

BOARD OF UNION COUNTY COMMISSIONERS
REGULAR MEETING
AGENDA
August 13, 2024

DOCUMENT #202400597
08/8/24 03:30:25 PM
1 of 1
BY Erica Garcia

9:00 a.m.

1. Call to order
2. Pledge of Allegiance
3. Approval of agenda and minutes
4. Hospital Report
5. Discussion/Possible Action Items

10:00 – Presentation from Kate Bailey – Initium Health – Regional Behavioral Health Facility Update

- i. Consideration of Approval of Waiver of 1 Year Off for Craig Reeves and Paul Briesh CHS Board of Directors
- ii. Consideration of Approval of Clayton Health Systems Request to Acquire a Loan with the Bank of Clayton for the Purchase of Provider Housing
- iii. Amend Resolution 2025-12 Amend Section 10.4 Annual Leave and 10.5, 10.6, 10.7, 10.8, and 10.9 Sick Leave of the Union County Personnel Policy Manual
- iv. Resolution 2025-16 Finance Investment and Deposit Policy
- v. Order Vacating County Roads and Portions of County Roads from 1-9-24 and 6-11-24
- vi. Amendment to MOU with Mora County to be Fiscal Agent for Capital Outlay Projects
- vii. Opioid Funding Discussion – Regional Behavioral Health Facility Collaboration
- viii. Approval of Bills
- ix. Inventory Items Disposition – Road Department International Water Truck
- x. Healthcare Assistance - Approval of Claims
- xi. County Travel Requests

10:00 a.m. Citizen's Forum

- County Manager Report
- Road Superintendent
- Emergency Service Coordinator Report
- Elected Officials Reports

Adjourn

As of 8/7/2024

Next Meeting September 10, 2024 @ 9:00

BOARD OF UNION COUNTY COMMISSION
REGULAR MEETING
July 9, 2024

BOARD MEMBERS PRESENT:

Chairman Clayton F. Kiesling Commissioner W. Carr Vincent Commissioner Lloyd 'Red' Miller

OTHERS PRESENT:

Clerk Devian Fields Manager Brandy Thompson HR Cheryl Garcia
CUCEDC Director Lynette Keeth Road Superintendent Gary Wright Road Admin Rachel Farnum
Sheriff Curtis Skaggs Emergency Manager Kris Lawrence

GUESTS:

Tammie Stump – CEO Union County General Hospital
Melissa Prante - CFO Union County General Hospital
Amanda Archuleta – CNO Union County General Hospital

At 9:01 a.m., Chairman Kiesling called the meeting to order in the Commission Chambers located in the Union County Administration Building. The pledge of allegiance was recited.

Commissioner Vincent moved to approve the agenda and the regular meeting minutes of May 14, 2024. Commissioner Miller seconded. There was no further discussion. Vote: ALL AYE. The minutes were signed.

HOSPITAL REPORT

Tammie Stump, CEO, reported on statistics for June. The "County Commissioner Monthly Hospital Report" was distributed to the board prior to the meeting. Items covered and discussed included the following: *Provider Recruitment Update, Financial Assistance, Business/Financial Update, Compliance, Radiology Report, Plant Services, Therapy Services, Pharmacy, Laboratory/Infection Control, Union County/Des Moines Health Center, IT and Special Projects.*

Melissa Prante, CFO, reported on financials for May. The "Union County General Consolidated Executive Financial Summary" and the "Clayton Health Systems June 24, 2024 MOR Notes to Consolidated Financial Statements Period Ending May 31, 2024" was distributed to the board prior to the meeting. Items covered and discussed included the following: *Key Statistics, Statement of Revenue and Expenses – YTD and Balance Sheet.* A request from the UCGH Mill Levy/GRT for \$344,564.46 was presented.

Commissioner Vincent moved to approve the request for \$344,564.46. Commissioner Miller seconded. VOTE: ALL AYE. Motion carried.

Amanda Archuleta, CNO, reported on the following: *Nursing, Swing Bed, Social Work Consults and Trauma.*

CITIZENS FORUM

No one was present for Citizens Forum.

DISCUSSION/POSSIBLE ACTION ITEMS

APPOINTMENT OF COUNTY CLERK

Clerk Brenda Green resigned her position as County Clerk. Chairman Kiesling made the recommendation to appoint Chief Deputy Clerk Devian Fields to fulfill the term.

Commissioner Vincent moved to appoint Chief Deputy Clerk Devian Fields to County Clerk. Commissioner Miller seconded. VOTE: ALL AYE. Motion carried.

RESOLUTION 2025-01 PARTICIPATION IN EPCOG FY25

A proposed resolution authorizing the participation in the programs of the Eastern Plains Council of Governments for Fiscal Year 2024-2025.

Commissioner Vincent moved to approve Resolutions 2025-1 as presented. Commissioner Miller seconded. There was no further discussion. VOTE: ALL AYE. Resolution signed.

RESOLUTION 2025-02 COOP AGREEMENT WITH NMDOT

A proposed resolution authorizing the participation in the Local Government Road Fund Program administered by New Mexico Department of Transportation.

RESOLUTION 2025-03 CAP AGREEMENT WITH NMDOT

A proposed resolution authorizing the participation in Local Government Road Fund Program administered by New Mexico Department of Transportation.

RESOLUTION 2025-04 SCHOOL BUS AGREEMENT WITH NMDOT

A proposed resolution authorizing the participation in the Local Government Road Fund Program administered by New Mexico Department of Transportation.

RESOLUTION 2025-05 CAP PROJECT MATCH WAIVER

A proposed resolution authorizing the participation in Local Government Road Fund Hardship Match Waiver Program Administered by New Mexico Department of Transportation.

RESOLUTION 2025-06 SCHOOL BUS PROJECT MATCH WAIVER

A proposed resolution authorizing the participation in Local Government Road Fund Hardship Match Waiver Program Administered by New Mexico Department of Transportation.

Commissioner Vincent moved to approve Resolutions 2025-2, 2025-3, 2025-4, 2025-5 and 2025-6 as presented. Commissioner Miller seconded. There was no further discussion. VOTE: ALL AYE. Resolutions signed.

RESOLUTION 2025-07 PERA 75% OF EMPLOYEE CONTRIBUTION TO MUNICIPAL POLICE PLAN 4

A proposed resolution authorizing County of Union to Pick-Up Seventy Five Percent (75%) of the PERA Municipal Police Plan 4 Member Contributions in Effect July 1, 2024.

RESOLUTION 2025-08 PERA 75% OF EMPLOYEE CONTRIBUTION TO MUNICIPAL GENERAL PLAN 2

A proposed resolution authorizing County of Union to Pick-Up Seventy Five Percent (75%) of the PERA Municipal Police Plan 4 Member Contributions in Effect July 1, 2024.

Commissioner Vincent moved to approve Resolutions 2025-07 and 2025-08 as presented. Commissioner Miller seconded. There was no further discussion. VOTE: ALL AYE. Resolutions signed.

RESOLUTION 2025-09 TIME CLOCK POLICY

A proposed resolution establishing and creating a Union County Timekeeping Policy.

Commissioner Vincent moved to approve Resolution 2025-09 as presented. Commissioner Miller seconded. There was no further discussion. VOTE: ALL AYE. Resolutions signed.

RESOLUTION 2025-10 LONGEVITY INCENTIVE PAY POLICY

A proposed resolution establishing and creating Employee Longevity Incentive Pay Policy.

Commissioner Vincent moved to approve Resolution 2025-10 as presented. Commissioner Miller seconded. There was no further discussion. VOTE: ALL AYE. Resolutions signed.

RESOLUTION 2025-11 ESTABLISHING AND CREATING INCENTIVES FOR VARIOUS COUNTY OFFICES THAT REQUIRE SPECIAL TRAINING OR CERTIFICATION

A proposed resolution establishing and creating Incentives for Various County Offices that Require Special Training or Certification.

Commissioner Vincent moved to approve Resolution 2025-11 as presented. Commissioner Miller seconded. There was no further discussion. VOTE: ALL AYE. Resolutions signed.

RESOLUTION 2025-12 AMEND SECTION 10.4 ANNUAL LEAVE AND 10.5, 10.6, 10.7, 10.8 AND 10.9 SICK LEAVE OF THE UNION COUNTY PERSONNEL POLICY MANUAL

A proposed resolution amending Section 10.4 Annual Leave with Pay and Section 10.5, 10.6, 10.7, 10.8, 10.9 Sick Leave with Pay of the Personnel Policy Manual, Resolution #2021-18 Personnel Policy Manual Adopted November 10, 2020.

Commissioner Vincent moved to approve Resolution 2025-12 as presented. Commissioner Miller seconded. There was no further discussion. VOTE: ALL AYE. Resolutions signed.

APPROVAL OF BILLS

Bills in the amount of \$204,337.06 were presented for review.

Commissioner Vincent moved to approve bills in the amount of \$204,337.06 and to include the cost for the Sheriff's department to conduct transport to Utah. Commissioner Miller seconded. There was no further discussion. VOTE: ALL AYE. Motion carried.

INVENTORY ITEMS DISPOSITION – ROAD DEPARTMENT INTERNATIONAL WATER TRUCK

There were no items presented for disposition.

HEALTHCARE ASSISTANCE-APPROVAL OF CLAIMS

There were no claims presented for approval.

COUNTY TRAVEL REQUESTS

Clerk's office staff will attend 2024 General Election School August 8th-9th.

All travel approved.

ARPA FUNDING

Mgr. Thompson provided a current accounting of ARPA funds and projects with funds.

BUDGET HEARING

Mgr. Thompson gave an update on the final budget.

ICIP HEARING

Mgr. Thompson provided the current ICIP list to the board for review. Priorities were reviewed and adjusted on the list.

RESOLUTION 2025-13 FY 2024 4TH QUARTER REPORT APPROVAL

A proposed resolution authorizing the 2024 Final Quarter Financial Report Year Ending June 30, 2024.

Commissioner Vincent moved to approve Resolution 2025-13 as presented. Commissioner Miller seconded. There was no further discussion. VOTE: ALL AYE. Resolutions signed.

RESOLUTION 2025-14 FY 2025 FINAL BUDGET APPROVAL

A proposed resolution authorizing the 2024-2025 Budget Adoption.

Commissioner Vincent moved to approve Resolution 2025-14 as presented. Commissioner Miller seconded. There was no further discussion. VOTE: ALL AYE. Resolutions signed.

RESOLUTION 2025-15 APPROVAL OF ICIP 2026-2030

A proposed resolution authorizing the Adoption of Infrastructure Capital Improvement Plan (ICIP).

Commissioner Vincent moved to approve Resolution 2025-15 as presented. Commissioner Miller seconded. There was no further discussion. VOTE: ALL AYE. Resolutions signed.

COUNTY MANAGER REPORT

Mgr. Thompson reported on the following (but not limited to the following): C-PACE Program and discussion about the Commissions expectations for the EM Program.

ROAD SUPERINTENDENT

Road Superintendent Gary Wright reported on having 2 projects left to be completed to get the department caught up on projects.

EMERGENCY SERVICE COORDINATOR REPORT

Emergency Manager Kris Lawrence asked the Board for guidance on their expectations for the emergency program.

ELECTED OFFICIALS REPORTS

Clerk Fields reported that she will be appointing Erica Garcia as Chief Deputy Clerk. They will take turns being at the meetings going forward. They will be traveling to Albuquerque in August to attend 2024 General Election School.

Sheriff Skaggs reported on a training his department attended. He brought up communication issues involving dispatch. Emergency Manager Kris Lawrence agreed that the communication is lacking. They asked for the Board of Commissioners to help support them in getting these issues resolved.

Commissioner Kiesling reported on the public workshop for Downtown Metropolitan Redevelopment Plan next week and a variety of legislation.

ADJOURN: At 12:16 p.m., Commissioner Vincent moved to adjourn after lunch. Commissioner Miller seconded. There was no further discussion. Vote: ALL AYE. Motion carried.

Meeting Announcements: The next regular meeting will be held on Tuesday August 13th at 9:00 a.m. The next Joint Communication meeting will be held on Tuesday, September 10th at 10:00 a.m.

