



QUAY COUNTY GOVERNMENT
300 South Third Street
P.O. Box 1246
Tucumcari, NM 88401
Phone: (575) 461-2112
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AGENDA
REGULAR SESSION
QUAY COUNTY BOARD OF COMMISSIONERS
JULY 10, 2017

9:00 A.M. Call Meeting to Order

Pledge of Allegiance
Approval of Minutes-Regular Session June 30, 2017
Approval/Amendment of Agenda

Public Comment

Ongoing Business

New Business

- I. Linda Gonzalez, City of Tucumcari Library Director**
 - Request Approval of **Library Funding**
- II. Russell Shafer, Quay County Sheriff**
 - Presentation of **Sheriff's Report**
- III. Larry Moore, Quay County Road Superintendent**
 - Road Update
- IV. Richard Primrose, Quay County Manager**
 - Request Approval of **Resolution No. 56 – Budget Increase for Detention Center Fund**
 - Request Approval of **Resolution No. 57 - Budget Transfer to Traffic Safety Bureau Fund**
 - Request Approval of **Resolution No. 58 - Budget Increase for DWI/Misdemeanor Fees Fund**
 - Request Approval of **Resolution No. 59 - Budget Increase for DWI Distribution Fund**
- V. Request Approval of Accounts Payable**
- VI. 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
- 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



REGULAR SESSION-BOARD OF QUAY COUNTY COMMISSIONERS

July 10, 2017

9:00 A.M.

BE IT REMEMBERED THE HONORABLE BOARD OF QUAY COUNTY COMMISSIONERS met in regular session the 10th day of July, 2017 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:

Daniel Zamora, Quay County Rural Addressing
Linda Gonzalez, City of Tucumcari Library Director
Gail Houser, Tucumcari MainStreet Director
Russell Shafer, Quay County Sheriff
Cheryl Simpson, Quay County Manager's Office
Larry Moore, Quay County Road Superintendent
Vic Baum, Quay County Assessor
Thomas Garcia, Quay County Sun

Chairman Franklin McCasland called the meeting to order. Russell Shafer led the Pledge of Allegiance.

A MOTION was made by Sue Dowell, SECONDED by Mike Cherry to approve the minutes from the June 30, 2017 regular session as printed. MOTION carried with Cherry voting "aye", McCasland voting "aye", and Dowell "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:

Linda Gonzalez, City of Tucumcari Library Director requested Quay County supplement the City of Tucumcari Library financially with a contribution of \$2,000.00 for this upcoming fiscal year. Gonzalez stated the Library serves all the residents of Quay County and the funds are very much needed due to the budget constraints of the State and City. Gonzalez said the County had not contributed in the last couple of years. Commissioner Cherry explained the County had

allocated funds for the expenditure, however the City of Tucumcari failed to invoice the County and those funds cannot be distributed without an invoice. A MOTION was made by Mike Cherry, SECONDED by Sue Dowell to contribute \$2,000.00 to the Tucumcari Library pending the proper invoicing. MOTION carried with Dowell voting "aye", Cherry voting "aye" and McCasland voting "aye".

Quay County Sheriff, Russell Shafer presented the activity report for the Sheriff's Office for the time period ending June 30. A copy of said report is attached and made a part of these minutes. Shafer reported his department has one unit broke down and he believes it's not repairable. Shafer also stated he has one Deputy on medical leave.

Larry Moore, Quay County Road Superintendent gave the following roads update:

1. Quay Road 63 is nearing completion with the striping being finished today. Valley gutters were installed at the intersection costing \$12,750.00. The total project was \$6,000.00 under budget.
2. The 2017-2018 LGRF Agreements have been received and will be presented at the July 24 meeting. As well, the CAP and Co-op Match Waiver Agreements will be presented at that meeting.
3. Anthony Lujan, Assistant Secretary of Transportation gave a presentation at the NMAC Summer Conference to the Public Works Affiliate outlining procedures for receiving and usage of donated millings. Moore reported he will need to get an environmental study of the land at the Yard for stockpiling of the millings he has requested. If the millings are awarded, the study will need to be complete. Moore also said the roads the millings will be used on will also require an environmental study. Lujan informed everyone in attendance at the meeting of these requirements to assist agencies with receiving donations of millings.
4. Crews have been installing cattle guards and cleaning culverts and cattle guards as required. The blade report was distributed.

Commissioner Dowell asked Moore to keep a close eye on Quay Road AI near the canal. Dowell said the patching continues to be temporary and as cars and semi's hit it, it deteriorates. Moore agreed, adding the road will be on the upcoming 2017-2018 projects.

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

1. Resolution No. 56 – Budget Increase for Detention Center Fund.

A MOTION was made by Mike Cherry, SECONDED by Sue Dowell to approve Resolution No. 56 as presented. MOTION carried with Cherry voting "aye", McCasland voting "aye" and Dowell voting "aye". A copy is attached to these minutes.

