

**FINAL COPY**  
**Torrance County Board of Commissioners**  
**Regular Commission Meeting**  
**May 26, 2021**  
**9:00 AM**

**Commissioners Present:**

**RYAN SCHWEBACH – CHAIR**  
**KEVIN MCCALL – VICE CHAIR**  
**LEROY CANDELARIA – MEMBER**

**Others Present:**

**JANICE BARELA – COUNTY MANAGER**  
**PHILIP TENORIO – DEPUTY COUNTY MANAGER**  
**JOHN BUTRICK – COUNTY ATTORNEY**  
**YVONNE OTERO – COUNTY CLERK**  
**VALERIE SMITH – ADMINISTRATIVE ASSISTANT**

**1. CALL MEETING TO ORDER:**

**Chairman Schwebach:** Calls the May 26, 2021, Regular Commission Meeting to order at 9:03 AM.

**2. PLEDGE: Lead by Chairman Schwebach**

**INVOCATION: Lead by Commissioner Candelaria**

**3. CHANGES TO THE AGENDA:**

**Madam County Manager Barela: Move Item 12-E to Item 6.PRO**

4. **PROCLAMATIONS: None**

5. **CERTIFICATES AND AWARDS: None**

6. **A. BOARD AND COMMITTEE APPOINTMENTS: None**

**B. (Formerly 12 E.): Torrance County Dispatch: Motion to Approve Authorization to Pay Invoice to Wagner Equipment for Emergency Service on Backup Generator.**

**Torrance County Dispatcher Ben Daugherty:** Emergency maintenance was needed for the backup generator. There have been multiple failures as it is approximately 10 years old. The invoice had not come in before the purchase order was closed, so an approval is necessary for payment for emergency maintenance on the generator in the amount of \$1,880. It was scheduled to be replaced in September, but emergency maintenance was necessary before that time. The current primary generator is meant to be re-allocated to another part of the County.

**ACTION TAKEN:**

**Chairman Schwebach: Made a motion to approve authorization to pay invoice to Wagner Equipment for emergency service on backup generator.**

**Commissioner McCall: Seconds the Motion.**

**Roll Call Vote: Commissioner McCall: Yes; Chairman Schwebach: Yes; Commissioner Candelaria: Yes.**

**MOTION APPROVED.**

7. **PUBLIC COMMENT AND COMMUNICATIONS:**

**Fire Chief Don Dirks:** Update on the state of Torrance County Emergencies. Recently more calls have come in for EMS than firefighting services.

Mark Riley has been named the new Battalion Chief for District 3. There are 6 returning members and 1 new member. Integration has started between paid staff and career staff.

There will be a Joint District Training on Saturday, May 29<sup>th</sup>, 2021. NFIRS for all districts are up to date with the State Fire Marshal through the end of April.

A meeting is being scheduled with the Mountainair Mayor and their new EMS coordinator to discuss an agreement for possible expanded EMS coverage. Corona has also requested expanded coverage. Though they are a municipality, it takes much too long for emergency services to reach the citizens of the Corona community.

The well and final piping was just finished by Water Works Drilling in District 5. Water is up and running in the substation.

Funding is needed for the second building in District 1. It was discovered that the County owns the property, so the planning for a second building can begin.

The new Willard brush truck is finished, delivery is expected next week.

Fire Chief Dirks has a meeting next week with Lisa Baldwin from Salinas National Monument to discuss a Fire Plan and Memorandum of Understanding (M.O.U.) for Mountainair and Socorro County.

On the night of May 25, a joint training was held between District 4 and District 2 substations in Torreon. They were shown how to prepare for ISO, SCBA, and the State inspection requests and get the paperwork processing systems in place. District 6 will be next, and then the rest of the districts in the County.

**County Fire Restrictions: Calling “No Burn Days” as weather dictates.**

**Restrictions from the New Mexico Forest Service are as follows:**

Fire restrictions include allowing campfires only in designated developed campgrounds and picnic areas and must be in a Forest Service provided metal grill or metal fire pits. Fires in rock rings will not be allowed. Fireworks, explosives, and incendiary devices are always prohibited on National Forest System lands.

**Commissioner Candelaria:** Thanked Fire Chief Dirks for the upcoming meeting to discuss Corona getting help with EMS and Fire Services.

**Crystal Kaufman of Pattern Energy:** Brought an update on the wind farms' progress.

4 wind farms make up the 1050-megawatt projects called Western Spirit Wind. There are over 900 turbines in Torrance County.

The turbines at Clines Corners are fully erected.

Duran Mesa South is 1 turbine shy of their goal.

Tecolote has just less than ½ of their goal remaining to completion.

Red Cloud should be completed by the end of 2021.

Pattern Energy is on schedule to be finished by the end of 2021. There have been 101 miles of road complete, which represents 72% of all roads that are scheduled for construction.

Just over half of all wind turbine foundations have been constructed.

126 of 263 miles of the underground collection line are complete.

