

**FINAL COPY**  
**Torrance County Board of Commissioners**  
**Regular Commission Meeting**  
**August 9, 2023**  
**9:00 AM**

Commissioners Present:

**RYAN SCHWEBACH – COUNTY CHAIRMAN**  
**KEVIN MCCALL – COUNTY VICE CHAIRMAN**  
**SAMUEL SCHROPP – COUNTY COMMISSIONER**

Others Present:

**JANICE BARELA – MADAM COUNTY MANAGER**  
**JUAN TORRES – DEPUTY COUNTY MANAGER**  
**MICHAEL GARCIA – COUNTY ATTORNEY**  
**LINDA JARAMILLO – COUNTY CLERK**  
**NOAH SADILLO – COUNTY FINANCE DIRECTOR**  
**GENELL MORRIS – ADMINISTRATIVE ASSISTANT III**

**1. Call Meeting to order.**

**Ryan Schwebach – County Chairman:** Calls the August 9, 2023, Regular Commission Meeting to order at 9:03 AM.

**2. Pledge lead by:** Ryan Schwebach – County Chairman  
**Invocation lead by:** Samuel Schropp – County Commissioner

**3. Changes to the Agenda:**

**Janice Barela – Madam County Manager:** One request to move item 11B Sheriff request for ratification of submission of an application before agenda item 10.

#### 4. CERTIFICATES AND AWARDS:

**ROAD:** Recognition of Employee Service Year Pin: Charmen Padilla (10).

**Leonard Lujan-County Road Superintendent:** Charmen started with the county as a home visiting programmer then she moved to planning and zoning, then she came to my department five years ago. Charmen has been a good asset to our department, she has gone above and beyond. If it wouldn't be for her keeping up with all the updates that we've gotten in the last five years, I don't know where we'd be right now. She does take care of everything that has to be done in that office.

**FINANCE:** Recognition of Employee Service Year Pin: Joanna Romero (5).

**Noah Sedillo-County Finance Director:** On behalf of the County and my department, I'd like to extend the certificate of service to Ms. Joanna Romero for five years of service with the county. She came to us as a Financial Analyst and was promoted to Assistant Finance Director. Joanna has been an integral part of the team with the mission that's provided from the direction of commission management. When I am busy doing projects and running around she makes sure the daily stuff is taken care of and I don't have to worry.

#### 5. BOARD AND COMMITTEE APPOINTMENTS:

**COMMISSION:** Discussion and possible action pertaining to filling vacant Planning & Zoning Board position.

**Donald Goen-County P & Z Director:** I provided you with the handout showing you what the current term chart is for the members. They serve a three-year term, and then they are eligible for reappointment to a second three-year term at the end of that time. A term out now is possible with a waiver from the Commission for a person to serve another term. That waiver doesn't apply at this point in time. The districts listed over there on the left side as well. The three are to ensure representation of each district, then we have the at large. Now, our most recent configuration was that we had three from District One, one from District Two, and one from District Three. When you're referring to the at large, it is entirely

allowable. The process that we had in the past for filling vacant positions is done in a couple of different ways. One way was soliciting letters of interest from the general public, and the other would have been done by announcements made in commission meetings. Assuming that letters of interest were received, the Commission would review those letters and decide that they have viable candidates, then conduct interviews. They are not obligated to pick somebody from that group. In that case, if the Commission, as a majority, wasn't pleased, then we go through that process again. In this particular instance we have two representatives from one, one from two and one from three. This vacant position can be filled by somebody from any one of the three districts. That decision would be made by a majority decision of the Commission.

**Ryan Schwebach – County Chairman:** I think we need to go out for letters of interest and visit with the interested individuals.

**Samuel Schropp – County Commissioner:** Yes, I filled in for Chairman Schwebach on the Estancia Valley Solid Waste Board and saw that the people on the board are the same people on boards all over the county. We are wearing people out. We are asking too much of too few. So I would urge everyone to take some interest in this and think seriously about entering into the arena, and be part of the Planning and Zoning Board.

**Donald Goen-County P & Z Director:** This is an official announcement; the Planning and Zoning Board is accepting letters of interest for an at large position on the Planning and Zoning Board. They can be from any district.

## **6. PUBLIC COMMENT and COMMUNICATIONS**

**Ann Schropp – Torrance County Resident:** In the last few months this Commission has taken some fairly bold steps aimed at lifting our county and its people. Reexamining our regular budget allowed us to reallocate monies more efficiently. Getting ARPA funds encumbered for desperately needed improvements to water, roads, buildings and more will go a long way towards making life better for everyone. On August 16, our US Representative Congresswoman, Melanie Stansbury will be here. She has asked specifically to meet with our Commissioners to find out what we need to move this county forward. There are state and federal monies available, and her staff knows how to get that money directed to where it is needed. They are already working on getting us money to deal with our solid waste landfill problems. All we had to do was ask. Torrance County is a poor County.

