



Torrance County

BOARD OF COUNTY COMMISSIONERS (BCC)

Ryan Schwebach, Chair, District 2

Kevin McCall, Vice Chair, District 1

Samuel D. Schropp, Member, District 3

Tracy Sedillo, Interim 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, September 11, 2024 @ 9:00 AM
205 S. Ninth Street, Estancia, NM 87016

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE AND INVOCATION**
- 3. CHANGES TO THE AGENDA**
- 4. PROCLAMATIONS**
- 5. CERTIFICATES AND AWARDS**
- 6. BOARD AND COMMITTEE APPOINTMENTS**
- 7. PUBLIC COMMENT and COMMUNICATIONS**
 - A. PUBLIC COMMENT** (Comments limited to two minutes.)
 - B. DEPARTMENT UPDATES AND COMMUNICATIONS**
- 8. APPROVAL OF MINUTES**
 - A. COMMISSION:** Request approval of minutes of the August 28, 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 RESOLUTIONS**

- A. ASSESSOR:** Request approval of Resolution 2024-_____ approving the Mill Rates for 2024 and signing the order to submit to the State of New Mexico Department of Finance and Administration.
- B. FINANCE:** Request approval of Resolution 2024-_____ Budget Adjustments for FY2024-25 Budget.
- C. ROAD DEPARTMENT:** Request approval of Resolution 2024-_____ for participation in Local Government Road Fund Program Administered by the New Mexico Department of Transportation for FY2025 CAP Project HW2L500594.
- D. ROAD DEPARTMENT:** Request approval of Resolution 2024-_____ for participation in Local Government Road Fund Program Administered by the New Mexico Department of Transportation for FY2025 SB Project HW2L500600.
- E. ROAD DEPARTMENT:** Request approval of Resolution 2024-_____ for participation in Local Government Road Fund Program Administered by the New Mexico Department of Transportation for FY2025 SP Project HW2L500570.

12. APPROVALS

- A. MANAGER:** Presentation and possible approval of the current plans for the New County Administration Building - Wilson and Company, Inc.
- B. FIRE:** Request approval to utilize Tablet Command services for the Fire Department. Services include mobile software that increases awareness, incident response, incident management and improves firefighter accountability. Agreement is yearly for the amount of \$2,995.00 for three end users. (Deferred from 08/28/2024 meeting)
- C. GRANTS:** Discussion and possible approval to be fiscal agent for Estancia Moriarty Willard Torrance (EMWT) Water Association and for the following funds (Deferred from 08/28/2024 meeting):
1. Mid Region Council of Governments - GRO Fund Appropriation to purchase water systems and rights.
 2. New Mexico Environment Department - Legislative Appropriation to purchase water systems and rights.
 3. New Mexico Finance Authority - Water Trust Board Funding for Phase I design professional services for McIntosh Water System Project.
- D. GRANTS:** Discussion and possible approval to RFP for an EMWT Project Manager (Deferred from 08/28/2024 meeting).
- E. GRANTS:** Request approval of Intergovernmental Agreement between Torrance County and the Mid Region Council of Governments for Government Results and Opportunity Funding (GRO funds) for Appropriation Project #1 – 24-ID075 \$200,000 for programmatic costs and resources for Torrance County Road Department and Appropriation

Project #2 – 24-ID076 \$160,000 for programmatic costs and resources for Torrance County Sheriff's Office.

F. GRANTS: Request approval of Intergovernmental Agreement between Torrance County and the Mid Region Council of Governments for Government Results and Opportunity Funding (GRO funds) for Appropriation Project #1 – 24-ID074 \$320,000 to purchase water systems and rights for Estancia Valley.

G. DISPATCH: Request to pay Orkin invoice 268406594 for \$26.63. No purchase order in place prior to service.

H. DISPATCH: Request to pay Document Solutions invoice 319604 for \$69.97 and invoice 323158 for \$69.97 for prior fiscal year services.

I. DISPATCH/FINANCE: Approval of changes to MOU as requested by City of Moriarty for Moriarty Police Department officers providing dispatch services at Torrance County Dispatch.

J. FINANCE: Approval to schedule and advertise a public hearing to amend Torrance County Ordinance 2020-05 Torrance County Financial Reserve Ordinance.

K. FIRE: Request approval to create new full-time position of Division Chief of Training for Fire/EMS.

13. DISCUSSION

A. CITIZENS OF TORRANCE COUNTY: Petition requesting the Torrance County Commission to put a moratorium on approval of cannabis grow farms.

B. MANAGER'S REPORT

C. COMMISSIONERS' REPORTS

- 1) Commissioner McCall, District 1
- 2) Commissioner Schwebach, District 2
- 3) Commissioner Schropp, District 3

14. EXECUTIVE SESSION

A. COMMISSION: Discussion regarding limited personnel matters, closed pursuant to NMSA 1978, Section 10-15-1(H)(2), filling County Manager position.

15. DISCUSSION AND ACTION ON CLOSED SESSION ITEMS ABOVE

A. COMMISSION: Discussion and possible action regarding Executive Session Item 14.A. regarding filling County Manager position.

16. Announcement of the next Board of County Commissioners Meeting: September 25, 2024 at 9:00 AM

17. SIGNING OF OFFICIAL DOCUMENTS**18. 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.