ATTEST

**Board of Union County Commissioners
Union County, New Mexico**

SEAL

Clayton F. Kiesling - Chairman

Brenda L. Green – County Clerk

W. Carr Vincent - Vice Chairman

Lloyd 'Red' Miller - Member

DRAFT



Initium is a public
benefit corporation
committed to using
innovation to improve
human health.

Eastern New Mexico Regional Behavioral Health Facility

Update to Union County Commission

August 13, 2024

Agenda 8.13.24

- I. Crisis System Transformation
- II. Behavioral Health Facility Phase I: Crisis Triage Center
- III. Financial Projections and Funding Resources
- IV. Workforce Development
- V. Discussion

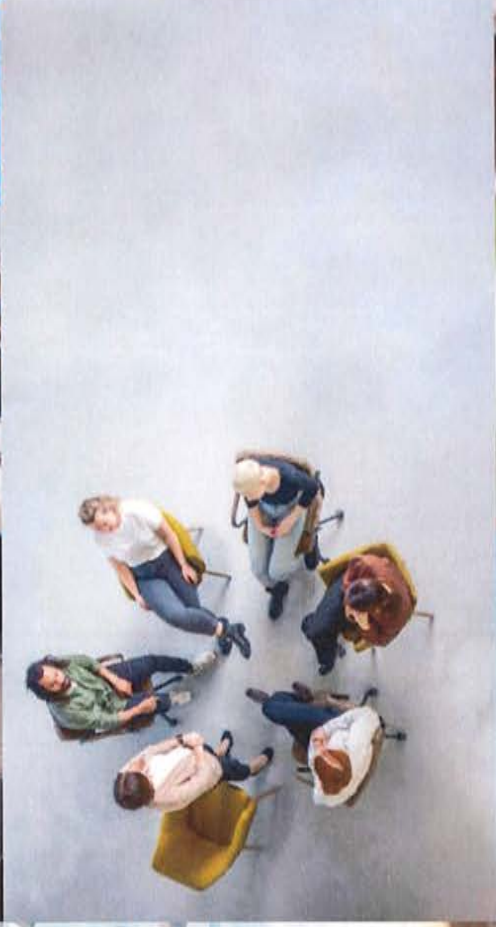
Proprietary & Confidential

SUBJECT MATTER EXPERTS WHO DELIVER





**Initium is a
public benefit
corporation
committed to
using innovation
to improve
human health.**



LEADERSHIP



JAMES CORBETT, MDIV, JD
Principal



[linkedin.com/in/
james-corbett-22600839](https://www.linkedin.com/in/james-corbett-22600839)



ELISE PLAKKE
Executive Creative Director



[linkedin.com/in/
elise-plakke-4198495](https://www.linkedin.com/in/elise-plakke-4198495)



KATE BAILEY, MPH
Partner, Public Health Consultant



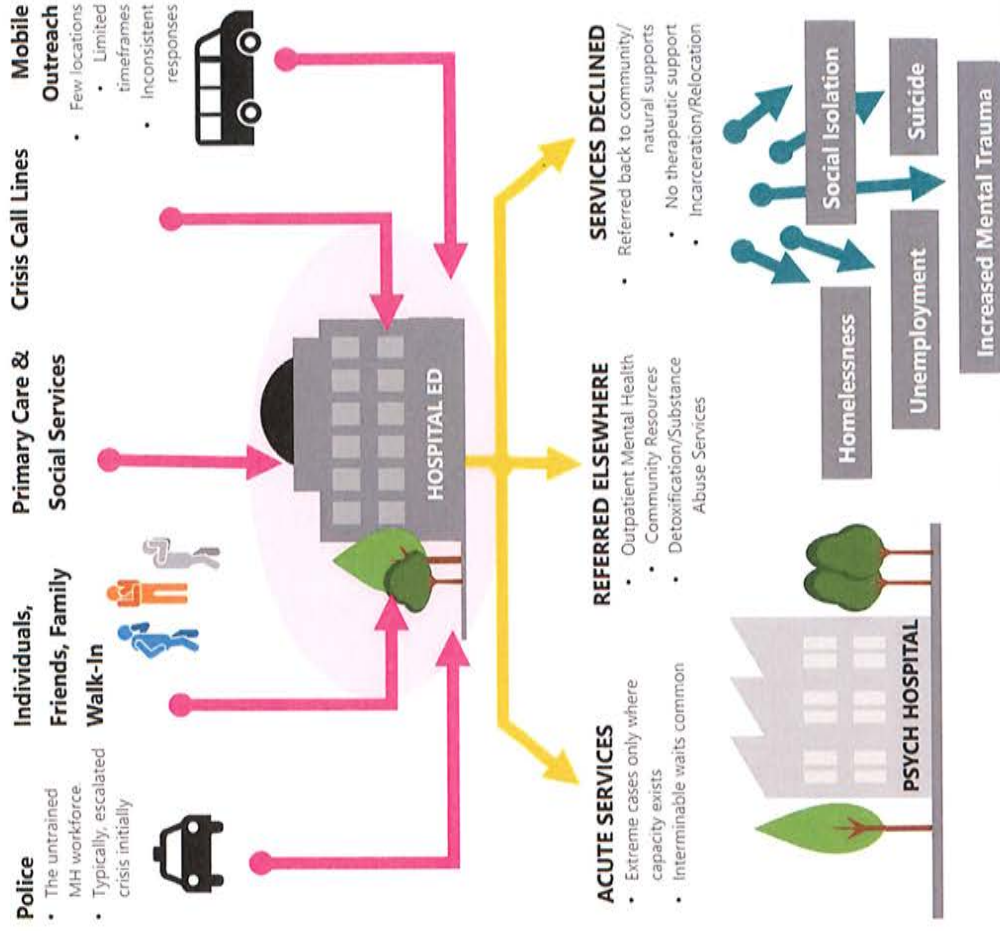
[linkedin.com/in/
katelaportebailey](https://www.linkedin.com/in/katelaportebailey)



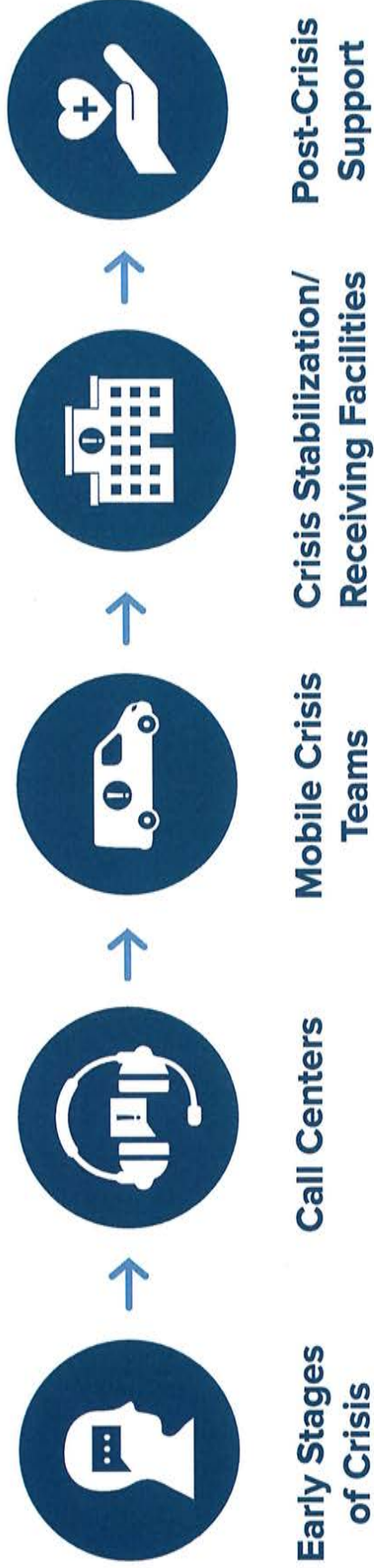
VONNE HERNANDEZ
Project Manager



Traditional Crisis Flow



Crisis Flow - Ideal System



Facility Size and Services Recommendations

Inpatient Care for Mental Health and Substance Use Disorder

Intensive Outpatient and Partial Hospitalization Programs

Outpatient Care including Medications for Opioid Use Disorder

Crisis Triage Center for Walk-in and Law-enforcement drop-off



Phase I: Crisis Triage Center Services

- Short-term observation, assessment, treatment, and planning for behavioral health crisis
- Clients include individuals experiencing acute psychiatric symptoms, those under the influence of substances, and subjects of emergency detention
- CTCs facilitate efficient referrals from first responders and ensure rapid transfer of custody from law enforcement



2023 Legislative Change for CTCs

Involuntary admissions previously were only to inpatient psychiatric hospitals

Crisis Triage Centers can provide up to 14 days of stabilization outside of an inpatient hospital setting

CTCs are now able to accept law-enforcement drop-offs without rejection

11 BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF NEW MEXICO:
12 SECTION 1. A new section of the Mental Health and
13 Developmental Disabilities Code is enacted to read:
14 "CRISIS TRIAGE CENTERS--ADMISSION OR TREATMENT.--A
15 crisis triage center may accept:
16 A. voluntary admissions;
17 B. individuals who are voluntarily seeking
18 treatment;
19 C. involuntary admissions; and
20 D. individuals who are not voluntarily seeking
21 treatment."

Crisis Triage Center Service Overview

Observation Service

10 Receiving recliners,
up to 23 hours

Residential Care

12 Short-term beds,
up to 14 days

Divided between
adolescent (14-17)
and adult (18+)

Crisis Triage Center Location

- Approx 18 acres
- Near to Plains Regional Medical Center and RGH Clovis Clinic
- ER Transfers
- Medication Assisted Treatment



Crisis Triage Center Projected Construction Costs

- Estimated square footage: 12,500 sf
- Estimated costs: \$6.8 - \$8.5M
- Land cost: \$425,000
- Funds available: \$10M Capital outlay funds

Key Strategies

- **Occupancy**
 - Law Enforcement Partnership
 - Transportation
- **Service Mix**
 - Detox services
 - Involuntary admissions
- **Staffing**
 - Social Work Pipeline
 - Peer Workforce Development
 - Clinical Partnerships
- **Collaboration**
 - Behavioral and physical healthcare providers
 - Social service providers



Financial Modeling & Funding

Key Drivers of Financial Performance

1. Patient Volumes (Admissions)
2. Medicaid Net Patient Service Revenue (NPSR)
3. Commercial Payer Coverage

Pro Forma Income Statement (Projected)

Description	Year 1	Year 2	Year 3	Year 4	Year 5
Total NPSR	\$ 3,967,842	\$ 4,890,987	\$ 6,117,228	\$ 6,671,377	\$ 7,253,269
Bad Debt	\$ (39,678)	\$ (48,910)	\$ (61,172)	\$ (66,714)	\$ (72,533)
Total NPSR net Bad Debt	\$ 3,928,164	\$ 4,842,077	\$ 6,056,055	\$ 6,604,663	\$ 7,180,736
Total Salaries, Wages & Benefits	\$ 3,684,741	\$ 3,795,284	\$ 4,313,775	\$ 4,576,483	\$ 4,855,191
Operating Expenses	\$ 785,061	\$ 967,711	\$ 1,210,330	\$ 1,319,971	\$ 1,435,102
Indirect Expenses	\$ 396,784	\$ 489,099	\$ 611,723	\$ 667,138	\$ 725,327
Total Expenses	\$ 4,866,586	\$ 5,252,093	\$ 6,135,827	\$ 6,563,592	\$ 7,015,620
Net Income	\$ (938,423)	\$ (410,015)	\$ (79,771)	\$ 41,071	\$ 165,116

Projected Payer Mix

Payer Group	Year 1	Year 2	Year 3	Year 4	Year 5
Commercial	0%	5%	5%	5%	5%
Medicare	5%	5%	5%	5%	5%
Medicaid	80%	80%	80%	80%	80%
Uncompensated Pool	15%	10%	10%	10%	10%

Assumes commercial payers start coverage for crisis facility services in Year 2 at 110% of Medicaid

