

TORRANCE COUNTY
COMMISSION MEETING

May 26, 2021

9:00 A.M.

For Public View
Do Not Remove



Torrance County

BOARD OF COUNTY COMMISSIONERS (BCC)

Ryan Schwebach, Chair, District 2

Kevin McCall, Vice Chair, District 1

LeRoy M. Candelaria, District 3

Janice Y. Barela, County Manager

ADMINISTRATIVE MEETING AGENDA

WEDNESDAY, MAY 26, 2021 @ 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 May 5, 2021 Torrance County Commission and Torrance County Fair Board Special Meeting Minutes.
 - B. COMMISSION:** Motion to approve the May 12, 2021 Torrance County Commission Minutes.
- 9. APPROVAL OF CONSENT AGENDA**
 - A. FINANCE:** Motion to approve payables.
 - B. PLANNING & ZONING:** Motion to approve Special Waste Landfill renewal, Special Waste Disposal LLC, Public Hearing conducted on May 5, 2021.
- 10. ADOPTION OF ORDINANCE/AMENDMENT TO COUNTY CODE**

11. ADOPTION OF RESOLUTION

- A. FINANCE:** Motion to approve Budget Increase, Resolution No. _____.

12. APPROVALS

- A. PLANNING & ZONING:** Motion to review and approve Planning and Zoning Board Member Policy, revising current Policy to original format.

- B. CLERK:** Motion to approve MOU between New Mexico Secretary of State and Torrance County for reimbursement of funds to be spent during the June 1, 2021 Special Election.

- C. FIRE:** Motion to approve amendment to the Department's Standard Operating Guidelines (SOG) section for the Nominal Fee Program.

- D. SHERIFF:** Motion to approve Reorganization of the Torrance County Sheriff's Office Transport/Civil Division into the Torrance County Sheriff's Office Community Service Aide/Transport Division.

- E. DISPATCH:** Motion to approve authorization to pay invoice to Wagner Equipment for Emergency Service on backup generator.

- F. ROAD:** Motion to approve and submit funding request for the Transportation Project Fund for completion of the Riley Road paving Project.

- G. EMERGENCY MANAGER:** Motion to approve and submit grant application for Federal Fiscal Year 2021 (Torrance FY2022), Emergency Management Performance Grant.

- H. GRANTS:** Motion to approve and submit applications to Aging and Long-Term Services (ALTS) requesting funding for the Estancia, Mountainair, and Moriarty Senior Centers for consideration during 2022 Legislative Session.

- I. GRANTS:** Motion to approve the Rural Primary Health Care Act Agreement for FY2022.

- J. GRANTS:** Motion to initiate the Art in Public Places Selection for the Administrative Building and Road Shop Yard and designate Cheryl Allen as the Local Selection Committee Project Director.

13. DISCUSSION

- A. MANAGER'S REPORT**

B. COMMISSIONER'S REPORTS

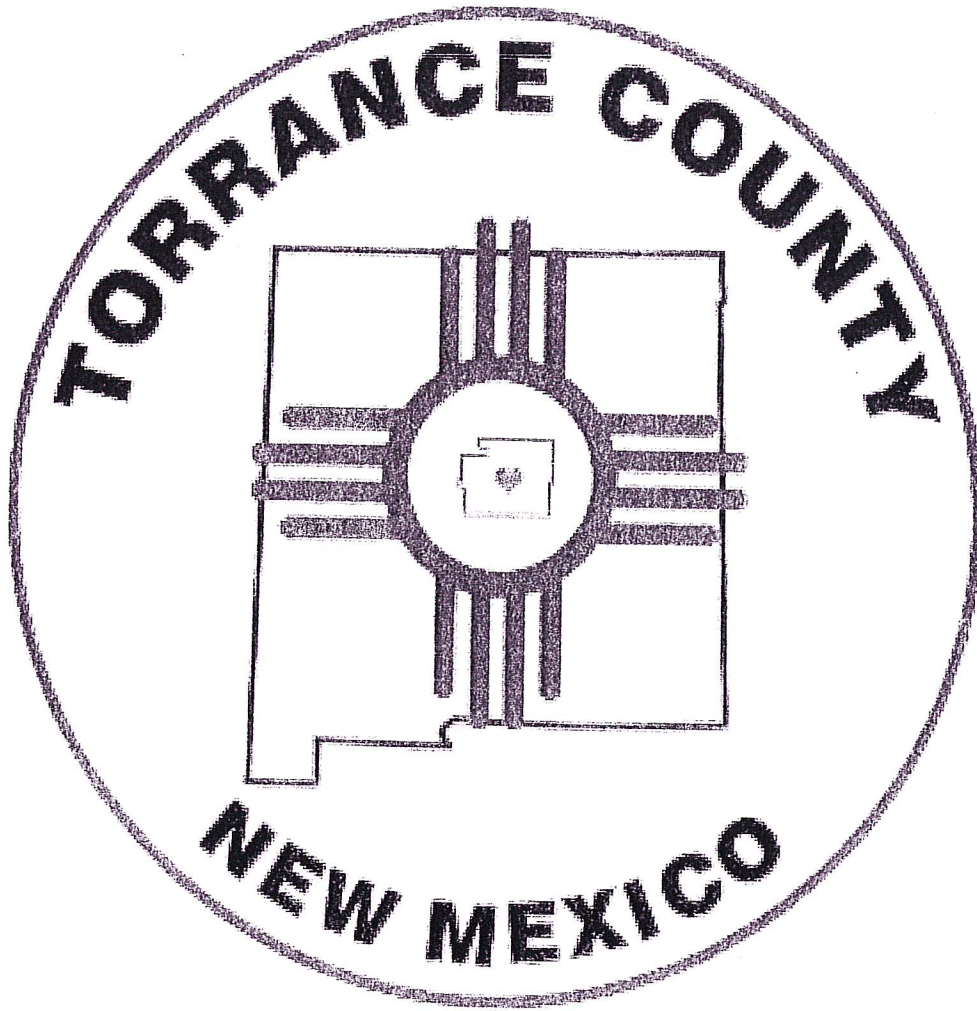
- 1) Commissioner McCall, District 1
- 2) Commissioner Schwebach, District 2
- 3) Commissioner Candelaria, District 3

14. EXECUTIVE SESSION

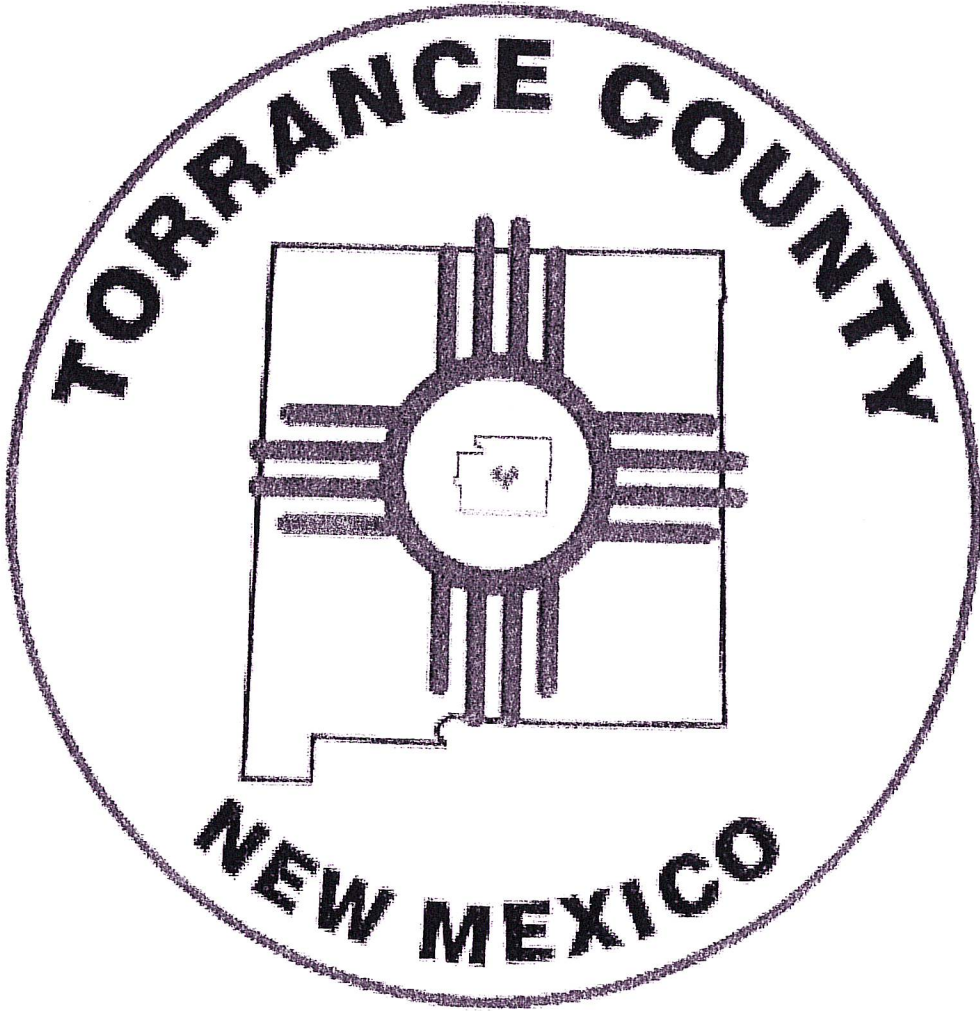
A. MANAGER: Purchase of the County Fairgrounds, closed pursuant to NMSA 1978, Section 10-15-1(H)(7).