But I believe we have fallen into a mentality of poverty. We are not impoverished. Loss of hope, believing that we're so poor, that we're just stuck in this rut is guaranteed to keep us stuck. We are not trapped. Our county has potential that will secure our future. Help is available to build a county which is productive and self-sustaining. We are not asking for handouts, just a hand up. Commissioner McCall and Commissioner Schropp both had big desires for youth programs, in our county where kids can socialize in a safe environment to wildland firefighting crews, and hopefully a Training Center for Renewable Energy workers. These are all possible with little help. That help is available, but they can't do it themselves. As Commissioner Schropp just said, there's too few trying to do too much. We need to step up and help move our county forward. Thank you.

**Phillip Jaramillo – Program Coordinator:** I'm the new program coordinator for Conservation Legacy. It's a new program that has just come out to the east side of the mountains. I have the Torrance County and a portion of Bernalillo County, and I'm attending all the town meetings to get the word out of who we are. This is grant money. We offer job positions for the young generation from the age of 17 to 30. It's a three-month program. We pay \$600 a week, we offer training, to build their resumes. We also offer them school money for the hours that they work. If they owe money for school and books. We do landscape renovations for historical sites or trails up in the mountains or cleaning the forest, we work with the forestry. It's a great program. I got hired a little late, I didn't really have my team together for this summer. I'm working for next summer and we'll start in spring. This is grant funded and if we don't use it, we're going to lose it. I'm also working with the schools. If you know somebody that's interested, they can go on the website and apply, or give me a call.

**Linda Jaramillo-County Clerk:** The regular local election is well underway. All the information for the election will be on my website, at [TorranceCountyNM.org](http://TorranceCountyNM.org); Departments; County Clerk. We also have a Facebook page, TC Clerk, there will be election information. The proclamation will go out this week from the Secretary of State for the entire state. I will publish that on our website. I will publish just the Torrance portion in the paper. Candidate filing day is August 29, 2023, 9:00 AM to 5:00 PM, in my office. We have the five municipalities who have positions in this election, three school districts and the three Soil and Water Conservation Districts. The school districts and the Soil and Water Conservation Districts have other counties that share our districts. I will be handling the votes in our district; they'll handle their votes and then we will compile them and give you the results.

**Aaron Moore – (RTPO) Regional Transportation Planning Organization:** I wanted to congratulate Charmen, the overall department, and Torrance County. She's great to work with.

## 7. APPROVAL OF MINUTES

**COMMISSION:** Request approval of minutes of the July 26, 2023, Regular Meeting of the Board of County Commissioners.

**Linda Jaramillo-County Clerk:** There were some corrections brought to the office, Kevin fixed them on the minutes. We will make a final draft. (Corrections were presented for review)

Action Taken:

**Ryan Schwebach – County Chairman:** Motion to approve minutes of the July 26, 2023, Regular Meeting of the Board of County Commissioners, with corrections.

**Kevin McCall-County Vice Chair:** Seconds the motion.

**Roll Call Vote:** Samuel Schropp – County Commissioner: - Yes: Ryan Schwebach – County Chairman: – Yes: Kevin McCall – County Vice Chairman: -Yes:

**MOTION CARRIED**

## 8. APPROVAL OF CONSENT AGENDA

**FINANCE & PURCHASING:** Request approval of payables.

**Samuel Schropp-County Commissioner:** Sheriff Frazee, I see on page two, that there's a prisoner extradition fee, item number eight VENO1211. Just for my education, we're paying other people to transport our extradite prisoners?

**David Frazee-County Sheriff:** Yes, it is.

**Samuel Schropp-County Commissioner:** Thank you. Acting Chief Sanchez, I wanted to clarify, there's a number of things here safety supplies, boots, gloves. I know all of those were out of date and had to be replaced. One thing I want the public to know is that there is an entry here for a bunch of fire hoses in different places. On page 21. Number 1795. Those are required to be replaced when the certification date was up.

**Hanna Sanchez-County Acting Fire Chief:** Yes, sir. When we do annual hose testing, if they fail, we replace them.

**Action Taken:**

**Ryan Schwebach – County Chairman:** Motion to approve payables.

**Kevin McCall – County Vice Chairman:** Seconds the motion.

**Roll Call Vote:** Samuel Schropp – County Commissioner: - Yes: Ryan Schwebach – County Chairman: – Yes: Kevin McCall – County Vice Chairman: -Yes:

**MOTION CARRIED**

**9. ADOPTION OF ORDINANCE/AMENDMENT TO COUNTY CODE:**

**10. ADOPTION OF RESOLUTION:**

**A. FINANCE:** Discussion and possible approval of Resolution 2023-25, Torrance County 2025-2029 Infrastructure and Capital Improvement Plan (ICIP). (Public Hearing)

**Action Taken:**

**Ryan Schwebach – County Chairman:** Motion to go into public hearing.

**Kevin McCall – County Vice Chairman:** Seconds the motion.

**Roll Call Vote:** Samuel Schropp – County Commissioner: - Yes: Ryan Schwebach – County Chairman: – Yes: Kevin McCall – County Vice Chairman: -Yes:

**MOTION CARRIED**

**Michael I. Garcia-County Attorney:** Amanda Lujan, do you swear to tell the truth?

**Amanda Lujan - Grants Administrator** I do. We are here to present the Infrastructure Capital Improvement Plan for 2024 through 2029.

