

TORRANCE COUNTY
COMMISSION MEETING
December 18, 2019
9:00 A.M.

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Torrance County

BOARD OF COUNTY COMMISSIONERS (BCC)

Ryan Schwebach, Chair – District 2

Javier Sanchez, Vice Chair – District 3

Kevin McCall, Member – District 1

Wayne Johnson, County Manager

ADMINISTRATIVE MEETING AGENDA

WEDNESDAY, December 18, 2019 @ 9:00 AM

- 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:** Motion to approve the December 5, 2019 Torrance County Board of County Commission Minutes.
- 9. APPROVAL OF CONSENT AGENDA**
 - A. FINANCE:** Approval of Payables.
- 10. ADOPTION OF ORDINANCE/AMENDMENT TO COUNTY CODE**
- 11. ADOPTION OF RESOLUTION**
 - A. FINANCE:** Motion to approve Budget Increase Resolution No. 2019-_____.
- 12. APPROVALS**

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- A. **EMERGENCY MANAGER:** Motion to ratify MOA between NM Energy, Minerals and Natural Resources Department and Torrance County to provide \$7,000 for Waste Isolation Pilot Plant transportation safety program.
 - B. **SHERIFF:** PERA Pre-Tax Presentation.
- 13. DISCUSSION**
- A. **FINANCE:** Presentation for cost and potential cost savings of new Admin. Building. Approval to start RFP process for the design of a new Admin. Building.
- 14. EXECUTIVE SESSION**
- A. **MANAGER:** Acquisition of property for the Road Department. Close pursuant to NMSA 1978, § 10-15-1 (H)(8)
 - B. **MANAGER:** PILT Negotiations Update La Joya I & II Estancia & Vaughn School Districts. Closed pursuant to NMSA 1978 § 10-15-1 (H)(8)
- 15. Announcement of the next Board of County Commissioners Meeting:
January 8, 2020**
- 16. Signing of Official Documents**



*Agenda Item
No. 1*



Agenda Item

No. 2



*Agenda Item
No. 3*



Agenda Item

No. 4



*Agenda Item
No. 5*



*Agenda Item
No. 6*



Agenda Item

No. 7



*Agenda Item
No. 8-A*

**DRAFT COPY
TORRANCE COUNTY BOARD OF COMMISSIONERS
COMMISSION MEETING
DECEMBER 5th, 2019**

COMMISSIONERS PRESENT: RYAN SCHWEBACH -CHAIRMAN
KEVIN MCCALL –DISTRICT 1
JAVIER SANCHEZ –DISTRICT 3

OTHERS PRESENT: WAYNE JOHNSON-COUNTY MANAGER
JOHN BUTRICK-COUNTY ATTORNEY
LINDA JARAMILLO-CLERK
BELINDA GARLAND-DEPUTY COUNTY MANAGER
YVONNE OTERO-ADMIN. ASST.

1.) CALL MEETING TO ORDER

Chairman Schwebach calls the December 5th, 2019 Commission Meeting to order at 9:03 A.M.

2.) Invocation and Pledge of Allegiance

Pledge lead by Chairman Schwebach

Invocation lead by Nick Sedillo

3.) Changes to the Agenda

County Manager Johnson requests that agenda Item 13-A be moved to be presented after agenda item #9. There are a couple of representatives that are present at the meeting today and we would like to respect their time.

Mr. Johnson states that he would like to make an addition to the agenda. There are a couple of employees that are leaving the county and they would like to present each one with a plaque. Carl Lange is retiring and Belinda Garland is leaving for another position on the state livestock board as their Executive Director.

4.) PROCLAMATIONS

There were none presented.

5.) CERTIFICATES AND AWARDS

County Manager Johnson would like to ask that Ms. Garland come up to receive her plaque. Mr. Johnson reads the plaques inscription and thanks her for her time with the county and wishes her good luck with her new adventure.

Belinda Garland thanks everyone for the plaque. She states the time she has spent with the county has been very rewarding and they have accomplished a lot. There has been a lot of changes and growth and she is very proud of that. She will miss everyone she has worked with in the county, this is her home, and this will always be very dear to her heart.

Ms. Garland would also like to add that the staff she has worked with here in the county has been the best she has ever worked with. Their commitment to the community and all the work that they do is unwavering and highly commendable. She would like to thank everyone and wish them all the best.

Nick Sedillo states the in the year he has been operations manager it amazes him how much dedication Carl brings to the job. There are 14 buildings that Carl has been able to maintain with the resources we have and is grateful to him for allowing us to bring another employee on board. Mr. Sedillo states that he is sad to see Carl go, it is going to be a huge gap that will need to be filled, and 18 years of service in maintenance is a big position to fill. Mr. Sedillo reads from the plaque.

Carl Lange thanks everyone for the award and states that it has been a good run and is now time for someone younger to take on the job.

6.) BOARD AND COMMITTEE APPOINTMENTS

a.) COMMISSION: Motion to approve Torrance County Heritage Center Committee:

Ted Barela-Estancia
Peter Nieto-Mountainair
Angelina Halpert-Willard
Jason Quintana-Manzano
Leo Chavez-Torreon
Johnny Romero-Tajique
Tina Cates Ortega- Moriarty Historical Society
Tom Betts-National Park Service

Commissioner McCall asks if someone has been found to fill the position for the City of Moriarty.

Chairman Schwebach states that he has reached out to Mayor Hart and he doesn't have anyone on staff to fill the position so they need to look at someone beyond that.

Commissioner McCall asks if it will be a problem if we don't have anyone to fill that spot because the resolution states that we do.

County Manager Johnson states that we do need to be able to check all the boxes in the resolution if possible. If this fills all the positions then we do have a problem if we don't have a representative from Moriarty.

Chairman Schwebach states that it is his understanding that if we pass this resolution there will be a vacant position for Moriarty that will have to be appointed.

County Manager Johnson reads from the resolution: The Torrance County Heritage Center Development Committee is hereby created. Membership to be composed of one representative from each of the municipalities, one from each land grant, one from the Moriarty Historical Society, and one from the National Park Service. Membership shall require confirmation by the Torrance County Commission. The Heritage Center Development shall develop a scope of work and operating procedures to be presented to the County Commission for approval. The Heritage Center Development Committee shall automatically dissolve 12 months after the appointment of the members.

Commissioner Sanchez asks if line #19 be edited to read for those municipalities that are in participation and add Moriarty later or leave out Moriarty and have the position vacant until it is filled.

County Manager Johnson states that you cannot make a change to the Resolution without proper notification. It is not written in the agenda so we would not be able to take that path. There is plenty of discretion for the Commission to appoint these members if they so choose, and then appoint a member from Moriarty and leave that position vacant until it is filled.

Commissioner Sanchez states that it would be ok to leave it vacant giving Moriarty maximum opportunity to fill the position. Commissioner Sanchez states that a meeting may not occur until after the holidays and all that matters to him is that the committee is created. This would give Moriarty enough time to find someone to fill the position.

County Manager Johnson states that the Commission can proceed that way if they so choose.

ACTION TAKEN: **Commissioner Sanchez** makes a motion to approve the Torrance County Heritage Center Committee comprised of the members stipulated in the resolution of Ted Barela-Estancia, Peter Nieto-Mountainair, Angelina Halpert-Willard, Jason Quintana-Manzano, Leo Chavez-Torreon, Johnny Romero-Tajique, Tina Cates Ortega- Moriarty Historical Society, and Tom Betts-National Park Service. **Commissioner McCall** would like to have added to that motion Moriarty-Vacant. **Commissioner Sanchez** adds Moriarty-Vacant. **Chairman Schwebach** seconds the motion. No further discussion, all Commissioners in favor.
MOTION CARRIED

7.) PUBLIC COMMENT and COMMUNICATIONS

a.) **Art DuCharme** P & Z Alternate Board Member, states that he has attended all 5 meetings since he was appointed in July. At the meeting yesterday he was removed from his seat and asked to be a member of the public. Mr. Ducharme reads from a letter that he has written to the Commission, letter hereto attached. Mr. Ducharme states that P & Z has become a rubber stamp following the bidding of Mr. Guetschow when the policy limits his authority to only being a coordinator. Mr. DuCharme asks that the Commissioners investigate Mr. Guetschow's behavior.

b.) **Brenda Rich** states that she is representing Kimberly Rich-Gainey & William Gainey. In their last meeting there was conversation about the wind farm issue. It was her understanding that the county takes care of the roads for the school. She begs to differ. There are roads in McIntosh that are so bad school busses cannot get down the road. If the bus cannot pass then the children cannot attend school. The children are excused but they have missed a full day of education. During the last storm it has made the roads even more horrible, even for those that have 4-Wheel drive. We need help in getting these roads back up to par. She does understand that the county does have a tight budget, but we do need these roads fixed, the children need to be able to get to school. She states that it is a violation and it is up to the county to keep the roads clear from the school busses. She would appreciate the Commissions attention to these matters.

c.) **Victoria Sedillo** Office Manager for the Torrance County Assessor's Office, states that the office is again fully staffed. They had hired 3 new people, 2 appraisal techs, Jason Cole & Tanner Solomon, and Cassie Knoten as the Property Assessment Clerk.

Ms. Sedillo states that on December 12th, 2019 the Assessor's Office will be attending a team building and training in Albuquerque. A float clerk will be in the office from 8:30 am to 5:00 pm to answer phones and direct customers as needed.

8.) APPROVAL OF MINUTES

a.) **COMMISSION:** Motion to Approve the November 13, 2019 Torrance County Board of County Commission Minutes

Chairman Schwebach asks for a motion to approve the November 13, 2019 Torrance County Board of County Commission Minutes.

ACTION TAKEN: **Commissioner McCall** makes a motion to approve the November 13th, 2019 Board of County Commission Minutes. **Chairman Schwebach** seconds the motion. No discussion, all Commissioners in favor. **MOTION CARRIED**

9.) APPROVAL OF CONSENT AGENDA

a.) **FINANCE:** Approval of Payables

ACTION TAKEN: **Commissioner McCall** makes a motion to approve the Consent Agenda: Payables. **Chairman Schwebach** seconds the motion. No discussion, all Commissioners in favor. **MOTION CARRIED**

13.) DISCUSSION

a.) **MANAGER/GRANT COORDINATOR:** Presentation of the 2021 Torrance County Infrastructure Capital Improvements Plan (ICIP).

County Manager Johnson would like to thank Representative McQueen and Representative Salazar for being present at the meeting today.

Cheryl Allen, Grant Coordinator, states that eh Counties ICIP has been approved. The ICIP for the Senior Centers is under review and should be approved by the end of the month and we will be reviewing those projects today as well. There were a total of 12 projects approved.

Ms. Allen states that there were projects on the list that have been removed because they were completed. Those projects were the Punta de Agua multi-purpose center, the Manzano Community Center, the Road Department was able to purchase one piece of equipment, and we have been able to purchase the pictometry software that will be primarily used by the Assessor's office.

Ms. Allen states that they will be going over each of the items that approved for the ICIP list as well as the Senior Center projects. The first item on the list is the request for funding for the Count Fair Grounds.

Marcie Wallin thanks Representative Salazar and Representative McQueen for being present at today's meeting. Ms. Wallin states that she will be meeting with them again this year and thanks them for being so gracious as to allow them to talk about their project.

Ms. Wallin talks about the issues they have with the fairgrounds and the limited space in certain areas. The buildings are in very bad condition and for the exhibit areas the exhibitors have to be limited on the amount of projects they can bring in because there is not enough space to place them all. There are leaky roofs, no heat, no cooling, and many other issues. The pictures on the handout and power point presentation show some of the issues they are having.

Commissioner McCall would like it noted that some of the animals are being housed under a huge tent and not an actual building.

Marcie Wallin states that the representatives are aware of the issues they are having and would greatly appreciate a helping hand in this matter this year.

Cheryl Allen states that next up will be a request for a creation new Road Department yard/shop. It will consist of a 60'x100' building that will combine the office and the shop. The shop is requesting to have 3 bays.

Leonard Lujan, Road Department Supervisor, states that the Road Department needs to move out of the city limits. The department is in need of something new. The building is out of compliance in every area and it is way too small. Every year the department gets a write up because of how bad the building is. Not only is the building to small, but the yard itself is to small.

Mr. Lujan states that they are also in need of a larger area for their stock piles. As of right now they have areas around the county that they can stockpile but it would be so much easier if the department could have all of their items in one area.

County Manager Johnson states that they have identified a potential property for the road department and will be talking about this later to possibly purchase the property.

Cheryl Allen states that the 3rd item on the ICIP list is the construction of County Government offices to consolidate all the offices into one building. Nick Sedillo will be speaking on this item.

Nick Sedillo, Operations Manager, states that he has been an employee here for 24 years and has been presenting this request for at least the past 15 years. Back in 2009 the commission envisioned a new building, there was property that was found in the city limits and purchased in 2010, and that was the last of it. The current building is roughly 56 years old and is beyond its working capacity. There is no room for anyone in their offices anymore and we are constantly repairing the building with lots of band aids. The heating and cooling system is out dated and when it breaks down we will no longer be able to repair as they are no longer make parts for the system.