15. Announcement of the next Board of County Commissioners Meeting: June 9, 2021@ 9:00 AM.

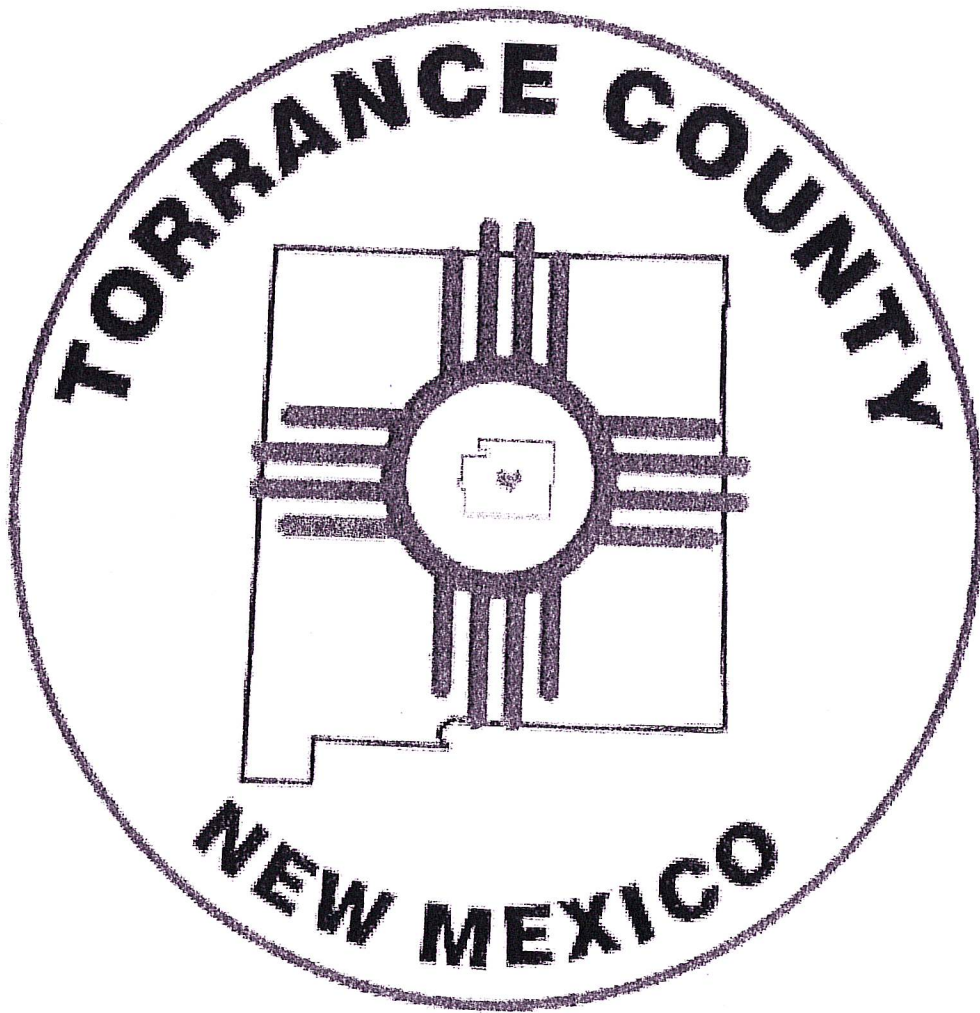
16. SIGNING OF OFFICIAL DOCUMENTS**17. ADJOURN**



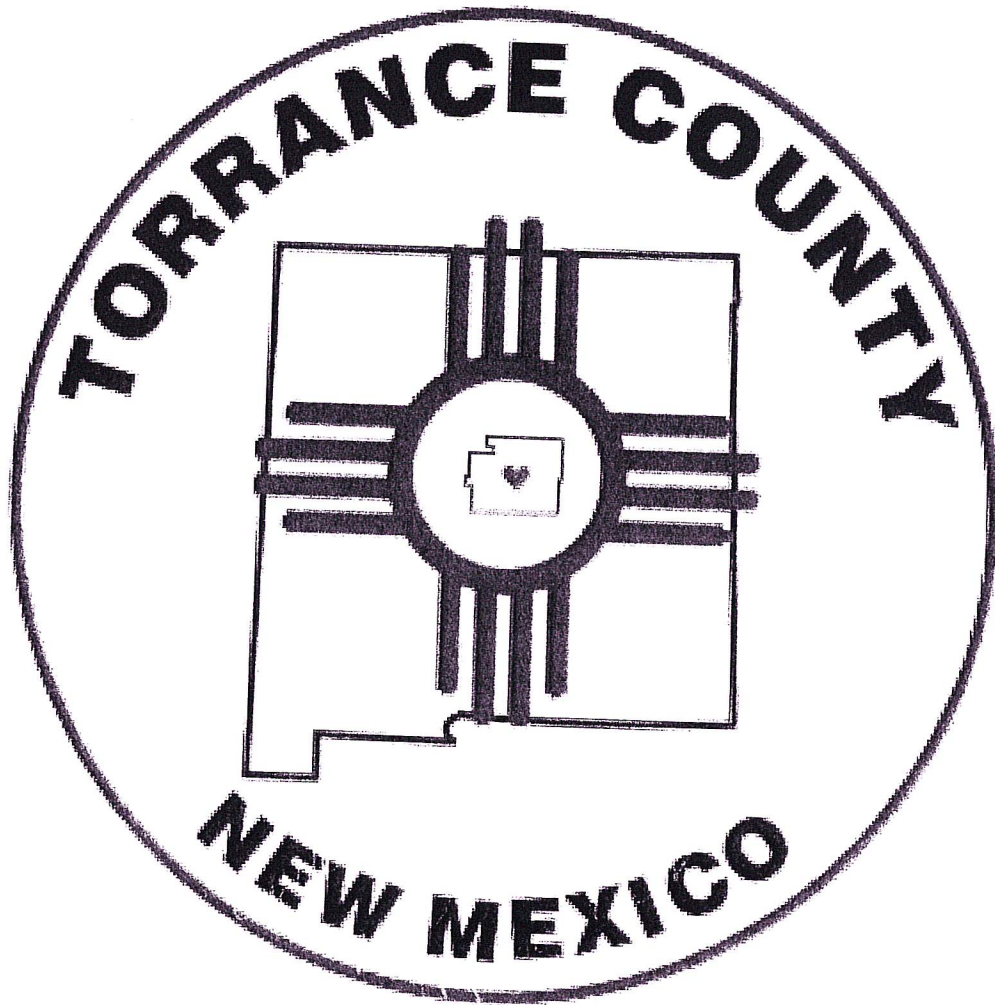
*Agenda Item
No. 1*



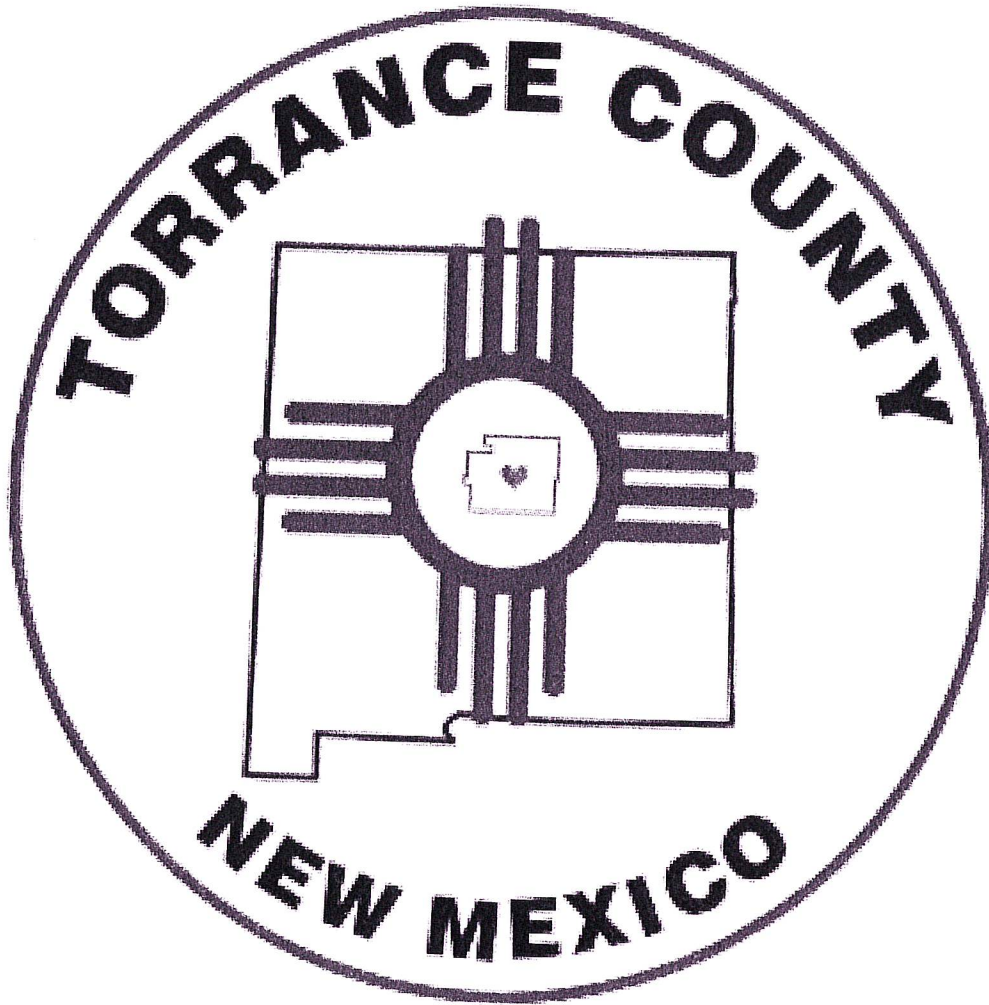
Agenda Item
No. 2



Agenda Item
No. 3

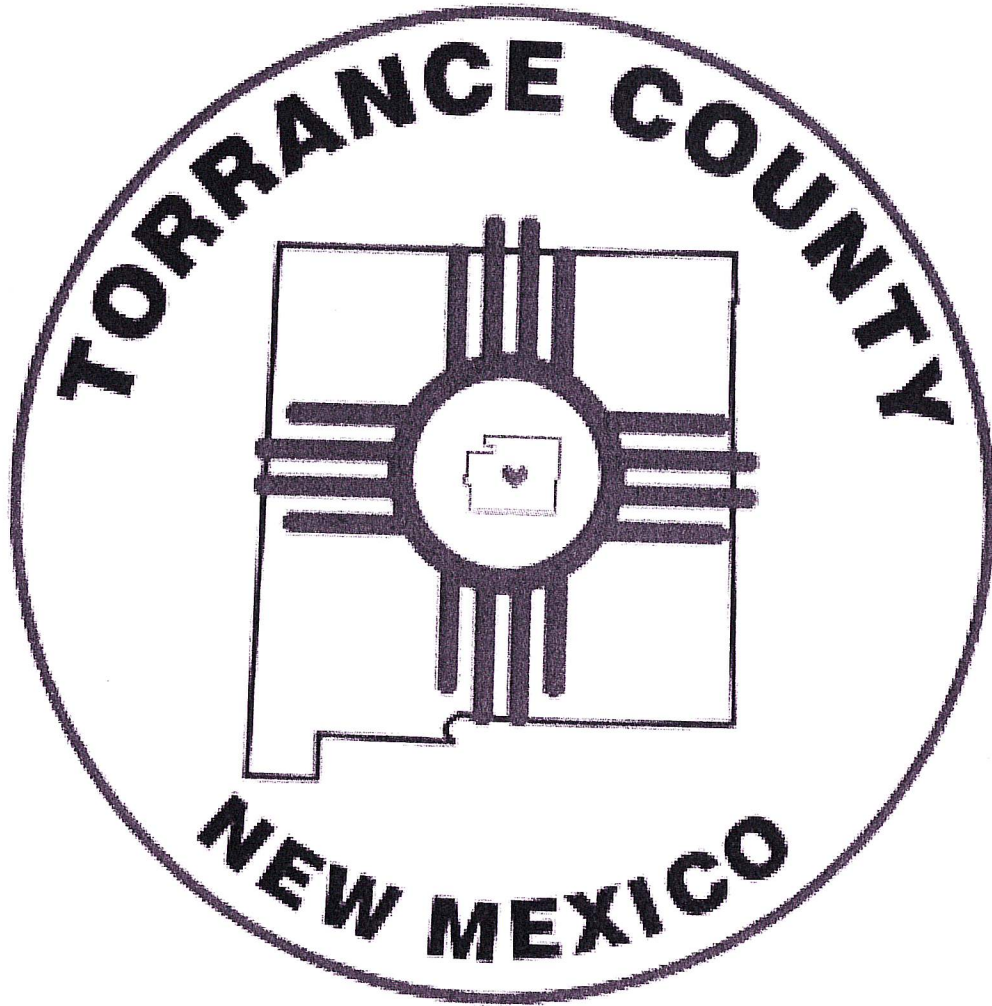


Agenda Item
No. 4



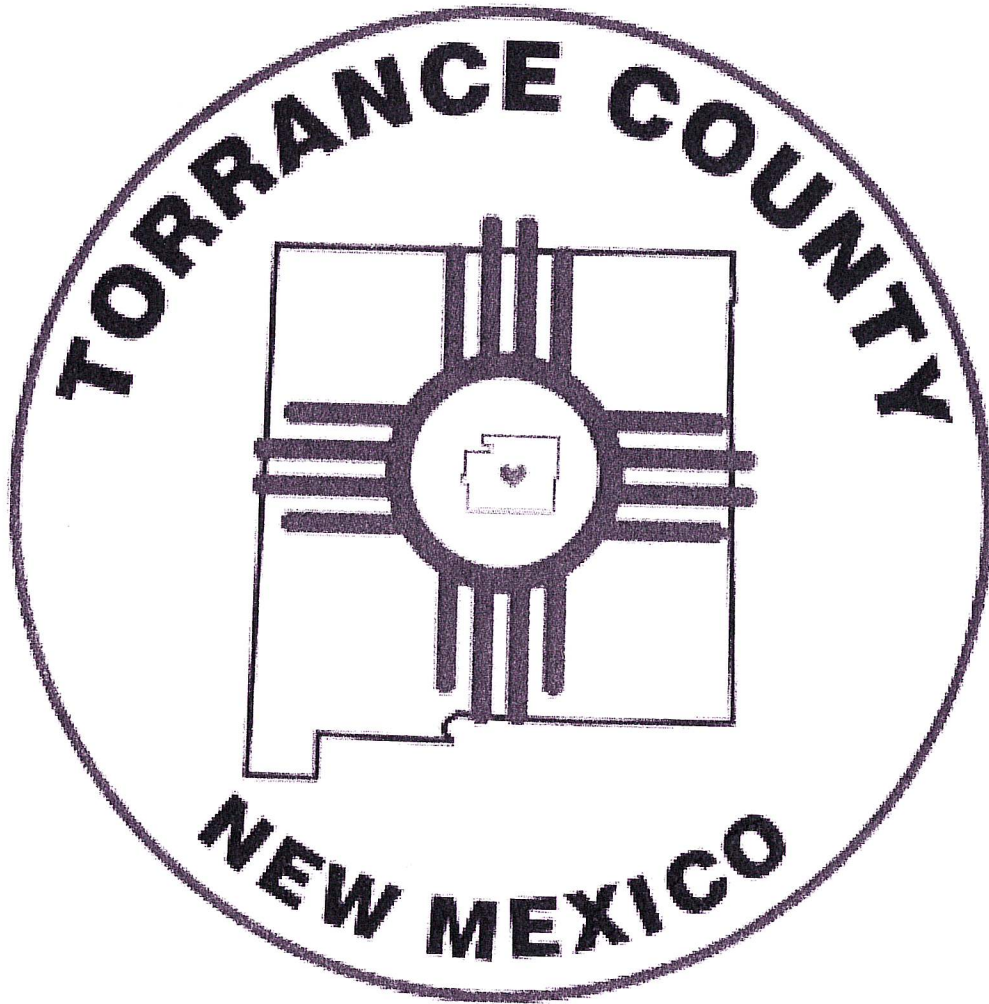
Agenda Item

No. 5



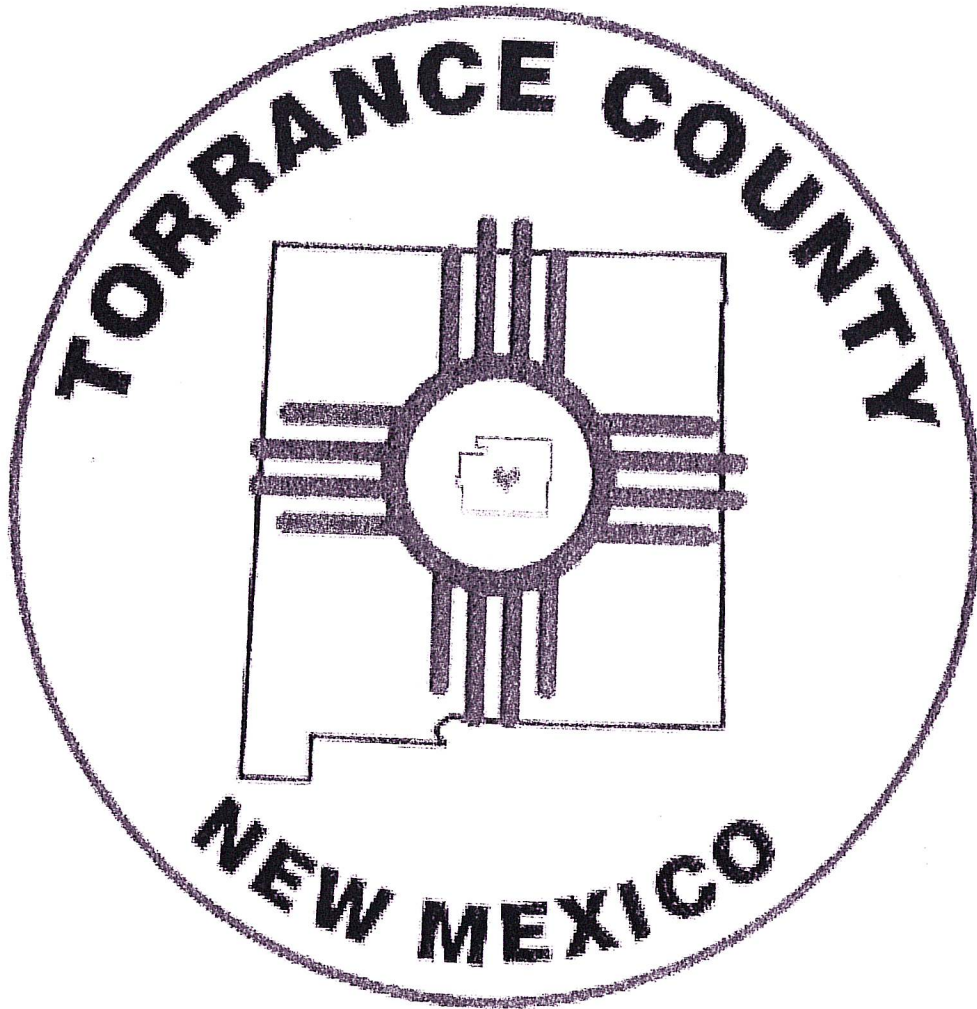
Agenda Item

No. 6



Agenda Item

No. 7



Agenda Item
No. 8-A

DRAFT COPY
Joint Meeting of
Torrance County Board of Commissioners
&
Torrance County Fair Board
May 5, 2021 @ 9:00 A.M.

Commissioners Present:

RYAN SCHWEBACH - CHAIR OF COMMISSION
KEVIN MCCALL – MEMBER

Commissioners Absent:

LEROY CANDELARIA – MEMBER

Fair Board Members Present:

MARCIE WALLIN
KYRIA ENCINIAS
WILL NEISH

Others Present:

JANICE BARELA – COUNTY MANAGER
PHILIP TENORIO – DEPUTY COUNTY MANAGER
VALERIE SMITH – ADMINISTRATIVE ASSISTANT
CHERYL ALLEN-GRANTS MANAGER
LORI ARCHULETA-FINANCE
NATHAN DIAL-MAYOR, TOWN OF ESTANCIA
STETSON LUJAN- MAINTENANCE FOREMAN
JOANNA ROMERO- FINANCE
NICK E. SEDILLO- OPERATIONS MANAGER
LEONARD LUJAN- ROAD SUPERINTENDENT

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

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

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

B. Manager’s Report:

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

C. Commissioner’s Report:

