



**CHAVES COUNTY
BOARD OF COUNTY COMMISSIONERS**

**Richard C. Taylor, Chairman
Michael J. Perry, Vice Chair**



**Dara Dana, Member
R. Cliff Waide, Member
Herbert "Hub" Corn, Member**

William B. Williams, County Manager

ADMINISTRATIVE MEETING MINUTES

THURSDAY, OCTOBER 16, 2025

**CHAVES COUNTY ADMINISTRATIVE CENTER – JOSEPH R SKEEN BUILDING
#1 ST. MARY'S PLACE, ROSWELL, NM 88203**

CALL TO ORDER

Chairman Taylor called the meeting to order at 9:00 am.

PLEDGE OF ALLEGIANCE

Commissioner Perry led the pledge, and Commissioner Dana led in prayer.

DETERMINATION OF QUORUM

Those present were Commissioners Taylor, Perry, Dana, Waide, and Corn. Also present, were County Manager, Bill Williams, County Attorney, Stan Riggs, Public Services Director, Alex Palomino, Purchasing Director, Analicia Nieto, Road Supervisor, Joe West, IT Staff, Shane Villanueva, Assistant Finance Director, Lucia Serrano, County Clerk, Cindy Fuller, County Treasurer, Chanel Rey, Flood Superintendent, Brian Houghtalin, media, staff, and guests.

APPROVAL OF AGENDA

MOTION MADE TO: APPROVE THE AGENDA
MOTION MADE BY: COMMISSIONER WAIDE
SECOND MADE BY: COMMISSIONER PERRY
IN FAVOR: COMMISSIONERS TAYLOR, PERRY, DANA, WAIDE, AND CORN
OPPOSED: NONE

APPROVAL OF MINUTES

MOTION MADE TO: APPROVE THE MEETING MINUTES FROM THE MEETING HELD ON SEPTEMBER 18, 2025.
MOTION MADE BY: COMMISSIONER DANA
SECOND MADE BY: COMMISSIONER CORN
IN FAVOR: COMMISSIONERS TAYLOR, PERRY, DANA, WAIDE, AND CORN
OPPOSED: NONE

PROCLAMATION

NATIONAL BULLYING PREVENTION MONTH

Bill Williams, Chaves County Manager, read the proclamation declaring October 2025 as National Bullying Prevention month in Chaves County and encouraged all citizens to join together in building a culture of kindness, respect, and safety for every child. Clint McClain was present to accept the proclamation, and photos were taken with the Commissioners.

PRESENTATIONS AND AGENCY UPDATES

ROSWELL-CHAVES COUNTY ECONOMIC DEVELOPMENT CORPORATION

Mike Espiritu, President and CEO

Mr. Espiritu thanked the Commission for their support. The proclamation that was just read is a serious issue. He thanked them for that and stated young people need to have a safe environment to grow up in. They are attending local career fairs and still working on Be Pro Be Proud with the high schools in Chaves County. They are also sponsoring ZAG which is a youth entrepreneur's event that will be held later this month at ENMMC. He has attended several conferences. One of the major topics is about the lack of energy to support projects. He advocated for a JTIP award for

BiltWise and they were awarded almost a million dollars. They have eight projects they are working on now. He invited them tomorrow at 9:00 am for a project announcement. They continue to help the local businesses, visit with them, and provide help where they can. They are working on some energy projects. They are committed to Chaves County and to making things happen for the people who live here.

CHAVES COUNTY COOPERATIVE EXTENSION OFFICE

Katie Wright, 4-H Agent

Ms. Wright stated they finished up the Eastern Fair, and all the kids did well. The ice cream parlor is their biggest fundraiser, and they raised \$3,000.00. Their new 4H year began October 1st. They had over 300 members, ending last year. They have Youth Leadership being elected next week. They also have a County Ambassador program. They had 1400 entries at the Eastern Fair and reached 940 kids on Kids Day. November 11th will be the Christmas Showcase. Health Prevention and Wellness will begin in January. Their Ag position is still open. She gave a few more dates for upcoming events.

AGENDA ITEMS

A. AGREEMENTS AND RESOLUTIONS

1. JUVENILE JUSTICE CONTINUUM GRANT

- A. AGREEMENT A-25-016 IN THE AMOUNT OF \$50,000.00 BETWEEN CHAVES COUNTY AND WINGS FOR L.I.F.E. FOR THE ELEMENTARY AFTERSCHOOL PROGRAM**
- B. AGREEMENT A-25-017 IN THE AMOUNT OF \$50,400.00 BETWEEN CHAVES COUNTY AND WINGS FOR L.I.F.E. FOR THE MIDDLE SCHOOL AFTERSCHOOL PROGRAM**
- C. AGREEMENT A-25-018 IN THE AMOUNT OF \$54,000.00 BETWEEN CHAVES COUNTY AND CHAVES COUNTY CASA FOR THE ALTERNATIVE EDUCATION PROGRAM**
- D. AGREEMENT A-25-019 IN THE AMOUNT OF \$20,000.00 BETWEEN CHAVES COUNTY AND CHAVES COUNTY CASA FOR GENDER SPECIFIC PROGRAM**
- E. AGREEMENT A-25-020 IN THE AMOUNT OF \$45,500.00 BETWEEN CHAVES COUNTY AND CHAVES COUNTY CASA FOR YOUTH ADVOCACY PROGRAM**

