

FINAL
Torrance County Board of Commissioners
Regular Commission Meeting
Wednesday, December 28, 2022, @ 9:00 AM

Commissioners Present: **RYAN SCHWEBACH-CHAIRMAN, DISTRICT 2**
KEVIN MCCALL- MEMBER, DISTRICT 1
VACANT, DISTRICT 3

Other present: **JANICE Y. BARELA- COUNTY MANAGER**
JUAN TORRES- DEPUTY COUNTY MANAGER
MIKE GARCIA- COUNTY ATTORNEY
SYLVIA CHAVEZ- COUNTY DEPUTY CLERK
KEVIN PHAM- CLERK II

1. Call to Order

Chairman Schwebach: Call the Regular Commission meeting to order at 9:00AM.

2. Invocation and Pledge of Allegiance

Pledge of Allegiance lead by **Chairman Schwebach**.

Invocation lead by **Tracey Master**.

Chairman Schwebach: I would like to say that this will be a solum meeting. As you all know Commission Candelaria fell ill suddenly and unexpectedly away from home. His family did have a chance to be with him, in doing such the family is still doing arrangement for his funeral. I have made a decision that we are not going to look at any appointments or even discuss that until after his family have put him to rest. I respectfully ask that the public acknowledge that.

3. Changes to the Agenda

Chairman Schwebach: Is there any changes to the agenda?

County Manager Janice Barela: Request that item 12-C deferred until the first meeting in January 2023, and there are no more changes to the agenda.

4. PROCLAMATIONS - NONE

5. CERTIFICATES AND AWARDS

A. MANAGER: Recognition of Dedicated Service as Torrance County Sheriff and Undersheriff: Martin Rivera

County Manager Janice Barela: I am here before you to honor a man who has dedicated 12 years of his life to public service here in Torrance County in the position of Undersheriff and Sheriff of Torrance County. It is Jose Martin Rivera. I have the opportunity to work with Sheriff Rivera the entire time that he has been here, and I can tell you that he is not just exemplary in his public service and leadership but as he protected and serve the people of Torrance County. He was also a people person, he did it in a way that show people he have compassion in every aspect of his job. He took the safety of the citizen to heart as well as his deputies, and command staff. He is somebody that is easy to work with. He is an advocate for his department in many ways. I know that he will move on and do some great things in Torrance County. I am so thankful that Torrance County had him here during some very difficult time with officers involved shooting, and there was homicide and many different things under his leadership the department does a great job of coming together in addition to providing all services to our constituent as well as our members at the sheriff office. Today, upon finishing up his term on December 31, 2022 Sheriff Rivera will move on to the District Attorney office as a Senior Investigator. He will still be here in Torrance County serving and protecting another capacity. We would like to congratulate you on that, and we would like to thank you very much. This plaque is presented to Jose Martin Rivera in recognition of your public service and leadership in protecting and serving the people of Torrance County as Sheriff.

Sheriff Rivera: I would like to thank the Commissioners; you guy has been great. You have helped us a lot through everything, and Janice have helped us. The whole government has always supported us. I would like to thank my staff, Stephanie. Without Stephanie I think I would be lost, she has kept me inline, and made sure everything was paid. I would also like to make sure that she is noted on here also. I would like to thank my commanding staff Ballard, and Stockum. Without them again we would be lost, so thank you very much.

B. ROAD: Recognition of Employee Service Year Pin: Pete Montano (20) Deferred from November 9, 2022, Meeting

Leonard Lujan Road Superintendent: We would like to recognize an employee that has been with us for 20 years. We hired him right out of school. Part-time as a senior and full-time when he graduated. He has been a blade operator to a truck driver to a mechanic to anything you can think of out there. He is one of my road foremen right now, and he takes care of everything out on the field when I can't get out there. He keeps the guys inline and make sure everything works as they are supposed to. Hopefully he will finish out his career here. I would like to recognize Pete Montano for all the works he has done.

Pete Montano: I would like to say, I've been here a few years and have seen a lot of Commissioners come and go. I would like to say thank you to LeRoy, he has been here before with us, and anybody that knows him know that he is an awesome human being. With Commissioners like that, that keeps us going. Without them and making friends with the Commissioners like these guys up here. It would be pointless to work for nothing, so I would like to acknowledge him. After being here for 20 years LeRoy and the County Commissioners for making it easier than it could have been. I will be here for another 5 years, so thank you guys.