Projected Staffing

RN	\$ 576,576	\$ 593,873	\$ 917,534	\$ 973,412	\$ 1,032,693
LICSW	\$ 559,104	\$ 575,877	\$ 593,153	\$ 629,276	\$ 667,599
Peer Specialist	\$ 445,536	\$ 458,902	\$ 472,669	\$ 501,455	\$ 531,993
Millieu Specialist	\$ 148,512	\$ 152,967	\$ 157,556	\$ 167,152	\$ 177,331
NP (Clinical Specialist)	\$ 727,709	\$ 749,540	\$ 772,026	\$ 819,043	\$ 868,922
Shift Supervisor (RN)	\$ 43,680	\$ 44,990	\$ 46,340	\$ 49,162	\$ 52,156
Chief Medical Officer	\$ 13,832	\$ 14,247	\$ 14,674	\$ 15,568	\$ 16,516
Medical Director	\$ 27,664	\$ 28,494	\$ 29,349	\$ 31,136	\$ 33,032
Program Director	\$ 70,720	\$ 72,842	\$ 75,027	\$ 79,596	\$ 84,443
Office Manager	\$ 43,680	\$ 44,990	\$ 46,340	\$ 49,162	\$ 52,156
Discharge Specialist	\$ 84,448	\$ 86,981	\$ 89,591	\$ 95,047	\$ 100,835
Transportation Specialist	\$ 43,680	\$ 44,990	\$ 46,340	\$ 49,162	\$ 52,156
Staff Coverage	\$ 139,257	\$ 143,435	\$ 163,030	\$ 172,959	\$ 183,492
Total Salaries & Wages	\$ 2,924,398	\$ 3,012,130	\$ 3,423,631	\$ 3,632,130	\$ 3,853,326

Startup Funding Sources

- Total estimated operating losses during startup period (Y1-Y3): \$1.4M
- Available funding sources:
 - Opioid Settlement Dollars
 - Managed Care Organization (MCO) Reinvestment Funds

Medicaid Care Organization Reinvestment Funds

Purpose	Amount
Design Services: Architect, engineer, and related contracted services	\$850,000
Start-up Costs: to cover initial operational costs during the ramp up period in the first year of operation	\$700,000
Transportation Fleet: Two medically-equipped vans to transport rural residents to / from the Crisis Triage Center	\$200,000
Communication to raise awareness of Crisis Triage Center services to encourage referrals	\$100,000
Total	\$1,850,000

Workforce Development

Workforce Development: Eastern New Mexico University

- Expanded paid local internship opportunities for Bachelor of Social Work students
- Master's in Social Work Degree Program launches Fall 2024
- Collaboration with Clovis Community College for Behavioral Science student pathway

Workforce Development: Clovis Community College

- New Course: Introduction to Social Work and Human Services
- Launching new paid local internship opportunities for Behavioral Science students
- Complementary Psych Expansion



Workforce Development

- Clovis High School
- April 24, 2024
- 80 students
- Panel presentation
 - Diverse backgrounds
 - Engaging speakers
 - Experienced moderator





Social Work Career Panel

Proprietary & Confidential

SUBJECT MATTER EXPERTS WHO DELIVER

initiumhealth.org 25

Social Work Career Promotion

March: National Social Work Month

- Social media campaign
 - Reached 16,100 people
 - 1,400 interactions
- Gifts recognizing 90 social workers in the region
- Proclamations: Curry County, Roosevelt County, Clovis, Portales

National Association of Social Workers
Social Work Month 2024



**EMPOWERING
SOCIAL WORKERS!**

Inspiring Action, Leading Change

4-County Behavioral Health Partnership

- Mental health services in rural schools
- Training on mental health topics for teachers
- Parent nights
- Substance use prevention education
- Post-discharge care coordination



Upcoming Milestones

- Operator Request for Proposal - Review of Responses
- Design/Build Request for Proposal
- Law Enforcement Training - September 11, 2024
- Public Meeting - October 15, 2024

Law Enforcement Crisis System Strategy Session

- Date: September 11, 2024
- Time: 10am-2pm (Lunch will be provided)
- Location: Clovis-Carver Library Ingram Room
- Audience: Law enforcement personnel from 8 participating local governments, ENMU and Clovis Community College
- Facilitated by National Experts in law-enforcement/community behavioral health collaboration
 - Det. Nick Margiotta (Ret.), Former CIT International Board Secretary
 - Sgt. Robert Ferraro (Tempe Police Department) Tempe PD Narcan Program Supervisor



AMENDED RESOLUTION #2025-12

A RESOLUTION AMENDING SECTION 10.4 ANNUAL LEAVE WITH PAY AND SECTION 10.5, 10.6, 10.7, 10.8, 10.9 SICK LEAVE WITH PAY OF THE PERSONNEL POLICY MANUAL, RESOLUTION #2021-18 PERSONNEL POLICY MANUAL ADOPTED NOVEMBER 10, 2020.

WHEREAS, the Board of County Commissioners of Union County desires to implement a system of personnel management to encourage a quality work environment that will promote quality service to the people of Union County; and

WHEREAS, the Board of County Commissioners adopted the Personnel Policy Manual on November 10, 2020 with Resolution #2021-18; and

WHEREAS, Section 10.4 of the Personnel Policy Manual sets forth the County's policy for Annual Leave with Pay; and

WHEREAS, Sections 10.5, 10.6, 10.7, 10.8, and 10.9 of the Personnel Policy Manual sets forth the County's policy for Sick Leave with Pay; and

WHEREAS, the County has reevaluated this section and determined the following changes be made to Section 10.4 Annual Leave with Pay and Section 10.5, 10.6, 10.7, 10.8, and 10.9 Sick Leave with Pay to implement a Paid Time Off (PTO) policy.

NOW, THEREFORE, BE IT RESOLVED THAT, based on the foregoing Recitals, the Board of County Commissioners of Union County resolve the following changes:

10.4. PAID TIME OFF

Full-time, non-appointed County employees accrue annual leave according to the following schedule:

<u>Years of Service</u>	<u>Hours Accrued</u> <u>Per Year</u>
Date of hire to the end of the first year of employment	140 hrs. (Full-Time Employees)
Beginning of second to end of fifth year of employment	180 hrs. (Full-Time Employees)
Beginning of sixth year through the tenth year of employment	220 hrs. (Full-Time Employees)

Beginning the eleventh year of employment, and until termination of employment, full-time (40 hour/week) employees will receive Twelve (12) more hours of annual leave for every two additional years of service.

- A. An employee does not accrue PTO for time worked in excess of forty (40) hours per week.
- B. A part-time regular employee accrues PTO at 50% of the rate of a full-time (40 hour/week) employee.
- C. PTO will not be granted in advance of accrual.
- D. An employee may accumulate no more than three hundred twenty (320) hours of accrued PTO. If PTO is not taken after an employee accrues 320 hours it will be donated to the Union County Employee PTO Pool on a monthly basis unless the employee opts out in writing. During critical projects, the County Manager may grant a short-term variance to employees from this requirement.
- E. Upon termination from County employment, or taking office as an Elected Official, Chief Deputy, or appointed position, an employee shall be paid for the employee's unused PTO up to the maximum of 320 hours
- F. All eligible employees, including Probationary Employees, must request and obtain approval in advance to use of accrued PTO, except when unforeseeable or emergency circumstances prevent such a request.
- G. An employee may take PTO just before the employee's separation from County employment.
- H. Casual, Seasonal, Temporary, Elected Officials, Appointed, and Contract Employees do not accrue PTO.

10.4.1 EMPLOYEE PTO DONATION POOL

- A. Union County recognizes that employees may incur emergencies or other catastrophic events that result in a need for time off in excess of accrued or available PTO. To that end Union County has established the Union County Employee PTO Pool that is maintained by the HR Department.
- B. In addition to donations pursuant to Section 10.4 (D), employees may donate PTO to the Pool by submitting a written request to the HR Department for a specified amount, specified period of time or until otherwise directed by the employee.
- C. PTO donations are to the Pool, not to individual employees or specific departments, and must be whole hours and are accepted based on the donating employee's hourly rate of pay and are awarded on the receiving employee's rate of pay.
- D. Donations, once made, are removed from the donating employee's PTO balance and once removed cannot be returned.
- E. Any employee of Union County is eligible to request leave from the Pool by submitting a written request to the HR department, if:
 - i. They have suffered a qualifying reason as defined by the FMLA or other catastrophic event.
 - ii. The employee has exhausted all accrued leave; and
 - iii. The event necessitating the request has been documented or verified to the satisfaction of the County.
- F. Employees are limited to receiving one hundred twenty (120) hours in the twelve months preceding the request. Employees are also limited to receiving no more hours than they would otherwise be regularly scheduled to work.
- G. In the event there are insufficient funds in the Pool to fully award all request, awards will be paid pro rata to all recipients. Requests or solicitation of additional donations will then be made by the County Manager and/or HR Department or designee.
- H. Employees receiving disability, worker's compensation or other monetary benefits as a result of the event leading to a request from the Pool, are limited to receiving PTO from the Pool necessary to cover their benefits contributions (e.g. health insurance premiums) while the employee receives those benefits.



10.5. SICK LEAVE REPEALED

10.6. SICK LEAVE AUTHORIZATION. REPEALED

10.7. MEDICAL CERTIFICATION. REPEALED

10.8. REPORTING SICK LEAVE. REPEALED

10.9. USE OF SICK LEAVE DURING PROBATIONARY PERIOD. REPEALED

BE IT FUTHER RESOLVED that the following items be implement for current employees with combined vacation and sick time over the 320-hour threshold:

1. Current Union County Employees that have accumulated sick and vacation time that is above the new 320-hour PTO threshold shall be allowed to bank a portion of their sick leave time into a sick leave line item that will be Grandfathered until depleted, donated, or upon termination.
2. Sick time that has been Grandfathered into this line item is not subject to compensation upon retirement or termination. If a balance remains at the time of retirement or termination, the remaining balance will go into the donation pool.
3. Employees who have Grandfathered sick time may request use of the leave following an illness or injury or the care for an ill or injured immediate family member. An immediate family member is defined as a spouse, child, parent, sibling, grandparent, grandchild, step-parent, step-child, step-sibling, foster child, father-in-law, mother-in-law, son- and daughter-in-law.
4. For illness or injury that is over 3 days, a physician’s note may be required.
5. No additional time will be accrued into this line item over the course of an employee’s time with Union County.

Passed, adopted, and effective this 13th day of August 2024, by the Board of County Commissioners of Union County.

BOARD OF COMMISSIONERS OF UNION COUNTY

Chairman

Member

Member

ATTEST

County Clerk



RESOLUTION 2025-16
REVISED INVESTMENT AND DEPOSIT POLICY OF UNION COUNTY

THIS MATTER having come before the Board of County Commissioners, acting in its capacity as the Board of Finance of Union County (“Board of Finance”) on this 13th day of August, 2024 at its regular duly called meeting; and

WHEREAS, at said meeting, the Union County Board of County Commissioners was presented with amendments to its existing Investment Policy and Deposit Policies previously approved the 11th day of January, 2024; and

WHEREAS, the Board of Commissioners has determined that it is in the best interest of Union County to amend its Investment Policy.

BE IT HEREBY RESOLVED that effective upon the passing of this Resolution, the Investment and Deposit Policy shall be modified to read as follows:

- 1) This Resolution establishes a policy for the prudent investment and deposit of County funds, and the maximization for the efficiency of the County’s cash management system.
- 2) **INTRODUCTION**

This Investment and Deposit Policy (“Policy”) applies to all financial assets of Union County (“County”) including, but not limited to:

General Funds
Special Revenue Funds
Capital Project Funds
Bond and Loan Proceeds
Enterprise Funds
Debt Service and Debt Service Reserve Funds
Agency Funds

- 3) **SCOPE OF POLICY**

The goal of this Policy is to protect public funds and to invest and deposit County funds in a manner that insures the safety of the investment, while also providing adequate liquidity and proper maturities that maximizes investment income after providing for safety and liquidity. It also serves to establish a clear understanding between the County and any investment broker, portfolio manager, financial institution, financial advisor, and/or professional fund manager utilized by the County as to the guidelines, limitations, and directions that the County has determined appropriate for accounts under its purview.

It is the policy of Union County to be fully invested one hundred percent (100 percent of available cash less float and compensating balances) at all times. The County will use projected monthly cash receipts and outlays as a tool for maximizing available cash for

investment and deposit purposes.

