400	0.35	
	LOUIS	QUAY ROAD N	6650-6700	0.50	
	LOUIS	QUAY ROAD 65	1800-2000	2.00	
	LOUIS	QUAY ROAD 58	1750-1775		CLEANED CATTLEGUARDS/PUT IN TIMBERS
	LOUIS	QUAY ROAD V	6250-6300		CLEANED CATTLEGUARDS
	LOUIS	QUAY ROAD T	6550-6620		CLEANED CATTLEGUARDS
4/4/19	LOUIS	QUAY ROAD 65	2000-2100	1.00	
	LOUIS	QUAY ROAD 66	1800-2000	2.00	
	LOUIS	QUAY ROAD 67	1800-2000	2.00	
	QUADE	QUAY ROAD 36	4300-4400	1.00	
	QUADE	QUAY ROAD 31	4300-4500	2.00	
	QUADE	QUAY ROAD AT	3100-3200	1.00	
4/8/19	QUADE	QUAY ROAD AU	3100-3200	1.00	
	QUADE	QUAY ROAD 32	4500-4600	1.00	
	QUADE	QUAY ROAD AB	3000-3200	2.00	
	QUADE	QUAY ROAD 31	4600-4700	1.00	
	LOUIS	QUAY ROAD Q	6375-6500	1.25	
	LOUIS	QUAY ROD Q	6600-6625	0.25	
	LOUIS	QUAY ROAD 58	1750-1775		SMOOTHED OUT CATTLEGUARDS
4/9/19	DON/KENNEY	QUAY ROAD 36	2100-2400	3.00	
	DON/KENNEY	QUAY ROAD U	3600-4100	5.00	
	QUADE	QUAY ROAD 31	4800-4900	1.00	
	LOUIS	QUAY ROAD 70	2000-2200	2.00	
4/10/19	QUADE	QUAY ROAD AW	3000-3100	1.00	
	QUADE	QUAY ROAD 33	4900-5000	1.00	
	DON/KENNY	QUAY ROAD 42	2100-2400	3.00	
	LOUIS	QUAY ROAD 53	0500-0600	1.10	
	LOUIS	QUAY ROAD 49	0500-0700	2.00	
	LOUIS	QUAY ROAD 49	0700-0900		WORKED ON DITCHES
4/15/19	DON/KENNEY	QUAY ROAD V	4200-4400	2.00	
	DON/KENNEY	QUAY ROAD U	4200-4400	2.00	
	DON/KENNEY	QUAY ROAD Z	3800-3900	1.00	
	DON/KENNEY	QUAY ROAD 38	2400-2500	1.00	
	DON/KENNEY	QUAY ROAD 37	2300-2400	1.80	
	QUADE	QUAY ROAD AV	3600-3700	1.00	
4/16/19	DON/KENNEY	QUAY ROAD 40	2700-3100	4.00	



QUAY COUNTY GOVERNMENT

300 South Third Street

P.O. Box 1246

Tucumcari, NM 88401

Phone: (575) 461-2112

Fax: (575) 461-6208

BID AWARD

BID 19-01

Bid 19-01 for Road Construction Materials was opened on April 25, 2019 at 10:00 a.m. Those present for the opening were: Richard Primrose, County Manager, Larry Moore, Road Superintendent, Cheryl Simpson, Finance Director, and Larry Parker, representative for Desert West Enterprises LLC.

The bid proposal for Road Construction Materials submitted by **Desert West Enterprises LLC** from Roswell, NM is the recommendation for bid award. Purchases will be made upon project necessity and throughout the year.

DONE at Tucumcari, County of Quay, New Mexico this 13th day of May, 2019.