**Michael I. Garcia-County Attorney:** Red Kingston, do you swear to tell the truth?

**Red Kingston:** Yes, I have visited with a contractor to do the work that I was wanting to do at the rodeo grounds which is put in the RV hookups. We've discussed five pedestals on one location and seven pedestals on another location. He has quoted me \$10,000 per pedestal. That's him doing all the dirt work, ditch

digging the trenching, and leveling back out after they're finished. All the electrical hookups, the water connections, at each pedestal, and the service and connecting it to the city sewer. He's more than willing to work with the Town of Mountainair Public Works Department to get everything hooked up correctly. Each pedestal is \$10,000 totaling \$120,000. The property is owned by the Town of Mountainair but is not in the city limits.

**Ryan Schwebach – County Chairman:** Is this on the Mountainair's ICIP list?

**Red Kingston:** I'm not aware that they are no.

**Ryan Schwebach – County Chairman:** Well, that is pretty important, in my opinion, because it needs to be collaborative. So for the county to come into city property, and as far as I see, ask for money from the legislatures for the city that doesn't have it on their radar, are our legislators going to say, the city doesn't want it on the property. Why is the county doing this? Is it imperative they get behind?

**Michael I. Garcia-County Attorney:** Joseph Hindi, do you swear to tell the truth?

**Joseph Hindi:** I'm here to represent the community of Duran. We have a nonprofit that's all inclusive. 100% of the people in Duran belong to it. In addition to friends and family, who have roots in Duran, we're here to request funding for projects. On your handout there is a list of projects. The nonprofit is a vehicle for this. Our fiscal agent is the New Mexico Foundation. They take care of all our filings and make sure that everything is transparent. We are requesting funding for a feasibility study for projects in Duran.

**Michael I. Garcia-County Attorney:** Mr. Torres, do you swear to tell the truth?

**Juan Torres-Deputy County Manager:** What they're requesting is essentially funding for SAP for a feasibility plan. If funding is awarded, they could take care of some of the low hanging fruit, maybe get some design or something else done after the feasibility study is done. This is all on that property, just behind the fire station. Since they are not incorporated, they are Torrance County residents, it's not a municipality. Because it is a nonprofit, that will have to be an agreement between the County and the nonprofit. But it's not unheard of, that's definitely allowable in the ICIP. That's when they get the questionnaire for the funding. They actually asked if there's a nonprofit agreement in place. So it's not unusual to see requests like this come forward? The initial phase is requesting the feasibility studies,

providing the checkups to trails, parking, entrance, walkway, and landscape. This request is to get the ball rolling. I have instructed Mr. Hindi, and the residents of Duran, the steps that would get it on the ICIP, but then also, their work wouldn't be done, it would also be upon them to also petition our lawmakers in Santa Fe once it is on the ICIP to also help us request the funding. We want them to be partners throughout the entire project moving forward.

**Amanda Lujan - Grants Administrator:** We just wanted to present to you our staff committee recommendations and ask for your changes toward the ICIP. If you go through it, it has the rank for five years, from 2024 through 2028. The estimated project cost submitted last year, and then I've put kind of the status of the project. You will notice there are many that say, "progress to be determined." One of the reasons for that is the State Capital Project Management system has been out for quite some time. I've been unable to update that within the last week, so I don't have a recent update for you. Then we also put in an estimated project cost for what the increase may be for this year, and over the next five years. The last column is where we want to get your suggestions and approval recommendations for what you would like to remove and or move the rankings of any of these projects that were approved last year. If you move to page two, there's the committee recommended top five projects and new project recommendations that we have worked through to get a few numbers and reasons why we need these projects. So that is the information I have available. And let me know how you would like to proceed.

**Kevin McCall – County Vice Chairman:** The Duran Water System improvement states completed. That's not a true statement is it? The planning and design might be but we're far from constructing Right?

**Juan Torres-Deputy County Manager:** That might have just been a carryover from last year from the actual PER. The current projects, you're absolutely correct, Duran Water System project should be reaching final design by the end of this month, and then it can be up to bid for those tanks. Then that project will truly be completed. With respect to the Duran system improvement, last year, we had also requested funding for the pipeline. Now moving forward, that is the Village of Vaughn's water system. I don't know if Torrance County is still looking to help Vaughn if it's on their ICIP. I think the whole point and the reason that the Commission put this on there was to start moving forward with that because they were in the audit status and were ineligible for capital outlay funding. So that is why this Commission jumped in to get the tank so that way we could serve the Village of Duran. This is something to consider moving forward.