Chairman Schwebach: No Update to report.

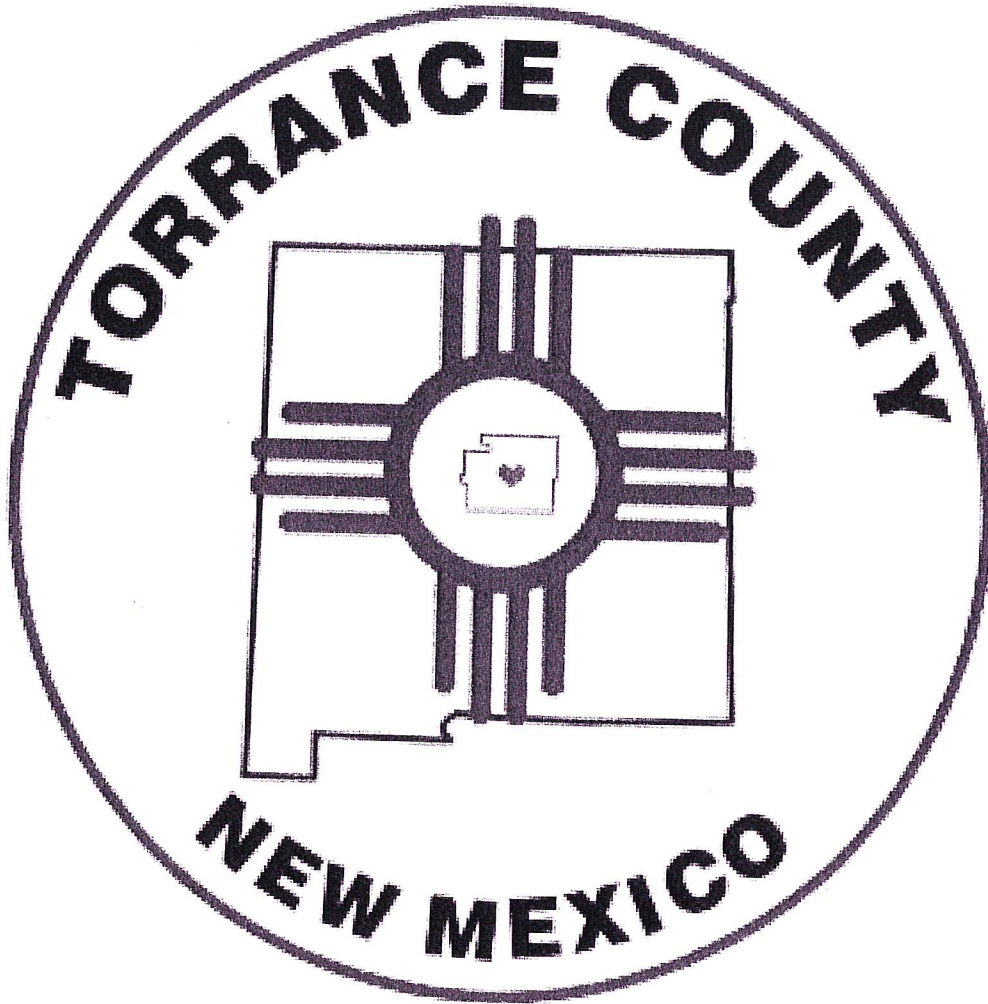
Commissioner McCall: Update on Pilot Truck Stop taking littering more seriously. Landscaping and littering company every other week, as well as two new employees.

Concern about getting signage for the Emergency Management Building.

Commissioner Candelaria:

Trash at 4th of July Park. Brant Woodward patrolling the area. Maybe doing a defensible space trimming project. There were RV campers at the park who seemed to have everything picked up and clean in their areas. Maybe we can get signage.

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



Agenda Item
No. 8-B

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

Commissioners Present:

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

Others Present:

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

1. CALL MEETING TO ORDER:

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

2. PLEDGE: Lead by Chairman Schwebach

INVOCATION: Lead by Commissioner Candelaria

3. CHANGES TO THE AGENDA:

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

4. PROCLAMATIONS:

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

Commissioner McCall: Seconds the motion.

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

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

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

ACTION TAKEN:

All in Favor:

Chairman Schwebach: Aye. Commissioner McCall: Aye.

Commissioner Candelaria: Aye.

MOTION CARRIED.