C. **ROAD:** Recognition of Employee Service Year Pin: Brian Sanchez (25) *Deferred from November 9, 2022 Meeting*

Leonard Lujan Road Superintendent: Brian is not able to be here today to accept his service pin, because he is taking care of some stuff. He has been her for 25 years. He has been my truck driver for the last 15 years. For the past 18 years he has been on a truck making sure that our gravel projects get done and keep the guy's training on the trucks. I wish he was here, but he cannot be here right now. He has 25 years with us, and he is not planning to leave us right now.

6. **BOARD AND COMMITTEE APPOINTMENTS - NONE**

7. **PUBLIC COMMENT and COMMUNICATIONS**

Chairman Schwebach: I ask to keep it around the two minutes range.

County Manager Janice Barela: We have three people sign up for public comment. The first one is Sam Schropp.

Sam Schropp: I would like to start my statement today by remembering and honoring LeRoy Candelaria services to our Country and our State, and Torrance County. For the past two meeting I have pointed out problems with the roads and how they are being manage, and the maintenance cost to the business trying to do business in Torrance County. The increase maintenance cost through the school district, the sheriff department, the fire district, and the people of Torrance County cause by the condition of the roads. As a side note with speaking with Mr. Schwebach this morning. The Commissioners are working on a comprehensive plan to use the money that is coming our way. I appreciate that responsiveness. I've outlined the needs to improve economic opportunity in jobs growth needed to lift this county out of poverty. Those economic opportunity and jobs growth will come to Torrance County with improved roads. We all know that there will be money available in fiscal years 23 and 24 to make tangible improvements to the quality of life for Torrance County residents. I urge the Commissioners and the County Manager to add a page on the County website reporting on pending projects and their status, and the projects of the road works. Transparency in county government would be a first step in relieving frustration and promote understanding in how our county government office operate.

County Manager Janice Barela: Samantha O'Dell Emergency Manager.

Samantha O'Dell Emergency Manager: At the last meeting I've provided some information regarding our Hazard Mitigation Plans, so I just want to give an update on that. Dec. 20th I received an email from the Department of Homeland Security and Emergency Management. Requesting that we agree to the extenuating circumstances application that they have submitted on Oct. 26, 2022, on behalf of the County. This is the first that I am aware that this application has been submitted. I had a meeting with the Department of Homeland Security and Emergency Management yesterday. This application for extenuating circumstances was submitted due to some funding for Claunch Pinto. They are currently trying to get fundings on what they called phase 2. Which is fuel reduction, fire fuel reduction plans that they are working on. Without our Hazard Mitigation Plan, they are not able to get those funding. We have been asked to complete our Hazard Mitigation Plans in 12 months instead of the 18

months that we would normally have to do this. I do not know what the circumstances will be if we do not complete this in 12 months, but we do know that the funding will stop. We do not know if the funding has to be returned. I will be doing more research on this and I will provide an update and hopefully more information on the next meeting.

County Manager Janice Barela: Augustine Montoya

Augustine Montoya: I am here to pay tribute for the loss of Commissioner LeRoy Candelaria. Commissioner LeRoy Candelaria was an integral part of our community for a couple of different reason that we are all well aware of what those are. I just wanted to express how deeply and profoundly how impacted we are as a community, not just by his loss but by his life. I asked that the Commission carry with you guys the morals that he brought forth not just to this Commission, but everything that he did. That is bringing forward service and representation. He expressed that and amplified that through his whole life. With that in mind, I really appreciate guys giving me a moment of your time.

County Manager Janice Barela: That's all we have for in person public comments.

Noah Sedillo Finance Director: We have one more on Zoom for public comments. Rob Wagner.

Rob Wagner: First of all, I would like to express my condolences to Commissioner Candelaria family. Especially during the holiday to lose a loved one. Thanked him for his service. I would like to thank Sheriff Rivera; he definitely deserves the award that he got today. I would like to talk about item 11-A. I am grateful to see this item on the agenda today. I was actually shocked to see that this mechanism exists for removing an elected official. Elected officials that don't go to work can be removed for not showing up for 30 days of work. In the private world that's typically 3 days not 30 days. That's ten time longer for the public sectors then elected officials. That needs to be looked at in our State, where job abandonment takes 30 days. 30 days is far to long of a grace period for an elected servant not showing up for their elected position. I know Commissioners that this is not on you, but it a state statue. I'm just putting it out there for the public to hear. In the real world 3 days is acceptable.

