



Quay County Government

300 South Third Street, Tucumcari, NM 88401

Post Office Box 1246

Phone: (575)461-2112 Fax: (575) 461-6208

AGENDA
REGULAR SESSION
QUAY COUNTY BOARD OF COMMISSIONERS
June 5, 2023

9:00 A.M. Call Meeting to Order

Pledge of Allegiance

Approval of Minutes-Regular Session May 22, 2023

Approval/Amendment of Agenda

Public Comment

Ongoing Business

New Business

- I. **Dennis Garcia, Quay County Sheriff**
 - Presentation of **Life Saving Award**

- II. **Connie Loveland, Tucumcari Mainstreet**
 - **Quarterly Update**

- III. **Stephan Salas, Quay County Road Superintendent**
 - **Road update**
 - **Blade Report**

- IV. **Daniel Zamora, Quay County Manager**
 - Request approval of **Resolution 45 Declaration of Disaster**
 - Request Approval of **Emergency Management Performance Grant Application**

- V. **Approval of Accounts Payable**

- VI. **Commissioner Comments**

Adjourn



DOC #CM-00558

06/26/2023 11:08 AM Doc Type: COCOM

Fee: (No FieldTag Finance.TotalFees found)

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

Pages: 16



REGULAR SESSION-BOARD OF QUAY COUNTY COMMISSIONERS

June 5, 2023
9:00 A.M.

BE IT REMEMBERED THE HONORABLE BOARD OF QUAY COUNTY COMMISSIONERS met in regular session the 5th day June, 2023 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:

Jerri Rush, Member
Brian Fortner, Member
Ellen L. White, County Clerk
Daniel Zamora, County Manager

OTHERS PRESENT:

Cheryl Simpson, Quay County Finance Director
Lucas Bugg, Quay County Fire Marshal
Dennis Garcia, Quay County Sheriff
Allison Fryman, Sheriff Office Secretary
Russell Shafer, Quay County Under-Sheriff
Tyler Davis, Sheriff Deputy
Richard Primrose, Quay County Consultant
Dana Leonard, Quay County Assessor Appointee
Stephen Salas, Quay County Road Superintendent
Connie Loveland, Tucumcari MainStreet
Ron Warnick, Quay County Sun

Commissioner Rush called the meeting to order. Sheriff Garcia led the Pledge of Allegiance.

A MOTION was made by Brian Fortner, SECONDED by Jerri Rush to approve the May 22, 2023 regular session minutes. MOTION carried with Rush voting "aye" and Fortner voting "aye".

Public Comments: NONE

NEW BUSINESS:

Quay County Sheriff, Dennis Garcia, presented Deputy Tyler Davis, with a "Life Saving" award for his efforts on May 24th. Davis was the first law enforcement agent on the scene of a traffic accident on Interstate 40. Davis assessed injuries and rendered aid to prevent the loss of life.

Connie Loveland, Tucumcari MainStreet Director, presented the Quarterly Update of MainStreet. Included in her presentation were the following notes of interest:

- 2023 Main Street America Accreditation
- Information regarding the Mixed-Use Zoning Plan; Phase I
- 2022 Annual Service Delivery Report
- Filming of Route 66 Untold Story of Women on the Mother Road
- Royal Adventure presentation; The Life of Royal Prentice

Quay County Road Superintendent, Stephen Salas, gave the following Road Department report and provided a power point of damaged roads due to the recent flooding:

- Blade Reports were distributed. Salas stated the roads being bladed and repaired due to flooding will be prioritized. Critical access roads are first, along with residents requiring special needs due to illnesses and other factors.
- A crew from the State Highway Department will be in Quay County do assess the damages on the low water crossing and determine if the old bridge should be repaired to a standard to allow for access in the event of an emergency.
- Crews are pushing sand that has blown over the road on Quay Road X (Carter/Bruhn)

Quay County Manager, Daniel Zamora presented the following items for approval:

- Requested approval of Resolution No. 45; Declaration of Disaster. Zamora explained this Resolution we allow the County the opportunity to request reimbursement for destroyed and damaged infrastructure due to the flooding from the May 25th rain storm. A MOTION was made by Brian Fortner, SECONDED by Jerri Rush to approve. MOTION carried with both members voting “aye”. A copy is attached.
- Requested approval of 2023 EMPG Sub-Grant Application from the NM Department of Homeland Security/Emergency Management. The Grant will be in the amount of \$29,331.00 for one-half of the Emergency Manager Salary. A MOTION was made by Brian Fortner, SECONDED by Jerri Rush to approve. MOTION carried with both members voting “aye”. A copy is attached. Zamora state the position of Emergency Manager has been offered to an individual and they accepted. The new employees should begin work in two weeks.

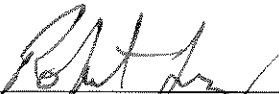
A MOTION was made by Brian Fortner, SECONDED by Jerri Rush to approve the expenditures included in the Accounts Payable Report ending June 1, 2023. MOTION carried with Rush voting “aye” and Fortner voting “aye”.

Other Quay County Business That May Arise during the Commission Meeting and/or comments from the Commissioners: NONE


There being no further business, a MOTION was made by Brian Fortner SECONDED by Jerri Rush to adjourn. MOTION carried with both members voting “aye: Time noted 9:25 a.m.

Respectfully submitted by Ellen White, County Clerk.


BOARD OF QUAY COUNTY COMMISSIONERS



Robert Lopez, Chairman



Jerri Rush, Member

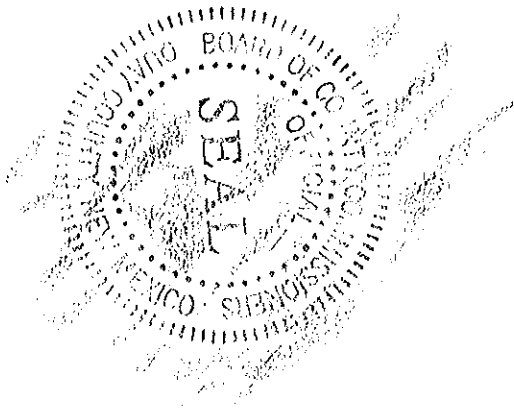


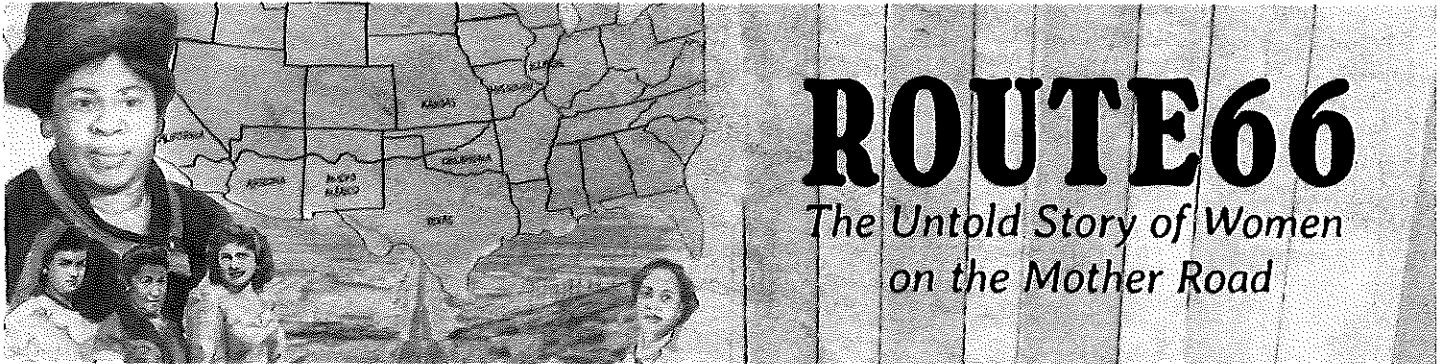
Brian Fortner, Member

ATTEST:



Ellen L. White, County Clerk





ROUTE 66: THE UNTOLD STORY OF WOMEN ON THE MOTHER ROAD

Film Screening and Panel Discussion Programs
Sunday, August 13, 2023, 2 PM @ Odeon Theatre
123 S. Second St. Tucumcari, NM