Gent-Ties are the overhead lines that connect the wind farms, and 65% are completed, or over 43 of 68 miles.

ONM buildings are being established in various substations.

Western Spirit Wind Farms would not be possible without the Western Farms Transmission Line, the line PNM will ultimately own and put into their system.

Western Spirit Progress made: 98% of access roads built; 500 of 706 foundations have been built, at a 70% completion rate; 282 of 706 structures have been erected, at a 36% completion rate; 131 of 706 installed on the conduction cable. There are 2 switch yards, one in Clines Corners and the other at Pajarito are also on schedule. The transmission line and wind farms need to come online, and hopefully will by December 31, 2021.

Torrance County has an IRB agreement with Pattern Energy, and the \$1.6 Mil PILT funds are due January 3, 2021.

More wind farms are in the works to connect to SunZia the transmission line.

**FLOOR OPENED TO PUBLIC COMMENT VIA GALLERY AND ZOOM.  
NO OTHER MEMBERS OF THE COMMUNITY HAD COMMENT.**

**8. APPROVAL OF MINUTES:**

**A. COMMISSION: Motion to approve the May 5, 2021, Torrance County Commission and Torrance County Fair Board Special Meeting Minutes.**

**ACTION TAKEN:**

**Chairman Schwebach: Made a motion to approve the May 5, 2021, Torrance County Commission and Torrance County Fair Board Special Meeting Minutes.**

**Commissioner Candelaria Seconds the Motion.**

**Roll Call Vote: Commissioner McCall: Yes; Chairman Schwebach: Yes; Commissioner Candelaria: Yes.**

**MOTION APPROVED.**

**B. COMMISSION: Motion to approve the May 12, 2021, Torrance County Commission Minutes.**

**ACTION TAKEN:**

**Chairman Schwebach: Made a motion to approve the May 12, 2021, Torrance County Commission Minutes.**

**Commissioner Candelaria: Seconds the Motion**

**Commissioner Candelaria: Approval pending correction: Correction on page 20; "Fourth of July Park" should be changed to Torrance County Park.**

**Chairman Schwebach: AMENDED Motion to approve the May 12, 2021, Torrance County Commission Minutes contingent upon correction being made to page 20 of the Minutes, from "4<sup>th</sup> of July Park" to "Torrance County Park".**

**Roll Call Vote: Commissioner McCall: Yes; Chairman Schwebach: Yes; Commissioner Candelaria: Yes.**

**MOTION APPROVED.**

**9. APPROVAL OF CONSENT AGENDA:**

**A. FINANCE: Motion to approve payables.**

**ACTION TAKEN:**

**Chairman Schwebach: Made a motion to approve payables.**

**Commissioner McCall: Seconds the Motion**

**ACTION TAKEN:**

**Roll Call Vote: Commissioner McCall: Yes; Chairman Schwebach: Yes; Commissioner Candelaria: Yes.**

**MOTION APPROVED.**

**B. PLANNING AND ZONING: Motion to approve Special Waste Landfill renewal, Special Waste Disposal LLC, Public Hearing conducted on May 5, 2021.**

**ACTION TAKEN:**

**Chairman Schwebach: Made a motion to approve Special Waste Landfill renewal, Special Waste Disposal LLC, Public Hearing conducted on May 5, 2021.**

**Commissioner Candelaria: Seconds the Motion.**

**Steve Guetschow, Planning and Zoning, and Mr. Adrian Montano of Special Waste Disposal (d/b/a Keers Industries):** The Special Waste Disposal (d/b/a Keers Industries) has been recommended a “Do Pass” from the Planning and Zoning Board. There was a public hearing on May 5<sup>th</sup>, 2021.

**Document:** Motion to Approve Special Waste Landfill renewal, Special Waste Disposal LLC, Public Hearing Conducted on May 5, 2021, hereto attached.

Special Waste Disposal has been doing business in Torrance County for over 30 years. In all that time they have never had a violation. They also contribute to the community, as well as the County via tipping fees, and have all these years. They also donate items like the antimicrobial sprayers to disinfect the County buildings, as well as flashlights for the Sheriff’s Office.

**There were no questions for Mr. Montano.**

**Madam County Manager Barela:** Read the Asbestos Landfill Report into record, hereto attached.

**Roll Call Vote: Commissioner McCall: Yes; Chairman Schwebach: Yes; Commissioner Candelaria: Yes.**

**MOTION APPROVED.**

**10. ADOPTION OF ORDINANCE / AMENDMENT TO COUNTY CODE:  
None.**

**11. ADOPTION OF RESOLUTION:**

**A. FINANCE: Motion to Approve Budget Increase, Resolution**

**NO. 2021-20**

**ACTION TAKEN:**

**Chairman Schwebach: Made a motion to Approve Budget Increase, Resolution NO. 2021-20.**

**Commissioner Candelaria: Seconds the Motion.**

**Jeremy Oliver, Finance Director:** Requested a budget increase for the Juvenile Justice Grant that was not budgeted in the FY-2021 Budget. The funds would be allotted for employee training. There are funds from the sale of County property in the budget, including vehicle sales from the last County vehicle sale, a portion of the recently completed weapons sale, insurance recoveries from a vehicle accident where the vehicle was totaled, and an increase of GRTs from the Road Department for tires.

