



QUAY COUNTY GOVERNMENT
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AGENDA
REGULAR SESSION
QUAY COUNTY BOARD OF COMMISSIONERS
AUGUST 10, 2020

9:00 A.M. Call Meeting to Order

Pledge of Allegiance

Approval of Minutes-Regular Session July 27, 2020

Approval/Amendment of Agenda

Public Comment

Ongoing Business

New Business

- I. **FY 2020 Virtual (Zoom) Audit Entrance Conference with CRI CPAs**
- II. **Ellen White, Quay County Clerk**
 - **2020 General Election Update**
- III. **Larry Moore, Quay County Road Superintendent**
 - **Road Update**
- IV. **Cheryl Simpson, Quay County Finance Director**
 - **Request Approval of FY20 Audit Contract Amendment**
- V. **Richard Primrose, Quay County Manager**
 - **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**

Adjourn

Lunch-Time and Location to be Announced



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Quay County, NM Ellen White - County Clerk, County Cl

Pages: 9



REGULAR SESSION-BOARD OF QUAY COUNTY COMMISSIONERS

August 10, 2020

9:00 A.M.

BE IT REMEMBERED THE HONORABLE BOARD OF QUAY COUNTY COMMISSIONERS met in regular session the 10th day of August, 2020 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:

Janie Hoffman, Quay County Assessor
Daniel Zamora, Quay County Emergency Manager
Larry Moore, Quay County Road Superintendent
Lucas Bugg, Quay County Fire Marshal
Cheryl Simpson, Quay County Finance Director
Jerri Rush, District 1 Commissioner Elect
Donald Adams, Bard/Endee Fire Chief
Ron Warnick, Quay County Sun

Chairman McCasland called the meeting to order. Jerri Rush led the Pledge of Allegiance.

A MOTION was made by Sue Dowell, SECONDED by Mike Cherry to approve the minutes from the July 27, 2020 regular session as presented. MOTION carried with Cherry voting "aye", Dowell voting "aye" and McCasland voting "aye".

County Manager, Richard Primrose presented the Agenda and asked to have Item No.1 removed due to it being advertised in the public portion of the meeting instead of Executive Session. Primrose said it will be placed on the next meeting Agenda. A MOTION was made by Mike Cherry, SECONDED by Sue Dowell to approve the Agenda with the amendment. MOTION carried with Cherry voting "aye", Dowell voting "aye" and McCasland voting "aye".

Public Comments: Donald Adams, Fire Chief for Bard/Endee Department informed the Commissioners of an incident that had occurred at the rest stop near the Texas/New Mexico State Line. Adams reported his Department was dispatched to the scene of a fire. Adams stated an officer was needed at the scene to make a report. Dispatch notified Adams the State Police

officers were not going to respond, as they had all gone home for the night. A Sheriff's Deputy was dispatched, but refused to do a report because they believed it was on private property. When Adams obtained a copy of the report from Dispatch, it was determined when the original call came into the Dispatch Center; the caller reported shots were being fired. The responding units were not notified of possible gunfire. Adams and his responders are very unhappy regarding this unsafe practice and the lack of responsibility taken by the law enforcement agencies. Adams stated it's apparent additional training needs to occur to keep responders safe.

The Commissioners empathized with Adams and asked Richard Primrose to contact the Law Enforcement Agencies top officials and the Dispatch Center and ask for clarification of this action.

NEW BUSINESS:

Ellen White, Quay County Clerk gave an overview of the upcoming General Election, Absentee Applications, processes and new laws as a result of Special Legislation. A copy of the highlighted information is attached to these minutes.

Commissioner Dowell asked for clarification as to the legality of the Special Interest Groups sending applications to random voters. White reported it was legal, but confused voters as many believe when they receive something of that nature in the mail, that in person voting won't be available, which is not true.

Commissioner Dowell thanked White for keeping the public informed and for her diligence to the election process for Quay County voters.

Larry Moore, Quay County Road Superintendent gave the following Road Department updates:

1. Crews have completed hauling on Quay Road BC.
2. The next hauling project is slated to begin on Quay Road AZ.
3. Crews are continuing to work on calls from residents regarding wash outs, mowing areas and patching potholes.
4. Routine maintenance of all equipment will be addressed, as well as new tires on the dump trucks.
5. The blade reports are attached.