2. Resolution No. 57 - Budget Transfer to Traffic Safety Bureau Fund
3. Resolution No. 58 - Budget Increase for DWI/Misdemeanor Fees Fund
4. Resolution No. 59 - Budget Increase for DWI Distribution Fund

A MOTION was made by Sue Dowell, SECONDED by Mike Cherry to approve Resolutions No. 57, 58 and 59 as presented. MOTION carried with Cherry voting "aye", Dowell voting "aye" and McCasland voting "aye". Copies are attached to these minutes.

Correspondence:

1. A notice has been received from NMAC and State Fire Marshal indicating Quay County should be receiving an initial distribution of funds for Fire Departments of 26% of the budget for the first quarter. There is no indication of when any funds may be intercepted for loan payments. This distribution will allow the Departments to maintain their current O & M.

ACCOUNTS PAYABLE: A MOTION was made by Mike Cherry, SECONDED by Sue Dowell to approve the expenditures included in the Accounts Payable Report ending July 6, 2017. MOTION carried with Dowell voting "aye", Cherry voting "aye" and McCasland voting "aye".

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 9:25 a.m.

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

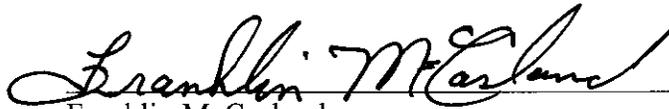
Return to regular session. Time noted 9:45 a.m.

A MOTION was made by Sue Dowell, SECONDED by Mike Cherry that only the items listed above were discussed during Executive Session and no action was taken. MOTION carried with Cherry voting "aye", Dowell voting "aye" and McCasland voting "aye".

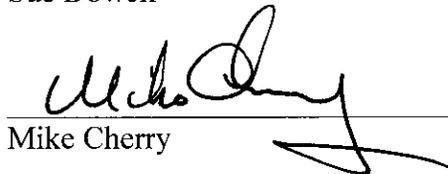
There being no further business, a MOTION was made by Mike Cherry, SECONDED by Sue Dowell to adjourn. MOTION carried with Cherry voting "aye", McCasland voting "aye" and Dowell voting "aye". Time noted 9:50 a.m.

Respectfully submitted by Ellen White, County Clerk.

BOARD OF QUAY COUNTY COMMISSIONERS


Franklin McCasland


Sue Dowell


Mike Cherry

ATTEST:


Ellen L. White, County Clerk



June 30, 2017

Quay County Sheriff's Office monthly report.

Calls for Service

Month Reported	Count
January	81
February	98
March	102
April	82
May	69
June	68
July	0
August	0
September	0
October	0
November	0
December	0

Civil Process

Month Received	Count
January	87
February	121
March	189
April	124
May	151
June	76
July	0
August	0
September	0
October	0
November	0
December	0

Prisoner Transports

Month Reported	Count
January	17
February	17
March	18
April	11
May	10
June	11
July	0
August	0
September	0
October	0
November	0
December	0

Arrest

Month Arrested	Count
January	13
February	19
March	15
April	16
May	14
June	6
July	0
August	0
September	0
October	0
November	0
December	0

Citations

Month issued	Count
January	27
February	30
March	10
April	5
May	3
June	4
July	0
August	0
September	0
October	0
November	0
December	0

Traffic Stops

Month Occurred	Count
January	58
February	50
March	39
April	24
May	10
June	25
July	0
August	0
September	0
October	0
November	0
December	0

Seven full time Law Enforcement Deputies.
 1 Sheriff
 1 Under Sheriff
 5 Deputies

Year	Total Mileage
Q-1 16 UNIT -7213	14820
Q-2 16 UNIT -6749	62189
Q-3 10 UNIT -8905	69687
Q-4 10 UNIT -0424	115515
Q-5 07 UNIT -9874	112356
Q-6 14 UNIT -0262	30528
Q-7 13 UNIT -7693	120727

Russell Shafer, Sheriff

**QUAY COUNTY
FISCAL YEAR 2016-2017
RESOLUTION No. 56**

Authorization of Budgetary Increase to **Detention Center Fund (421)**

WHEREAS, at meeting of the Board of Quay County Commissioners on July 10, 2017 the following was among the proceedings;

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

**State Fund 226
Budgetary Increase**

	<u>DEBIT</u>	<u>CREDIT</u>
421-00-34192 Commissary Proceeds		\$10,000.00
421-00-35010 Local Correction Fee		\$35,000.00
421-00-36020 Special Appr Correction Fund		\$10,000.00
421-12-41070 Holiday Pay	\$14,000.00	
421-12-44010 M&R-Buildings	\$12,000.00	
421-12-47021 Commissary Expense	\$ 7,000.00	
421-12-47022 Feeding of Prisoners	\$22,000.00	

WHEREAS, the above activity was not contemplated at the time the final budget was adopted and approved **Increase in FY17 revenue not budgeted**

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 10th day of July, 2017.


