

FINAL COPY
Torrance County Board of Commissioners
Regular Commission Meeting
May 12, 2021
9:00 AM

Commissioners Present:

RYAN SCHWEBACH – CHAIR
KEVIN MCCALL – MEMBER
LEROY CANDELARIA – MEMBER

Others Present:

JANICE BARELA – COUNTY MANAGER
PHILIP TENORIO – DEPUTY COUNTY MANAGER
JOHN BUTRICK – COUNTY ATTORNEY
YVONNE OTERO – COUNTY CLERK
VALERIE SMITH – ADMINISTRATIVE ASSISTANT

1. CALL MEETING TO ORDER:

Chairman Schwebach: Calls the May 12, 2021 Regular Commission Meeting to order at 9:00 AM.

2. PLEDGE: Lead by Chairman Schwebach

INVOCATION: Lead by Commissioner Candelaria

3. CHANGES TO THE AGENDA:

Madam County Manager Barela: Correction to item number 6A, the “Motion to review Letters of Interest for appointment to the Planning and Zoning Board and select on applicant to represent Commission District” should read “District 3”.

4. PROCLAMATIONS:

Chairman Schwebach: Made a motion to designate May 2021 as “Motorcycle Safety Awareness Month”.

Commissioner McCall: Seconds the motion.

Madam County Manager Barela: Read a proclamation, hereto attached, to designate May 2021 as “Motorcycle Safety Awareness Month”. This includes the following Proclamation:

And now therefore, be it resolved that we, the Members of the Board of County Commissioners of Torrance County, New Mexico, hereby:

1. Support the designation of May as Motorcycle Safety Awareness Month as May generally ushers in warmer weather and motorcyclists begin to ride more frequently.
2. Recognize the contribution of motorcycles to the transportation mix.
3. Encourage all vehicle drivers to keep an eye out for motorcyclists.
4. Recognize that motorcyclists have a right to the road and that all motorists should safely share the roadways.
5. Encourage safety education training and proper gear for safe motorcycle operation.

ACTION TAKEN:

All in Favor:

Chairman Schwebach: Aye. Commissioner McCall: Aye.

Commissioner Candelaria: Aye.

MOTION CARRIED.

5. CERTIFICATES AND AWARDS: None

6. BOARD AND COMMITTEE APPOINTMENTS

A. Commission: Motion to review letters of interest for appointment to the Planning and Zoning Board and select one applicant to represent Commission District 3.

Chairman Schwebach: Made a motion to review letters of interest for appointment to the Planning and Zoning Board and select one applicant to represent Commission District 3.

Commissioner McCall: Seconds the Motion

John Butrick, County Attorney: Read the following excerpts, hereto attached, from the Torrance County Planning and Zoning Board Policy:

Board Member Duties:

1. Attend all Planning and Zoning meetings and work sessions.
2. Be well informed on issues and agenda items in advance of meetings.
3. Contribute skills, knowledge and experience when appropriate.
4. Listen respectfully to other's points of view.

5. Participate in all decision making and support all decisions of the Planning and Zoning Board.
6. Represent Torrance County in a professional manner to all members of the public and to private enterprise.

Membership:

All Members of the Planning and Zoning Board will be appointed by the County Chairperson with the approval of the majority of all the Members of the Board of County Commissioners.

Terms of Office:

Members of the Planning and Zoning Board will serve at the pleasure of the County Commission and may be removed at any time with or without cause by a majority vote of the governing body.

Attendance Requirements:

After a Member has been absent without a reasonable excuse from 2 consecutive regular County meetings, the County Commission will advise the Member that the unexcused absence from three consecutive regular meetings of the body will result in automatic termination. The Chairman of the Board will determine whether the absence is excused. Extended absences must be approved by the Chairperson of the County Commission. Within one week of the third consecutive absence the Commission Chair will notify the Board Member in writing of the termination of his or her appointment. The Chairperson will fill the vacancy in accordance with Paragraph 7.

Vacancies on the Board:

The vacancies shall be advertised in the local newspaper and posted in County Facilities. The County Commission shall provide for a reasonable time for interested people to submit a letter of interest and all pertinent qualifications for appointment to the board. The County Commission may conduct interviews at his/her discretion. The Commission is not required to make Board appointments from those submitting letters of interest, but all Board Members must nevertheless prepare and submit a letter of interest listing all pertinent qualifications.

