



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, SEPTEMBER 13, 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. PROCLAMATIONS**
- 5. CERTIFICATES AND AWARDS**
- 6. BOARD AND COMMITTEE APPOINTMENTS**
- 7. PUBLIC COMMENT and COMMUNICATIONS**
- 8. APPROVAL OF MINUTES**
 - A. COMMISSION:** Request approval of minutes of the August 23, 2023 Regular Meeting of the Board of County Commissioners.
- 9. APPROVAL OF CONSENT AGENDA**
 - A. FINANCE & PURCHASING:** Request approval of payables.
- 10. ADOPTION OF ORDINANCE/AMENDMENT TO COUNTY CODE**
- 11. ADOPTION OF RESOLUTION**
 - A. MANAGER:** Presentation on the Health Council – Partnership for a Healthy Torrance Community explaining its mission and propose Resolution 2023-____ recognizing Partnership for a Healthy Torrance Community as the Health Council for Torrance County, mandated through the Department of Health.

B. ASSESSOR: Motion to approve Resolution 2023-_____ approving the Mill Rates for 2024 and signing the order to submit to the State of New Mexico Department of Finance and Administration.

C. PLANNING & ZONING: Motion to approve Resolution 2023-_____ to remove debris on Lot 29 El Rancho Grande subdivision on Loma Del Sol Avenue in McIntosh.

D. PLANNING & ZONING: Motion to approve Resolution 2023-_____ to remove debris on Lot 30 El Rancho Grande subdivision on Loma Del Sol Avenue in McIntosh.

E. GRANTS: ICIP Senior Centers – Resolution to approval submittal to Aging and Long Term Services Division (ALSD). (Public Hearing)

12. APPROVALS

A. EMERGENCY MANAGEMENT: Request approval to enter into Cities Readiness Initiative (CRI) Memorandum of Agreement (Grant in the amount of \$15,800) with the New Mexico Department of Health and authorize County Manager Janice Barela to sign via DocuSign. (Reviewed and approved by Grant Committee.)

B. CLERK: Request approval of Memorandum of Understanding with the Office of the Secretary of State for the purpose of providing state-appropriated funds in the amount of \$40,000 to Torrance County to cover the projected costs of conducting and administering the 2023 Regular Local Election.

C. ASSESSOR: Request approval to pay Albuquerque Publishing Journal invoice in the amount of \$147.75 for services rendered in May 2023 pertaining to requested extension of time to provide certification, certified values, to the State.

D. FINANCE: Request approval to pay Super 8 invoice number 10018697090 in the amount of \$139.50 and invoice number 10018693025 in the amount of \$99.50 for housing domestic violence victims; these are FY2023 purchases invoiced on 08/08/2023.

E. MANAGER: Request approval of four prior year invoices received from Ambitions on August 29, 2023 for services performed in March - June 2023; delay in billing was due to a change in their software. Invoices include: #1209 for \$2650.27 (March), #1210 for \$2085.23 (April), #1211 for \$2556.09 (May), and #1212 for \$2260.13 (June).

13. DISCUSSION

A. COMMISSION: Discussion regarding landowners' request for Torrance County Commission to accept Linda Vista as a County maintained road. (Commissioner Schropp)

B. CLERK: Update on 2023 Regular Local Election following candidate filing day.

C. SHERIFF: Update on Sheriff's Department.

- D. MANAGER'S REPORT**
- E. COMMISSIONERS' REPORTS**
 - 1) Commissioner McCall, District 1
 - 2) Commissioner Schwebach, District 2
 - 3) Commissioner Schropp, District 3
- 14. EXECUTIVE SESSION**
 - A. MANAGER:** Discuss Deputy County Manager position, closed pursuant to NMSA 1978 § 10-15-1(H)(2).
 - B. COMMISSION:** Discussion vacancy or possible vacancy of County Treasurer position, closed pursuant to NMSA 1978 § 10-15-1(H)(2).
- 15. DISCUSSION AND ACTION ON EXECUTIVE SESSION ITEMS ABOVE**
 - A. MANAGER:** Request concurrence with the appointment of Tracy L. Sedillo as the Torrance County Deputy County Manager at the terms and conditions set forth in the contract offered by County Manager and granting County Manager Janice Barela authority to sign.
 - B. COMMISSION:** Discussion and possible action regarding vacancy or possible vacancy of County Treasurer position.
- 16. Announcement of the next Board of County Commissioners Meeting: September 27, 2023**
- 17. SIGNING OF OFFICIAL DOCUMENTS**
- 18. ADJOURN**