



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 10, 2024 @ 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**
 - A. DWI:** Proclaiming April as "Alcohol Awareness Month".
- 5. CERTIFICATES AND AWARDS**
 - A. MANAGER:** Employee of the 4th Quarter 2023 – Deputy Ronald Saavedra
- 6. BOARD AND COMMITTEE APPOINTMENTS**
- 7. PUBLIC COMMENT and COMMUNICATIONS** (Comments limited to two minutes.)
- 8. APPROVAL OF MINUTES**
 - A. COMMISSION:** Request approval of minutes of the March 27, 2024, 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. CLERK: Requesting approval of Resolution 2024-____, A Resolution Superseding Resolution 2023-21, Designating Polling Places and Locations for All Regular Local and Statewide Elections Conducted in 2023 and 2024. (Moving McIntosh location from Radio Station to Senior Center.)

B. FINANCE & PURCHASING: Requesting approval of Resolution 2024-____, Disposition of Torrance County Property, Superseding Resolution 2024-06.

12. APPROVALS

A. MANAGER: Request approval and award of the Duran Water System Improvement Project to File Construction, LLC (RFP: SAP-20-E2241-STB) as well as the identification of County funds for the project. (Bohannon Huston)

B. SHERIFF: Requesting approval to submit Justice Assistance Grant (JAG) application.

C. SHERIFF: Requesting ratification of submission of grant application for the Law Enforcement Protection Fund (LEPF) from the New Mexico Department of Finance- Local Government Division for the total of \$114,500.00.

D. EMERGENCY MANAGMENT: Requesting approval of the Local Emergency Planning Committee (LEPC) By Laws.

E. FINANCE & PURCHASING: Requesting approval and acceptance of IFB-FY24-04 for Fire Apparatus Maintenance and Repair contract with New Mexico Apparatus.

F. FINANCE & PURCHASING: Requesting approval and acceptance of IFB-FY24-03 for Maintenance and Repair to Sheriff's vehicles and fleet contract with DT Automotive.

G. FIRE: Requesting submission of the FY25 Fire Protection Fund application and authorizing County Manager Janice Y. Barela to be the authorized electronic signatory. Application is due to the State Fire Marshals Office by April 30,2024.

H. GRANTS/ANIMAL SERVICES: Requesting approval to submit application to Carrol Petrie Foundation for The Referred Emergency Animal Care and Help (REACH) and The Spay and Neuter Intact Animals Program in Torrance (SNIPIT) programs, requesting \$25,000 per program for a total of \$50,000.

I. GRANTS/CLERK: Requesting approval to submit application to the Office of the Secretary of State for improvements to voting machine storage warehouse, including cameras and security, total requested amount of \$50,000.

J. GRANTS/FIRE/EMS: Requesting approval to submit grant application to FEMA for Staffing for Adequate Fire and Emergency Response (SAFER) program.

K. GRANTS/HUMAN RESOURCES: Requesting approval to submit grant application to New Mexico Public Education Department (NMPED) for Summer Enrichment Internship Program for 2024, total requested amount of \$154,464.00.

L. MANAGER: Requesting approval of the Restrictive Housing Quarterly Report.

13. DISCUSSION

A. EMERGENCY MANAGMENT: Department update regarding items that are in progress.

B. MANAGER'S REPORT

C. COMMISSIONERS' REPORTS

- 1) Commissioner McCall, District 1
- 2) Commissioner Schwebach, District 2
- 3) Commissioner Schropp, District 3

14. EXECUTIVE SESSION

A. MANAGER: Acquisition of water rights – Closed pursuant to NMSA 1978 § 10-15-1(H)(8).

15. Announcement of the next Board of County Commissioners Meeting: April 24, 2024 at 9:00 AM

16. SIGNING OF OFFICIAL DOCUMENTS

17. ADJOURN

*If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter or any other form of auxiliary aid or service to attend or participate in the hearing(s) or meeting(s), please contact the Manager's Office at 505-544-4700 at least one week prior to the meeting or as soon as possible. Public documents, including agenda and minutes, can be provided in various accessible formats. Please contact the Manager's Office at the number listed above if a summary or other type of accessible format is needed.