



## *Torrance County*

BOARD OF COUNTY COMMISSIONERS (BCC)

**Ryan Schwebach**, Chair, District 2

**Kevin McCall**, Member, District 1

**LeRoy M. Candelaria**, Vice Chair, District 3

**Janice Y. Barela**, County Manager

---

The meeting will be available via Zoom and the link may be found on the County's website [www.torrancecountynm.org/calendar](http://www.torrancecountynm.org/calendar). Click on the event to access Zoom Meeting information.

### **ADMINISTRATIVE MEETING AGENDA**

**WEDNESDAY, March 23, 2022 @ 9:00 AM  
205 S. Ninth Street, Estancia, NM 87016**

- 1. Call to Order**
- 2. Invocation and Pledge of Allegiance**
- 3. Changes to the Agenda**
- 4. PROCLAMATIONS**
- 5. CERTIFICATES AND AWARDS**
- 6. BOARD AND COMMITTEE APPOINTMENTS**
  - A. COMMISSION:** Discussion and possible action regarding removal of Torrance County's current representative to the EMWT Regional Water Association Board and appointment of new representative to the Board.
- 7. PUBLIC COMMENT and COMMUNICATIONS**
- 8. APPROVAL OF MINUTES**
  - A. COMMISSION:** Motion to approve the March 9, 2022, Torrance County Commission Meeting Minutes.
- 9. APPROVAL OF CONSENT AGENDA**
  - A. FINANCE:** Motion to approve payables.
- 10. ADOPTION OF ORDINANCE/AMENDMENT TO COUNTY CODE**
- 11. ADOPTION OF RESOLUTION**

- A. **ROAD:** Motion to approve Resolution 2022-\_\_\_\_, Approval and submittal of the Annual Certified Torrance County maintained Mileage Report pursuant to New Mexico Statutes 67-3-28.3, due by April 1, 2022.
- B. **MANAGER:** Motion to approve Resolution 2022-\_\_\_\_, Restructuring of the Torrance County Fair Board membership and a paid administrative support position.
- C. **FIRE:** Motion to approve Resolution 2022-\_\_\_\_, Changing the probationary period of Fire Protection positions from six (6) months to one (1) year.

## 12. APPROVALS

- A. **FIRE:** Presentation, discussion and possible action regarding proposed Fire Plan including, but limited to, hiring personnel. (Chief Dirks)
- B. **FIRE:** Motion to approve the 2021 Volunteer Firefighters Annual Reporting for District 1 (Duran) VFD. (Chief Dirks)
- C. **FAIR BOARD:** Discussion and possible approval to move ahead with site plan and engineering assessment of fairgrounds. (Marcie Wallin, Chair)
- D. **FAIR BOARD:** Discussion and possible action regarding a carnival at the County Fair. (Marcie Wallin, Chair)
- E. **MANAGER:** Discussion and possible action regarding the East Torrance Soil and Water Conservation District's placement of a community garden at the Torrance County Fairgrounds. (Joe Everett, Board Member)
- F. **GRANTS:** Motion to approve the use of funds from the State and Local Fiscal Recovery Funds/American Rescue Plan Act (SLFRF/ARPA) to cover grants management costs of wages and benefits of Torrance County employees who are required to complete SLFRF/ARPA management tasks.
- G. **CLERK:** Motion to approve invoice for Automated Election Systems for equipment and supplies used for the 2021 Real Local Election.
- H. **CLERK:** Motion to approve invoice to the Independent Newspaper for ads that were run during the 2021 Real Local Election.
- I. **COMMISSION:** Discussion and possible action regarding repurposing of the Emergency Management Building into a Youth Center/Community Center.

## 13. DISCUSSION

- A. **MANAGER:** Estancia Valley Economic Development Association (EVEDA) Annual Update. (Myra Pancrazio, Executive Director)

- B. MANAGER:** Partnership for a Healthy Torrance Community (Health Council)  
Update and introduction of Community Health Worker. (Debbie Ortiz, Director)
- C. MANAGER’S REPORT**
- D. COMMISSIONERS’ REPORTS**
  - 1) Commissioner McCall, District 1
  - 2) Commissioner Schwebach, District 2
    - A. Federal and State Grants – discuss hiring a Grant Writer
  - 3) Commissioner Candelaria, District 3
- 14. EXECUTIVE SESSION**
- 15. Announcement of the next Board of County Commissioners Meeting:** April 13, 2022, at 9:00 AM.
- 16. SIGNING OF OFFICIAL DOCUMENTS**
- 17. ADJOURN**