**Janice Barela – Madam County Manager:** In speaking with legislators in the last legislative session, they're interested in regionalizing water. They are talking about visiting with all those that would be affected, I believe in speaking with the Village of Vaughn, they distribute water to Encino, Vaughn, and Duran. That alone would be considered regional water. Not necessarily that they had it listed that way. But it would be considered for funding, so we need to start looking at alternative funding outside of just the capital outlay process, because the state is appropriating money specifically for regional water. That's a conversation that I'd like to get more information on, or a topic and maybe we can move forward in that direction, it could actually be a higher amount of money that is allocated through that process, along with a quicker way of getting the money. It is a top priority for the legislature.

**Kevin McCall – County Vice Chairman:** We have some representatives from Duran here today. The County Manager and I did speak with Representative Zamora about this project. I don't recall or felt like he knew it was an issue or it should be on his radar. Commissioner Schwebach asked about the City of Mountainair being on board, I think you guys need to make sure you know that you reach out to your representatives and let them know that it needs to be on their ICIP's. With the Vaughn Water System, Guadalupe County and those representatives need to come in. I don't believe they knew that that it was an issue.

**Samuel Schropp-County Commissioner:** Mr. Hindi, did you have something to add?

**Joseph Hindi:** Were you referring to our state representatives. Correct?

**Kevin McCall – County Vice Chairman:** Yes. Those of you that don't understand how the ICIP has capital outlay, each one of your Representatives has a pot of money to give to their communities. We put forth this list, it goes to Santa Fe, then the legislators are the ones who allocate funding. So the three of us have no say over what gets funded and how much.

**Joseph Hindi:** What is our next step? What's the process now for Duran, for our request?

**Ryan Schwebach – County Chairman:** My suggestion is go to the City of Vaughn and get on their agenda to be on their ICIP.

**Juan Torres-Deputy County Manager:** We do need to approve the ICIP today, or we can have a special meeting next week. It is due to be submitted to the state by next week.

**Action Taken:**

**Ryan Schwebach – County Chairman:** Motion to come out of public hearing.

**Kevin McCall – County Vice Chairman:** Seconds the motion.

**Roll Call Vote:** Samuel Schropp – County Commissioner: - Yes: Ryan Schwebach – County Chairman: – Yes: Kevin McCall – County Vice Chairman: -Yes:

**MOTION CARRIED**

**Samuel Schropp-County Commissioner:** I'd like to see on table two Torreon wells move to a higher priority. I'm looking at page two, table two Torreon wells for \$300,000.

**Ryan Schwebach – County Chairman:** Did we put some ARPA funds towards that?

**Samuel Schropp-County Commissioner:** Yes.

**Ryan Schwebach – County Chairman:** I can't argue with you. If they approve this, it's going to be submitted next February, funds are not going to be ready for a while. It doesn't matter where it's on the list, it's important that it is on the list so when the Water Trust Board or other funding agencies see it, we are aware of it, we're looking for funds, and ARPA funds have been put towards it. It's irrelevant to where it is on the list.

**Janice Barela-Madam County Manager:** Some of the legislators will pay attention to the order. I'll give an example; Commissioner McCall and I would speak to each one of the legislators that represent Torrance County. Some of them will ask, where is this on your list, and some will say what's most important to you right now that we can move forward? So they'll have those conversations with us. I can think of at least one that will pay attention to ranking.

**Juan Torres-Deputy County Manager:** There are other funding sources specifically for water projects that are much quicker timeframe. That would be the Water Trust Board application, they accept those applications quarterly. If the land grant was to get together, submit an application, Torrance County could actually get behind that with a letter of support. There's other options out there. The capital

outlay process is a very slow process for the funding. This is a higher priority, maybe trying the Water Trust Board.

**Ryan Schwebach – County Chairman:** Back to page one. This is what we approved last year.

**Continued discussion on the order and priority of the 2024 ICIP list.**  
(To hear the full discussion go to the Torrance County Website)

**Linda Jaramillo-County Clerk:** In the past we have had on this list, the books in my vault. They are coming apart and look terrible. People search the books; they are really historic documents. It breaks my heart to see them in such bad shape.

**Ryan Schwebach – County Chairman:** I thought we got funding for the books?

**Senaida Anaya – Grants Department:** We had put in for a grant for it in the past and didn't receive the funding. We are one of four counties that have these historic deeds and books.

**Kevin McCall – County Vice Chairman:** What I like about it is it's another small ticket item in case we do find a legislator that has just a little funding.

The following is a prioritized ICIP list for 2024 by the Torrance County Commission.

