

FINAL COPY
Torrance County Board of Commissioners
Regular Commission Meeting
September 9, 2020
9:00 AM

Commissioners Present:

RYAN SCHWEBACH – CHAIR
JAVIER SANCHEZ – MEMBER
KEVIN MCCALL – MEMBER

Others Present:

JANICE BARELA – INTERIM COUNTY MANAGER
JOHN BUTRICK – COUNTY ATTORNEY
GENELL MORRIS – ADMINISTRATIVE ASSISTANT

1. Call Meeting to order

Chairman Schwebach: Calls September 9, 2020 Regular Commission Meeting to order at 9:03 AM

- 2. Pledge lead by: Chairman Schwebach**
Invocation lead by: Commissioner McCall

- 3. Changes to the Agenda: Defer agenda items 11-E, 11-F,11-G, 12-A and 12-B.**

Chairman Schwebach: Motion to defer agenda items 11-E, 11-F,11-G, 12-A and 12-B.

Commissioner McCall: Seconds the motion.

Roll Call Vote: MOTION CARRIED

4. PROCLAMATIONS- None

A. DWI: Naming September as “Suicide Awareness and Prevention Month in Torrance County”

Tracey Master – DWI Coordinator: Proclamation asking the Commission to make September suicide awareness and prevention month was read. Hereto Attached

Chairman Schwebach: Motion to approve

Commissioner McCall: Seconds the motion.

Roll Call Vote: MOTION CARRIED

5. CERTIFICATES AND AWARDS

A. DWI: Certificates of Recognition for TC Sheriff's Office, Dispatch, Fire Department and Animal Shelter.

Tracey Master – DWI Coordinator: Gave certificates of recognition to the TC Sheriff's Office, Dispatch, Fire Department and Animal Shelter for their hard work dealing with traffic accident, DWI's and various issues throughout the County.

6. BOARD AND COMMITTEE APPOINTMENTS - None

7. PUBLIC COMMENT and COMMUNICATIONS

Linda Jaramillo – Torrance County Clerk: As of today, we have received almost 800 absentee application and anticipate receiving 2500-3000 for this election. Informational letters and absentee applications will be mailed out September 14, 2020 from our office. Absentee by mail will begin October 6th. Early voting will be from October 6th thru October 31st 7:30 am to 5:30 pm here in the Torrance County Administrative Building. Alternate voting in Moriarty at the Civic Center, October 17th thru October 31st 10:00 am-6:00 pm. Ballots can be dropped off at both early voting sites and any site on election day. All polling locations are VCC including Duran and Encino. If someone does not get their ballot, they can call our office and sign an affidavit they requested a ballots and have not received it and receive a replacement ballot.

8. APPROVAL OF MINUTES

A. COMMISSION: Motion to approve the August 26, 2020 Torrance County Board of County Commission Minutes

Chairman Schwebach: Motions to approve August 26, 2020 Torrance County Board of County Commission Minutes

Commissioner McCall: Seconds the motion.

Roll Call Vote: MOTION CARRIED

9. APPROVAL OF CONSENT AGENDA

FINANCE: Approval of Payables

Chairman Schwebach: Motion to approve payables.

Commissioner McCall: Seconds the motion.

Roll Call Vote: MOTION CARRIED

10. ADOPTION OF ORDINANCE/AMENDMENT TO COUNTY CODE

11. ADOPTION OF RESOLUTION

- A. FINANCE:** Motion to approve budget increase: DWI (reverted funds) and Clerk (additional election costs), Resolution No. 2020-33.

Jeremy Oliver – Finance Director: The DWI reverted funds need to be returned back to the state, these funds can be reapplied for in October. The Clerks additional election cost is a reimbursement from the primary election and likely to get another reimbursement for the General election, this is due to COVID and additional costs.

Chairman Schwebach: Motion to approve budget increase.

Commissioner McCall: Seconds the motion.