4) **OBJECTIVE:**

The primary objectives in priority order, of the County's investment and deposit activities shall be:

SAFETY: Safety of principal is the foremost objective of the investment program. Investments and deposits of the County shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. To attain this objective, diversification is required in order that potential losses on individual securities do not exceed the income generated from the remainder of the portfolio.

LIQUITY: The County's investment and deposit portfolios will remain sufficiently liquid to enable the County to meet all operating requirements which might be reasonably anticipated. Future use of funds shall be the main criteria in determining maturities for an investment or deposit.

RETURN ON INVESTMENTS AND DEPOSITS: The County's investment and deposit portfolios shall be designed with the objective of attaining at least a market rate of return throughout budgetary and economic cycles, taking into account the County's investment risk constraints and cash flow characteristics of the portfolios.

5) **DELEGATION OF AUTHORITY:**

The Board of County Commissioners acting in its capacity as the County's Board of Finance pursuant to §6-10-8 NMSA 1978 shall have authority to set policy for management of all County investments and deposits and ensure that such policy is carried out.

The County Treasurer has ultimate authority over the investment and deposit of public funds as outlined in the policy. The County Treasurer shall be responsible for all investment and deposit transactions and shall implement and maintain the system of controls outlined in the Policy in order to regulate investment and deposit activities.

6) **PRUDENT PERSON RULE:**

The prudence, which is to be used by the County Treasurer investing County funds, shall be used in accordance with provisions of §6-8-10 NMSA 1978 which states, "Investments and deposits shall be made with judgement and care; under circumstances then prevailing, for speculation but for investment, considering the probable safety of their capital as well as the probable income to be derived."

7) **ETHICS AND CONFLICT OF INTEREST:**

All Board of Finance members, the County Manager, and Treasurer shall refrain from personal business activity that could conflict with the proper execution of the County's investment and deposit program or which could affect or impair their ability to make impartial investment decisions on behalf of the County (§6-10-40 and §6-10-53 NMSA 1978 and the New Mexico

Constitution, Article VIII, Section 4).

8) BANK SELECTION:

Public money may be invested with banks, credit unions, and savings banks having their main or manned branch offices within the geographical boundaries of the County, which have qualified as public depositories by reason of insurance of the account by an agency of the United States (FDIC, etc.) or by depositing collateral security of United States Treasury or agency securities as provided herein, letters of credit from the Federal Home Loan Bank or by giving bonds as provided by law. (See §6-10-36, NMSA 1978)

9) CASH MANAGEMENT:

The County Manager and the County Treasurer shall jointly prepare and maintain an ongoing cash management program. This program will involve the preparation of a regular report that includes projections for cash receipts and cash disbursements. The County Manager shall notify the County Treasurer on a regular basis of county expenditures and of any large expenditure anticipated so that cash liquidity can be planned according to the cash management report and county expenditures. The County Treasurer shall take into consideration these projected cash needs of the County when setting investment and deposit maturity dates.

10) INVESTMENTS AND DEPOSITS:

All sinking funds or money remaining unexpended from the proceeds of any issue of bonds or negotiable securities which by laws are entrusted to the care and custody of the Treasurer, and all money not immediately necessary for public use, may be deposited in interest bearing accounts with banks, savings banks, or credit unions within the geographical boundaries of the County. All funds available for time deposit with local banks, savings banks or credit unions shall be equitably distributed according to the net worth of each institution in accordance with State Statute § 6-10-36, NMSA 1978 and the New Mexico State Constitution. For purposes of calculation, the County shall use the total deposits as reported to federal agencies by the local banks, savings banks, and credit unions as of March 31 of each year.

If any bank, savings bank or credit union within the geographical boundaries of the County decline to accept any part of their pro rata share of County funds, a written notice of such shall be obtained by the County Treasurer.

The funds that are declined shall be considered excess, as well as funds subject to the New Mexico Constitution Article VIII, Section 4 and may be invested and deposited in those financial instruments authorized by laws of the State of New Mexico. Investments could be made outside the geographical boundaries of the County. Securities authorized by the laws of the State of New Mexico including the following approved investments:

- a) Certificates of Deposit with federal or state-chartered banks, credit unions, or savings banks to be collateralized by United States Treasury or agency securities whose daily closing price ("mark-to-market") is equal to or greater than that portion of the Certificate of Deposit and interest thereon, and/or Municipal Bonds issued by New Mexico entities at par, for those amounts that the Federal Deposit Insurance Corporation (FDIC) or National

- Credit Union Share Insurance Fund (NCUSIF) or other federal insurance does not insure.
- b) United States Treasury Bills, United States Treasury Bonds, and United States Treasury Notes.
 - c) Bonds or negotiable securities of the State of New Mexico or any County, Municipality or School District.
 - d) Short term investments with the Local Government Investment Pool as per § 6-10-10 and 6-10-44, NMSA 1978.
 - e) Securities that are issued by the United States government or by its agencies or by instrumentalities and that either direct obligations of the United States, the Federal Home Loan Mortgage Association, Federal National Mortgage Association, the Federal Farm Credit Bank or are backed by the full faith and credit of the United States Government. Derivative investments are not “direct obligations” and hence, are not approved for any accounts.
 - f) Brokered Certificates of Deposit purchased on the secondary market through an intermediary. Issued by an FDIC registered bank then sold through a broker. Brokered CD’s are not subject to the geographic limitations of §6-10-36 NMSA.
 - g) All investments set forth in a through f (a-f) above must have readily ascertainable market value and be easily marketable.
 - h) In the event the State Statutes are changed to allow other Securities or financial instruments as appropriate for investment and deposit by the County then this policy may be amended to include those securities or financial instruments as appropriate with the approval of the Board of Finance.
 - i) Individual, common or collective trust funds of banks or trust companies that invest in the fixed-income securities or debt instruments that are listed in a nationally recognized, broad-market, fixed-income securities market index; provided that the investment company or manager has total assets under management of at least one billion dollars (\$1,000,000,000) so long as the holdings within these investments are in compliance with the remainder of the policy.
 - j) The County Treasurer will diversify use of investment and deposit instruments to avoid incurring unreasonable risks inherent in over investing in specific instruments, individual financial institutions, or maturities.

11) MINIMUM INTEREST RATE:

The interest rate to be paid on time deposits shall not be less than the rate fixed by the State Board of Finance under §6-10-30, NMSA 1978, but in no case shall the rate of interest be less than one hundred percent of the asked price on United State Treasury Bills or notes of the same maturity on the day of the deposit (§6-10-30, NMSA 1978). Any bank savings and loan association or credit union that fails to pay the minimum rate forfeits its right to an equitable share of the deposit. Such deposits may then be deposited in qualified depositories in other areas within the state under the same requirements for payment of interest as if the money were deposited within the geographical boundaries of the governmental unit or may be invested as provided by law.

12) SCHEDULING OF INVESTMENT AND DEPOSIT MATURITIES:

Investment and deposit maturities for cash balance shall be scheduled to coincide with projected cash flow needs, taking into account expenditures (payroll, debt-retirement payments, Capital Improvement Program disbursements) as well as considering anticipated revenue (property taxes, payment in lieu of taxes, etc.) utilizing the Cash Management program developed by the Treasurer.

The County will create a program that will match investments and deposit funds with maturities. Such maturities may be either by fund or in aggregate, depending on market conditions, professional advice, and other proposed financings or other matters that could have a positive or negative impact on rates of return.

13) INVESTMENT SELECTION CRITERIA AND ASSET ALLOCATION:

- a) Cash and cash equivalents may include Treasury Bills, Notes, or Bonds, Certificates of Deposit due within twelve (12) months, and money market funds that invest in securities of the US Government and its agencies. The purpose of these funds is to provide income, liquidity, and preservation of the funds' principal value.
- b) The maturity schedule of the portfolio and deposits must take into account and reflect future cash needs and the goal of maximizing investment returns after providing for safety and liquidity.
- c) The maximum maturity or duration of the securities purchased for an account cannot be greater than five (5) years. The average weighted maturity of the entire portfolio shall be less than three (3) years. Duration is defined as the weighted average time to full recovery of principal and interest payments. Duration provides a summary statistic of the average maturity of the portfolio; second, it is an essential tool in immunizing a portfolio from interest rate risk. Finally, duration can be used to estimate the interest rate sensitivity of a portfolio. For example, if the portfolio has a duration of five (5) years, and if yields decline by one percent, the portfolio market value could rise in value by approximately five percent (5%).

14) COLLATERALIZATION:

The County will require collateral at one hundred percent (100%) on deposits or investments on amounts greater than the FDIC, NCUSIF, or other federal agency coverage and reserves the right to set the level of collateral required. Securities eligible as collateral are those defined under State Law §6-10-16 NMSA 1978. If a bank is unable to meet the collateral levels required, the County Treasurer shall cease to make deposits and shall make withdrawals of deposits in the order in which they would otherwise mature down to an amount which can be collateralized at the appropriate level. The withdrawals of County deposits shall not be subject to the assessment of a penalty for early withdrawal, except to the extent required by Federal law and in the event only the minimum penalty required to be imposed shall be imposed by the bank.

All banks and savings banks in which the County funds in excess of the amount insured by a federal agency are deposited will be required to enter into a Collateral Security Agreement

which shall be mutually agreed upon by the Treasurer and the financial institution. (NMSA 1994, 6-10-18a). The security agreement shall provide for a security interest in the Collateral in favor of the County and shall be in such a form as the County deems acceptable.

No later than the tenth (10th) day of each month, Depository Financial Institutions shall submit a monthly collateral level report to the Union County Treasurer.

15) SAFEKEEPING OF SECURITIES:

All investment securities other than local financial institution Certificates of Deposit purchased by the County shall be held in third-party safekeeping by an institution acceptable to the County. The safekeeping institution shall issue a safekeeping receipt or other evidence (i.e. book entry notice) to the County listing the specific instrument, rate, amount, maturity date, instrument number, term and other pertinent information. Any financial institution holding securities for the benefit of the County shall be required to provide insurance sufficient to cover one hundred percent (100%) said securities in the event that the financial institution fails financially and is unable to meet obligations to securities clients. Insurance such as Securities Investor Protection Corporation (SIPC) and private insurance shall be acceptable. The County requires monthly Safekeeping Report from the custodian of any securities held on behalf of the County shall be accepted as a safekeeping receipt.

16) INTERNAL CONTROLS:

The Treasurer shall document and maintain a system of internal controls for the making of investments and deposits of County funds. The County Treasurer shall review the systems of controls periodically to ensure such controls are effective and that the County is complying with such controls.

17) INTERNAL REPORTS:

An investment report shall be compiled by the County Treasurer's Office monthly and published along with the Treasurer's Monthly Financial Report. The Treasurer shall have daily access to reports from safekeeping institutions showing daily mark-to-market valuations of investments other than those local banks and savings banks certificates of deposit.

18) COMMUNICATIONS AND REPORTS:

Any financial advisor and/or professional fund manager actively doing business with the County must submit to the Treasurer on, but not less than, both a quarterly, and fiscal annual basis, investment reports showing total amounts invested, cost basis, and market value of each security, amount invested in each type of security, maturity schedule of the portfolio, yield and cash flow analysis of the portfolio, and the time weighted return for each reporting realized gains or losses. All exhibits and written material that will be used for presentation to the Treasurer and Commission shall be submitted to and received by the Treasurer at least five (5) business days prior to any meetings with the Commission, unless otherwise approved in writing or unless waived in writing by the Treasurer.

19) FINANCIAL ADVISOR:

The County may retain a financial advisor under contract approved by the Commission, if said

advisor:

- a) is licensed to perform such services in the State of New Mexico, is an RIA or Investment Advisor Representative of an RIA and has at least a Series 65 securities license with no adverse actions indicated on the U-4;
- b) has had a least seven (7) years of experience in managing and/or advising investments approved herein for other governments and fiduciary institutions;
- c) has liability and fiduciary insurance coverage;
- d) agrees to the communication requirements herein;
- e) agrees to advise the County in writing of any significant changes in the investment philosophy, management style, ownership, organizational structure, financial conditions, or senior personnel staffing of the firm or manager assigned to the County within 30 days of change;
- f) does not have a proprietary interest in any profession fund manger utilized by the County;
- g) is compensated only on a fee (agent only) basis and does not receive commissions, mark-ups, or other compensation on securities purchased for the County;
- h) agrees to meet personally with the Treasurer and the Board of Finance at least quarterly; and
- i) agrees to be bound by the dictates of this Policy.

