



***Torrance County***

BOARD OF COUNTY COMMISSIONERS (BCC)

**Ryan Schwebach**, Chair, District 2

**Kevin McCall**, Vice Chair, District 1

**Linda Jaramillo**, Member, District 3

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**J. Jordan 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 August 13 , 2025, @ 9:00 AM  
205 S. Ninth Street, Estancia, NM 87016**

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE AND INVOCATION**
- 3. CHANGES TO THE AGENDA**
- 4. PROCLAMATIONS – *None***
- 5. AWARDS AND RECOGNITIONS - *None***
- 6. BOARD AND COMMITTEE APPOINTMENTS**
  - a. COMMISSION:** Reappointment of Don Goen for a Second Term to Estancia Basin Water Committee as Torrance County Government Representative.
  - b. COMMISSION:** Request Appointment of a Torrance County Commissioner to the Torrance County Administrative Building Project Planning Committee.

- c. **COMMISSION:** Request Reappointment of the Current Voting Members of the Estancia Valley Youth and Family Council for Additional Two-Year Terms.

**7. PUBLIC COMMENT (Comment limited to TWO Minutes)**

**8. DEPARTMENT/PROGRAM UPDATES AND COMMUNICATIONS**

- a. **EMERGENCY MANAGEMENT:** National Night Out Event
- b. **JUVENILE JUSTICE PROGRAM:** Annual Program Update
- c. **TORRANCE COUNTY CLERK:** Department Update

**9. APPROVAL OF MINUTES**

- a. **COMMISSION:** Request Approval of July 23, 2025, Regular Meeting Minutes of the Board of County Commissioners.

**10. CONSENT AGENDA**

- a. **FINANCE:** Request Approval of Payables with a July 17, 2025, through August 6, 2025.

**11. ADOPTION OF ORDINANCE / AMENDMENT TO COUNTY CODE – None**

**12. ADOPTION OF RESOLUTION**

- a. **MANAGER/TREASURER:** Request Approval of Resolution No. 2025-\_\_\_\_, A Resolution Repealing and Replacing Resolution No. 2025-05 and Adopting the Torrance County Investment and Deposit Policy.
- b. **MANAGER/FIRE:** Request Approval of Resolution No. 2025-\_\_\_\_, A Resolution Approving Participation in Public Employees Retirement Association Municipal Fire Member Coverage Plan 3.
- c. **MANAGER/FIRE:** Request Approval of Resolution No. 2025-\_\_\_\_, A Resolution Repealing and Restating Resolution No. 2025-20, Authorizing a 56.25% Pick-Up of Public Employees Retirement Association Member Contributions for Current Plans.
- d. **ROADS:** Request Approval of Resolution No. 2025-\_\_\_\_, A Resolution Approving Participation in the Local Government Road Fund Program Administered by the New Mexico Department of Transportation for Dorthea Road (Control Number HW2L500614).
- e. **ROADS:** Request Approval of Resolution No. 2025-\_\_\_\_, A Resolution Approving Participation in the Local Government Road Fund Program Administered by the New Mexico Department of Transportation for Clubhouse Road, Skyline Road and County Road A102 (Control Number HW2L500636).
- f. **ROADS:** Request Approval of Resolution No. 2025-\_\_\_\_, A Resolution Approving Participation in the Local Government Road Fund Program Administered by the New

Mexico Department of Transportation for Marshall Road, Martinez Road and Wilson Road (Control Number HW2L500643).

### 13. APPROVALS/ACTION ITEM

- a. **MANAGER:** Request Ratification of a Road Use and Crossing Agreement Between Torrance County and Agua Fria Energy Cedervale Wind, LLC.
- b. **FIRE:** Request Approval of an Agreement Between Torrance County and ESO for Software and Federal Reporting Services.
- c. **GRANTS:** Request Approval of a Grant Agreement Between Torrance County and the State of New Mexico Department of Finance and Administration in the Amount of \$3,750,000.00 for the Torrance County Administrative Building Project.
- d. **GRANTS:** Request Approval of a Grant Agreement Between Torrance County and the State of New Mexico Department of Finance and Administration in the Amount of \$350,000.00 for the Torrance County for the Torrance County Radio System Upgrades Project.
- e. **GRANTS:** Request Approval of a Grant Agreement Between Torrance County and the State of New Mexico Department of Finance and Administration in the Amount of \$75,000.00 for the Torrance County Animal Shelter Upgrades Project.
- f. **ROADS:** Request Approval of an Agreement Between Torrance County and the New Mexico Department of Transportation to Provide Local Government Roads Funds (Control Number HW2L500614).
- g. **ROADS:** Request Approval of an Agreement Between Torrance County and the New Mexico Department of Transportation to Provide Local Government Roads Funds (Control Number HW2L500636).
- h. **ROADS:** Request Approval of an Agreement Between Torrance County and the New Mexico Department of Transportation to Provide Local Government Roads Funds (Control Number HW2L500643).
- i. **ROADS:** Approval of Three Unauthorized Purchases to Wagner in the Amounts of \$642.16, \$318.32, and 847.17. The Timeline was Between Budget Changes and There was not a Purchase Order in Place. Road Department was in the middle of the Project and Needed the Parts
- j. **PLANNING AND ZONING:** Request Approval of an Unauthorized Purchase in the Amount of \$80.72 to Advanced Communications, Due to Receiving the Invoice Following the Closure of FY25.
- k. **ASSESSOR:** Approval of an Unauthorized Purchase in the Amount of \$23.75 to DBC Waters, LLC, Due to the Invoice Being Inadvertently Omitted.
- l. **FACILITIES:** Request Approval of an Unauthorized Purchase to Hart's Hardware in the Amount of \$1,194.78, Due to the Purchase Order Not Being Receipted Before the FY25 Deadline.

### 14. DISCUSSION/PRESENTATION

#### a. MANAGER'S REPORT

**b. COMMISSIONERS' REPORTS:**

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

**15. EXECUTIVE SESSION - *None***

**16. Announcement of the next Board of County Commissioner's Meeting:**

**August 27, 2025**

**17. SIGNING OF OFFICIAL DOCUMENTS**

**18. ADJOURNMENT**

\*If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter or any other form of auxiliary aid or service to attend or participate in the hearing(s) or meeting(s), please contact the Manager's Office at 505-544-4700 at least one week prior to the meeting or as soon as possible. Public documents, including agenda and minutes, can be provided in various accessible formats. Please contact the Manager's Office at the number listed above if a summary or other type of accessible format is needed.