Franklin McCasland
Franklin McCasland, Commissioner

Sue Dowell
Sue Dowell, Commissioner

Ellen White
Ellen White, County Clerk

Mike Cherry
Mike Cherry, Commissioner

	DON/KENNEY	QUAY ROAD AE	3900-4000	1.00	
	DON/KENNEY	QUAY ROAD AD	3900-4200	3.00	
4/17/19	QUADE	QUAY ROAD AW	3500-3700	2.00	
	LOUIS	QUAY ROAD 65	1600-1800	2.00	
	LOUIS	RT. 66	1200-1475	2.75	
4/18/19	LOUIS	QUAY ROAD A	6300-6350	0.50	
	LOUIS	RT. 66	0050-0500	4.50	
	QUADE	QUAY ROAD 36	4700-4800	1.00	
4/22/19	DON/KENNEY	QUAY ROAD 40	2400-2700	3.00	
	DON/KENNEY	QUAY ROAD 40	3100-3200	1.00	
	DON/KENNEY	QUAY ROAD AE	4000-4300	3.00	
	DON/KENNEY	QUAY ROAD 41	2600-2700	1.00	
	DON/KENNEY	QUAY ROAD AB	3900-4100	2.00	
	LARRY	QUAY ROAD AF	3900-4000	1.00	BUILDUP ROAD/DITCH WORK
	LOUIS	QUAY ROAD G	5900-6000	1.00	
	LOUIS	RT. 66	1000-1050	0.50	
	LOUIS	QUAY ROAD M	5900-6200	2.50	
	LOUIS	QUAY ROAD 66	0300-0500	2.00	
	LOUIS	QUAY ROAD E	6600-6700	1.00	
4/23/2019	LOUIS	QUAY ROAD E	6700-7350	6.40	
	LOUIS	QUAY ROAD H	6750-6880	1.30	
4/24/19	KENNEY	QUAY ROAD 83	1900-2100	3.00	
	LARRY	QUAY ROAD 50.5	4150-4400	2.50	
	LARRY	QUAY ROAD 54	4100-4300	2.00	
	LARRY	QUAY ROAD 64.5	4040-4100	0.64	
	QUADE	QUAY ROAD AY	3000-3100	1.00	
	QUADE	QUAY ROAD AX	3000-3100	1.00	
4/25/19	QUADE	QUAY ROAD 31	4900-5000	1.00	
	QUADE	QUAY ROAD AY	3100-3200	1.00	
	QUADE	QUAY ROAD BC.8	3300-3375	0.75	
	QUADE	QUAY ROAD 33	5350-5400	0.50	
	LARRY	QUAY ROAD AG	3900-4100	2.00	
	LARRY	QUAY ROAD 41	2900-3200	3.00	
	KENNEY	QUAY ROAD 89	1900-2100	3.10	
4/29/19	QUADE	QUAY ROAD 28	5700-5900	2.00	
	QUADE	QUAY ROAD BJ	2700-2800	1.00	
	QUADE	QUAY ROAD 28	5900-6100	2.00	
	LARRY	QUAY ROAD 40	3200-3500	3.00	
	LARRY	QUAY ROAD AH	3900-4000	1.00	
	DONALD	QUAY ROAD Y	7000-7100	1.00	
	DONALD	QUAY ROAD 71	2400-2600	2.00	
	DONALD	QUAY ROAD X	7100-7200	1.00	
	DONALD	QUAY ROAD 72	2350-2450	1.00	
4/30/19	DONALD	QUAY ROAD AM	6300-6310	0.80	FIXED DITCHES
	DONALD	QUAY ROAD Y	7000-7100	1.00	FIXED POTHOLES, HAULING FROM TUCUM
	QUADE	QUAY ROAD 28	6100-6300	2.00	
	QUADE	QUAY ROAD BH	2700-2800	1.00	

LARRY	QUAY ROAD AI	3900-4000	1.00
LARRY	QUAY ROAD AJ	3800-4100	3.00
LARRY	QUAY ROAD 38	3300-3400	1.00

TOTAL 158.19

RESOLUTION NO. 2018-2019 31

**AUTHORIZING AND APPROVING SUBMISSION OF A COMPLETED APPLICATION
FOR FINANCIAL ASSISTANCE AND PROJECT APPROVAL TO THE
NEW MEXICO FINANCE AUTHORITY**