Such meetings shall address the financial advisor's view on developments within the national/local economies, the securities markets, and the potential effects of these developments and investment strategy, portfolio maturities, potential amendments to this Policy and other fiscal matters. The financial advisor's performance shall be evaluated based on the lesser of the three to five (3-5) year time period or a complete market cycle. A copy of this Policy shall be given to the financial advisor by the County.

20) INVESTMENT BROKERS:

All transactions are to be governed by negotiation on a "best realized price" (best net price) basis. As electronic trading is the recognized source for obtaining the best realized price, all brokerage transactions shall be conducted on a nationally accredited electronic trading platform and be subject to the best realized price condition.

21) AMENDMENTS:

This Policy may be revised as appropriate. It shall be the obligation of the Treasurer to bring such amendments to the Board of Finance and obtain the approval of their majority before such changes and amendments take effect.

PASSED, APPROVED AND ADOPTED on this 13th day of August, 2024 by the Union County Board of Commissioners in an open meeting in Clayton, New Mexico.

BOARD OF COUNTY COMMISSIONERS OF UNION COUNTY, NEW MEXICO

A T T E S T
S E A L

Devian Fields, County Clerk

By:

Clayton Kiesling, Chairman

W. Carr Vincent, Member

Lloyd Miller, Member



Union County Board of Commissioners

RE: Skiles Road Closure Application

**Order Vacating All or Portions of El Valles Escondido Rd, Sayre Rd. Potter Rd., Quimbly Rd,
Black Mesa Rd. and Goodson Rd.**

This matter came before the Union County Board of Commissioners for consideration at its regularly scheduled meeting on December 12, 2023 and the Board made the following findings:

- a) The Union County Board of Commissioners did duly appoint three (3) freeholders of the County of Union as viewers, to view these certain roads more fully described in the attached application, to make a report thereof to the Board at its next regular meeting to be held on January 11, 2024, setting forth fully the findings of such appointed viewers and specifically whether they recommend a continuance or discontinuance of the foregoing roads.
- b) Road Viewers' Reports: Russell Kear, Sheila Gilbert, and Boyd Buchard have made a recommendation to the Board of Commissioners that the sections of El Valle Escondido Rd., Sayre Rd., Potter Rd., Quimbly Rd., Black Mesa Rd., and Goodson Rd. has minimal usage for the travelling public, time consuming maintenance to the County and recommend the closure of these roads per the application of Mr. Cliff Skiles.
- c) Considered and determined, by the Board of Union County Commissioners that approximately 2.187 miles of El Valle Escondido Rd, 1.876 miles of Sayre Rd., .546 miles of Potter Rd., 1.317 miles of Quimbly Rd., 3.709 miles of Black Mesa Rd., and 1.405 miles of Goodson Rd., now established a county road of County of Union is not needed as a county road, and that the repairs and maintenance of these roads or portions of these roads are burdensome.
- d) Decision: Voted and unanimously approved by the Board of County Commissioners, on January 11, 2024.

**BOARD OF COUNTY COMMISSIONERS
OF UNION COUNTY, NEW MEXICO**

Clayton Kiesling, Chairman

ATTEST:

County Clerk

W. Carr Vincent, Member

Lloyd Miller, Member

ALSUP LAW OFFICE

Gary D. Alsup
Licensed in New Mexico

P.O. Box 518
Clayton, New Mexico 88415

Telephone: (575)374-8935
gary@alsuplawoffice.com

Sent via U.S. regular mail and email

September 21, 2023

Ms. Brandy Thompson
Union County Manager
P.O. Box 430
Clayton, New Mexico 88415
brandy.thompson@unionnm.us

Mr. Gary Wright
Union County Road Superintendent
P.O. Box 430
Clayton, New Mexico 88415
gary.wright@unionnm.us

Re: Cliff Skiles, C.A. Skiles Family Partnership, Ltd. and Deaf Smith County Grain Processers, Inc. Applications for Road Closures in Northeastern Union County, New Mexico

Dear Brandy and Gary:

Cliff Skiles wants to close several county roads and portions of several more which serve only his ranch land. There are a total of six roads involved and I will address each of the roads in this correspondence. I have been out to look at the roads with Cliff and if you have any questions about the roadways discussed in this correspondence please do not hesitate to call or send an email. Gary, if you want to go out there and look at the roadways or portions of the roadways with me just give me a call and I will be happy to go out and look at the areas Cliff is requesting to close with you.

The roads involved run off of Highways 406 and 456 near the intersection of those two highways. I will address each road starting from the South, moving North and then West. Attached are three Plats from the Assessor's 2012 Plat Book depicting the roads discussed below.

1. El Valle Escondido – B0 59

El Valle Escondido Road gives access to lands owned by C.A. Skiles Family Partnership, Ltd. in Township 30 North, Range 37 East, N.M.P.M. as well as some state lease lands in Section 13 of that township and range. Dr. Skiles is asking that the County vacate the South end of El Valle Escondido Road commencing at the termination of the state lease access at the Southwest corner

of the SE1/4SE1/4 of Section 13, Township 30, Range 37 East. It is about 2.2 miles from the termination of the state lease access to the old Huff Place. Plat A demonstrates the portion of the roadway sought to be closed. No other land owner uses the road way or accesses their land from El Valle Escondido Road. The roadway does provide access to state lease but the partial closure would not affect that access. El Valle Escondido Road has several creek crossings which tend to wash out and is a difficult road to maintain. Dr. Skiles has suffered a substantial amount of property damage at the old Huff Place and further North on El Valle Escondido Road due to vandalism and theft and is concerned about the security of family members and employees.

2. Sayre Road – B060

Sayre Road is depicted on Plat A. This road serves lands owned by Clifford A. Skiles, Jr. and his wife, Jody Skiles. No other land owner uses that road to access other private lands and Sayre Road does not provide access to any state lease lands or federal lands. Dr. Skiles seeks to vacate the entire road from its intersection with Highway 406 to the Skiles residence, a distance of approximately 1.86 miles. This road provides access to the old Sayre residence and several barns where tractors and other equipment are stored and serviced as well as providing access to the Skiles' principal Union County residence. There have been a number of break ins in the barns and the Sayre residence which are only about a quarter of a mile from Cliff's house. The road is in good shape but leaving the road open has become a serious security issue for Cliff and his family as well as his employees.

3. Potter Road – B078

Cliff seeks to vacate Potter Road from the intersection of Highway 406 East 0.55 miles to the terminus of the county maintenance of that road. Potter Road provides access to ranch lands owned by Clifford A. Skiles, Jr. and his wife, Jody Skiles. Potter Road does not provide access to lands owned by any other person or to any state or federal lands. Potter Road runs from the highway East into a creek bottom and then up the East side to some old ruins. Cliff has suffered property damage due to theft of tools in the vicinity of the ruins and would like to close the road as a security measure. Potter Road is also depicted on Plat A.

4. Quimby Road – B073

Quimby Road provides access from the Dry Cimarron Highway, SR 456, near the old Goodson School House to the residence formerly occupied by Fred Brown and Reva Ray Brown as well as another residence approximately a half mile West of the old Brown Place. Quimby Road provides access to lands owned by C.A. Skiles Family Partnership, Ltd. and Deaf County Grain Processors, Inc., both entities are controlled and owned by Cliff Skiles. Quimby Roads does not provide access to any other landowner's property or to any state lease or federal lands. Quimby Road is approximately 1.32 miles long. Both residences accessed by Quimby Road have been broken into numerous times and furniture, tools and equipment out of the barns have been removed. The incidents of theft and vandalism on the Skiles ranch have increased substantially over the past several years and it is getting to where ranch hands and their wives, as well as Cliff and Jody, are concerned for their security. In a recent incident a rattlesnake was left in one of the ranch hand's mailboxes. Quimby Road is depicted in Plat B.

5. Black Mesa Road – B070 and B072

Black Mesa Road heads North from Highway 456 out of Section 16 in Township 31 North, Range 36 East, N.M.P.M. then heads West and curves back to the South to enter Highway 456 in Section 12, Township 31 North, Range 35 East. The roadway provides access to lands owned by Deaf Smith County Grain Processors, Inc. and also to tracts of state lease lands towards the East and West side of Black Mesa Road. The area sought to be closed is all on Deaf Smith County Grain Processors, Inc. land from approximately the Southeast corner of the NW1/4SW1/4 of Section 4, Township 32 North, Range 36 East to the East line of the SE1/4 of Section 1, Township 32 North, Range 36 East. That stretch of Black Mesa Road is depicted on Plat C. The distance sought to be vacated is approximately 3.6 miles. This portion of Black Mesa Road does not provide access to lands owned by any landowner other than Deaf Smith County Grain Processors, Inc. State lease which is accessed off of Black Mesa Road will continue to be accessible following the closure of the private portion of Black Mesa Road.

One of the residences on the Skiles Ranch occupied by a ranch hand and his family is located on Black Mesa Road. Those folks have small children. The roadway passes virtually through the yard between the house and the barn of that residence and traffic traveling at a high rate of speed at various hours of the night and day are a real concern for Cliff's cowboy and his family. There has been a substantial amount of property damage and theft from the barns and fields accessed off of Black Mesa Road including theft of batteries from loaders and farm tractors, wheels and tires from a loader, and various tools, mounts, appliances and furnishings from the residence and barns. The ranch hand living on the road serviced by Black Mesa Road is the ranch hand who opened a mailbox to find a rattlesnake in it. There is no reason to keep the road open for access to trespassers, thieves and vandals who constitute a security issue for Cliff's ranch hands and their families.

6. Goodson Road

Goodson Road is depicted on Plat B. Goodson Road lies South of Highway 456 and traverses through approximately one-half mile of state lease land before providing access to Deaf County Grain Processors, Inc. property and terminating at a residence on the South end of the road. The portion sought to be vacated is from the West line of state lease lands in Sections 17, Township 31 North, Range 36 East to the residence at the end of the road being a distance of approximately 1.39 miles. The only lands accessed by Goodson Road are owned by Deaf County Grain Processors, Inc. except for about one-half mile of state lease lands when the Goodson Road first leaves Highway 456. Vacating that portion of the Goodson Road after it leaves the state lease land will not affect access to any public lands or to any other landowner's property. The residence at the end of the road, which formerly served as the family home for the Goodson School Master, has been modernized and remodeled and is now used as a hunting lodge. That residence has been broken into a number of times and a number of furnishings and appliances as well as other personal property carried off.

Sheriff Skaggs is aware of many of the problems with criminal activity and security discussed in this communication. If you need further information in connection with your recommendation to the Commission please do not hesitate to call.

Thank you.

Sincerely,

A handwritten signature in blue ink, appearing to read "Gary D. Alsup", with a long horizontal flourish extending to the right.

Gary D. Alsup

GDA:cda

Enclosures

Cc: Cliff Skiles



Union County Board of Commissioners

RE: Kenney Road Closure Application

Order Vacating Portion of Snyder Rd.

This matter came before the Union County Board of Commissioners for consideration at its regularly scheduled meeting on May 14, 2024 and the Board made the following findings:

- a) The Union County Board of Commissioners did duly appoint three (3) freeholders of the County of Union as viewers, to view these certain roads more fully described in the attached application, to make a report thereof to the Board at its next regular meeting to be held on June 11, 2024, setting forth fully the findings of such appointed viewers and specifically whether they recommend a continuance or discontinuance of the foregoing roads.
- b) Road Viewers' Reports: Russell Kear, Domingo Cruz, and Kenneth Taylor have made a recommendation to the Board of Commissioners that the section of Snyder Rd. has minimal usage for the travelling public, time consuming maintenance to the County and recommend the closure of this road per the application by Mr. Kevin Kenney. Mr. Kenney also submitted an application for a portion of Cedar Creek Rd. Mr. Cruz and Mr. Taylor stated that the portion of Cedar Creek Rd. was important to the traveling public and for emergency services and should not be closed.
- c) Considered and determined, by the Board of Union County Commissioners that approximately 1.25 miles of Snyder Rd. now established a county road of the County of Union is not needed as a county road, and that the repairs and maintenance of this portion of Snyder Rd. was burdensome. Considered and determined, by the Board of County Commissioners that approximately 2 miles of Cedar Creek Rd. now established as a county road of the County of Union was needed as a county road and that repairs and maintenance of this portion of Cedar Creek Rd. would continue.
- d) Decision: Voted and unanimously approved by the Board of County Commissioners, on June 11, 2024.

