



Lea County Board of Commissioners
Regular Meeting
Tuesday, May 19, 2009 9:00 A.M.
Lea County Courthouse - Commission Room - 1st Floor

Gary Schubert
Chairman – District 3

Gregory H Fulfer
Vice Chairman – District 5

Dale Dunlap
Member – District 1

Michael Whitehead
Member – District 2

Hector Ramirez
Member – District 4

Agenda

CALL TO ORDER
ROLL CALL
PLEDGE OF ALLEGIANCE

ITEM 01: OUTSIDE ENTITIES
(None)

ITEM 02: COMMISSION
(Board of Commissioners)

- (a) Consideration of Minutes:
 - May 5, 2009.
- (b) Discussion of Committee Reports.
- (c) Set/Confirm Next Meeting(s):
 - Tuesday, June 2, 2009 at 9:00 A.M. – Confirmed
 - Tuesday, June 16, 2009 at 9:00 A.M. - Confirmed
 - Tuesday, July 7, 2009 at 9:00 A.M. – Confirmed
 - Tuesday, July 21, 2009 at 9:00 A.M. – Confirmed
- (d) Consideration of Approval of Offer to Exchange Goods and/or Services between Lea County and Page McNeil. (Commissioner Dunlap)

ITEM 03: OTHER ELECTED OFFICIALS
(Assessor – Dee Robinson)

- (a) Discussion and Update on the New Mexico Association of Counties Summer Conference.

(Treasurer – Donna Duncan)

- (b) Consideration of Approval of Capital Outlay Request to Purchase Heavy Duty, Specially Built Shelving, Including Installation, to Accommodate 90 Tax Roll Books for the Lea County Treasurer's Department.
- (c) Consideration of Approval of Request to Open Savings Account with Wells Fargo for Lea County.

ITEM 04: COUNTY MANAGER
(Michael Beverly)

- (a) Consideration of Approval of Travel Requests.

ITEM 05: COUNTY ATTORNEY
(Larry Hanna)

- (a) Consideration of Resolution No. 09-MAY-016R Amyotrophic Lateral Sclerosis Awareness Month.
- (b) Consideration of Approval of Adoption of Ordinance No. 67 Amending Original Bond Ordinance No. 58.
- (c) Consideration of Approval of Contract between Lea County and Riley & Knight Appraisal Services for Appraisal and Consulting Services for Land Parcels in Lea County.

ITEM 06: DEPARTMENT HEADS

(Airports/Environmental Services/Maintenance/Road Department – Assistant County Manager Bill Gatchell)

- (a) Consideration to Award or Reject Bid #32 08-09 Annual Road Construction & Maintenance for the Lea County Road Department.

(DWI – Katrina Weiss)

- (b) Consideration of Approval of Contract for Professional Services between Lea County and Randy Owensby for the Lea County DWI Program.
- (c) Consideration of Approval of Memorandum of Understanding between Lea County and Hobbs Police Department for the Lea County DWI Program.

(Emergency Preparedness – Lorenzo Velasquez)

- (d) Discussion of Grass Fires in Lea County.

(Event Center/Fairgrounds – Ralph Nail)

- (e) Consideration of Approval of Capital Outlay Request to Purchase One (1) John Deere 4x2 Gas Gator for the Lea County Fairgrounds.
- (f) Consideration of Approval of 2009 Improvements to the South Parking Lot of the Lea County Fairgrounds based upon Bid #32 (See Item 06a – Annual Road Construction & Maintenance) from Constructors, Inc.

(Grants – C.c. Nelson)

- (g) Consideration of Approval of 2009 Assistance to Firefighters Grant with Matching Funds Requirement (5%) to Purchase Vehicles for the Lea County Volunteer Fire Departments.

(Human Resources/Risk Management – Anne Behl)

(h) Consideration of Approval of the following Job Descriptions:

- Administration: County Manager, Assistant County Manager, Airports Manager/Risk Manager/Maintenance Department Supervisor, Director of Human Resources/Risk Management, Grant Writer/Administrator, Administrative Assistant/Secretary;
- Administrative Services: Finance Director, Accounts Payable Specialist, Indigent Claims Specialist, Information Technology Technician, Payroll and Benefits Specialist, Procurement Officer;
- Airports/Maintenance: Airport Custodian, Airport Maintenance Technician, Airport Operations Specialist;
- Assessor: Deputy Assessor, Field Appraiser, Mapper/Draftsman, Senior Appraiser;
- Clerk: Bureau of Elections Administrator, Deputy Clerk, Recording Secretary/Deputy Clerk, Records Technology Specialist;
- Detention: Warden, Administrative Coordinator, Captain, Custodian of Records, Detention Maintenance Supervisor, Detention Officer, Detention Sergeant, Lieutenant, Detention Maintenance Technician (also under Maintenance – depending on assignment);
- DWI: DWI Compliance Monitor, DWI Counselor, DWI Preventionist;
- Environmental Services: Environmental Services Director, Convenience Center Supervisor, Environmental Technician;
- Facilities: Director of Facilities, Event Center Administrative Coordinator, Facilities Custodian, Facilities Maintenance Supervisor, Fairgrounds Administrative Coordinator, Fairgrounds Operations Coordinator, Facilities Maintenance Technician (also under Maintenance – depending on assignment);
- Grants: Administrative Coordinator Grants;
- Maintenance: Custodian;
- Planning: MSAG (Master Street Addressing Guide Coordinator);
- Road: Road Superintendent, Senior Equipment Operator, Administrative Coordinator Road, Asphalt Crew Supervisor, Assistant Crew Supervisor, Construction Crew Supervisor, Crusher Crew Supervisor, Fleet Mechanic, Fleet Services Technician (Shop and Field), Fleet Services Technician (Tires), Fleet Supervisor, Welder;
- Sheriff: Administrative/Investigative Assistant, Building Security Officer, Chief Dispatcher, Civil Process Clerk, Criminal Records Specialist, Deputy, Dispatcher, Evidence Custodian, Investigator Detective, Lieutenant, Sergeant. Technical Services/Telecommunications Supervisor, Training Coordinator;
- Treasurer: Accountant, Accounting Technician, Deputy Treasurer.

(Finance - Jim Burke)

- (i) Consideration of Approval of Agreement for Services between Lea County and Hobbs Hispano Chamber of Commerce for FY 2009 – 2010.
- (j) Consideration of Approval of Resolution No. 09-MAY-015R 2009 – 2010 Preliminary Budget for Lea County.
- (k) Consideration of Approval of Accounts Payable for Lea County.

ITEM 07: PUBLIC
(Public)
(a) Comments from the Public.

ITEM 08: EXECUTIVE SESSION
(Commission)
(a) Pursuant to Section 10-15-1 (H2), (H7) & (H8) to discuss limited personnel matters, pending or threatened litigation and the purchase, acquisition or disposal of real property.

ITEM 09: EMPLOYMENT
(None)

ITEM 10: OTHER
(Commission)
(a) Consideration of Other Business.

ADJOURN