Free Admission

For more Info: www.route66women.com, katrinaparks@mac.com

As the car emerged as the primary form of personal transportation in the last century, America's roads became central to connecting people and places. Among the most famous of these is Route 66, which served as the pathway to the west for many explorers and travelers and became a memorable and influential part of automotive and American history. The documentary film series *Route 66: The Untold Story of Women on the Mother Road* explores how women overcame segregation and gender discrimination to build fulfilling lives for themselves and generations to come on America's most beloved road.

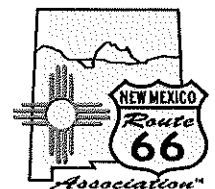
These special events focus on New Mexico's rich Route 66 story, and include a panel discussion with film producer and director Katrina Parks, retired director of the Center for Southwest Research Tomas Jaehn, author Sharon Niederman, and special guests. Funding support for these programs is provided by the New Mexico Humanities Council and the National Endowment for the Humanities. Special thanks to the Route 66 Association of New Mexico, Tucumcari MainStreet and the Odeon Theatre for their additional support of these programs.



The Entire Film Series Is Now Available on Tubi! www.tubitv.com



NATIONAL ENDOWMENT FOR THE HUMANITIES
www.NEH.gov



DATE/23	NAME	ROAD BLADED	BLOCKS	MILES
5/2/23	QUADE	QUAY ROAD AQ	6175-6300	1.05
	QUADE	QUAY ROAD 62.9	4150-4200	0.50
	QUADE	QUAY ROAD AL	6300-6500	2.00
5/4/23	ARMANDO	QUAY ROAD 58	1700-1800	1.00
	ARMANDO	QUAY ROAD Y	6950-1700	0.60
5/8/23	QUADE	QUAY ROAD 60	1750-1800	0.50
	QUADE	QUAY ROAD 60	1670-170	0.30
5/9/23	QUADE	QUAY ROAD 96	0600-1400	8.00
5/10/23	QUADE	QUAY ROAD 96	1400-2100	7.00
	QUADE	QUAY ROAD S	9600-9800	2.00
5/11/23	QUADE	QUAY ROAD O	9600-9775	1.75
	QUADE	QUAY ROAD M	9600-10100	5.00
5/15/23	QUADE	QUAY ROAD R	9000-9400	4.00
	QUADE	QUAY ROAD 93	1600-1800	2.00
5/16/23	QUADE	QUAY ROAD 93	0900-1600	7.00
5/17/23	QUADE	QUAY ROAD 93	001-0450	4.50
	QUADE	QUAY ROAD 93	0575-0900	3.25
5/22/23	QUADE	QUAY ROAD 101	1300-1500	2.00
	QUADE	QUAY ROAD 102	1500-1700	2.00
	QUADE	QUAY ROAD 90	1700-1800	1.00
	QUADE	QUAY ROAD Q	8900-900	1.00
	ARMANDO	QUAY ROAD 65	4100-4175	0.73
	ARMANDO	QUAY ROAD 65	4225-4440	2.33
	ARMANDO	QUAY ROAD AP.5	6600-6700	2.00
	ARMANDO	QUAY ROAD 66.5	4000-4150	1.64
	ARMANDO	QUAY ROAD 61	3000-3100	1.00
ARMANDO	14TH STREET			
5/23/23	QUADE	QUAY ROAD 58	3200-3250	0.50
	QUADE	QUAY ROAD 57	3070-3400	3.30
	QUADE	QUAY ROAD AI	5300-5400	1.00
	ARMANDO	QUAY ROAD 60	3100-3200	1.00
	ARMANDO	QUAY ROAD 61	2800-3000	2.00
	ARMANDO	QUAY ROAD AG	5900-6000	1.00
5/26/23	LARRY	QUAY ROAD AC	6325-6350	0.50
	LARRY	QUAY ROAD 65.5	2800-2900	1.00
	LARRY	QUAY ROAD AC	6300-6325	1.00
5/27/23	QUADE	QUAY ROAD AE	4150-4200	0.50
05/28/23	QUADE	QUAY ROAD 44	3050-3100	0.50
	QUADE	QUAY ROAD AE	3900-4400	5.00