WHEREAS, County of Quay (the "Governmental Unit") is a duly organized [name of type of entity] created and formed pursuant to [name of act, and citation to act, authorizing creation of, or creating, the Governmental Unit] and is a qualified entity under the New Mexico Finance Authority Act, Sections 6-21-1 through 6-21-31, NMSA 1978 ("Act"); and

WHEREAS, the New Mexico Finance Authority ("Finance Authority") is authorized pursuant to the Act, particularly Section 6-21-6.4 of the Act, to make grants from the local government planning fund (the "Fund") to qualified entities to evaluate and estimate the costs of implementing feasible alternatives for meeting water and wastewater public project needs or to develop water conservation plans, long-term master plans or economic development plans; and

WHEREAS, pursuant to the Act the Finance Authority has developed an application procedure whereby the Governing Body may submit an application ("Application") to the Finance Authority for planning grant financial assistance from the Fund; and

WHEREAS, the County of Quay of the Governmental Unit (the "Governing Body") desires to submit an Application for financial assistance from the Fund for a Planning Document, as defined in the Rules Governing the Local Government Planning Fund currently in effect and as specifically identified below, for the benefit of the Governmental Unit; and

WHEREAS, the Governing Body intends to submit the Planning Document to [evaluate and estimate the costs of implementing feasible alternatives for meeting water and wastewater public project needs] [develop a water conservation plan] [develop a long-term master plan] [develop an economic development plan] of County Road between Ute Lake Ranch and Village of Logan ("Project") for the benefit of the Governmental Unit and its citizens; and

WHEREAS, the application prescribed by the Finance Authority to finance the Planning Document [in whole/in part] with financial assistance from the Fund has been completed, submitted to, and reviewed by the Governing Body, and this Resolution approving submission of the completed Application to the Finance Authority for its consideration and review is required as part of the Application.

NOW THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY:

Section 1. That all lawful actions previously taken by the Governing Body and the Governmental Unit and their respective officers and employees in connection with the Application and the Project are hereby ratified, approved and confirmed.

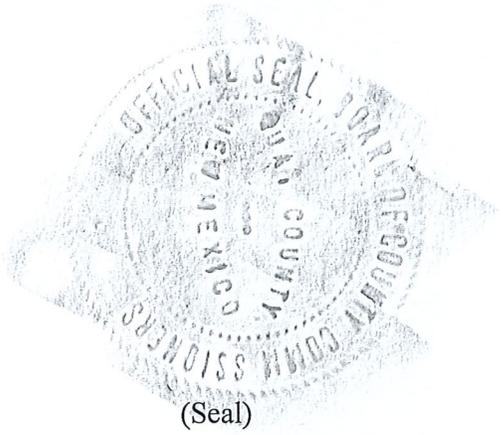
Section 2. That the completed Application submitted to the Governing Body is hereby approved and confirmed.

Section 3. That the officers and employees of the Governmental Unit are hereby directed and requested to submit the completed Application to the Finance Authority, and are further authorized to take such other action as may be requested by the Finance Authority in connection with the Application and to proceed with arrangements for financing the Project.

Section 4. All acts and resolutions in conflict with this Resolution are hereby rescinded, annulled and repealed.

Section 5. This Resolution shall take effect immediately upon its adoption.

PASSES APPROVED AND ADOPTED this 13 day of May, 2019.



(Seal)

[NAME OF GOVERNMENTAL UNIT]

By Franklin McCasland, Commission Chairman
Authorized Officer

ATTEST:

Ellen White, County Clerk
Authorized Officer

ENABLE™ ENROLLMENT FORM LOCAL GOVERNMENT PLANNING FUND APPLICATION

Applications for the Local Government Planning Fund may only be submitted via the New Mexico Finance Authority's online application and account system, EnABLE ("EnABLE"). Please submit this form to LGPF@nmfa.net in order to apply for a planning grant from the Local Government Planning Fund (LGPF).

Enrollment involves completing this form to identify the individual who will be the Primary Contact for submitting the application. The Primary Contact, upon completion of the enrollment process, will be empowered to create local users for the EnABLE application system who will have access to the Applicant's EnABLE account. Through this enrollment form, the applicant may also request access for up to two designated consultants who may assist in the application and upload documentation. Access for additional consultants may be requested through LGPF@nmfa.net.