Commission Member Behavior:

- A. Board Members should refrain from speaking to individuals or entities regarding matters on the Planning & Zoning Board agenda prior to the meeting. If such discussion takes place, a Board Member may be asked to

remove themselves from hearing that matter and the alternate Board Member will take their place. Board Members with a personal, financial or other interest in a public discussion shall excuse themselves as a Board Member in that particular matter. The excused or removed Board Member may still participate in the discussion as a resident of Torrance County. As such a Board Member shall disclose if such occurrence has taken place and is required to excuse him or herself.

- B. Torrance County expects that the behavior of each of its Board Members will be proper and above reproach. Conduct that interferes with the County's operations, that brings discredit to the county or that is generally offensive to the public or fellow Board Members will not be tolerated.
- C. No Board Member shall request, receive or accept a gift, gratuity, personal property, loan or any other item of value, or request, receive or accept a gift, gratuity, personal property, loan or any other item of value, on behalf of any other person or organization, if it tends to influence Board Members in the discharge of any official act.

Chairman Schwebach: Opened the floor to those who applied to the Planning and Zoning Board. Tina Estrada via Zoom and Michael Godey in person, were present.

Tina Estrada, Applicant for Planning and Zoning Board:

Qualifications for Planning and Zoning Board membership include being part of Estancia Planning and Zoning. Stated that she understands how difficult being on the Planning and Zoning Board can be, but feels she is qualified.

Michael Godey, Applicant for Planning and Zoning Board:

Qualifications for Planning and Zoning membership include being on the Board of the Florida Habitat for Humanity. He has been involved in local politics for many years. Mr. Godey has been a member of the community for 17 years. States he has concern for small businesses and since he plays music, he believes that he has the necessary qualifications to serve successfully.

Jose Torres and Bruce Bachelor were not present.

Commissioner Candelaria: Motion to nominate Christina (Tina) L. Estrada to the Planning and Zoning Board.

Chairman Schwebach: Seconds the motion.

ACTION TAKEN:

Roll Call Vote:

Commissioner McCall: Yes; Chairman Schwebach: Yes; Commissioner Candelaria: Yes.

MOTION CARRIED

7. PUBLIC COMMENT and COMMUNICATIONS

Fire Chief Don Dirks: Gave an update on the previous fortnight and information about the coming weeks. The Forestry Service is monitoring conditions for a controlled burn in the Manzano Mountains starting May 12th, 2021, thru Friday, May 13th, 2021.

Coordination with the Public Regulation Commission has begun so we can get the Rescue vehicles inspected in preparation to begin transporting.

The Fire Department has completely moved out of the Admin Building and into the offices in Dispatch.

Thanks to the Commission for approving May as Motorcycle Safety Awareness Month.

Chairman Schwebach: Asked about personnel available for the Rescue vehicles, and if enough employees are trained in transport.

Fire Chief Don Dirks: There are enough trained personnel, the holdup has been getting the Rescues prepared and inspected. PRC members are available and active. They need numbers, and the pharmacy needs to be moved and inspected. A billing contract needs to be produced.

Commissioner McCall: Questioned who will oversee billing.

Fire Chief Don Dirks: We are not sure yet, the surrounding counties are going through one company and that will most likely be our next course of action. The company work off a type of commission. We would submit the bill to the company, they would then submit it to the patient's insurance. If the patient cannot pay, we would not go after them, or affect their credit.

Chairman Schwebach: Asked if we have had these discussions in finance.

Madam County Manager Barela: We have not as we have never been this close. We have only had very preliminary discussions.

Steve Guetschow, Planning and Zoning:

Handout hereto attached.

On May 5th, the P & Z Board conducted a public hearing in the matter of Special Waste Disposal, LLC, a subsidiary of Keers.

They operate the special waste dump south of Liberty Valley Rd. They came forward for the annual renewal of their special waste permit. County Attorney Butrick conducted the hearing, swearing everyone in.

A “Do Pass” recommended, as they have been part of the community for approximately 30 years. The package is ready to review for the Commission’s consent agenda on May 26, 2021.

The “Do Pass” recommendation can be accepted, kicked back for further review, or denied with reason.

County Attorney Butrick: Questions can be asked about the company on May 26th at the Commission Meeting.

County Clerk Yvonne Otero:

Handout Hereto Attached

Thanks to staff for patience while moving vehicles during early voting. Early Voting began Tuesday, May 4th, and runs Monday through Thursday from 7:30 a.m.-5:30 p.m. thru May 29th, at the Torrance County Admin Building. The alternate Early Voting begins Saturday, May 15th from 10 am- 6 pm at the Moriarty Civic Center. It will run Tuesday-Saturday through May 29th.