1	County Fairgrounds Improvement	\$ 11,863,120.00	Plan Needed	\$ 15,422,056.00
2	Fire Station Suppression System Updates	\$ 870,000.00	OSHA Inspection Failed	\$ 1,131,000.00
3	New County Government Offices	\$ 9,810,800.00	100% Funded	\$ 12,754,040.00
4	Torreon Wells	\$ 300,000.00	NEW	\$ 390,000.00
5	Fire Department Comprehensive Plan	\$ 150,000.00	Progress TBD	\$ 195,000.00
6	County Road Improvements	\$ 12,642,559.00	In Progress	\$ 16,435,326.70
7	Road Department Equipment	\$ 1,293,000.00	In Progress	\$ 1,680,900.00

8	Purchase and Equip Medical Response Vehicles	\$ 1,335,269.00	Progress TBD	\$ 1,735,849.70
9	Duran Water System Improvement	\$ 4,886,861.00	In Progress	\$ 6,352,919.30
10	Emergency Management Facility and Shelter	\$ 840,884.00	Old Building Purchased	\$ 1,093,149.20
11	Records Preservation		New 08/09/23	\$ 100,000.00
12	Arthur Park and Lake and Pool Improvements	\$ 3,352,000.00	Progress TBD	\$ 4,357,600.00

**Action Taken:**

**Ryan Schwebach – County Chairman:** Motion to approve Resolution 2023-25, Torrance County 2025-2029 Infrastructure and Capital Improvement Plan (ICIP).

**Kevin McCall – County Vice Chairman:** Seconds the motion.

**Roll Call Vote:** Samuel Schropp – County Commissioner: - Yes: Ryan Schwebach – County Chairman: – Yes: Kevin McCall – County Vice Chairman: -Yes:

**MOTION CARRIED**

**11. APPROVALS**

**A. ROAD:** Board of Viewers (appointed by Commission on April 26, 2023, as a Road Evaluation Committee) present report to Commission setting forth their recommendation regarding proposed partial vacation of 0.16 miles of County Road AO19 (Sanchez Road) as a County maintained road.

1) Discussion and possible order by the Commission granting petitioner’s request to vacate of 0.16 miles of AO19 (Sanchez Road) and further order the removal of this section from Torrance County’s Miles Maintained List which is annually approved by the Commission.

**Jason Quintana – Member of Board of Viewers:** Mr. Sanchez wanted to remove a portion that is their private property from county maintenance. It's not county property, it's their private property it only goes to their home. There are no other people who live behind them.

**Ryan Schwebach – County Chairman:** It's clear that we have a property owner that no longer needs that portion of the road maintained.

**Action Taken:**

**Ryan Schwebach – County Chairman:** Motion to approve order by the Commission granting petitioner's request to vacate of 0.16 miles of AO19 (Sanchez Road) and further order the removal of this section from Torrance County's Miles Maintained List which is annually approved by the Commission.

**Kevin McCall – County Vice Chairman:** Seconds the motion.

**Roll Call Vote:** Samuel Schropp – County Commissioner: - Yes: Ryan Schwebach – County Chairman: – Yes: Kevin McCall – County Vice Chairman: -Yes:

**MOTION CARRIED**

**B. SHERIFF:** Request ratification of submission of the application for the new FY2024 Law Enforcement Recruitment Fund requesting funding for salaries and benefits for newly hired law enforcement officers and civilian personnel including dispatchers.

**Cheryl Allen-County Sheriff Executive Assistant:** Because of the timeframe, we had to submit the application before the Commission could address and provide approval for submitting this application. So we are asking for ratification. This application is for a new grant from the state, Law Enforcement Recruitment Fund. This one covers salaries and benefits for those positions that were identified as vacant. We have five law enforcement officers, and we have five dispatch positions that are vacant. We had made a request for funding for those, but we did not submit a funding amount because they're not asking for that in this application. They just wanted to know how many vacant positions we have. We requested five law enforcement and five dispatch. When we get the agreement, I'll be able to present numbers that they provide us as for your approval.

**Janice Barela-Madam County Manager:** The money that would be given to us and passed on as part of salaries. I believe benefits are also included in that as well and would not surpass what the Commission has approved for each one of those positions. It would not add to any of the salaries of the dispatchers or law enforcement, deputies positions, or their salaries. It would remain the same. The money that the Commission has approved for those positions could be utilized in other areas if the Commission chose to.

**Juan Torres-Deputy County Manager:** The caveat to this grant is you are locking into your current staffing levels for three years. Doesn't matter on a vacant position or not. We're saying we've got 20 officers, we have to maintain 20 officers for three years, because we're locking them into that one, even though it's for the vacant positions. We're committing to maintain our staffing level for the three years vacant or not. The good news is, once their award comes in, it's still going to have to come back for your approval. This is ratifying the application. It does lock you in to a current staff levels for three years with dispatch and with the Sheriff's Office. The amount decreases each year 100% for the first year, 50% for the second, year and 25% for the third.

**Ryan Schwebach – County Chairman:** Where is the money coming from?

**Juan Torres-Deputy County Manager:** It's the state allocated \$54 million, this last session, specifically for this, the intent was initially for recruitment, and to bring new people in, they realized that departments are having such a hard time, with filling vacancies.

**Samuel Schropp-County Commissioner:** How are we doing on hiring? Are we going to be able to maintain that? It's got to be related to how many applications we're getting and what interest we have in working for our departments.