5/30/23	ARMANDO	QUAY ROAD AR	6200-6300	1.00
	ARMANDO	QUAY ROAD 64.4	4300-4336	0.35
	ARMANDO	QUAY ROAD 64.5	4225-4300	0.70
	ARMANDO	QUAY ROAD 65	4225-4440	2.33
	ARMANDO	QUAY ROAD 66.5	4000-4150	
	ARMANDO	QUAY ROAD AO	6475-6675	
	ARMANDO	QUAY ROAD AE	6800-6900	1.00
	ARMANDO	QUAY ROAD 66	2700-2900	
	DONALD	QUAY ROAD 50	1800-1873	0.30
	QUADE	QUAY ROAD AD	4600-4700	1.00
5/31/23	DONALD	QUAY ROAD L	4800-5180	3.80
	DONALD	QUAY ROAD M	5180-5300	1.20
	ARMANDO	QUAY ROAD 71	2400-2600	
	ARMANDO	QUAY ROAD 45	4400-4545	2.00
	LARRY	QUAY ROAD U	5800-6000	2.00
	LARRY	QUAY ROAD 58	2075-2125	0.50
	QUADE	QUAY ROAD 46	2900-3000	1.00
	QUADE	QUAY ROAD AE	4350-4600	2.50

TOTAL 101.13

MR. MIKE LATHAM CALLED THE ROAD OFFICE TO THANK
THE GUYS FOR BLADING HIS ROAD AND THEY DID A GRE

QUAY COUNTY RESOLUTION 45

DECLARATION OF DISASTER

WHEREAS, an intense storm system inundated the County of Quay on May 25, 2023, causing severe damage and bringing in excess of eight inches of precipitation in less than 12 hours to parts of Quay County. The resulting 500 year flood, hail and severe winds caused major damage to public infrastructure which threatens the health, safety, and welfare of communities throughout Quay County, to include the City of Tucumcari, Village of Logan, Village of San Jon, and Village of House; and,

WHEREAS, extensive damage was caused to buildings, structures, homes, personal property including livestock, and a significant impact on infrastructure within the County of Quay; and,

WHEREAS, this incident resulted in human suffering and hardship which threatened the safety, health, welfare, and well-being of the citizens and the local economy of Quay County; and,

WHEREAS, the severe winds, excessive rainfall, large hail, and resulting damages have stressed resources to the point that County and Municipal resources and personnel cannot maintain or repair existing or newly damaged infrastructure.

NOW, THEREFORE, the Board of County Commissioners of Quay County, acting pursuant to the New Mexico Civil Emergency Preparedness Act (NMSA 1978, § 12-10-1 to 12-10-11), as a result of the damage to County roads, concern for further damage and additional hardship do, by this Resolution, hereby declare Quay County a disaster area for the purposes of exercising necessary emergency powers and expenditure of available resources.

BE IT FURTHER RESOLVED by the Board of County Commissioners of Quay County that the damages and hardship that Quay County has sustained and suffered are to the extent that Quay County is in need of, and is requesting, immediate aid, assistance and relief programs and funds available from the State of New Mexico and/or federal funds which may be available to the State of New Mexico.

DONE this 5th day of June, 2023.

**Board of County Commissioners
of Quay County**

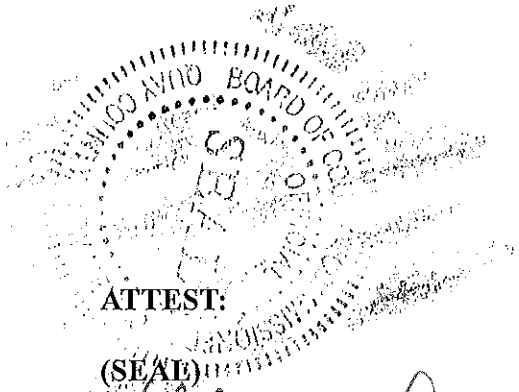
Robert Lopez, Chairman

Jerri Rush

Jerri Rush, Member

Brian Fortner

Brian Fortner, Member



ATTEST:

(SEAL)

Ellen White

Ellen White, County Clerk

NEW MEXICO DEPARTMENT OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT
2023 EMPG SUB-GRANT APPLICATION COVER SHEET

APPLICANT NAME:
AGENCY/DEPARTMENT:
ADDRESS:

EMPG FEDERAL GRANT FUNDS REQUESTED: \$

EMPG LOCAL MATCH FUNDS: \$

TOTAL EMPG COST (GRANT + MATCH) FUNDS: \$

APPLICANT POINT OF CONTACTS:

PROGRAM POC: TITLE:

ADDRESS:

PHONE: EMAIL:

FISCAL POC: TITLE:

ADDRESS:

PHONE: EMAIL:

Agency Federal Tax Identification Number:

Agency SAM Number:

New Mexico SHARE Vendor #

To register in SAM, please go to the SAM website: www.sam.gov/portal/public/SAM/

Completed required registration/annual update in Systems Award Management (SAM):

DATE: (Must Initial)

My jurisdiction has a property/equipment tracking and monitoring system in place that complies with the requirements set forth in 2 CFR 200.313

Must Initial One: Yes: No:

An Environmental Historic Preservation (EHP) screening form is included for any activities that may require EHP review.

Must Initial One: Yes: N/A

Federal funds cannot be matched with other Federal funds. The subrecipient's contribution must be specifically identified. These non-Federal contributions have the same eligibility requirements as the Federal share. Supplanting (using federal funds to purchase items previously budgeted for with state, local, and tribal funds) is unallowable.

DATE: (Must Initial)

Authorized Official for the Agency: Jerri Rush

Signature of Authorized Official: Jerri Rush

Date Signed: 6-5-23

Note: Electronic certified signature is acceptable. Scan of hard copy wet ink signatures are also acceptable.

**NEW MEXICO DEPARTMENT OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT
2023 EMPG SUB-GRANT APPLICATION CERTIFICATION**

APPLICANT NAME:

COUNTY SEAT:

EMPG STATUS:

EMPG PROGRAM PARTICIPANTS:

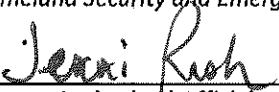
List all program participants in your emergency management program. Identify any participants that will benefit from your EMPG program. Include all soft-match participants. Soft match is considered donated time, volunteer time, or the value of salary/benefits. If the applicant is utilizing another position to match the EMPG funded position, the applicant must submit a job description for the cost-match position.

Vacant

Emergency Manager

CERTIFICATION:

The information contained in TAB 5 and TAB 7 constitute the annual work plan for the emergency management program whose participants are listed above. The undersigned agree to exert their best efforts to accomplish all activities identified within these tabs as approved by the New Mexico Department of Homeland Security and Emergency Management.



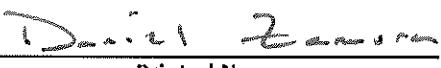
 Authorized Official
 (Original Signature)

 6-5-23

 Printed Name Date



 Emergency Management Official
 (Original Signature)

 6-5-23

 Printed Name Date

Note: Electronic certified signature is acceptable. Scan of hard copy wet ink signatures are also acceptable.

Completed forms and application materials with subject line of EMPG 2023 can be sent by email or mail to:

E-Mail Address:

dhsem-grantsmanagement@state.nm.us
 Subject: EMPG 2023

Physical Address: (Fed Ex or UPS)

NMDHSEM
 Grants Management Unit
 13 Bataan Blvd
 Santa Fe, NM 87508

JURISDICTION: Quay County

Personnel (include both position and name for each individual to be reimbursed with EMPG funds) A job description for each position must be submitted along with the detailed budget worksheet. If the applicant is utilizing another position to match the EMPG funded position, the applicant must submit a job description for the cost-match position.

