

FINAL COPY
Torrance County Board of Commissioners
Regular Commission Meeting
April 23, 2025
9:00 AM

Commissioners Present:

RYAN SCHWEBACH-COUNTY CHAIRMAN
KEVIN MCCALL –COUNTY VICE-CHAIR
LINDA JARAMILLO – COUNTY COMMISSIONER

Others Present:

J. JORDAN BARELA – COUNTY MANAGER
MISTY WITT – DEPUTY COUNTY MANAGER
MICHAEL GARCIA – COUNTY ATTORNEY
SYLVIA CHAVEZ – COUNTY CLERK
GENELL MORRIS – ADMINISTRATIVE ASSISTANT III
DONALD GOEN – PLANNING & ZONING DIRECTOR

1. **Call the Meeting to order.**

Ryan Schwebach-County Chairman: Calls the April 23, 2025, Regular Commission Meeting to order at 9:01 AM.

2. **Pledge led by:** Ryan Schwebach– County Chairman

Invocation led by: Kevin McCall – County Commissioner

3. **Changes to the Agenda: None**

4. **PROCLAMATION: None**

5. **CERTIFICATES AND AWARDS:**

A. Presentation of the 2025 Safety Awards

Julie Gravel-Pickering – Safety Offices: Every year, Torrance County's Safety Committee presents a safety performance award to three employees based on nominations from their colleagues. These awards recognize and reward safety-conscious employees exposed to daily on-the-job hazards of differing types and frequencies. We have three different classifications. We have low, medium, and high classifications, and the lowest classification is our office workers, people who work in the offices. Medium is usually our Code Enforcement, Planning, and building, Assessors, who are people who are working in the field. Our high classification houses, our Sheriff's Deputies, Fire Departments, Road Department, Animal Services, etc. I would like to present these awards today to three outstanding employees in recognition of the exemplary safety performance they've shown this year. These employees led by example. They represent our core value of safety. They influence the continuous improvement of our safety culture here in Torrance County.

Our first award goes to Kevin Pham. He works in our Clerk's Office. Kevin is always willing to help where safety is concerned. He's a great example of safety in our county, and his nominator wrote the following: I nominate Kevin for his effort in making sure that his office is safe. I believe that he's always being safety-minded in everything that he does, and he has everyone's well-being in mind daily. I believe he deserves this award for low-hazard job classification.

Our medium classification goes to Natasha Quintana. She works in Planning and Zoning. Natasha's nominator wrote, "Mrs. Quintana has repeatedly shown that she is safety-minded in everything that she does. She takes immense care of her company vehicle while out on the road and makes sure that any safety procedures are being followed. I believe that she deserves this award for medium job hazard classification."

The high classification goes to Pete Montano from our Road Department. As we all know, these guys work hard and they're out on our roads and they're always diverting any type of hazard. Great job. Pete's nominator wrote, "I nominate Pete because I believe that he is always looking out for the people that he works with while doing cleanups for Planning, and Zoning. I have seen people go above and beyond in making sure that everyone was safe and made it home at night. I believe that he is very safety-minded and that he deserves this.

6. BOARD AND COMMITTEE APPOINTMENTS: None

**7. PUBLIC COMMENT and COMMUNICATIONS:
(Comments limited to two minutes.)**

Patty Alexander - Resident: I wanted to say thank you for getting Martinez Road repaved. The second reason I'm up here is that I'm also here representing the Torrance County Republican Party. We're having our Lincoln Day dinner, and I'd like to cordially invite all who are here, and especially our Elected Officials, managers, and staff, to this event. It's going to be a fun event. It would be nice to see our public officials mingle a little bit with people. If you want to speak, we'll be more than happy to let you come up and speak.

Albert Beckwith – Resident: I've been coming here for a long time, trying to get things resolved where I live. A lot of people are afraid to stand up and speak to anybody due to retaliation or having their street signs knocked down. Sunday morning, I came back from the Easter egg hunt here in Estancia and was run off the road by a hay truck that was speeding down Ice Plant Road. It took out the cattle guard at the bottom of 41 and Ice Plant Road. From where I live on Irving Road to Highway 41, there is no speed limit posted. People are doing whatever speed they want up and down that road. We have children and livestock. We have people who like to go for walks, but we're unable to because there's no signage. They're knocking down the stop signs on Ice Plant Road and Salt Mission Trail, where people aren't stopping because there's no sign visible. They're just proceeding right through with people coming the opposite direction. They're going to get killed. These guys here work hard trying to keep our neighborhoods clean, but without signage and without a lot of things that we've asked to please change, we're helpless.

***Comments by Zoom**

Tiffany Wong - Innovation Law Lab: I'll read a translated statement from Phil Burt, who was one of the men transferred from New England to the Torrance County Detention Facility in February. "I was once an athlete in Rwanda. During that time, I met someone who intended to run for the Presidency. That individual asked me to help her with her campaign. Unfortunately, the government did not

appreciate my involvement in those activities. As a result, I started having serious problems, including imprisonment. Eventually, I fled my Country and sought asylum in the United States of America. Upon my arrival in America, I applied for refugee status. I got a job and gradually started building a new life. I was living in Maine, where I was surrounded by a supportive Community. I was arrested by the ICE while living in Maine and jailed for 13 months. I had many friends and a good life in Maine, and all those difficult times, God gave me strength, and I remain hopeful for a better future.”

Some have argued that ending contracts with ICE and Core Civic sends people far away from their loved ones. In reality, TCDF is a site where people are separated from their loved ones. Yet another example of this comes from a testimony from David Gomez, a man detained at TCDF, whose story was published last week in the magazine Newsweek. My colleagues and I have not met David, but it strikes us that he corroborates key points about conditions at TCDF that we have raised previously. Gomez a father of two, including a six year old son with autism, and the primary caregiver for his elderly mother, who suffers several health conditions, also says about his detention “I worry about their safety, and you know how they're getting by, and everything I worry about my fiancé, I didn't get to spend time with her like I should have it. Costing me \$7,000 a month to be detained. I was making about \$3,000 a month at my job. Now I'm not making that, and I still have to continue to pay all my bills.”

Torrance County does not have to endorse this policy of needless and cruel separation from family and friends. We recommend going to Newsweek to read more from David. Thank you.

Ian Philabaum - Innovation Law Lab: Played audio in Spanish.

PJ Podesta - Innovation Law Lab: This is a translation of the recording we just heard from someone detained at Torrance County Detention Facility. To tell a bit about life here. For example, the day-to-day is getting up at five in the morning, and some guys distract themselves. They distract themselves by making crafts, and other guys read. Each one has to find their way to be able to pass the time. This is what everyone wants, not to make the time pass, to try to express oneself, to forget about things, because there are people here who have people outside, everyone has family outside. What hurts the most is your family. Everyone hurts for their family.

