



## ***Torrance County***

BOARD OF COUNTY COMMISSIONERS (BCC)

**Ryan Schwebach**, Chair, District 2

**LeRoy M. Candelaria**, Vice Chair, District 3

**Kevin McCall**, Member, District 1

**Janice Y. Barela**, County Manager

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The meeting will be available via Zoom and the link may be found on the County's website [www.torrancecountynm.org/calendar](http://www.torrancecountynm.org/calendar). Click on the event to access Zoom Meeting information.

### **ADMINISTRATIVE MEETING AGENDA**

**THURSDAY, December 15, 2022, @ 1:00 PM**

**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. ROAD:** Recognition of Employee Service Year Pin: Pete Montano (20)  
*Deferred from November 9, 2022 Meeting*
  - B. ROAD:** Recognition of Employee Service Year Pin: Brian Sanchez (25)  
*Deferred from November 9, 2022 Meeting*
  - C. CLERK:** Recognition of Employee Service Year Pin: Kevin Pham (2)
- 6. BOARD AND COMMITTEE APPOINTMENTS**
- 7. PUBLIC COMMENT and COMMUNICATIONS**
- 8. APPROVAL OF MINUTES**
  - A.** Motion to approve minutes of the October 20, 2022 Special Administrative Meeting of the BCC.
  - B.** Motion to approve minutes of the November 9, 2022 Regular Meeting of the BCC.
  - C.** Motion to approve minutes of the November 17, 2022 Special Administrative Meeting of the BCC.

**9. APPROVAL OF CONSENT AGENDA**

**A. FINANCE:** Motion to approve payables

**10. ADOPTION OF ORDINANCE/AMENDMENT TO COUNTY CODE****11. ADOPTION OF RESOLUTION**

**A. ROAD:** Resolution 2022-\_\_\_\_\_ approving CAP fiscal year 2023-2024 cooperative agreement.

**B. ROAD:** Resolution 2022-\_\_\_\_\_ approving SB fiscal year 2023-2024 cooperative agreement.

**C. ROAD:** Resolution 2022-\_\_\_\_\_ approving SP fiscal year 2023-2024 cooperative agreement.

**D. GRANTS:** Resolution 2022-\_\_\_\_\_ approving Transportation Project Fund Agreement for completion of the Ewing Road paving project. Resolution supersedes Resolution 2022-52.

**12. APPROVALS**

**A. ROAD:** Resident request to vacate the end of A019 (Sanchez) as a County maintained road. (Gilbert Sanchez)

**B. PURCHASING:** Request approval of award and signatory authority for County Manager – RFP TC-FY23-01 for fully insured life, disability and vision coverages.

1) **MetLife** – Basic Life, Basic AD&D, Supplemental Dependent Life, Long Term Disability.

2) **BlueCross BlueShield of New Mexico** – Vision.

**C. FIRE:** Request approval to submit the FY24 EMS Fund Act application on behalf of Torrance County for Districts 2, 3 and 5.

**D. FIRE:** Request approval of Professional Services Contract with HealthFront, P.C. for medical director services to include Fire Department, Dispatch and Emergency Management.

**E. FIRE:** Discussion and possible approval of changes for Torrance County Firefighter and EMT positions.

1) Salary increases to retain current staff and fill current vacancies.

2) EMT PRN positions to help fill schedule gaps.

**F. SHERIFF:** Request approval of prior year invoice from Staples in the amount of \$1,901.40.

**G. EMERGENCY MANAGEMENT:** Request approval of Memorandum of Agreement with FEMA Integrated Public Alert and Warning System (IPAWS).

**H. FINANCE:** Request approval of 2023 employee and first responder calendars.

### 13. DISCUSSION

**A. MANAGER:** New Mexico State Police introduction and outline of upcoming plans in Torrance County (Captain Alex Rodriguez, District 5; Sergeant Edgar Lemus, East Mountains).

**B. FAIR BOARD:** Discussion of open Fair Board positions.

**C. ROAD:** Update on county roads' maintenance and conditions.

**D. MANAGER:** Update on county projects.

#### **E. MANAGER'S REPORT**

1) Update on missing ballots from 2022 Primary Election.

#### **F. COMMISSIONERS' REPORTS**

1) Commissioner McCall, District 1

2) Commissioner Schwebach, District 2

3) Commissioner Candelaria, District 3

### 14. EXECUTIVE SESSION

**A. COMMISSION:** Discussion pertaining to threatened or pending litigation or potential litigation in which the public body is or may become participant, closed pursuant to NMSA 1978 Section 10-15-1(H)(2) and Section 10-15-1(H)(7), specifically related to the Torrance County Clerk, to include allegations of job abandonment.

### 15. DISCUSSION/APPROVAL

**A. COMMISSION:** Discussion and possible action regarding closed executive session item specified above.

**16. Announcement of the next Board of County Commissioners Meeting:** December 28, 2022, at 9:00 AM.

### 17. SIGNING OF OFFICIAL DOCUMENTS

### 18. ADJOURN