Noah Sedillo Finance Director: Mr. Chairman that conclude Zoom.

8. **APPROVAL OF MINUTES – NONE**
9. **APPROVAL OF CONSENT AGENDA**

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

Action Taken:

Chairman Schwebach: Made a motion to approve payables.

Commissioner McCall: Second the motion.

Rolled Call Vote: District 1 voted yes, District 2 voted yes, All Commissioners in favor.
MOTION CARRIED.

B. PLANNING & ZONING: Approval of 2023 Planning and Zoning Board Meeting Schedule.

Action Taken:

Chairman Schwebach: Made a motion to approve 2023 Planning and Zoning Board Meeting Schedule.

Commissioner McCall: Second the motion.

Don Goen Director of P&Z: The Board of Planning and Zoning recommendation to the Commission was to approve the schedule. As it stated in the minutes there, it is straight forward that the meeting is on the first Wednesday of every month. Deadline for submitting for the next month is the first Thursday, and there are no conflicts of any holidays.

Rolled Call Vote: District 1 voted yes, District 2 voted yes. All Commissioners in favor.
MOTION CARRIED.

10. ADOPTION OF ORDINANCE/AMENDMENT TO COUNTY CODE-NONE

11. ADOPTION OF RESOLUTION

A. COMMISSION: Resolution 2022- 61, a resolution deeming that Torrance County Clerk, Yvonne Otero, has abandoned her position by absenting herself from work for 30 or more successive days.

County Manager Janice Barela: Read Resolution 2022-61 into record. Resolution 2022-61 here to attached.

Action Taken:

Chairman Schwebach: Made a motion to approve Resolution 2022- 61, a resolution deeming that Torrance County Clerk, Yvonne Otero, has abandoned her position by absenting herself from work for 30 or more successive days.

Commissioner McCall: Second the motion.

Rolled Call Vote: District 1 voted yes, District 2 voted yes. All Commissioners in favor.
MOTION CARRIED.

B. GRANTS: Approve Resolution and Agreement for the Law Enforcement Retention Fund in the total amount of \$93,750.

Cheryl Allen Grant Manager: We have received the award for the Law Enforcement Retention Fund in the total amount of \$93,750. The funds provided is for law enforcement officers that remain in Torrance County for any where from 4 to 19 consecutive years. The award will be split into three years, the first year will be \$37,500. The second year will also

be for \$37,500, and the third year will be for \$18,750. The awarded money will be paid upfront to the County, and any funds that are not used by the end of the fiscal year will have to be return to the state.

All Documents Are Here to Attached.

Action Taken:

Chairman Schwebach: Made a motion to approve Resolution 2022-62. Resolution and Agreement for the Law Enforcement Retention Fund in the total amount of \$93,750.

Commissioner McCall: Second the motion.

Rolled Call Vote: District 1 voted yes, District 2 voted yes. All Commissioners in favor.
MOTION CARRIED.

12. APPROVALS

A. GRANTS: Approval of contract with Jeannette Martinez to provide training services regarding the Restorative Justice program to support program design and development and provide coaching for the Restorative Justice Facilitator.

Cheryl Allen Grant Manager: We would like to hire Jeannette Martinez for the Restorative Justice Facilitator with a lot of years of experience, and support from CYFD.

Documents and Contract are here to attached.

Action Taken:

Chairman Schwebach: Made a motion to approve contract with Jeannette Martinez to provide training services regarding the Restorative Justice program to support program design and development and provide coaching for the Restorative Justice Facilitator.

Commissioner McCall: Second the motion.

Rolled Call Vote: District 1 voted yes, District 2 voted yes. All Commissioners in favor.
MOTION CARRIED.

B. GRANTS: Approval of amendment to contract with Rebecca Armstrong increasing her hourly rate to \$31/hour as the Juvenile Justice Continuum Coordinator as funded through the Juvenile Justice Continuum of Graduated Sanctions grant.