5. CERTIFICATES AND AWARDS: None

6. BOARD AND COMMITTEE APPOINTMENTS

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

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

Commissioner McCall: Seconds the Motion

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

Board Member Duties:

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

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

Membership:

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

Terms of Office:

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

Attendance Requirements:

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

Vacancies on the Board:

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

Commission Member Behavior:

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

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

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

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

Tina Estrada, Applicant for Planning and Zoning Board:

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

Michael Godey, Applicant for Planning and Zoning Board:

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

Jose Torres and Bruce Bachelor were not present.

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

Chairman Schwebach: Seconds the motion.

ACTION TAKEN:

Roll Call Vote:

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

MOTION CARRIED

7. PUBLIC COMMENT and COMMUNICATIONS

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

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

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

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

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

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

Commissioner McCall: Questioned who will oversee billing.

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

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

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

Steve Guetschow, Planning and Zoning:

Handout hereto attached.

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

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

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

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

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

County Clerk Yvonne Otero:

Handout Hereto Attached

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

There have been:

102 Early Voters,

247 ballots sent out,

&

10 ballots returned.

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

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

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

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

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

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

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

No response, Public Comment closed.

8. APPROVAL OF MINUTES

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

ACTION TAKEN:

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

Commissioner McCall: Seconds the motion.

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

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

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

9. APPROVAL OF CONSENT AGENDA

A. Finance: Approval of Payables

ACTION TAKEN:

Chairman Schwebach: Made a motion to approve payables.

Commissioner Candelaria: Seconds the motion.

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

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

11. ADOPTION OF RESOLUTION:

11a: Motion to adopt:

Resolution 2021-19: Budget Increase.

Chairman Schwebach: Made a motion to adopt:

Resolution 2021-19: Budget Increase.

Commissioner Candelaria: Seconds the Motion

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

ACTION TAKEN:

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

MOTION CARRIED

12. APPROVALS

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

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

Commissioner Candelaria: Seconds the Motion

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Breakdown:

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

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

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

Additional Projects from Manager's Office: Unspecified.

Dispatch: One-time generator fund.

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

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

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

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

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

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

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

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

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

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

ACTION TAKEN:

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

MOTION CARRIED

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

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

Commissioner McCall: Seconds the Motion.

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

ACTION TAKEN:

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

MOTION CARRIED

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

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

Commissioner McCall: Seconds the Motion.

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

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

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

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

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

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

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

ACTION TAKEN:

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

MOTION CARRIED

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

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

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

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

Commissioner McCall: Seconds the Motion.

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

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

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

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

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

ACTION TAKEN:

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

MOTION CARRIED

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

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

Commissioner McCall: Seconds the Motion.

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

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

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

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

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

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

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

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

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

Commissioner McCall: Questions how they can lower their ISO.

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

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

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

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

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

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

ACTION TAKEN:

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

MOTION CARRIED

13. DISCUSSION:

A. Fairgrounds Improvements:

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

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

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

Beginning with the budget:

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

Phase II: \$700k 2021 appropriation.

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

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

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

Exhibit Hall-\$699k

Show Barn: \$219k.

“Hot Barn”: \$97k.

Goat Barn: \$225k.

Red Barn: \$65k.

Poultry Barn: \$70k.

Wall: \$40k.

Concession: \$100k

Steer Barn: \$191k.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

B. Manager's Report:

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

C. Commissioner's Report:

Chairman Schwebach: No Update to report.

Commissioner McCall: Update on Pilot Truck Stop taking littering more seriously. Landscaping and littering company every other week, as well as two new employees.

Concern about getting signage for the Emergency Management Building:

Commissioner Candelaria:

Trash at 4th of July Park. Brant Woodward patrolling the area. Maybe doing a defensible space trimming project. There were RV campers at the park who seemed to have everything picked up and clean in their areas. Maybe we can get signage.

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

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

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

14. EXECUTIVE SESSION:

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

Commissioner McCall: Seconds the Motion.

A. ASSESSOR: Discuss threatened or pending litigation (CoreCivic), closed pursuant to NMSA 1978, Section 10-15-1(H)(7)

B. MANAGER: Purchase of the County Fairgrounds, closed pursuant to NMSA 1978, Section 10-15-1(H)(8)

ACTION TAKEN:

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

MOTION CARRIED

Chairman Schwebach: Made a motion to Reconvene Regular Session.

Commissioner McCall: Seconds the Motion.

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

MOTION CARRIED

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

16. SIGNING OF OFFICIAL DOCUMENTS

17. ADJOURN

ACTION TAKEN:

Chairman Schwebach: Made a motion to adjourn.

Commissioner McCall: Seconds the Motion.

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

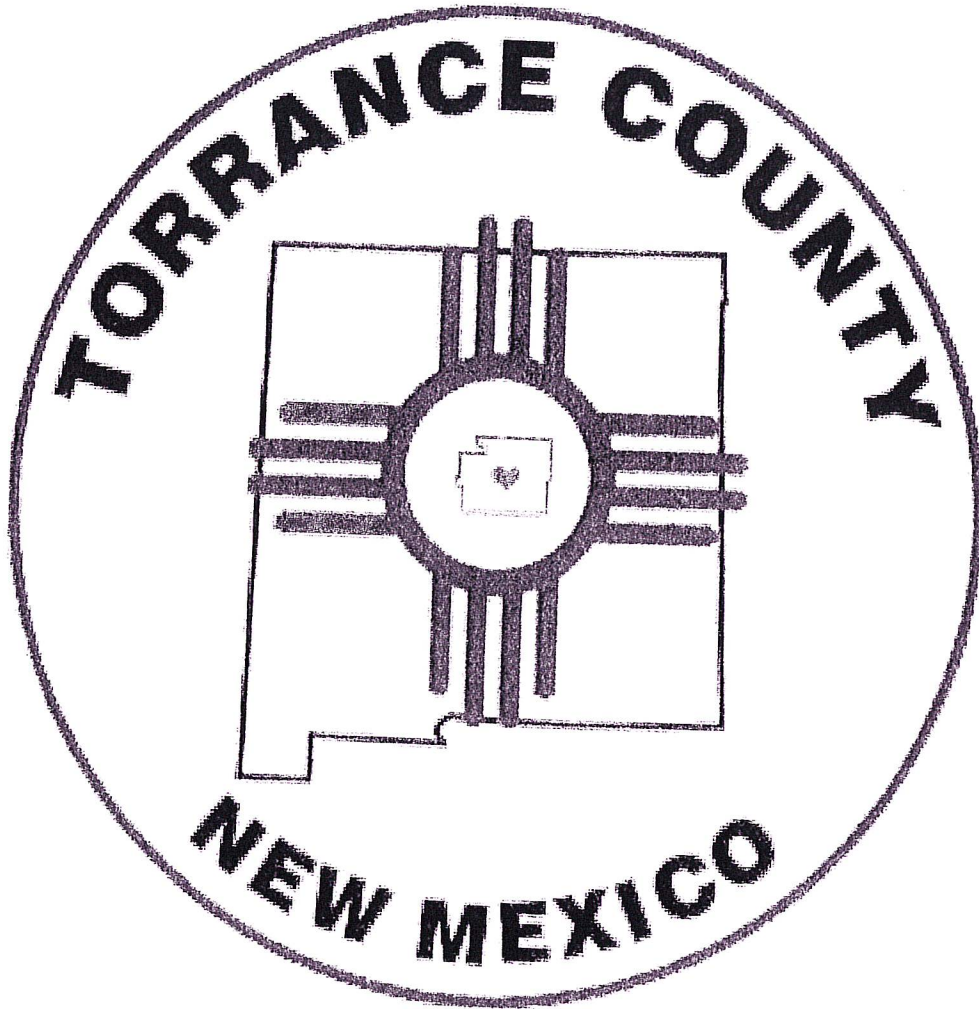
MEETING ADJOURNED at 12:16 PM

Ryan Schwebach - Chairman

Valerie Smith – Admin Assistant

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 92

THE UNDERSIGNED MEMBERS OF THE TORRANCE COUNTY BOARD OF COMMISSIONERS DO CERTIFY THAT THE CLAIMS ENUMERATED ABOVE WERE APPROVED ALLOWED & DO AUTHORIZE THE WARRANTS AGAINST THE FUNDS OF TORRANCE COUNTY FOR THE SUM OF 247,470.45 ON ACCOUNT OF OBLIGATIONS INCURRED FOR THE SERVICES AS SHOWN ABOVE FOR THE PERIOD ENDING 05/20/2021 . 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

leroy m. candalaria

Ryan Schwebach

yvonne otero

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	116079	AMBITIONS DOCUMENT SOLUTIONS	SHIPPING/FREIGHT	600-06-2221	351121	05/11/2021	36399	17.90
	817.90		100 STUDENT ACTIVITY BOOK	600-06-2221		/ /		800.00
05/11/2021			FULL COLOR D/S DEFENSIVE DRIVING					
			MATERIAL NM COUNTIES ROAD READY					
			COURSE/INVOICE#15280					
RISK MANAGEMENT 817.90								
01 0	116080	AMBITIONS TECHNOLOGY GROUP LLC	LABOR TICKETS 4/1/2021-4/30/2021	401-65-2213	1651121	05/11/2021		2437.50
	2629.45		TAXES INVOICE#9085	401-65-2213		/ /		191.95
05/11/2021								
OPERATIONS & MAINTENAN 2629.45								
01 0	116081	AMBITIONS TECHNOLOGY GROUP LLC	BLOCK PURCHASE SERVICE 4/1/21 TO 5/1/21	401-65-2213	1751121	05/11/2021		3089.59
	3332.90		5/1/21 TAXES/INVOICE#9082	401-65-2213		/ /		243.31
05/11/2021								
OPERATIONS & MAINTENAN 3332.90								
01 0	116082	AT & T MOBILITY LLC	MONTHLY CHARGES/SHERIFF	401-50-2207	2751121	05/11/2021		2885.14
	7550.24		APRIL 2021/TRANSPORT	420-74-2207		/ /		466.80
05/11/2021			COMMISSION	401-05-2207		/ /		101.88
			LAWYER	401-56-2207		/ /		45.88
			OPS/287289563904/287289566455	401-65-2207		/ /		93.36
			CFO	401-55-2207		/ /		53.32
			EMERGENCY MANAGER	604-83-2207		/ /		146.68
			FIRE ADMIN	413-91-2207		/ /		571.26
			DIST 5 VFD	405-91-2207		/ /		93.36
			DIST 2 VFD	406-91-2207		/ /		93.36
			DIST 1 VFD	407-91-2207		/ /		53.32
			DIST 3 VFD	408-91-2207		/ /		40.04
			DIST 6 VFD	418-91-2207		/ /		39.91
			DIST 4 VFD	409-91-2207		/ /		53.32
			ROAD	402-60-2207		/ /		1034.52
			MAINTENANCE	401-65-2207		/ /		140.02
			HR	401-10-2207		/ /		45.88
			CLERK	401-20-2207		/ /		45.88
			P2	401-08-2207		/ /		91.76
			RURAL ADDRESSING	675-07-2207		/ /		45.88
			ANIMAL SERVICES	401-82-2207		/ /		183.52
			DISPATCH	911-80-2207		/ /		282.72
			COMMUNITY MONITOR	420-73-2207		/ /		45.88
			DWI	605-22-2207		/ /		45.88
			TCPO	690-09-2207		/ /		183.52
			TREASURER	401-30-2207		/ /		254.22
			GRANTS	401-49-2207		/ /		51.04
			MANAGER	401-10-2207		/ /		101.88
			ASSESSOR	401-40-2207		/ /		149.92
			FINANCE	401-55-2207		/ /		110.09
COUNTY SHERIFF 2885.14								
ATTORNEY 45.88								
TRANSPORTATION OF PRIS 466.80								
COUNTY COMMISION 101.88								
OPERATIONS & MAINTENAN 233.38								
FINANCE DEPARTMENT 163.41								
STATE FIRE ALLOTMENT 944.57								
COUNTY ROAD DEPARTMENT 1034.52								
COUNTY CLERK 45.88								
PLANNING & ZONING 91.76								
ANIMAL SERVICES 183.52								
911-DISPATCH CENTER 282.72								
DWI LOCAL GRANT FY21 45.88								
WIND FULT 183.52								
GRANT ADMINISTRATION 51.04								
COUNTY ASSESSOR 149.92								