Chairman Schwebach states that his hat goes off to all the departments for making the best of the situation they have with the limited resources you have and continue to do an amazing job. He would like to thank every department for doing so and hopefully we can get some traction on getting a better work environment for the employees.

Cheryl Allen states that there are a couple of roads that are on the list where they are requesting them to be fully paved.

Leonard Lujan explains the issues and heavy use of Riley Road and McNabb Road. The roads are heavily traveled and are in constant need of repair. Larger vehicles use these roads as a short cut, there have been signs posted to try to prevent this, but they ignore them.

Chairman Schwebach states that the paving of these roads would also help out EMS and allow them easier & quicker access to other areas in the county.

Leonard Lujan states that another item on the list is the request to purchase a steel roller. When we are spot fixing certain areas the steel roller will leave the road smoother. We were able to get the reclaimer and hopefully we will be given funds to purchase the roller. We have gone out for quotes but we have no money.

Cheryl Allen talks about the need to repair McNabb and Riley Roads and how they would benefit EMS, Fire, and Sheriff's.

Stephanie Dunlap, Administrator for the Sheriff's Department, discusses her request for help with the purchase of new 4x4 vehicles for the department. There is a lot of wear and tear and the vehicles are very high mileage. The vehicles are being pushed to the limit. Torrance County has a lot of dirt roads and most of the vehicles the department has are not able to handle them. It was found that the best vehicle that is the most durable is the Chevy Tahoe 4x4. When the weather is bad there are times we can't make it out to a call because the vehicle just can't make it.

County Manager Johnson would like to stress that the Sheriff's department has a few Dodge Chargers in the fleet. They are good if you are on the highway, but not very reliable off road. We need all well drive or 4x4 to reach the citizens in the county.

Cheryl Allen would like to add that with these projects the county is seeking grant funding where available. We have already received funding in the amount of \$90,000.00 to assist with purchasing vehicles in fiscal year 2020. With this we are applying for a USDA grant to help cover 15% of the purchase.

We are trying to maximize the resources we have. McNabb road has been added to the MRCOG, and trying to get support from other areas and grants within the next year.

Nick Sedillo states that this topic has been brought up for many years. There is a need for extra protection at dispatch, fire admin building, the sheriff's department, and the county admin building for the county fleet. There is a need for security fencing in all these areas. We have applied for Homeland Security grants but were denied because the project didn't meet certain criteria. We will continue looking for other areas to help with funding.

Cheryl Allen states that next up is the Torreon Community Center Renovation. The center is in need of a new well. The current well isn't servicing the needs of the people and needs to be upgraded. The center itself is in need of many upgrades to the bathrooms to make them ADA compliant, replace appliances, bring the kitchen up to code, and new ventilation.

The community center is not only used by the people of Torreon, it is also used by fire personnel during wild fires. The bathrooms would also include showers to accommodate the fire fighters when they are there. The entire building needs to be upgraded

Linda Jaramillo, Torrance County Clerk, states that she is requesting funding for a records restoration project. Many of the books in the vault are old and falling apart. People are coming in on a weekly basis to research records from the old books. The more the books are used the more they get damaged. These books have suffered a lot of deterioration throughout the years.

Ms. Jaramillo is requesting funds to help in preserving the history of Torrance County. She has been in the office for 24 years and sees the books deteriorate year after year. If the books do not get restored we take the risk of losing some of the history of Torrance County. Future Clerks and citizens deserve us preserving the history of the county.

Representative Tomas Salazar asks Ms. Jaramillo if her intent is to purchase something to perform the digitizing or are you going have to someone to do it for you. Which option are you looking towards?

Linda Jaramillo states that about 3 months ago a gentleman came, examined the books, and gave her an estimate, and will be taking the books to restore them.

Representative Tomas Salazar tells Ms. Jaramillo that she examine this carefully. She will need to see if this request falls into Capital Outlay. In previous years another county attempted this and they were denied.

County Manager Johnson states that the records would be restored and digitized. We need to have the capability to have the equipment to continue the digitization in the future.

Linda Jaramillo states that one of her concerns in the past was the books would have to be taken from the office and not in her possession.

County Manager Johnson states that with the lack of room we would normally say to take them to the State Archives, but even they are running out of room.

Linda Jaramillo states that most of the records in her office are permanent records. Ms. Jaramillo would like to state that she is in full support of a new county building.

Cheryl Allen states that the next item on the list is the Duran Water System Improvements. There is a need for a well and a pipeline. Ms. Allen explains the current situation with the water system, and the need to have it within the city rather than Duran continuing to get their water from Vaughn.

Representative Tomas Salazar states that Duran is within his district. He has discussed with Encino relative to comparable issues relative to their ability to deliver potable water in quantities that are sufficient for the small community. As he understands, the well that provides the water for Duran and for Encino, basically comes from the same well and is controlled by Vaughn. Is the water line to Encino separate from the water line that goes to Duran or does it branch off?

County Manager Johnson states that he cannot answer that question specifically. Mr. Johnson states that he did have the ability to take a tour with Mayor Garcia and he did not mention any co-mingling. The main issue is with the pipeline, there is a 10 mile stretch and would have to be done in stages. The main need is for an additional tank.

Representative Tomas Salazar states that the area was very special to the late Larry Larranaga. Representative Salazar and Mr. Larranaga discussed helping with the water system. The area is in dire need. There seems to be a lot of money but there are also a lot of projects that need funding.

Lester Gary, Torrance County Fire Chief, states that he is requesting funding for additional vehicles. There are a lot of older vehicles and with all the new hires the department needs new units. The department has been able to acquire other vehicles from other entities when they have removed their vehicles from active duty. Those vehicles are getting older.

The current vehicles don't have a lot of miles on them regardless if you use them or not the vehicles deteriorate just as quick. Once we start to transport more people the vehicles will get more mileage quickly. We are requesting 1 new 4x4 unit to be able to handle the inclement weather better.

Cheryl Allen states that the next items that will be presented are for the 3 senior centers in Torrance County. Presenting those will be Angie Coburn and Lisa Lujan.

Angie Coburn, PMS, Goes over her requests for renovations to the Mountainair and Estancia Senior centers. There are repairs that need to be made to these two centers such as repairing, leaks, painting, ADA compliance upgrades, parking lots, etc. They are also requesting a new

center for the Moriarty area. That is the oldest of the 3 buildings and is very outdated and would require more than renovations to bring the building entirely up to code.

Ms. Coburn is also asking for the purchase and replacing of the meals equipment. The program delivers meals to the elderly that cannot leave their homes and a lot of that stuff needs to be replaced. Ms. Coburn states that the program was able to get some emergency funding to help in the purchase of new vehicles.

Commissioner McCall states that as he understands it, the Senior Centers send their packets separate from the County, is that correct?

Cheryl Allen states that this is the first year we have had a separate ICIP, one for the county and one for the 3 Senior Centers.

Deputy County Manager Garland states that it is her understanding that the legislature have set separate funding for the Senior Centers. The legislatures felt like the requests were getting lost in the shuffle.

Commissioner McCall asks if the City of Moriarty has the Senior Center on their ICIP list.

Deputy County Manager Garland states that it is not the City of Moriarty's responsibility, it is a responsibility of the County.

Cheryl Allen would like to thank the Representatives for coming to the meeting. If there is any questions Mr. Johnson's information is listed on the handout.

Chairman Schwebach would like to thank the Representatives for attending and would like to invite each one up to the podium to speak to the public if they so desire.

Representative Mathew McQueen states that the request for new county offices has an amount of \$10 million in 2022. This is something they can help fund but not fund entirely. Representative McQueen ask if there are any plans for additional funding to pay the bulk of the project.

Chairman Schwebach states that from his point of view this is in the preliminary stages. From the panning and funds from the state they are looking at loans and other areas to help facilitate the project.

County Manager Johnson states that they will look for funding within the county, potential NMFA loans, & funding from the legislature. He is aware this can't be funded entirely from capital outlay.

Representative McQueen states that the request should be changed to planning money. Planning for a projects lays within the umbrella for Capital Outlay funds.

As far as roads go, a few years ago they were told there would be no funding for roads and explains why. He will research this further as this may not be the case anymore.

The roller being requested by the Road Department looked like it was \$450,000.00 and spread over 3 years, is that correct?

Cheryl Allen replies, no, that is for the purchase of the roller and a couple of other equipment items.

Representative McQueen states that the request for the Sheriff's department vehicles is over a 10 year span and with as much mileage as they are putting on the vehicles it doesn't seem like the vehicle would even last 10 years.

On the request for the Torreon project the wording on the request should be changed to cover all aspects. If it's not clear then it may not happen for the entire project.

Representative McQueen states that digitizing the Clerk's books is a good idea but also wants to know if they are being indexed.

County Manager Wayne Johnson states that there has been great advances in OCR technology. We have not gotten that nailed down yet but at the end of the day we are wanting something where you could have a searchable database for these documents to be able to find them.

Representative McQueen states that the old documents are copies of copies and are in bad shape. The OCR may not be feasible, but we want to get to the point where the public can look up the history of the property online.

Representative McQueen states that it his understanding that there is a separate pot for the Senior Centers and is a separate process. He was told that the area agencies on aging prioritized those projects and the applications were due in April for 2020. The Senior Centers are important and we may be looking at doing those applications for 2021.

The last item he wishes to speak about is the Fairgrounds. He understands the need for this but is wondering if all we are doing is repairing an old jalopy that is in constant need of repair. He would like to see a masterplan and what the future uses are for the building. He thinks this ties in with the Heritage Center project. Will the facility be used more than once a year? Things need to be ADA compliant and many areas upgraded. He is also concerned with the fact that the county doesn't own the property.

County Manager Johnson states that they are in the process of acquiring the fairground property. The county has finished their appraisal and are determining the state of the infrastructure and most is owned by the Town of Estancia and it will help us determine whether or not we purchase the property.

Commissioner Sanchez states, in regards to the fairgrounds, and taking into account the concerns that were expressed, the county is articulating a vision for that property. As a part of the economic development plan we are working on for the southern part of the county, we are including an annex in which we hope to articulate the goals & milestones that will reflect the plans for that property in the future.

Representative Tomas Salazar would like to thank the Commissioners and the County Manager for the opportunity to speak here today. In regards to the Senior Center and a few other projects, Representative Salazar chairs the NMFA and has heard about many of these issues and where some funding may come from. One of the programs that is available through NMFA is the ability to authorize or make loans or grants for water projects.

These projects will come before the water trust board and they are reviewed and listed in terms of those that may be accepted for potential funding. They are provided in a list and the list he is looking at now does not have dollar figures associated with the requests. If you are on the list it doesn't mean you will get the loan there are several factors that are looked at and should be mentioned in the future.

Another option is the PPRF, Public Project Revolving Fund. This fund will help projects that are over \$1 million.

Representative Salazar welcomes those to give him a call if they have any questions.

Representative Salazar states that with the Senior Centers the county is provided with a bond every 2 years. It is in that particular piece of legislation that can help with the funding of the Senior Centers and that is an area that should be looked at.

Representative Salazar gives a brief description of the work he has done in the past with County Manager Johnson, and how closely he has worked with Commissioner Sanchez. He would like to visit with Commissioner McCall and get to know him better. With Chairman Schwebach Representative McQueen had some interaction with his father during his campaign and was educated by Chairman Schwebach with the Estancia Water basin and why it is so important and why the people fight so hard to protect that resource.

10.) ADOPTION OF ORDINANCE/AMENDMENT TO COUNTY CODE

There were none presented

11.) ADOPTION OF RESOLUTION

a.) COMMISSION: Motion to approve the creation of the Heritage Center Advisory Board Resolution 2019-53. **RATIFIED**

County Manager Johnson states that this resolution had to be brought back to the Commission because they failed to include the amendment of the 12 months that was talked about at the last meeting. This needs to be ratified and will have the Commissioners re-sign the resolution.

Chairman Schwebach asks if these are changes to ratify what was approved at the last meeting.

County Manager Johnson states that he can be corrected if he was wrong, but this was not at the last meeting. This is to ratify the 12 month term for the board and have the Commission resign.

John Butrick, Torrance County Attorney states that other items added were to include the scope of work and operating procedures similar to that of the Land Grant Advisory Committee. This was done by the Commission at the last meeting.

ACTION TAKEN: Chairman Schwebach makes a motion to approve to ratify the Heritage Center Advisory Board Resolution 2019-53. **Commissioner McCall** seconds the motion. No further discussion, all Commissioners in favor. **MOTION CARRIED**

b.) ROAD: Motion to approve extension request for GY2018/19 LGRFP Contract Agreement Resolution 2019-59.

Leonard Lujan Road Supervisor states that these are the contracts that they have been working on for this year. The storms came in earlier than expected. Mr. Lujan is asking for an extension on these contract until June 2020 so that they have extra time to complete them.

ACTION TAKEN: Chairman Schwebach makes a motion to approve the extension request for GY2018/19 LGRFP Contract Agreement Resolution 2019-59. **Commissioner McCall** seconds the motion. **John Butrick** County Attorney states that there was a minor correction to the adopted line of the resolution, he spoke with Charmen Padilla, and she will have the amended Resolution here today for the Commission to sign. It needed to read this 5th Day of December and not this 9th Day of December. No further discussion, all Commissioners in favor. **MOTION CARRIED**

c.) MANAGER: Motion to approve a resolution directing publication of notice of intent to adopt an ordinance for the issuance of Industrial Revenue Bonds for the Duran Mesa, LLC project Resolution 2019-60.