Cheryl Allen Grant Manager: Two weeks ago, CYFD approved this and recommended by the State Juvenile Justice Continuum Board to increase all Continuum Coordinators through the State. The funding is available through a grant in order to pay this additional salary.

Documents and Contract here to attached.

Action Taken:

Chairman Schwebach: Made a motion to approve amendment contract with Rebecca Armstrong increasing her hourly rate to \$31/hour as the Juvenile Justice Continuum Coordinator as funded through the Juvenile Justice Continuum of Graduated Sanctions grant.

Commissioner McCall: Second the Motion.

Rolled Call Vote: District 1 voted yes, District 2 voted yes. All Commissioners in favor.
MOTION CARRIED.

- C. **GRANTS:** Discussion with possible action: Presentation with Kendall Chavez, Food & Hunger Coordinator from the Office of the Governor, about the New Mexico Food Security Grant, with consideration of possible increase in local funding.

ITEM BEING DEFFERED FOR THE FIRST MEETING IN JANUARY 2023.

- D. **FINANCE:** Estancia Basin Water Planning Committee – Request approval of two prior year invoices from John Shoemaker & Associates, INC. for geo-hydrological services in the amounts of \$11,262.05 and \$2,842.04 (combined total of \$14,104.09.)

Noah Sedillo Finance Director: We have an MOU for Estancia Basin Water Planning Committee. We do have two invoices for prior years. Those were prior obligation from last year budget. With our policy, it requires the commissioner's approval. These are funds that are collected. Largely in part from Santa Fe County and other Municipalities within the Estancia Basin for the Water Planning Committee that are physically funded, and we as a County provide in-kind services. This is a debt I do believe; we need to pay and call John Shoemaker & Associates.

Action Taken:

Chairman Schwebach: Made a motion to approve Estancia Basin Water Planning Committee – Request approval of two prior year invoices from John Shoemaker & Associates, INC. for geo-hydrological services in the amounts of \$11,262.05 and \$2,842.04 (combined total of \$14,104.09.)

Commissioner McCall: Second the motion.

Rolled Call Vote: District 1 voted yes, district 2 voted yes. All Commissioners in favor.
MOTION CARRIED.

- E. **MANAGER:** Discussion and possible approval of architect for the new Torrance County Administrative Building.

Juan Torres Deputy County Manager: what I have before you is additional documents, two different sets of programs with the three on call engineer architects proposal. At this point you would just go through and pick which one you would like to use and select one today. It's really asking on how you guys want to proceed.

All Documents are here to attached.

Commissioner McCall: Before we go into an agreement, I would like to go over the needs assessments. Have each department gone through this, and giving their opinions on space size and so forth?

Juan Torres Deputy County Manager: As of November 4, 2021, that was dated the last programming that was done, so all the architects do have some kind in-put in their proposal for additional programming. At the time they did go through with each department heads to verify the type of needs at the time.

Commissioner McCall: I understand that there are some programs built into this architectural design. Before any decision is made, I would like to get the needs assessments a little tighter. Maybe we need to include a workshop or get with the department heads with one commissioner to talk about the need assessments from each department.

Chairman Schwebach: I would agree with that. There will be no action taken at this time for item 12-E.

F. FIRE: Discussion and possible approval of changes for Torrance County Firefighter and EMT positions. *Deferred from December 15, 2022 Meeting*

- 1) Salary increases to retain current staff and fill current vacancies.

Don Dirks Fire Chief: What I have before you here on the first page is the EMS personnel services and benefits. This shows where we are currently at with our budget. The overtime budget is the only thing we are way over. We are at our average 30% budget yearly at this point. For halfway through the year, we are way under budget, except for our overtime because we are so understaffed.

Chairman Schwebach: What is the proposal for the salary increases?

Don Dirks Fire Chief: So, the proposal for the salary increase is for two dollars an hour from the Lieutenant position down, and there is a total of 14 positions. On the proposed budget it shows the increase of all positions were paramedic, so the increase will be \$87,592. It will not reach that much at this point.

Chairman Schwebach: Since we are on discussion, lets discuss on item F-2 also.

- 2) EMT PRN positions to help fill schedule gaps.