Upon receipt of this form, the NMFA will send to the identified Primary Contact, by email, confirmation of our acceptance of your enrollment along with a Terms and Use statement, an assigned User Name and temporary Password. NMFA will also send to any identified consultants, by email, our acceptance of the EnABLE enrollment, a Terms and Use statement, an assigned User Name and temporary Password.

The Primary Contact will be provided instructions on how to create local users for the EnABLE system. To access EnABLE, a user will be asked to submit a correct User Name and Password, as well as acknowledge certain terms of use. Please note that local users created by the Primary Contact must be members or employees of the Applicant.

I. Applicant Information

Applicant Name: Quay County	
Applicant Mailing Address: P. O. Box 1246	
City: Tucumcari	State: NM
County: Quay	Zip: 88401
Email: richard.primrose@quaycounty-nm.gov	Phone: 575-461-2112

Applicant Legal Entity Type (Check One):

- Authority (specify): _____
- Municipal or County Government
- Mutual Domestic/Sanitary Projects Act Entity
- Special District (specify): _____
- Tribe or Pueblo
- Other (specify): _____

APPLICANT PRIMARY CONTACT

(Authorized to submit application and create and manage EnABLE local users)

Primary Contact Name: Richard Primrose

Primary Contact Title: Quay County Manager

Mailing Address (if different from Applicant):

City:

State:

County:

Zip:

Email:

Phone:

Consultant Authorized to access EnABLE application system

Name:

Title:

Consultant's Firm:

Mailing Address:

City:

State:

Zip:

Email:

Phone:

Consultant Authorized to access EnABLE application system

Name:

Title:

Consultant's Firm:

Mailing Address:

City:

State:

Zip:

Email:

Phone:

VI. Certification:

I certify that:

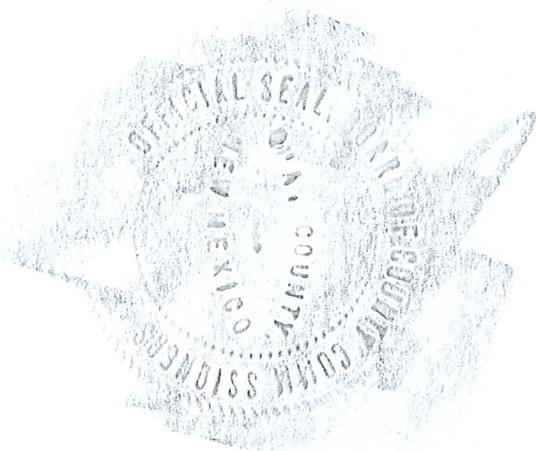
- I have the authority to designate a Primary Contact who will be authorized to submit an application via EnABLE.
- The identified Primary Contact will have authority and ability to enroll local users to use EnABLE.
- I have the authority to allow identified consultants to access to EnABLE.

By: 
Signature: Highest Elected Official/Authorized Officer

Title: Quay County Commissioner, Chairman

Print Name: Franklin McCasland

Date: 5/13/2019



Clinic/Program Name: Quay County Family Health Center
Month Reported: April 2019

Monthly RPHCA Narrative Report

Please provide brief but detailed information for the following questions. Answer all questions or mark N/A.

- 1. Please describe any changes in the types of services provided during the month reported. Describe any discussions about adding new services**

No changes in type of services provided for the month of April.

- 2. Please describe any difficulties encountered in providing services during the month reported. What were the causes of the difficulties?**

Several PTO days taken by both Providers as well as meetings/trainings and community outreach events.

- 3. Were there any changes in the encounters (+ or - 10%) from the previous month reported? Please explain any causes for the changes.**

Encounters are at 89% of the monthly goal for the month of April. This is due mostly to PTO days taken by both Providers and several meetings/trainings.

- 4. Please describe any changes in the staffing pattern (regardless of the position or the change in FTE).**

None. We are fully staffed with the full time position. We are hiring for Temp On Call positions; one clinical and one administrative position. We are currently conducting interviews with the hopes of finding one candidate that can fill both positions.