ACTION TAKEN: Commissioner Sanchez makes a motion to approve a resolution directing publication of notice of intent to adopt an ordinance for the issuance of Industrial Revenue Bonds for the Duran Mesa, LLC project Resolution 2019-60. **Chairman Schwebach** seconds the Motion. **County Manager Johnson** states that there is one amendment that needs to be made to this resolution. It mentions that the County Clerk is responsible for the publication. The bond council of the applicant drew up this resolution and this is not how we operate here at Torrance County. This will need to be stricken from the resolution and the Managers office will handle the publication. No further discussion, all Commissioners in favor. **MOTION CARRIED**

12.) APPROVALS

a.) MANAGER: Motion to approve 2020 Board of Commission Meetings and Holiday closing schedule

Kristin Oliver HR Director hands out the revised Commission Schedule.

County Manager Johnson states that there were some issues in regards to holidays falling next to Commission Meeting schedules. We solved the issue by canceling those Commission Meetings in November and December. If we need to have a special meeting then we will request to have one.

Kristin Oliver states that the other holiday that was in question was the Veterans Holiday, that holiday will be moved to the Thursday November 12th, 2020. The reason for this is so that there will not be a holiday in the middle of the week and there can still be a Commission meeting. Ms. Oliver would like to state for the record that the employees will get paid for the day the Commission observes it and not the actual holiday.

ACTION TAKEN: **Commissioner Sanchez** makes a motion to approve 2020 Board of Commission Meetings and Holiday closing schedule. **Commissioner McCall** seconds the motion. No further discussion, all Commissioners in favor. **MOTION CARRIED**

b.) PLANNING & ZONING: Motion to approve the 2020 Planning & Zoning Board meeting schedule

ACTION TAKEN: **Commissioner Sanchez** makes a motion to approve the 2020 Planning & Zoning meeting schedule. **Steve Guetschow** P & Z Coordinator, states that yesterday the P & Z Board approved a recommendation to adopt the schedule for the 2020 P & Z Board meetings. With the exception for the January 6th, 2020 meeting, all other meetings will fall on the first Wednesday of the month. **Chairman Schwebach** seconds the motion. No further discussion, all Commissioners in favor. **MOTION CARRIED**

c.) GIS-RURAL ADDRESSING: Motion to approve salary increase for current GIS Mapper/Rural Addressing position.

Jeremy Oliver, Finance Director, states that this was brought up at the last meeting and they were looking for other funding resources. There is a balance in his fund that is available. It is not budgeted and is a roll over from year to year if it is not used. This money sits there until it is needed for something else. There is \$17,000.00 available in that fund. There is more than enough money to cover this raise. With his FICA, PERA, and health insurance would be an increase of about \$7,000.00 per year. The fund can handle half this year and half next year and can also be absorbed by the General Fund in future years.

County Manager Johnson states that salaries in the county are something that we are struggling with in terms of hiring, recruitment, and retention. The last thing we want to do is lose a crucial position in the county. This position is very underpaid in comparison to other GIS professionals in the state. The more we deal with the Wind PILT issues the more he finds GIS very valuable. The GIS position deals with everything from safety to wind PILT to everyone's address and also with P & Z. The staff is in support of this increase and we will budget the recurring revenue going into the next fiscal year.

ACTION TAKEN: **Chairman Schwebach** makes a motion to approve the salary increase for the current GIS Mapper/Rural Addressing position. **Commissioner McCall** seconds the

motion. Commissioner McCall would also like to caution the departments not to make this a habit. If you don't spend your budget you can get it in salary. He does agree that the salary does need to be more competitive but don't make it a habit of money not being spent where it needs to be thinking you will get it salary. **County Manager Johnson** states Commissioner McCall is completely correct. If he felt at any moment this idea came about as the department saving the money to give himself a raise, it would not have been brought before the Commission. This idea came about from the finance department. **Jeremy Oliver** states that this fund has been building up for many years. It is not something that has been planned for. They had \$50.00 in a fund that was not spent and it rolled into this fund. **Chairman Schwebach** states that what caught his eye was that there is a budget for signs. He hears constantly that no one has signs or a sign is missing. No further discussion, all Commissioners in favor.

MOTION CARRIED

d.) MANAGER/GRANT COORDINATOR: Motion to approve Juvenile Justice Continuum Coordinator Contract

Cheryl Allen, Grant Coordinator, states that she would like to take this opportunity to request approval for the contract for Rebecca Armstrong as the next Juvenile Justice Continuum Coordinator. This is a position mandated by state statute. Ms. Allen has been serving in the position since the departure of the previous coordinator. Ms. Allen was very impressed with Ms. Armstrong's background. She has superb experience with project management as well as her experience with community outreach. Ms. Armstrong's background is being run and she will be on full time once that is completed.

Rebecca Armstrong states that she moved to the East Mountains in 1998. She has experience with communication and working with agencies. She and her husband used to run the East Mountain Soccer league and was involved with that for 10 years. They had to work hard to build relationships with the families, schools, and county agencies for field space and building use to get the program running.

Ms. Armstrong states that her background is in medicine as she was a respiratory therapist for 10 years and is still licensed to do that. She also has experience with her husband's business. She manages all the bookkeeping and does all of the medical billing for him.

Commissioner McCall asks Ms. Armstrong if she could give a brief description of what the job entails and what she will be doing

Rebecca Armstrong states that she is still learning her position. From her understanding she will be doing a lot of communicating with counties across the state, researching different programs for the kids of our community to help them stay out of trouble, and will also be doing board minutes, and some general bookkeeping. As far as the day to day she is under the assumption that she will learn more as she goes.

Cheryl Allen states that the Juvenile Justice Continuum Coordinator works with the Estancia Valley Youth & Family Council. This is a board that looks for alternatives to juvenile detention. We are currently using boy's council at the Estancia Middle School to give the children the skills they need to stay out of trouble. There were programs in the past that had to

be discontinued. Ms. Allen states that she has a number of tasks lined up for Ms. Armstrong to take over once her background check is finalized and she can begin work.

This includes expanding the programs of Boy's Council & Girls Circle into Mountainair & Edgewood/Moriarty Schools and also looking at other programs that the Estancia Valley Youth & Family Council has expressed interest in possible programs that can be used as a form of sentencing for teen court or other programs we can use as prevention measures in the county.

County Manager Johnson asks Ms. Allen to explain who all is on the board.

Cheryl Allen states that the board has representatives from the area schools, law enforcement agencies, Judges, County Defenders and other mandatory positions. There are openings for members for the Faith Based Community Outreach. The positions require that the members have experience with youth in some way.

Chairman Schwebach states that he is really green when it comes to his knowledge of this position. Have we had this position in the county before? Who did this before?

Cheryl Allen replies, yes, we have had this position before and Jenea Ortiz was the previous coordinator, and Ms. Allen is currently serving in that position.

County Manager Johnson states that she volunteered to take on and she has done an amazing job. Ms. Allen needs the rest and we need a full time coordinator in that position. There has been some restructuring done and now that all that is complete we are ready to move forward.

Chairman Schwebach asks where Ms. Armstrong will be working out of.

Deputy County Manager Garland states that Ms. Armstrong is a contract employee and the funding come from CYFD. This is an agreement that the Commission approved early on.

County Manager Johnson states that this is one of those positions that no one in the county realizes its even going on. This program is designed to keep kids out of trouble that are starting to get into trouble and divert them back and get them going on the right track. It is really important work and we need to do more work to let the public know that we are involved with the kids in the community.

Chairman Schwebach states that he has had experience in working with Ms. Armstrong in the soccer league. She does top notch work. She goes above and beyond what is needed and he is very comfortable approving her position.

ACTION TAKEN: Chairman Schwebach makes a motion to approve the Juvenile Justice Continuum Coordinator Contract. Commissioner Sanchez seconds the motion. No further discussion, all Commissioners in favor. MOTION CARRIED

14.) EXECUTIVE SESSION

a.) **MANAGER:** Acquisition of property for the Road Department. Closed pursuant to NMSA 1978, §10-15-1 (H)(8)

b.) **MANAGER:** PILOT Negotiations Update La Joya I & II Estancia & Vaughn School Districts. Closed pursuant to NMSA 1978, §10-15-1 (H)(8)

ACTION TAKEN: Chairman Schwebach asks for a motion to enter into Executive Session. Commissioner McCall seconds the motion. Roll Call Vote, District 1-Yes, District 2-Yes, District 3-Yes. All Commissioner in favor. **MOTION CARRIED**

ENTERED INTO EXECUTIVE SESSION AT 11:22 am

ACTION TAKEN: Chairman Schwebach asks for a motion to return from Executive Session. Commissioner McCall seconds the motion. Roll Call Vote, District 1-Yes, District 2-Yes, District 3-Yes. All Commissioner in favor. **MOTION CARRIED**

RETURNED FROM EXECUTIVE SESSION AT 1:45 pm

Chairman Schwebach states that in Executive Session they discussed the matters of acquisition of property and PILOT negotiations. Closed pursuant to NMSA 1978, §10-15-1 (H)(8)

ACTION TAKEN: Chairman Schwebach makes a motion to approve to allow the County Manager to proceed with matters discussed in Executive Session. Commissioner McCall seconds the motion. No discussion, all Commissioner in favor. **MOTION CARRIED**

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

Chairman Schwebach states that the next commission meeting will be held on December 18th, 2019 at 9:00 am.

ADJOURN

ACTION TAKEN: Chairman Schwebach makes a motion to adjourn the December 5, 2019 Commission Meeting. Commissioner McCall seconds the motion. No further discussion, all Commissioners in favor. **MOTION CARRIED**

MEETING ADJOURNED AT 1:46 PM

Chairman Ryan Schwebach

Yvonne Otero-Administrative Assistant

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.



*Agenda Item
No. 9-A*

C E R T I F I C A T I O N

TOTAL CHECKS PRINTED 105

THE UNDERSIGNED MEMBERS OF THE TORRANCE COUNTY BOARD OF COMMISSIONERS DO CERTIFY THAT THE CLAIMS ENUMERATED ABOVE WERE APPROVED & DO AUTHORIZE THE WARRANTS AGAINST THE FUNDS OF TORRANCE COUNTY FOR THE SUM OF 240,754.01 ON ACCOUNT OF OBLIGATIONS INCURRED FOR THE SERVICES AS SHOWN ABOVE FOR THE PERIOD ENDING 12/11/2019 . WE CERTIFY THAT THE WITHIN NAMED PERSONS ARE LEGALLY ENTITLED UNDER THE CONSTITUTION OF THE STATUTES OF NEW MEXICO TO RECEIVE THE COMPENSATION STATED HEREIN. THAT THE SERVICES HAVE BEEN PERFORMED AS STATED IN THE ACCOUNTS HEREIN, THAT THEY ARE NECESSARY AND PROPER, THAT THIS VOUCHER HAS BEEN EXAMINED, THAT THE AMOUNTS CLAIMED ARE JUST, REASONABLE, AND AS AGREED AND THAT NO PART HAS BEEN PAID BY TORRANCE COUNTY.

SIGNED

ATTEST BY

Kevin McCall

Javier Sanchez

Ryan Schwebach

Linda Jaramillo

THE UNDERSIGNED COUNTY TREASURER DOES HEREBY CERTIFY THAT SUFFICIENT FUNDS EXIST FOR THESE ACCOUNTS PAYABLE CHECKS TO BE ISSUED ON THIS DATE AND DOES HEREBY AUTHORIZE THE FINANCE DEPARTMENT TO PROCESS THESE CHECKS.

