



## ***Torrance County***

BOARD OF COUNTY COMMISSIONERS (BCC)

**Ryan Schwebach**, Chair, District 2

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

**LeRoy M. Candelaria**, Member, District 3

**Janice Y. Barela**, County Manager

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### **ADMINISTRATIVE MEETING AGENDA**

**WEDNESDAY, AUGUST 25, 2021 @ 9:00 AM**  
205 S. Ninth Street, Estancia, NM 87016

- 1. Call to Order**
- 2. Invocation and Pledge of Allegiance**
- 3. Changes to the Agenda**
- 4. PROCLAMATIONS**
- 5. CERTIFICATES AND AWARDS**
  - A. OPERATIONS:** Announcement of Employee Service Year Pin: Stetson Lujan (2).
- 6. BOARD AND COMMITTEE APPOINTMENTS**
- 7. PUBLIC COMMENT and COMMUNICATIONS**
- 8. APPROVAL OF MINUTES**
  - A. COMMISSION:** Motion to approve the July 28, 2021, Torrance County Commission Minutes.
- 9. APPROVAL OF CONSENT AGENDA**
  - A. FINANCE:** Motion to approve payables.
- 10. ADOPTION OF ORDINANCE/AMENDMENT TO COUNTY CODE**
- 11. ADOPTION OF RESOLUTION**
  - A. MANAGER:** Motion to approve restructuring of the Torrance County Fair Board membership and a paid administrative support position, Resolution No. \_\_\_\_.

**12. APPROVALS**

- A. SHERIFF:** Motion to approve submission of application for the small Rural Tribal Body Worn Camera Program Grant.
- B. SHERIFF:** Motion to approve Memorandum of Understanding (MOU) for Law Enforcement Services between The Town of Estancia and The Tarrant County Sheriff's Office.
- C. SHERIFF:** Motion to approve reorganization of the Tarrant County Sheriff's Office Transport/Civil Division to Community and Court Services Division (CCS) and additional Patrol Deputy positions.
- D. MANAGER:** Motion to accept the Second Quarter 2021 Restrictive Housing Report from CoreCivic pursuant to NMSA 1978 § 33-16-5.
- E. FIRE:** Motion to grant permission to apply for the FY22 Fire Protection Grant for all districts and granting authorization for County Manager Janice Barela and Fire Chief Don Dirks to sign.
- F. COUNTY ATTORNEY:** Motion to approve restructure of County Attorney's Office, eliminating Executive Assistant position and adding Records Custodian duties to Legal Assistant and setting salary.
- G. ROAD:** Motion to approve reclassification of Mechanic Position to Operator / Mechanic and increase pay rate.
- H. FINANCE:** Motion to approve Professional Services Contract with John Shomaker & Associates, Inc. for Geohydrologic Consulting Services for the Estancia Basin Water Planning Committee – RFP TC-FY21-01.
- I. DWI:** Motion to approve CDWI Grant Agreement for FY2021, between Tarrant County and the New Mexico Department of Transportation and granting County Manager Janice Barela authority to sign.
- J. COMMISSION:** Motion to approve amendment to Fire Chief's employment contract after Performance Evaluation and granting County Manager Janice Barela authority to sign.
- K. MANAGER:** Motion to concur with the hiring of Juan Torres as the Tarrant County Deputy County Manager at the terms and conditions set forth in the contract offered by the County Manager and granting County Manager Janice Barela authority to sign.

**13. DISCUSSION**

- A. **PLANNING & ZONING:** Revision to TC Ordinance 94-12 (Public Hearing will be held during the September 8, 2021 Commission Meeting).
  - B. **GRANTS:** Presentation and discussion regarding current Infrastructure Capital Improvement Plan (ICIP) projects and addition of new projects.
  - C. **MANAGER'S REPORT**
  - D. **COMMISSIONER'S REPORTS**
    - 1) Commissioner McCall, District 1
    - 2) Commissioner Schwebach, District 2
    - 3) Commissioner Candelaria, District 3
- 14. EXECUTIVE SESSION**
- A. **MANAGER:** PILT Negotiations for proposed Pattern Energy Wind Farm Project, closed pursuant to NMSA 1978 § 10-15-1(H)(8).
  - B. **MANAGER:** Fire Chief - End of Probation Performance Evaluation, closed pursuant to NMSA 1978 § 10-15-1(H)(2).
  - C. **MANAGER:** Discuss Deputy County Manager position, closed pursuant to NMSA 1978 § 10-15-1(H)(2).
- 15. Announcement of the next Board of County Commissioners Meeting:** September 8, 2021 at 9:00AM.
- 16. SIGNING OF OFFICIAL DOCUMENTS**
- 17. ADJOURN**