**David Frazee-County Sheriff:** Recruiting is tough. It's tough all over the state, probably all over the United States. We've got a lot of competition. We are actively recruiting. I've got several people, two in the academy at the moment and other people that have applied. We're doing backgrounds. We will be able to get those filled. I don't anticipate that we'll be going over.

**Cheryl Allen-County Sheriff Executive Assistant:** We will be maintaining the positions, approved by the Commission. We are not going to decrease the number of positions that are available. The expected funds, what I've been told, are probably not going to meet our total cost of filling all these positions. We can use the funds as much as we are able to. If we hire and fill one of the positions that later becomes vacant we will make an active recruiting effort to fill that position.

**Ryan Schwebach – County Chairman:** We are not asking for more positions than we already have. If we fill a position we have to keep it for three years. If we fill a position for a year and a half, and we take these funds for that year and a half, then we lose that position, do we owe the money back?

**Juan Torres-Deputy County Manager:** I do believe those are great questions. I would definitely refer that to the grant committee.

**Action Taken:**

**Ryan Schwebach – County Chairman:** Motion to approve ratification of submission of the application for the new FY2024 Law Enforcement Recruitment Fund requesting funding for salaries and benefits for newly hired law enforcement officers and civilian personnel including dispatchers.

**Kevin McCall – County Vice Chairman:** Seconds the motion.

**Roll Call Vote:** Samuel Schropp – County Commissioner: - Yes: Ryan Schwebach – County Chairman: – Yes: Kevin McCall – County Vice Chairman: -Yes:

**MOTION CARRIED**

**C. ROAD:** Request approval to pay for services performed on Water Truck without prior authorization. Road Department submitted requisition 24-00232 for \$1,987.65 to pay vendor Inland Kenworth Inc.

**Leonard Lujan-County Road Superintendent:** It was sent in for a recall and sent to the back. I submitted that request for the service and to fix the wipers and oil change. It was done before I got the PO on it, because it was already in the bay, so they just did it. We were not aware of what they were going to do.

**Action Taken:**

**Ryan Schwebach – County Chairman:** Motion to approve services performed on Water Truck without prior authorization. Road Department submitted requisition 24-00232 for \$1,987.65 to pay vendor Inland Kenworth Inc.

**Kevin McCall – County Vice Chairman:** Seconds the motion.

**Roll Call Vote:** Samuel Schropp – County Commissioner: - Yes: Ryan Schwebach – County Chairman: – Yes: Kevin McCall – County Vice Chairman: -Yes:

**MOTION CARRIED**

**D. ROAD:** Requesting approval to pay invoice for the prior fiscal year. Road Department submitted requisition 24-00315 for \$339.02 to pay Geo-Test Inc. for a density test that was performed on 06/22/2023.

**Leonard Lujan-County Road Superintendent:** This was for the pad at the shop. We didn't get the invoice till after.

**Action Taken:**

**Ryan Schwebach – County Chairman:** Motion to approve invoice for the prior fiscal year. Road Department submitted requisition 24-00315 for \$339.02 to pay Geo-Test Inc. for a density test that was performed on 06/22/2023.

**Kevin McCall – County Vice Chairman:** Seconds the motion.

**Roll Call Vote:** Samuel Schropp – County Commissioner: - Yes: Ryan Schwebach – County Chairman: – Yes: Kevin McCall – County Vice Chairman: -Yes:

**MOTION CARRIED**

**E. MANAGER:** Request approval to increase safety shoe allowance from \$150.00 per year to \$200.00 per year.

**Janice Barela – Madam County Manager:** The Safety Committee met to discuss the request to increase the safety shoe allowance from \$150 per year to \$200 per year. I did ask for all the departments to give me a list of all that would be affected by this as far as which one of their staff members do require the safety shoe allowance. Altogether the cost would be \$3,000 a year increase to the budget without the increase to their funds. Each one of the departments could absorb that in their budget. They have the money in there and would not require an increase in their budget from the Commission. The recommendation from the Manager's Office is to move forward with this. We have a lot of our employees using their own money to be able to purchase the boots because of the increased cost.

**Action Taken:**

**Ryan Schwebach – County Chairman:** Motion to approve increase safety shoe allowance from \$150.00 per year to \$200.00 per year.

**Kevin McCall – County Vice Chairman:** Seconds the motion.

**Roll Call Vote:** Samuel Schropp – County Commissioner: - Yes: Ryan Schwebach – County Chairman: – Yes: Kevin McCall – County Vice Chairman: -Yes:

**MOTION CARRIED**

**12. DISCUSSION**

**A. MANAGER:** Presentation about Conservation Legacy (Phillip Jaramillo)



**Janice Barela – Madam County Manager:** Spoke at public comment.

**B. ROAD: Road Department Update (Leonard Lujan)**

**Leonard Lujan-County Road Superintendent:** The last couple of months have been busy and not likely to be slowing down. We have hauled, in all, 500 tons of chips into our yard. We hauled in all 10,000 tons of our base course into our yard. We picked up our new pintle hitch trailer. It's very good and using it every day. Our new loader was supposed to be here mid-July, they just got a hold of them. They're saying now it is pushed back to September. The loader should be coming in, we are waiting on John Deere to sign some paperwork for us to get our mowing tractor. We are working on some micro sealing in Manzano that are getting done so we don't have to worry about the roads for the next four or five years. This is our last week with the crusher, we got a little over 10,000 tons stockpiled, it really made a big difference in that material and crushing it down. We picked up a five-yard dump truck and forklift from the state auction. We were able to pick up two trucks and one of them turned out to be good. The two new trucks we ordered from Tillery should be delivered in September. The building should be hitting the ground at our new shop on the 14<sup>th</sup>. Once that hits, the contractor said they're going to start putting it up. We got Valley Trail Ranch Road and Pinion Trail scheduled for the last week of August to get those chipped sealed. I've been trying to get the oil guys out here. That's as soon as they can get here. Our paving projects are scheduled to hopefully start in October. When we get our state funds we can start on those projects.

**Ryan Schwebach – County Chairman:** On that pintle hitch trailer. Did we ever get an insurance claim payment because that was stolen?

**Leonard Lujan-County Road Superintendent:** We haven't done anything yet. I know we're working on it.

**Janice Barela-Madam County Manager:** Our HR Director did reach out to New Mexico Counties, and they are going to cover it.

**Ryan Schwebach – County Chairman:** How are we set up on personnel?

**Leonard Lujan-County Road Superintendent:** We hired two and one of my veterans left and went to work for the state. So we're back down to being five short. We are getting more applicants because of the increase in pay.

**Samuel Schropp – County Commissioner:** In November, I made some very harsh criticisms from the outside looking in, you're doing good work. I apologize for those Comments.

**Leonard Lujan-County Road Superintendent:** I appreciate it.

### C. MANAGER'S REPORT

- 1) Deputy County Manager submitted letter of resignation, effective August 11, 2023.

**Janice Barela-Madam County Manager:** Deputy County Manager submitted his letter of resignation. I neglected to mention that in the last commission meeting. We did have an executive session and referenced that his last date is tomorrow. We did advertise this position. It is available on the website. Mr. Juan Torres is going to the state and his new position is Administrative Services Director for the Regulation and Licensing Department. So I would like to thank Mr. Torres for his service here at Torrance County. It's been an amazing partnership and he has helped so many departments and constituents and helped us through some critical times here with our transition from one software to another. He has been instrumental in upgrading it. There's so many areas that his expertise touched on. It has made the county better in the services that we provide the constituents. I wish him the absolute best. I know that this is an appointed position. These positions don't come along just every day. I can tell you he didn't apply for this position; they reached out to him and offered the job to him. I'm sad to see him go, and it's going to be hard to replace him.

**Juan Torres-Deputy County Manager:** Thank you all, it's been a real pleasure to serve. This has been one of the best Commissions to serve under, a wonderful County Manager to serve under. I grew up in southern Santa Fe County, went to school in Moriarty and graduated from there. Estancia Valley is home. So it was a real pleasure to serve. Who knows what the future brings, but I really do appreciate the kindness everyone has offered out here. I will definitely miss the people, the public, everyone is very great to work with out here. I am hoping it's the same in Santa Fe. It was a really good opportunity, and I really will miss everyone.

## 2) Job opportunities in Torrance County.

**Janice Barela-Madam County Manager:** In the manager's office, we have a Deputy County Manager position, we have a new Administrative Assistant position, clerical float position which is considered like a substitute, or we need additional assistance. Animal Services Department, the Clerk's Office, a new position for Bureau of Elections Administrative Clerk. In Community Monitoring there is a new position that the Commission approved, we don't have it posted yet. If you are interested in working in that department, be on the lookout we're hoping to get that posted soon. In dispatch, we have 911 Operator Communication Specialists there were five open positions there. In the fire department, we will be talking today about filling the Fire Chief position as well as we have two vacancies, EMT firefighter Lieutenants, Human Resources Department, a student work study program. We try to get one student from every school district, three positions available. Planning and Zoning and new Code Enforcement Officer position was approved that's been posted. In the Road Department, we have Equipment Operator, three positions are open, as well as the laborer position. In the Sheriff's Office, we have Patrol Sergeant and Sheriff's Deputy we have two positions. In the Planning and Zoning Department, there's a GIS, field check position, but also working very closely learning the GIS mapping. We hope that you'll take a look at these and hopefully we'll get these filled soon. I do have from the New Mexico Extension Office, a couple of updates. There is a CARE which is Children Adult Relationship Enhancement, they're conducting in person training centering on youth being impacted by last year's wildfires. This will be done as an in-person training, August 29, 2023, 9:00 AM to 1:45 PM, held at the East Torrance Soil and Water Conservation District Complex at 701 10th Street in Estancia. There is a Farmers Stress Summit to help New Mexico Initiative. This is August 24, 2023, from 9 AM to 4 PM held at the Bernalillo County 4H Center in Albuquerque.