**Roll Call Vote: Commissioner McCall: Yes; Chairman Schwebach: Yes; Commissioner Candelaria: Yes.**

**MOTION APPROVED.**

## **12. APPROVALS:**

**A. PLANNING & ZONING: Motion to Review and approve Planning and Zoning Board Member Policy to Original Format.**

### **ACTION TAKEN:**

**Chairman Schwebach: Motion to Review and Approve Planning and Zoning Board Member Policy to Original Format.**

**Commissioner McCall: Seconds the Motion**

**Steve Guetschow, Planning and Zoning:** Previous Manager Wayne Johnson and Mr. Guetschow revamped the policy and returned it to a 5 Member Planning and Zoning Board, consisting of 3 appointed members and 2 members-at-large.

**Document: Graph and Chart with Schedules for Members, hereto attached.**

**John Butrick, County Attorney:** Revert the format from Version 6 Back to V5. There was a sentence removed from the revised Section 9, Subsection A. The sentence read: "The excused or removed board member may still participate in meetings as a resident of Torrance County." This was added in case the board member in question had a conflict of interest. The line was removed, and a board member may no longer be allowed to participate if they have a conflict of interest.

The only other substantive change was the removal of the previous Section 9, Subsection A, and it read, "Board members volunteer for the benefit of the public. They are bound to uphold the Constitution of the United States, The New Mexico Constitution, and County laws and ordinances. They are expected to observe the highest standards of law in the exercise of the powers entrusted to them. To discharge faithfully the duties of their position regardless of personal considerations and to recognize that the public interest must be their prime concern."

There was also a substantive word change for emphasis, from "should" to "shall" in the updated Section 9, Subsection A, first sentence. The sentence now reads; "Board Members shall refrain from speaking to individuals or entities regarding matters on the Planning and Zoning Board agenda prior to the meeting."

**Steve Guetschow, Planning and Zoning:** There are no vacancies on the Planning and Zoning Board now due to the addition of Tina Estrada. There have not been problems meeting a quorum recently. The only time there are usually problems is during winter due to road conditions.

**Roll Call Vote: Commissioner McCall: Yes; Chairman Schwebach: Yes; Commissioner Candelaria: Yes.**

**MOTION APPROVED.**

**B. CLERK: Motion to approve Memorandum of Understanding, heretofore called “MOU”, between New Mexico Secretary of State and Torrance County for reimbursement of funds to be spent during the June 1, 2021, Special Election.**

**ACTION TAKEN:**

**Chairman Schwebach: Made a motion to approve MOU between New Mexico Secretary of State and Torrance County for reimbursement of funds to be spent during the June 1, 2021, Special Election.**

**Commissioner McCall: Seconds the motion.**

**Yvonne Otero, Torrance County Clerk:** Read Document Item 12-B requesting approval and signatures for the MOU between Torrance County and the NM Secretary of State to be awarded \$19,000 for this Special Election occurring on June 1<sup>st</sup>, 2021.

The MOU was not read into record, but a physical copy was received by the Board of Commission, hereto attached.

**John Butrick, County Attorney:** There is a conflict of dates (most possibly a typo) that Mr. Butrick read into record so that there was no confusion to when the work needed to be completed.

Section 1, Subsection B: Provide to the SOS, no later than June 25, 2021, a full accounting of expenses incurred and provide all invoices, receipts, and copies of warrants paid by the County.

Section 4 Subsection A: All work is expected to be complete June 1, 2021, but in no case can it be extended beyond June 15, 2021.

The County Clerk believes she will be done by end of day June 1<sup>st</sup>, so there should not be an issue.

**Roll Call Vote: Commissioner McCall: Yes; Chairman Schwebach: Yes; Commissioner Candelaria: Yes.**

**MOTION APPROVED.**

**Yvonne Otero, Torrance County Clerk:** Gave an update on voting numbers so far.

We have sent out 357 absentee ballots, received 241 back. We have received 297 early votes in person here at the Torrance County Early Voting Center, and 337 from the Moriarty Civic Center. There are 3 days of early voting left, and then regular voting begins Tuesday, June 1, 2021.

**Commissioner McCall:** Asked Ms. Otero what she expects for a percentage of voters this Special Election.

**Yvonne Otero, Torrance County Clerk:** We have seen 25-30% of all eligible voters so far come to vote.

**C. FIRE: Motion to approve amendment to the Department's Standard Operating Guidelines (SOG) section for the Nominal Fee Program.**

**Chairman Schwebach:** Asked for Torrance County Fire Chief Don Dirks to present before a motion was made.

**Torrance County Fire Chief Don Dirks:** There was a question that was brought up about the nominal fee by a citizen, as to whether it was fair. The Chief, County Manager, and Deputy County Manager had a meeting to decide the pay. The pay scale was changed to \$600 across the board for all the Battalion Chiefs. There were other small changes, as well as more requirements for the monthly lump sum payment.