- 5. Please describe recruitment efforts for any positions. Which positions? What actions have been taken?**

Posting on PMS job site and local hiring FB page.

- 6. Were there any changes to the hours? Explain.**

No changes were made. Hours continue to be 7:00 AM – 5:30 PM, Monday through Friday.

- 7. What efforts did you make to collaborate with local and statewide entities?**

04/11 & 04/19-22 – Administrator attended the Quay Co Health Meeting
04/08 & 04/22 – Administrator met with Quay Co Commissioners
04/08 – Administrator attend the Tucumcari Community Dev Meeting
04/30 – Administrator attended the SW Region Health Council Meeting

8. **Please describe any methods for increasing clinic utilization that your program and staff are engaging in.**

Site continues to provide care at the Quay County Detention Center.

9. **Please describe the outreach activities your program and staff provided to the community during the month reported.**

- The Senior Centers in the communities of San Jon and House were visited and senior services were provided.
- 04/27 QCFHC co-sponsored the Keep Tucumcari Beautiful Trash Pick Up event

10. **Have you received any new funding? Are you aware of any new funding opportunities? Please describe any new initiatives or projects that have been implemented.**

None at this time.

Please note the date of the last advisory board meeting AND THE AGENDA ITEMS DISCUSSED.

Meeting was held on March 20, 2019

PMS Board Report
Dental Access
Community Outreach
Clinic Update
New Board Member Recruitment
Home Visiting Update

**RPHCA Program
Monthly Level of Operations Form**

revised 7/7/15

Organization Name: Presbyterian Medical Services		Contract #	18774
Reporting Site: Quay County Family Health Center		Report Month/Year:	05/01/19
Action Plan Item		Actual Monthly Level	
Level of Operations	Total Number of Primary Care Encounters	391	
	By Provider Type:		
	Physician Encounters	4	
	Midlevel Practitioner Encounters	387	
	Dentist Encounters		
	Dental Hygienist Encounters		
	Behavioral Health Encounters		
	All Other Licensed/Certified Provider Encounters		
	By Payment Source:		
	Sliding Fee Encounters - Medical/Behavioral Health	35	
	Sliding Fee Encounters - Dental		
	Medicaid Encounters - Medical/Behavioral Health	132	
	Medicaid Encounters - Dental		
	County Indigent Encounters		
Other 3 rd Party Encounters	108		
Medicare Encounters	112		
100% Self Pay (non-discounted/non-3 rd party) Encounters	4		
Unduplicated Number of Users	Total # of unduplicated users	100	
	At or Below Poverty	63	
	Between Poverty and 200% of Poverty	31	
	Above 200% of Poverty	6	
Staffing Level	Administrative Staff	3	
		Clinical FTEs	Admin FTEs
	Physicians	0.05	
	Certified Nurse Practitioners	2	3
	Physician Assistants		
	Certified Nurse Midwives		
	Dentists		
	Dental Hygienists		
	Behavioral Health Professionals		
	Community Health Workers		
	Clinical Support Staff	2.2	
	All Other Staff	0.5	
Prior Month's Primary Care Financial Information	Please enter the month being reported: June		
	Total Primary Care Revenues - all sources	67,753	
	Sliding Fee Revenues – Medical	5,035	
	Sliding Fee Revenues - Dental	0	
	Medicaid Revenues - Medical	26,548	
	Medicaid Revenues - Dental	0	
	County Indigent Fund Revenues	0	
	Other 3 rd Party Revenues	55,217	
	Medicare Revenues	9,855	
	100% Self Pay (non-discounted/non-3 rd party) Patient Revenues	265	
	Contracts/Grants Revenues (including RPHCA)	20,833	
	Total Primary Care Expenditures	74,863	
	Total Primary Care Charges	72,495	
	Sliding Fee Discounts - Medical	9,819	
Sliding Fee Discounts - Dental	0		
Prepared by: C Renee Hayoz		5/6/2019	