Everyone here is trying to make the time pass, however possible. Some exercise. Some even start eating due to the anxiety. It's all food that's mostly if it comes from the kitchen. It's raw dough that they give us. Sometimes it's Cookies, cookies that aren't even cooked. I say this because I know very well, cookies that aren't cooked, rice that's not cooked, they serve it raw. Pastas that aren't cooked, served raw. Not everyone has work here and access to be able to buy something from outside, there's nothing nutritious. Everything is microwavable. They can't sell you fruit. We have to try and endure all of this. Thank you.

8. Fiscal Year 2024 Audit Presentation:

A. FINANCE: TKM – FY2024 Audit Closeout Presentation

Joe Ortiz, CPA – Audit Manager: I was your fiscal year 24 Audit Manager assigned to execute your financial statement audit and your single audit. We also had Ramon Calasagsag, who's a Senior Auditor, with us, leading the engagement as the audit senior in charge, and then Daniel Trujillo overseeing the overall audit as our Managing Partner and also as our audit partner. First and foremost, some of the communications were required to talk about our responsibilities. We were engaged to form and express an opinion on your financial statements and their correctness and reliability. We give a reasonable assurance of that right. We don't test 100% of transactions. We're looking at samples. We're doing analytic approaches, depending on the risk that we identify when we do internal control walkthroughs, looking at policies and procedures. We also looked at your major federal program. Torrance County crossed the threshold of \$750,000 in federal expenditures that were in the form of grant money. You do have some that come in a form of a contractor capacity. These came in the form of a grant; you had to have that federal single audit under uniform guidance, and that's a whole different audit in itself. We have to do those in tandem with each other. We also require communicating significant matters related to the audit as they come up or after the audit. Same thing with anything related to laws or regulations. We look at things based on their significance and their potential impact on the financial statements themselves. We also take that qualitative approach. There is a materiality for something qualitative. If something's fraudulent, if something's not in compliance with laws and regulations or grants and contracts, and then, no matter what the amount, becomes qualitatively material to the financials, we're required to maintain our auditor's independence. Every year, we assess our independence and ensure that we are still independent of the County, meaning we don't have any kind of relationships with individuals on the Commission or management. We also don't

have any kind of financial interests within the County. We always have to do that every year and make sure we have an objective mindset. We also introduce things like unpredictable procedures, so there's not that familiarity threat. Then we are also responsible for making sure that we communicate and ensure that management is assuming their responsibilities, and management's responsibilities could be a three-pronged approach. There's a design and implementation of an establishment of maintaining effective internal controls over both your financial statements and compliance with your grants, contracts, and laws, regulations. You have to design your policies and procedures, and you have to oversee them. You have to make sure you're updating them as you encounter new accounting transactions, grant compliance requirements.

In the preparation of GAAP financial statements. We do that for you, all as a not-for-profit service. However, all the financials that we produce are based on the information that's provided by your team. We were provided a trial balance, an AP list, accounts payable listing, and accounts receivable. We were provided your bank statements, capital assets, and leases. All those are plugged into a template. We tailor them to the County and provide them to you for your review and approval. We will not issue those financials until we get that review and approval from your team, along with the management, representation, letter, compliance, staff, pool, laws, regulations, and provisions of grants, contracts, and grant agreements is another requirement of management that they have to assume.

Some of the corrected misstatements that came up from our audit procedures resulted in what's commonly known as findings. There was an entry for \$4 million to restate expenditure expenses that were captured in fiscal year 24. I always like to give some clarification on these. These weren't fraudulent transactions. These are the basis of accounting transactions. You operate on a cash basis of accounting as a County, and you budget on a cash basis, cash in, cash out, expense, and revenue. When we talk about financial statements and preparing them, you operate on them. You present three different bases. You present your budget statements, which are cash basis. Then you have your modified accrual fund financial statements, which will show accounts payable and accounts receivable. Then you have your full accrual financial statements, which present your capital assets, your leases, and all the long-term balances. When we start doing this, it gets complicated. Sometimes things can get missed. We identified, while we're testing your accounts payable, that there were dates of service within the fiscal year 24, but it was not being captured within 24 as accounts payable. In 23, and we had to remove those from 24, they're properly captured within 23. There was a \$400,000 restatement to correct capital assets and appreciation. Then \$126,000 restatement, tax relief,

fiduciary fund beginning balances. I want to make it clear; these are all items that result in basically year-end reporting. It's complicated. These things happen and can be resolved with some training. I know there's been a vacancy in that Finance Director role, and Misty, the County Deputy County Manager, has been playing both roles, and she's been doing a good job. She could use that help with the Finance Director to help take some of those responsibilities off her plate, so she can focus on the Deputy County Manager role. That's the type of things that happen when those vacancies are there. Again, these aren't fraudulent. They were properly approved and reviewed as far as when the money was going in and out, coming in and out. I want to make that very clear for the people in attendance and meeting today, uncorrected misstatements. There were none. These are ones where, if we identified them, they weren't material to the financials. We could pass on them. None of the no such entry was identified. There were no disagreements with your team when it came to any accounting, reporting, or audit matters.

Significant issues were discussed with you before retention. We appreciate the phone calls throughout the year. This is how we bring value to the audit. If we're getting calls from the team at the County asking about new accounting standards, which are always coming out. We appreciate those calls and welcome them. There were no consultations with other accounts concerning audit opinions, significant accounting estimates for the County, or your lease inputs, so determining how long the lease life is, three years versus a five-year renewal option, the incremental borrowing rate, which is the interest rate that's incorporated into the lease. Those are all estimates of fair value inputs used to measure the fair value of investments, such as the stock's worth \$500 versus \$100; those are estimates and are leveled accordingly to actual actuarial assumptions related to net pension OPEB liabilities. These are huge assumptions that span over 30-40 years to come up with these balances on your books that are pretty large liabilities that we pretty much roll from the actuary statements and have to accrue them on your financial statements by generally accepted accounting principles.

Financial statement disclosures that are significant to the County are your net pension OPEB liability, your capital assets, your accounts receivable, and your leases. They're always going to mirror your significant estimates, because they give a little more description of what these transactions are and what these balances represent on your financial statements. Overall, the financial statements' disclosures are neutral, consistent, and clear from year to year. Some new accounting policies that the County adopted during the year were the GASB Statement. This is giving additional disclosures when things like restatements happen. There's a note in the financials for restatements, and it discloses in detail

how that restatement impacts each balance on the financial statements. Along with that, one was the GASB Implementation Guide, 2021, bulk purchases. This was a new one that came from an inquiry with the GASB, the Government Accounting Standards Board. I believe it was a County or City that called in and asked. I purchased 200 computers at \$1,000 each, resulting in \$200,000, which are all very similar type. Do I have to accrue these on my financials? GASB came out and said, "Yes, since they're all such similar assets and in nature, if they're if you should be accruing them if they are significant to the County's financials. There's that you weren't largely impacted by this, but the County did adopt a policy of \$200,000 for both purchases, in line with the state of New Mexico." You'll see it as a new disclosure in the financial opinions.

