



Torrance County

BOARD OF COUNTY COMMISSIONERS (BCC)

Ryan Schwebach, Chair, District 2

Kevin McCall, Vice Chair, District 1

Samuel D. Schropp, Member, District 3

J. Jordan 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, October 09, 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**
 - A. **Presentation of the Employee of the Quarter for the Second Quarter of 2024.**
6. **BOARD AND COMMITTEE APPOINTMENTS**
7. **A. PUBLIC COMMENT and COMMUNICATIONS (Comments limited to TWO MINUTES)**
 - B. **DEPARTMENT UPDATES AND COMMUNICATIONS**
8. **APPROVAL OF MINUTES**
 - A. **COMMISSION:** Request approval of the September 25, 2024, Regular Meeting Minutes 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**
 - A. **FINANCE: (PUBLIC HEARING)** Requesting adoption of Ordinance No. 2024-____, an ordinance Superseding Torrance County Ordinance No. 2020-05, the Torrance County Financial Reserve Ordinance, to amend language in current ordinance for better clarification, tracking and calculating of Financial Reserve requirements.
 - B. **FINANCE:** Request approval of Ordinance No. 2024-____, an ordinance Superseding Torrance County Ordinance No. 2020-05, the Torrance County Financial Reserve Ordinance.

11. ADOPTION OF RESOLUTION

- A. GRANTS:** Request approval of Resolution 2024-___ , entering into grant agreement with NM Department of Transportation (NM DOT) for Transportation Project Fund Control No. HW2LP50062, in the amount of \$574,652.85, and approval of the 5% Torrance County grant match totaling \$30,244.89, for a total amount of \$604,898.00 with a termination date of June 30, 2027.
- B. FINANCE:** Request approval of Resolution 2024-___ , FY 2024-25 Budget Adjustments.
- C. CLERK:** Request approval of Resolution No. 2024-___, amending Resolution No. R-2024-15 to move the polling location in Willard, NM, from the Willard Community Center to the Willard Fire Station due to recommendations from Disability Rights New Mexico.

12. APPROVALS

- A. PLANNING & ZONING: (PUBLIC HEARING)** Appeal of the decision by the Planning & Zoning Board to deny the Minyong Chen application for a Conditional Use : Commercial Greenhouse Operation. The subject property is described as Tract A-4-1 within the SE4, T.6n., R7E., NMPM.
- B. PLANNING & ZONING: (PUBLIC HEARING)** Appeal of the decision by the Planning & Zoning Board to deny the Quick Grow, LLC, application for a Conditional Use : Commercial Greenhouse Operation. The subject property is described as Tract A with in the SW4, Section 32, T.6N., R.8E., NMPM known as 70 Akin Farm Rd N.
- C. PLANNING & ZONING: (PUBLIC HEARING)** Render a decision following Remans from the New Mexico Court of Appeals regarding the application for Conditional Use: Communication Tower submitted by Gravity Pad Partners, LLC. The subject property is located within projected Sections Eleven (11) , and Fourteen (14), Township Six (6) North , Range Six (6) East, NMPM.
- D. EMERGENCY MANAGEMENT:** Presentation and Request of approval of 2024 Torrance County Community Wildfire Plan (Presentation by SWCA).
- E. PLANNING & ZONING:** Review of proposed revision of Torrance County Ordinance 2020-06, and request of approval for publication of title and general summary prior to Public Hearing.
- F. PLANNING & ZONING:** Review of proposed adoption of the Rural Addressing Ordinance, and request approval for publication of title and general summary prior to Public Hearing.
- G. GRANTS:** Ratification of Memorandum of Agreement with New Mexico Department of Health to provide primary health care services in underserved areas as part of the Rural Primary Healthcare Act for a total of \$101,124.00 with a termination date of June 20, 2025.

- H. ROAD:** Request payment approval of an unauthorized purchase to Inland Kenworth in the amount of \$41.77 for a purchase of a hose for the Kenworth Water Truck.
- I. EMERGENCY MANAGEMENT:** Request payment approval of unauthorized purchase to CINTAS in the amount of \$232.41 for the stocking First Aid Cabinet in CID/Emergency Management Building.
- J. EMERGENCY MANAGEMENT:** Request acceptance of 2024 State Homeland Security Grant Program (SHSGP) Funding in the amount of \$290,300.00 to upgrade Dispatch (\$240,300) and Torrance County Sheriff's Department handheld radios (\$50,000) to be compatible with State 700 Radio System.
- K. SHERIFF:** Request payment approval of an unauthorized purchase to the New Mexico Department of Public Safety in the amount of \$10.00 for an instructor certification fee.
- L. SHERIFF:** Request payment approval of an unauthorized purchase to Tavenner's Towing in the amount of \$399.50 for Motor Vehicle Accident that occurred on September 13, 2024.
- M. SHERIFF:** Request payment approval of an unauthorized purchase to the Radar Shop Yearly in the amount of \$1,523.00 for the inspection of all Radar and Lidar Units.
- N. FINANCE / PROCUREMENT:** Request approval of multiple vendor contract award for RFP #TC FY24-25-02, to provided Girls Circle Facilitator Services (Recommendation of award to Braycon Company LLC & Serena Ortiz)
- O. FINANCE / PROCUREMENT:** Request approval of contract award for RFP #TC FY24-25-005 Boys Council Facilitator (Recommend of award to Robert Chavez).

13. DISCUSSION

- A. GRANTS:** Presentation by *SOURCE*, a provider of clean water solutions for rural families without access to water systems, on private wells, hauling water, buying bottled water or utilizing impaired small water systems.
- B. CLERK:**
- C. MANAGER'S REPORT:**
- D. COMMISSION:**
1. Commissioner McCall , District 1
 2. Commissioner Schwebach , District 2
 3. Commissioner Schropp , District 3

14. EXECUTIVE SESSION

A. MANAGER: Discussion of Deputy County Manager position, closed pursuant to NMSA 1978 § 10-15-1(H)(2).

15. Announcement of the next Board of County Commissioner's Meeting:

October 23, 2024 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.