There have been:
102 Early Voters,
247 ballots sent out,
&
10 ballots returned.

A great many are expected to be returned closer to Election day.
A big thanks to the staff, including Genell Morris, Kevin Pham and Valerie Smith, and a special thanks to Sylvia Chavez, Yvonne Otero's right-hand woman.

A letter, hereto attached, from Mr. Lawrence Segura regarding his excellent treatment by the Torrance County Clerk staff was read to the Commission and audience.

Torrance County Sheriff Marty Rivera: Updated the Commissioners that the Sheriff's Office will be restructuring. Resources will be put to better use.

Commissioner Candelaria: Let it be heard that we support our law enforcement.

Operations Manager Nick Sedillo: Requested a comment on the two questions that were asked. First about Keers [Special Waste Disposal]. Keers provides a tipping fee, established 25-30 years ago by the Emergency Manager at that time. Through this fee, they fund almost all the Safety Committee's projects.

To answer the second question about the vehicle that was in the way of the Early Voting parking section, it belongs to Mr. Sedillo's department. It has been broken into twice as there is no way to lock it, and the doors need a new tumbler and key.

Chairman Schwebach and Madam County Manager Barela: Inquired if there was anyone on Zoom who had public comment.

No response, Public Comment closed.

8. APPROVAL OF MINUTES

- A. Commission:** Motion to approve the April 28, 2021 Torrance County Board of County Commission Minutes

ACTION TAKEN:

Chairman Schwebach: Made a motion to approve the April 28, 2021 Torrance County Board of County Commission Minutes

Commissioner McCall: Seconds the motion.

Roll Call Vote: Commissioner Candelaria - Yes; Chairman Schwebach – Was absent; Commissioner McCall -Yes: **MOTION CARRIED**

Chairman Schwebach: Asked if the minutes for the Joint Board Meeting between the Board of County Commissioners and the Fair Board were ready to be approved.

Madam County Manager Barela: They are not ready yet, the Clerk's office needs time to prepare and write the minutes.

9. APPROVAL OF CONSENT AGENDA

A. Finance: Approval of Payables

ACTION TAKEN:

Chairman Schwebach: Made a motion to approve payables.

Commissioner Candelaria: Seconds the motion.

Roll Call Vote: Commissioner Candelaria - Yes; Chairman Schwebach - Yes; Commissioner McCall -Yes: **MOTION CARRIED**

10. ADOPTION OF ORDINANCE/AMENDMENT TO COUNTY CODE:
None

11. ADOPTION OF RESOLUTION:

11a: Motion to adopt:
Resolution 2021-19: Budget Increase.

Chairman Schwebach: Made a motion to adopt:
Resolution 2021-19: Budget Increase.

Commissioner Candelaria: Seconds the Motion

Jeremy Oliver, Finance Director: Requests a budget increase. The top line item is for the State required reserve fund. The second line item is for the fencing project at the new Road Department Shop. This will get the project started, while leave 25% of the fence open for new construction. The next few items are housecleaning, such as money in and money out that the County receives via gross receipts. There was an increase in gross receipts in last year's budget. The final items are for the Emergency Manager, as he was able to move vehicles around and purchase the Mobile Command Center, and electricity for the new Emergency Management Building.

ACTION TAKEN:

Roll Call Vote: Commissioner Candelaria - Yes; Chairman Schwebach - Yes; Commissioner McCall -Yes:

MOTION CARRIED

12. APPROVALS

12A: Finance: Motion to approve the FY 2022 Interim Budget.

Chairman Schwebach: Made a motion to approve the FY 2022 Interim Budget.

Commissioner Candelaria: Seconds the Motion

Jeremy Oliver, Finance Director: Interim budget and feedback has been input.

Madam County Manager Barela: Asked that Mr. Oliver show the public the budget that has been redone.

[Some confusion over which presentation was warranted, clarification from Chairman Schwebach]

Chairman Schwebach: Explains that he wants the public to be able to see and understand how and why the budget is being approved, and how it will be funded. There was a general increase in gross receipts tax and a boom in construction. The property tax has been increased about 6%.

Jeremy Oliver, Finance Director: Correction, property tax has increased approximately \$200k to \$400k per year over the past decade.

Chairman Schwebach: We have had substantial gross receipt tax, primarily due to a one-time construction boom with the windmills.

Jeremy Oliver, Finance Director: An estimated gross receipts tax over the past year, we have collected approximately \$2 million over our average.