Roll Call Vote: MOTION CARRIED

- B. FINANCE:** Motion to approve Disposition of Vehicles, Resolution No. 2020-34

Jeremy Oliver – Finance Director: We have a total of 5 vehicles going up for disposition. Our plan is to hold a sale in the parking lot, seal bid auction. Sale from 2 of the vehicles will be deposited into the general fund, 2 will be deposited in the Jail fund and 1 will be deposited in the law enforcement protection fund. This is based on how the vehicles were originally purchased. All vehicles are valued under \$5000, before accounting for any mechanical defects. We will announce this in the Commission meeting, social media, our website, and flyers. We are looking at advertising around 3 to 4 weeks and sales in about 7 weeks.

Chairman Schwebach: Motion to approve Disposition of Vehicles, Resolution No. 2020-34

Commissioner McCall: Seconds the motion.

Roll Call Vote: MOTION CARRIED

- C. ASSESSOR:** Motion to approve the 2020 Imposition of Mill Rates, Resolution No. 2020-35.

Jessie Lucero – County Assessor: The Assessor certifies all Torrance County properties and sends values to the State, the state compiles all the county's needs, and they determine the mill rate for each taxing district. This will be the 1st year in the 6 years that I have been the deputy and now Assessor that the mill rates have dropped across every school district, municipality, and all around the county. The more properties we value and correct these accounts the benefits shows across the board for the entire county. The Assessor does not raise or lower taxes, we just value property.

Commissioner McCall: Motion to approve 2020 Imposition of Mill Rates, Resolution No. 2020-35.

Chairman Schwebach: Seconds the motion.

Roll Call Vote: MOTION CARRIED

D. GRANTS: Motion to approve the FY2022-2026 Infrastructure Capital Improvement Plan (ICIP), Resolution No. 2020-36.

Cheryl Allen – Grant Manager: Within the packet is the plan for Torrance County and the 3 senior centers. There was a request to add an additional project, for planning design and construction of a helicopter pad in Torreon. We do not have enough information to complete the worksheet for the ABO water system development project. We are lacking population, how many people will be served by this water system, how deep the well will be and how big of an area we will be serving.

Commissioner Sanchez: We can get you the needed information by Thursday of next week.

Cheryl Allen – Grant Manager: If we want to do the helicopter pad, we need the information by the same date.

Commissioner Sanchez: A helipad is needed in the area, but the property is not determined yet. This is not something we want to request money for this year, we want this down on the list. The dispatch commission will be the best place to start the conversation.

Commissioner McCall: Does it count against us if we submit a project without all the information.

Cheryl Allen – Grant Manager: I do not know if it counts against us, it is not recommended to have a place holder project.

Chairman Schwebach: I am confident we will get the numbers of ABO. I am reluctant on the helipad partly because the \$500,000.00. We need more research; Moriarty simply has an area that is used for the helicopter. I'd like to see more options. As far as ABO project if we do not get the information, we will put it on hold.

Chairman Schwebach: Motion to approve FY2022-2026 Infrastructure Capital Improvement Plan (ICIP), Resolution No. 2020-36, with the understanding that if all the information for the ABO project does not come in it will be removed from the list in a holding pattern for the future.

Commissioner McCall: Seconds the motion.

Roll Call Vote: MOTION CARRIED

E. ROAD: Motion to approve FY2020/2021 State CO-OP Agreement/Contracts CAP Project, Resolution No. 2020-_____.

DEFERED

F. **ROAD:** Motion to approve FY2020/2021 State CO-OP Agreement/Contracts SB Project, Resolution No. 2020-_____.
DEFERED

G. **ROAD:** Motion to approve FY2020/2021 State CO-OP Agreement/Contracts SP Project, Resolution No. 2020-_____.
DEFERED

12. **APPROVALS**

A. **ROAD/PROCUREMENT:** Motion to approve Professional Services Contract for Architectural Service for TC Road Shop.
DEFERED

B. **DWI:** Motion to approve bylaws for Torrance County DWI Planning Council.
DEFERED

C. **MANAGER:** Motion to approve Ratification of application and agreement for CARES Act funding.

Janice Barela – Interim County Manager: We received notification from the state that CARES Act funding was available for local governments to help offset the cost of COVID. We submitted an application in the total of \$266,052.75, we were awarded was \$166,000.00. Thank you, Cheryl for putting this together and getting this submitted in time, she worked overtime to get this completed.

Chairman Schwebach: Motion to approve Ratification of application and agreement for CARES Act funding.

Commissioner McCall: Seconds the motion.