Tracy L. Sedillo

CK#	DATE	NAME	Description	Line Item	Invoice #	DATE	PO #	Amount
01 0	109966	WHITSON, CHAD	TRAVEL TO SANTA FE NM NMDDS/ NMDEA TRAINING	401-50-2205	3012319	12/03/2019		240.00

COUNTY SHERIFF 240.00								
01 0	109966	AMBITIOUS DOCUMENT SOLUTIONS	PENS WITH WEBSITE AND CONTACT # 609-30-2221		2612319	12/03/2019		34296
			PENCILS W/WEBSITE AND CONTACT # 609-30-2221			/ /		890.00
			OUTREACH FOR SATELLITE OFFICES			/ /		34296
			AND GATHERING OF COUNTIES			/ /		34296
			INVOICE#13753 ACCT#TORRANCE			/ /		34296
			COUNTY			/ /		34296

COUNTY TREASURER 1145.00								
01 0	109967	AWARDS ETC.	BLACK BRASS RETIREMENT PLAQUE	401-10-2219	1412319	12/03/2019		34614
			CARL LANGE & BELINDA GARLAND			/ /		34614
			INVOICE#02 56553			/ /		40.00

COUNTY MANAGER 40.00								
01 0	109968	BINGHAM PLUMBING	REPLACE FAUCET ON HAND SINK AT	401-27-2215	5712319	12/04/2019		34421
			MOUNTAINAIR SENIOR CENTER			/ /		582.86
			INVOICE#067798			/ /		34421

MOUNTAINAIR SENIOR CEN 582.86								
01 0	109969	BOUND TREE MEDICAL, LLC	BP CUFF/STETHOSCOPE COMBO KIT,	415-33-2346	5512319	12/04/2019		34118
			STIFF NECK EXTRICATION COLLAR,	415-33-2347		/ /		34118
			BURN SHEET, 60INX90IN	415-33-2349		/ /		11.55
			INVOICE#83415643 ACCT#204887			/ /		34118

EMS ALLOTMENT 34.65								
01 0	109970	CINTAS CORPORATION NO. 2	QUARTERLY RSTOCK - FIRST AID	911-80-2248	2812319	12/03/2019		34161
			INVOICE#8404398877 ACCT#394849			/ /		155.34
			SHERIFF'S OFFICE FIRST AID	410-50-2222	2912319	12/03/2019		34417
			INVOICE#8404398877			/ /		349.00

911-DISPATCH CENTER 155.34 COUNTY SHERIFF 349.00								
01 0	109971	COMPUTER CORNER INC	BOU3 PREMIUM COMPUTER TOWER SYS	405-91-2219	5412319	12/04/2019		34507
			MICROSOFT OFFICE PRO 2019	405-91-2219		/ /		910.00
			HP ELITEDISPLAY E243 23.8" LED	405-91-2219		/ /		408.69
			MONITOR	405-91-2219		/ /		169.00
			HP COLOR LASERJET PRO MFP	405-91-2219		/ /		34507
			M479PDM MULTIFUNCTION PRINTER	405-91-2219		/ /		34507
			INVOICE#177925 ACCT#2464732			/ /		398.85

STATE FIRE ALLOTMENT 1886.54								
01 0	109972	COOPERATIVE EDUCATIONAL SERVICES	250 KATVAC 12 GAL TANK 500 PSI	401-15-2237	4112419	12/04/2019		34438
			5655.02	401-15-2237		/ /		2674.51
			12/05/2019	401-15-2237		/ /		108.00

COUNTY ADMINISTRATOR								
			1250 KATVAC 12 GAL TANK 500 PSI	401-16-2237		/ /		2674.51
			FREIGHT	401-16-2237		/ /		34438
			JUDICIAL COMPLEX	401-16-2237		/ /		108.00
			CES CONTRACT #	401-16-2237		/ /		34438

INVOICE#24-094530 ACCT#

CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
ADMINISTRATIVE OFFICES 2782.51 JUDICIAL COMPLEX MAINT 2782.51								
01 O	109973	DF INSTITUTE, INC.	8 HR CREDIT CONTINUING ED CLASS	610-40-2266	2212319	12/03/2019		34515
			FOR BILL HOULT					34515
			SALES TAX					34515
			INVOICE#213112311					5.57

COUNTY ASSESSOR 73.57

01 O	109974	DOUBLE H AUTO	OIL, OIL FILTERS, FUEL FILTERS, WIPER BLADES, ANTI-FREEZE, MISCELLANEOUS ITEMS NEEDED FOR VEHICLE MAINTENANCE/REPAIR. JULY, AUGUST, AND SEPTEMBER 2019		1612319			33994
								33994
								33994
								33994
			INVOICE#483348 ACCT#2927					33994

STATE FIRE ALLOTMENT 82.48

01 O	109975	EMW GAS ASSOCIATION	DIST 3 VFD GAS NOV 2019 ACCT#60-	408-91-2209	3612319	12/03/2019		112.72
			9250-000					302.22
			DIST 3 VFD ACCT#60-5390-000					273.36
			FIRE ADMIN ACCT#10-6140-001					68.98
			ROAD ACCT#10-5690-000					

STATE FIRE ALLOTMENT 68.98

01 O	109976	EMW GAS ASSOCIATION	NOVEMBER GAS BILLING 2019	911-80-2209	3712319	12/03/2019		99.20
			DISPATCH ACCT#60-9530-000					192.80
			DIST 5 VFD ACCT#71-6230-000					81.48
			DIST 6 VFD ACCT#30-0500-000					170.57
			DIST 2 VFD ACCT#70-3680-000					

STATE FIRE ALLOTMENT 444.85

01 O	109977	EMW GAS ASSOCIATION	NOVEMBER GAS BILLING 2019	401-37-2209	3812319	12/03/2019		147.84
			MORIARTY SENIOR CENTER ACCT#					145.37
			20-2330-010					92.31
			ACCT#10-5870-010/ESTANCIA SENIOR					
			HEALTH DEPT ACCT#10-1990-010					

STATE FIRE ALLOTMENT 92.31

01 O	109978	EMW GAS ASSOCIATION	NOVEMBER 2019 GAS BILLING ROAD	402-61-2209	3912319	12/03/2019		366.78
			DEPT ACCT#10-1860-000					27.75
			CLERK/VOTING MACHINE ACCT#10-					
			6380-000					
			JUDICIAL ACCT#10-6000-000					609.78

COUNTY ROAD SHOP 366.78

01 O	109979	EMW GAS ASSOCIATION	NOVEMBER GAS BILLING 2019 COURT	401-15-2209	4012319	12/03/2019		717.75
			HOUSE ACCT#10-1850-000					142.71
			DIST 5 VFD ACCT#71-4510-000					203.62
			ANIMAL SERVICES ACCT#60-0580-010					

COUNTY CLERK 27.75

ADMINISTRATIVE OFFICES	717.75	STATE FIRE ALLOTMENT	142.71	ANIMAL SERVICES	203.62
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===== 01 O 109980 FORENSIC BEHAVIORAL HEALTH ASSOCIATION PSYCHOLOGICAL EVALUATION =====

401-50-2272

1012319 12/03/2019

343/2

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CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
377.56	12/05/2019		MMGR	401-50-2272		/	34375	27.56
			C. QUINTANA				34375	
			INVOICE#24840					

COUNTY SHERIFF	377.56							
01 O 109981	2700.00	GALLAGHER BENEFIT SERVICES, INC	SEPTEMBER 2019 CONSULTING SERVICES	401-10-2272	1712319	12/03/2019		2700.00
			INVOICE#183460					

COUNTY MANAGER	2700.00							
01 O 109982	2700.00	GALLAGHER BENEFIT SERVICES, INC	NOVEMBER 2019 CONSULTING SERVICE	401-10-2272	2012319	12/03/2019		2700.00
			INVOICE#187296					

COUNTY MANAGER	2700.00							
01 O 109983	2700.00	GALLAGHER BENEFIT SERVICES, INC	OCTOBER 2019 CONSULTING SERVICES	401-10-2272	2112319	12/03/2019		2700.00
			INVOICE#184673					

COUNTY MANAGER	2700.00							
01 O 109984	6.99	GUSTIN HARDWARE INC.	ELECTRICAL, PLUMBING, ROOFING &	401-15-2215	5312319	12/04/2019	34016	6.99
			ACCT#125					

ADMINISTRATIVE OFFICES	6.99							
01 O 109985	870.00	HALLEY COUNSELLING SERVICES, P.	FAMILY PEACE INITIATIVE	691-38-2219	5212319	12/04/2019	34611	450.00
			CIRROCDUM				34611	
			CLIENT WORKBOOK					420.00
			INVOICE#1779					

VICTIM RESTITUTION	870.00							
01 O 109986	3660.26	HARRIS SYSTEMS USA INC.	MARSHAL & SWIFT MAINTENANCE	610-40-2203	712319	12/03/2019		3660.26
			1/1/2020 TO 12/31/2020					
			MARSHAL & SWIFT MAINTENANCE ADMIN					
			MAINTENANCE 1/1/2020 TO					
			12/31/2020					

COUNTY ASSESSOR	3660.26							
01 O 109987	28000.00	HARRIS SYSTEMS USA INC.	REALMARE SUPPORT AND MAINTENANCE	610-40-2203	812319	12/03/2019		28000.00
			1/1/2020 TO 12/31/2020					
			INVOICE#MN 14043111					

COUNTY ASSESSOR	28000.00							
01 O 109988	5.42	HART'S TRUSTWORTHY HARDWARE	LOMBER, PLUMBING NEEDS, PAINT,		1512319		33993	
			ROLLERS/BRUSHES, CLEANING				33993	
			SUPPLIES, MISC ITEMS NEED FOR				33993	
			BUILDING MAINTENANCE/REPAIR				33993	
			AND SAFETY EQUIPMENT.				33993	
			JULY, AUGUST, AND SEPTEMBER				33993	5.42

COUNTY ASSESSOR	28000.00							
01 O 109988	5.42	HART'S TRUSTWORTHY HARDWARE	LOMBER, PLUMBING NEEDS, PAINT,		1512319		33993	
			ROLLERS/BRUSHES, CLEANING				33993	
			SUPPLIES, MISC ITEMS NEED FOR				33993	
			BUILDING MAINTENANCE/REPAIR				33993	
			AND SAFETY EQUIPMENT.				33993	
			JULY, AUGUST, AND SEPTEMBER				33993	5.42

COUNTY ASSESSOR	28000.00							
01 O 109988	5.42	HART'S TRUSTWORTHY HARDWARE	LOMBER, PLUMBING NEEDS, PAINT,		1512319		33993	
			ROLLERS/BRUSHES, CLEANING				33993	
			SUPPLIES, MISC ITEMS NEED FOR				33993	
			BUILDING MAINTENANCE/REPAIR				33993	
			AND SAFETY EQUIPMENT.				33993	
			JULY, AUGUST, AND SEPTEMBER				33993	5.42

COUNTY ASSESSOR	28000.00							
01 O 109988	5.42	HART'S TRUSTWORTHY HARDWARE	LOMBER, PLUMBING NEEDS, PAINT,		1512319		33993	
			ROLLERS/BRUSHES, CLEANING				33993	
			SUPPLIES, MISC ITEMS NEED FOR				33993	
			BUILDING MAINTENANCE/REPAIR				33993	
			AND SAFETY EQUIPMENT.				33993	
			JULY, AUGUST, AND SEPTEMBER				33993	5.42

CK# DATE Name Description Line Item Invoice # DATE PO # Amount

STATE FIRE ALLOTMENT 5.42
 01 O 109989 HONSTEIN OIL CO. 610-40-2202 1112319 12/03/2019 109.46
 109.46
 12/05/2019 FUEL CHARGES 9/12/19 FUEL
 CHARGES 9/30/2019 FUEL
 CHARGES 11/15/2019 INVOICE#
 Z22263, Z22264, Z22268 ACCT#TCASS

COUNTY ASSESSOR 109.46
 01 O 109990 HONSTEIN OIL CO. 401-50-2202 3512319 12/03/2019 463.33
 463.33
 12/05/2019 SHERIFF FUEL Z22265
 SHERIFF FUEL Z22266
 SHERIFF FUEL Z22268

COUNTY SHERIFF 463.33
 01 O 109991 IAAO 610-40-2269 4812319 12/04/2019 34661 280.00
 480.00
 12/05/2019 ANNUAL MEMBERSHIP DUES FOR
 CHRISTIE HUMPHREY
 INCLUDING AAS CANDIDACY 610-40-2269 34661 200.00
 FOR CRYSTAL GARCIA
 INVOICE#101767012 & 20-10174489 34661

COUNTY ASSESSOR 480.00
 01 R 109992 JARAMILLO, JUANITA DELFINA 401-21-2226 29111819 11/18/2019 160.00
 180.00
 12/05/2019 1 DAY JUDGE 11/5/19
 1 DAY ELECTION SCHOOL 9/18/19 401-21-2226 20.00

ELECTIONS 180.00
 01 O 109993 LOOMIS ARMORED US, LLC 642-05-2296 6012319 12/04/2019 278.60
 278.60
 12/05/2019 ARMORED CAR SERVICE FUEL FEE
 INSURANCE FEE INVOICE DATE
 2019.10.31 INVOICE#12523028
 ACCT#10157072-1500

COUNTY COMMISSION 278.60
 01 O 109994 LUKE ARNOLD 605-02-2282 3112319 12/03/2019 300.00
 300.00
 12/05/2019 MONTHLY INVOICE-NOVEMBER 2019
 TREATMENT CONTRACT

DWI LOCAL GRANT FY20 300.00
 01 O 109995 MANZANO MEDICAL GROUP, P.C. 401-50-2272 4312319 12/04/2019 355.99
 803.68
 12/05/2019 PHYSICAL 401-50-2272 34377 70.12
 TB TIME TEST / RPR 401-50-2272 34377 53.94
 DRUG SCREEN 401-50-2272 34377
 ANABOLIC STEROIDS TEST 401-50-2272 34377 323.63
 C. QUINTANA
 INVOICE#TORCCTY 1019

COUNTY SHERIFF 803.68
 01 O 109996 MCT INDUSTRIES 402-60-2244 2412319 12/03/2019 34273 3429.43
 3429.43
 12/05/2019 AXLE FOR TILL TOP EQUIPMENT
 TRAILER
 NM STATE PRICING AGREEMENT
 #90-000-19-00063
 INVOICE#0191716 ACCT#TORR78 34273

CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
01 O	109997	NEW MEXICO COUNTIES	REGISTRATIONS FOR NM COUNTIES	402-60-2266	3312319	12/03/2019	34648	450.00
			LEGISLATIVE CONFERENCE					
			INVOICE#LC-112019-0674-0737					

COUNTY ROAD DEPARTMENT 450.00

01 O	109998	NEW MEXICO COUNTIES	NM LEGISLATIVE CONFERENCE 2020	401-55-2266	4912319	12/04/2019	34523	425.00
			REGISTRATION FOR JEREMY OLIVER,					
			JOANNA ROMERO, AND NOAH SEDILLO					
			INVOICE#LC20-102019-0298-0337					

FINANCE DEPARTMENT 425.00

01 O	109999	NEW MEXICO COUNTIES	NMC 2020 LEGISLATIVE CONFERENCE	605-03-2266	5012319	12/04/2019	34654	225.00
			REGISTRATION - TRACEY MASTER					
			INVOICE#LC20-122019-0700-0764					

DWI DISTRIBUTION GRANT 225.00

01 O	110000	NM IAAO	NMIAAO	610-40-2269	512319	12/03/2019	34518	90.00
			ANNUAL MEMBERSHIP DUES					
			B. HOLT, C. GARCIA, S. SASNOW,					
			K. SANDY, H. JONES, R. GASTELUM,					
			V. SEDILLO, C. HUMPHREY, AND					
			J. LUCERO.					