01 O 116083 AXON ENTERPRISES, INC. X2 TASER TRAINING CARTRIDGES 401-50-2231 951121 05/11/2021 36375 1329.28

CHECK LISTING CHECKS PRINTED FROM 5/7/2021 TO 5/20/2021

CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
2062.06	05/11/2021		X2 TASER TRAINING CARTRIDGES	401-50-2231	/	/	36375	216.30
			X2 TASER TRAINING CARTRIDGES	420-74-2222	/	/	36375	498.48
			SHIPPING	401-50-2231	/	/	36375	18.00
			INVOICE#SI-1728501 ACCT#141778					
COUNTY SHERIFF 1563.58 TRANSPORTATION OF PRIS 498.48								
01 O	116084	BOB'S PAINTING INC.	PAINT FIRE ADMIN OFFICES AT	411-92-2271	2851121	05/11/2021	36420	1310.01
	1398.43		TC DISPATCH LABOR-FULL PROTECT				36420	
	05/11/2021		BASE TRIM, FLOORING, AND				36420	
			FURNITURE. REPAIR ALL HOLES IN				36420	
			WALLS. REPAINT WALLS IN THE 2				36420	
			OFFICES TO SW7017 REPOSE GRAY				36420	
			SEMI GLOSS				36420	
			NM GR	411-92-2271	/	/	36420	88.42
			INVOICE#38527					
1/4% FIRE EXCISE TAX 1398.43								
01 R	116085	CINTAS CORPORATION NO. 2	DISPENSER 5321	600-06-2248	2451121	05/11/2021	35720	2.48
	394.48		CARTRIDGES 5320	600-06-2248	/	/	35720	392.00
	05/11/2021		INVOICE#8404812272 ACCT#30009096					
RISK MANAGEMENT 394.48								
01 R	116086	COMPUTER CORNER INC	CYBER POWER CP1000VRLCD	401-40-2219	1051121	05/11/2021	36435	248.00
	248.00		INTELLIGENT LCD UPS SYSTEMS 120				36435	
	05/11/2021		VAC, NEMA 5-15P, MINI-TOWER,				36435	
			9 OUTLETS, LCD, POWERPANEL				36435	
			PERSONAL/INVOICE#188564 ACCT#				36435	
			2464732					
COUNTY ASSESSOR 248.00								
01 O	116087	DESIGN SILK SCREEN PRINTERS	SBT REFLECTIVE BLUE LETTERING	401-65-2248	1451121	05/11/2021	36447	50.00
	50.00		FACILITIES MANAGEMENT				36447	
	05/11/2021		UNIT M6/INVOICE#35515 ACCT#1214				36447	
			2005 FORD F150					
OPERATIONS & MAINTENAN 50.00								
01 O	116088	DOOLEY ENTERPRISES, INC.	223 55GR. FULL METAL JACKET	401-50-2231	2351121	05/11/2021	36426	692.00
	756.00		USA2323RJK				36426	
	05/11/2021		1,000 ROUND PACKS				36426	
			SHIPPING	401-50-2231	/	/	36426	64.00
			INVOICE#60251					
COUNTY SHERIFF 756.00								
01 O	116089	DUCHARME, ARTHUR	2020 P&Z BOARD MEETING	401-08-2205	751121	05/11/2021	35380	61.00
	61.00		5/5/2021					
	05/11/2021							
PLANNING & ZONING 61.00								
01 R	116090	FROST, JIM	P&Z BOARD MEETING	401-08-2205	651121	05/11/2021	35381	61.00
	61.00		5/5/2021					
	05/11/2021							

CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
01 O	116091	J-MAR & ASSOCIATES	HP764 CYAN INK 300 ML	675-07-2221	2151121	05/11/2021	36381	117.30
	731.00		HP764 MAGENTA INK 300 ML	675-07-2221	/	/	36381	117.30
	05/11/2021		HP764 YELLOW INK 300ML	675-07-2221	/	/	36381	117.30
			HP764 MATTE BLACK INK 300 ML	675-07-2221	/	/	36381	117.30
			HP764 PHOTO BLACK INK 300ML	675-07-2221	/	/	36381	117.30
			HP764 GREY INK 300ML	675-07-2221	/	/	36381	117.30
			FREIGHT CHARGES	675-07-2221	/	/	36381	27.20
			INVOICE#198738					
RURAL ADDRESSING 731.00								
01 O	116092	LANGELL, GAIL	PLANNING AND ZONING BOARD	401-08-2205	551121	05/11/2021		61.00
	61.00		MEETING 5/5/2021					
PLANNING & ZONING 61.00								
01 O	116093	LAWSON, HARLAN	P&Z BOARD MEETING	401-08-2205	451121	05/11/2021	35384	61.00
	61.00		5/5/2021					
PLANNING & ZONING 61.00								
01 O	116094	PEAVEY PERFORMANCE SYSTEMS	SAFETY INCENTIVE	600-06-2248	1851121	05/11/2021	36387	1309.00
	1309.00		SAFETY JACKPOT QUARTERLY				36387	
	05/11/2021		GAME CARDS/INVOICE#404644				36387	
			ACCT#1004009					
RISK MANAGEMENT 1309.00								
01 R	116095	RADAR SHOP	RADAR / LIDAR RECERTIFICATIONS	401-50-2272	851121	05/11/2021	36255	971.00
	971.00		INVOICE#13493					
05/11/2021								
COUNTY SHERIFF 971.00								
01 O	116096	SAMBA HOLDINGS, INC.	DRIVER'S LICENSE MONITORING	401-10-2271	1851821	05/11/2021	35433	306.58
	306.58		INVOICE#623082					
05/11/2021								
COUNTY MANAGER 306.58								
01 R	116097	SANDIA OFFICE SUPPLY	JUSTRITE CIGARETTE BUTT	600-06-2248	1151121	05/11/2021	36389	246.03
	246.03		RECEPTACLE COUNTY ADMIN				36389	
	05/11/2021		INVOICE#927555-0 ACCT#TCNM					
RISK MANAGEMENT 246.03								
01 R	116098	SENERGY PETROLEUM, LLC	FUEL INVOICE#117912	402-60-2202	1351121	05/11/2021		7581.54
	7581.54							
05/11/2021								
COUNTY ROAD DEPARTMENT 7581.54								
01 O	116099	SOUND & SIGNAL SYSTEMS OF NM	EQUIPMENT UPGRADE TO COUNTY	401-05-2611	251121	05/11/2021	36330	24556.00
	35452.56		CCTV SYSTEM				36330	
	05/11/2021		LABOR FOR CCTV SYSTEM		/	/	36330	8213.55

MISC MATERIALS
NMGR

401-05-2611

/ /

36330
36330

2683.01

CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
			NMSWPA 00-00000-20-00093AP				36330	
			ADDITIONAL CAMERAS				36330	
			P&Z, MANAGER'S OFFICE, NORTH				36330	
			HALL FACING EAST, SOUTH HALL				36330	
			FACING EAST, COMMISSION CHAMBERS				36330	
			NORTH SIDE FRONT ENTRANCE				36330	
			INVOICE#2087295 ACCT#3-5088-				36330	
			00160					
		COUNTY COMMISSION	35452.56					
01 R	116100	SOUTHWEST COPY SYSTEMS	506 COLOR COPIES AND TAX	401-30-2221	2051121	05/11/2021		24.78
	05/11/2021		OVERAGES FOR 03/09/2021-04/08/21					
			INVOICE#459862 ACCT#CO28					
		COUNTY TREASURER	24.78					
01 O	116101	STAPLES BUSINESS ADVANTAGE	PROMOTIONAL BAGS (100 PACK)		1251121	/ /	36371	
	05/11/2021		BUSINESS CARDS (250/BOX)	911-80-2221			36371	38.80
			INVOICE#3474601721/3475160901					
			ACCT#DAL70109685					
		911-DISPATCH CENTER	38.80					
01 R	116102	STAPLES BUSINESS ADVANTAGE	WHITOUT TAPE, WHITE CD SLEEVES, 401-10-2219		2251121	05/11/2021	36451	70.98
	05/11/2021		HP 67 COLOR INK				36451	
			INVOICE#3475814250/3475673907					
			ACCT#394849					
		COUNTY MANAGER	70.98					
01 O	116103	SUMMITT FIRE & SECURITY LLC	VOTING MACHINE STORAGE SALES	612-20-2308	2551121	05/11/2021		112.09
	05/11/2021		TAX INVOICE#588000508 ACCT#					
			TORRAN9510					
		COUNTY CLERK	112.09					
01 O	116104	SUMMITT FIRE & SECURITY LLC	QUARTERLY FIRE MONITOR 2 ACCTS	401-15-2203	2651121	05/11/2021		180.00
	05/11/2021		SALES TAX INVOICE#588000568	401-15-2203		/ /		14.75
			TORRAN9510					
		ADMINISTRATIVE OFFICES	194.75					
01 O	116105	UNIVERSAL BACKGROUND SCREENING	PRE-EMPLOYMENT BACKGROUND CHECK	401-10-2271	1951121	05/11/2021	35401	323.30
	05/11/2021		INVOICE#202104013415					
		COUNTY MANAGER	323.30					
01 O	116106	WAGNER EQUIPMENT CO.	REPAIR, CUTTING EDGES, AND PARTS	402-60-2244	151121	05/11/2021	35378	6983.38
	05/11/2021		ACCT#88034					
		COUNTY ROAD DEPARTMENT	6983.38					
01 O	116111	AMAZON BUSINESS	ARTIC STAR MINI FRIDGE	401-20-2219	751321	05/13/2021	36394	179.99
	05/13/2021		TAXES	401-20-2219		/ /	36394	29.99
			INVOICE#13VY-YCR6-YLFC ACCT#					