Cheryl Simpson, Quay County Finance Director requested approval of the FY 20 Audit Contract Amendment. Simpson explained this Amendment is necessary to include a special audit of the CDBG Project increasing the total cost by \$6,300.00 to a total of \$48,140.00. A MOTION was made by Mike Cherry, SECONDED by Sue Dowell to approve the Amended Contract. MOTION carried with Cherry voting "aye", Dowell voting "aye" and McCasland voting "aye". A copy is attached to these minutes.

Richard Primrose, Quay County Manager presented the following items for informational purposes:

1. A meeting of the Ute Water Commission will be held tomorrow in Clovis. Primrose will attend.

A MOTION was made by Sue Dowell SECONDED by Mike Cherry to approve the expenditures included in the Accounts Payable Report ending August 6, 2020. 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 expressed her concern regarding the ongoing economic crisis and shortfalls of the businesses in Quay County. Dowell asked the Commissioner to continue to pursue any legislator or cabinet member to stress the crisis happening in rural communities regarding the closures.

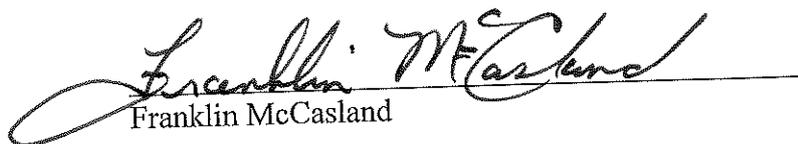
Chairman McCasland echoed Dowell's concerns and state every elected official in Quay County acknowledges the issues of our local businesses.

Dowell informed those in attendance the Quay County Expo (a condensed version of the Quay County Fair) is set to begin Wednesday, August 12, 2020.

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

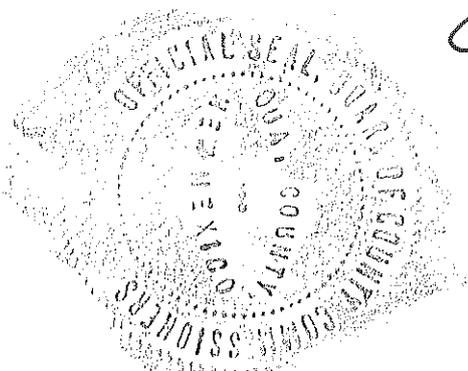
Respectfully submitted by Ellen White, County Clerk.

BOARD OF QUAY COUNTY COMMISSIONERS

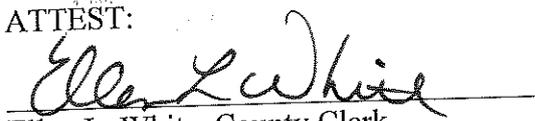

Franklin McCasland


Sue Dowell


Mike Cherry



ATTEST:


Ellen L. White, County Clerk

- Every County Clerk has been issued the authority to send every voter in the County an application to vote absentee. Many Clerks in highly contagious areas of this State are planning to pursue that option in hopes that most voters will use absentee voting as a way to remain socially distant and vote in the convenience and isolation of their own homes.
- In Quay County, we will not be sending applications to all the voters of Quay County. However, there is already a special interest group sending applications to voters encouraging absentee voting in an ongoing effort to slow the spread of Covid. Those applications can be used if a voter returns them, but they are in no way connected to a County Clerk or the Secretary of State. We have applications available to send to voters and the online portal at the State will be available to request an absentee ballot later this month.
- An additional safeguard for absentee voting has been implemented with this law. In the past, the absentee envelope that the voter returned had to have the voter's year of birth and their signature. The year of birth is no longer required, but the last 4 digits of their social security number are. If a ballot is returned to us, we must try and contact the voter at least twice by phone, regular mail or email in an effort to remedy the situation. In addition, the voter has until the day of the canvass to make that correction so their ballot can be counted.
- Along with that, I have to appoint an additional board to count any of those voters' ballots that might be affected, any provisional ballots, and any other ballots that may need to be hand tallied prior to the canvass.
- The absentee window for mailing ballots to voters has also changed. In the past, we were allowed to mail ballots to voters through the end of business the Thursday prior to the election. Now, the cut off will be October 20. Any applications received after October 20 will not receive a ballot, but will receive a letter telling them we can't guarantee their ballot will be received in time to process and where the voting locations are so they can cast their ballot in person. I don't quite understand why they believe I can send a letter to be received, but not a ballot. Anyway, this is coming from the US Postal Service.
- An additional enhancement to the absentee process will be a smart mail tracking number. This will enable voters and my staff to track the location of a ballot in event it is lost in the mail.
- In addition to the absentee part of this legislation, every polling location, statewide must be a vote center with real time internet connectivity. If a polling place cannot provide that, we must acknowledge them as an "All Mail Ballot". This will once again affect our polling place at Nara Visa, as we cannot get internet to that facility. I will mail those residents a notice and if they choose not to vote by mail, I will inform them of their other options. That letter will be sent in September, as the law requires.
- One final portion of this special legislation makes a provision for impending health orders and conditions that may affect a region of the state due to Covid that could potentially affect the way a County has to change at the last minute to conduct the election. This requires a committee of people, appointed within this piece of legislation to work with the County Clerk being affected. This would be an Order that comes after the 60th day prior to the election.
- Lastly, the National Voter Registration Act process for the 2021 Purge began last week. 907 NVRA cards were sent to voters in Quay County who are currently inactive, in a last attempt to reach them to make changes to their voter registration prior to being purged from the voter data base in March of 2021.

DATE/20	NAME	ROAD BLADED	BLOCKS	MILES	ADDITIONAL WORK TO ROAD/COMMENTS
7/06/20	DONALD	QUAY ROAD 65	4225-4400	2.33	WASHBOARD AND BLADE
	DONALD	QUAY ROAD AR	6200-6300	1.00	PULL DITCH AND BLADE
	DONALD	QUAY ROAD AP.5	6600-6700	0.20	BLADE SURFACE & MILLINGS
	DONALD	QUAY ROAD 66.5	2000-2200	1.65	BLADE SURFACE & MILLINGS
	DONALD	QUAY ROAD 64.5	4225-4300	0.70	PULL DITCH AND BLADE
	DONALD	QUAY ROAD 62.5	4175-4200	0.25	
	DONALD	QUAY ROAD AQ	6175-6200	0.25	
	LARRY	QUAY ROAD 40	3000-3300	3.00	
	KENNY	QUAY ROAD 96	0600-1100	5.00	
	LOUIS	QUAY ROAD E	6600-7350	7.40	
	TONY	QUAY ROAD AJ	6200-6300	1.00	
	TONY	QUAY ROAD AK	6300-6400	1.00	
	TONY	QUAY ROAD AG	6200-6500	3.00	
	TONY	QUAY ROAD 63.5	3600-3650	0.50	
	TONY	QUAY ROAD AK.4	6350-6375	0.22	
	TONY	QUAY ROAD 63.8	3600-3700	1.00	
07/07/20	TONY	QUAY ROAD 57	3200-3400	2.00	
	TONY	QUAY ROAD 58	3200-350	0.50	
	TONY	QUAY ROAD 57.8	3200-3230	0.30	
	KENNY	QUAY ROAD 96	1100-1400	3.00	
	LARRY	QUAY ROAD 40	2400-3000	6.00	
	LARRY	QUAY ROAD AE	4150-4200	0.50	
	LOUIS	QUAY ROAD M	5180-5900	8.20	
	DONALD	QUAY ROAD AO	6550-6675	1.00	PULL DITCH AND BLADE
	DONALD	N. ROCKISLAND	1200-3030	1.00	
	DONALD	QUAY ROAD AT	5760-6100	2.00	PULL DITCH AND BLADE
	DONALD	SIERRA ST	0400-1100	0.50	PULL DITCH AND BLADE
	DONALD	LAJOYA ST	0400-0900	0.50	PULL DITCH AND BLADE
	DONALD	QUAY ROAD 61	3975-4050	0.42	PULL DITCH AND BLADE
	DONALD	QUAY ROAD 60.2	4020-4049	0.20	PULL DITCH AND BLADE
07/08/20	TONY	QUAY ROAD 61	2800-3100	3.00	
	LOUIS	QUAY ROAD A	6300-6350	0.50	
	LOUIS	QUAY ROAD G	5900-6000	1.00	
	LOUIS	RT. 66	0500-1050	10.00	
07/13/20	LOUIS	QUAY ROAD 67	1300-1500	2.00	
	LOUIS	QUAY ROAD O	6200-6600	4.00	
07/16/20	LOUIS	RT. 66	1050-1475	4.25	
	LOUIS	QUAY ROAD M	5900-6225	2.75	
	LOUIS	QUAY ROAD 62	1300-1350	0.50	
	LOUIS	QUAY ROAD O	5900-6200	3.00	
07/17/20	LOUIS	QUAY ROAD U	5700-5950	2.50	
	LOUIS	QUAY ROAD 57	1800-2200	4.00	
	LOUIS	QUAY ROAD V	5550-5700	1.50	
7/21/2020	LOUIS	QUAY ROAD 60	1670-1820	1.52	
	LOUIS	QUAY ROAD Q	5900-6050	1.26	
	LOUIS	QUAY ROAD 64	1500-2000	5.00	
7/28/2020	LOUIS	QUAY ROAD 65	1500-2100	6.00	