**John Butrick, County Attorney:** There were some changes to the SOG that are of importance to mention, as follows:

Subsection E: The Nominal Fee for Battalion Chiefs: The section that reads “The amount of the payment is dependent on the districts’ submission of required documentation. See the following” was also added to the nominal fee for Assistant Chiefs. There were also certain wording and payment date changes.

**The Commissioners:** Took time to thank the Fire Department and Fire Chief.

**ACTION TAKEN:**

**Chairman Schwebach:** Made a Motion to approve amendment to the Department’s Standard Operating Guidelines (SOG) section for the Nominal Fee Program.

**Commissioner McCall:** Seconds the Motion.

**Roll Call Vote:** Commissioner McCall: Yes; Chairman Schwebach: Yes; Commissioner Candelaria: Yes.

**MOTION APPROVED.**

**D. SHERIFF:** Motion to approve Reorganization of the Torrance County Sheriff’s Office Transport/Civil Division into the Torrance County Sheriff’s Office Community Service Aide/Transport Division.

**ACTION TAKEN:**

**Chairman Schwebach:** Made a motion to approve Reorganization of the Torrance County Sheriff’s Office Transport/Civil Division into the Torrance County Sheriff’s Office Community Service Aide/Transport Division.

**Commissioner Candelaria:** Seconds the Motion.

**Sheriff Martin Rivera:** When CCA closed, a new division of the Sheriff’s Office opened, called the Transport Division. This gave us adequate personnel to move detainees to other areas, such as the Santa Fe County Jail. Since the reopening of CoreCivic, and because the personnel in the Transport Division are not law enforcement, we have not had as much work for them that they can safely and legally do as we previously did. They have been doing any work we can get for them, such as placing them in Dispatch. We needed to recognize where we can make changes that help the community.

**Chairman Schwebach:** We previously spoke of remaking the Division into a Community Service Aid Division. Chairman Schwebach was curious if having more deputies instead would be better suited to the Sheriff's Office.

**Undersheriff Eli Lucero:** A LEA Certified Deputy would be able to provide more services to the County than a Service Aide.

**Chairman Schwebach:** We went the direction we did because it was more fiscally responsible transporting detainees with a Transport Division instead of Deputies.

**Commissioner McCall:** The Commissioner appreciates the Sheriff's Office limiting the legal liability of an employee becoming wounded.

**Commissioner Candelaria:** Thanked the Sheriff's Office for helping people feel safe in their community.

**Madam County Manager Barela:** We could have Jeremy Oliver, the Finance Director, check out the numbers to see if we have the budget for more deputies.

**Undersheriff Eli Lucero:** In March, a Prisoner Transport position became vacant. A Certified Deputy was hired for the position, and we saw the advantages of having a Certified Deputy vs. an uncertified Deputy in the Transport Division. We spoke to Madam County Manager Barela about the possibility of advertising for Certified Deputies to apply and fill the role.

**Commissioner McCall:** There are a lot of unknowns about how many Deputies can be acquired with the funds available. Commissioner McCall asked when the county is unprotected because we have no deputies on duty.

**Sheriff Martin Rivera:** We have no coverage from 4 a.m. to 6 a.m. as we do not have the personnel to fill the role. We could have 24-hour coverage with 2 to 3 more Certified Deputies.

**Madam County Manager Barela:** We have had requests for Community Service Aides, but not Deputies. When having discussions trying to find a way to have enough people who are well suited for these positions, we thought the community could be best served with Community Service Aides.

**Chairman Schwebach:** Spoke honestly about his preference for Certified Deputies to fill the role, as opposed to Community Service Aides. The Chairman would much sooner prefer Certified Deputies and believes that they would be better served in the County.

**Madam County Manager Barela:** Certified Deputies would send more money to the Sheriff's Office via the State of New Mexico.

**Chairman Schwebach:** The Chairman remembers that while going over the budget review, distinctly remembers saying "I would like to keep some money in the reserves because I foresee the need for more deputies in the next year, like with everything that is happening in Albuquerque and our surrounding areas." He would prefer to have those numbers in front of the Commission.

**Commissioner Candelaria:** Would like to see where the highest crime rate in the County is and keep track of those numbers.

**Commissioner McCall:** Wanted to make clear that he would like to stay ahead of crime. Albuquerque is behind and trying to play catch-up. He would like to stay ahead of the crime and keep up with whatever the Sheriff's Office needs for resources and manpower.

**Jeremy Oliver, Finance Director:** Ran the preliminary numbers, it would be possible to have an additional 4 (4.3 according to the numbers) Certified Deputies for the same salary as the current Transport Division cost.