Chairman Schwebach: Now that the windmills are built, we have income in the form of PILT taxes.

-The final budget most likely will not be posted until early September, after approval from DFA, but the interim budget is available online. Go to tcnm.us to see the budget. -

Jeremy Oliver, Finance Director: In the budget under PILT, we previously had 3 agreements. The solar agreement was new last year at \$1,056,100. This year we will be getting \$3,230,208 in PILT payments coming in, with an increase of just over \$2 million.

Chairman Schwebach: Would like the community to know that the goal of the Commission is to make the County extremely financially stable. There is a good understanding of where the money comes from and where it goes. Between the Assessor's, Treasurer's, and Finance offices, we have great efficiency and hard work. We can track where the finances come from and go and track each line item much better. We have extremely competent administration in Finance and are looking at long term viability.

Commissioner McCall: Asked for verification on the approximate number \$493,000 for salary increases.

Jeremy Oliver, Finance Director: The overall salary increases, including new staff, total \$681,000. This includes reintegration of the Sheriff's Department, and reorganization of the Road Department. The number \$493,000 is just new increases.

Madam County Manager Barela: The initial presentation included public safety salary schedules, with the numbers reflecting possible maximum pay in the event of a vacancy, to be sure the money was available if necessary.

Jeremy Oliver, Finance Director: The updated number is \$702,000 and this reflects all new positions and benefits. There is \$100,000 included that is not an increase but a shift of funds for the Fire Department.

Commissioner McCall: There are funds set aside for fully trained individuals that may not be used depending on the qualifications of incoming employees.

Jeremy Oliver, Finance Director:
Capital Outlay Increase: \$791,067.

Breakdown:

Original requests: \$8700 for new desks and computers for new employees.

Sheriff: 170,000 for 3 patrol and one transport vehicle

Road Department: \$300,000, A match for state capital outlay and road projects. A one-time increase. Every year the Road Department will have to come forward with plans and be approved for funds, instead of a \$300,000 re-occurring fund.

Additional Projects from Manager's Office: Unspecified.

Dispatch: One-time generator fund.

Commissioner McCall: The budget was previously \$716,900. Clarification requested on increase to \$791,067.

Jeremy Oliver, Finance Director: The Manager's capital outlay increase was added to the budget. This is for security fencing for the Admin fleet and Dispatch/ Animal Services, and setup for offices in Legal and the Sheriff's Department.

Commissioner McCall: The large increases are warranted, and the money is there. A lot of time and effort has gone into researching these expenditures.

Madam County Manager Barela: The capital outlay projects are approximations. Due diligence will be done to make sure that the least amount possible is spent.

Commissioner Candelaria: A lot of work was put into this, and we want to thank everyone who has worked on it. We are running on a balanced budget, and we want to do what is best for the entire community.

Commissioner McCall: We have also gone above and beyond what the state requires for a reserve. The requirement is for 3/12ths. We have set aside 5/12ths.

Jeremy Oliver, Finance Director: We have set aside \$1,235,086, a moving number based on our reserve, funded and placed into the PILT fund, we are not bound, and the fund may be used for any disasters or emergencies that arise. We will hit 5/12ths by next fiscal year.

Chairman Schwebach: We are required to have 3/12, though the Commission has voted on keeping 5/12. The Commission can tap into 2/5 of the fund.

Jeremy Oliver, Finance Director: A majority vote is necessary to use the fund, and a unanimous vote is needed to repeal. This can be used for projects that outlie the budget, or other necessities as decided by the Commission. The outline states the reserve must be rebuilt within 3 years.

Chairman Schwebach: We are preparing Torrance for the growth that is happening and assuring employee retention.

ACTION TAKEN:

Roll Call Vote: Commissioner Candelaria - Yes; Chairman Schwebach - Yes; Commissioner McCall -Yes:

MOTION CARRIED

B. GRANTS: Motion to approve Amendment 1 to Continuum of Graduated Sanctions Agreement #21-690-3200-20847.

Chairman Schwebach: Made a motion to approve Amendment 1 to Continuum of Graduated Sanctions Agreement #21-690-3200-20847.

Commissioner McCall: Seconds the Motion.

Cheryl Allen, Torrance County Grants Manager: This contract is for the Juvenile Justice Continuum, in order to reach out to Torrance County and Moriarty/Edgewood School Districts at-risk youth. This is a 4-year contract, an amendment to the FY-2022 Statement of Work. The changes specified are already implemented; we went to an online reporting system, so they began in January. This includes 3 lines of wording changes. The same budget as last year. We still have the 40% match requirement which has caused no problems. Estancia Valley Youth and Family Council Board is looking at Restorative Justice in June. We may have to write a new application to CYFD to secure funding for that program.

