



## *Torrance County*

BOARD OF COUNTY COMMISSIONERS (BCC)

**Ryan Schwebach**, Chair, District 2

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

**Samuel D. Schropp**, Member, District 3

**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**

**WEDNESDAY, DECEMBER 27, 2023 at 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. MANAGER:** Retirement recognition and plaque presentation (Tracey Master - 21 years with Torrance County).
  - B. MANAGER:** Retirement recognition and plaque presentation (Kathy Ness-Reyes – 24 years with Torrance County).
- 6. BOARD AND COMMITTEE APPOINTMENTS**
- 7. PUBLIC COMMENT and COMMUNICATIONS**
- 8. APPROVAL OF MINUTES**
  - A. COMMISSION:** Request approval of minutes of the December 13, 2023, Regular Meeting of the Board of County Commissioners.
- 9. APPROVAL OF CONSENT AGENDA**
  - A. FINANCE & PURCHASING:** Request approval of payables.
- 10. ADOPTION OF ORDINANCE/AMENDMENT TO COUNTY CODE**

**11. ADOPTION OF RESOLUTION****12. APPROVALS**

**A. PLANNING & ZONING:** Request approval of the 2024 Planning & Zoning Board Meeting Schedule.

**B. SHERIFF:** Request approval of grant agreement between New Mexico Department of Transportation Traffic Safety Division and Torrance County for ENDWI (\$6,028), BKLUP (\$2,816), and STEP (\$4,400), for a total of \$13,244 (Approved by Grant Committee).

**C. EMERGENCY MANAGEMENT:** Request ratification of Sub-Recipient Grant Agreement, Hazard Mitigation Assistance Grant from the New Mexico Department of Homeland Security & Emergency Management in the amount of \$84,975 to update the County's Hazard Mitigation Plan; requires a County match of \$8,995 (Approved by Grant Committee).

**13. DISCUSSION****A. MANAGER'S REPORT****B. COMMISSIONERS' REPORTS**

1) Commissioner McCall, District 1

2) Commissioner Schwebach, District 2

3) Commissioner Schropp, District 3

**14. EXECUTIVE SESSION**

**A. COMMISSION:** Interviews and discussion regarding the appointment of Fire Chief, closed pursuant to NMSA 1978 Section 10-15-14(H)(2).

**15. ACTION ON EXECUTIVE SESSION ITEM**

**A. COMMISSION:** Discussion and possible action regarding the appointment of Fire Chief.

**16. Announcement of the next Board of County Commissioners Meeting:** January 10, 2024 at 9:00 AM

**17. SIGNING OF OFFICIAL DOCUMENTS****18. ADJOURN**