Presenter: Elly T. Hollon, Continuum Coordinator

Chaves County received funding under the Juvenile Justice Continuum Grant in the amount of \$295,556.00 for programs addressing at-risk youths. Chaves County would like to award subcontracts to the attached providers for their program services. The term of the subcontract agreements will be from July 1st, 2025, through June 30th, 2026. Staff recommends approval.

MOTION MADE TO: APPROVE AGREEMENT A-25-016, A-25-017, A-25-018, A-25-019, AND A-25-020
MOTION MADE BY: COMMISSIONER PERRY
SECOND MADE BY: COMMISSIONER CORN
IN FAVOR: COMMISSIONERS TAYLOR, PERRY, DANA, WAIDE, AND CORN
OPPOSED: NONE

2. AGREEMENT A-25-044 BETWEEN CHAVES COUNTY AND THE DEPARTMENT OF FINANCE AND ADMINISTRATION FOR MATCHING GRANT AGREEMENT ZI5044-MG25-7817 IN THE AMOUNT OF \$3,047,193.75

Presenter: Adriana Zapata, Project Specialist

The funds from this matching grant agreement will be used to meet the 25% local match requirement for the Flood Mitigation and Dam Repair Project in Chaves County. This project was awarded federal funding through the USDA Natural Resources Conservation Service for the Emergency Watershed Protection Program, which requires a 25% local match contribution. Staff recommends approval.

MOTION MADE TO: APPROVE AGREEMENT A-25-044
MOTION MADE BY: COMMISSIONER WAIDE
SECOND MADE BY: COMMISSIONER DANA
IN FAVOR: COMMISSIONERS: TAYLOR, PERRY, DANA, WAIDE, AND CORN
OPPOSED: NONE

3. RESOLUTION R-24-044 – DELETION OF PROPERTY AND PROPOSED DISPOSITION

Presenter: Lucia Serrano, Assistant Finance Director

Approval of this resolution will allow staff to auction, delete, or obsolete the items listed in Exhibit A. Staff recommends approval.

MOTION MADE TO: APPROVE RESOLUTION R-25-044
MOTION MADE BY: COMMISSIONER DANA
SECOND MADE BY: COMMISSIONER PERRY
IN FAVOR: COMMISSIONERS: TAYLOR, PERRY, DANA, WAIDE, AND CORN
OPPOSED: NONE

4. RESOLUTION R-25-045 AUTHORIZING AND APPROVING AN NMFA LOAN APPLICATION ON BEHALF OF BERRENDO VOLUNTEER FIRE DEPARTMENT FOR A CUSTOM PUMPER

Presenter: Alex Palomino, Public Services Director

The Berrendo Volunteer Fire Department is seeking to purchase one (1) Custom Pumper, Model 22 Premier, built on an HME 1871 Custom Chassis, fully equipped, at a total cost of \$859,000.00. The department has \$485,472.00 allocated from the Chaves County Fire Apparatus Replacement Fund, leaving a remaining balance of \$373,528.00 to be financed. This resolution authorizes Chaves County to apply for financial assistance through the New Mexico Finance Authority (NMFA). The loan would be repaid using Berrendo's annual fire fund allocations. If approved, the formal loan agreement, including terms, payment schedule, and other details, will be presented at a future Commission meeting for final consideration and approval. This resolution solely authorizes the submission of the formal application for financial assistance. Staff recommends approval.

MOTION MADE TO: APPROVE RESOLUTION R-25-045
MOTION MADE BY: COMMISSIONER DANA
SECOND MADE BY: COMMISSIONER PERRY
IN FAVOR: COMMISSIONERS: TAYLOR, PERRY, DANA, WAIDE, AND CORN
OPPOSED: NONE

5. RESOLUTION R-25-046 – SUPPORT FOR LINCOLN COUNTY IN OPPOSITION TO THE BARBER SPRINGS PUMPED STORAGE PROJECT

Presenter: Bill Williams, Chaves County Manager

This resolution is to show support for Lincoln County's opposition to the Barber Springs Pumped Storage Project proposed by the Federal Energy Regulatory Committee. Lincoln County was unaware of this proposal until it became available for public comment. Staff recommends approval. Mr. Williams read the resolution.

