



Torrance County

BOARD OF COUNTY COMMISSIONERS (BCC)

Ryan Schwebach, Chair, District 2

Kevin McCall, Vice Chair, District 1

Linda Jaramillo, Member, District 3

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.

Click on the event to access Zoom Meeting information.

ADMINISTRATIVE MEETING

AGENDA

WEDNESDAY, August 27, 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. PLANNING AND ZONING:** Request the Reappointment of Rhonda King for a Second Term as a Torrance County Representative to the Estancia Basin Water Planning Committee.

7. PUBLIC COMMENT (Comment limited to TWO Minutes)**8. DEPARTMENT/PROGRAM UPDATES AND COMMUNICATIONS**

- a. **EMWT:** Project Update
- b. **PMS:** Annual Program Update
- c. **DWI:** Annual Program Update

9. APPROVAL OF MINUTES

- a. **COMMISSION:** Request Approval of August 13, 2025, Regular Meeting Minutes of the Board of County Commissioners.

10. CONSENT AGENDA

- a. **FINANCE:** Request Approval of Payables with a date range of August 7, 2025, through August 20, 2025.

11. TORRANCE COUNTY BOARD OF FINANCE

- a. **TREASURER:** Treasurer's Board of Finance Report and FY25 Bank Reconciliation Update
- b. **FINANCE:** Finance Department Board of Finance Report

12. ADOPTION OF ORDINANCE / AMENDMENT TO COUNTY CODE – None**13. ADOPTION OF RESOLUTION – None****14. APPROVALS/ACTION ITEM**

- a. **MANAGER:** Request Approval of Task Order No. 2 for Bohannon Huston for the McIntosh Water Rights Evaluation, Amending Bohannon Huston's Scope of Work and Reallocating Existing Appropriations to Additional Services Related to the Acquisition of Water Rights.
- b. **FINANCE:** Request Approval of a Memorandum of Agreement Between Torrance County and Presbyterian Medical Services Allocating \$10,000.00 Janitorial Services Funding and \$30,000.00 in Food Services Funding for FY26.
- c. **EMERGENCY MANAGEMENT/MANAGER:** Request Ratification of the State Homeland Security Grant Program Application in the Amount of \$155,000.00 for: (1) Law Enforcement Training, Travel Expenses and Overtime Costs, (2) Unmanned Aircraft Systems, (3) Mobile Radio Accessories, (4) Generators and (5) Base Radio Systems.
- d. **ASSESSOR:** Request Approval of an Unauthorized Purchase in the Amount of \$95.70 to Rich Ford for an Oil Change and Vehicle Service.

- e. **ROADS:** Request Authorization to Reclassify One Full-Time Roads Laborer Position into Two Part-Time Roads Laborer Positions Utilizing the Current Allocated Budget Authority.
- f. **SHERIFF:** Request Approval of a Cost of Care Agreement Between Torrance County and Bernalillo County for the Detention of Youth Arrestees and/or Detainees at the Bernalillo County Youth Services Center.
- g. **LEGAL:** Request Approval of the New Mexico Department of Corrections 2025 Second Quarter Restrictive Housing Report.

15. DISCUSSION/PRESENTATION

- a. **EMERGENCY MANAGEMENT:** Discussion on the Use of Title III Funding in the Amount of \$219,971.72 for the Purchase of First Responder Radios to Allow for Improved Interoperability.
- b. **FIRE:** Discussion of the Torrance County Employee Volunteer Firefighter Program.
- c. **FINANCE:** Discussion on the Potential Outsourcing of Payroll Processing for Torrance County.
- d. **CLERK'S REPORT**
- e. **MANAGER'S REPORT**
- f. **COMMISSIONERS' REPORTS:**
 - 1) Commissioner McCall, District 1
 - 2) Commissioner Schwebach, District 2
 - 3) Commissioner Jaramillo, District 3

16. EXECUTIVE SESSION - *None*

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

September 10, 2025

18. SIGNING OF OFFICIAL DOCUMENTS

19. 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.