Don Dirks Fire Chief: Our PRN positions are like our float clerks. We call them in when we need them, or for extra shifts when people call in sick. On average companies hire them like Superior and AMR and would usually pay them a couple of dollars more. We would pay the PRN with the same amount as our employee but without the benefits.

Chairman Schwebach: So, the PRN are contract and available?

Don Dirks Fire Chief: Yes.

Chairman Schwebach: Why are they available?

Don Dirks Fire Chief: For instant like, people working for Superior full time. On their day off they can pick up a shift as a PRN to make extra money.

Chairman Schwebach: When we are dealing with contractors as such. How do we know if they're well rested?

Don Dirks Fire Chief: From what I know, they usually have extra time off. When they do come in, they are well rested.

Chairman Schwebach: Clearly, we have a lot of vacant positions, so in the meantime we have the PRN to fill in these positions until we have the full-time positions filled. After the position is filled then we will pull the contractors from the full time positions?

Don Dirks Fire Chief: Yes, that is correct.

County Manager Janice Barela: We can enter a contract for one year with renewable. I can speak with our Finance Director about that on a more professional level. That does not mean we have to call them in, we would just have them on call as needed.

Chairman Schwebach: On this last page we have comparable salary from Moriarty FD. How does the proposed salary match up here?

Don Dirks Fire Chief: The proposed are basic, it pretty much match up to the paramedic levels. They would still pay more for the paramedic level, and the fire fighters. For the EMT's basic we are matching their hourly rate at \$16.85.

Chairman Schwebach: What does that mean for incentive 1, 2, and 3?

Don Dirks Fire Chief: What that mean is that if they're fire fighter basic EMT \$16.85. They can go take class to become an instructor, or fire fighter 2, or go up to an intermediate level. With that their pay rate can go up and receive incentive for each certificate that they get. Up to \$19.54 an hour.

Chairman Schwebach: Do we match them clear across the board?

Don Dirks Fire Chief: We do not match them across the board, because we have built in raises for our probationary and our basic. As well as EMT, Paramedics.

Commissioner McCall: So, we will be running close to Moriarty until we get to the Paramedic level?

Don Dirks Fire Chief: Yes, for incentive level 1.

Commissioner McCall: Where would Torrance County be with the \$2.00 raised?

Don Dirks Fire Chief: We will be at \$18.75.

Commissioner McCall: So that would be higher, correct?

Don Dirks Fire Chief: Yes, by 15 cents.

Commissioner McCall: What would the pay be with the \$2.00 raises for each position.

Don Dirks Fire Chief: It will be \$16.75 for the basic, \$17.75 for the intermediate, \$18.75 for the Paramedics, and the lieutenant.

Chairman Schwebach: How does our incentive work?

Don Dirks Fire Chief: For our incentive is if they go up on their EMT levels, which is what we have been focused on.

Chairman Schwebach: Is this proposed increase for the full 12 months budget, and no for the remainder of this budget cycle, correct? Assuming all position are fill?

Don Dirks Fire Chief: Yes, that is correct.

Chairman Schwebach: I'm inclined to move forward with this because we have the budget for this.

Commissioner McCall: When we get fully staffed, do we have enough equipment to full fill our needs?

Don Dirks Fire Chief: We have enough equipment with two new ambulances, and three backups.

Commissioner McCall: How are we looking on volunteers?

Don Dirks Fire Chief: We have a total of 70 across the County, and actively about 40.

Commissioner McCall: I had conversation this week with Mayor Heart, and County Manager to meet with MESD Superintendent to see if we can create a program within the school. Where we can get these high schoolers trained, so when they do come out of high school they can apply when they turn 18. I think that would be a great opportunity for the students, and I'll get involved in that with County Manager and Mayor Heart.

Action Taken:

Chairman Schwebach: Made a motion to approve F-1 salary increases to retain current staff and fill current vacancies, and F-2 EMT PRN positions to help fill schedule gaps.

Commissioner McCall: Second the motion.

Rolled Call Vote: District 1 voted yes, District 2 voted yes. All Commissioners in favor.
MOTION CARRIED.