A3JI65BS9125M

COUNTY CLERK

209.98

CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
01 O	116112	CATERPILLAR FINANCIAL SVCS	CORPORATE CONTRACT #001-0767488-000	621-96-2613	551321	05/13/2021		1872.09
05/13/2021	1872.09		MONTH OF APRIL 2021 INVOICE#					
			30289362 ACCT#24480					
CAPITAL OUTLAY GROSS R 1872.09								
01 O	116113	CRYSTAL SPRINGS	WATER DELIVERY FOR FY21	401-30-2271	1751321	05/13/2021	35326	28.00
05/13/2021	28.00		ACCT#12600900/4 5 GALLON					
			4/14/2021 3 5 GALLON 4/28/21					
COUNTY TREASURER 28.00								
01 O	116114	DATA MARS INC	PETLINK SLIM MICROCHIPS WITH	401-82-2222	1551321	05/13/2021	36439	725.00
05/13/2021	1549.21		LIFETIME ENROLLMENT				36439	
			COMPACT MAX UNIVERSAL MICROSHIP	401-82-2222			36439	796.00
			SCANNER				36439	
			SHIPPING/INVOICE#1025587	401-82-2222			36439	28.21
			ACCT# CUS12199					
ANIMAL SERVICES 1549.21								
01 O	116115	GALLAGHER BENEFIT SERVICES, INC	INCOME 2021 PROFESSIONAL	401-10-2272	1651321	05/13/2021		2700.00
05/13/2021	2700.00		CONSULTING SERVICES INVOICE#					
			228154					
COUNTY MANAGER 2700.00								
01 O	116116	GUSTIN HARDWARE INC.		401-53-2215	151321	05/13/2021	35353	5.66
05/13/2021	45.29			911-80-2215			35353	5.67
				401-82-2215			35353	5.66
				401-37-2215			35353	5.66
			MISC. ELECTRICAL, PLUMBING,				35353	
			ROOFING & HARDWARE SUPPLIES,				35353	
			FOR BUILDING MAINTENANCE	401-23-2215			35353	5.66
			OPEN PO REQUEST FOR ALL COUNTY	401-24-2215			35353	5.66
			BUILDING SITES	401-27-2215			35353	5.66
			FY 2021	401-36-2215			35353	5.66
			INVOICE#258364 ACCT#125					
COUNTY FAIR 5.66 911-DISPATCH CENTER 5.67 ANIMAL SERVICES 5.66								
			MOUNTAINAIR HEALTH CLI	5.66				5.66
			ESTANCIA SENIOR CENTER	5.66				5.66
HOMESTEAD WATER CO. INVOICE DATE 5/1/2021								
01 O	116117	HOMESTEAD WATER CO.	CURRENT METER READING 643390	405-91-2210	1851321	05/13/2021		40.68
05/13/2021	40.68							
STATE FIRE ALLOTMENT 40.68								
01 O	116118	KAYCEE RILEY CHAVEZ AGENCY, LLC	NOTARY BOND AND STAMP	401-82-2271	951321	05/13/2021	36467	73.50
05/13/2021	73.50		DANETT MEAD-LANGDON				36467	
ANIMAL SERVICES 73.50								
01 O	116119	KXNM-FM 88.7	CONTRACT-KXNM COMMUNITY BROAD	401-05-2243	1951321	05/13/2021		1334.50
1334.50			COST FOR COMMISSION MEETINGS					

05/13/2021

COUNTY COMMISSION

1334.50

INVOICE#3601

01 O 116128
257.03

QWEST CORPORATION

MONTHLY CHARGES MAY 2021
ACCT#505384-5117227B

401-82-2207

2251321 05/13/2021

257.03

CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
05/13/2021								
ANIMAL SERVICES		257.03						
01 0	116129	QWEST CORPORATION	MONTHLY CHARGES MAY 2021 ACCT# 401-37-2207		2351321	05/13/2021		171.77
	171.77		505832-4425163B					
05/13/2021								
MORIARTY SENIOR CENTER		171.77						
01 0	116130	QWEST CORPORATION	MONTHLY CHARGES MAY 2021 ACCT# 401-36-2207		2451321	05/13/2021		262.80
	262.80		505384-5010995B					
05/13/2021								
ESTANCIA SENIOR CENTER		262.80						
01 0	116131	QWEST CORPORATION	MONTHLY CHARGES MAY 2021 ACCT# 401-16-2207		2551321	05/13/2021		116.98
	116.98		505384-3237905B					
05/13/2021								
JUDICIAL COMPLEX MAINT		116.98						
01 0	116132	QWEST CORPORATION	FAX MONTHLY CHARGES MAY 2021 ACCT# 413-91-2207		2651321	05/13/2021		114.33
	114.33		ACCT#505384-3165110B					
05/13/2021								
STATE FIRE ALLOTMENT		114.33						
01 0	116133	QWEST CORPORATION	MONTHLY CHARGES MAY 2021 ACCT# 402-60-2207		2751321	05/13/2021		109.52
	109.52		505384-2550082B					
05/13/2021								
COUNTY ROAD DEPARTMENT		109.52						
01 0	116134	QWEST CORPORATION	MONTHLY CHARGES MAY 2021 ACCT# 401-27-2207		2851321	05/13/2021		59.44
	59.44		505847-2885204B					
05/13/2021								
MOUNTAINAIR SENIOR CEN		59.44						
01 0	116135	QWEST CORPORATION	MONTHLY CHARGES MAY 2021 ACCT# 405-91-2207		2951321	05/13/2021		62.53
	62.53		505832-5104623B					
05/13/2021								
STATE FIRE ALLOTMENT		62.53						
01 0	116136	QWEST CORPORATION	MONTHLY CHARGES MAY 2021 ACCT# 401-10-2207		3051321	05/13/2021		259.22
	259.22		505384-5294082B					
05/13/2021								
COUNTY MANAGER		259.22						
01 0	116137	QWEST CORPORATION	MONTHLY CHARGES MAY 2021 ACCT# 401-30-2207		3151321	05/13/2021		63.00
	63.00		505384-4381889B					
05/13/2021								
COUNTY TREASURER		63.00						

01 0 116138
63.00

QWEST CORPORATION

MONTHLY CHARGES MAY 2021 ACCT# 401-40-2207
505384-4362899B

3251321 05/13/2021

63.00

CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
05/13/2021		COUNTY ASSESSOR						
01 0	116139	QWEST CORPORATION	MONTHLY CHARGES MAY 2021 ACCT# 505384-4080353B	401-20-2207	3351321	05/13/2021		63.00
05/13/2021		COUNTY CLERK						
01 0	116140	QWEST CORPORATION	MONTHLY CHARGES MAY 2021 ACCT# 505384-1277037B	401-50-2207	3451321	05/13/2021		35.86
05/13/2021		COUNTY SHERIFF						
01 0	116141	QWEST CORPORATION	MONTHLY CHARGES MAY 2021 ACCT# 505-384-0058596M	420-70-2207	3551321	05/13/2021		279.05
05/13/2021		ADULT INMATE CARE						
01 0	116142	REED, DANIELLE	TRANSITIONAL LEADERSHIP	401-40-2266	851321	05/13/2021	36495	320.00
05/13/2021			4 HOUR TRAINING	401-40-2266		/ /	36495	60.00
05/13/2021		COUNTY ASSESSOR						
01 0	116143	WAC UPFITTERS LLC	F-150 PUSHBAR/WINCH TRAY	829-78-2248	451321	05/13/2021	36410	438.00
05/13/2021			LIGHT CHANNEL FOR PUSHBAR	829-78-2248		/ /	36410	30.00
			TRI EXTERIOR LED	829-78-2248		/ /	36410	675.00
			F150 5.5' BED COVER	829-78-2248		/ /	36410	899.00
			SHOP SUPPLIES/HARDWARE	829-78-2248		/ /	36410	74.00
			LABOR	829-78-2248		/ /	36410	680.00
			NMGRY/INVOICE#7080	829-78-2248		/ /	36410	53.55
			VIN E66486				36410	
05/13/2021		DOH CITIES READINESS I						
01 0	116144	WAGNER EQUIPMENT CO.	FOR GRATER #-00518	402-60-2244	1251321	05/13/2021	36468	1104.84
05/13/2021			INVOICE#4034 ACCT#88034					
05/13/2021		COUNTY ROAD DEPARTMENT						
01 0	116145	WEST PUBLISHING CORPORATION	LEGAL RESEARCH, RESEARCH ENGINE	401-56-2269	1451321	05/13/2021	35520	186.95
05/13/2021			INVOICE#844285369 ACCT#1000641					
			642 APRIL 01,2021-APRIL 30,2021					
05/18/2021		ATTORNEY						
01 0	116146	AMAZON BUSINESS	RADIATOR CORES FOR	402-60-2244	451821	05/18/2021	36493	534.48
05/18/2021			D7 DOZER CAT				36493	
			INVOICE#9WQK					
05/18/2021		COUNTY ROAD DEPARTMENT						
01 0	116147	AMAZON BUSINESS	DELL INSPIRON 15 2-IN-1-15.6"	411-92-2219	2951821	05/18/2021	36376	1960.00

2533.96
05/18/2021

TOUCH -17-10510U- MX250-16GB-512
ALLSTATE B2B 4 YEAR LAPTOP 411-92-2219

36376
36376

/

509.98

CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
1/4%		FIRE EXCISE TAX	2533.96					
01 0	116148	AMBITIONS TECHNOLOGY GROUP LLC	SONIC WALL SECURITY SITE	411-92-2271	2551821	05/18/2021	36304	1568.85
	1568.85		BUNDLE/INVOICE#9095				36304	
	05/18/2021		1 APPLIANCE - 3 YEAR				36304	
1/4%		FIRE EXCISE TAX	1568.85					
01 0	116149	CHALMERS FORD, INC.	MULTI-POINT INSPECTION	401-05-2201	751821	05/18/2021	36393	150.00
	282.01		THE WORKS PACKAGE ROTATE TIRES				36393	
	05/18/2021		2020 FORD F150 UNIT 3				36393	
			CIN C11269 MILEAGE 4833				36393	
			REPAIR FUEL DOOR	401-05-2201		/ /	36393	132.01
			PARTS AND LABOR				36393	
			INVOICE#C74927				36393	
COUNTY COMMISSION		282.01						
01 0	116150	CHALMERS FORD, INC.	WESTERN 8' PRO PLUS SNOW PLOW	401-65-2617	1551821	05/18/2021	36403	6631.20
	8016.80		W/HALOGEN LIGHTS				36403	
	05/18/2021		SHOP SUPPLIES	401-65-2617		/ /	36403	175.00
			INSTALLATION LABOR	401-65-2617		/ /	36403	960.00
			SHIPPING	401-65-2617		/ /	36403	175.00
			NM GRT	401-65-2617		/ /	36403	75.60
			2020 FORD F250 UNIT M1				36403	
			INVOICE#14437				36403	
OPERATIONS & MAINTENAN		8016.80						
01 0	116151	DE LAGE LANDEN FINANCIAL	SERVICES/CONTRACT COPY LEASE	401-10-2203	2351821	05/18/2021	35400	318.62
	318.62		OPS/HR/GRANTS ACCT#255569218					
	05/18/2021		MAY 2021					
COUNTY MANAGER		318.62						
01 0	116152	EVSWA	COUNTY ENVIRONMENTAL	423-26-2301	951821	05/18/2021		508.32
	7921.10		COUNTY AREA GROSS RECEIPTS-403	423-26-2301		/ /		7412.78
	05/18/2021							
ENVIRONMENTAL GROSS RE		7921.10						
01 0	116153	EVSWA	COUNTY ENVIRONMENTAL	423-26-2301	1051821	05/18/2021		18105.28
	105562.46		COUNTY AREA GROSS RECEIPTS-403	423-26-2301		/ /		87457.18
	05/18/2021							
ENVIRONMENTAL GROSS RE		105562.46						
01 0	116154	PASTENAL COMPANY	BRIGGS & STRATTON	401-15-2238	2151821	05/18/2021	36356	114.56
	687.34		PORTABLE GENERATOR	401-16-2238		/ /	36356	114.56
	05/18/2021		PART #0239385	401-23-2238		/ /	36356	114.56
			(CREDIT ON ACCOUNT OF	401-27-2238		/ /	36356	114.56
			\$687.34)	401-36-2238		/ /	36356	114.55