COUNTY ASSESSOR 90.00

01 O	110001	NM IAAO	NMIAAO HIGHEST & BEST USE	610-40-2266	612319	12/03/2019	34517	560.00
			CONTINUING ED COURSE 158					
			C. GARCIA & S. SASNOW					

COUNTY ASSESSOR 560.00

01 O	110002	NORTHERN TOOL & EQUIPMENT CO	52514 WINCH-OPERATED TRUCK	401-65-2248	17111819	11/18/2019		281.19
			DELIVERY SALES TAX PAST DUE					
			REF: PO#04371353					

OPERATIONS & MAINTENAN 281.19

01 O	110003	ORKIN INC.	PC STANDARD-MONTHLY-PC ADMIN	401-10-2271	1812319	12/03/2019	34516	84.96
			BLDG FOR NOVEMBER INVOICE#					
			190672635 ACCT#31462749					

COUNTY MANAGER 84.96

01 R	110004	OPITZ, ADRIAN	TEEN COURT SERVICES-NOVEMBER	605-03-2271	4712319	12/04/2019	3234	3234.00
			2019					
			GROSS RECEIPTS TAX INVOICE#					
			11302019					

DWI DISTRIBUTION GRANT 3452.30

01 O	110005	PRUDENTIAL OVERALL SUPPLY	MATS, MOPS, UNIFORMS FOR COUNTY ADMIN	401-15-2203	1312319	12/03/2019	93	93.44
			MATS AND MOPS FOR JUDICIAL,					
			COMPLEX INVOICE#450524383 &					
			450524377 ACCT#6528480					

12/05/2019 401-16-2203 55.62

ADMINISTRATIVE OFFICES

93.44

JUDICIAL COMPLEX MAINT

55.62

CR#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
01 O	110006	PRUDENTIAL OVERALL SUPPLY	ROAD CREW UNIFORMS ON GOING RENTAL	402-60-2236	3412319	12/03/2019	34522	816.38
	12/05/2019		SHIRTS PANTS WEEK 10/29/19					34522
			SHIRTS PANTS WEEK 11/06/19					
			SHIRTS PANTS WEEK 11/12/19					
			SHIRTS PANTS WEEK 11/19/19					
			INVOICE#450521027,450521858					
			ACCT#24563265					

COUNTY ROAD DEPARTMENT	816.38							
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01 O	110007	PUBLIC SAFETY ALLIANCE	SUPERVISING THE TOXIC OFFICER TRAINING:	410-50-2266	4212319	12/04/2019	34374	1050.00
	1050.00		UNDERSHERIFF TYROULT				34374	
			SERGEANT DURAN				34374	
			SERGEANT SPRUNK				34374	
			INVOICE#243279					

COUNTY SHERIFF	1050.00							
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01 O	110008	RICH FORD SALES	Oil CHANGE P2-3 F-150 PICKUP	401-08-2201	2712319	12/03/2019	34531	100.00
	100.00		INVOICE#2027077					

PLANNING & ZONING	100.00							
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01 O	110009	SANDIA OFFICE SUPPLY	VIEWSONIC VA2719-SMH 27"	610-40-2218	912319	12/03/2019	34580	2944.00
	2944.00		FULL HD LED LCD MONITOR					
			INVOICE#907759-0 ACCT#TCNM					

COUNTY ASSESSOR	2944.00							
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01 O	110010	SOUND & SIGNAL SYSTEMS OF NM	INNOVUREY MAN LABOR APPRENTICE	401-16-2215	112319	12/03/2019		576.10
	576.10		LABOR TRAVEL GRT INVOICE#					
			SD3204 REF:PO#338884					

JUDICIAL COMPLEX MAINT	576.10							
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01 O	110011	SOUND & SIGNAL SYSTEMS OF NM	INQUARTERLY FIRE MONITOR-2	401-15-2203	1912319	12/03/2019		194.74
	194.74		INVOICE#68967 ACCT#19510					

ADMINISTRATIVE OFFICERS	194.74							
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01 O	110012	SUPERIOR AMBULANCE	MEDICAL APODACA INVOICE#119-11-	414-19-2293	5112319	12/04/2019		132.37
	132.37		0727A					

2ND 1/8 GROSS RECEIPTS	132.37							
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01 O	110013	THR MASTER'S TOUCH, LLC.	2019 TAX BILLS & E-NOTICE SETUP/MAINTENANCE	401-30-2221	1212319	12/03/2019	34605	7675.54
	7650.54		UPLOAD FEE AND INSERTS	610-40-2221			34605	175.00
			INVOICE#66063					

COUNTY TREASURER	7675.54	COUNTY ASSESSOR	175.00					
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2297.00

175 01/12/2020

11/13/2019 TO 11/12/2020

675-07-2203

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1148.00

CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
01 O	110061	CORRECTIV INC.	SEPT HOUSING	420-70-2172	18102219	10/22/2019		78409.77
	78409.77		GUARD HOURS-MEDICAL TRANSPORTS					
	12/10/2019		MIKEAGE-MEDICAL TRANSPORTS					
			INVOICE#TODF 092019 ACCT#					
			CORRECTIV/TORRANCE					

ADULT INMATE CARE	78409.77							
01 O	110062	DATA MANAGEMENT INC	TIMECLOCK PLUS PROFESSIONAL	401-65-2228	14121019	12/10/2019		4972.41
	4972.41		ANNUAL CLOCKABLE EMPLOYEE					
	12/10/2019		LICENSE 11/15/19 TO 11/14/2020					
			FMLA TRACKING-FAMILY AND MEDICAL					
			LEAVE ACT/PER EMPLOYEE INVOICE#					
			518313 ACCT#198865					

OPERATIONS & MAINTENAN	4972.41							
01 O	110063	DE LAGE LANDEN FINANCIAL SERVICE	CONTRACT SHERIFF COPIER DEC 2019	401-50-2218	9121019	12/10/2019		263.17
	263.17		SITE #2418108 INVOICE#6596501					
	12/10/2019		ACCT#25190566					

COUNTY SHERIFF	263.17							
01 O	110064	DIRECTV, LLC.	BUSINESS SELECT PACK DEC 2019	411-92-2271	10121019	12/10/2019		64.34
	64.34		INVOICE#36926906198 ACCT#					
	12/10/2019		069212456					

1/4% FIRE EXCISE TAX	64.34							
01 O	110065	EPCOR WATER, INC.	MONTHLY CHARGES BILL DATE	406-91-2210	2121019	12/10/2019		106.68
	106.68		12/03/2019 ACCT#0739014					
	12/10/2019							

STATE FIRE ALLOTMENT	106.68							
01 O	110066	ESTANCLIA, TOWN OF	DATE OF SERVICE/1108/ROAD DEPT	402-61-2210	13121019	12/10/2019		189.79
	1105.14		10/16/19 TO 11/18/19/1112/ROAD	402-61-2210				206.36
	12/10/2019		1380/FIRE ADMIN	413-91-2210				119.24
			40/JUDICIAL	401-16-2210				253.91
			249/SENIOR CENTER	401-27-2210				119.24
			373/HEALTH DEPT	401-24-2210				97.44
			291/PAIR BOARD	412-53-2210				46.96
			750/PAIR BOARD	412-53-2210				72.20

COUNTY ROAD SHOP	396.15							
MOUNTAINAIR SENIOR CEN	119.24							
	HEALTH DEPT BLDG MAINT	97.44						
01 O	110067	HOMESTEAD WATER CO.	STATE FIRE ALLOTMENT	119.24	JUDICIAL COMPLEX MAINT	253.91		
	76.69		INVOICE DATE 12/1/2019 DIST 5	405-91-2210	COUNTY FAIR	119.16		
	12/10/2019		VFD					

STATE FIRE ALLOTMENT	76.69							
01 O	110068	KXNN-FM 88.7	BROADCAST FOR COMMISSION MEET-	401-05-2243	8121019	12/10/2019		1250.00
	1250.00		INGS AND PSA'S DEC 1,2019 TO					
	12/10/2019		DECEMBER 31,2019 INVOICE#2570					

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CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
01 O 110069	1052.65	LOBO INTERNET SERVICES LTD	TORRANCE COUNTY ADMIN INTERNET SERVICES TORRANCE COUNTY WEB/DESIGN/P2 MEETING COMMISSION MEETING INVOICE#118065 ACCT# TORCCOU	401-65-2207	15121019	12/10/2019		1052.65
=====								
OPERATIONS & MAINTENAN 1052.65								
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01 O 110070	48.46	LOBO INTERNET SERVICES LTD	TORRANCE COUNTY ANIMAL SERVICES INTERNET SERVICES INVOICE DATE 12/01/2019 INVOICE#120201 ACCT# TORRANCE ANIMAL SERVICES	401-82-2207	16121019	12/10/2019		48.46
=====								
ANIMAL SERVICES 48.46								
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01 O 110071	430.75	LOBO INTERNET SERVICES LTD	TORRANCE COUNTY FIRE DEPT INTERNET SERVICES/DIST 3 12/01/2019/ DIST 4 DIST 5 DIST 2 FIRE ADMIN INVOICE#120093 ACCT#TCFPD	408-91-2207 409-91-2207 405-91-2207 406-91-2207 413-91-2207	17121019	12/10/2019		156.15 81.15 81.15 76.15 36.15
=====								
STATE FIRE ALLOTMENT 430.75								
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01 O 110072	34.46	LOBO INTERNET SERVICES LTD	TORRANCE COUNTY ADMIN INTERNET SERVICES DOMAIN NAME RENEWAL TORRANCECOUNTYNM.ORG TCNM.NET	401-65-2207	18121019	12/10/2019		34.46
=====								
OPERATIONS & MAINTENAN 34.46								
=====								
01 O 110073	166.92	LOBO INTERNET SERVICES LTD	TORRANCE COUNTY ADMIN INTERNET SERVICES INVOICE#120078 ACCT#TOR COU	401-65-2207	19121019	12/10/2019		166.92
=====								
OPERATIONS & MAINTENAN 166.92								
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01 O 110074	81.84	LOBO INTERNET SERVICES LTD	TORRANCE COUNTY ADMIN INTERNET SERVICES DOMAIN NAME RENEWAL TCASSESSORNM.ORG	610-40-2203	20121019	12/10/2019		81.84
=====								
COUNTY ASSESSOR 81.84								
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01 O 110075	148.07	LOBO INTERNET SERVICES LTD	TORRANCE COUNTY DISPATCH DEPT INTERNET SERVICES/INVOICE DATE 12/01/2019 INVOICE#120096 ACCT#HCDISPATCH	911-80-2207	21121019	12/10/2019		148.07
=====								
911-DISPATCH CENTER 148.07								
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01 O 110076	51.69	LOBO INTERNET SERVICES LTD	TORRANCE COUNTY ADMIN INTERNET SERVICES DOMAIN NAME RENEWAL TCPONM.COM/TCPONM.ORG/TCPONM.NET INVOICE#118167 ACCT#POMCH	690-09-2272	22121019	12/10/2019		51.69
=====								
WIND PILT 51.69								
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01 O 110077		MARLIN BUSINESS BANK	CONTRACT #401-1441060-002	911-80-2203	23121019	12/10/2019		240.61
=====								

12/10/2019

2019 INVOICE#17555919 ACCT#

STATE FIRE ALLOTMENT 85.05
 01 O 110087 QWEST CORPORATION
 235.16
 12/10/2019
 MONTHLY CHARGES NOV 2019
 ACCT#505-832-4068906B
 405-91-2207
 32121019 12/10/2019 235.16

STATE FIRE ALLOTMENT 235.16
 01 O 110088 QWEST CORPORATION
 531.38
 12/10/2019
 MONTHLY CHARGES NOV 2019
 ACCT#505-384-9631581B
 911-80-2207
 33121019 12/10/2019 531.38

911-DISPATCH CENTER 531.38
 01 O 110089 QWEST CORPORATION
 258.39
 12/10/2019
 MONTHLY CHARGES NOV 2019
 ACCT#505-384-5117227B
 401-82-2207
 34121019 12/10/2019 258.39