The financial statements were an unmodified opinion, a qualified opinion. I want to be very clear about what this means. Unmodified opinion, this means that this was overall, basically everything except for the custodial funds, accounts receivable, and revenues. It's saying everything in these financial statements is accurate and correct, except we weren't able to get audit evidence over the custodial funds, accounts receivable, and revenues. Keep that in mind as we start talking about the findings and your government-wide financial statements. These are good. You can rely on these right in a modified opinion, unmodified opinion over all these funds, which is your general fund, your ICE inmate Care Fund, American Rescue Act Fund, these are all clean opinions on these funds, and then all these non-major funds as well.

There was also an opinion we have to issue on your single audit. You haven't had a single audit in some years, you did a great job with your grants. Your team monitors the grants in compliance with those grants. You've got a clean opinion on the single audit, which is a really big deal to ensure you continue to get those federal funds from the government when available. Clean opinion on single audit. Great job there by the County team. Making sure that those policies and procedures are still in place, even though you weren't having single audits, is very important, because some occasionally, that trigger might happen where you need one, and when you have the audit come in and get a clean opinion, that's a good reflection of your team's policies and procedures over the grants in compliance with those grants.

Findings: I'm going to bring up your financials. The first was related to some of those items that I talked about earlier, and the adjustments, which were expenses, expenses and payables, capital assets, and fiduciary funds. We recommend that the County strengthen the internal controls around those transactions at year-end,

making sure you're scanning all your expenses for the dates of service, not the invoice date. Always pay attention to the dates of service and making sure that they're capturing those dates of service within the fiscal year, that they're incurring capital assets, making sure that things roll forward correctly and accurately on the depreciation amounts, making sure amounts related to construction and progress, if any, are captured correctly. Then, the fiduciary fund, we provided a restatement on that one to make sure the beginning balances were correct, and to make sure that they roll over from period to period correctly.

The major one that I think you probably want to talk about is the custodial fund issue with the qualified opinion on it. There were some issues when the transition to the counting software occurred. Unfortunately, the Soil and Water Conservation Districts' accounts weren't mapped out as they were previously. They were all grouped into one account, and as such, things were only getting reported to one account and distributed to one of your entities, being East Torrance Soil and Water Conservation District. This was a lot of work on behalf of the counting team to get this corrected. As you know, there was a delayed audit about this, making sure we could get somewhat comfortable with these balances. Ultimately, we weren't able to, because of how these accounts were reconciled. In talking with the County Manager, Deputy County Manager, and Treasurer. This has been resolved as of September 30, 2024.

We audit based on June 30, 2024; to get those comfortable with those balances at that date, it would have taken a lot more time. An effort for the County, and it would ultimately result in a late filing with the federal government, with the Federal Audit Clearinghouse. The decision was ultimately made that this would just be resolved in 2025 to make sure that the timely submission of the audit would be given to the federal government by March 31, 2025. Based on this mapping issue within the software that has now been fixed as of September 30, 2024, that's the assertion of your team. We'll come in and test it on June 30, 2025, to ensure that it has been corrected. The amounts that were improperly collected and distributed to one entity have been collected from that entity and redistributed to the other entities that were entitled to those monies. Those are all the assertions of your team. We will test them in fiscal year 2025, and based on our discussions, this should be resolved, and you should get back to that clean opinion on this fund.

Ryan Schwebach-County Chairman: You found it in 23, it was tied to the software issue. Did this go back before 23? How come it was only one year?

Misty Witt-Deputy County Manager: When we did the transition into Tyler, the mapping from Soil and Water Conservation Districts was only going to one district. It was a mapping issue isolated to that year during the transition. It did take a few months to identify that the conservation districts weren't getting their money. When that was brought to the prior Treasurer's attention, it was paid, and she started working with Tyler Eagle to get this fixed on their back end. They did fix the mapping. Then it took a little while for Tyler Eagle and the Treasurer's Office to determine what the overpayment was to East Torrance Soil and Water Conservation District. Once they determined that they were able to collect that from East Torrance and distribute it to the appropriate part of appropriate parties.

Joe Ortiz, CPA – Audit Manager: We talked about the custodial fund, which should be resolved in fiscal year 25 based on management's assertions. There were some other issues with the Public Employees Retirement Association, the retired Healthcare Authority, and expense balances. During our analysis of these accounts, we observed a \$330,000 net discrepancy between the expense recording, the trial balance, and the amounts reported on the periodic remittance form submitted to both agencies. The County Manager and the Finance Director are working on this, and they're trying to get the correct routing within Tyler. We always take your contribution forms and try to check for completeness and compare them to your salary expense line on your GL. We weren't able to do that this year. I know the County Manager and Deputy County Manager are trying to get that resolved, and this is a significant deficiency. This didn't affect your opinion, but we do expect to be able to tie those things out on the GL to make sure that what's being reported in your accounting software is being reported to PERA and RHC. This is a significant finding that is tied to the Tyler software.

Ryan Schwebach-County Chairman: Is it how it was recorded, or do we have to come up with money to correct it?

Joe Ortiz, CPA – Audit Manager: It's how it's recorded. It's not being classified correctly in its own GL accounts to reflect the payments that are going to PERA and RHC. There's no way for us to map out the contributions. The contributions are being remitted to the PERA and RHC. It's the reporting within your software for us to verify the completeness of those; it's proven to be very difficult, and we just weren't able to do it. We're making sure, working with Tyler, to ensure that those expense GL accounts are reflecting those payments, and being able to tie those amounts is going to be crucial.

Ryan Schwebach-County Chairman: How many other counties use Tyler software?

Joe Ortiz, CPA – Audit Manager: Quite a few. A lot of them are transitioning from Triadic to Tyler. One of the most common issues I'm seeing with the transition is the 10-year role of ensuring the property tax. The huge report on the back of your report says what's due to each County is or each government entity within the County that you're collecting property taxes for the County, when the Counties are having to build that out, a lot of the time, which you also had to do. I know the Treasurer worked hard to build out your tenure rule this year, making and working with them to ensure that that's compiled with a query within the system is also going to be important for you to ensure you're not running into any delays when those reports are due for the audit. It transitions from one to the other. A lot of Counties use Tyler for some reason. I've seen some issues with it. It's making sure, when you are transitioning this software, you have the support you need from that software company. Tyler is a strong software for Counties when set up correctly, they can be very valuable. If the mapping is not right, and this goes with any accounting software, it's garbage in, garbage out. Working closely with them is going to be important when you're going through these types of transitions.

Compliance Findings: When we start talking about compliance, we have to look at it qualitatively, rather than quantitatively. We looked at fuel cards during our test work. One out of five card transactions tested, we noted that a \$75.00 transaction lacks supporting documentation, no matter who is using these fuel cards, and no matter what department they're following, the County's policies and procedures. Easy one to resolve. It's sometimes getting everybody on board that can be difficult.

