

# COUNTY OF LINCOLN

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## New Mexico Special Meeting Board of County Commissioners

Thomas F. Stewart, Chair  
Lynn Willard, Vice Chair

Elaine Allen, Member  
Jon Crunk, Member  
Todd Proctor, Member

### Minutes Tuesday May 3, 2022

Minutes of the Special Meeting of the Lincoln County Commission held at 8:30 AM on Tuesday May 3, 2022, in the County Commission Chambers, Lincoln County Courthouse, in Carrizozo, New Mexico.

In accordance with the New Mexico Public Health Emergency Order, this meeting was conducted on a platform for video and audio.

#### 1. Call to Order

Chair Stewart called the Special Meeting of the Board of County Commissioners to order at 8:30 AM.

#### 2. Roll Call

**Present:** Chair Stewart, Commissioner Allen, Commissioner Willard, Commissioner Crunk, Commissioner Proctor.

Others present included Ira Pearson, County Manager; Alan Morel, County Attorney; and Whitney Whittaker, County Clerk.

#### 3. Invocation

The invocation was presented by Chair Stewart

#### 4. Pledge of Allegiance

- a. Pledge – USA Flag
- b. Salute – NM Flag

#### 5. Approval of Agenda

**Motion:** Acceptance of the Agenda and authorized the Chair to move items as necessary,  
**Action:** Approve, **Moved by** Commissioner Willard, **Seconded by** Commissioner Allen.

**Vote:** Motion carried by unanimous roll call vote (summary: Yes = 5).

**Yes:** Chair Stewart, Commissioner Allen, Commissioner Willard, Commissioner Crunk, Commissioner Proctor.

Chair Stewart recessed the Regular Meeting and convened the Public Hearing to consider the Preliminary Budget at 8:32 AM.

#### 6. Public Hearing: Preliminary Budget Hearing, Fiscal Year 2019-2020

##### A) County Manager's Overview

Manager Pearson provided a timeline for budget preparation noting the final deadline for submission of Lincoln County's budget to the Department of Finance and Administration was July 27, 2022.

Manager Pearson stated the budget as presented reflected a revenue base of \$6,492,013 over the required reserve of \$2,206,809. Manager Pearson stated by law the required reserve was equal to 3/12 of the General Fund Expenditures of \$8,827,237. Manager Pearson stated While the General Fund budgeted expenses are slightly higher than last year's level of \$8,137,041 the beginning cash balance of \$8,000,000 is 14% higher than last year's level of \$7,000,000. The

budgeted revenues for the fiscal year in the amount of \$16,239,813 are \$1,389,156 higher than the FY 21 -22 level.

Manager Pearson informed DFA's guidelines of expenses and transfers out of the General Fund to other funds are to be within 5% of the current year budgeted General Fund revenues.

Manager Pearson stated projected expenses were for the most part annualized and as such they were unconstrained. Manager Pearson explained these amounts include departmental inputs by account during the budget mark-up process, because most expense accounts have no revenue source at all, or inadequate revenue sources, it is required that transfers in the amount of \$6,713,753.43 be made from the general fund to cover departmental expenses. Manager Pearson stated examples of such transfers include the following: \$5,205,432 goes to Detention Center Operations Fund 450; \$2,450,000 supplements the Road Department Fund 402; the Zia Senior Citizens Fund 530 requires a boost of \$332,452.

Manager Pearson stated the Commission considers each funding request independently and strives to reach a solution that benefits the recipient organization and the County, while ensuring the best use of public funds

Chair Stewart stated revenue to expenses is a critical aspect of any budget; but a balanced budget is the goal. Chair Stewart stated its crucial we use DFA's balanced budget sheet to stay within the threshold of the plus or minus 5%. Chair Stewart stated we are starting at 7.9 percent or \$698,822 in the positive. Chair Stewart informed that this was before we consider \$1,097,766 of internal requests and \$405,309 of external requests for a total of \$1,503,075 of additional requests. Chair Stewart explained If this commission were to approve all the requests, we would be somewhere in the vicinity of a negative 9%. Chair Stewart stated he could estimate that we can add about \$1,048,822 to our preliminary budget today without generating a negative DFA letter.