Priority 1 Salary and Benefits										
Position Title	Employee Name	Total Annual Salary	Total Annual Benefits	Total Annual Cost	EMPG Federal Grant	EMPG Local Match	Percentage EMPG Fund	Total FTE	Total EMPG Cost (Grant + Match)	Job Description Submitted
EXAMPLE Emergency Manager	Employee Name Vacant	\$ 60,000.00 \$ 35,485.00	\$ 20,000.00 \$ 23,178.00	\$ 80,000.00 \$ 58,663.00	40,000.00 29,331.50	40,000.00 29,331.50	100% 100%	80,000.00 58,663.00	80,000.00 58,663.00	YES YES
				\$ -	0.00	0.00	CHOOSE ONE	0.00	0	CHOOSE ONE
				\$ -	0.00	0.00	CHOOSE ONE	0.00	0	CHOOSE ONE
				\$ -	0.00	0.00	CHOOSE ONE	0.00	0	CHOOSE ONE
Total Personnel		\$ 35,485.00	\$ 23,178.00	\$ 58,663.00	\$ 29,331.50	\$ 29,331.50	CHOOSE ONE	\$ 58,663.00	\$ 58,663.00	0 CHOOSE ONE

Each person listed above MUST be actively working toward completing the NIMS, PDS and/or Basic Academy courses.

TOTAL EMPG BUDGET

Name of emergency management personnel who are not EMPG funded

NEW MEXICO DEPARTMENT OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT
2023 EMPG SUB-GRANT APPLICATION NARRATIVE

JURISDICTION NAME:

Provide a brief description of the jurisdiction's emergency management priorities and initiatives that will be addressed with EMPG funds.

1	<p><i>Overview of the jurisdiction's risk profile resulting from the current THIRA.</i></p> <p>Quay County has identified Tornado, Winter Storm, Pandemic and Active Shooter as our most significant threats & hazards. The limited resources available in rural New Mexico increases our vulnerability to natural and man made disasters.</p>
2	<p><i>Emergency management priorities and areas of focus for current budget year identified through assessment processes such as local SPR, hazard mitigation plan, hazard identification and risk assessment (HIRA), tactical interoperable communications plans, and/or after-action reports and improvement plans.</i></p> <p>The focus for the current budget year will be training of a new Emergency Manager as well as continued planning.</p>
3	<p><i>Describe work plan activities that will be taken to address the priorities and areas of focus identified in #2 above. These activities must correspond to the activities identified in Tab 7 Work Plan.</i></p> <p>A new Emergency Manager will be hired and trained to continue updates to the Emergency Operations Plan, Hazard Mitigation Plan, Mass Casualty Incident Plan and development of a Cyber Security Policy.</p>
4	<p><i>Detailed Budget Narrative Justifying the requested funding for the identified work plan activities.</i></p>

The Emergency Management Performance Grant funding being requested will be used to accomplish the activities outlined in the EMPG Work Plan by funding 50% of the salary and benefits needed to staff the position of the Quay County Emergency Manager who develops emergency management planning activities. The Quay County OEM is requesting additional funding this year due to a cost of living increase being provided to all Quay County Employees in an attempt to remain competitive in the current economic climate.

5 Detailed description of how the work plan activities support the building or sustainment of the core capability gaps identified in your local SPR, hazard mitigation plan, hazard identification and risk assessment (HIRA), tactical interoperable communications plans, and/or after-action reports and improvement plans.

Quay County offered the position of Emergency Manager on 6/1/2023. The new Emergency Manager will need to be trained in order to continue the updating of the EOP, TICP, MCIP and development of a cyber security policy that is necessary due to equipment improvements that have recently been made.