When we looked at the enrollment forms, there was one out of 10 employees who noted that the retirement forms didn't have those forms contain Social Security Numbers, which was inconsistent with the Social Security number recorded in the retirement report for PERA. This one's been resolved based on my discussions with them, but because we noted it in our audit procedures, we have to report it. This is one of those where you know it's noted, but then it's also resolved. This should go away next year as well. Exceeded budget authority: The fire pool fund, we noted that it was over its budget authority of \$176,000.00, making sure that at the end of the year, all bars are being made for any kind of unfavorable variance, ensuring that you comply with the budget. This one's a pretty easy one to resolve, also a pretty common one, unfortunately, but just staying on top of those budget adjustments will help resolve this one at the end of the year for fiscal year 25.

Cash appropriations: this is another one that's related to budget, where a budget was budgeted for a deficit. Some of these are trivial, but when it comes to compliance, we have to report them. There were more expenditures budgeted than revenues, of \$65.00 for the Animal Shelter, the Treasurer's three funds, and also for the American Rescue Act fund by these amounts. Making sure you have sufficient cash from prior year or federal accounts receivable to cover any deficit in your budget is important, and in reviewing that at the you know quarterly mid-year is always a good thing to ensure that if any budget adjustments need to be made, they can be made. The default audit report, because we did not file the county's audit by the deadline of December 1, 2024, however, we did file it before the federal deadline of March 31, 2025, which could impact your guys' federal funding in the future if it's submitted late, which it wasn't. There was the late audit report for the state audit deadline that that put out there, December 1, 2024. It's an easy one to resolve next year. Prior year findings: There was one related to improper year and accruals that was repeated and modified. We mentioned that as the first finding. That was a finding last year and a finding this year.

The report date was reported. On March 18, 2025, we received comments from the Office of the State Auditor. On March 24, we submitted and soon after received the release letter. March 26, 2025, and then the audit was submitted to the Federal Audit Clearinghouse on March 31, 2025.

Overall, the first thing you always want to look at that holds the most weight is your financial statement findings. That being said, I believe one through three on the summary of findings are going to be important for you to get rid of those. You want to try to avoid financial statement findings in general; the main one you don't want is a material weakness. That means that there's an issue within the policies and procedures of the County, or there was a gap that created an issue that could be material to the financials.

9. Department updates and Communication: None

10. APPROVAL OF MINUTES

A. COMMISSION: Request approval of minutes of the April 09, 2025, regular meeting of the Board of County Commissioners.

Action Taken:

Ryan Schwebach-County Chairman: Motion to approve April 09, 2025 minutes.

Linda Jaramillo-County Commissioner: Seconds the motion.

Roll Call Vote: Linda Jaramillo – County Commissioner: - Yes: Ryan Schwebach – County Chairman: – Yes: Kevin McCall – County Vice Chairman: - Absent:

MOTION CARRIED

11. APPROVAL OF CONSENT AGENDA

A. FINANCE & PURCHASING: Request approval of payables.

Action Taken:

Ryan Schwebach-County Chairman: Motion to approve payables.

Kevin McCall-County Vice Chair: Seconds the motion.

Roll Call Vote: Linda Jaramillo – County Commissioner: - Yes: Ryan Schwebach – County Chairman: – Yes: Kevin McCall – County Vice Chairman: - Absent:

MOTION CARRIED

12. ADOPTION OF ORDINANCE/AMENDMENT TO COUNTY CODE:

None

13. ADOPTION OF RESOLUTION:

A. Request Approval of Resolution No. 2025-16, A Resolution Authorizing Budget Adjustments to The FY2024-2025 Budget.

Misty Witt - Deputy County Manager: We are starting the process of budget adjustments to make sure that we are all clean for the end of the year. The Budget Adjustment before you today is for two items in the general fund. One is the Commission budget; the Workers' Comp premiums went up higher than we estimated, and then the audit did cost more because of the single audit than was originally estimated. We do need to do a budget increase for those, as well as one for the Estancia Senior Center, which was due to that incident where the vehicle ran into the building. We need to do a budget adjustment there as well. The final one is a transfer into the fund 19, which is the Solid Waste Authority, and that was for the invoice that was approved earlier in the year.

Action Taken:

Ryan Schwebach-County Chairman: Motion to approve resolution 2025-16.

Linda Jaramillo-County Commissioner: Seconds the motion.

Roll Call Vote: Linda Jaramillo – County Commissioner: - Yes: Ryan Schwebach – County Chairman: – Yes: Kevin McCall – County Vice Chairman: - Absent:

MOTION CARRIED

B. Request Approval of Resolution No. 2025-17, A Resolution Regarding the Torrance County Fair Board; Establishing the Duties, Powers and Procedures of the Fair Board.

Jordan Barela- County Manager: This resolution is primarily to address the Fair Board. It's structuring, positions, term limits, etc. Whereas our previous Resolution 2022-31 didn't address a lot of those items. This resolution lays out the purpose and intent of the role of the Fair Board, which is primarily to administer the County Fair and promote related activities within the community. It talks about the board composition, which is not varying from what's currently in existence, of five total members, including a chair and vice chair of the board, who are elected annually. It talks about the minimum qualifications of members, being 18 years of age, a Torrance resident, and how they are appointed by the Board of County Commissioners in an open meeting. Including service terms, specifically that each member will serve a two-year term, beginning on January 1 and ending on December 31. Two members are elected every odd-numbered year, and three of your members will serve every even-numbered year. Regardless of who's in those positions, we have a good understanding of who's in what term and when those reappointments are required. We don't have a good understanding right now.

It also talks about requests to fill the member position, how members are replaced, and the conduct of Fair Board meetings. Section 11 outlines the duties and responsibilities, essentially out the County's responsibilities, which would be the oversight and maintenance of the County Fairgrounds as the property owner. The payment for utility expenses of the fairgrounds as the property owner, and the engagement in long-term capital planning and capital upgrades for the fairgrounds. Upon BCC approval, the allocation of funding for the successful planning and execution of the annual fair. Then it also outlines Fair Board responsibilities, which are to successfully plan and execute an annual fair for Torrance County. There was some feedback we received from the board regarding those minimum requirements. We include requirements, which are essentially a livestock show, a

sale, an indoor exhibit hall, and a minimum of one community activity to increase community engagement in the event. Section B talks about some items, though it's not a comprehensive list. It says included, but not limited to, what would be required for the successful execution of the fair, as well as establishing an annual fair book and the bylaws. Section 12 essentially allows the Commission to address alternative expectations, provisions, or requirements or funding parameters through another means, be that a separate agreement, MOU, or a resolution related to the Fair Board.

I know two Fair Board members have recently submitted their letters of intent to resign from the Fair Board. Adopting this resolution that establishes those term limits will allow us to post for that position. Should we get somebody who's appointed? They will fill the remainder of those two terms, which would be the two members in an odd-numbered year, and then their reappointment would carry for the next two years. We wouldn't have another reappointment once those positions are filled until the end of 2026.

Kevin McCall-County Vice Chair: I spent a fair amount of time with this, and I appreciate the effort that has been given here. I think it's very clear as to what the County's responsibilities are and what the Fair Board's responsibilities are. I appreciate this, and the Fair Board will as well. One of them is that minimum of one community activity during the annual fair. I don't go with that for now. I would like to see that in the future, maybe next year, we can amend this. I'd like to see another one or two more, but I don't want to burden them too much. I think there needs to be rules/fair book, so they are aware that they are the entity that is presenting the rules and or making the rules for the exhibits, the flashback exhibits, and the indoor exhibits. I think that could clarify what I see. Other than that, I think it's a very straightforward approach, and I appreciate the effort that was given.