ACTION TAKEN:

Roll Call Vote: Commissioner Candelaria - Yes; Chairman Schwebach - Yes; Commissioner McCall -Yes:

MOTION CARRIED

C. GRANTS: Motion to Approve Juvenile Justice Continuum Memorandum of Understanding between Torrance County and multiple agencies.

Chairman Schwebach: Made a motion to Approve Juvenile Justice Continuum Memorandum of Understanding between Torrance County and Multiple Agencies.

Commissioner McCall: Seconds the Motion.

Cheryl Allen, Torrance County Grants Manager: This is a Memorandum of Understanding between the Juvenile Justice League, CYFD, The Estancia Valley Youth and Family Council, and Torrance County. There are required partners per State Statute, which are Torrance County, the 7th Judicial District Court, 7th Judicial District Attorney's Office, the public defender, law enforcement agencies, and the public school. Left up to the board to decide includes other reps, CYFD, and the Juvenile Probation Office, which meets every 4th Monday of every month. Responsibilities are left up to the Board. The mission is to provide support and alternatives to detention for at-risk youth within the County. Joint Responsibility means that it assesses and evaluates the needs and services of the County and conducting activities. Because several members do not attend meetings, Cheryl Allen has sent a document prepared to accept electronic signatures.

Commissioner Candelaria: Asked what would happen when you have all the signatures, but one is withdrawn.

Cheryl Allen, Torrance County Grants Manager: The signatures are required by State statute. The members are encouraged but not always available to attend meetings. If someone refused to sign, or withdraws, we would have to go back to CYFD and see what can be worked out.

Madam County Manager Barela: During the meetings, they operate under a quorum. If they do not have a quorum, they do not take actions on items.

Cheryl Allen, Torrance County Grants Manager: We must give thanks to Rebecca Armstrong as the Juvenile Justice Continuum Coordinator. She is very motivated and has stirred excitement within the County. Also, having a Zoom option makes attending meetings much easier for those individuals who may not otherwise attend.

John Butrick, Torrance County Attorney: The minimum attendance for a quorum is 4, as there are 7 voting members. Under section 1.3 each required partner shall designate one representative from the list under 1.3.

Cheryl Allen, Torrance County Grants Manager: We could, according to state statute, have one voting member from the entirety of the school system. Instead, we have one voting member for each school district. This year we received permission to incorporate the Estancia Valley Classical Academy into the Board. They were more comfortable with Torrance County than Santa Fe County.

ACTION TAKEN:

Roll Call Vote: Commissioner Candelaria - Yes; Chairman Schwebach - Yes; Commissioner McCall -Yes:

MOTION CARRIED

D. HUMAN RESOURCES: Motion to approve ratification of NMPED Summer Internship Program.

Chairman Schwebach: Made a motion to approve and amend department Standard Operating Guidelines (SOG) from the Volunteer Fire Application and Nominal Fee Program

Madam County Manager Barela: Pointed out that Chairman Schwebach skipped item D.

Chairman Schwebach: Retracted motion to approve and amend department Standard Operating Guidelines (SOG) from the Volunteer Fire Application and Nominal Fee Program and made a motion to approve ratification of NMPED Summer Internship Program.

Commissioner McCall: Seconds the Motion.

Kristin Oliver, Human Resources Manager: Sought approval of ratification because the NM Public Education Department sent the application out on April 29th, with a due date of May 7th. We applied on May 5th. If approved, we will be receiving 40 interns. They must be attending school in Torrance County. More outreach is imminent, but so far there are 29 tentative placements; for example, local government such as in our Admin Building, as well as non-profits and local businesses are willing to place the interns. The internships will be 20-hour-per-week positions, for 6 weeks or less. The salaries of the interns are fully covered. We will get more information as it comes. We will also be hiring 2 coordinators from local schools, making \$500/week coordinating placement of the interns.

Chairman Schwebach: Asked if this different than the work study program.

Kristin Oliver, Human Resources Manager: This is different than the work study program. The funding is 100% from the New Mexico Public Education Department. The work study is only for high school seniors, and it is a year-long program. We have not been fully approved yet, though we do have tentative approval. We were informed that we could apply for up to 40 interns. We have 22 tentative “Yes”.

Commissioner McCall: Asked if we are required to place 40 interns, or if we can place fewer if we want.