**NEW MEXICO DEPARTMENT OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT
2023 EMPG SUB-GRANT APPLICATION ELIGIBILITY TRACKING SHEET**

Quay County

REPORTING QUARTER:

	ANNUAL WORK PLAN SUBMISSION
	First Quarter (Due 10/15/23)
	Second Quarter (Due 1/15/24)
	Third Quarter (Due 4/15/24)
	Fourth Quarter (Due 7/15/24)

Digital File Submitted

Jurisdiction IPP :

Date of Fully Promulgated EOP:

Date of Last EOP Update/Review:

Date of FEMA APPROVED NHMP:

Date of THIRA:

Date of SPR:

Date Approved NIMS Program Review:

Job Description for Each Funded Position:

Identified and Fully Functional Emergency Operations Center: **Building Name:**

Physical Address:

Date of Last EOC Activation/Exercise:

When completion of an activity involves production of a tangible product, i.e. Emergency Operations Plan, any kind of Plan or Annex, etc. the jurisdiction will provide an electronic copy of that product to DHSEM's Local Preparedness Program upon completion.

Copies of training certificates are required to document the completion of the federally mandated National Incident Management System (NIMS) and Professional Development Series (PDS) courses for new EMPG funded staff.

A failure to meet all requirements in the Work Plan, or for submitting fiscal and/or programmatic reports late, may result in:

- » Ineligibility for EMPG funding for FY2023;
- » Program reimbursement of all, or part of the awarded FY 2023 awards funds;
- » Suspension from the EMPG Program; or
- » Any combination thereof.

2023 EMPG SUB-GRANT APPLICATION WORK PLAN

JURISDICTION:

Quay County

Quarter 1	PROJECTED ACTIVITIES	MISSION AREA	CORE CAPABILITY	TYPE OF ACTIVITY	ACTIVITY REPORTING	EMPG FUNDED POSITION(S) RESPONSIBLE	POETE CATEGORY
7/1/2023 to 09/30/2023	Emergency Management Training	Response	Planning	Incident Management	Training	Emergency Manager	Training
	THIRA Review	Mitigation	Planning	THIRA	Assessment	Emergency Manager	Planning
	Hazard Mitigation Plan Update	Mitigation	Planning	Hazard Mitigation	Planning	Emergency Manager	Planning
		CHOOSE ONE		CHOOSE ONE			CHOOSE ONE
		CHOOSE ONE		CHOOSE ONE			CHOOSE ONE
Quarter 2	PROJECTED ACTIVITIES	MISSION AREA	CORE CAPABILITY	TYPE OF ACTIVITY	ACTIVITY REPORTING	EMPG FUNDED POSITION(S) RESPONSIBLE	POETE CATEGORY
	Emergency Management Training	Recovery	Planning	Financial	Training	Emergency Manager	Training
	Submit THIRA	Mitigation	Threats and Hazards Identification	CHOOSE ONE	Assessment	Emergency Manager	Planning
	Mass Casualty Incident Plan Update	Response	Planning	Mass Care Planning	Planning	Emergency Manager	Planning
		CHOOSE ONE		CHOOSE ONE			CHOOSE ONE
Quarter 3	PROJECTED ACTIVITIES	MISSION AREA	CORE CAPABILITY	TYPE OF ACTIVITY	ACTIVITY REPORTING	EMPG FUNDED POSITION(S) RESPONSIBLE	POETE CATEGORY
	Emergency Management Training	Mitigation	Planning	Hazard Mitigation	Training	Emergency Manager	Training
	EOP Maintenance	Response	Planning	Incident Management	Plan Development	Emergency Manager	Planning
	Cyber-Security Policy Development	Mitigation	Planning	CHOOSE ONE	Planning	Emergency Manager	Planning
		CHOOSE ONE		CHOOSE ONE			CHOOSE ONE
Quarter 4	PROJECTED ACTIVITIES	MISSION AREA	CORE CAPABILITY	TYPE OF ACTIVITY	ACTIVITY REPORTING	EMPG FUNDED POSITION(S) RESPONSIBLE	POETE CATEGORY
	Emergency Management Training	Mitigation	Planning	Mass Care Planning	Planning	Emergency Manager	Planning
	EMPG Application Development	CHOOSE ONE	Planning	Recovery	Planning	Emergency Manager	CHOOSE ONE
	EOP Maintenance	Response	Planning	CHOOSE ONE	Planning	Emergency Manager	Planning
	Cyber Security Policy Development	Mitigation	Planning	CHOOSE ONE	Planning	Emergency Manager	Planning