



## ***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

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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, May 11, 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. SHERIFF:** Announcement of Employee Service Year Pin: Lucille Salas (5).
  - B. FACILITIES:** Announcement of Employee Service Year Pin: Marissa Ortiz (2).
- 6. BOARD AND COMMITTEE APPOINTMENTS**
- 7. PUBLIC COMMENT and COMMUNICATIONS**
- 8. APPROVAL OF MINUTES**
  - A. CLERK:** Motion to approve the April 27, 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-\_\_\_\_, Torrance County Finance and Purchasing Policy.
- B. **FIRE:** Motion to approve Resolution 2022-\_\_\_\_, Proclaiming extreme or severe drought conditions and to ban the use of certain fireworks.
- C. **MANAGER:** Motion to approve Resolution 2022-\_\_\_\_, Authorizing and approving submission of a funding request from New Mexico Finance Authority for a Torrance County Comprehensive Plan.
- D. **MANAGER:** Motion to approve Resolution 2022-\_\_\_\_, Authorizing and approving submission of a funding request from New Mexico Finance Authority for a Torrance County Fairground Master Plan.

## 12. APPROVALS

- A. **PURCHASING:** Motion to approve Boys Council Facilitator professional services contract #RFP TC-FY22-02 with Albert Lovato for providing Boys Council services within the Estancia Valley.
- B. **PURCHASING:** Motion to approve IFB 2022-04 – Chain Link Fence to TriWest Fence, LLC for \$44,000 plus applicable tax.
- C. **PURCHASING:** Motion to approve awarding IFB 2020-05 Barn Doors: two (2) barn doors on steer bar per allotted NM Legislative Funding (agreement E2775) TC Fair Grounds.
- D. **FINANCE:** Motion to re-approve past due Wal-Mart Card (\$813.28) – Previously approved by prior Commission in May 2018.
- E. **EMERGENCY MANAGEMENT:** Motion to approve the submittal of the Emergency Management Performance Grant (EMPG) – A grant funding half of the salary and benefits of Emergency Management personnel.
- F. **GRANTS:** Motion to approve the submittal of an application for the New Mexico Food Security Grant – Requesting funding for Torrance County Senior Centers and Fair Ground food preparation and storage improvements.
- G. **GRANTS:** Motion to approve the submittal of an application to Aging and Long Term Services (ALTSD) – Requesting funding for Estancia, Moriarty, and Mountainair Senior Centers.
- H. **MANAGER:** Motion to approve increase in pay to \$18.00 per hour for the two (2) part-time Victim’s Support Specialists positions (Domestic Violence Program), to take effect immediately instead of waiting until July 1, 2022 (FY23 Budget).

## 13. DISCUSSION

- A. MANAGER’S REPORT**
- B. COMMISSIONERS’ REPORTS**
  - 1) Commissioner McCall, District 1
  - 2) Commissioner Schwebach, District 2
  - 3) Commissioner Candelaria, District 3
- 14. EXECUTIVE SESSION**
  - A. COMMISSION:** Discuss limited personnel matters (County Attorney’s Annual Performance Evaluation), closed pursuant to NMSA section 10-15-1(H)(2).
- 15. Announcement of the next Board of County Commissioners Meeting:** May 25, 2022, at 9:00 AM.
- 16. SIGNING OF OFFICIAL DOCUMENTS**
- 17. ADJOURN**