MOTION MADE TO: APPROVE RESOLUTION R-25-046
MOTION MADE BY: COMMISSIONER PERRY
SECOND MADE BY: COMMISSIONER CORN
IN FAVOR: COMMISSIONERS: TAYLOR, PERRY, DANA, WAIDE, AND CORN
OPPOSED: NONE

6. RESOLUTION R-25-047 – AUTHORIZING THE AUTOMATIC ADJUSTMENT OF PROPERTY TAX OVERPAYMENTS AND UNDERPAYMENTS OF \$5.00 OR LESS

Presenter: Chanel Rey, Chaves County Treasurer

Resolution R-25-047 would authorize the Treasurer's Office to automatically credit or debit minor payment discrepancies of \$5.00 or less. These discrepancies occur from time to time throughout the normal course of business. The administrative cost associated with issuing refunds or collecting small balances often exceeds the amount in question. Staff recommends approval.

MOTION MADE FOR: APPROVAL OF RESOLUTION R-25-047
MOTION MADE BY: COMMISSIONER DANA
SECOND MADE BY: COMMISSIONER WAIDE
IN FAVOR: COMMISSIONERS TAYLOR, PERRY, DANA, WAIDE, AND CORN
OPPOSED: NONE

7. RESOLUTION R-25-048 – SUPPORT FOR THE NEW MEXICO COUNTIES 2026 LEGISLATIVE PRIORITIES

Presenter: Bill Williams, Chaves County Manager

Each year, New Mexico Counties works with its Board of Directors to determine the Legislative Priorities for the year. This year's priorities are:

1. HB 2 Appropriations
 - a. Detention Reimbursement Fund for State Prisoners' housing costs
 - b. Courthouse Funding
 - c. Detention Recruitment and Retention
 - d. Firefighter/EMS Recruitment Fund
 - e. Emergency Medical Services
 - f. 700 MHz Radios
 - g. RISE Funding for Detention Behavior Health, MAT, Housing, Vocational, etc.
 2. IPRA Improvements
 3. Timeline for Veteran Property Tax Exemptions
- Staff recommends approval.

MOTION MADE TO: APPROVE RESOLUTION R-25-048
MOTION MADE BY: COMMISSIONER DANA
SECOND MADE BY: COMMISSIONER PERRY
IN FAVOR: COMMISSIONERS: TAYLOR, PERRY, DANA, WAIDE, AND CORN
OPPOSED: NONE

8. RESOLUTION R-25-049 SUPPORTING MEXICAN WOLF PUBLIC EDUCATION AND AWARENESS EFFORTS BY THE COALITION OF ARIZONA/NEW MEXICO COUNTIES

Presenter: Bill Williams, Chaves County Manager

This resolution supports the ongoing efforts of the Coalition of Arizona/New Mexico Counties in their effort to educate and inform the public and raise awareness of the Mexican Wolf and its effects on the people in New Mexico. Chaves County will contribute \$2,500.00 to assist with their public education efforts. Staff recommends approval.

MOTION MADE TO: APPROVE RESOLUTION R-25-049
MOTION MADE BY: COMMISSIONER PERRY
SECOND MADE BY: COMMISSIONER DANA
IN FAVOR: COMMISSIONERS: TAYLOR, PERRY, DANA, WAIDE, AND CORN
OPPOSED: NONE

OTHER BUSINESS

9. PERMISSION TO PUBLISH FOR RCRTC FRANCHISE AGREEMENT ORDINANCE O-118

Presenter: Bill Williams, Chaves County Manager

Mr. Williams stated this is a request to publish for a public hearing to create Ordinance No. O-118 for a Franchise agreement between Chaves County and Roosevelt County Rural Telephone Cooperative, Inc. Staff recommends approval.

MOTION MADE TO: APPROVE PERMISSION TO PUBLISH FOR RCRTC FRANCHISE AGREEMENT ORDINANCE O-118
MOTION MADE BY: COMMISSIONER WAIDE
SECOND MADE BY: COMMISSIONER PERRY
IN FAVOR: COMMISSIONERS: TAYLOR, PERRY, DANA, WAIDE, AND CORN
OPPOSED: NONE

APPROVAL OF CHECKS

MOTION MADE TO: APPROVE CHECKS IN THE AMOUNT OF \$3,412,124.45
MOTION MADE BY: COMMISSIONER WAIDE
SECOND MADE BY: COMMISSIONER PERRY
IN FAVOR: COMMISSIONERS TAYLOR, PERRY, DANA, WAIDE, AND CORN
OPPOSED: NONE

APPROVAL OF REPORTS

MOTION MADE TO: APPROVE REPORTS
MOTION MADE BY: COMMISSIONER DANA
SECOND MADE BY: COMMISSIONER PERRY
IN FAVOR: COMMISSIONERS TAYLOR, PERRY, DANA, WAIDE, AND CORN
OPPOSED: NONE