Kristin Oliver, Human Resources Manager: Said that she believes whatever we use for interns is what NMPED will reimburse. Kristin has reached out to multiple businesses, and associations. They may be placed in the community as well as local government. Torrance County only needs to be the administrator of the grant, but not take all the interns. The 14- and 15-year-old students need to get work permits. There will be training for the coordinators, and career days for the interns. The interns will receive a \$10.50/hr. salary. They will be run through our payroll like Torrance County employees. We will not be compensated for this.

ACTION TAKEN:

Roll Call Vote: Commissioner Candelaria - Yes; Chairman Schwebach - Yes; Commissioner McCall -Yes:

MOTION CARRIED

E. FIRE: Motion to approve and amend department Standard Operating Guidelines (SOG) sections from the Volunteer Fire Applications and Nominal Fee Program.

Chairman Schwebach: Made a motion to approve and amend department Standard Operating Guidelines (SOG) sections from the Volunteer Fire Applications and Nominal Fee Program.

Commissioner McCall: Seconds the Motion.

Don Dirks, Torrance County Fire Chief: We have changed and streamlined the volunteer Fire Dept application. It does not look as much like a job application now and is streamlined.

Commissioner McCall: Battalion Chiefs will get a nominal fee or pay per call, but not both. If you take more than 30 calls, at \$25 per call, you will receive nominally more than the one-time fee.

Don Dirks, Torrance County Fire Chief: Correct. Most Chiefs are split, they mostly take the monthly stipend, but several are considering taking the pay-per-call fees. The pay-per-call fund has had to be replenished and implemented from \$50k to \$80k.

John Butrick, County Attorney: The current per-month nominal fee for Battalion Chiefs ISO 6-7 is \$500/monthly and ISO 8-9 is \$250. Mr. Butrick requested the Pay-Per-Call rate.

Don Dirks, Torrance County Fire Chief: The fee is increased from \$15/call to \$25. The EMS fee was \$10, we are making them the same. We got rid of 3 positions, including Wildlife Coordinator. We will fill those positions with volunteers.

Madam County Manager Barela: This is within the budget, and they understand the need to stay under budget. We are hoping this increases call response.

Jeremy Oliver, Finance Director: This fundraise to \$80k was approved to be raised in previous months. There is still a \$30k rollover cushion. The average is \$40k, it has dropped significantly over the previous years.

Don Dirks, Torrance County Fire Chief: They are not allowed to change month to month whether they get the monthly stipend or the pay-per-call fee.

John Perea, District 4 Volunteer Firefighter: Questions about the stipend. The ISO rating determines your stipend, but no matter your rating, the danger is there.

Commissioner McCall: Questions how they can lower their ISO.

Don Dirks, Torrance County Fire Chief: We are working with the State Fire Marshal to lower their rating. That was the intent when writing this, we want to lower the call volume and lower the rating.

Commissioner McCall: Queries as to whether the Battalion Chief may lower their own ISO.

Don Dirks, Torrance County Fire Chief: Battalion Chiefs may lower their own ISO. The biggest part of lowering your ISO is based on water supply, and that cannot be controlled. They can lower it by keeping excellent records and volunteer retention.

John Butrick, Torrance County Attorney: We need objective criteria so that we may change this to make it fairer.

Madam County Manager Barela: The criteria may be changed today if you wish before a vote is made.

Chairman Schwebach: Declined to make changes to ISO criteria as he did not feel he was informed enough of the process at this time. Offered 4 weeks to Fire Chief Dirks to get a new criterion together for approval.

ACTION TAKEN:

Roll Call Vote: Commissioner Candelaria - Yes; Chairman Schwebach - Yes; Commissioner McCall -Yes;

MOTION CARRIED

13. DISCUSSION:

A. Fairgrounds Improvements:

Chairman Schwebach: Wednesday, May 5th, there was a Joint Meeting of the Torrance County Fair Board and the Torrance County Board of Commission. The two Boards met at the Torrance County Fairgrounds to discuss Fairground improvements. (Showed Maps of Fairgrounds Buildings)

We are proposing putting a building North of the 7,525' building that already exists.

Deputy County Manager Philip Tenorio: We discussed hiring an architect or just coming up with the blueprints and plans in house, but after speaking with Site Southwest, LLC and getting an understanding of the Torrance County Economic Development plan, we have possibly come up with a mutually beneficial agreement.

Beginning with the budget:

Phase I: \$57k plus \$150k.

Phase II: \$700k 2021 appropriation.