G. ROAD: Discussion and possible approval of amendment to Road Department Salary Schedule.

Leonard Lujan Road Superintendent: I have spoken with Juan on how we have a lot of vacancies in our department, and how we can fill them. We created a salary schedule for step 1, step 2, and step 3. What I like to do here is pull out on how they get their raises based on the number of years they have been here. I would like to replace that with raises based on their certifications. When you come in at an Operation 1 you get paid at \$13.00 an hour and \$13.50 when you get certified. After that I can only bump up their pay base on the number of years they've been here, and not base on their certifications. Even if they're certified to operate all machines and get their CDL. What I would like to do is change my starting salary at \$16.50, and a bump of 75 cents to an OP. 2 and another 75 cents to an OP 3. Which would put us at \$18.00 an hour. With that we are not changing our budget at all, we are just changing the salary. We are not asking for more money because that is what our budget is budgeted at \$18.00 an hour.

Commissioner McCall: I can appreciate that. Especially with what I'm trying to do in retaining our youth to know if they work hard, they don't have to wait 12 years to get to that level.

Chairman Schwebach: Are you proposing that this be effective immediately or on the next budget cycle?

Leonard Lujan Road Superintendent: Immediately, ASAP. We have enough funds in our budget and it wouldn't change our budget at all.

Chairman Schwebach: It would change your budget effectively next year, but not currently because you have a lot of vacant positions?

County Manager Janice Barela: That's not accurate. The way our previous Finance Director did the budget, was by setting it up with every position was maxed out on its salary. Just incase if there was that one individual that qualified for the highest level possible, so there would not be a change in the budget with the increase. As Leonard stated it is all ready in the budget to be covered.

Juan Torres Deputy County Manager: Even if we have all positions filled and put every employee at \$18.00, this would still be under budget. The reason is because the budget was max out at \$18.75. Even moving forward, we will still be under budget for this.

Chairman Schwebach: Are you proposing to totally remove the step plans or just take the year out for when an operator gets up to the point where they are certified and qualify?

Leonard Lujan Road Superintendent: Yes, I want to move them up by the way that they are certified, and not by years. The way that it is done now is by years.

Commissioner McCall: Are you proposing for everything up from mechanics, admin, foremen and all that? Or are you proposing to take away all the years?

Chairman Schwebach: You want to go solely on qualifications?

Leonard Lujan Road Superintendent: Yes, just only on Operation. OP 1, 2, and 3.

Chairman Schwebach: When they get certified, they go up in pay from the certification. With the years in service do we go up in pay also?

Leonard Lujan Road Superintendent: That will be your cost of living if we do get one.

Chairman Schwebach: I would like to continue this discussion on the next meeting, so we can gather more in-depth information on this matter.

H. COMMISSION: Discussion and possible action regarding ARPA funding for roadway projects/equipment.

Commissioner McCall: I have asked the Commissioners if they will be willing to put some of our ARPA funds that we have to work on the roads. The other Commissioners were engaged to discuss this for a possible action. Leonard, did you say base course for 40K a mile?

Leonard Lujan Road Superintendent: It's 45K.

Chairman Schwebach: For 45K, is that with engineer base course?

Leonard Lujan Road Superintendent: yes.

Commissioner McCall: Can you give me the specs difference in chipseal and the price?

Leonard Lujan Road Superintendent: The chipseal is about 35K a mile for a single pan, so if create a new road you would use double pan so it will cost 70K per mile. We can use caliche for under 20K and its coming from our pit.

Commissioner McCall: How is that material holding up vs the base course?

Leonard Lujan Road Superintendent: Base course is good material if you have steady moisture. Caliche would be way better material if we can crush it down to 1 inch minus, it will give us a better base and it will hold up a lot better in the moisture and the dry season also.

Chairman Schwebach: Have you looked at the cost for maintaining the roads with this different material?

Leonard Lujan Road Superintendent: For the base course, we have to blade that road at least 3 to 4 time a month. For caliche roads it'll be close to 3 months before we have to blade it.

Chairman Schwebach: So, back to the original question why we are having this discussion. Yes, I am all for committing the ARPA funds, but I would like to take a County wide

comprehensive approach on how we will do it with a 4 to 8 year plan. Based on traffic and material cost. How was your conversation with MRCOG?

County Manager Janice Barela: I have spoken with the executive director from MRCOG Dewey Cave. He is willing to come out and visit with us, so it will be Leonard, Commissioner, myself, and Juan. Where we will begin discussion for a comprehensive road plan to be made for Torrance County, and how that would work. MRCOG is interested in helping us, and what they can do for the County when it comes to roads.