CLOSED SESSION – PURSUANT TO NMSA 1978 SECTION 10-15-1(H)(2) LIMITED PERSONNEL MATTERS AND NMSA 1978 SECTION 10-15-1(H)(7) THREATENED OR PENDING LITIGATION

MOTION MADE TO: GO INTO CLOSED SESSION
MOTION MADE BY: COMMISSIONER PERRY
SECOND MADE BY: COMMISSIONER WAIDE
COMMISSIONER DANA: YES
COMMISSIONER WAIDE: YES
COMMISSIONER CORN: YES
COMMISSIONER PERRY: YES
CHAIRMAN TAYLOR: YES

MOTION MADE TO: COME OUT OF CLOSED SESSION
MOTION MADE BY: COMMISSIONER DANA
SECOND MADE BY: COMMISSIONER PERRY
COMMISSIONER DANA: YES
COMMISSIONER WAIDE: YES
COMMISSIONER CORN: YES
COMMISSIONER PERRY: YES
CHAIRMAN TAYLOR: YES

UNSCHEDULED COMMUNICATIONS ARE LIMITED TO THREE MINUTES PER VISITOR NOT TO EXCEED 15 MINUTES. NO FORMAL ACTION WILL BE TAKEN BY THE COMMISSION.

Dan Jennings, 105 N. Winchester, Hagerman, NM

Mr. Jennings made comments on the Opioid settlement funds. He was here 10 months ago, and the path was clear. The original plan was to partner with the City of Roswell but unfortunately the plan fell apart. People are still dying, and families are falling apart, and the funds are sitting in a bank account. The time for action is now. He urged them to make a commitment to get a City/County MOU in place. Our communities deserve progress.

Jeneva Martinez- 3691 E. Pine Lodge, Roswell, NM

Ms. Martinez made comments on the road from Red Bridge to Bitter Lakes. The road was scheduled to be repaired. Repairs have now been moved to February. This project keeps getting pushed back. She knows a lot of the roads need work, but she has gone through three tires herself, along with her neighbors. She would like to see this get back on track.

COUNTY MANAGER’S COMMUNICATIONS

Mr. Williams stated E. Pine Lodge is on track and hasn’t ever been pushed back. They have funding available, and this is on track and on schedule. The County must do its due diligence, but it is moving forward. He mentioned that Nicholas Paul, Senate District 33, has resigned, so they will put together a meeting for those interested in being appointed. He represented three districts. If someone is interested, they need to send a letter of interest to the county. A name will be presented to the Governor, and she will appoint someone to fill the position. He gave a shout out to the Eastern New Mexico Fair. The 4-H and FFA kids do a lot of hard work raising animals. In the lobby there is a picture with a QR code for a questionnaire on the comprehensive land use plan. They would like to update this plan. He thanked all the county employees and stated we have a great staff.

COMMISSIONERS' COMMUNICATIONS

COMMISSIONER DANA

Commissioner Dana stated that the Road Department is doing phenomenal. She appreciates them. We do have openings with the County so if you would like to work for us have at it. Hopefully we will have some great candidates come out for Senator Paul's seat. She asked the County Clerk for a voting update and numbers were provided by the Clerk. She thanked the Commission for passing the NMC legislative priorities. She thanked all the staff and welcomed Dusty to Chaves County.

COMMISSIONER WAIDE

Commissioner Waide thanked all the staff. He knows Joe has his work cut out for him on the roads.

COMMISSIONER CORN

Commissioner Corn stated he's called Joe quite a bit between the roads and the mowing that needs to be done. He is doing a great job. He stated he gets a lot of phone calls and knows right now is rattlesnake season. He stated all the staff do a great job. We have a few little issues on solar stuff that keeps coming up. We need to keep working on it.

COMMISSIONER PERRY

Commissioner Perry thanked everyone for sticking around. He thanked Commissioner Corn for walking in the fair. He saw the kids who had pure joy seeing the floats and getting candy. We need to keep our kids going in the right direction. There are a lot of kids in this town that need better.

COMMISSIONER TAYLOR

Commissioner Taylor thanked all the staff for the excellent work they do. He thanked the Clerk for handling the election. He encouraged everyone to go vote.

SIGNATURE OF DOCUMENTS

The meeting was adjourned at 11:06 am.



Cindy Fuller
Cindy Fuller, County Clerk

BOARD OF CHAVES COUNTY COMMISSIONERS

Richard C. Taylor
Richard C. Taylor, Chairman

Michael J. Perry
Michael J. Perry, Vice-Chairman

Dana Dana
Dana Dana, Member

R. Cliff Waide
R. Cliff Waide, Member

Herbert 'Hub' Corn
Herbert 'Hub' Corn, Member