



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, September 10, 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 Bill Larson as a Torrance County Agricultural Representative to the Estancia Valley Basin Water Planning Committee.

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

- a. **TREASURER:** Bank Reconciliation Update
- b. **FINANCE:** Discussion on the Potential Establishment of a Local Government Permanent Fund Pursuant to 6-6-19 NMSA 1978.

9. APPROVAL OF MINUTES

- a. **COMMISSION:** Request Approval of August 27, 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 21, 2025, through September 3, 2025.

11. ADOPTION OF ORDINANCE / AMENDMENT TO COUNTY CODE – *None***12. ADOPTION OF RESOLUTION**

- a. **ASSESSOR:** Request Approval of Resolution No. 2025-____ - A Resolution Adopting the Certificate of Tax Rates Order for Fiscal Year 2026.
- b. **FIRE:** Request Approval of Resolution No. 2025-____, A Resolution Adopting the Torrance County Employee Volunteer Firefighter Pilot Program.
- c. **MANAGER:** Request Approval of Resolution No. 2025-____, A Resolution Delegating Signature Authority to the County Manager for Items Related to Opioid Settlement Litigation.

13. APPROVALS/ACTION ITEM

- a. **CLERK:** Request Ratification of a Memorandum of Understanding Between Torrance County and the New Mexico Office of the Secretary of State Allocating \$53,270.60 for the Eligible Expenditures for the 2025 Regular Local Election.
- b. **MANAGER:** Discussion and Potential Approval of a Memorandum of Agreement Between Torrance County and Presbyterian Medical Services Allocating \$10,000.00 for Janitorial Services and \$30,000.00 for Food Services Funding for FY26.
- c. **MANAGER:** Request Approval of an Intergovernmental Agreement Between Torrance County and the New Mexico Department of Health Providing Up to \$202,248.00 in Grant Funding to Provide Health Care Services in Health Care Underserved Areas from the Date of Execution through June 30, 2027.

- d. **FINANCE:** Request Approval of a Client Services Agreement Between Torrance County and the Payroll Company, Inc. in the Amount of \$30,356.50 for Comprehensive Payroll Processing and Reporting Services.
- e. **MANAGER:** Discussion and Potential Action on Providing Resources to Aid in the Melody Ranch Water Situation.
- f. **HUMAN RESOURCES:** Request Approval of an Unauthorized Purchase to Robert Caswell Investigations in the Amount of \$5,572.16 Due to a Purchase Order Not Being Reopened in FY26.

14. DISCUSSION/PRESENTATION

- a. **CLERK'S REPORT**
- b. **MANAGER'S REPORT**
- c. **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:**

September 24, 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.