Chairman Schwebach: How fluid is this plan based on our resources and our existing knowledge? How would it be incorporated? Does it take in traffic studies, and population?

Leonard Lujan Road Superintendent: There is a couple of ways we can do it. We can have MRCOG come and do a study on the road and prioritize every road we got. That would be the way to start, and they can pick a road for us to start on where it begin and where it ends. Then we go from there and see what kind of material we are going to use. Once we do that, my guys can come in and keep up with that plan pretty good.

Commissioner McCall: I agree that we need to come up with a comprehensive plan and evaluate that plan. With extra funds. Would you have the manpower and or the needs to take care of some problematic roads?

Leonard Lujan Road Superintendent: Yes, we could.

Chairman Schwebach: I am all for bringing a crusher in and crush the caliche material, but I would like the insurances that it would do for what we are looking into doing. How can we figure that out?

Leonard Lujan Road Superintendent: The only way for that is we would only crush some, so it will be enough to put some down. Then evaluate the roads and see what they look like, and how it would hold up.

Chairman Schwebach: There will be no action taken today, but I would like to put this discussion on the next meeting.

13. DISCUSSION

A. EMERGENCY MANAGEMENT: Discussion of the location of Emergency Management Office and the need for office, EOC, storage, vehicles, and mobile command to be in one location.

Samantha O'Dell Emergency Management: Open the discussion on the location of Emergency Management Office and the need for office, EOC, storage, vehicles, and mobile command to be in one location. With presenting a power point.

Here to attached is the power point on the discussion.

Chairman Schwebach: How big of a location are we talking about?

Samantha O'Dell Emergency Management: We would need a big enough location to house the EOC, and two offices for sure. A kitchen would also be needed for the EOC, when it is activated. Storage area, and a place where a mobile command can be parked inside due to water and such that is in it. With room for three trailers with a secure fence around them. A central location would be more ideal like McIntosh or Estancia would be great.

Commissioner McCall: Thank you for the information, that was more information that I've anticipated.

Chairman Schwebach: Thank you, that was a well put presentation.

B. MANAGER: Torrance County Domestic Violence Program – Current program status update and discussion to transition the program to a non-profit organization.

County Manager Janice Barela: This is placed on the agenda as a discussion item only for today but depending on the outcome of this discussion it can be moved to an action item in the future. We have an executive director that has resigned. When we started to look at the grant that we have with this we ended up communicate with the state. We found out that we are only one of two Counties in the state that actually provide these services. Some of the other Counties have entered in some sort of agreement or contract their services through a non-profit. The state is discouraging Torrance County to stay with this type of setup, and they are not excited about funding this grant for us.

Cheryl Allen Grant Manager: I've spoken with David Rivers CYFD Program Manager for the Domestic Violence Program. Since then, he has emailed me and said that he already talked to Valencia Shelter Services, and they are very interested in entering some sort of partnership with this. He was hoping to be able to set up a meeting with us in early January in order to negotiate what would be involved, and what Torrance County's roll would be with in that project.

Chairman Schwebach: Why the shift? Are we failing somewhere, or is the non-profit better?

Cheryl Allen Grant Manager: According to David, certain government employees should not have access to some of the records that they must have access to. For records like medical and such. It is better for the way 401K is structure to handle this kind of information, and is better protected through them.

Commissioner McCall: How is this program currently being funded? Is it being funded through the State of NM?

Cheryl Allen Grant Manager: yes.

Commissioner McCall: If we were to move this program to a non-profit. Would it still be funded through a grant.

Cheryl Allen Grant Manager: Yes, but not through Torrance County. It would be funded through CYFD to Valencia Shelter Service.

Commissioner McCall: So that would take us out of the loop?

Cheryl Allen Grant Manager: Yes, but the County would need to provide some sort of in-kind with the mutual and providing the office space. Another thing is that we would provide some support to the non-profit itself in a form of a grant or some kind of funding. I'm not to sure on how that works.

County Manager Janice Barela: As of right now Torrance County does provide funds to the Domestic Violence Program. I believe it is in the amount of 30K every year that is required since time that the deadline was not met for the application for the grant. That has continued ever since. I just want to make you aware that that is something that could be used. It is in the budget, and we are funding it.