Chair Stewart stated overall, our general fund expenditures increased 5.3% from last year with total personnel costs increased about 3.69%, while our revenue increased by 8.23%.

Chair Stewart stated, as the manager indicated in his overview, we have a healthy projected ending cash reserve over required reserves of \$6,492,013; not including the 3.8 million in American Rescue Plan funding.

#### **B) External Agency Presentations and Requests**

Manager Pearson presented a summary of external requests including history of prior funding awarded and comparison analysis of current requests. Agency requests were presented as follows:

<b>NMSU Extension Office</b>	<b>\$ 95,988.00</b>
Request presented by Tom Dean, District Director	
<b>Capitan Library</b>	<b>\$ 5,000</b>
<b>Corona Library</b>	<b>\$ 3,000</b>
Request presented by Terri Racher, Village Clerk	
<b>Ruidoso Library</b>	<b>\$ 20,000</b>
Request presented by Dianne Staab, Library Supervisor	
<b>Juvenile Justice Board (LCJJB)</b>	<b>\$ 12,500</b>
<b>USDA Predator Control/Wildlife</b>	<b>\$ 97,000</b>
Request presented by Lisa, Wildlife Services	
<b>Lincoln County Cooperative Weed Management Area (LCCWMA)</b>	<b>\$ 50,000</b>
Request presented by Judy Bock, District Manager	
<b>South Central RC and D</b>	<b>\$ 40,000</b>
Request presented by Laura Doth, Executive Director	
<b>Lincoln County Humane Society</b>	<b>\$ 27,000</b>
Request presented by PJ Schuster- treasurer	
<b>Eco Servants</b>	<b>\$ 25,000</b>
<b>NM Bookmobile</b>	<b>\$ 1,260</b>
<b>White Mountain Search and Rescue</b>	<b>\$ 5,000</b>
Request presented by Shannah Coleman	
<b>Region 9 School Based Health Center</b>	<b>\$ 10,000</b>
Request presented by Ashlee McEwen, Coordinator	

<b>Lincoln County Fair Board</b>	<b>\$ 37,500</b>
Request presented by Renee Montes, Board Member	
<b>SNMEDD</b>	<b>\$ 7,000</b>
Request presented by Dora Bautista, Executive Director	
<b>Boys and Girls Club of Sierra Blanca</b>	<b>\$</b>
<b>Capitan Therapy</b>	<b>\$ 175,000</b>

Chair Stewart recessed the Public Hearing and reconvened the Special Meeting.

**C. Medical Related Budget: LCMC and Clinics**

Todd Oberheu, Chief Executive informed the Lincoln County Medical Center herein respectfully requested Mil Levy funding for the State's fiscal year of July 1, 2022, through June 30, 2023. Mr. Oberheu stated the Mil Levy funding provided by the County supported LCMC's Hospital, EMS, Community Assistance Program, and the managed medical and dental clinics in Lincoln County.

Mr. Oberheu informed the requests for 2022-2023 are predicated upon the healthcare services provided by LCMC to the residents and visitors to Lincoln County. Mr. Oberheu stated the current environment and circumstances encountered in the delivery of these services were also considered. Mr. Oberheu stated healthcare was constantly changing nationally, state-wide, and locally.

Mr. Oberheu stated the request for 2022-2023 totaled \$3,561,383 which was a decrease of \$208,362 over last year's request.

Mr. Oberheu informed of the 2021 Operations, hospital achievements, clinic operations, Emergency Medical Services, and the Lincoln County Community Assistance Program.