114.55

36356

/

401-37-2238

INVOICE#NMA1B257532 ACCT#
NMA1B2338

CK#	DATE	NAME	DESCRIPTION	LINE ITEM	INVOICE #	DATE	PO #	AMOUNT
01 0	116155	JACKSON EQUIPMENT CO., INC.	RADIATOR PNEUMATIC ROLLER	402-60-2244	651821	05/18/2021		897.00
	897.00		INVOICE#22512 APPROVED BY					
	05/18/2021		COMMISSION 04/28/2021					
COUNTY ROAD DEPARTMENT 897.00								
01 0	116156	JOHNNYBOARDS, LLC	GEOFENCING (INTERNET ADVERTISING	605-22-2221	551821	05/18/2021	36067	539.38
	539.38		INVOICE#2612					
05/18/2021								
DWI LOCAL GRANT FY21 539.38								
01 0	116157	MORIARTY, CITY OF	OMAR MONTERO-DIRECTED PATROL	605-13-2272	1351821	05/18/2021		141.68
	1030.30		2/24/2021					
05/18/2021			OMAR MONTERO-DIRECTED PATROL	605-13-2272		/ /		141.68
			3/1/2021			/ /		67.86
			JOHNATHAN CARTER-DIRECTED PATROL	605-13-2272		/ /		136.20
			4/28/2021			/ /		271.44
			JONATHAN MURICK-UAD ENFORCEMENT	605-13-2272		/ /		271.44
			5/8/2021			/ /		
			SAMIR SHAH-UAD ENFORCEMENTS/8/21	605-13-2272		/ /		
			4/28/2021			/ /		
			SAMIR SHAH-UAD ENFORCEMENTS/9/21	605-13-2272		/ /		
DWI DISTRIBUTION GRANT 1030.30								
01 0	116158	NEXTIVA INC	VOIP PHONES INVOICE#36630805186	401-10-2207	2051821	05/18/2021		8.22
	8.22		ACCT#2029540					
05/18/2021								
COUNTY MANAGER 8.22								
01 0	116159	NM BOARD OF PHARMACY	REQUEST FOR FACILITY INSPECTION	411-92-2230	2851821	05/18/2021		150.00
	150.00		CHANGE OF LOCATION FROM					
05/18/2021			903 N. FIFTH ST TO					
			753 SALT MISSION TRAIL					
			MCINTOSH, NM 87032					
			LICENSE # CL00000103					
			ACCT#LICENSE NO. CL00000103					
1/4% FIRE EXCISE TAX 150.00								
01 0	116160	NM COUNTY INSURANCE AUTHORITY	MULTILINE DEDUCTIBLE LUCILLE	401-05-2212	351821	05/18/2021		5000.00
	5000.00		ENCINAS INVOICE#ML001355 ACCT#					
05/18/2021			31					
COUNTY COMMISSION 5000.00								
01 0	116161	NM COUNTY INSURANCE AUTHORITY	MULTILINE DEDUCTIBLE YVONNE	401-05-2212	2751821	05/18/2021		5000.00
	5000.00		MONTOYA INVOICE#ML001356					
05/18/2021			ACCT#31					
COUNTY COMMISSION 5000.00								
01 0	116162	NM SHERIFFS ASSOCIATION	MEMBERSHIP DUES	401-50-2269	1751821	05/18/2021		320.00

320.00
05/18/2021

SHERIFF RIVERA/INVOICE#147-
000705

36489

CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
COUNTY SHERIFF		320.00						
01 0	116163	POWER PHONE INC	EMD RECERTIFICATION ONLINE	911-85-2266	2451821	05/18/2021	36450	152.88
	166.10		COURSE - S. CARROLL & J. TUCKER				36450	
05/18/2021			NM GRT	911-85-2266	/	/	36450	13.22
			INVOICE#72290					
DEA TRAINING GRANT		166.10						
01 0	116164	PRESBYTERIAN MEDICAL SERVICES	MPHC RPHCA FY 2021 FOR APRIL	616-17-2272	851821	05/18/2021		7502.00
	7502.00		2021 DAILY OPERATIONS INVOICE#					
05/18/2021			APR-21					
RPHCA GRANT FY21		7502.00						
01 0	116165	RICH FORD SALES	SQUAD 5 MILEAGE 27095		1251821		36432	
	107.82		VIN 1FDLF47FXSEA40410 LP G21958				36432	
05/18/2021			DIAGNOSE GROWLING SOUND WHEN	405-91-2201	/	/	36432	99.95
			PUSHING IN CLUTCH CAUSED BY PTO				36432	
			TRANSFER CASE ASSEMBLY				36432	
			SALES TAX	405-91-2201	/	/	36432	7.87
			INVOICE#6802071/1					
STATE FIRE ALLOTMENT		107.82						
01 0	116166	SAMBA HOLDINGS, INC.	DL MONITORING & BACKGROUND CHECK 413-91-2271		2651821	05/18/2021	35408	210.14
	210.14		INVOICE#INV00622530 ACCT#					
05/18/2021			M00004795 STATE FEE DATA FEE					
			Q LICENSE SUBSCRIPTION					
			04/01/2021 - 04/30/2021					
STATE FIRE ALLOTMENT		210.14						
01 0	116167	SANTA FE COUNTY	INMATE HOUSING INVOICE#TOR	420-70-2172	1651821	05/18/2021		570.00
	570.00		4-2021					
05/18/2021								
ADULT INMATE CARE		570.00						
01 0	116168	SOUND & SIGNAL SYSTEMS OF NM	INMATOR FOR CCTV SYSTEM	401-05-2611	151821	05/18/2021	36330	2813.14
	3043.46		MISC MATERIALS				36330	
05/18/2021			NMGR	401-05-2611	/	/	36330	230.32
			ADDDITIONAL CAMERAS				36330	
			ACCT#3-5088-00160					
COUNTY COMMISSION		3043.46						
01 0	116169	SOUND & SIGNAL SYSTEMS OF NM	INMATOR FIRE ALARM INSPECTION	401-10-2271	1451821	05/18/2021	36173	812.23
	812.23		& TESTING FOR COUNTY				36173	
05/18/2021			ADMINISTRATION & JUDICIAL				36173	
			COMPLEX PER NEPA 72				36173	
			INVOICE#588000242/588000241					
			ACCT#TORRAN9510					
COUNTY MANAGER		812.23						
01 0	116170	STAPLES BUSINESS ADVANTAGE	L-SHAPED DESK (SGT. COLLIER)	401-50-2219	1851821	05/18/2021	36355	698.40

698.40
05/18/2021

INVOICE#3473890065 ACCT#
70109685

CK#	DATE	Name	698.40	Description	Line Item	Invoice #	DATE	PO #	Amount
COUNTY SHERIFF			698.40						
01 0	116171	STAPLES BUSINESS ADVANTAGE		EVERY NOTERY SEALS	401-90-2219	2251821	05/18/2021	36398	11.36
	81.76			PILOT V RAZER POINT PENS	401-90-2219	/	/	36398	12.68
	05/18/2021			9X12 ENVELOPES	401-90-2219	/	/	36398	57.72
				INVOICE#3474177891/3474177890					
				ACCT#394849					
PROBATE JUDGE			81.76						
01 0	116172	TECHNICON TRAINING & CONSULTINGFIELD TRAINING OFFICER (FTO)		SCHWERDEL & QUINTANA	410-50-2266	1951821	05/18/2021	36505	770.00
	770.00			INVOICE#21-FTO-1				36505	
COUNTY SHERIFF			770.00						
01 0	116173	TJ ENTERPRISES AUTO SUPPLY		MISC PARTS/SUPPLIES FOR	401-65-2201	1151821	05/18/2021	36434	43.35
	43.35			COUNTY FACILITIES VEHICLE FLEET				36434	
	05/18/2021			ACCT#1185					
OPERATIONS & MAINTENAN			43.35						
01 0	116174	TLC PLUMBING & UTILITY		DIAGNOSE AND/OR REPAIR	402-61-2215	251821	05/18/2021	36430	560.95
	560.95			TROUBLESHOOT ROAD SHOP FLOOR				36430	
	05/18/2021			DRAIN & BATHROOM COUNTY				36430	
				ROAD SHOP				36430	
				TEMP PO 0414202101				36430	
				DIAGNOSE AND/OR REPAIR				36430	
				SEWER LINE BETWEEN COUNTY ADMIN				36430	
				AND THE COUNTY ROAD DEPT.				36430	
				INVOICE#R29386901 ACCT#5053155				36430	
				888					
COUNTY ROAD SHOP			560.95						
92		247470.45	/	TOTAL					

DEBITS CREDITS

** GRAND TOTAL **	247,470.45	.00
**TOTAL	83,004.98	.00
GENERAL FUND		
COUNTY COMMISSION	50,214.41	.00
MAINTENANCE & REPAIRS - VEHICLES	282.01	.00
TELECOMMUNICATIONS	101.88	.00
OTHER INSURANCE PREMIUMS-PROF/LI	10,000.00	.00
CONTRACT - KXNM COMMUNITY FOUNDA	1,334.50	.00
CO - BUILDINGS & IMPROVEMENTS	38,496.02	.00
PLANNING & ZONING	335.76	.00
TRAVEL - EMPLOYEES	244.00	.00
TELECOMMUNICATIONS	91.76	.00
COUNTY MANAGER	4,946.91	.00
CONTRACTS - EQUIPMENT MAINT	318.62	.00
TELECOMMUNICATIONS	415.20	.00
SUPPLIES - GENERAL OFFICE	70.98	.00
CONTRACT - OTHER SERVICES	1,442.11	.00
CONTRACT - PROFESSIONAL SERVICES	2,700.00	.00
ADMINISTRATIVE OFFICES MAINTENAN	346.88	.00
CONTRACTS - EQUIPMENT MAINT	232.32	.00
MAINTENANCE & REPAIRS-GROUNDS/RO	114.56	.00
JUDICIAL COMPLEX MAINTENANCE	290.33	.00
CONTRACTS - EQUIPMENT MAINT	58.79	.00
TELECOMMUNICATIONS	116.98	.00
MAINTENANCE & REPAIRS-GROUNDS/RO	114.56	.00
COUNTY CLERK	318.86	.00
TELECOMMUNICATIONS	108.88	.00
SUPPLIES - GENERAL OFFICE	209.98	.00
MOUNTAINAIR HEALTH CLINIC MAINT	120.22	.00
MAINTENANCE & REPAIRS-BUILD/STRU	5.66	.00
MAINTENANCE & REPAIRS-GROUNDS/RO	114.56	.00
HEALTH DEPT BLDG MAINTENANCE	5.66	.00
MAINTENANCE & REPAIRS-BUILD/STRU	5.66	.00
MOUNTAINAIR SENIOR CENTER MAINT	179.66	.00
TELECOMMUNICATIONS	59.44	.00
MAINTENANCE & REPAIRS-BUILD/STRU	5.66	.00
MAINTENANCE & REPAIRS-GROUNDS/RO	114.56	.00
COUNTY TREASURER	370.00	.00
TELECOMMUNICATIONS	317.22	.00
PRINTING/PUBLISHING/ADVERTISING	24.78	.00
CONTRACT - OTHER SERVICES	28.00	.00
ESTANCIA SENIOR CENTER MAINT	383.01	.00
TELECOMMUNICATIONS	262.80	.00
MAINTENANCE & REPAIRS-BUILD/STRU	5.66	.00
MAINTENANCE & REPAIRS-GROUNDS/RO	114.55	.00
MORIARTY SENIOR CENTER MAINT	291.98	.00

