



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. Click on the event to access Zoom Meeting information.

ADMINISTRATIVE MEETING AGENDA

WEDNESDAY, April 27, 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**
 - A. MANAGER:** Announcement of Employee of the Quarter: Keith Webb (Dispatch).
- 6. BOARD AND COMMITTEE APPOINTMENTS**
- 7. PUBLIC COMMENT and COMMUNICATIONS**
- 8. APPROVAL OF MINUTES**
 - A. CLERK:** Motion to approve the April 4, 2022, Torrance County Commission Special Meeting Minutes.
 - B. CLERK:** Motion to approve the April 13, 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. **FINANCE:** Motion to approve Resolution 2022-___, Budget Increase.
- B. **FINANCE:** Motion to approve Resolution 2022-___, Torrance County Finance and Purchasing Policy.

12. APPROVALS

- A. **FINANCE:** Motion to approve FY 2023 Interim Budget
- B. **FINANCE:** Motion to approve the hiring of a temporary Grant Writer for CDBG Grant.
- C. **PURCHASING:** Motion to approve awarding IFB 2022-03 – Portable Kennels, for four (4) kennels per allotted NM Legislative Funding (Agreement # 21-F2922) for \$22,829.00.
- D. **CLERK:** Motion to approve Memorandum of Understanding (MOU) between Torrance County and the New Mexico Secretary of State to receive money to help with the cost of the 2022 Primary Election in the amount of \$23,000.00.
- E. **FIRE:** Motion to approve the submittal of Fiscal Year 2021 County Fire Protection Fund Distribution Application to the State Fire Marshal Division by April 30, 2022.
- F. **DWI:** Motion to approve the submittal of Community DWI (CDWI) Grant Application for FY2023 to New Mexico Department of Transportation by May 13, 2022.

13. DISCUSSION

- A. **DWI:** Presentation of portable breath testers to Torrance County Sheriff's Office.

B. MANAGER'S REPORT**C. COMMISSIONERS' REPORTS**

- 1) Commissioner McCall, District 1
- 2) Commissioner Schwebach, District 2
- 3) Commissioner Candelaria, District 3

14. EXECUTIVE SESSION

- 15. **Announcement of the next Board of County Commissioners Meeting:** May 11, 2022, at 9:00 AM.

16. SIGNING OF OFFICIAL DOCUMENTS**17. ADJOURN**