ANIMAL SERVICES 258.39
 01 O 110090 QWEST CORPORATION
 57.93
 12/10/2019
 MONTHLY CHARGES NOV 2019
 ACCT#505-384-4381899B
 401-30-2207
 35121019 12/10/2019 57.93

COUNTY TREASURER 57.93
 01 O 110091 QWEST CORPORATION
 56.47
 12/10/2019
 MONTHLY CHARGES NOV 2019
 ACCT#505-384-4080353B
 401-20-2207
 36121019 12/10/2019 56.47

COUNTY CLERK 56.47
 01 O 110092 QWEST CORPORATION
 57.93
 12/10/2019
 MONTHLY CHARGES NOV 2019
 ACCT#505-384-4362899B
 401-40-2207
 37121019 12/10/2019 57.93

COUNTY ASSESSOR 57.93
 01 O 110093 QWEST CORPORATION
 42.40
 12/10/2019
 MONTHLY CHARGES NOV 2019
 ACCT#505-847-2885204B
 401-27-2207
 38121019 12/10/2019 42.40

MOUNTAINAIR SENIOR CEN 42.40
 01 O 110094 QWEST CORPORATION
 193.17
 12/10/2019
 MONTHLY CHARGES NOV 2019
 ACCT#505-384-5294082B
 401-10-2207
 39121019 12/10/2019 193.17

COUNTY MANAGER 193.17
 01 O 110095 QWEST CORPORATION
 197.90
 12/10/2019
 MONTHLY CHARGES NOV 2019
 ACCT#505-384-5010995B
 401-36-2207
 40121019 12/10/2019 197.90

ESTANGIA SENIOR CENTER 197.90
 01 O 110096 QWEST CORPORATION
 124.79
 12/10/2019
 MONTHLY CHARGES NOV 2019
 ACCT#505-384-5010995B
 401-37-2207
 41121019 12/10/2019 124.79

MORTARY SENIOR CENTER 124.79
 01 O 110097 QWEST CORPORATION MONTHLY CHARGES NOV 2019 402-60-2207 42121019 12/10/2019 100.39
 12/10/2019 ACCT#505-384-255082B

COUNTY ROAD DEPARTMENT 100.39
 01 O 110098 QWEST CORPORATION MONTHLY CHARGES NOV 2019 401-16-2207 43121019 12/10/2019 103.65
 12/10/2019 ACCT#505-384-323705B

JUDICIAL COMPLEX MAINT 103.65
 01 O 110099 STAPLES BUSINESS ADVANTAGE DRY ERASE BOARD, PENS, BLUE AND YELLOW PAPER, DUSTER, STAPLRS, AND STAMP. 401-55-2219 4121019 12/10/2019 34657 97.44
 12/10/2019 97.44 INVOICE#3432079249 ACCT# DAL70109685 34657 34657

FINANCE DEPARTMENT 97.44
 01 O 110100 TAJIQUE LAND GRANT DEC 2019 LEASE TRANSFER STATION 401-05-2204 7121019 12/10/2019 200.00
 12/10/2019 200.00 INVOICE#2019-12

COUNTY COMMISSION 200.00
 01 O 110101 WASTE MANAGEMENT OF NM INC. DUMPSITE CHARGES FOR DIST 3 VFD SERVICES 753 SALT MISSION TRL 408-91-2210 11121019 12/10/2019 456.08
 12/10/2019 979.92 INVOICE DATE 11/27/2019 ACCT#2--08123-14009 405-91-2210 / 403.55
 DISF 5 VFD 44 CARL CANNON INVOICE#8667292-0573-6 ACCT#18-98130-33003 TORRANCE COUNTY ANIMAL SERVICES 401-82-2210 / 120.29
 INVOICE#8667130-0573-8 ACCT# 9-35442-03003

STATE FIRE ALLOTMENT 859.63 ANIMAL SERVICES 120.29
 01 O 110102 WEST PUBLISHING CORPORATION WEST INFORMATION CHARGES NOV 01, 401-56-2269 3121019 12/10/2019 181.50
 12/10/2019 181.50 2019 TO NOV 30,2019 INVOICE# 841392624 ACCT#1000641642

ATTORNEY 181.50
 01 O 110103 WILLARD, VILLAGE OF MONTHLY CHARGES 10/28/19 TO 11/25/19 WATER/SEWER 418-91-2210 12121019 12/10/2019 56.18
 12/10/2019 56.18

STATE FIRE ALLOTMENT 56.18
 105 240754.01 / / TOTAL

DEBITS CREDITS

** GRAND TOTAL **			
**TOTAL		240,754.01	.00
**DEPT	GENERAL FUND	58,118.74	.00
**DEPT	COUNTY COMMISSION	1,450.00	.00
401-05-2204	RENT OF LAND/BUILDINGS	200.00	.00
401-05-2243	CONTRACT - KXNM COMMUNITY FOUNDA	1,250.00	.00
**DEPT	PLANNING & ZONING	100.00	.00
401-08-2201	MAINTENANCE & REPAIRS - VEHICLES	100.00	.00
**DEPT	COUNTY MANAGER	8,418.13	.00
401-10-2207	TELECOMMUNICATIONS	193.17	.00
401-10-2219	SUPPLIES - GENERAL OFFICE	40.00	.00
401-10-2271	CONTRACT - OTHER SERVICES	84.96	.00
401-10-2272	CONTRACT - PROFESSIONAL SERVICES	8,100.00	.00
**DEPT	ADMINISTRATIVE OFFICES MAINTENAN	3,795.43	.00
401-15-2203	CONTRACTS - EQUIPMENT MAINT	288.18	.00
401-15-2209	UTILITIES - NATURAL GAS/PROPANE	717.75	.00
401-15-2215	MAINTENANCE & REPAIRS-BUILD/STRU	6.99	.00
401-15-2237	CONTRACTS - CLEANING SERVICE	2,782.51	.00
**DEPT	JUDICIAL COMPLEX MAINTENANCE	4,892.90	.00
401-16-2203	CONTRACTS - EQUIPMENT MAINT	55.62	.00
401-16-2207	TELECOMMUNICATIONS	103.65	.00
401-16-2209	UTILITIES - NATURAL GAS/PROPANE	609.78	.00
401-16-2210	UTILITIES - WATER	253.91	.00
401-16-2215	MAINTENANCE & REPAIRS-BUILD/STRU	1,087.43	.00
401-16-2237	CONTRACTS - CLEANING SERVICE	2,782.51	.00
**DEPT	COUNTY CLERK	238.00	.00
401-20-2205	TRAVEL - EMPLOYEES	177.00	.00
401-20-2207	TELECOMMUNICATIONS	61.00	.00
**DEPT	ELECTIONS	180.00	.00
401-21-2226	ELECTION COSTS	180.00	.00
**DEPT	HEALTH DEPT BLDG MAINTENANCE	189.75	.00
401-24-2209	UTILITIES - NATURAL GAS/PROPANE	92.31	.00
401-24-2210	UTILITIES - WATER	97.44	.00
**DEPT	MOUNTAINAIR SENIOR CENTER MAINT	744.50	.00
401-27-2207	TELECOMMUNICATIONS	42.40	.00
401-27-2210	UTILITIES - WATER	119.24	.00
401-27-2215	MAINTENANCE & REPAIRS-BUILD/STRU	582.86	.00
**DEPT	COUNTY TREASURER	8,234.94	.00
401-30-2202	SUPPLIES - VEHICLE FUEL	90.99	.00
401-30-2203	CONTRACTS - EQUIPMENT MAINT	405.95	.00
401-30-2207	TELECOMMUNICATIONS	62.46	.00
401-30-2221	PRINTING/PUBLISHING/ADVERTISING	7,675.54	.00
**DEPT	ESPANOLA SENIOR CENTER MAINT	343.27	.00
401-36-2207	TELECOMMUNICATIONS	197.90	.00
401-36-2209	UTILITIES - NATURAL GAS/PROPANE	145.37	.00
**DEPT	MORIARTY SENIOR CENTER MAINT	272.63	.00

**DEPT	401-40-2207	COUNTY ASSESSOR	62.46	.00
		TELECOMMUNICATIONS	62.46	.00
**DEPT	401-50-2202	COUNTY SHERIFF	10,841.88	.00
		SUPPLIES - VEHICLE FUEL	9,122.85	.00
		TRAVEL - EMPLOYEES	240.00	.00
		TELECOMMUNICATIONS	34.62	.00
		MAINTENANCE & REPAIR-FURN/FIX/EQ	263.17	.00
		CONTRACT - PROFESSIONAL SERVICES	1,181.24	.00
**DEPT	401-55-2205	FINANCE DEPARTMENT	547.44	.00
		TRAVEL - EMPLOYEES	25.00	.00
		SUPPLIES - GENERAL OFFICE	97.44	.00
		EMPLOYEE TRAINING	425.00	.00
**DEPT	401-56-2269	ATTORNEY	181.50	.00
		SUBSCRIPTIONS & DUES	181.50	.00
**DEPT	401-65-2202	OPERATIONS & MAINTENANCE	16,728.04	.00
		SUPPLIES - VEHICLE FUEL	292.64	.00
		CONTRACTS - EQUIPMENT MAINT	1,387.87	.00
		TELECOMMUNICATIONS	1,254.03	.00
		CONTRACT - IT SERVICES	8,539.90	.00
		SOFTWARE	4,972.41	.00
		SUPPLIES - SAFETY	281.19	.00
**DEPT	401-82-2202	ANIMAL SERVICES	897.87	.00
		SUPPLIES - VEHICLE FUEL	267.11	.00
		TELECOMMUNICATIONS	306.85	.00
		UTILITIES - NATURAL GAS/PROPANE	203.62	.00
		UTILITIES - WATER	120.29	.00
**TOTAL		ROAD FUND	8,250.03	.00
**DEPT	402-60-2207	COUNTY ROAD DEPARTMENT	7,418.12	.00
		TELECOMMUNICATIONS	100.39	.00
		SUPPLIES - UNIFORMS	816.38	.00
		MAINTENANCE & REPAIRS-MACHINERY	6,051.35	.00
		EMPLOYEE TRAINING	450.00	.00
**DEPT	402-61-2209	COUNTY ROAD SHOP	831.91	.00
		UTILITIES - NATURAL GAS/PROPANE	435.76	.00
		UTILITIES - WATER	396.15	.00
**TOTAL		DISTRICT 5 VPD	3,747.70	.00
**DEPT	405-91-2202	STATE FIRE ALLOTMENT	3,747.70	.00
		SUPPLIES - VEHICLE FUEL	480.85	.00
		TELECOMMUNICATIONS	457.42	.00
		UTILITIES - NATURAL GAS/PROPANE	335.51	.00
		UTILITIES - WATER	480.24	.00
		SUPPLIES - GENERAL OFFICE	1,886.54	.00
		SUPPLIES - UNIFORMS	107.14	.00
**TOTAL		DISTRICT 2 VPD	619.55	.00
**DEPT	406-91-2202	STATE FIRE ALLOTMENT	619.55	.00
		SUPPLIES - VEHICLE FUEL	159.00	.00

406-91-2210	UTILITIES - WATER			
406-91-2236	SUPPLIES - UNIFORMS	106.68		.00
**TOTAL	DISTRICT 1 VPD	107.15		.00
		327.26		.00

**DEPT	STATE FIRE ALLOTMENT	327.26		.00
407-91-2202	SUPPLIES - VEHICLE FUEL	42.43		.00
407-91-2207	TELECOMMUNICATIONS	177.68		.00
407-91-2236	SUPPLIES - UNIFORMS	107.15		.00
**TOTAL	DISTRICT 3 VPD	1,280.39		.00

**DEPT	STATE FIRE ALLOTMENT	1,280.39		.00
408-91-2202	SUPPLIES - VEHICLE FUEL	146.08		.00
408-91-2207	TELECOMMUNICATIONS	156.15		.00
408-91-2209	UTILITIES - NATURAL GAS/PROPANE	414.94		.00
408-91-2210	UTILITIES - WATER	456.08		.00
408-91-2236	SUPPLIES - UNIFORMS	107.14		.00
**TOTAL	DISTRICT 4 VPD	240.64		.00

**DEPT	STATE FIRE ALLOTMENT	240.64		.00
409-91-2202	SUPPLIES - VEHICLE FUEL	52.35		.00
409-91-2207	TELECOMMUNICATIONS	81.15		.00
409-91-2236	SUPPLIES - UNIFORMS	107.14		.00
**TOTAL	I.E. PROTECTION FUND	1,399.00		.00

**DEPT	COUNTY SHERIFF	1,399.00		.00
410-50-2222	SUPPLIES - FIELD	349.00		.00
410-50-2266	EMPLOYEE TRAINING	1,050.00		.00
**TOTAL	COUNTY FIRE PROTECTION FUND	64.34		.00