Ryan Schwebach-County Chairman: I think, and this is for the public too. No secret that the majority of the Fair Board driving factor is the Junior Livestock Show. There's nothing wrong with that. Within that, we have the extension service that has tons of ideas, but it requires volunteers. When you go back to what a County Fair was before 4H, long before a lot of us. The purpose of it was to bring the Community together, to be able to share what you're producing. Back then, 80% were in agriculture. That's why it revolves around that there's a lot of agriculture within this Community that is not showing. For me, when I talk about Community events, when I was a kid, there were a lot of dances, and because of real liability reasons, realistically speaking, that has gone by the wayside, but that is of value, especially to our kids today. That type of Community event, the ability

to bring families, not just kids, not just parents, but the entire family together. That's what I envisioned as a Community, that it's important, but it takes effort and time to volunteer. This fair board needs more volunteers to help with the other stuff. The public says, "Hey, I got an idea. I would like to see this." You've got to put your money where your mouth is. You've got to be willing to help facilitate. It's the Fair Board's job to direct it and instruct it, but if they don't have the volunteers, it's not going to happen. That is my purpose and vision for this.

Action Taken:

Kevin McCall-County Vice Chair: Motion to approve resolution 2025-17, with amendment in Section C under the Fair Board responsibilities, fair rules/fair book.

Linda Jaramillo-County Commissioner: Seconds the motion.

Roll Call Vote: Linda Jaramillo – County Commissioner: - Yes: Ryan Schwebach – County Chairman: – Yes: Kevin McCall – County Vice Chairman: - Absent:

MOTION CARRIED

14. APPROVAL/ACTION ITEMS

A. MANAGER: Request Approval of an Employment Agreement Between Torrance County and Gary Smith for the Torrance County Fire Chief position.

Jordan Barela- County Manager: This item will be to approve an employment agreement for two years between the County and Gary Smith for the position of Torrance County Fire Chief. As part of the discussions and negotiations, there was a discussion about some deliverable items. Those have been included in the contract.

Gary Smith- County Fire Chief: Thanks for having me. I feel like it's been a super long time coming. A lot of moving parts, a lot of high-priority items that I think are going to need to happen relatively quickly, but I'm going to keep very close contact with you. When you reached out to all three of you, I'd love to get a meeting as soon as possible to see your particular concerns and what needs to happen for your constituents in your particular districts. Commissioner Jaramillo and I are going to go see her district Monday morning, and she will show me the layout of the land down there. I'm looking forward to working with you and working with the public. I've already had conversations this morning with some concerns, we're going to get those things hammered out as soon as possible.

Action Taken:

Ryan Schwebach- County Chairman: Motion to approve Employment Agreement Between Torrance County and Gary Smith for the Torrance County Fire Chief position.

Kevin McCall-County Vice Chair: Seconds the motion.

Roll Call Vote: Linda Jaramillo – County Commissioner: - Yes: Ryan Schwebach – County Chairman: – Yes: Kevin McCall – County Vice Chairman: - Absent:

MOTION CARRIED

B. MANAGER: Request Approval for Use of the Torrance County Park for the 48th Annual Cache Le Plew Mountain Man Rendezvous Event from July 27, 2025, through August 3, 2025.

Cassandra Carnes: The 48th Annual Cache Le Plew is coming up. This rendezvous was started in 1977 by a group of guys who loved black powder. They got together, started shooting, and started a rendezvous. We've been going since then to try to keep alive the history of the fur trade era. Unfortunately, we're all getting older, and our clubs are getting smaller and smaller each year. We invite everyone, especially the young ones, to come out.

Action Taken:

Ryan Schwebach-County Chairman: Motion to approve use of the Torrance County Park for the 48th Annual Cache Le Plew Mountain Man Rendezvous Event from July 27, 2025, through August 3, 2025.

Kevin McCall-County Vice Chair: Seconds the motion.

Roll Call Vote: Linda Jaramillo – County Commissioner: - Yes: Ryan Schwebach – County Chairman: – Yes: Kevin McCall – County Vice Chairman: - Absent:

MOTION CARRIED

C. FINANCE: Request Approval to Fill Two Float Clerk Positions for the Remainder of FY25.

Misty Witt-Deputy County Manager: This is in the budget. We had budgeted one line item for a Float Clerk. However, they are limited to 20 hours or less per week. Our current budget allows for two items. We would like approval to reallocate one item to the end of the fiscal year. We would like to carry this through into next year as well, but we wouldn't be asking for an increase. The

current budget allotted for that particular salary is enough. The reason for these Float Clerks, we're just having a hard time filling the positions. The Float Clerks are only part-time positions, but the advantage to them is that they can go around and help with any clerical work for any department within the County. We have seen a great need for multiple departments needing part-time help.

Action Taken:

Ryan Schwebach-County Chairman: Motion to approve.

Linda Jaramillo-County Commissioner: Seconds the motion.

Roll Call Vote: Linda Jaramillo – County Commissioner: - Yes: Ryan Schwebach – County Chairman: – Yes: Kevin McCall – County Vice Chairman: - Absent:

MOTION CARRIED

D. ANIMAL SERVICES: Request Approval of a Memorandum of Understanding for the Estancia Valley Animal (FEVA) “Her Last Litter” Program and Torrance County Animal Services.

Danette Langdon-Animal Shelter Director: This is an MOU between the Animal Services Department and Friends of Estancia Valley Animals, they are a 5013c organization that provides low-cost or free spay and neuter services in the County. Under this MOU, we would work with them. How it works is we identify people who have litters of puppies or kittens. The owner gets a voucher to get their animal sprayed for free. Then, once we give them that voucher, we receive \$100 per litter from Friends of Estancia Valley Animals to help with the costs of vaccination, deworming, etc. We've been trying to get this going for a few years now. We're in a spot now where we can make this work well. It'll be in addition to SNIPPET, we'll be getting more animals fixed. We'll be decreasing the number of litters and encouraging people to turn them over at a younger age.

Action Taken:

Ryan Schwebach-County Chairman: Motion to approve.

Kevin McCall-County Vice Chair: Seconds the motion.