**Undersheriff Eli Lucero:** We have the necessary equipment to outfit new Deputies.

**Roll Call Vote: Commissioner McCall: No; Chairman Schwebach: No; Commissioner Candelaria: Yes**

**MOTION DOES NOT PASS.**

**Chairman Schwebach:** This decision was based on wanting to see the numbers on the possibility of getting more Deputies instead of Community Service Aides, and what the impact would be on the Sheriff's Office. The Chairman is willing to work on the budget to provide to the Sheriff's Office the necessities of the job.

**E. DISPATCH: Motion to approve authorization to pay invoice to Wagner Equipment for the Backup Generator: Moved to Item 6B.**

**F. ROAD: Motion to approve and submit funding request or the transportation Project Fund for completion of the Riley Road paving project.**

**ACTION TAKEN:**

**Chairman Schwebach: Made a motion to approve and submit funding request for the transportation Project Fund for completion of the Riley Road paving project.**

**Commissioner Candelaria: Seconds the Motion.**

**Cheryl Allen, Torrance County Grants Manager:** Mrs. Allen and Leonard Lujan, Torrance County Road Superintendent, met with 2 representatives from the DOT and MRCOG. They want the County to resubmit the Project Feasibility Form, increasing the funding request by \$150k for planning and design. This would bring the whole cost to \$2,050,000, and the DOT will pay 95% of the cost, or \$1,947,500. Torrance County would be responsible for a 5% match, or \$102,500. They were told that in our region, Torrance County is the only County to have applied. After the PFF is complete, it goes to a ranking meeting with the mid Region RPTO on June 8<sup>th</sup>. MRCOG would submit the application on the County's behalf. She believes that it looks like a good way to finish this project.

**Roll Call Vote: Commissioner McCall: Yes; Chairman Schwebach: Yes; Commissioner Candelaria: Yes.**

**MOTION APPROVED.**

**G. EMERGENCY MANAGER: Motion to approve and submit grant application for Federal Fiscal Year 2021 (Torrance FY2022), Emergency Management Performance Grant.**

**ACTION TAKEN:**

**Chairman Schwebach: Made a Motion to approve and submit application for Federal Fiscal Year 2021 (Torrance FY2022), Emergency Management Performance Grant.**

**Commissioner McCall: Seconds the motion.**

**Matt Propp, Emergency Manager:** Application of yearly EMPG. Changes are that there is a 50% match reimbursement on salary for both the Emergency Manager's position and the part time Emergency Management Specialist Position.

**Roll Call Vote: Commissioner McCall: Yes; Chairman Schwebach: Yes; Commissioner Candelaria: Yes.**

**MOTION APPROVED.**

**H. GRANTS: Motion to Approve and submit applications to Aging and Long-Term Services (ALTSD) requesting funding for the Estancia, Mountainair, and Moriarty Senior Centers for consideration during 2022 Legislative Session.**

**ACTION TAKEN:**

**Commissioner Schwebach: Made a Motion to approve and submit applications to Aging and Long-Term Services (ALTSD) requesting funding for the Estancia, Mountainair, and Moriarty Senior Centers for consideration during 2022 Legislative Session.**

**Commissioner McCall: Seconds the Motion.**

**Cheryl Allen, Torrance County Grants Manager:** Introduced Angela Coburn from Presbyterian Medical Services. She operates the Senior Centers in the Counties. They, along with PMS personnel, did a tour of the three different Senior Centers in the County and made estimates of the funds needed. Deputy County Manager Philip Tenorio and project expert Patrick Dyer helped with the estimates.

Estimate requests:

Estancia Senior Center: \$169,620

Mountainair: \$170,000

Moriarty: New Senior Center, Planning: \$48,725.

Construction costs: \$657,794, minus architectural fees.

Not requesting money for Moriarty Senior Center because renovation would cost approximately \$447,000. The County owns the property for the new location of the Senior Center, so no demolition or property acquisition needs to take place. The existing Senior Center will be kept operating while the new Center is built.

Cheryl Allen needed approval to be designated as the signatory authority on online application.

Presbyterian Aging and Long-term Services oversees this program, evaluating the applications and what recommendations they will make for Legislative Section for 2022 and which projects will be funded. This is at which point an approval or denial will be made.

**MOTION AMENDED:**

**Commissioner McCall: Amended motion to designate Cheryl Allen as the signatory on behalf of the Commission for the applications to Aging and Long-Term Services (ALTSD) requesting funding for the Estancia, Mountainair, and Moriarty Senior Centers for consideration during 2022 Legislative Session.**

**Commissioner Candelaria:** Asked Ms. Coburn when the reopening will be.

**Angie Coburn, County Manager for Presbyterian Medical Service:** Senior Center reopening plan in the works, the barricade preventing the reopening is the requirement of a surveillance testing program. Significant changes were necessary because of COVID. June 30<sup>th</sup> is the target date.

They were budgeted to provide 31,935 meals to the Torrance County community between July 1, 2020, through June 30, 2021. A total of 30,129 of grab-and-go and home-delivered meals have already been provided.

