



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, March 25, 2026, @ 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. AWARDS AND RECOGNITIONS**
 - a. MANAGER:** Recognition of Rebecca Armstrong, Torrance County's Juvenile Justice Coordinator.
- 5. PUBLIC COMMENT (Comment limited to TWO Minutes)**
- 6. DEPARTMENT/PROGRAM UPDATES AND COMMUNICATIONS**
 - a. PMS UPDATE**

b. ASSESOR'S OFFICE UPDATE**7. APPROVAL OF MINUTES**

- a. **COMMISSION:** Request Approval of the March 11, 2026, Regular Meeting Minutes of the Board of County Commissioners.

8. CONSENT AGENDA

- a. **FINANCE:** Request Approval of Payables with a date range of March 5, 2026, through March 17, 2026.

9. ADOPTION OF ORDINANCE / AMENDMENT TO COUNTY CODE

- a. **PLANNING AND ZONING:** Request Approval to Publish Title and General Summary to Amend Torrance County Ordinance No. 2007-1, Also Known as the Torrance County Flood Plain Ordinance.

10. ADOPTION OF RESOLUTION

- a. **FIRE:** Request Approval of Resolution No. 2026-____, A Resolution Declaring a Fire Danger Emergency within the Unincorporated Portions of Torrance County and Imposing Burning Restrictions.
- b. **PLANNING AND ZONING:** Request Approval of Resolution No. 2026-____, Finding Rubbish, Wreckage or Debris Upon Lot Ninety (90) Section Twenty-Four (24) T7N R8E, of the El Rancho Grande Subdivision to Be a Menace to Public Comfort, Health, Peace, or Safety and Requiring Removal.
- c. **PLANNING AND ZONING:** Request Approval of Resolution No. 2026-____, Finding Rubbish, Wreckage or Debris Upon Lot Eighty-Nine (89) Section Twenty-Four (24) T7N R8E, of the El Rancho Grande Subdivision, Also Known as 2078 State Highway 41, to Be a Menace to Public Comfort, Health, Peace, or Safety and Requiring Removal.
- d. **PLANNING AND ZONING:** Request Approval of Resolution No. 2026-____, Finding Rubbish, Wreckage or Debris Upon Lot Eleven (11) of the Duke Country Estates Subdivision to Be a Menace to Public Comfort, Health, Peace, or Safety and Requiring Removal.

11. APPROVALS/ACTION ITEM

- a. **CLERK:** Request Approval of Canvassing of the Estancia Municipal School Bond Election.
- b. **CLERK:** Request Approval of a Memorandum of Understanding Between the Torrance County Clerk and the New Mexico Secretary of States Office for the 2026 Primary Election.

- c. **HUMAN RESOURCES:** Request Approval of Program Operator Agreement Between Torrance County and Education at Work, LLC. a Massachusetts Limited Liability Company for the Operation of the 2026 State of New Mexico Summer Internship Program.
- d. **HUMAN RESOURCES:** Request Approval of an Unauthorized Purchase to Robert Casewell Investigation in the Amount of \$3,763.05 for the Execution of an Internal Administrative Investigation.
- e. **MANAGER:** Request Ratification of Amendment No. 3 to a Professional Services Agreement Between Torrance County and New Mexico Government Law for the Legal Services of Michael Garcia.
- f. **LEGAL:** Request Authorization to Participate in the Six Remnant Defendants Settlement Agreement Regarding Pending Opioid Litigation.

12. 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

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

April 8, 2026

14. SIGNING OF OFFICIAL DOCUMENTS

15. 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.