Mr. Oberheu presented LCMC's Mill Levy Budget Request for the clinics and the hospital as follows:

**LCMC Requests:**

	<u>Capital</u>	<u>Operations</u>
Carrizozo Health Center \$	- \$	5,658
Carrizozo Dental Center \$	39,000 \$	527,467
Corona Health Clinic \$	- \$	28,336
Capitan Medical Clinic \$	30,000 \$	83,293
Hondo Medical Clinic \$	- \$	73,629
White Mountain Clinic \$	- \$	123,000
L C E M S \$	310,000 \$	700,000
LCMC Hospital \$	100,000 \$	1,400,000
Lincoln Co. Asst Pgm \$	- \$	141,000
<b>Total \$</b>	<b>479,000 \$</b>	<b>3,082,383</b>

**D Discussion and Direction Regarding the Maintenance and Repairs to the Lincoln County Fairgrounds**

Manager Pearson stated there has never been a budget specifically for the Lincoln County Fairgrounds. Manager Pearson suggested the fair board come in with any budgetary adjustments as the other departments.

Chair Stewart stated he supported a separate budgetary expense reporting system.

Beverly Calaway stated on the May 17th meeting she has a separate report for the commission to review regarding lodgers tax and the Lincoln County Fairgrounds

There was a consensus to continue the discussion at the next regular meeting.

**E. Detailed Department Review**

Manager Pearson stated all departments were diligent in assessing their needs for the fiscal year and submitted conservative budgets.

There was a discussion regarding the breakdown of each of the department's budgets and the increase of fuel costs and other materials.

Commissioner Willard questioned the 401 general budget public works department breakdown of employees.

Manager Pearson stated the department was built by expanding a certain department and eliminating another with the appropriate staff.

**F. Discussion and Direction Regarding the American Rescue Plan Act (ARPA) Funding**

Manager Pearson provided a report regarding the breakdown of fundings and appropriate usage of the funds.

Manager Pearson stated the eligible uses of these funds include:

- Revenue replacement for the provision of government services to the extent of the reduction in revenue due to the COVID-19 public health emergency, relative to revenues collected in the most recent fiscal year prior to the emergency,
- COVID-19 expenditures or negative economic impacts of COVID-19, including assistance to small businesses, households, and hard-hit industries, and economic recovery,
- Premium pay for essential workers,
- Investments in water, sewer, and broadband infrastructure.
- Restrictions on the uses of these funds include:

Manager Pearson stated funds allocated to states cannot be used to directly or indirectly to offset tax reductions or delay a tax or tax increase; funds cannot be deposited into any pension fund and the funding must be spent by the end of calendar year 2024.

There was a general discussion regarding the funding and allocation of the funding.

There was consensus to bring back to Regular Meeting for further discussion.

**G. Unfunded Optional County Departmental Requests**

Manager Pearson presented the departmental requests for additional funding for operations, equipment and personnel as follows:

**Law**

(4) Vehicles (\$62,000.00 X5%) Cost Inflation	\$262,500.00 with outfitting
Lieutenant/Captain Position	\$ 90,000.00
<b>Total</b>	<b>\$352,500.00</b>

**Road Department**

Dump Truck	\$200,000.00
Pumper Pool Trailer	\$ 6,000.00
Pickups (2)	\$131,250.00
Gooseneck Trailer	\$ 13,000.00
Mechanic position (with benefits high end)	\$ 67,516.35

**Total \$417,766.35**

**Total \$417,338.72**

**Detention Center**

Surveillance Systems	\$250,000.00
4 Wheel Drive Pick Up	\$62,500.00
Dishwasher	\$ 5,000.00
Ice Machine Maker	\$ 5,000.00
Garbage Disposal	\$ 5,000.00

Total	\$327,500.00
<b>TOTAL</b>	<b>\$1,097,766.35</b>

#### H. Manager's Recommendations

Manager Pearson recommended approval of the preliminary proposed budget; consideration of additional Optional Unfunded requests of County Departments; and consideration of each of the External Agency requests

Manager Pearson stated this is a working budget and to take what we can handle and reevaluate at the next meeting to see if further budget adjustments and recommendations.

Chair Stewart recessed the Public Hearing and reconvened the Special Meeting

#### I. Board of County Commissioner's Preliminary Budget Guidance

##### Capitan Library

**Motion:** Award Capitan Library \$5,000, **Action:** Approve, **Moved by** Commissioner Allen, **Seconded by** Commissioner Proctor.

