



Torrance County

BOARD OF COUNTY COMMISSIONERS (BCC)

Ryan Schwebach, Chair, District 2

Kevin McCall, Vice Chair, District 1

Samuel D. Schropp, Member, District 3

Janice Y. Barela, County Manager

The meeting will be available via Zoom and the link may be found on the County's website www.torrancecountynm.org/calendar. Click on the event to access Zoom Meeting information.

ADMINISTRATIVE MEETING AGENDA

WEDNESDAY, APRIL 26, 2023 @ 9:00 AM
205 S. Ninth Street, Estancia, NM 87016

- 1. Call to Order**
- 2. Invocation and Pledge of Allegiance**
- 3. Changes to the Agenda**
- 4. CERTIFICATES AND AWARDS**
 - A. MANAGER:** Employee of the Quarter, Joanna Romero
 - B. MANAGER:** 2022 Employee Safety Awards
 - 1) Juan Morales
 - 2) Genell Morris
- 5. BOARD AND COMMITTEE APPOINTMENTS**
 - A. MANAGER:** Road Evaluation Committee (Partial Abandonment of a County Road – 0.16 miles of Sanchez Road)
 - 1) Charlene Guffey
 - 2) Jason Quintana
 - 3) Paul (Tito) Chavez
- 6. PUBLIC COMMENT and COMMUNICATIONS**
- 7. APPROVAL OF MINUTES**
 - A. COMMISSION:** Request approval of minutes of the March 22, 2023 Regular Meeting of the Board of County Commissioners.

8. APPROVAL OF CONSENT AGENDA

A. MANAGER: Approve Restrictive Housing Report – First Quarter 2023

B. FINANCE & PURCHASING: Request approval of payables.

9. ADOPTION OF ORDINANCE/AMENDMENT TO COUNTY CODE**10. ADOPTION OF RESOLUTION**

A. COMMISSION: Discussion and possible approval of Resolution 2023-____, A Resolution Rescinding Resolution 2020-15 and the Declaration of Emergency in Torrance County, With Related Pandemic Restrictions.

11. APPROVALS

A. DWI: Request approval of contract with Waves Behavioral Health LLC for mental help support for Teen Court youth.

B. EMERGENCY MANAGEMENT: Request ratification of New Mexico Counties Grant to update Community Wildfire Protection Plan (CWPP).

C. EMERGENCY MANAGEMENT: Request vacant part-time Emergency Management Specialist position be reclassified to a full-time position with the addition of the Safety Officer responsibilities, to include setting salary.

D. MANAGER: Discussion and possible approval of the Emergency Manager's salary for FY24, as EMPG grant application, including salaries and benefits, must be submitted in May 2023, prior to the FY24 budget approval; EMPG pays 50% of the Emergency Manager's salary and benefits.

E. ANIMAL SERVICES: Request vacant Animal Services Assistant Director position be converted to a Kennel Assistant position and adjust salary for the department.

F. FIRE: Request approval to revise Vector Solutions agreement to include Vector Scheduling and Vector Check It (Fire/EMS Stations and Apparatus).

G. FIRE: Request approval to submit FY24 Fire Protection Fund (FPF) applications for Fire Admin and Districts 1-6 volunteer fire departments.

H. GRANTS: Request approval to submit application for the Rural Primary Health Care Act (RPHCA) Grant that is designed to provide primary medical services in under-served areas of the state, FY24 base contract amount \$101,124.00.

I. GRANTS & ROAD: Request approval to submit funding request for the Transportation Project Fund (TPF) for completion of the Martin Road paving project 0.8 miles, authorizing County Manager Janice Barela to sign a letter to the New Mexico Department of Transportation Cabinet Secretary summarizing the Commission's approval.

- J. GRANTS & ROAD:** Request approval to submit funding request for the Transportation Project Fund (TPF) for completion of the Kings Farm Road paving project 1.5 miles, authorizing County Manager Janice Barela to sign a letter to the New Mexico Department of Transportation Cabinet Secretary summarizing the Commission's approval.
- K. GRANTS & ROAD:** Request approval to submit funding request for the Transportation Project Fund (TPF) for completion of the Martinez Road chip seal project 7 miles, and authorizing County Manager Janice Barela to sign letter to New Mexico Department of Transportation Cabinet Secretary summarizing the Commission's approval.
- L. ROAD:** Request approval to reallocate remaining funding (approximately \$65,000) allotted to the road department for McNabb project to purchase 300 tons of cold mix for pothole repair and to chip seal Valley Trail, Ranch Trail, and Pinon Trail.
- M. MANAGER:** Discussion and possible approval of architect for the fairgrounds building.
- N. MANAGER:** Discussion and possible approval of programming for new Administrative Office Building.
- O. MANAGER:** Discussion and possible approval of American Rescue Plan Act (ARPA) projects. (Donzil Worthington, Bohannan Huston)

12. DISCUSSION

- A. MANAGER:** Review of SB 474, 2023 Legislature, Industrial Revenue Bond Act, School District PILT Distribution Changes (Rob Burpo, President, First American Financial Advisors, Inc.).
- B. MANAGER:** Presentation on American Legion Youth Corps (Gerald Chavez, American Legion Post 22 Commander).
- C. MANAGER'S REPORT**
- D. COMMISSIONERS' REPORTS**
- 1) Commissioner McCall, District 1
 - 2) Commissioner Schwebach, District 2
 - 3) Commissioner Schropp, District 3

13. EXECUTIVE SESSION

14. **Announcement of the next Board of County Commissioners Meeting:** May 10, 2023

15. SIGNING OF OFFICIAL DOCUMENTS

16. ADJOURN