



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, June 12, 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**
 - A. MANAGER:** Employee of the Quarter - Deputy Alex Schwerdel
- 6. BOARD AND COMMITTEE APPOINTMENTS**
 - A. PLANNING & ZONING:** Discussion and possible reappointment of Christina Estrada to second term on the Planning & Zoning Board.
- 7. PUBLIC COMMENT and COMMUNICATIONS (Comments limited to two minutes.)**
- 8. APPROVAL OF MINUTES**
 - A. COMMISSION:** Request approval of minutes of the May 8, 2024, Regular Meeting of the Board of County Commissioners.
 - B. COMMISSION:** Request approval of minutes of the May 16, 2024, Special Meeting of the Board of County Commissioners.
 - C. COMMISSION:** Request approval of minutes of the May 22, 2024, 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**

A. FINANCE: Discussion and possible approval of Resolution 24-____, Budget Adjustments, superseding Resolution 2024-19.

12. APPROVALS

A. CLERK: Canvass 2024 Primary Election.

B. DWI: Request approval of LDWI FY25 Grant Agreement.

C. SHERIFF: Request approval of General Agreement between the National Park Service, an agency of the United States Department of the Interior, acting through the Superintendent of Salinas Pueblo Missions National Monument, and the Torrance County Sheriff's Office to provide mutual law enforcement assistance and conduct search and rescue operations on lands withing the Park's boundaries within Torrance County.

D. FIRE: Request approval of the new Torrance County Fire Department (TCFD) patch and emblem.

E. FIRE: Request approval to create six (6) new Firefighter/EMT positions at the current salary which is based on level of licensure.

F. FIRE: Request approval to create four (4) Part-Time (PRN) Firefighter/EMT positions, to include setting salary.

G. GRANTS/FIRE/EMS: Request approval to submit a funding application to NM Department of Finance & Administration (DFA) to recruit firefighters and emergency medical technicians (EMTs) to improve the personnel capacity of fire departments; requesting funding for 10 Firefighter/EMT positions.

H. GRANTS/SHERIFF: Request approval to submit an application for the NMDPS Law Enforcement Retention Fund – Year Three (3); award amount will be determined by Department of Public Safety (DPS).

I. GRANTS/SENIOR CENTERS: Request approval of Capital Outlay Application to NM Aging & Long Term Services Division for Torrance County Senior Centers; Estancia Senior Center \$112,000 for renovations and improvements; Mountainair Senior Center \$105,000 for renovations and improvements; and Moriarty Senior Center \$141,780 for the planning and design of new building.

J. GRANTS/SUMMER ENRICHMENT: Request approval of a Memorandum of Understanding (MOU) between the United States Department of the Interior National Park Service Salinas Pueblo Missions National Monument and Torrance County to host interns for the Summer Enrichment Program and authorizing County Manager Janice Y. Barela as the signatory.

K. FINANCE/FIRE: Request approval to submit payment to Amazon in the amount of \$839.40 for the purchase of 12 New Physio Control LifePak 12 Defibrillator Batteries; Purchase Order #35436 was issued on 7/14/2020.

L. FINANCE: Request approval to pay Amazon invoice #1VDK-eG1L-H34T from June 1, 2022 in the amount of \$85.32; Purchase Order #37927 was in place at time of order; items were ordered and received by Grants Department but invoice was not paid. If approved, invoice will be paid from Finance Office Supply 401-055-2219 since Grants is now part of the Finance Department.

M. EMERGENCY MANAGEMENT: Request ratification of State Homeland Security Grant Program application submitted to request funding to upgrade Torrance County Dispatch Center to State Radio System, upgrade Torrance County Sheriff's Office (TCSO) mobile and portable radios to be compatible with State Radio System.

N. EMERGENCY MANAGEMENT: Request ratification of submission of the Emergency Performance Grant (EMPG), a grant funding up to 50% of Emergency Manager's salary/benefits and 25% of Emergency Management Specialist's salary/benefits.

13. DISCUSSION

A. GRANTS/SENIOR SERVICES: Presentation of annual report from Presbyterian Medical Services on programs and services provided to senior citizens in Torrance County, to include discussion of successes, challenges, future plans, and draft Operating and Use Agreement for FY2025.

B. VALENCIA SHELTER SERVICES: Presentation of Valencia Shelter Service's Annual Report, future plans, needs, and discussion of draft Memorandum of Agreement (MOA) for FY2025.

C. MANAGER'S REPORT

D. 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: June 26, 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.