Aging and Long-Term Services have already begun a 5-year plan and are accepting public comment at this time. The language this year leaves them open to be creative in providing service for the Senior community, as opposed to previous years' budgets. The grab-and-go meals are very helpful to those who do not want to come into the Senior Center.

**Chairman Schwebach: Seconds the Motion.** The Chairman thanked Ms. Coburn.

**Roll Call Vote: Commissioner McCall: Yes; Chairman Schwebach: Yes; Commissioner Candelaria: Yes.**

**MOTION APPROVED.**

**I. GRANTS: Motion Agreement for FY 2022.**

**ACTION TAKEN:**

**Chairman Schwebach: Made a motion to approve the Rural Primary Health Care Act Agreement for FY 2022.**

**Commissioner Candelaria: Seconds the motion.**

**Cheryl Allen, Torrance County Grants Manager:** This Rural Primary Health Care Act Agreement is an ongoing agreement and is the same as last year, there is no change to the work or the budget. The baseline report fee is to \$7,000, the administrative fee is \$4,100, and the monthly fee to run the program is \$90,024 paid to Presbyterian Medical Services at the Mountainair Family Health Center.

**Chairman Schwebach: Amended motion to designate Madam County Manager Janice Barela as the signatory authority on behalf of the Commission on the Agreement.**

**Roll Call Vote: Commissioner McCall: Yes; Chairman Schwebach: Yes; Commissioner Candelaria: Yes.**

**MOTION APPROVED.**

**J. GRANTS: Motion to initiate the Art in Public Places Selection for the Administrative Building and Road Shop Yard and designate Cheryl Allen, Torrance County Grants Manager, as the Local Selection Committee Project Director.**

**ACTION TAKEN:**

**Chairman Schwebach: Made a motion to initiate the Art in Public Places Selection for the Administrative Building and Road Shop Yard and designate Cheryl Allen as the Local Selection Committee Project Director.**

**Commissioner Candelaria: Seconds the Motion.**

**Cheryl Allen, Torrance County Grants Manager:** The Art in Public Places project is funded as part of the Capital Appropriations budget for Construction and Renovations projects that are over \$100k. At this point, there is art available that needs to be purchased from the \$125 appropriation for the improvement to Torrance County Administration Building. The improvements have already been made; the next step is the purchase of artwork for the building. The next one to come up is for the Torrance County Road Department Shop, and it is for \$5,500. The state of New Mexico has strict procedures to follow for purchasing the art for

these projects. A local Selection Committee Project Director needs to be designated, and Mrs. Allen has volunteered to fill this role.

Some of the responsibilities for the Director position include assembling the local selection committee, submitting the required documentation and invoices to the state, scheduling a minimum of 3 meetings per project, arranging the installation following the specific guidelines set by the state, and dedicating the coordination of artwork.

The AIP awards listed are to purchase the art only. The County would be responsible for the purchase of display and security items, such as matting and framing a painting, or purchasing a pedestal for a sculpture.

**Madam County Manager Barela:** Something like the mural in the front of the Admin. building, for example, would not be approved.

**Cheryl Allen, Torrance County Grants Manager:** It needs to be a substantially more expensive project.

**Commissioner Candelaria:** Asked if they will be considering local artists for this project. Suggested Joe J. Brazil.

**Cheryl Allen, Torrance County Grants Manager:** Answered in the affirmative. There need to be specific people on the Committee. The first is the owner agency, in this case Torrance County. The second is the user agency, during the Admin Project this would be someone from the Torrance County Administrative Building, and the Road Department project needs someone from the Road Department. The needs to be an art engineer or architect. An art professional and a visual artist are also necessary. Mrs. Allen would be open to any suggestions.

**Chairman Schwebach:** The Commission is appointing Cheryl Allen as the Local Selection Committee Director. Any other expenditures need to be brought before the Commission to be approved.

**Roll Call Vote: Commissioner McCall: Yes; Chairman Schwebach: Yes; Commissioner Candelaria: Yes.**

**MOTION APPROVED.**

**BREAK TO CHANGE DISC: 10:20 A.M. UNTIL 10:25 A.M.**

### 13. DISCUSSION:

#### A. MANAGER'S REPORT: Madam County Manger Barela Read the Manager's Report, hereto attached.

**Chairman Schwebach:** There has been a lot of talk about Community Service and trash pickup; asked if this has been happening more, or was it just not spoken about in meetings.

**Madam County Manager Barela:** Undersheriff Eli Lucero was the one who started the trash pickup as a possible solution to the trash problem at the Pilot store in Moriarty. From there, Madam County Manager Barela began to think that this was a good idea and wondered if it could be continued elsewhere in addition to the Pilot. Undersheriff Lucero got another group together. Tracey Master came to mind as a volunteer to possibly coordinate with, considering her work of Community Service through Teen Court.

