



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

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, February 14, 2024 @ 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**
- 6. BOARD AND COMMITTEE APPOINTMENTS**
- 7. PUBLIC COMMENT and COMMUNICATIONS (Comments limited to two minutes.)**
- 8. APPROVAL OF MINUTES**
 - A. COMMISSION:** Request approval of minutes of the January 29, 2024, Special Administrative 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**
 - A. MANAGER:** Request approval of Resolution 24-____, Acknowledgement and Acceptance of Torrance County's Financial Statements and Independent Auditors' Report for the Year Ended June 30, 2023.

B. GRANTS/DWI: Request approval of Resolution 24-____, Approval of Submission of LDWI Grant Application for FY25.

C. FINANCE/GRANTS: Request approval of Resolution 24-____, Delegating Amanda Lujan as the Local Project Coordinator for Torrance County's Arts in Public Places Projects for the County's Capital Appropriations.

12. APPROVALS

A. PLANNING & ZONING: Giraud Investments, LLC appeal of the January 3, 2024 Planning and Zoning Board decision to deny the application for summary review to create a Type 5 Subdivision. Tim Oden of Oden & Associates, Acting Agent. (Public Hearing)

B. FIRE: Request changes and/or additions to the existing Nominal Fee/Pay Per Call Program Policy.

C. FINANCE/GRANTS: Request approval of Agreement for Capital Appropriation Project A23H2070 in the amount of \$31,000 to purchase and equip vehicles for the Estancia Senior Center in Estancia in Torrance County. (Reversion date 6/30/2025)

D. FINANCE/GRANTS: Request approval of Agreement for Capital Appropriation Project A23H2071 in the amount of \$31,000 to purchase and equip vehicles for the Moriarty Senior Center in Moriarty in Torrance County. (Reversion date 6/30/2025)

E. FINANCE/GRANTS: Request approval of Agreement for Capital Appropriation Project A23H2073 in the amount of \$31,000 to purchase and equip vehicles for the Mountainair Senior Center in Mountainair in Torrance County. (Reversion date 6/30/2025)

F. FINANCE/GRANTS: Request approval of Agreement for Capital Appropriations Project A23H2072 in the amount of \$76,050 for renovations to the Mountainair Senior Center in Mountainair in Torrance County. (Reversion date 6/30/2027)

G. GRANTS/DWI: Request approval and signature for Statement of Assurances for LDWI Grant Application for FY25.

H. GRANTS/DWI: Request approval and signature for Memorandum of Understanding (MOU) between Torrance County and Department of Finance and Administration (DFA) Local DWI (LDWI).

I. FINANCE/GRANTS: Request to accept Wilson & Company's proposal for the new Torrance County Administration Building, specifically for Architectural and Engineering Design Services, and authorizing County Manager Janice Barela to sign a contract with Wilson & Company for such services.

13. DISCUSSION

- A. **MANAGER:** Presentation of the Torrance County FY2023 Financial Audit – TKM, LLC, formerly Kubiak, Melton & Associates, LLC. (Joe Ortiz)
- B. **COMMISSION:** Update on EMWT Regional Water Association. (Torrance County Representative to the Board, Eddie O'Brien)
- C. **SHERIFF:** Sheriff's Office update.
- D. **EMERGENCY MANAGEMENT:** Discussion/Presentation of proposed Emergency Management building remodel.
- E. **MANAGER'S REPORT**
 - 1) Update on SB 145 – Public Bodies & Federal Immigration Violation
 - 2) Update on proposed projects for Congressional funding.
- F. **COMMISSIONERS' REPORTS**
 - 1) Commissioner McCall, District 1
 - 2) Commissioner Schwebach, District 2
 - 3) Commissioner Schropp, District 3
- 14. **EXECUTIVE SESSION**
- 15. **Announcement of the next Board of County Commissioners Meeting:** February 28, 2024, at 9:00 AM
- 16. **SIGNING OF OFFICIAL DOCUMENTS**
- 17. **ADJOURN**

*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.