Originally proposed \$90k as a placeholder for architect fees. After working with Site Southwest, we believe we can keep it under the \$60k mark, avoiding going back to RFP and soliciting a new architect. Working directly with Site Southwest, LLC includes civil and architectural design fees for the site. This will give us a civil engineering plan, overall conceptual plan, while being able to continue design in house. Steve Guetschow is very talented. When we get it up to bid, we can solicit a design build contractor, who solicits an architect to put a stamp of approval on it. This will result in significant savings.

We will be able to determine an exact area to put the new building, but the ideal size is 70'x150'. The location possibilities are limited.

The existing structures are still worth a significant amount. To run down, the value of the existing buildings are as follows:

Exhibit Hall-\$699k

Show Barn: \$219k.

“Hot Barn”: \$97k.

Goat Barn: \$225k.

Red Barn: \$65k.

Poultry Barn: \$70k.

Wall: \$40k.

Concession: \$100k

Steer Barn: \$191k.

Total: 34k square ft., \$1.6 Million

Deputy County Manager Tenorio: In his opinion, it would be foolish to demolish any buildings.

Roofcare™, a CES contractor, came through. There is a lot of overdue maintenance and to take care of all the buildings we have, it will be approximately \$28k. The help of an architect is almost invaluable.

The town of Estancia is very interested in working together with the Fair Board, especially in one area, the Greenway Connection, connecting the Fairgrounds to Lake Arthur Park.

Deputy County Manager Tenorio also believes there would be great potential in a Community Garden.

A piece of property that is adjacent to the Fairgrounds and for sale may be purchased and could be used as parking, as well as year-round RV parking.

Chairman Schwebach: States he is much more comfortable with the \$60k than the original \$90k proposed.

Deputy County Manager Tenorio: With the \$207k we have as a starting point, the preliminary numbers show we could insulate the Steer, Show and Hot barns, roof repair, as well as buying a big fan, and we can work to get this done before the Torrance County Fair.

Phase I would cost approximately \$540k to make everything comfortable and functional, and Phase II would be approximately \$510k.

There are water leaks as well as sewer line clogs. The suggestion is to leave utilities now and work them after the fair to get them right and not have to rush the work but install the insulation to get the buildings comfortable for the fair.

The town of Estancia would be responsible to replacing the sewer lines.

Commissioner McCall: Showed map, spoke of specific sewer and water lines.

Chairman Schwebach: We are not demolishing any buildings, and we need to move forward.

John Perea, Torrance County Fair Board: Is glad they are not demolishing, understand the Commission wants a long-term building. Many people have spent a lot of money, and put in blood, sweat, and tears. In respect to those who put the buildings up, the best plan is to keep the integrity of the buildings good.

Open Concept sounds good, but we need to protect our investments.

With the County taking ownership of the grounds, integrity needs to be protected.

The fear is that someone on the Commission Board some years down the line could come in and take over and even fire the Fair Board.

Chairman Schwebach: It is the full intention of this Commission to keep everything above board and the sole purpose maintained.

John Perea, Torrance County Fair Board: We want to see the taxpayers get the best use out of it.

Chairman Schwebach: The Torrance County Fair Board should have first rights to use the Fairgrounds. We also want to make sure the County still wants to even use the Fairgrounds.

Madam County Manager Barela: We have started the proceedings to get a committee together to decide usage of the Fairgrounds.

Steve Guetschow, Planning and Zoning: The County is about to own the Fairground, but it is zoned in the town of Estancia. It is in a "Special Use District"; one for Lake Arthur Park, one for the Fairgrounds, and one for the police station/library areas. The Commission cannot just decide to change the use of the Fairground without Estancia Zoning and Town Council decisions.

John Perea, Torrance County Fair Board: Thanks to everyone who went after the funding. We tried to get this for years, but finally getting is great. It means a lot to us.

Discussion Continued between the Commissioners, John Perea & Marcie Wallin of the Torrance County Fair Board, Madam County Manager Barela, Deputy County Manager Tenorio and John Butrick, County Attorney, and Steve Guetschow of Planning and Zoning.

B. Manager's Report:

Madam County Manager Barela: Read the Manager's Report, Hereto Attached.

C. Commissioner's Report:

Chairman Schwebach: No Update to report.

Commissioner McCall: Update on Pilot Truck Stop taking littering more seriously. Landscaping and littering company every other week, as well as two new employees.
Concern about getting signage for the Emergency Management Building.

Commissioner Candelaria:

Trash at Torrance County Park. Brant Woodward patrolling the area. Maybe doing a defensible space trimming project. There were RV campers at the park who seemed to have everything picked up and clean in their areas. Proposed acquiring signage.