LOUIS	QUAY ROAD Q	6500-6625	1.25
LOUIS	QUAY ROAD P	6480-6600	1.20
	TOTAL		109.85

STATE OF NEW MEXICO
Quay County
AUDIT CONTRACT AMENDMENT

Quay County, hereinafter referred to as the "Agency," and

Carr, Riggs & Ingram, LLC, hereinafter referred to as the "Contractor," agree:

1. RECITALS.

Agency and Contractor are parties to that certain Audit Contract dated 04/27/2020 (the "Contract"), which they wish to amend pursuant to this Audit Contract Amendment (the "Amendment")

2. AMENDMENTS.

The parties wish to amend the Contract, as follows:

A. Section is deleted in its entirety and the following is substituted in its place:

Added a Federal Single Audit to Fiscal Year 2020.

B. Sections 3A and 3C are deleted in their entirety and the following is substituted in their place:

A. The total amount payable by the Agency to the Contractor under this Contract shall not exceed \$48,140.00, including applicable gross receipts tax.

C. Total Compensation will consist of the following:

SERVICES	AMOUNTS
	\$34,125.00
(1) Financial statement audit	\$6,300.00
(2) Federal single audit	\$4,200.00
(3) Financial statement preparation	\$0.00
(4) Other nonaudit services, such as depreciation schedule updates	\$0.00
(5) Other (i.e., foundations or other component units, specifically identified) 2 Component Units	\$0.00

Gross Receipts Tax = \$3,515.00

Total Compensation = \$48,140.00 including applicable gross receipts tax

3. MISCELLANEOUS.

All provisions of the Contract not expressly amended in this Amendment remain unchanged.

SIGNATURE PAGE

This Amendment is effective as of the date of the signature of the Office of the State Auditor.

AGENCY

CONTRACTOR

Quay County

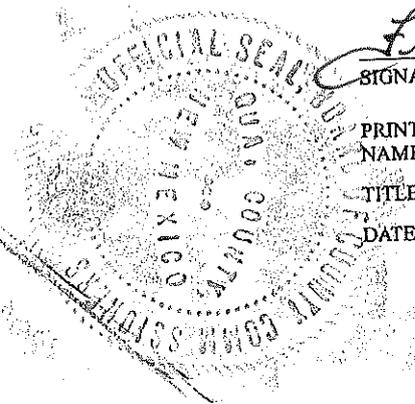
Carr, Riggs & Ingram, LLC

SIGNATURE: Franklin McLasland

SIGNATURE: [Signature]

PRINTED NAME: Franklin McLasland
TITLE: Commission Chair
DATE: 8/10/2020

PRINTED NAME: Alan D. Bowers, Jr.
TITLE: Partner
DATE: 8/7/2020



State Auditor Contract No. 20 - 5020