



Torrance County

BOARD OF COUNTY COMMISSIONERS (BCC)

Ryan Schwebach, Chair, District 2

Kevin McCall, Vice Chair, District 1

Samuel D. Schropp, Member, 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, October 25, 2023 @ 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. Recognition of Employee Service Year Pin: Alex Schwerdel (5).**
- 6. BOARD AND COMMITTEE APPOINTMENTS**
- 7. PUBLIC COMMENT and COMMUNICATIONS**
- 8. APPROVAL OF MINUTES**
 - A. COMMISSION:** Request approval of minutes of the October 11, 2023 Regular Meeting of the Board of County Commissioners.
- 9. APPROVAL OF CONSENT AGENDA**
 - A. FINANCE & PURCHASING:** Request approval of payables.
- 10. ADOPTION OF ORDINANCE/AMENDMENT TO COUNTY CODE**
- 11. ADOPTION OF RESOLUTION**
 - A. COMMISSION:** Resolution 2023-_____, Resolution Supporting New Mexico Counties' 2024 Legislative Priorities.

- B. MANAGER:** Resolution 2023-_____, Amending the Fourth Quarter Report for FY 2023.
- C. MANAGER:** Resolution 2023-_____, Restating the Beginning Fund Balances for FY 2024.
- D. MANAGER:** Resolution 2023-_____, Budget Adjustments for FY 2024.
- E. CLERK:** Resolution 2023-_____, Resolution Amending Resolution 2023-21 to include new polling location in Duran, moving from the Duran Fire Station to the Duran Community Center (school building) which has been newly remodeled and meets specifications required for a polling location.
- F. SHERIFF:** Approve Resolution 2023-_____, Acceptance of Agreement for Appropriation 23-ZH5048-95 for the Law Enforcement Recruitment Fund in the amount of \$393,750.00 over three years to hire law enforcement/support positions.

12. APPROVALS

- A. FINANCE/GRANTS:** Request approval of Memorandum of Agreement (MOA) between Torrance County and Valencia Shelter Services for Domestic Violence Survivor Services in Torrance County.
- B. FINANCE/GRANTS:** Request approval of Memorandum of Agreement (MOA) between Torrance County and Valencia Shelter Services to provide Sexual Assault Nurse Examiner Services in Torrance County. Legislature appropriated \$25,000 to Torrance County in House Bill 192 for these services.
- C. FINANCE & PURCHASING:** RFP TC-FY24-04 Restorative Justice Facilitator has been performed and a candidate selected. Request approval of contract.
- D. CLERK:** Request for a Special Meeting for Canvassing of the 2023 Regular Local Election. The dates allowed for canvassing are November 13-16, 2023.
- E. FAIR BOARD:** Request payment to Stacy Harral for Fair Board services beginning August 9, 2023, to include helping new Administrative Assistant (contract employee) during and after the Fair. A purchase order was not in place for this expenditure.
- F. MANAGER:** Discussion and possible action regarding Superior Ambulance's request for a County subsidy for providing Emergency Medical Services in Torrance County.
- G. COMMISSIONER:** Discussion and possible action regarding moving Torrance County Fire Department from a Public Employees Retirement Association (PERA) Municipal Plan 2 to Municipal Fire Plan 2. (Commissioner Schropp)

13. DISCUSSION

- A. **COMMISSION:** Discussion on County's policies and procedures for the purchasing, metering, and reconciling of bulk fuel used by the Road Department. (Commissioner Schropp)
- B. **MANAGER'S REPORT**
- C. **COMMISSIONERS' REPORTS**
 - 1) Commissioner McCall, District 1
 - 2) Commissioner Schwebach, District 2
 - 3) Commissioner Schropp, District 3
- 14. **EXECUTIVE SESSION**
 - A. **COMMISSION:** Discussion regarding the purchase, acquisition, or disposal of real property for Torrance County operations, closed pursuant to NMSA 1978 Section 10-15-1(H)(8).
 - B. **COMMISSION:** Discussion concerning a sole source contract exceeding \$2,500 (Superior Ambulance), closed pursuant to NMSA 1978 Section 10-15-1(H)(6).
- 15. **COMMISSION WORK SESSION AT TORRANCE COUNTY FAIRGROUNDS**
 - A. Travel to Fairgrounds for discussion and possible action regarding improvements.
- 16. **Announcement of the next Board of County Commissioners Meeting: November 8, 2023**
- 17. **SIGNING OF OFFICIAL DOCUMENTS**
- 18. **ADJOURN**