**BOARD OF COUNTY COMMISSIONERS
OF UNION COUNTY, NEW MEXICO**

Clayton Kiesling, Chairman

ATTEST:

County Clerk

W. Carr Vincent, Member

Lloyd Miller, Member

Kevin Lee Kenney
PO Box 352
Texline, TX 79087

April 29, 2024

Brandy Thompson
Union County Manager
200 Court Street
PO Box 430
Clayton, NM 88415

Dear Ms. Thompson,

Included with this letter are two applications for partial county road vacations located on Cedar Creek Ranch. The first is for a portion of Snyder Road (A014) that serves no other landowner, or other abutting landowner, and does not serve a mail route, school bus route, or a residence. Furthermore, there is no access to state land from this section of the road. It is an area of the ranch in which we have had frequent problems with trespassing, trash dumping, theft, vandalism, and other criminal activity. Being able to close this portion of the road would be helpful in securing the ranch and our private property without hindering any legitimate access.

The second application is for the vacation of a portion of Cedar Creek Road (A007), which is the road that serves our current headquarters. This portion of the road is surrounded by private property that serves no other landowner, or other abutting landowner, and does not serve a mail route, school bus route, or a residence. Furthermore, there is no access to state land from this section of the road. The closure of this portion of the road will not create a burden on the road system, as Sofia Road (A115) to the north is a smoother, faster, and safer connecting county road. This road vacation would be beneficial in allowing us to provide safety for the keeping of our horses, would allow us to continue to utilize horse traps, weaning pastures, and access to corrals which are all critical to our ranching operation. Additionally, it will allow us the full use of our infrastructure which is located on both sides of the county road and would help mitigate theft and vandalism, which we have experienced all too frequently.

We would respectfully appreciate these requests being considered by the Union County Commissioners. We have discussed this and traveled these roads with Road Superintendent Wright, who is in agreement with these closures. We have included maps with the portions of each road closure requested marked. If any further information is needed, please let us know.

Best regards,

Kevin Lee Kenney

OUTSTANDING INVOICES

INVC#	Name	Description	Line Item	PO#	Amount
S6-2815334	A & I CAR CARE	INV#S6-2815334 SUPPLIES	402252012	29256	58.35
58.35	TOT\$				
58.35	PAID				
58.35	BAL				
	P.O. BOX 1146				
	STRAITFORD TX 79084 1146				
20862-00	ADVANCED COMMUNICATION	INV#20862-00 HANDHELD RADIOS	407412081	29095	49797.41
49797.41	TOT\$				
49797.41	PAID				
49797.41	BAL				
	AND ELECTRONICS, INC.				
	2417 BAYLOR DRIVE SE				
	ALBUQUERQUE NM 87106				
FY25	ALEX SENA	FY25 BOOT ALLOWANCE	402252082	29320	175.00
175.00	TOT\$				
175.00	PAID				
175.00	BAL				
	117 POLK ST				
	CLAYTON NM 88415				
145.63	TOT\$	INV#1157 REPAIRS TO ANNEX	401032023	29229	145.63
145.63	PAID				
145.63	BAL				
	ARRINGTON PLUMBING HEAT & AIR				
	PAUL ARRINGTON				
	414 WILSON ST				
	CLAYTON NM 88415				
8012024-1	BACA VALLEY TELEPHONE CO.				
745.83	TOT\$	PANIC BUTTON #1966	401032025	29195	46.38
745.83	PAID	SHERIFF SUBSTATION #5184	401082007	29195	69.46
745.83	BAL	CAPULIN #122	407412025	29195	117.24
	P.O. BOX 67				
	DES MOINES NM 88418				
	GRENVILLE FD #507				
	FIRE ALARM #2159				
	EMAIL HOSTING #700				
	TOWER LEASE #2159				
	SHERIFF #5184				
2407248933	BARTLETT LUMBER & HARDWARE INC	INV#2407-248933 SUPPLIES	402252076	29313	54.18
54.18	TOT\$				
54.18	PAID				
54.18	BAL				
	201 DENVER AVE				
	DALHART TX 79022				
24-C23468	BENNETTS LLC	INV#24-C23468 CYLINDER LEASE	414672076	29249	23.82
23.82	TOT\$				
23.82	PAID				
23.82	BAL				
	P.O. BOX 27				
	RATON NM 87740				
7262024	BOBBY LONGWILL	TOOL BOX FOR MAIN STATION	410532076	29336	214.32
214.32	TOT\$				
214.32	PAID				
214.32	BAL				
	87 SPRINGER HWY				
	CLAYTON NM 88415				
7292024	BOBBY LONGWILL	HAZMAT AWARENESS AND OPS EBOOK	410532076	29336	283.18
283.18	TOT\$				
283.18	PAID				
283.18	BAL				
	87 SPRINGER HWY				
	CLAYTON NM 88415				
59886	BRAD'S AUTO SERVICE	INV#059886 PICKUP TIRES	402252043	29247	1128.73
1128.73	TOT\$				
1128.73	PAID				
1128.73	BAL				
	54 GREEN ROAD				
	CLAYTON NM 88415				
59871	BRAD'S AUTO SERVICE	PICKUP TIRES	402252043	29247	1098.69
1098.69	TOT\$				
1098.69	PAID				
1098.69	BAL				
	54 GREEN ROAD				

INVC#	INVC#	Name	Description	Line Item	PO#	Amount
1098.69	BAL	CLAYTON NM 88415				
114280	TOT\$	BRADLEY SUPPLY	INV#114280 SUPPLIES	402252076	29185	15.98
15.98	TOT\$	PAID				
15.98	BAL	102 S. FRONT CLAYTON NM 88415				
114031	TOT\$	BRADLEY SUPPLY	INV#114031 SUPPLIES	402252076	29185	5.38
5.38	TOT\$	PAID				
5.38	BAL	102 S. FRONT CLAYTON NM 88415				
114051	TOT\$	BRADLEY SUPPLY	INV#114051 KEYS	401032046	29185	7.50
7.50	TOT\$	PAID				
7.50	BAL	102 S. FRONT CLAYTON NM 88415				
114366	TOT\$	BRADLEY SUPPLY	INV#114366 LAWN MOWER BLADES	401032012	29185	41.98
41.98	TOT\$	PAID				
41.98	BAL	102 S. FRONT CLAYTON NM 88415				
7212024	TOT\$	BRANDY THOMPSON	GO DADDY WEBSITE SUBSCRIPTION	401012073	29304	289.33
289.33	TOT\$	PAID				
289.33	BAL	618 MCKAY RD CLAYTON NM 88415				
XA101103426	TOT\$	BRUCKNERS TRUCK SALES AMARILLO	INV#XA101103426 HYDROLIC JACK	402252012	29186	322.47
322.47	TOT\$	CORPORATE BILLING LLC				
322.47	PAID	DEPT 100 P.O. BOX 830604				
322.47	BAL	BIRMINGHAM AL 35283				
7032024	TOT\$	BURNS DO-IT CENTER	CHAINS AW SHARPERNER	410532012	29227	49.99
49.99	TOT\$	PAID				
49.99	BAL	300 N 2ND STREET TEXLINE TX 79087				
5728-444590	TOT\$	CARQUEST-RATON	INV#5728-444590 LATCHES/PWR STRP	407412076	29306	114.01
114.01	TOT\$	PAID				
114.01	BAL	326 S. SECOND ST. RATON NM 87740				
35719863	TOT\$	CATERPILLAR FINANCIAL SER. CO.	LEASE #003-1041511-000	402252013	29196	2711.76
11060.59	TOT\$	PAID	LEASE #001-1029230-000	402252013	29196	2711.76
11060.59	PAID	P O BOX 100647	LEASE #001-1029228-000	402252013	29196	2925.31
11060.59	BAL	PASADENA CA 91189 0647	LEASE #001-1041511-000	402252013	29196	
7032024	TOT\$	CDL TIRE AND AUTO	OIL CHANGE (JERRY)	401082011	29240	159.38
159.38	TOT\$	PAID				
159.38	BAL	1889 S. WEST AVE CLAYTON NM 88415				
7092024	TOT\$	CDL TIRE AND AUTO	OIL CHANGE (GRICE)	401082011	29240	185.76
185.76	TOT\$	PAID				
185.76	BAL	1889 S. WEST AVE CLAYTON NM 88415				

OUTSTANDING INVOICES

INVC#	Name	Description	Line Item	PO#	Amount
20240709	CDL TIRE AND AUTO	OIL CHANGE (CRUZ)	401082011	29240	168.50
168.50	TOT\$				
168.50	PAID				
168.50	BAL				
7262024	CDL TIRE AND AUTO	FUEL PUMP US UNIT	401082011	29240	1092.19
1092.19	TOT\$				
1092.19	PAID				
1092.19	BAL				
1968	CELTIC EQUIPMENT INC.	INV#1968 CRUSHER SUPPLIES	402252076	29261	633.71
633.71	TOT\$				
633.71	PAID				
633.71	BAL				
1969	CELTIC EQUIPMENT INC.	INV#1969 CRUSHER SUPPLIES	402252076	29261	6620.01
6620.01	TOT\$				
6620.01	PAID				
6620.01	BAL				
9112024	CHERYL GARCIA	PER DIEM GATHERING OF COUNTIES	401022010	29344	166.40
166.40	TOT\$	80%			
166.40	PAID				
166.40	BAL				
9122010	CHERYL GARCIA	PER DIEM GATHERING OF COUNTIES	401022010	29344	41.60
41.60	TOT\$	20%			
41.60	PAID				
41.60	BAL				
97	CIVILITY GOVERNMENT	INV#97 LOBBYIST CONTRACT	401012101	29205	1349.22
1349.22	TOT\$				
1349.22	PAID				
1349.22	BAL				
103	CIVILITY GOVERNMENT	LOBBYIST CONTRACT	401012101	29205	1349.22
1349.22	TOT\$				
1349.22	PAID				
1349.22	BAL				
295916	CMB GARAGE DOORS	INV#295916BAY DOORS REPAIR/MAINT	410532023	29094	4409.50
4409.50	TOT\$				
4409.50	PAID				
4409.50	BAL				
FY25	COLTON PADILLA	FY25 BOOT ALLOWANCE	402252082	29318	175.00
175.00	TOT\$				
175.00	PAID				
175.00	BAL				
7272024-2	DANNY WAYNE SWAGERTY	HAZMAT AWARENESS AND OPS EBOOK	410532076	29339	141.59
141.59	TOT\$				
141.59	PAID				
141.59	BAL				
FY24-01	DEPARTMENT OF FINANCE & ADMIN	FY24 LERR YEAR 2 REVERSION	605942058	29267	8395.35
8395.35	TOT\$				
8395.35	PAID				
8395.35	BAL				