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).

**Yes:** Chair Stewart, Commissioner Allen, Commissioner Willard, Commissioner Crunk, Commissioner Proctor.

##### Corona Library

**Motion:** Award Corona Library \$3,000, **Action:** Approve, **Moved by** Commissioner Allen, **Seconded by** Commissioner Proctor.

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).

**Yes:** Chair Stewart, Commissioner Allen, Commissioner Willard, Commissioner Crunk, Commissioner Proctor.

##### Ruidoso Library

**Motion:** Award Ruidoso Library \$10,000, **Action:** Approve, **Moved by** Commissioner Allen, **Seconded by** Commissioner Proctor.

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).

**Yes:** Chair Stewart, Commissioner Allen, Commissioner Willard, Commissioner Crunk, Commissioner Proctor.

##### SNMEDD

**Motion:** Award SNMEDD \$7,000, **Action:** Approve, **Moved by** Commissioner Allen, **Seconded by** Commissioner Proctor.

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).

**Yes:** Chair Stewart, Commissioner Allen, Commissioner Willard, Commissioner Crunk, Commissioner Proctor.

##### NM Bookmobile

**Motion:** Award NM Bookmobile \$1,260, **Action:** Approve, **Moved by** Commissioner Allen, **Seconded by** Commissioner Proctor.

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).

**Yes:** Chair Stewart, Commissioner Allen, Commissioner Willard, Commissioner Crunk, Commissioner Proctor.

##### NMC

**Motion:** Award NMC \$26,000, **Action:** Approve, **Moved by** Commissioner Allen, **Seconded by** Commissioner Proctor.

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).

**Yes:** Chair Stewart, Commissioner Allen, Commissioner Willard, Commissioner Crunk, Commissioner Proctor.

#### **NACO**

**Motion:** Award NACO for \$450, **Action:** Approve, **Moved by** Commissioner Allen, **Seconded by** Commissioner Proctor.

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).

**Yes:** Chair Stewart, Commissioner Allen, Commissioner Willard, Commissioner Crunk, Commissioner Proctor.

#### **Eco Servants**

**Motion:** Award Eco Servants \$10,000, **Action:** Approve, **Moved by** Commissioner Allen, **Seconded by** Commissioner Proctor.

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).

**Yes:** Chair Stewart, Commissioner Allen, Commissioner Willard, Commissioner Crunk, Commissioner Proctor.

#### **Lincoln County Cooperative Weed Management Area (LCCWMA)**

**Motion:** Award Upper Hondo SWCD \$40,000, **Action:** Approve, **Moved by** Commissioner Allen, **Seconded by** Commissioner Proctor.

**Vote:** Motion passed (**summary:** Yes = 3, No = 2, Abstain = 0).

**Yes:** Chair Stewart, Commissioner Allen, Commissioner Willard, Commissioner Crunk, Commissioner Proctor

#### **Lincoln County Humane Society**

**Motion:** Award the Lincoln County Humane Society \$28,000, **Action:** Approve, **Moved by** Commissioner Allen, **Seconded by** Commissioner Proctor.

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).

**Yes:** Chair Stewart, Commissioner Allen, Commissioner Willard, Commissioner Crunk, Commissioner Proctor.

#### **White Mountain Search and Rescue**

**Motion:** Award White Mountain Search and Rescue \$5000, **Action:** Approve, **Moved by** Commissioner Allen, **Seconded by** Commissioner Proctor.

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).

**Yes:** Chair Stewart, Commissioner Allen, Commissioner Willard, Commissioner Crunk, Commissioner Proctor.

#### **NMSU Extension**

**Motion:** Award NMSU Extension Office \$95,988, **Action:** Approve, **Moved by** Commissioner Allen, **Seconded by** Commissioner Proctor.

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).

**Yes:** Chair Stewart, Commissioner Allen, Commissioner Willard, Commissioner Crunk, Commissioner Proctor.

#### **Lincoln County Fair Board**

**Motion:** Award Lincoln County Fair Board \$37,500 from lodgers' tax funds, **Action:** Approve, **Moved by** Commissioner Allen, **Seconded by** Commissioner Proctor.