Roll Call Vote: MOTION CARRIED

D. **MANAGER:** Motion to approve early hire of Grant Assistant.

Janice Barela – Interim County Manager: As part of your budget for FY21, a Grant Assistant was approved to be hired. The stipulation was that we would hire January 1, 2021, based on what we will have to spend on COVID, what we will get in gross receipts and how well our budget will be. Turns out we are doing well, Jeremy Oliver – Finance Director did an amazing job with our budget. There are a few areas we are saving that we can cover the cost for hiring the Grant Assistant

early. Example: Workman's Comp was \$190,000.00 a year but that came in half the price at \$90,000.00, this was in response to COVID to help out the counties, with additional relief.

Janice Barela – Interim County Manager: All the work that is having to be done in response to the COVID pandemic and the amount of work that has been added to Cheryl's workload has increased. Cheryl is not a person to go through it quickly, she is a very detailed person and makes her that much more valuable. This has been requiring a lot of overtime/comp time. I am trying to prevent her from getting burnt out. When she was initially hired her job was to find additional funding sources, she has not has the opportunity to do that with all her current workload.

Chairman Schwebach: Motion to approve early hire of Grant Assistant.

Commissioner McCall: Seconds the motion.

Roll Call Vote: MOTION CARRIED

13. DISCUSSION

A. ASSESSOR: Torrance County Assessor Annual report

Jessie Lucero – County Assessor: Assessors Office Annual Cycle: 1. Determine values for entire county 2. Notice of value sent, protest intake & state evaluation 3. Protest settlement, formal board hearing & state certification of value 4. Tax roll and warrant 5. Reappraisal of county.

PowerPoint presentation; Hereto attach.

B. MANAGER: EMWT update, Bobby Ortiz, Deferred from August 26, 2020 meeting.

Chairman Schwebach: Deferred again, Bobby Ortiz not available.

C. P & Z: Planning and Zoning Board Report, Recommendation on Special use Request Pattern Energy.

Steve Guetschow – P&Z Director: On September 2, 2020, the Torrance County Planning & Zoning Board conducted a Public Hearing in accordance with Section 24 of the Torrance County Zoning Ordinance. The subject of the hearing was the application for Special Use change in zoning for Pattern Energy Group, LP. The Board through means of roll call vote were unanimous in a "Do Pass" recommendation.

Here to Attached.

14. EXECUTIVE SESSION:

A. MANAGER: Purchase of the County Fairgrounds, closed pursuant to Section 10-15-1(H)(8).

B. MANAGER: Purchase of real property for Emergency Management, Closed pursuant to NMSA 10-15-1(H)(8).

Chairman Schwebach: Motion to enter into executive session.

Commissioner McCall: Seconds the motion.

Roll Call Vote: MOTION CARRIED

Enter into Executive Session: 10:40 AM

Chairman Schwebach: Motion to enter into regular session

Commissioner McCall: Seconds the motion.

Roll Call Vote: MOTION CARRIED

Enter into Regular session 12:50 PM

Chairman Schwebach: We are now back in regular session, we discussed 2 items; Purchase of the County Fairgrounds, closed pursuant to Section 10-15-1(H)(8). and Purchase of real property for Emergency Management, closed pursuant to NMSA 10-15-1(H)(8). no action will be taken other than the county manager moving forward with the discussions we had.

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

September 23, 2020 9:00 AM @ the Torrance County Admin Building.

16. Signing of Official Documents

**Adjourn*

Chairman Schwebach: Motions to adjourn Commission Meeting

Commissioner McCall: Seconds the motion.

All in favor: MOTION CARRIED

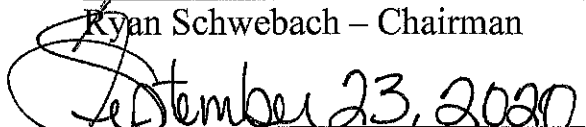
Meeting adjourned at 12:51 PM



Ryan Schwebach – Chairman



Genell Morris – Admin Assistant


September 23, 2020
Date

The Video of this meeting can be viewed in its entirety on the Torrance County NM website. Audio discs of this meeting can be purchased in the Torrance County Clerk's Office and the audio of this meeting will be aired on our local radio station KXNM.