Roll Call Vote: Linda Jaramillo – County Commissioner: - Yes: Ryan Schwebach – County Chairman: – Yes: Kevin McCall – County Vice Chairman: - Absent:

MOTION CARRIED

E. EMERGENCY MANAGEMENT: Request approval of the 2025 Torrance County Emergency Operation Plan.

Samantha O’Dell-County Emergency Manager: The Emergency Operations Plan is not included in the packet. This is a 394-page document that I spoke to you about individually. I want to tell you a little bit about the history, so you understand what you're being asked to approve today. Presidential Policy Directive Five requires local government to adopt fundamental principles, language, and operational concepts embedded in the National Incident Management System and the National Response Framework as a condition of receiving certain categories of federal support for Emergency Management. We have to have this plan to be able to continue with some of the federal funding that we receive. It's been a requirement for many years, we skated through by saying that we were working on it. The Emergency Operations Plan meets all of these requirements that are being asked of us. This document provides structure and processes used to respond and recover from incidents, and the plans required to be updated every two years and approved by the Commission every two years. I've been working with the contractor, both planning to ensure that the plan meets all of the requirements for state and federal needs. Then we had a workshop that we invited all of the stakeholders to. The stakeholders are all agencies within the County that play a part in that, including all of the jurisdictions, Road Departments, public works, fire, EMS, law enforcement, and Animal Services. We held a functional workshop, inviting the agencies. I sent out an email to each of those agencies with the annexes that were specifically mentioned, and to ensure that they were kind of on board with all of the information that was included in that, once we got the information back or agreements back from those agencies, we would continue to develop the plan. As of last week, I sent out an email to each of the agencies with a copy of the plan, as well as a sample letter asking them to complete a letter of agreement showing that they were on board with this plan. Then we're looking for the Commission to approve this plan today, and then I will submit it to the Department of Homeland Security and Emergency Management to maintain compliance to receive the federal funding.

Action Taken:

Ryan Schwebach-County Chairman: Motion to approve.

Kevin McCall-County Vice Chair: Seconds the motion.

Roll Call Vote: Linda Jaramillo – County Commissioner: - Yes: Ryan Schwebach – County Chairman: – Yes: Kevin McCall – County Vice Chairman: - Absent:

MOTION CARRIED

F. MANGER: Request Appointment of a Member of the Torrance County Commission to Sit on the Design Committee for the Torrance County Fairgrounds Project.

Jordan Barela- County Manager: We are currently meeting with Studio Southwest on a biweekly basis to talk about the fairgrounds project and design for that project. The initial site plan that they approved was vague, they're talking about the functionality of the facility, the size of the arena, things along those lines that are critical design elements. What we did not want to do was provide the design team direction that the Commission wasn't in agreement with. We thought a way to address that would be to have a sitting member of the Commission on the design committee to implement a Commission perspective as we walk through this process, which is why we are making this request.

Kevin McCall-County Vice Chair: I'd be happy to. I think that's a very smart move, because we've already had one little disagreement with Studio Southwest, and that felt like they went a different direction than the Commission. I'll be included in those meetings to help, and we're at a stage now where it's going to start moving pretty quickly.

Jordan Barela- County Manager: Design is scheduled to be finished by the end of May. We are out to RFP right now for a contractor. The mandatory site visit for contractors interested in the project is tomorrow. We are getting to the point where the rubber is going to meet the road here in the next few weeks, in terms of putting this project design together and the cost estimates associated with that.

Ryan Schwebach-County Chairman: Commissioner McCall's expertise, he's built a lot of buildings in his lifetime. He's been to a lot of fairgrounds. He understands what's needed and what this Commission, previous Commissioners, have talked about, and the vision of this, which has been a long time coming. I have full confidence in Commissioner McCall.

Action Taken:

Ryan Schwebach-County Chairman: Motion to approve.

Linda Jaramillo-County Commissioner: Seconds the motion.

Roll Call Vote: Linda Jaramillo – County Commissioner: - Yes: Ryan Schwebach – County Chairman: – Yes: Kevin McCall – County Vice Chairman: - Absent:

MOTION CARRIED

15. DISCUSSION

A. SHERIFF/ROADS: Discussion of Secured Parking Extension and Law Enforcement Only Access at the Neil Mertz Judicial Courthouse.

Stephanie Reynolds-County Undersheriff: We are requesting that we be considered for an extension of the back fence where we park. We share that parking currently with the District Court staff. It is quite small anytime that we have meetings, or we frequently call all of our deputies in for inspections, things of that nature. We do not have the space to be back there for everybody to park. We are doing this in in like a rushed fashion, because we are scheduled with the Road Department to fix some of the back area that's currently fenced in, and it was recommended that if we were going to extend the back one time. I met with the County Manager and Deputy County Manager, the Road Department Supervisor, and the Sheriff. We met in that area to look at what it might look like if we were to move forward with this. If we had plenty of parking for our fleet, our patrol staff to be able to go back there, and there would potentially be plenty of parking for the individuals who currently use that secured area. A drawing is provided. That's where we currently unload our prisoners. It is where the court staff parks. There is a wall that they park toward the west, and there are nine parking spaces. They're currently being used by the staff. If we were to be approved for this proposed parking, those staff members could park toward the west. We would be able to have two parking line areas where they wouldn't have to park so close to where we unload prisoners.

Kevin McCall-County Vice Chair: I believe they need security. This gate was designed for court security. Originally, when we paid for that, it was for court security. They were the ones complaining.

Ryan Schwebach-County Chairman: Some details need to be worked up. Leonard can be patient for a little bit.

Stephanie Reynolds-County Undersheriff: Can we request that the funding that was already approved for this fiscal year be rolled over?

Ryan Schwebach-County Chairman: We're in budget discussions again. Yes, that is possible. This property is right next to where we're proposing to put the new admin building. The discussion is to expand this to make sure we don't overlap with the admin site plan, along with currently here, which comes to find out Leonard is supposed to go over here and fix existing stuff. Makes more sense to do

the whole thing and the expansion, which we're now going to give direction to put that all together, to make sure the designers get together, we're not stepping on any toes, and that the money that was allocated for this can roll over. Leonard's not in a rush to spend money. The Sheriff's Office can discuss with the court the best design for the court parking. You can move forward with your action. This was just a discussion, we look forward to finalizing this. Thank you.

B. SHERIFF: Discussion on the Addition of 2 Community Service Aid Positions for the Torrance County Sheriff's Office.

Stephanie Reynolds-County Undersheriff: We are requesting an additional two Community Service Aid positions. When we originally came to the meeting with the request for the two positions, it was as a stepping stone for court security, transport, paper service, etc. These are the two individuals that we have currently in the position working toward going to the academy, one of which starts in July. This is to ensure things run smoothly with the court services and transport, so as not to pull from our patrol. The two are coming in, and there will never be a gap in service. As far as that is concerned, that is why we're requesting these positions. We came before the Commission today for consideration.

David Frazee-County Sheriff: We have plenty of work to keep them busy. The ones that we have now are, in fact, overworked. We had two trials that we've had going on at the same time, one in Socorro County and one here. It was difficult to maneuver and get everyone where they needed to be and handle all of the calls, and it would provide better service for our Community.

Stephanie Reynolds-County Undersheriff: The reason for the discussion today is that we are potentially sending these two to the academy in which starts July 5.

Ryan Schwebach-County Chairman: We're not opposed to any of this. I prefer to wait till the budget cycle to put it all together. I would consider that on a one-year deal until we get it through the budget. I'm looking at a way to bridge that four-week gap. If that's the issue, I'm not keeping with the budget cycle.