Franklin McCasland
Franklin McCasland, Commissioner

Sue Dowell
Sue Dowell, Commissioner

Mike Cherry
Mike Cherry, Commissioner

ATTEST:

Ellen White
Ellen White, County Clerk

**QUAY COUNTY
FISCAL YEAR 2016-2017
RESOLUTION No. 57**

Authorization of Budgetary Transfer to **Traffic Safety Bureau Grant Fund (626)**

WHEREAS, at meeting of the Board of Quay County Commissioners on July 10, 2017 the following was among the proceedings;

WHEREAS, the Board of Quay County Commissioners deems it necessary to request this Budgetary Transfer:

**State Fund 218
Budgetary Transfer**

	<u>DEBIT</u>	<u>CREDIT</u>
626-99-95401 Transfer from General Fund		\$5,000.00
401-99-97626 Transfer to Traffic Safety Bureau	\$5,000.00	

WHEREAS, the above activity was not contemplated at the time the final budget was adopted and approved **End of Year Transfer of Funds**

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

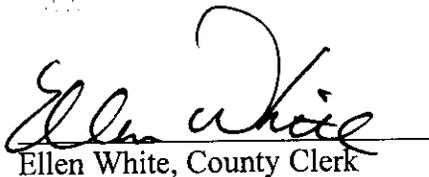
DONE at Tucumcari, County of Quay, New Mexico this 10th day of July, 2017.




Franklin McCasland, Commissioner


Sue Dowell, Commissioner


Mike Cherry, Commissioner


Ellen White, County Clerk

**QUAY COUNTY
FISCAL YEAR 2016-2017
RESOLUTION No. 58**

Authorization of Budgetary Increase to **DWI/Misdemeanor Fees Fund (628)**

WHEREAS, at meeting of the Board of Quay County Commissioners on July 10, 2017 the following was among the proceedings;

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

**State Fund 218
Budgetary Increase**

	<u>DEBIT</u>	<u>CREDIT</u>
628-00-37800 Probation Fees		\$4,000.00
628-12-41020 Full Time Salaries	\$150.00	
628-12-46900 Contractual Services	\$220.00	

WHEREAS, the above activity was not contemplated at the time the final budget was adopted and approved **FY17 Additional Revenue received**

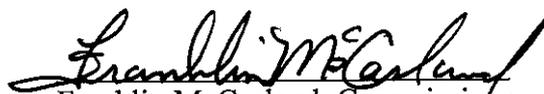
NOW THEREFORE, BE IT RESOLVED that after approval of the Local Government Division of the Department of Finance and Administration, the above Budgetary Increase be made.

DONE at Tucumcari, County of Quay, New Mexico this 10th day of July, 2017.

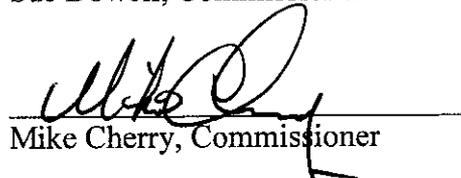


ATTEST:


Ellen White, County Clerk


Franklin McCasland, Commissioner


Sue Dowell, Commissioner


Mike Cherry, Commissioner

**QUAY COUNTY
FISCAL YEAR 2016-2017
RESOLUTION No. 59**

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

WHEREAS, at meeting of the Board of Quay County Commissioners on July 10, 2017 the following was among the proceedings;

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

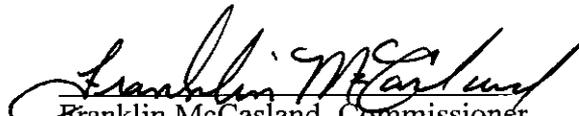
**State Fund 223
Budgetary Increase**

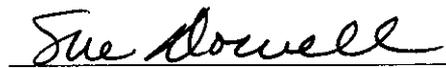
	<u>DEBIT</u>	<u>CREDIT</u>
622-00-37070 State Formula Distribution		\$935.64
622-12-47130 Lease – Building	\$1,500.00	
622-12-47210 W/C Premiums		\$564.36

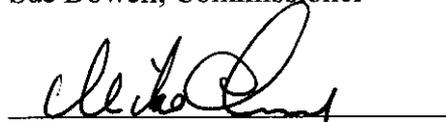
WHEREAS, the above activity was not contemplated at the time the final budget was adopted and approved **FY17 Additional Revenue received and Transfer of Expenditure**

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

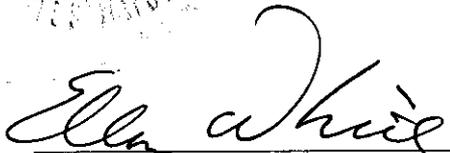
DONE at Tucumcari, County of Quay, New Mexico this 10th day of July, 2017.


Franklin McCasland, Commissioner


Sue Dowell, Commissioner


Mike Cherry, Commissioner

ATTEST:


Ellen White, County Clerk