**DEPT	1/4% FIRE EXCISE TAX	64.34		.00
411-92-2271	CONTRACT - OTHER SERVICES	64.34		.00
**TOTAL	COUNTY FAIR	119.16		.00

**DEPT	COUNTY FAIR	119.16		.00
412-53-2210	UTILITIES - WATER	119.16		.00
**TOTAL	FIRE DEPARTMENT ADMIN	2,297.95		.00

**DEPT	STATE FIRE ALLOTMENT	2,297.95		.00
413-91-2201	MAINTENANCE & REPAIRS - VEHICLES	82.48		.00
413-91-2202	SUPPLIES - VEHICLE FUEL	1,290.37		.00
413-91-2207	TELECOMMUNICATIONS	419.94		.00
413-91-2209	UTILITIES - NATURAL GAS/PROPANE	273.36		.00
413-91-2210	UTILITIES - WATER	119.24		.00
413-91-2236	SUPPLIES - UNIFORMS	107.14		.00
413-91-2248	SUPPLIES - SAFETY	5.42		.00
**TOTAL	INDIGENT FUND	33,072.56		.00

**DEPT	2ND 1/8 GROSS RECEIPTS TAX	33,072.56		.00
414-19-2291	SAFETY CARE NET POOL	32,940.19		.00
414-19-2293	INDIGENT MEDICAL CLAIMS	132.37		.00

*DEPT

BMS ALLOTMENT

34.65

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DEBITS CREDITS

415-33-2346 TCFD 2 11.55 .00
 415-33-2347 TCFD 3 11.55 .00
 415-33-2349 TCFD 5 11.55 .00
 **TOTAL 244.80 .00

**DEPT 418-91-2209 STATE FIRE ALLOTMENT 244.80 .00
 418-91-2210 UTILITIES - NATURAL GAS/PROPANE 81.48 .00
 418-91-2236 UTILITIES - WATER 56.18 .00
 SUPPLIES - UNIFORMS 107.14 .00
 **TOTAL 80,399.86 .00

**DEPT 420-70-2172 ADULT INMATE CARE 78,409.77 .00
 CARE OF INMATES 78,409.77 .00
 **DEPT 420-73-2202 COMMUNITY MONITORING 67.62 .00
 SUPPLIES - VEHICLE FUEL 67.62 .00

**DEPT 420-74-2202 TRANSPORTATION OF PRISONERS 1,922.47 .00
 SUPPLIES - VEHICLE FUEL 1,922.47 .00
 **TOTAL CIVIL DEFENSE FUND 147.71 .00

**DEPT 604-83-2202 COMMUNICATIONS/EMG TAX 147.71 .00
 SUPPLIES - VEHICLE FUEL 147.71 .00
 **TOTAL DWI PROGRAM FUND 4,004.05 .00

**DEPT 605-02-2282 DWI LOCAL GRANT FY20 300.00 .00
 CONTRACT - TREATMENT 300.00 .00
 **DEPT 605-03-2202 DWI DISTRIBUTION GRANT FY20 3,704.05 .00
 SUPPLIES - VEHICLE FUEL 26.75 .00
 EMPLOYEE TRAINING 225.00 .00
 CONTRACT - OTHER SERVICES 3,452.30 .00
 **TOTAL TREASURER'S FEE 1,145.00 .00

**DEPT 609-30-2221 COUNTY TREASURER 1,145.00 .00
 PRINTING/PUBLISHING/ADVERTISING 1,145.00 .00
 **TOTAL PROPERTY VALUATION FUND 38,044.87 .00

**DEPT 610-40-2202 COUNTY ASSESSOR 38,044.87 .00
 SUPPLIES - VEHICLE FUEL 351.18 .00
 610-40-2203 CONTRACTS - EQUIPMENT MAINT 33,011.10 .00
 610-40-2218 MAINTENANCE & REPAIR-FURN/FIX/EQ 2,944.00 .00
 610-40-2221 PRINTING/PUBLISHING/ADVERTISING 175.00 .00
 610-40-2266 EMPLOYEE TRAINING 993.59 .00
 610-40-2269 SUBSCRIPTIONS & DUES 570.00 .00
 **TOTAL CLERK'S EQUIPMENT FUND 677.27 .00

**DEPT 612-20-2203 COUNTY CLERK 677.27 .00
 612-20-2308 CONTRACTS - EQUIPMENT MAINT 649.52 .00
 VOTING MACHINE STORAGE 27.75 .00
 **TOTAL SENIOR CITIZEN'S FUND 833.33 .00

631-57-2271		DEBITS	CREDITS
CONTRACT - OTHER SERVICES		833.33	.00
**TOTAL	JUVENILE JUSTICE GRANT	1,938.38	.00
**DEPT	WIND PILT	138.38	.00
635-09-2271	CONTRACT - OTHER SERVICES	138.38	.00
**DEPT	CYPD JUVENILE JUSTICE GRANT FY20	1,800.00	.00
635-68-2272	CONTRACT - PROFESSIONAL SERVICES	1,800.00	.00
**TOTAL	INVESTMENT INTEREST	278.60	.00
**DEPT	COUNTY COMMISSION	278.60	.00
642-05-2296	BANK FEES & RELATED CHARGES	278.60	.00
**TOTAL	RURAL ADDRESSING	1,268.00	.00
**DEPT	RURAL ADDRESSING	1,268.00	.00
675-07-2203	CONTRACTS - EQUIPMENT MAINT	1,268.00	.00
**TOTAL	DOMESTIC VIOLENCE GRANT	109.19	.00
**DEPT	WIND PILT	109.19	.00
690-09-2202	SUPPLIES - VEHICLE FUEL	57.50	.00
690-09-2272	CONTRACT - PROFESSIONAL SERVICES	51.69	.00
**TOTAL	DV VICTIM'S RESTITUTION	870.00	.00
**DEPT	VICTIM RESTITUTION	870.00	.00
691-38-2219	SUPPLIES - GENERAL OFFICE	870.00	.00
**TOTAL	EMERGENCY 911 FUND	1,220.98	.00
**DEPT	911-DISPATCH CENTER	1,220.98	.00
911-80-2203	CONTRACTS - EQUIPMENT MAINT	240.61	.00
911-80-2207	TELECOMMUNICATIONS	725.83	.00
911-80-2209	UTILITIES - NATURAL GAS/PROPANE	99.20	.00
911-80-2248	SUPPLIES - SAFETY	155.34	.00
BANKOI	US BANK	240,754.01	.00
** BANK TOTALS **		240,754.01	.00



Agenda Item

No. 10



*Agenda Item
No. 11-A*

TORRANCE COUNTY RESOLUTION# 2019-

Budget Increase

WHEREAS, the Torrance County Commission in regular session on Wednesday, December 18th 2019 did propose to authorize a budget increase in the FY 2019-20 Budget, and

WHEREAS, budget increases require authorization from the Department of Finance and Administration, and

WHEREAS, we request authorization for the following budget increase: *(See Schedule A)*

NOW THEREFORE BE IT RESOLVED, we respectfully request approval for the attached budget increase in the FY 2019-20 budget from Department of Finance and Administration .

DONE at Estancia, New Mexico
Torrance County this 18th day of
December 2019 .

Torrance County Board of Commissioners

Attest:

Kevin McCall, District 1

Linda Jaramillo
Torrance County Clerk

Ryan Schwebach, District 2

Javier E. Sanchez, District 3

Vote Record

Kevin McCall	yes	no	abstain	absent
Ryan Schwebach	yes	no	abstain	absent
Javier E. Sanchez	yes	no	abstain	absent

DFA Approval





*Agenda Item
No. 12-A*

**MEMORANDUM OF AGREEMENT
BETWEEN THE
NEW MEXICO ENERGY, MINERALS AND NATURAL RESOURCES DEPARTMENT
AND TORRANCE COUNTY**

THIS MEMORANDUM OF AGREEMENT (MOA) is entered into by and between the State of New Mexico, Energy, Minerals and Natural Resources Department (EMNRD) and Torrance County (County).

WHEREAS, EMNRD is responsible for providing staff support to the New Mexico Radioactive Waste Consultation Task Force (Task Force) authorized pursuant to NMSA 1978, § 74-4A-1 through 74-4A-14;

WHEREAS, the U.S. Department of Energy (DOE) has entered into a Cooperative Agreement with EMNRD to implement the Waste Isolation Pilot Plant (WIPP) transportation safety program;

WHEREAS, EMNRD is responsible for management of funds provided under the Cooperative Agreement DE-EM0004167 (Cooperative Agreement) (Attachment 1) between the State of New Mexico and the U.S. Department of Energy Carlsbad Field Office (DOE-CBFO);

WHEREAS, EMNRD is responsible for meeting the requirements of DOE's Special Terms and Conditions for Financial Assistance Awards (Special Terms and Conditions) (Attachment 2);

WHEREAS, in the approved budget (Approved Budget) (Attachment 3) of the Cooperative Agreement between the State of New Mexico and DOE, EMNRD is provided funding to assure that appropriate emergency response personnel in state, local, and tribal governments and emergency response organizations along the New Mexico WIPP routes are properly and adequately equipped to safely and effectively respond to, abate and control, and assist in the mitigation of a WIPP transportation emergency;

WHEREAS, DOE has agreed to provide funds to off-set costs associated with a hazardous materials response to a WIPP transportation event, of which up to \$7,000.00 is allocated under this MOA for the Torrance County Office of Emergency Management;

WHEREAS, the County does not have an existing mechanism to receive funding from DOE;

WHEREAS, the purpose of this MOA is to provide the County access to the funds provided under the Cooperative Agreement;

WHEREAS, EMNRD seeks to use its experience in oversight of the Cooperative Agreement to support management of those funds provided within the Approved Budget; and

WHEREAS, EMNRD and the County desire to enter into this Agreement for administrative efficiency so that the funds can be expended through a single program;

NOW, THEREFORE, THE PARTIES AGREE as follows:

1. EMNRD shall:

A) provide the County with a statement of annual funding prior to June 1 of each state Fiscal Year;

B) provide management of the funds allocated under the Approved Budget to be provided to the County and to be used by the County Office of Emergency Management and reimburse the County for costs incurred under this MOA in an amount not to exceed seven thousand dollars (\$7,000.00), including New Mexico Governmental Gross Receipts Taxes, if applicable, and any travel necessary, for each fiscal year this MOA is in effect, subject to expected approval of the appropriate budget amounts when EMNRD submits its budget to DOE each fiscal year. Upon notification by EMNRD of available Fiscal Year funding, the County and EMNRD shall jointly develop projects that enhance the response to a WIPP transportation event;

C) reimburse the County quarterly, for expenses arising from the MOA in accordance with the Cost Principles for Local Governments located in 2 Code of Federal Regulations (C.F.R.) 200;

D) render assistance in the development of a hazardous materials and radiological response program;

E) determine if the County's project justifications and workplans are sufficient to enhance the response capability as it relates to a WIPP transportation event prior to project start, and review proposed expenditures for funding eligibility;

F) review quarterly progress reports as required under the Special Terms and Conditions; and

G) provide quarterly progress and financial reports to the DOE.

2. The County shall:

A) comply with the established rules and regulations in the Cooperative Agreement;

B) submit in writing to EMNRD WIPP program staff a project justification for approval on each project, and have written approval prior to expending

any funds within this MOA to include all equipment purchases, proposed travel, and training-related expenses;

C) successfully implement, in all respects, the activities outlined below:

1) develop and implement a County-wide hazardous materials emergency response training program, including response protocols (to include fire fighters, emergency medical service providers, law enforcement officers, dispatchers, emergency managers, and volunteers, and others as appropriate) that enhances the response capability of emergency responders as it pertains to hazardous materials without negatively impacting other areas of response training;

2) use funds to provide OSHA 29 C.F.R. 1910.120 (Attachment 4) compliant awareness level training for personnel that may come upon an incident while performing their normal duties; OSHA 29 C.F.R. 1910.120 compliant operations level training for responders who will likely respond to an incident to take defensive actions to protect nearby persons, property, or the environment;

3) provide training on instruction on the State Hazardous Materials Emergency Response Plan (Attachment 5) and emergency response as it applies to an incident involving a WIPP shipment;

4) use funds for training-related expenses that enhance the WIPP transportation safety program, including course tuition, course materials, training aids, travel and per diem for fire services related activity, and instructor fees that are incurred for the purpose of enhancing its hazardous materials emergency response capability;

5) demonstrate proficiency as it pertains to hazardous materials emergency response through mutually agreed upon participation in drills or exercises conducted by the Task Force. Funds allocated under this MOA may be used to support the local jurisdiction in preparation of and during Task Force training and exercises. Such expenses intended for WIPP training, drills, and exercises will be to the County Emergency Manager by the Department of Homeland Security and Emergency Management (DHSEM) through a separate agreement between DHSEM and the County.

6) submit detailed statements accounting for all services performed, goods obtained, and expenses incurred to EMNRD for reimbursement. If EMNRD finds that the statement, services, goods, or expenses are not acceptable, within 30 days after the date of receipt of (i) written notice from the County that payment is requested, and (ii) all supporting documentation, EMNRD shall provide the County a letter of exception explaining the defect or objection to the statement, services, goods, or expenses, and outlining steps the County may take to provide remedial action. Upon EMNRD's certification that the statement, supporting documentation, services, goods, or expenses have been received and accepted, EMNRD shall tender payment to the County within 30 days after the date of acceptance. If payment is made by mail, the

payment shall be deemed tendered on the date it is postmarked. However, EMNRD shall not incur late charges, interest, or penalties, for failure to make payment within the time specified herein;

7) provide written quarterly project performance reports to EMNRD in accordance with the Cooperative Agreement, beginning with the first report due September 30, 2019 and on the last day of the month ending the quarter thereafter throughout the duration of this MOA, and until the completion of all projects, and all funds are expended in the approved Fiscal Year;

8) provide written quarterly financial reports on the projects to EMNRD with the first report due September 30, 2019 and on the last day of the month ending the quarter thereafter throughout the duration of this MOA, and until the completion of all projects, and all funds are expended in the approved fiscal year;

9) pay all costs of the project(s) over the amount set forth in this MOA;
and

10) maintain all equipment within the emergency management organization for which it was purchased. The County may only transfer equipment purchased under this MOA upon EMNRD's written approval to a fire service organization that has an MOA with EMNRD for this funding.