OUTSTANDING INVOICES

INVC#	Name	Description	Line Item	FO#	Amount
8395.35	BAL SANTA FE NM 87501				
6282024	DEVIAN FIELDS	AUDIO RECORDER	401042009	29183	45.30
45.30	TOT\$ PAID				
45.30	BAL P. O. BOX 33				
	TEXLINE TX 79087				
7312024	EASTERN PLAINS COUNCIL OF GOV.	FY 25 MEMBERSHIP	401012073	29257	1241.00
1241.00	TOT\$ PAID				
1241.00	BAL 418 N MAIN STREET				
	CLOVIS NM 88101 7557				
2024-2025	EL LLANO ESTACADO RC&D	EL LLANO ESTACADO RC&D COUNCIL	401012073	29211	100.00
100.00	TOT\$ PAID				
100.00	BAL 706 SOUTH FIRST ST				
	TUCUMCARI NM 88401				
FY25#1	FRANK G. MAGOURILOS	PREVENTIONIST CONTRACT	426752101	29221	500.00
500.00	TOT\$ PAID				
500.00	BAL 4909 SUMMERSVILLE DR. NW				
	ALBUQUERQUE NM 87120 3831				
24071643	FRONTIER FUEL CO.	DIESEL FUEL TANK @MAIN STATION	408452076	29244	1359.60
1359.60	TOT\$ PAID				
1359.60	BAL PO BOX 128				
	DALHART TX 79022				
FY25	GARY WRIGHT	FY25 BOOT ALLOWANCE	402252082	29322	175.00
175.00	TOT\$ PAID				
175.00	BAL 165 ALAMOS RD				
	CLAYTON NM 88415				
8052024	GARY WRIGHT	REIMBURSEMENT - HAMMER DRILL	402252076	29353	75.78
75.78	TOT\$ PAID				
75.78	BAL 165 ALAMOS RD				
	CLAYTON NM 88415				
FY25	GAYLE JEFFREY	FY25 BOOT ALLOWANCE	402252082	29316	175.00
175.00	TOT\$ PAID				
175.00	BAL 60 SPRINGER HWY				
	CLAYTON NM 88415				
DALH363542	HEISER TIRE SERVICE	INV#DALH363542 RIM	402252081	29241	166.50
166.50	TOT\$ PAID				
166.50	BAL PO BOX 517				
	ELLINWOOD KS 67526				
B1-423226855	HUGHESNET NETWORK SYSTEMS LLC	INV#B1-423226855 FY 25	410532076	29208	139.93
139.93	TOT\$ PAID				
139.93	BAL P. O. BOX 96874				
	CHICAGO IL 60693 6874				
203743	IWORQ SYSTEMS INC.	INV#203743 ASSET TRACKER MGMT	402252076	29223	1500.00
1500.00	TOT\$ PAID				
1500.00	BAL P. O. BOX 3784				
	LOGAN UT 84323				
203796	IWORQ SYSTEMS INC.	INV#203796 PUBLIC WORKS PACKAGE	402252076	29223	2000.00

OUTSTANDING INVOICES

INVC#	Name	Description	Line Item	PO#	Amount
2000.00	TOT\$				
	PAID	P.O. BOX 3784			
2000.00	BAL	LOGAN UT 84323			
8232024	JERRY BOYER	PER DIEM TRAIN THE TRAINER 20%	401082010	29346	177.80
177.80	TOT\$				
	PAID	P.O. BOX 404			
177.80	BAL	CLAYTON NM 88415			
14070-5	JOHNNIE LEROSS APPLE	HAZMAT AWARENESS/OFS EBOOK	410532076	29349	139.46
139.46	TOT\$				
	PAID	BOX 38			
139.46	BAL	KENTON OK 73946			
FY25	JONATHAN FRANKLIN	FY25 BOOT ALLOWANCE	402252082	29315	175.00
175.00	TOT\$				
	PAID	204 JEFFERSON ST			
175.00	BAL	CLAYTON NM 88415			
FY25	JUSTIN NEWTON	FY25 BOOT ALLOWANCE	402252082	29317	175.00
175.00	TOT\$				
	PAID	21 MOUNTAIN VIEW RD			
175.00	BAL	CLAYTON NM 88415			
8	L & K ELECTRIC	ELECTRICAL WORK FOR NEW LIFT	402252023	29357	779.32
779.32	TOT\$				
	PAID	54 SPRINGER HWY			
779.32	BAL	CLAYTON NM 88415			
7312024	LAW OFFICE OF STEPHEN ROSS	ATTORNEY SERVICES	401012101	29228	669.90
669.90	TOT\$				
	PAID	P.O. BOX 4774			
669.90	BAL	SANTA FE NM 87502 4774			
9311716139	LAWSON PRODUCTS, INC.	INV#9311716139 SUPPLIES-EYE WASH	402252076	29311	230.13
230.13	TOT\$				
	PAID	PO BOX 734922			
230.13	BAL	CHICAGO IL 60673 4922			
9311733284	LAWSON PRODUCTS, INC.	INV#9611733284 SUPPLIES	402252076	29311	53.73
53.73	TOT\$				
	PAID	PO BOX 734922			
53.73	BAL	CHICAGO IL 60673 4922			
15023-197565	LOGAN HOME AND AUTO CENTER	INV#15023-197565	409492012	29312	76.95
76.95	TOT\$				
	PAID	P.O. BOX 31			
76.95	BAL	LOGAN NM 88426			
4	M.R.S.	COMMUNITY CUSTODY MONITORING	424772307	29031	3577.00
3577.00	TOT\$				
	PAID	MONITORING & RECOVERY SERVICES			
3577.00	BAL	1226 S. 2ND ST			
		RATON NM 87740			
5	M.R.S.	COMMUNITY CUSTODY MONITORING	424772307	29031	5621.00
5621.00	TOT\$				
	PAID	MONITORING & RECOVERY SERVICES			
5621.00	BAL	1226 S. 2ND ST			
		RATON NM 87740			

INVC#	Name	Description	Line Item	PO#	Amount
4127322	MAYFIELD PAPER COMPANY	INV#4127322 JANITOR SUPPLIES	401032046	29192	105.36
105.36	TOT\$				
	PAID				
105.36	BAL				
4127406	MAYFIELD PAPER COMPANY	INV#4127406 JANITOR SUPPLIES	401032046	29192	113.42
113.42	TOT\$				
	PAID				
113.42	BAL				
4127828	MAYFIELD PAPER COMPANY	INV#4127828 JANITOR SUPPLIES	401032046	29192	29.83
29.83	TOT\$				
	PAID				
29.83	BAL				
4128598	MAYFIELD PAPER COMPANY	INV#4128598 JANITOR SUPPLIES	401032046	29192	142.28
142.28	TOT\$				
	PAID				
142.28	BAL				
85685	MC CLURES BIG J PARTS	INV#85685 PARTS	402252012	29184	28.49
28.49	TOT\$				
	PAID				
28.49	BAL				
85688	MC CLURES BIG J PARTS	INV#85688 PARTS	402252012	29184	16.91
16.91	TOT\$				
	PAID				
16.91	BAL				
85738	MC CLURES BIG J PARTS	INV#85738 PARTS	402252012	29184	81.19
81.19	TOT\$				
	PAID				
81.19	BAL				
85740	MC CLURES BIG J PARTS	INV#85740 PARTS	402252012	29184	21.77
21.77	TOT\$				
	PAID				
21.77	BAL				
85750	MC CLURES BIG J PARTS	INV#85750 PARTS	402252012	29184	5.99
5.99	TOT\$				
	PAID				
5.99	BAL				
85793	MC CLURES BIG J PARTS	INV#85793 SUPPLIES	402252076	29184	59.88
59.88	TOT\$				
	PAID				
59.88	BAL				
85790	MC CLURES BIG J PARTS	INV#85790 SUPPLIES	402252076	29184	39.99
39.99	TOT\$				
	PAID				
39.99	BAL				
85864	MC CLURES BIG J PARTS	INV#85864 PARTS	402252012	29184	273.98
273.98	TOT\$				
	PAID				

INVC#	Name	Description	Line Item	PO#	Amount
273.98	BAL CLAYTON NM 88415				
85866	MC CLURES BIG J PARTS	INV#85866 PARTS	402252012	29184	66.00-
66.00-	TOT\$				
	PAID P.O. BOX 94				
66.00-	BAL CLAYTON NM 88415				
85940	MC CLURES BIG J PARTS	INV#85940 PARTS	402252012	29184	29.50
29.50	TOT\$				
	PAID P.O. BOX 94				
29.50	BAL CLAYTON NM 88415				
85947	MC CLURES BIG J PARTS	INV#85947 SUPPLIES	402252076	29184	7.20
7.20	TOT\$				
	PAID P.O. BOX 94				
7.20	BAL CLAYTON NM 88415				
FY25	MICHAEL SHANE PHIPPS	FY25 BOOT ALLOWANCE	402252082	29319	175.00
175.00	TOT\$				
	PAID 404 CHERRY ST				
175.00	BAL CLAYTON NM 88415				
9112024	MICHELLE N. CALLIS	PER DIEM GATHERING OF COUNTIES	401082010	29345	166.40
166.40	TOT\$	80%			
	PAID 27 MAYS RD				
166.40	BAL CLAYTON NM 88415				
9122024	MICHELLE N. CALLIS	PER DIEM GATHERING OF COUNTIES	401082010	29345	41.60
41.60	TOT\$	20%			
	PAID 27 MAYS RD				
41.60	BAL CLAYTON NM 88415				
7192027	MINERS COLFAX MEDICAL CENTER	EMERGENCY ROOM VMDC DETAINEE	424772018	29254	350.00
350.00	TOT\$				
	PAID 203 HOSPITAL DRIVE				
350.00	BAL RATON NM 87740				
20240719	MINERS COLFAX MEDICAL CENTER	EMERGENCY ROOM VMDC DETAINEE	424772018	29254	2853.00
2853.00	TOT\$				
	PAID 203 HOSPITAL DRIVE				
2853.00	BAL RATON NM 87740				
NMAC - 00034	NEW MEXICO COUNTIES	INV#NMAC-00034 ANNUAL FEE FY 25	401012073	29210	9874.00
9874.00	TOT\$				
	PAID 444 GALISTEO ST				
9874.00	BAL SANTA FE NM 87501				
FY25	NMC HUMAN RESOURCES AFFILIATE	FY25 DUES - CHERYL GARCIA	401022010	29335	75.00
75.00	TOT\$				
	PAID C/O BRIANNA VENTURA				
75.00	BAL P.O. BOX 711				
	PAID CARRIZOZO NM 88301				
24RETREAT	NMC HUMAN RESOURCES AFFILIATE	2024 RETREAT REG. CHERYL GARCIA	401022010	29335	200.00
200.00	TOT\$				
	PAID C/O BRIANNA VENTURA				
200.00	BAL P.O. BOX 711				
	PAID CARRIZOZO NM 88301				
FY25-01	NMC PROBATE AFFILIATE	FY 25 AFFILIATE DUES	401092010	29225	20.00

OUTSTANDING INVOICES

INVC#	Name	Description	Line Item	PO#	Amount
20.00	TOT\$ CIBOLA COUNTY				
	PAID 700 E ROOSEVELT AVE., STE 50				
20.00	BAL GRANTS NM 87020				
1699	NMPPA	NMPPA MEMBERSHIP	401022010	29342	50.00
50.00	TOT\$ CARR RIGGS & INGRAM				
	PAID PO BOX 2707				
50.00	BAL LAS CRUCES NM 88004				
373718306001	OFFICE DEPOT	INV#373718306001 INK CARTRIDGES	401062026	29190	169.30
169.30	TOT\$ P.O. BOX 660113				
	PAID DALLAS TX 75266 0113				
169.30	BAL OFFICE DEPOT	INV#376199704001 COPY PAPER/EXPO	401022009	29190	97.98
376199704001	OFFICE DEPOT				
97.98	TOT\$ P.O. BOX 660113				
	PAID DALLAS TX 75266 0113				
97.98	BAL OFFICE DEPOT	INV#37620580001 KLEENEX	401022009	29190	12.27
37620580001	OFFICE DEPOT				
12.27	TOT\$ P.O. BOX 660113				
	PAID DALLAS TX 75266 0113				
12.27	BAL PANHANDLE BREATHING AIR SYSTEMS	INV#9020 YELLOW THREAD SAVER	408452076	29264	400.00
9020	TOT\$ P.O. BOX 324				
	PAID BUSHLAND TX 79012				
400.00	BAL PAYNE MANAGEMENT GROUP, INC	2009 DODGE PICKUP REPAIRS	408452012	29270	3253.61
3253.61	TOT\$ 2831 S WESTERN ST				
	PAID AMARILLO TX 79109				
3253.61	BAL PITNEY BOWES GLOBAL FINANCIAL	INV#1025639768 INK CARTRIDGE	401022006	29188	132.79
1025639768	SERVICES LLC				
132.79	TOT\$ PO BOX 981022				
	PAID BOSTON MA 02298 1022				
132.79	BAL SERVICE ACCT#196023	410532025		29198	47.91
202404	TOT\$ P.O. BOX 1188				
	PAID GUYMON OK 73942 1188				
47.91	BAL QUILL CORPORATION	INV#39448822 STAMP SELF INKING	401042009	29233	34.19
39448822	TOT\$ P.O. BOX 37600				
	PAID PHILADELPHIA PA 19101 0600				
34.19	BAL QUILL CORPORATION	INV#39393076 FILE FOLDERS	401042009	29233	27.89
39393076	TOT\$ P.O. BOX 37600				
	PAID PHILADELPHIA PA 19101 0600				
27.89	BAL RANCH MARKET	402252076		29215	14.07
7092024	TOT\$ 300 S. FIRST STREET				
	PAID CLAYTON NM 88415				
14.07	BAL WATER				