Stephanie Reynolds-County Undersheriff: That's why we would like to have the training before somebody leaves. Thank you.

C. MANAGER/PLANNING: Inventory of County-Owned Property.

Jordan Barela- County Manager: Based on some of the discussions we had with the Commission about identifying what County-owned property we currently hold deeds for and what is available. Ruben Gastelum, with GIS, was tasked with this project of putting this together. Ruben has listed out in the binders in front of you, and also in the packet material, a list of all County-owned properties in Torrance County. Looking through that binder, the front end of the binder has some of our more identifiable Administrative building? Fire Districts, Senior Centers, Torrance County Park, etc. Once you get to the back of it, it's the more obscure parcels that we own. We own a lot of single-standing small acreage lots and single-family subdivisions. A lot in the Estancia Ranchettes subdivision. Going through this front to back, there wasn't much in there that was a surprise. We did want to make this available to the Commission and included in the packet material, so the Community is also aware of what property holdings Torrance County has.

D. MANAGER: Discussion on Future Uses of the Red Building on U.S. Route 66 in Moriarty, NM.

Jordan Barela- County Manager: We wanted feedback from the board regarding potential uses of the red building that we own on Route 66 in the City of Moriarty. Currently, that building is being used for a couple of purposes. One is for storage for the Torrance County Sheriff's Office. They have several vehicles in their trailers, UTVs, and golf carts, and they also use that facility for the execution of search warrants on vehicles. It's a secure location for them to place those vehicles and execute those warrants. In addition to that, it's also used as a storage space for Emergency Management. Our Emergency Manager has response trailers, the mobile command, as well as shelter supplies. When I came into the County, one of the things that we first started doing was trying to coordinate public safety meetings. From my perspective, public safety includes Fire, Sheriff, Dispatch, and Emergency Management, to coordinate those needs. We feel as though there is an option available to support all of the public safety departments and make that a public safety multi-use building. We had discussions with the Fire Department, Sheriff's Office, and Emergency Management, and one of the ideas was to keep that facility, or at least wall off a portion of that facility for the Sheriff's Office's continued use. Having other personnel in that facility, there would need to be a secure area for vehicles.

The Sheriff's Office has put together a plan as far as what they would need is for space and could potentially at least have two vehicles in the building for search warrant purposes, as long as that was secured. In addition, we don't have an Emergency Operations Center at the dispatch building, but it doesn't necessarily meet all the needs of an EOC. Another thought was moving the EOC to the red building in Moriarty. Emergency Management has about \$50,000 in capital outlay funding to plan and design what that facility would look like. We would probably need three office spaces, two for Emergency Management staff, and one for private meetings. We'd have to upgrade. There are two bathrooms in there right now, but we would need a kitchen facility as well as a large training room and some area for storage for the trailers and stuff that she already has in the facility. The building is 100 feet by 75 feet. The other item, as far as the Fire Department, currently needs a training facility. We do have a Training Chief, but they are relatively restricted as far as training space. Our idea was we would have this large training conference area in the building that could be used as an EOC, but if it's not being used as an EOC, it could be used as a training center where the Fire Department as well as the Sheriff's Office could hold and host trainings on the property, which does meet that that training need for both departments. The benefit of that particular site for that purpose is most training-related to law enforcement and fire. You're going to have a classroom component, but you're also going to have a practical component in the field, and that parcel is big enough, as far as the size of it, with exterior space where you could do both. It opens up a lot of options for the department. We did want to put that on the Commission's radar, to get some feedback. That building is being used marginally, and we do feel as though there's a lot of needs across public safety that we could potentially meet with that facility by trying to route like this.

Linda Jaramillo-County Commissioner: How big is the parcel?

Jordan Barela- County Manager: Five acres.

Ryan Schwebach-County Chairman: One of the needs that keeps hearing over and over and over again the Dispatch is overcrowded.

Jordan Barela- County Manager: Dispatch has the Fire Department, and Dispatch; those are the two Administrative Offices there currently. Emergency Management is in the CID building with the Sheriff's Office.

On the planning side of this, we wanted to approach this as an idea. The \$50,000 that we have available right now to bring somebody on board would be the intent of saying, here's a location, we could do this. What's it going to take to get it there?

There is going to be some of that work. It's on a septic system. I'm not aware that we've tested that system. It's on a well right now. We're looking to see if there are documents, if the well was tested. The building has plenty of power, but the utilities, whether they remain on propane or whether you extend gas, all of those things are going to have to be looked at. That's going to be true if you use it for anything outside of what it's being used for right now, which is primarily storage. I think part of that \$50,000 would be allocated, it's state funding, to look at this facility and say, "Is this doable?" How would it be designed? What would it need? What would be the cost of getting it finished?

Kevin McCall-County Vice Chair: That building has natural gas access. It's to the building, not in the building. It has City sewer just outside, has City water just outside, and on the border edge, it has potential. I think that's why, at least I and this Commissioner voted in buying that.

Ryan Schwebach-County Chairman: EOC was designed to be at Dispatch. We looked at finishing requirements, EOC, removing non-dispatch, non-EOC stuff out of the building, and what does it look like?

Jordan Barela- County Manager: I think one of the issues with that building, with the Dispatch building generally, is with Fire Administration being there, and the outgrowth of people is at capacity. Even right now, the Fire Administrative Staff member who's working for the Department is located in the office in the EOC, because there's nowhere to put her. I think that was an issue, too, with the Training Chief when he was hired; we had to identify a place for him, because there was no space for him there. From the functionality perspective, not to say the building doesn't have the capabilities of being an EOC, but one of the other issues we run into is the kitchen. There's a kitchen facility there, but if an EOC were activated, you would have to go into the Dispatch building to get there. Anybody who's in that facility is required to be NCIC certified because there is so much confidential information. There are those types of issues associated with activating it. Does it function for a baseline purpose? Yes, but if we had an emergency and we had to get 30 people in that building with parking and access, it has a lot of issues as far as practicality.

Ryan Schwebach-County Chairman: The other thing we have to remember in this planning is that within about two years, we're going to have 23,000 square feet free up right here. That needs to be in every talk of every building we do.

Samantha O’Dell-County Emergency Manager: Another situation that we have, some radios in the EOC are currently not functional. I'm trying to determine what we need to do to get them functional. Some of them are going to require additional antennas to be put on the building. There have been some discussions about how many more antennas can go on that building without interfering with any of the other issues.

Kevin McCall-County Vice Chair: I don't want to rush into it without fully knowing what an EOC needs.

Samantha O’Dell-County Emergency Manager: Some of the planning that we were discussing will address all of that and have some better cost ideas.

Kevin McCall-County Vice Chair: We do need to discuss Fire Administration soon. Where does that go if we take the EOC out? Can we remodel? Can we remodel Dispatch and put in different accesses? We think things through before just rushing. It's my caution.