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).

**Yes:** Chair Stewart, Commissioner Allen, Commissioner Willard, Commissioner Crunk, Commissioner Proctor.

#### **Region 9 School Based Health Center**

**Motion:** Award Region 9 School Based Health Center \$10,000, **Action:** Approve, **Moved by** Commissioner Allen, **Seconded by** Commissioner Proctor.

**Vote:** Motion passed (**summary:** Yes = 4, No = 1, Abstain = 0).

**Yes:** Chair Stewart, Commissioner Allen, Commissioner Willard, Commissioner Crunk, Commissioner Proctor.

#### **USDA Predator Control/Wildlife**

**Motion:** Award USDA \$39,855, **Action:** Approve, **Moved by** Commissioner Allen, **Seconded by** Commissioner Proctor.

**Vote:** Motion passed (**summary:** Yes = 4, No = 1, Abstain = 0).

**Yes:** Chair Stewart, Commissioner Allen, Commissioner Willard, Commissioner Crunk, Commissioner Proctor.

#### **South Central RC and D**

**Motion:** Award South Central RC and D \$40,000 from Title III funds, **Action:** Approve, **Moved by** Commissioner Allen, **Seconded by** Commissioner Proctor.

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).

**Yes:** Chair Stewart, Commissioner Allen, Commissioner Willard, Commissioner Crunk, Commissioner Proctor.

#### **Medical Related Budget/LCMC/Clinics**

**Motion:** Approve the LCMC and Clinic budget requests as presented, **Action:** Approve, **Moved by** Commissioner Willard, **Seconded by** Commissioner Allen.

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).

**Yes:** Chair Stewart, Commissioner Allen, Commissioner Willard, Commissioner Crunk, Commissioner Proctor.

#### **Detailed Department Review**

**Motion:** Approve the fiscal year 2022- 2023 by department, **Action:** Approve, **Moved by** Commissioner Willard, **Seconded by** Commissioner Allen.

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).

**Yes:** Chair Stewart, Commissioner Allen, Commissioner Willard, Commissioner Crunk, Commissioner Proctor.

#### **Unfunded Optional Requirements**

##### **Sheriff's Department**

**Motion:** Approve additional sergeant position at \$90,000 and the 4 vehicles, **Action:** Approve, **Moved by** Commissioner Allen, **Seconded by** Commissioner Proctor.

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).

**Yes:** Chair Stewart, Commissioner Allen, Commissioner Willard, Commissioner Crunk, Commissioner Proctor.

##### **Road Department**

**Motion:** Approve funds up to \$430,000 for the Road Department, **Action:** Approve, **Moved by** Commissioner Willard, **Seconded by** Commissioner Allen.

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).

**Yes:** Chair Stewart, Commissioner Allen, Commissioner Willard, Commissioner Crunk, Commissioner Proctor.

##### **Detention Center**

**Motion:** Approve Dishwasher, ice machine, and garbage disposal at \$15,000, **Action:** Approve, **Moved by** Commissioner Willard, **Seconded by** Commissioner Allen.

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).

**Yes:** Chair Stewart, Commissioner Allen, Commissioner Willard, Commissioner Crunk, Commissioner Proctor.

#### **7. Next Meetings:**

a. Tuesday, May 17, 2022, Regular Commission Meeting & Public Hearing  
(Adoption of Preliminary Budget FY 22/23)

b. Tuesday, June 14, 2022, Regular Commission Meeting and Canvass Election Results

**8. Adjournment**

There being no further business to come before the Board of County Commissioners, Chair Stewart adjourned the meeting at 12:45 PM.

County of Lincoln  
Board of Commissioners

  
Thomas F. Stewart, Chair

  
F Lynn Willard, Vice Chair

  
Elaine Allen, Member

  
Jon Crunk, Member

  
Todd Proctor, Member

ATTEST:

  
Whitney Whittaker, County Clerk

June 14, 2022  
Date Approved