4. **Term:** This MOA becomes effective on EMNRD's signature and shall be ongoing, unless terminated earlier pursuant to Section 5, Termination, or Section 6, Appropriations, below.

5. **Termination:** Either party may terminate this MOA upon written notice delivered to the other at least 15 days prior to the intended termination date. By such termination, neither party may nullify or avoid any obligation required to have been performed prior to termination.

6. **Appropriations:** This MOA's terms are contingent upon the New Mexico Legislature, County Council, and DOE granting sufficient appropriation and authorization. If sufficient appropriation or authorization is not granted, either party may terminate this MOA, or in the alternative suspend performance pending approval of sufficient appropriation or authorization upon written notice from one party to the other. Either party's decision as to whether sufficient appropriations are available shall be final, binding and accepted by the other.

7. **Subcontracting**: Contractor shall not subcontract any portion of the services it performs under this Agreement or obligate itself in any manner to any third party, with respect to any rights or responsibilities under this Agreement, without EMNRD's prior written approval.

A. Contractor is required to provide EMNRD with evidence of competitive procurement for any subcontract, including records of advertisement of bid, proposals received and methods to select each subcontractor

B. Any subcontract shall include provisions necessary to allow Contractor to meet its obligations and requirements under this Agreement.

8. **Strict Accountability for Receipts and Disbursements**:

A. The County shall be strictly accountable for receipts and disbursements relating hereto and shall make all relevant financial records available to EMNRD, the Department of Finance and Administration, the New Mexico State Auditor, and DOE upon request, and shall maintain all such records for six years after the funding for each project has expired or has been terminated.

B. If the County receives \$750,000 or more in federal funding from all sources in the aggregate in a fiscal year, County's financial records involving services and procurement under this MOA shall be audited annually pursuant to all federal, state and local government audit requirements, and in accordance with the Single Audit Act Amendments of 1996, 2 C.F.R. 200, Subpart F – Audit Requirements, OMB Circular Compliance Supplement and Government Auditing Standards, as prescribed by the Single Audit Act of 1984, or any subsequent OMB Circular. Contractors who do not meet the \$750,000 audit threshold (Tier 7), must complete the State of New Mexico – Office of the State Auditor Certification Form for Tier 1 and Tier 2, or the Office of the State Auditor Agreed Upon Procedures (Tiers 3-6) in accordance with the Audit Act, NMSA 1978, §§ 12-6-1 through 12-6-14, and 2.2.2.16 NMAC, Annual Financial Procedures Required for Local Public Bodies with Annual Revenues Less than Five Hundred Thousand Dollars. In order to comply with state audit requirements, County shall have one of the above-mentioned Forms or Agreed Upon Procedures on file with the Office of the State Auditor. County shall provide EMNRD with a copy of the independent financial audit, either in hard copy format or on disk, no more than 45 days after the audit's completion for each fiscal year this Agreement is in effect.

9. **Disposition, Division, or Distribution of Property; Return of Surplus Funds**: Upon expiration or termination of this MOA, if either party has property or funds in its possession belonging to the other, it shall return the property or funds in proportion to the parties' original contribution.

10. **Equal Opportunity Compliance**: The County agrees to abide by all federal and state laws and rules and regulations, and executive orders of the Governor of the State of New Mexico, pertaining to equal employment opportunity. In accordance

with all such laws of the State of New Mexico, the County assures that no person in the United States shall, on the grounds of race, religion, color, national origin, ancestry, sex, age, physical or mental handicap, serious medical condition, spousal affiliation, sexual orientation, or gender identity be excluded from employment with or participation in, be denied the benefits of or be otherwise subjected to discrimination under any program or activity performed under this Agreement. If the County is found not to be in compliance with these requirements during the life of this MOA, the County agrees to take appropriate steps to correct these deficiencies.

11. **Compliance with Funding Source Conditions:** the County shall comply with all applicable state and federal statutes and rules and regulations the funding source imposes.

12. **Insurance Coverage:** By signing this MOA, Contractor certifies that activities described in Section 1 above are covered by insurance as specified within this Section, secured in accordance with any method allowed by applicable law, including self-insurance, pooling of self-insured reserves, or insurance provided by a third party. County shall maintain continuous insurance coverage as specified below of the activities described in Section 1 above so long as this MOA is in effect. Failure to maintain such coverage is reason for this MOA's immediate termination. County shall notify EMNRD prior to cancellation or expiration of any insurance required under this MOA.

A. Worker's Compensation protection that complies with the requirements of the New Mexico Workers' Compensation Act, NMSA 1978, § 52-1-1, *et seq.*, if applicable. If County fails to comply with the Workers' Compensation Act and applicable rules when required to do so, EMNRD may terminate this MOA.

B. Comprehensive public liability protection covering property damage and personal injury liability that may arise under this Agreement and any amendments hereto, in amounts equal or greater than liability limits set forth in NMSA 1978, § 41-4-19, as it may be amended from time to time.

13. **Liability:** Neither party shall be responsible for liability incurred as a result of the other party's acts or omissions in connection with this MOA. Any liability incurred with this MOA is subject to the immunities and limitations of the New Mexico Tort Claims Act, NMSA 1978, § 41-4-1, *et seq.*, as amended.

14. **Amendment:** This MOA shall not be altered, changed, or amended except by written instrument executed and approved by the parties hereto.

IN WITNESS WHEREOF, the parties hereto have herein below executed this Agreement.

**STATE OF NEW MEXICO, ENERGY, MINERALS AND NATURAL RESOURCES
DEPARTMENT**

By: _____ Date: _____
Cabinet Secretary or Designee

TORRANCE COUNTY

By:  _____ Date: 12/11/19
Authorized Representative Signature

Wayne A. Johnson, County Manager
Printed Name and Title



*Agenda Item
No. 12-B*

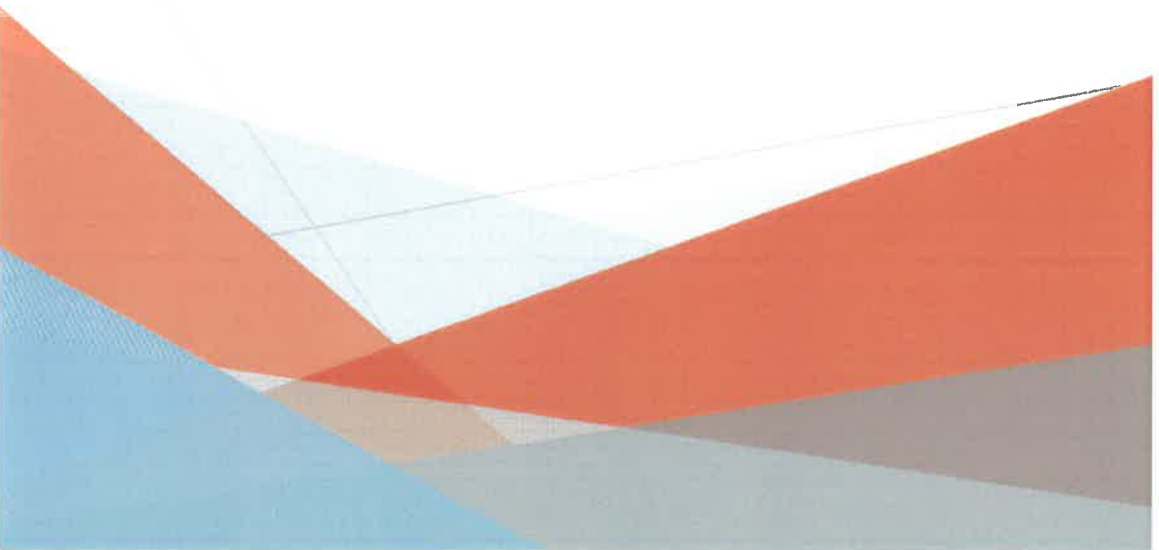


*Agenda Item
No. 13-A*

Torrance County Admin Building



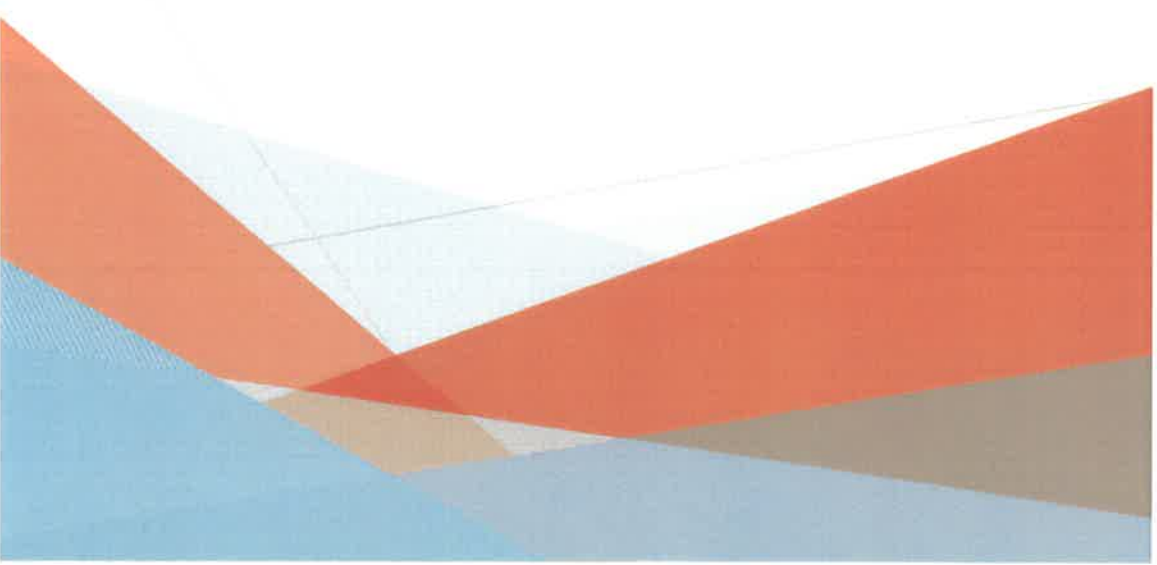
- ▶ Built 1966
- ▶ Current offices of
 - ▶ County Manager
 - ▶ Finance Department
 - ▶ Operations Manager
 - ▶ Human Resources
 - ▶ Planning and Zoning
 - ▶ Rural Addressing
 - ▶ Clerk's Office
 - ▶ Treasurer's Office
 - ▶ Assessor's Office
- ▶ NM State University Office
 - ▶ Torrance County Fair



- ▶ 26,000 square feet
- ▶ Maintenance Cost range from \$1.40-\$1.85 per Sq. Ft.
- ▶ Average cost \$1.63¹ would equal to \$42,380 per year (includes maintenance department man hours)
- ▶ Utility Costs (Electricity, Gas, Water) Average cost \$2.15¹ per Sq. Ft. or \$55,900 per year (historically Admin cost \$45,000 (4 day work week, on 5 day would be \$56,000/year)

Large needs at Admin Building

- ▶ Update Plumbing needs (Quote of \$105,000)
- ▶ Update Air Conditioner (Quote of \$72,600)
- ▶ Storage Space



Cost Savings

- ▶ Save 21%-46%² by switching to energy efficient features.
 - ▶ Motion lights
 - ▶ Light-emitting diode (LED)
 - ▶ Proper electrical wiring needs (current facility need made for such high demand needs)
 - ▶ High efficiency heating and cooling.
 - ▶ Complete cost saving on Electricity with renewable energy installations.

Total Savings approx. \$40,000/year



Cost Savings Maintenance

- ▶ 2 Large projects totaling \$177,600
- ▶ Properly maintaining with preventative maintenance can save 25-50% of future maintenance cost of Roof repairs, HVAC repairs, etc. (\$11,500-23,000 per year)

Costs of Building

- ▶ Design \$200,000
- ▶ Building (36,000 sq. ft.) Approx. 11.8 Mil at \$330 per sq. ft. (state of the art prices)
- ▶ Funding
 - ▶ Investment earnings (design)
 - ▶ Bonds
 - ▶ Loans
 - ▶ Grants
- ▶ Capital Outlay projects (ICIP)



Chavez County Admin Building

References

1. Facility Service Cost, 2014
<http://www.facilityservicespartners.com/facility-costs/>
2. Quadrennial Technology Review, 2015
<https://www.energy.gov/sites/prod/files/2017/03/f34/qtr-2015-chapter5.pdf>



*Agenda Item
No. 14-A*



*Agenda Item
No. 14-B*



*Agenda Item
No. 15*



*Agenda Item
No. 16*