E. MANGER’S REPORT:

Jordan Barela- County Manager: I think one of the things I've already mentioned was the fairgrounds project. The mandatory site visit for contractors is tomorrow, we will be in attendance. You can see what that turnout is like. As far as the Construction Management at risk procurement. In addition, I wanted to make the board aware that we had been approved at the State Legislature for every authorization of our oldest appropriation for that project, to \$700,000, which was in the law that was passed, the Governor line-item vetoed that. Of that \$700,000, roughly \$380 is tied up in the Studio Southwest contract; that money will be taken off the books by the end of the year. We're also looking to see if we get a contractor on board within the next month. Are there other ways to get that money off the table before the end of the year, either through the purchase and ordering of materials that we know we're going to need, or other soft costs associated with it. That \$700,000 will now expire June 30 of this year.

In addition to that, I did hope to have two presentations scheduled for the Commission here today. Both of those have conflicts to reschedule, but one is with EMWT. I'm working with Bobby to see if we can give the board a comprehensive update during our next meeting. In terms of where they are with that project, as

well as the State Economic Development Department. We will be bringing them to the Commission's next meeting for a presentation.

F. COMMISSIONERS' REPORTS:

1. Kevin McCall – County Vice Chairman, District 1

Kevin McCall- County Vice Chair: Leonard, have you gotten anywhere with DOT in a meeting in New Mexico?

Leonard Lujan-County Road Superintendent: No.

Kevin McCall- County Vice Chair: After today's presentation of the audit. I want this for a discussion item. Two things we need to look at are procedures and policies that would mitigate an audit finding in the past. We, as a Commission, may need to look at funds for training for the Tyler software. I was taken aback by that audit. I didn't mean anything against our staff. I think it's not, not calling you out on it. I'm saying that maybe we need to give them some more funding for training.

2. Ryan Schwebach- County Chairman, District 2

Ryan Schwebach-County Chairman: We purchased the Tyler software. Within that software, there's X amount of dollars to transfer for them to help us. How much more money, on top of that, are we spending to correct these issues with Tyler?

Misty Witt-Deputy County Manager: The staff time is going to be our biggest cost on that. Tyler tech support, to be honest, has something to be desired. We can sit on hold for hours with Tyler Tech support before we get a person. It's staff time.

Ryan Schwebach-County Chairman: This is costing us and the citizens of this County a lot of money. I don't think it needs to be tolerated at all. This is not what we paid for.

Misty Witt-Deputy County Manager: We have reached out to some different contacts at Tyler. They have their general 800 number and chat line. We've also called the local New Mexico Tyler division, and they've told us they can't help us.

Ryan Schwebach-County Chairman: Have you looked at independent accounting firms that are familiar with this to potentially hire them to intervene?

Misty Witt-Deputy County Manager: Yes. This is a project that we're undertaking, currently working specifically for the Treasurer's Office, in regards to fiduciary funds. We do have an outside firm coming in to provide some training and some guidance.

Jordan Barela- County Manager: One of the findings that was listed there was related to PERA. That was a Tyler systems issue. The payments that we submitted and remitted to PERA were correct for all employees. The problem was where that payment was getting captured on the general ledger. Identifying that line to tie out with the auditors, to where that \$128,000 was listed in the Tyler system. We couldn't do that, and that's a back-end issue. The payments are correct, but the system wasn't capturing that information appropriately on the general ledger to have the auditors tie that out and reconcile that.

Ryan Schwebach-County Chairman: Other counties have to be having the same problem. Have we talked to the coalition of counties on this?

Misty Witt-Deputy County Manager: I know it has been a problem for other Counties. We discussed it in our Finance Affiliate meetings quite often in finance affiliate email threads. Other Counties are experiencing these issues as well, and they are a good resource. I know that's how we got our mapping done to international GBMs. We can keep reaching out for these really specific problems now that we've identified them, like, where's it going, and try to nail that down. The Finance Affiliate has been a good resource.

Ryan Schwebach-County Chairman: I don't know if they're a local company, a national company. I'm not pleased with it, and it makes it hard on staff, because you get in a public setting as a Commission, that's the first thing we think. Where did staff screw up? Where do we correct our staff? Then that leads to the other side of the story. Is that is Tyler becoming a scapegoat for staff that's not properly trained, I don't know. I know when we start getting audits like that, that it's a major concern. I'd like more information.

3. Linda Jaramillo – County Commissioner, District 3

Linda Jaramillo-County Commissioner: I don't have much because I was at New Newport Beach with my sister and enjoying the long weekend. I didn't do much. I stayed in contact with Jordan by email. I'm having shoulder replacement surgery on May 8. I won't be here for the next meeting on the 14th. After that, maybe I can join by Zoom. I don't know how much I'm going to need to recoup.

16. EXECUTIVE SESSION:

- A. **COMMISSION:** Discussion on the Purchase, Acquisition or Disposal of Real Property Pursuant to NMSA § 1978 10-15-1(H)(8)

Discussion of Pending Litigation for Gonzales, et al V. Torrance County and Brian Sanchez V. Torrance County Pursuant to NMSA § 1978 10-15-1(H)(7).

Action Taken:

Ryan Schwebach-County Chairman: Motion to go into Executive Session.

Kevin McCall-County Vice Chair: Seconds the motion.

Roll Call Vote: Linda Jaramillo – County Commissioner: - Yes: Ryan Schwebach – County Chairman: – Yes: Kevin McCall – County Vice Chairman: - Absent:

MOTION CARRIED

12:02 PM

Action Taken:

Ryan Schwebach-County Chairman: Motion to move into regular session.

Kevin McCall-County Vice Chair: Seconds the motion.

Roll Call Vote: Linda Jaramillo – County Commissioner: - Yes: Ryan Schwebach – County Chairman: – Yes: Kevin McCall – County Vice Chairman: - Absent:

MOTION CARRIED

12:57 PM

Ryan Schwebach-County Chairman: No Action with what was discussed in Executive Session.

17. **Announcement of the next Board of County Commissioners Meeting:**
May 14, 2025, at 9:00 AM.

18. **Signing of Official Documents.**

19. **Adjourn.**

Action Taken:




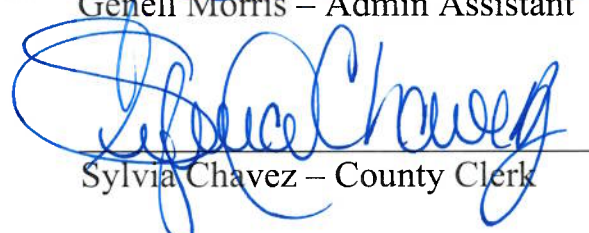
Ryan Schwebach-County Chairman: Motion to adjourn.

Kevin McCall-County Vice Chair: Seconds the motion.

Roll Call Vote: Linda Jaramillo – County Commissioner: - Yes: Ryan Schwebach
– County Chairman: – Yes: Kevin McCall – County Vice Chairman: - Absent:

MOTION CARRIED

The meeting adjourned at 12:58 PM.

 _____ Ryan Schwebach – Chairman	 _____ Genell Morris – Admin Assistant
 _____ Date	 _____ Sylvia Chavez – County Clerk

The video and audio of this meeting are available upon request.