***Torrance County***
BOARD OF COUNTY COMMISSIONERS (BCC)
**Ryan Schwebach**, Chair, District 2
**Kevin McCall**, Member, District 1
**Linda Jaramillo**, Vice Chair, District 3

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**Stephanie Y. Reynolds**, County Manager

The meeting will be available in person and 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
## Thursday, November 12, 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. **PUBLIC COMMENT (Comment limited to TWO Minutes)**
5. **APPROVAL OF MINUTES**

A. **COMMISSION:** Request approval of October 14, 2026, Regular Meeting Minutes of the Board of County Commissioners.

## 6. CONSENT AGENDA

**A. FINANCE:** Request approval of payables with a date range of October 7, 2026 – October 20, 2026.

## 7. ADOPTION OF RESOLUTION/ORDINANCE and ACTION:

**A. MANAGER:** (PUBLIC HEARING) Motion to adopt Bond Ordinance 2026- _____ authorizing the issuance and sale of Torrance County, New Mexico Taxable Industrial Revenue Bonds (Britton Storage Project), Series 2026, in the maximum aggregate principal amount of $150,000,000, and approving associated documents. (Rob Burpo, First American Financial Advisors, Inc. and Dan Opperman, Taft Stettinius & Hollister LLP)

**B. MANAGER:** Request approval of Resolution 2026-_____ approving the issuance and sale of Torrance County, New Mexico Taxable Industrial Revenue Bond.

**C. CLERK:** Request approval of Resolution 2027 _____ Supporting NM Counties 2027 Legislative Priorities.

**D. MANAGER:** Request approval for Resolution 2026- _____ Budget Adjustment for FY 2026-27 Budget.

**E. PLANNING and ZONING:** (PUBLIC HEARING) Motion to adopt the Zoning Ordinance 2026-____ as amended from the 2024-04 Zoning Resolution to reflect the amendments to the ordinance to include additions to definitions, zone and district clarification, and revisions regarding cannabis production and manufacturing operations.

**F. PLANNING and ZONING:** Request approval of Resolution 2026-_____ approving the Torrance County Zoning Ordinance.

**G. MANAGER:** Request approval of Resolution 2026-_____ approving Torrance County as the EMWT fiscal agent for Grant #SA_K2501-GF in the amount of $50,000.

**H. MANAGER:** Request approval of Resolution 2026-_____ approving Torrance County as the EMWT fiscal agent for Grant # SAP 26-K2502-GF in the amount of $4,000,000.

## 8. APPROVALS/ACTION ITEM

A. **ASSESSOR:** Request approval to pay last year's invoice to APEX Software with the amount of $1,560.00 for a contract that is currently in place.

B. **CLERK:** Request approval for the 2026 general Election Canvass.

C. **COMPLIANCE:** Request approval to purchase a program that provides translation services including documents.

D. **COMPLAINCE:** Request approval to pay unauthorized purchase to National Testing Solutions for saliva tests for court ordered testing in the amount of $1,106.41.

E. **FIRE/EMS:** Request approval to pay unauthorized purchase for boots to TLC Uniforms for a pay-per-call staff member in the amount of $179.99.

F. **FIRE/EMS:** Request approval to pay unauthorized payment to Air Care NM for maintenance in District 3 North in the amount of $807.83.

G. **FIRE/EMS:** Request approval to pay unauthorized payment to Harts Hardware in the amount of $446.52. District 2 - $373.09, District 3 - $73.43

H. **HUMAN RESOURCES/FINANCE:** Request approval to pay Presbyterian in the amount of $858.98 to resolve an insurance coverage discrepancy involving a former employee.

I. **JUVENILE JUSTICE (EVYFC), Rebecca Armstrong, Continuum Coordinator:** Request approval of the Bylaws of the Estancia Valley Youth and Family Council.

J. **MANAGER: Estancia Valley Solid Waste Authority, Dannette Cabber:** Request approval of the Agreement between the EVSWA and Torrance County.

K. **ROADS:** Request approval to pay unauthorized purchase from last fiscal year for repairs to a Mack truck for Bruckner's Truck Equipment in the amount of $5,099.24.

L. **ROADS:** Request approval for unauthorized payment to Harts Hardware for various items in the amounts of $243.29. - $127.07, $87.23, $28.99.

**M. SHERIFF:** Request approval to pay unauthorized purchase for five (5) search warrant invoices to T-Mobile in the amount of $50.00 each transaction totaling $250.00.

**9. DISCUSSION**

**A. CLERK'S REPORT**

**B. MANAGER'S REPORT:**

1. Torrance County Emergency Manager received a prestigious award called the SPECIAL RECOGNITION AWARD, she received two nominations for the award and was recognized on October 21, 2026, at the New Mexico association of Emergency Management Professionals Conference. I would like to read aloud the nominations for the commission and the public.
2. Torrance County vacancies
3. Discussion reallocation of current county administration building after new county administration building is operational.
4. Torrance County's transition from Zoom to YouTube.
    a. Email: publiccomment@tcnm.us
5. Changes to our webpage to help make our webpage more user friendly.

**C. COMMISSIONERS' REPORTS:**

A. Commissioner McCall, District 1
B. Commissioner Schwebach, District 2
C. Commissioner Jaramillo, District 3

**13. EXECUTIVE SESSION:**

a. **COMMISSION:** Limited personnel matters regarding the position of Deputy County Manager, Pursuant to Executive Session NMSA 1978 10-15-1.H (2)

**14. CONSIDERATION OF ACTION(S):**

**a. COMMISSION:** Discussion and possible action regarding limited personnel Matters regarding the position of the Deputy County Manager, Pursuant to Executive Session NMSA 1978 10-15-1.H (2)

**(Roll Call Vote)**

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

**Wednesday, November 25, 2026**

**16. SIGNING OF OFFICIAL DOCUMENTS**

**17. 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.