

## COUNTY OF LINCOLN

### New Mexico Special Meeting Board of County Commissioners

Dallas Draper, Chair  
Lynn Willard, Vice Chair

Thomas F. Stewart, Member  
Elaine Allen, Member  
Preston Stone, Member

#### Minutes Tuesday December 1, 2020

Minutes of the Special Meeting of the Lincoln County Commission held at 8:30 AM on December 1, 2020 in the County Commission Chambers, Lincoln County Courthouse, in Carrizozo, New Mexico.

#### 1. Call to Order

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

#### 2. Roll Call

##### Roll Call.

**Present:** Chair Draper (Via Zoom), Commissioner Stewart (Via Zoom), Commissioner Allen (Telephonically), Commissioner Willard (Via Zoom).

**Absent:** Commissioner Stone.

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

#### 3. Invocation

Chair Draper asked for a moment of silence.

#### 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 Stewart, **Seconded by** Commissioner Allen.

**Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 4).

**Yes:** Chair Draper, Commissioner Stewart, Commissioner Allen, Commissioner Willard.

#### 6. Authorization of Emergency Procurement: Covid-19 County Facility cleaning by Belfor Property Restoration.

Ira Pearson, Manager reported on Monday, November 16, 2020 Lincoln County learned of its first positive COVID-19 case among county employees. Manager Pearson stated the county decided to send employees home due to positivity of rapid tests and possible exposure. Manager Pearson stated throughout that week, the County Manager and Human Resources Director were notified of additional positive cases. Manager Pearson stated due to the large amount of exposure, both direct and indirect, the County Manager requested permission to cease operations on Friday, November 20, 2020 until Monday, November 30, 2020. Manager Pearson informed on Monday, November 23, 2020 Belfor Property Restoration was able to come into the County Courthouse Complex offices, which include the 12th Judicial District Court offices and the District Attorney offices to COVID sanitize. Manager Pearson stated due to directing all employees to stay home no purchase order was obtained.

**Motion:** Approve emergency procurement purchase order for sanitization, **Action:** Approve, **Moved by** Commissioner Stewart, **Seconded by** Commissioner Allen.

**Vote:** Motion carried by unanimous roll call vote (summary: Yes = 4).

**Yes:** Chair Draper, Commissioner Stewart, Commissioner Allen, Commissioner Willard.

**7. Authorization to Hire Temporary/Seasonal Janitorial Staff**

Manager Pearson stated in the absence of our regular janitorial staff member, Lincoln County must maintain the cleanliness and sanitization of the County Courthouse Complex offices. Manger Pearson stated this was to ensure the health of all employees and visitors to the complex. Manger Pearson recommended a temporary hire for janitorial work within the complex. Manager Pearson stated a pay range must be decided for either an individual hire or the County could contract with an established cleaning company at their pay rate.

Commissioner Stewart stated the pay for the seasonal employee should not be more than the pay of the current, full time maintenance employee.

There was a general discussion about county salary and benefits.

**Motion:** Direct county manager to hire seasonal employee, **Action:** Approve, **Moved by** Commissioner Stewart, **Seconded by** Commissioner Allen.

**Vote:** Motion carried by unanimous roll call vote (summary: Yes = 4).

**Yes:** Chair Draper, Commissioner Stewart, Commissioner Allen, Commissioner Willard.

**8. Coronavirus Response Act (CARES) Funding for Small Businesses: Approval of Application and Procedures.**

Manager Pearson stated in September of 2020, Lincoln County was notified that \$18,638.00 of CARES grants was awarded for businesses within the county. Manager Pearson informed the deadline for reimbursement was December 31, 2020. Manager Pearson stated in order to move forward Lincoln County must determine the following: creation of an application/grading/advertise and distribution plan; eligibility for the grant; and distribution of the funding. Manager Pearson stated the funding would not come through the treasurer's office.

Commissioner Stewart questioned if the state directly reimbursed the business. Commissioner Stewart stated the county should focus on the application portion due to the process being time sensitive.

Commissioner Allen stated the Village of Ruidoso received over a million so the county would only have to deal with outside the municipality. Commissioner Allen stated the number of applications are unknown at this time and suggested the County use the application that DFA provided in order to move forward in the process.

There was a general consensus concerning the eligibility of an entity to apply for the grant funding.

Attorney Morel informed the grant funding would only be available to entities outside a municipality.

**Motion:** Direct the County Manager to move forward with the application process and submit qualified applicants to the State, **Action:** Approve, **Moved by** Commissioner Stewart, **Seconded by** Commissioner Allen.

**Vote:** Motion carried by unanimous roll call vote (summary: Yes = 4).

**Yes:** Chair Draper, Commissioner Stewart, Commissioner Allen, Commissioner Willard.

**9. Next Meeting**

December 15, 2020: Regular Commission Meeting

**10. Adjournment.**

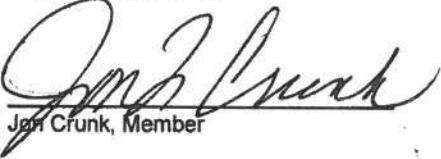
There being no further business to come before the Board of County Commissioners, Chair Draper adjourned the meeting at 9:12 AM.

County of Lincoln  
Board of Commissioners

Approved Telephonically  
Thomas F. Stewart, Chair

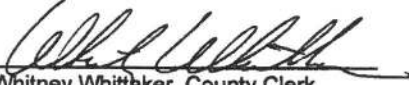
Approved Telephonically  
F Lynn Willard, Vice Chair

  
Elaine Allen, Member

  
Jan Crunk, Member

Approved Telephonically  
Todd Proctor, Member

ATTEST:

  
Whitney Whittaker, County Clerk

January 19, 2021  
Date Approved