## **D. COMMISSIONERS' REPORTS**

### 1) Kevin McCall – County Vice Chairman, District 1

**Kevin McCall – County Vice Chairman:** A reminder that Friday night 6pm Junior Livestock Sale at the fairgrounds. Come out and support our youth,

especially agricultural endeavors. We need a 4H Agent, or a County Extension Agent. The State of New Mexico is hiring for the County Extension Office.

2) Commissioner Schwebach, District

**Ryan Schwebach – County Chairman:** I also want to say the County Fair is going on. I am told that Four Rivers has a little excavator demo. I encourage everybody to stop by and give us feedback and comments. This fair is in the heart of New Mexico, in Estancia. We have the ability of a true County Fair and I really want to see that go. The ability to bring community together much more than the livestock show is important.

3) Samuel Schropp – County Commissioner, District 3

**Samuel Schropp – County Commissioner:** Last Thursday, my wife and I attended an open house at Congresswoman Melanie Stansbury’s Albuquerque office. Congresswoman and her staff will be in Estancia on August 16, 2023. Meeting with the Torrance County Commission regarding what monies and assistance can be brought to Torrance County. The schedule is from 10:15 AM to 11:00AM, the Congresswoman will be meeting with the Torrance County Leadership. First event is a meeting with Torrance County Commission, focusing on Torrance County as a whole. We aim to understand the concerns of each Commissioner and explore ways in which the federal delegation can assist, be it through grant requests or legislative support. While this meeting will be publicly announced, the primary focus will be on the conversation between the Commission and the Congresswoman. From 11:00 AM to 11:30 AM, the Congresswoman has some calls to make. From 11:30 AM to 1:00 PM is a coffee with the Congresswoman in Estancia. The second event is a public conversation with your Congresswoman session in East Torrance, Estancia in Torrance County. An invitation will be sent to the public to provide an opportunity for people to meet the Congresswoman and discuss their issues and concerns. We were hoping to use the county building for this gathering. There will be light refreshments. From 1:30 PM to 2:30 PM, there will be an East Mountain roundtable with local officials. There will be invitations sent out to Mayors, county officials and the land grants across the East Mountains. From 3:00 PM to 4:00 PM another coffee with your Congresswoman will be held in Cedar Crest or Tijeras. There are a lot of opportunities for funding available to us and it will be good for the public to hear those opportunities and how they can benefit us all.

**Janice Barela-Madam County Manager:** This meeting will be posted as a possible quorum.

**13. EXECUTIVE SESSION:**

A. **COMMISSION:** Address filling vacant Fire Chief position, closed pursuant to Section 10-15-1(H)(2)

**Action Taken:**

**Chairman Schwebach:** Makes a motion to enter into executive session.

**Commissioner McCall:** Seconds the motion.

**Roll Call Vote:** Schropp - Yes; Schwebach - Yes; McCall -Yes: **MOTION CARRIED**

**Enter into Executive Session: 11:51 AM**

**Action Taken:**

**Chairman Schwebach:** Makes a motion to enter into regular session.

**Commissioner McCall:** Seconds the motion.

**Roll Call Vote:** Schropp - Yes; Schwebach - Yes; McCall -Yes: **MOTION CARRIED**

**Enter into Regular session 12:57PM**

**14. DISCUSSION AND ACTION ON EXECUTIVE SESSION ITEM ABOVE**

A. **COMMISSION:** Discussion and possible action pertaining to filling the vacant Fire Chief position.

**Chairman Schwebach:** During the Executive Session we discussed filling the vacant Fire Chief position close pursuant to section 10-15-1 (H)(2) and nothing else. The County Manager will move forward as directed in posting the open position.

**15. Announcement of the next Board of County Commissioners Meeting:**

Regular Commission Meeting August 23, 2023, 9:00 AM, Torrance County Admin Building.

**Chairman Schwebach:** Congresswoman Stansbury will be here August 16<sup>th</sup>, 2023. There will probably be a quorum.

**16. Signing of Official Documents**

**17. Adjourn.**

**Action Taken:**

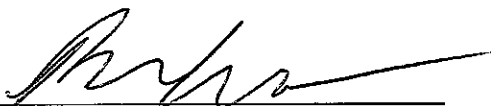
**Ryan Schwebach, County Chairman:** Motion to approve payables.


**Kevin McCall, County Vice Chairman:** Seconds the motion.

**Roll Call Vote:** Samuel Schropp – County Commissioner: - Yes: Ryan Schwebach – County Chairman: - Yes: Kevin McCall – County Vice Chairman: -Yes:


**MOTION CARRIED**

Meeting adjourned at 12:58 PM

  
\_\_\_\_\_  
Ryan Schwebach - Chairman

  
\_\_\_\_\_  
Genell Morris – Admin Assistant

8.23.23  
Date

  
\_\_\_\_\_  
Linda Jaramillo – County Clerk

The Video of this meeting can be viewed in its entirety on the Torrance County NM website. ([torrancecountynm.org](http://torrancecountynm.org))