Commissioner McCall: What is the timing look like?

Juan Torres Deputy County Manager: We have Tracey Master, who has gracefully stepped in to help us with the hotlines and the phone. There are certain things that we as Torrance County cannot provide. We cannot provide counseling, so in the very least we have to contract that out. Just so we can continue going until we can come up with a master agreement with the non-profit. There are some services that we are not capable of right now. Even if we hire someone today, they will have to be certified. It would take that one employee one year before they would even be eligible to teach those courses or hold those group sessions. That is something we do need to get done sooner than later.

Commissioner McCall: What is our current process and the way we do business now with the resignation happening. Is there anyway we could be in jeopardy in losing our grant, or not meeting our needs?

Cheryl Allen Grant Manager: Right now, with the grant, we are behind in reporting. I am working on that and try to get that report done ASAP.

Commissioner McCall: Is that all you know of that can jeopardize the grant?

Cheryl Allen Grant Manager: Yes.

Chairman Schwebach: From what I'm hearing that if we move to a non-profit, we will be providing better services. Are we not?

Cheryl Allen Grant Manager: I would say yes.

Tracey Master DWI Coordinator: I don't know much about domestic violence, and I am learning as I go. I have had the hotline for two weeks, and I am requesting that you move as quickly as reasonably possible. I have been asked questions that I have no answers for.

County Manager Janice Barela: I would like to set up a meeting with Mr. Rivera, and the non-profit Valencia to see what our options are, and to check with the state to see how quickly they would allow us to move on this vs waiting till the grant time frame is done. This is to make you aware of what is going on, and get your input on how you would like to move forward with this.

Chairman Schwebach: I would like to try to resolve this by the next meeting, or at least have direction to get more information.

C. MANAGER

D. MANAGER'S REPORT

County Manager Janice Barela: I would like to introduce to you our new HR Director Stephanie Reynolds. We have our swearing in ceremony for our elective officials this Friday December 30th at 11:00AM here in the Commission Chamber, and lunch will be served after. For job opening we have Chief Procurement Officer, County Attorney, Zoning Officer, Animal Control Officer, 911 Operator, Equipment Operator, and EMT Fire Fighter. We also have the Clerical Float, and Sheriff Deputy position available. We do have a resignation; we have Cheryl Allen our Grant Manager. She is not leaving the County instead she will be working for the Sheriff as his Executive Assistance, so January 5th will be her last day. Congratulations to Cheryl Allen. We are thankful that she is continuing service here in the County for the residents. We will be talking on the next meeting on restructuring the Grant Department, and also, we will be talking about hiring a company to do a salary study. I like to take this opportunity to express my condolence to Commissioner Candelaria's Family.

E. COMMISSIONERS' REPORTS

1) Commissioner McCall, District 1

Commissioner McCall: Is there any updates on the design for the Road Department?

Juan Torres Deputy County Manager: The Road Department bid will be going out this week. We will be getting that publish. Hopefully we will get the bids in by the end of January and have them reviewed. Hopefully by February we will have a contractor selected before you guys for contract. For the County Fair, as soon as I get the proposal in we can get those before you and have you guys get a selection there. After that we can get going with those projects.

Commissioner McCall: I too, would like to send my condolences to the Candelaria Family. It speaks volume to how hard it is to lose a family during this time. Our thoughts and prayers go out to his family, and he will be sorely missed to this County.

2) Commissioner Schwebach, District 2

Chairman Schwebach: I want to thank those of you who have been talking to the Commission on the roads for example. We have been working on, sometimes we need a little encouragement to push through for it to be a little bit faster. I do appreciate that and thank you. I also want to speak on LeRoy, and the condolences go out to his family. He is a good man and a family guy, and please keep him in thoughts and prayers, and may the lord be with him.

3) VACANT, District 3


14. EXECUTIVE SESSION- NONE

15. **Announcement of the next Board of County Commissioners Meeting:** January 11, 2023, at 9:00 AM.
16. **SIGNING OF OFFICIAL DOCUMENTS**
17. **ADJOURN**

Chairman Schwebach: Adjourn the meeting at 12:00PM



Ryan Schwebach-Chairman



Kevin Pham-Clerk II

February 8, 2023
Date