**Steve Guetschow, Planning and Zoning:** Prior to Undersheriff Lucero, he and others have done tours of the park while in the area. It is a site where residents and even some contractors have been discarding their refuse over the years.

They would try to identify who had perpetrated the illegal dumping, and then, along with Mr. Lujan's Road Crew, clean the area up. Mattresses and clothing have been found in the park, and in conjunction with warm weather, these items make good nests for rodents. Rodents heighten danger during the summer months.

**Chairman Schwebach:** Asked when the Solid Waste Authority Contract is Due.

**Madam County Manager Barela:** The current contract we are under expires June 30, 2021. There will be two Commission meetings prior to the contract's due date.

**Chairman Schwebach:** Would like the next meeting to include a large portion of time dedicated to discussing the EVSWA Contract.

#### B. COMMISSIONER'S REPORTS:

##### 1.) Commissioner McCall, District 1:

**Commissioner McCall:** The Commissioner is hoping to obtain work permits for some of the County Inmates in CCA to help with the Community Service like trash pickup, while under the supervision of the County.

The Commissioner wanted to make the Commission and Public aware of two upcoming projects involving metal buildings being erected. After speaking with a contractor from Mueller, Inc, he found they are 6-12 months out from time of delivery. Commissioner McCall asks that the community is creative as possible with ideas regarding these endeavors.

Commissioner McCall also ed whether the grant pertaining to the acquisition of high school interns has been approved.

**Cheryl Allen, Torrance County Grants Manager:** Answered in the affirmative. The agreement and funding have not been received yet, but permission has been given to the County to begin immediately posting ads for the internship positions and a Coordinator.

**Chairman Schwebach:** We have plans and a design for the Road Shop, but the money has not been appropriated.

**Madam County Manager Barela:** Correct. We have not received the agreement. It will be submitted for approval again, as did the previous one which stated an incorrect location. Then it will come back for re-appropriation.

The items that come back for re-appropriation will be done in the same manner as the 2021 Capital Outlay. The bonds have not yet been sold.

**Chairman Schwebach:** Asked to investigate whether it can be ordered on a less than 20% down payment, since delivery is so distant.

**Madam County Manager Barela:** These are difficult times, but we must follow the procedures outlined by the NM Department of Finance and Administration (DFA). The funding must be at the County's disposal and executed before we get any notice of obligations for any purchases made. Will check into it to see how creative we can get and what we can do knowing full well that we are ready to break ground and do whatever needs to be done in the RFP process.

**Discussion continued about beginning work on the Torrance County Fairgrounds without having the funds released.**

**Madam County Manager Barela:** Made the point that money cannot be used whatsoever until the agreement is signed and the plan and invoices are submitted the D.F.A. They must then give the County a notice of obligation. This allows the County to purchase the tools, materials, and contracts necessary for the

construction of the buildings. A contractor may be found before these other events occur.

**Deputy County Manager Tenorio:** Made additional points about what actions the County can take before the funding is secured.

**Steve Guetschow, Planning and Zoning:** We need to be compliant with FEMA for the H&H studies regarding the flood zone, and our submittal of map amendment to remove the portion of the property where the buildings will go from the flood hazard zone. As a government agency we are required to do that. We have a proposal from an engineering firm who can conduct the H&H studies and submit those applications for the County, and that was \$23,000. The overall turnaround will be 75 days.

**Madam County Manager and Leonard Lujan, Road Department:** Discussed how the bonds work.

## **2.) Commission Chair Schwebach, District 2:**

**Chairman Schwebach:** Discussed the American Recovery Act.

**Madam County Manager Barela:** This will be on the next meeting agenda.

**Chairman Schwebach:** That is acceptable. Believes that a reliable water system would be the best and most helpful piece of infrastructure. Would like to get a better understanding of the whole process and the money it would take to have a self-sustaining water system. Discussion included input from Deputy County Manager Tenorio and Commissioner McCall.

**Deputy County Manager Tenorio:** Believes that using seed money to install a water system in McIntosh, Sunset Acres in Moriarty, or correct a water system such as the Duran Water System would be one of the best uses of funding from the Federal Government. John Schumacher did the original studies on the Estancia Basin. The Estancia Basin is in trouble.

## **3.) Commissioner Candelaria, District 3:**

**Commissioner Candelaria:** Spoke of the Torrance County Park and working with the Soil and Water Conservation District about possibly getting

wood cut for the park. There will be two ceremonies held honoring our veterans on Monday. The first is by the American Legion Post 22 in the Estancia Cemetery around 9:00-9:30 A.M. The second is by the VFW 3370 in the afternoon at Tractor Supply passing out poppies in remembrance. Please take time and think about how our veterans have given to our country.