Steve Guetschow, Planning and Zoning: Mr. Gastelum and Mr. Guetschow are looking into getting some signs for the park. There are no ordinances or rules for the park, the last action item was when the Gun Club was approved to use the south side. There are no facilities, water availability. We may be able to do some improvements.

Commissioner McCall: We need some rules, such as no fireworks and no open fires. We need monitoring on the park.

Madam County Manager Barela: Torrance County owns the Gun Club area, and they keep an eye on the park.

14. EXECUTIVE SESSION:

Chairman Schwebach: Made a motion to move into Executive Session.

Commissioner McCall: Seconds the Motion.

- A. ASSESSOR: Discuss threatened or pending litigation (CoreCivic), closed pursuant to NMSA 1978, Section 10-15-1(H)(7)
- B. MANAGER: Purchase of the County Fairgrounds, closed pursuant to NMSA 1978, Section 10-15-1(H)(8)

ACTION TAKEN:

Roll Call Vote: Commissioner Candelaria - Yes; Chairman Schwebach - Yes; Commissioner McCall - Yes:

MOTION CARRIED

Chairman Schwebach: Made a motion to Reconvene Regular Session.

Commissioner McCall: Seconds the Motion.

Roll Call Vote: Commissioner Candelaria - Yes; Chairman Schwebach - Yes; Commissioner McCall - Yes:

MOTION CARRIED

15. ANNOUNCEMENT OF THE NEXT BOARD OF COMMISSIONER'S MEETING: May 26th, 2021 @ 9:00 AM.

16. SIGNING OF OFFICIAL DOCUMENTS

17. ADJOURN

ACTION TAKEN:

Chairman Schwebach: Made a motion to adjourn.

Commissioner McCall: Seconds the Motion.

**Roll Call Vote: Commissioner Candelaria - Yes; Chairman Schwebach - Yes;
Commissioner McCall -Yes;
MOTION CARRIED**

MEETING ADJOURNED at 12:16 PM



Ryan Schwebach - Chairman



Valerie Smith – Admin Assistant

5-26-2021

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.

TORRANCE COUNTY



MANAGER'S REPORT

5/12/2021

Janice Y. Barela

505-544-4703

jbarela@tcnm.us



Departments Update

KXNM

I want to thank KXNM for airing the Torrance County Commission Meetings live and then still airing the recording at the regularly scheduled time. The County has paid for these time slots, but the radio station staff has done an amazing job of accommodating the County during the pandemic, especially during the times the County was closed to the public or was restricting the number of individuals permitted in the Commission Room.

Due to the passing of Art Swenka, the live airing of the Commission Meetings have created a hardship. The meetings will no longer be aired live; however, the recordings of the meetings will continue to be aired at their regularly scheduled times. The County Commission Meetings are open to the public. The meetings are also available by Zoom.

Thank you, Lacey Cromer, for all you have done and continue to do. I know Art would be so proud of you.

Human Resources

Torrance County currently has the following job opportunities available:

Animal Control Officer
Appraiser Apprentice
Data Analyst/Cama Appraiser
Treasury Controller
Mechanic/Equipment Operator
911 Operator/Communication Specialist
Clerical Float Clerk

To get more information about these positions or to apply for any of these positions, please visit the County's website at www.torrancecountynm.org. Click on "Job Opportunities".

Treasurer's Office

This is a reminder from the Treasurer's Office. The deadline for second half taxes was May 10, 2021. The Treasurer's Office is working diligently to get all mailed-in payments posted as quickly as possible. Thank you to the Treasurer's Office staff for all you do, especially during the busy tax seasons.

DWI & Community Monitoring

The recently formed DWI Planning Council has been very proactive. In a collaborative effort, they will conduct drug and alcohol prevention activities with the 3rd, 4th and 5th graders into the Mountainair Public Schools this Friday, May 14th. Thank you to the following individuals and their agencies who are participating in this event: DWI Coordinator Tracey Master, Community Monitor Kathy Reyes, Mountainair Police Chief Reyes, Mountainair PD Sergeant Bernard, Sheriff's Office Lieutenant Ballard and Sheriff's Office Sergeant Duran.

COVID

The public health department located in Estancia is still doing the COVID testing every Wednesday morning.

Vaccine events in Torrance County continue. Today, only 120 doses will be administered, most are second shots. The Department of Health will begin scheduling their Torrance County vaccine events on every other Wednesday.