OUTSTANDING INVOICES

INVC#	Name	Description	Line Item	PO#	Amount
598	RANCH MARKET	WATER BOTTLES	410532076	29215	19.95
19.95	TOT\$				
PAID	300 S. FIRST STREET				
19.95	BAL	CLAYTON NM 88415			
8032024	RANCH MARKET	WATER BOTTLES	410532076	29215	11.98
11.98	TOT\$				
PAID	300 S. FIRST STREET				
11.98	BAL	CLAYTON NM 88415			
7012024	RANCH MARKET	BATTERIES	401032077	29189	12.06
12.06	TOT\$				
PAID	300 S. FIRST STREET				
12.06	BAL	CLAYTON NM 88415			
FY25	RANDY WOLFFARTH	FY25 BOOT ALLOWANCE	402252082	29321	175.00
175.00	TOT\$				
PAID	41 NARA VISA HWY				
175.00	BAL	CLAYTON NM 88415			
7-2024	RICARDO TRUJILLO	CLEANING SERVICES	401032101	29269	1500.00
1500.00	TOT\$				
PAID	DBA TRU CLEANING SERVICES				
1500.00	BAL	416 JEFFERSON ST.			
		CLAYTON NM 88415			
26094	ROCKY MOUNTAIN INFO. NETWORK	ANNUAL MEMBERSHIP	401082036	29187	50.00
50.00	TOT\$				
PAID	PO BOX 41370				
50.00	BAL	PHOENIX AZ 85080			
705826	SENTINEL OFFENDER SERVICES	MISSING BART B60019	426752076	29258	125.00
125.00	TOT\$				
PAID	PO BOX 8436				
125.00	BAL	PASADENA CA 91109 8436			
20401	SOUTHWESTERN ELECTRIC	ACCT#211115001 SHERIFF SUB	401032025	29194	66.34
1663.63	TOT\$	ACCT#211110001 CAPULIN FD	407412025	29194	123.24
PAID	BOX 369	ACCT#211110002 CAPULIN EMS	407412025	29194	56.93
1663.63	BAL	ACCT#211110003 REF KENTON	410532025	29194	71.65
		ACCT#211110004 GRENVILLE FD	411572025	29194	80.94
		ACCT#211110005 HAYDEN FIRE STA	409492025	29194	63.59
		ACCT#211110006 REF SENECA	410532025	29194	69.54
		ACCT#211110007 SEDAN FD SCHOOL	408452025	29194	70.26
		ACCT#211110008 SEDAN FD STATION	408452025	29194	245.00
		ACCT#211110009 SEDAN FD PODZEMNY	408452025	29194	55.38
		ACCT#211110010 SEDAN FD THOMAS	408452025	29194	111.16
		ACCT#211110011 AMISTAD FD AG	409492025	29194	163.05
		ACCT#211110012 REF GILBERTS	410532025	29194	71.24
		ACCT#211110013 REF MAIN	410532025	29194	234.46
		ACCT#211110014 AMISTAD FD WELL	409492025	29194	65.76
		ACCT#211110015 AMISTAD/HAYDEN	409492025	29194	115.09
18388	SWAGERTY TRADING CO.	SUPPLIES	402252076	29230	23.68
23.68	TOT\$				
PAID	BOX 88				
23.68	BAL	CLAYTON NM 88415			

OUTSTANDING INVOICES

INVC#	Name	Description	Line Item	PO#	Amount
18493	SWAGERTY TRADING CO.	INV#18493 SUPPLIES	402252076	29230	43.69
43.69	TOT\$				
	PAID				
43.69	BAL				
	BOX 88				
	CLAYTON NM 88415				
2024-0712	TAQUERIA DALHART	MEALS FOR TRAINING	410532010	29260	43.25
43.25	TOT\$				
	PAID				
43.25	BAL				
	1301 CHICAGO ST				
	DALHART TX 79022				
2024-0713	TAQUERIA DALHART	MEALS FOR TRAINING	410532010	29260	47.58
47.58	TOT\$				
	PAID				
47.58	BAL				
	1301 CHICAGO ST				
	DALHART TX 79022				
2024-0719	TAQUERIA DALHART	MEALS FOR TRAINING	410532010	29260	44.87
44.87	TOT\$				
	PAID				
44.87	BAL				
	1301 CHICAGO ST				
	DALHART TX 79022				
2024-0720	TAQUERIA DALHART	MEALS FOR TRAINING	410532010	29260	129.75
129.75	TOT\$				
	PAID				
129.75	BAL				
	1301 CHICAGO ST				
	DALHART TX 79022				
8072024	TAQUERIA DALHART	MEALS FOR TRAINING	410532010	29260	118.94
118.94	TOT\$				
	PAID				
118.94	BAL				
	1301 CHICAGO ST				
	DALHART TX 79022				
4819	THE TIRE SHOP	INV#4819 TIRE REPAIR/ROTATION	401082011	29279	67.08
67.08	TOT\$				
	PAID				
67.08	BAL				
	115 S. FRONT ST				
	CLAYTON NM 88415				
129	THE TIRE SHOP	INV#129 TIRE REPAIR	401022011	29279	20.00
20.00	TOT\$				
	PAID				
20.00	BAL				
	115 S. FRONT ST				
	CLAYTON NM 88415				
CFR20240719	TOWN OF CLAYTON	AHA HEARTSTART CPR/AED/FIRST AID 407412076	29243	400.00	
400.00	TOT\$				
	PAID				
400.00	BAL				
	1 CHESTNUT				
	CLAYTON NM 88415				
62024	TOWN OF CLAYTON	DISPATCH	500812112	29326	8868.50
8868.50	TOT\$				
	PAID				
8868.50	BAL				
	1 CHESTNUT				
	CLAYTON NM 88415				
7222024	TOWN OF CLAYTON	ACCT#11-0035-01 ROAD DEPT	402252025	29243	114.02
2065.70	TOT\$				
	PAID				
2065.70	BAL				
	ACCT#12-0330-03 SHERIFF				
	CLAYTON NM 88415				
	ACCT#22-1198-03 SHERIFF				
	CLAYTON NM 88415				
	ACCT#32-0214-02 ADMIN				
	CLAYTON NM 88415				
	ACCT#32-0220-02 ADMIN				
	CLAYTON NM 88415				
	ACCT#32-0275-01 COURTHOUSE				
	CLAYTON NM 88415				
	ACCT#32-0280-01 ANNEX				
	CLAYTON NM 88415				
	ACCT#41-0655-06 OLD REFD				
	CLAYTON NM 88415				

INVC#	Name	Description	Line Item	PO#	Amount
26222	TRI-STATE RECYCLING LLC	INV#26222 DUMPSTER SERVICE WEEK	411572025	29234	379.12
379.12	TOT\$				
	PAID				
379.12	P.O. BOX 235				
	TEXLINE TX 79087				
25858	TRI-STATE RECYCLING LLC	INV#25858 DUMPSTER SRVC BI-WEEK	409492025	29234	82.00
82.00	TOT\$				
	PAID				
82.00	P.O. BOX 235				
	TEXLINE TX 79087				
1702291	TRIADIC	ASSESSORS DATA CONVERSION/TYLER	604882101	29154	20000.00
21650.00	TOT\$	GRT FOR CONVERSION	604882101	29154	1650.00
	PAID				
21650.00	DEMING NM 88031 0471				
10921114135	TRIADIC	NETWORK SERVICES	401072013	29226	1318.93
3883.56	TOT\$	NETWORK SERVICES	401022013	29226	1245.70
	PAID	NETWORK SERVICES	401062013	29226	1318.93
3883.56	DEMING NM 88031 0471				
25-472615	TYLER TECHNOLOGIES, INC.	INV#025-472615 INSTALL ASSESSORS	604882028	28913	161.81
161.81	TOT\$				
	PAID				
161.81	BOX 203556				
	DALLAS TX 75320 3556				
181165362	ULINE	INV#181165362 CABINET	402252081	29341	1238.73
1238.73	TOT\$	ATTN: ACCOUNTS RECEIVABLE			
	PAID	P.O. BOX 88741			
1238.73	CHICAGO IL 60680 1741				
2850181476	UNIFIRST	INV#2850181476 MONTHLY SERVICE	401032046	29199	50.25
50.25	TOT\$				
	PAID				
50.25	PO BOX 600				
	WILLINGTON MA 01887				
905345XEBO	UNION COUNTY GENERAL HOSPITAL	ACCT#905345XEBO CRAMER, R.	424772018	28842	256.47
256.47	TOT\$				
	PAID				
256.47	P.O. BOX 489				
	CLAYTON NM 88515				
903741XX001E	UNION COUNTY GENERAL HOSPITAL	ACCT#903841XX001EBO MAESTAS, J.	424772018	28842	432.15
432.15	TOT\$				
	PAID				
432.15	P.O. BOX 489				
	CLAYTON NM 88515				
7302024	UNION COUNTY LEADER	NEWSPAPER SUBSCRIPTION	401042014	29351	114.00
114.00	TOT\$				
	PAID				
114.00	P.O. BOX 486				
	CLAYTON NM 88415				
1259078	UNITED SUPPLY	INV#1259078 SUPPLIES	402252076	29314	107.04
107.04	TOT\$				
	PAID				
107.04	P.O. BOX 819				
	HWY 87 SOUTH				
	DALHART TX 79022				
68394	VFIS	99X EVDT PARTICIPANT MANUALS	415682081	29238	317.00

INVC#	Name	Description	Line Item	PO#	Amount
317.00	TOT\$ C/O M&T BANK				
	PAID P.O. BOX 64904				
317.00	BAL BALTIMORE MD 21264 4904				

8062024	VIGIL MALDONADO DETENTION CENTER	INMATE HOUSING	424772307	29237	25835.25
27083.79	PAID 444 EAST HEREFORD AVE	INMATE PHARMACY	424772018	29237	1248.54
27083.79	BAL RATON NM 87740				

P10C0900543	WAGNER EQUIPMENT CO.	SUPPLIES/CUTTING EDGES/SOS KITS	402252076	29265	2542.80
2542.80	TOT\$ PAID P.O. BOX 919000				
2542.80	BAL DENVER CO 80291 9000				

PS060113880	WARREN CAT	INV#PS060113880 EQUIPMENT PARTS	402252012	29207	250.12
250.12	TOT\$ PAID PO BOX 842116				
250.12	BAL DALLAS TX 75284 2116				

PS060113891	WARREN CAT	INV#PS060113891 EQUIPMENT PARTS	402252012	29207	65.37
65.37	TOT\$ PAID PO BOX 842116				
65.37	BAL DALLAS TX 75284 2116				

CS060014298	WARREN CAT	INV#CS060014298 EQUIPMENT PARTS	402252012	29207	190.08-
190.08-	TOT\$ PAID PO BOX 842116				
190.08-	BAL DALLAS TX 75284 2116				

PS060113923	WARREN CAT	INV#PS060113923 EQUIPMENT PARTS	402252012	29207	59.56
59.56	TOT\$ PAID PO BOX 842116				
59.56	BAL DALLAS TX 75284 2116				

PS060113935	WARREN CAT	INV#PS060113935 EQUIPMENT PARTS	402252012	29207	387.14
387.14	TOT\$ PAID PO BOX 842116				
387.14	BAL DALLAS TX 75284 2116				

CS060014305	WARREN CAT	INV#CS060014305 EQUIPMENT PARTS	402252012	29207	59.56-
59.56-	TOT\$ PAID PO BOX 842116				
59.56-	BAL DALLAS TX 75284 2116				

PS060113807	WARREN CAT	INV#PS060113807 EQUIPMENT PARTS	402252012	29207	193.24
193.24	TOT\$ PAID PO BOX 842116				
193.24	BAL DALLAS TX 75284 2116				

TOTAL INVOICING 202993.17