#### **14. EXECUTIVE SESSION:**

**A. MANAGER: Purchase of the County Fairgrounds, closed pursuant to NMSA 1978, Section 10-15-1(H)(7).**

#### **ACTION TAKEN:**

**Chairman Schwebach: Made a motion to enter executive section to discuss the Purchase of the County Fairgrounds, closed pursuant to NMSA 1978, Section 10-15-1(H)(7).**

**Commissioner McCall: Seconds the Motion.**

**Roll Call Vote: Commissioner McCall: Yes; Chairman Schwebach: Yes; Commissioner Candelaria: Yes.**

#### **MOTION APPROVED.**

**Enter executive session at 11:18 A.M.**

#### **ACTION TAKEN:**

**Chairman Schwebach: Made a motion to reconvene at approximately 12:01 for Regular Session.**

**Commissioner McCall: Seconds the motion.**

**Roll Call Vote: Commissioner Candelaria: Yes; Chairman Schwebach: Yes; Commissioner McCall: Yes.**

#### **MOTION APPROVED.**

**15. ANNOUNCEMENT OF THE NEXT BOARD OF COUNTY COMMISSIONERS MEETING: June 9, 2021 @ 9:00 A.M.**

**15. ANNOUNCEMENT OF THE NEXT BOARD OF COUNTY COMMISSIONERS MEETING: June 9, 2021 @ 9:00 A.M.**

**16. SIGNING OF OFFICIAL DOCUMENTS**

**17. ADJOURN:**

**ACTION TAKEN:**

**Chairman Schwebach Made a motion to adjourn.**

**Commissioner McCall: Seconds the motion.**

**MEETING WAS ADJOURNED AT APPROXIMATELY 12:03 P.M.**

**Regular Commission Meeting:**

**May 26, 2021**

**Signed By:**



**Ryan Schwebach – Torrance  
County Board of Commission  
Chairman**



**Valerie Smith – Admin Assistant**

**Date: 6/09/2021**

The Video of this meeting can be viewed in its entirety on the Torrance County NM website. Audio discs of this meeting can be purchased in the Torrance County Clerk's Office and the audio of this meeting will be aired on out local radio station KXNM.

# TORRANCE COUNTY



## MANAGER'S REPORT

5/26/2021

Janice Y. Barela

505-544-4703

[jbarela@tcnm.us](mailto:jbarela@tcnm.us)



# *Departments Update*

## **Contract between Torrance County and Estancia Valley Solid Waste Authority (EVSWA)**

Martin Lucero, the Executive Director for the Estancia Valley Solid Waste Authority, and I have begun discussions for the renewal of the contract between EVSWA and Torrance County. The current contract expires June 30, 2021. We will continue these discussions, and this contract will appear as an action item on the June 9, 2021, Commission Meeting.

## **Treasurer's Office**

Congratulations to Carol Aragon. She was promoted to Treasury Controller in the Treasurer's Office. Carol has been with County for 13 ½ years. She will do an amazing job, and we are proud to see her advance in her career goals. She provides excellent customer service, and now she will also provide an added high level of internal controls. Congratulations, Carol.

## **Human Resources**

Torrance County currently has the following job opportunities available:

Summer Enrichment Internship Program  
Summer Intern Coordinator (2)  
Tax Specialist III  
Student Work-Study Program  
Animal Control Officer  
Mechanic/Equipment Operator  
911 Operator/Communication Specialist  
Clerical Float Clerk

To get more information about these positions or to apply for any of these positions, please visit the County's website at [www.torrancecountynm.org](http://www.torrancecountynm.org). Click on "Job Opportunities".

Department Heads who will be hiring new positions that the Commission approved as part of Interim Budget FY22 are working on their job descriptions for those positions. Funding will be available for the new positions beginning July 1, 2021.

## **Torrance County Park**

Planning & Zoning Director Steve Guetschow recently toured the Torrance County Park. He found illegal dumping is still occurring out there. We coordinated with Undersheriff Lucero for the cleaning of the park to be another community service project. If the road department has availability before the community service workers can accomplish it, then the road department will take care of it. We will be working on a long-term solution to this issue.

## **DWI**

The Torrance County DWI Prevention Program will be hosting Adult Mental Health First Aid classes. This training is for anyone and everyone and is provided at no cost.

Most of us would know how to help if we saw someone having a heart attack—we'd start CPR, or at the very least, call 9-1-1. But too few of us would know how to respond if we saw someone having a panic attack or if we were concerned that a friend or co-worker might be showing signs of alcoholism.

Mental Health First Aid takes the fear and hesitation out of starting conversations about mental health and substance use problems by improving understanding and providing an action plan that teaches people to safely and responsibly identify and address a potential mental illness or substance use disorder.

When more people are equipped with the tools they need to start a dialogue, more people can get the help they need. Mental Health First Aiders can even save lives.

Hear from Mental Health First Aiders in your community about how they have used their training to make a difference.

Currently, we have classes scheduled as follows:

Monday and Tuesday, June 14 & 15, from 8-noon – Moriarty Lions Club

Monday and Tuesday, June 21 & 22, from 8-noon – Moriarty Lions Club

Monday and Tuesday, June 28 & 29 from 8-noon – Torrance County Commission Chambers