401-37-2207
401-37-2215

TELECOMMUNICATIONS
MAINTENANCE & REPAIRS-BUILD/STRU

171.77
5.66

.00
.00

DEBITS CREDITS

401-37-2238	MAINTENANCE & REPAIRS-GROUNDS/RO	114.55	.00
**DEPT	COUNTY ASSESSOR	840.92	.00
401-40-2207	TELECOMMUNICATIONS	212.92	.00
401-40-2219	SUPPLIES - GENERAL OFFICE	248.00	.00
401-40-2266	EMPLOYEE TRAINING	380.00	.00
**DEPT	GRANT ADMINISTRATION	51.04	.00
401-49-2207	TELECOMMUNICATIONS	51.04	.00
**DEPT	COUNTY SHERIFF	7,229.98	.00
401-50-2207	TELECOMMUNICATIONS	2,921.00	.00
401-50-2219	SUPPLIES - GENERAL OFFICE	698.40	.00
401-50-2231	SUPPLIES - WEAPONS/AMMUNITION	2,319.58	.00
401-50-2269	SUBSCRIPTIONS/DUES/FEES	320.00	.00
401-50-2272	CONTRACT - PROFESSIONAL SERVICES	971.00	.00
**DEPT	COUNTY FAIR	5.66	.00
401-53-2215	MAINTENANCE & REPAIRS-BUILD/STRU	5.66	.00
**DEPT	FINANCE DEPARTMENT	163.41	.00
401-55-2207	TELECOMMUNICATIONS	163.41	.00
**DEPT	ATTORNEY	232.83	.00
401-56-2207	TELECOMMUNICATIONS	45.88	.00
401-56-2269	SUBSCRIPTIONS/DUES/FEES	186.95	.00
**DEPT	OPERATIONS & MAINTENANCE	14,526.78	.00
401-65-2201	MAINTENANCE & REPAIRS - VEHICLES	43.35	.00
401-65-2207	TELECOMMUNICATIONS	388.38	.00
401-65-2213	CONTRACT - IT SERVICES	5,962.35	.00
401-65-2236	SUPPLIES - UNIFORMS	65.90	.00
401-65-2248	SUPPLIES - SAFETY	50.00	.00
401-65-2617	CO - EQUIPMENT & MACHINERY	8,016.80	.00
**DEPT	ANIMAL SERVICES	2,068.92	.00
401-82-2207	TELECOMMUNICATIONS	440.55	.00
401-82-2215	MAINTENANCE & REPAIRS-BUILD/STRU	5.66	.00
401-82-2222	SUPPLIES - FIELD	1,549.21	.00
401-82-2271	CONTRACT - OTHER SERVICES	73.50	.00
**DEPT	PROBATE JUDGE	81.76	.00
401-90-2219	SUPPLIES - GENERAL OFFICE	81.76	.00
**TOTAL	ROAD FUND	18,806.23	.00
**DEPT	COUNTY ROAD DEPARTMENT	18,245.28	.00
402-60-2202	SUPPLIES - VEHICLE FUEL	7,581.54	.00
402-60-2207	TELECOMMUNICATIONS	1,144.04	.00
402-60-2244	MAINTENANCE & REPAIRS-MACHINERY	9,519.70	.00
**DEPT	COUNTY ROAD SHOP	560.95	.00
402-61-2215	MAINTENANCE & REPAIRS-BUILD/STRU	560.95	.00
**TOTAL	DISTRICT 5 VFD	538.03	.00
**DEPT	STATE FIRE ALLOTMENT	538.03	.00
405-91-2201	MAINTENANCE & REPAIRS - VEHICLES	107.82	.00
405-91-2207	TELECOMMUNICATIONS	389.53	.00

405-91-2210

UTILITIES - WATER

40.68

.00

**TOTAL

DISTRICT 2 VFD

93.36

.00

DEBITS

CREDITS

**DEPT	STATE FIRE ALLOTMENT	.00
406-91-2207	TELECOMMUNICATIONS	.00
**TOTAL	DISTRICT 1 VFD	.00
**DEPT	STATE FIRE ALLOTMENT	.00
407-91-2207	TELECOMMUNICATIONS	.00
**TOTAL	DISTRICT 3 VFD	.00
**DEPT	STATE FIRE ALLOTMENT	.00
408-91-2207	TELECOMMUNICATIONS	.00
**TOTAL	DISTRICT 4 VFD	.00
**DEPT	STATE FIRE ALLOTMENT	.00
409-91-2207	TELECOMMUNICATIONS	.00
**TOTAL	L.B. PROTECTION FUND	.00
**DEPT	COUNTY SHERIFF	.00
410-50-2266	EMPLOYEE TRAINING	.00
**TOTAL	COUNTY FIRE PROTECTION FUND	.00
**DEPT	1/4% FIRE EXCISE TAX	.00
411-92-2219	SUPPLIES - GENERAL OFFICE	.00
411-92-2230	SUPPLIES - MEDICAL	.00
411-92-2271	CONTRACT - OTHER SERVICES	.00
**TOTAL	FIRE DEPARTMENT ADMIN	.00
**DEPT	STATE FIRE ALLOTMENT	.00
413-91-2207	TELECOMMUNICATIONS	.00
413-91-2271	CONTRACT - OTHER SERVICES	.00
**TOTAL	DISTRICT 6 VFD	.00
**DEPT	STATE FIRE ALLOTMENT	.00
418-91-2207	TELECOMMUNICATIONS	.00
**TOTAL	JAIL FUND	.00
**DEPT	ADULT INMATE CARE	.00
420-70-2172	CARE OF INMATES	.00
420-70-2207	TELECOMMUNICATIONS	.00
**DEPT	COMMUNITY MONITORING	.00
420-73-2207	TELECOMMUNICATIONS	.00
**DEPT	TRANSPORTATION OF PRISONERS	.00
420-74-2207	TELECOMMUNICATIONS	.00
420-74-2222	SUPPLIES - FIELD	.00
**TOTAL	ENVIRONMENTAL INTERCEPT	.00
**DEPT	ENVIRONMENTAL GROSS RECEIPTS TAX	.00
423-26-2301	EVSWA JPA EGRT	.00

**TOTAL

SAFETY PROGRAM

2,767.41

.00

911-80-2207
911-80-2215

TELECOMMUNICATIONS
MAINTENANCE & REPAIRS-BUILD/STRU

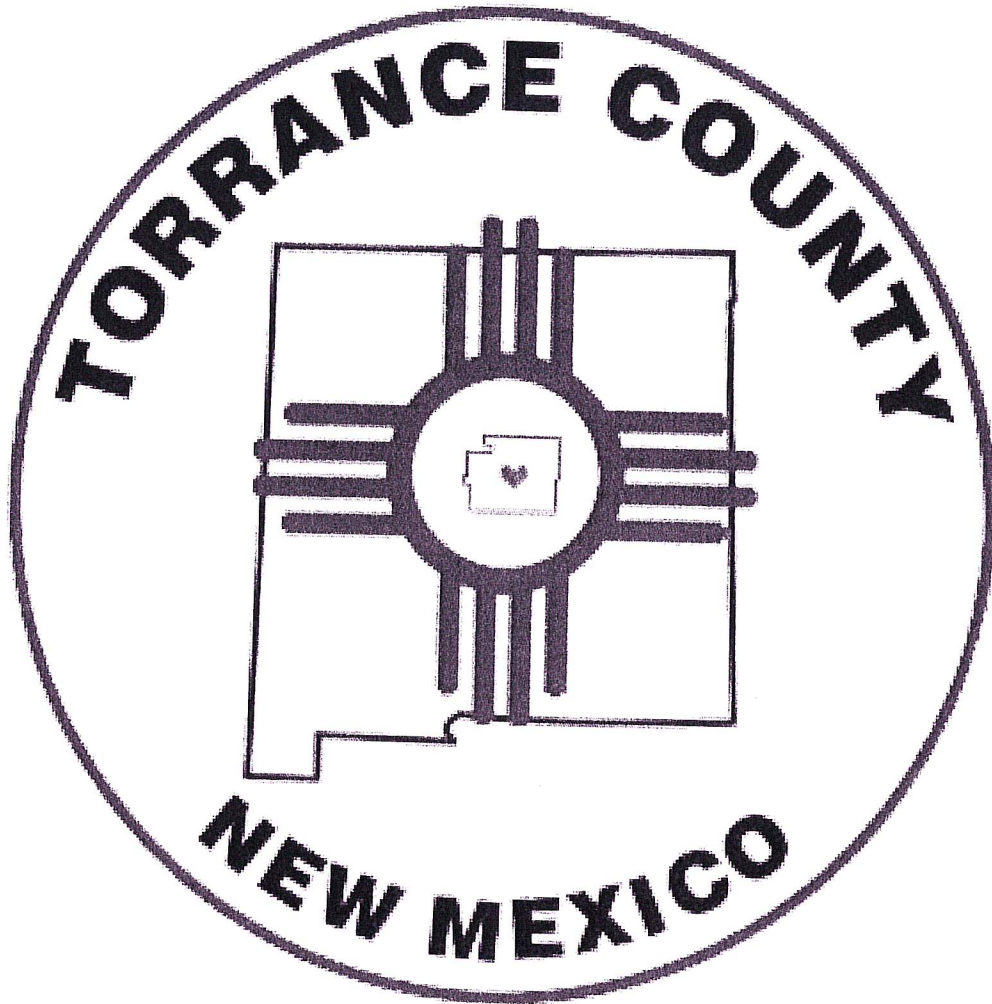
1,049.30
5.67

.00
.00

DEBITS

CREDITS

Account Number	Description	Debit	Credit
911-80-2221	PRINTING/PUBLISHING/ADVERTISING	108.67	.00
**DEPT	DFA TRAINING GRANT	166.10	.00
911-85-2266	EMPLOYEE TRAINING	166.10	.00
BANK01	US BANK	247,470.45	.00
	** BANK TOTALS **	247,470.45	.00



Agenda Item
No. 9-B



Torrance County Board of Commissioners

Meeting 5/26/2021

Item 9B

Department: Planning & Zoning

Prepared By: Janice Barela

Title: Motion to approve Special Waste Landfill renewal, Special Waste Disposal LLC, Public Hearing conducted on May 5, 2021.

Sponsor:

Planning & Zoning Department

Action:

Motion to approve Special Waste Landfill renewal, Special Waste Disposal LLC, Public Hearing conducted on May 5, 2021.

Summary:

During the regular meeting of the Torrance County Planning & Zoning Board (Board) on Wednesday, May 5, 2021, at 9:30 a.m., the Board conducted the Public Hearing to review the application and to hear testimony in regards to Special Waste Disposal, LLC's annual renewal of their special use permit as a Solid Waste Landfill. The Board advanced a "Do Pass" recommendation for the Board of County Commissioners' approval of this application.

Significant Issues:

- Zoning Director Steve Guetschow viewed the site and observed little change from last year.
- The State of New Mexico Environmental Department (NMED) completed the report of their inspection of Special Waste Disposal, LLC's site (also known as Keers Asbestos Landfill) in March 2021. The report was favorable and Special Waste passed on everything. The State performs testing to make sure there is no hazard to the surrounding community. These inspections/testings may occur by appointment or they just show up.
- There are only two types of waste received at this site: asbestos and a land farm for hydro carbonated soils. The sun abates most of the waste at the land farm. Asbestos is deposited in cells.
- Special Waste Disposal, LLC has been a partner in the community for 30 years.
- All of Special Waste Disposal, LLC's employees reside in Torrance County.
- If Special Waste Disposal LLC ever closes, NMED requires that they return the land to the condition prior to operating a landfill. Each year, as part of the report, NMED provides the estimated cost to accomplish the land restoration. The cost estimate is \$65,795.00.

Financial:

- Quarterly, Special Waste Disposal, LLC, per an agreement with the County, pays the County tipping fees. For FY2021, the total amount they paid to the County was \$8,036.41.
- The tipping fees are deposited into Safety Fund Keer's Asbestors Fees, line item 600-00-1006.
- The Safety Committee uses these funds to purchase anything and everything safety related for various departments, ie: hard hats (Road), electrostatic sprayers (COVID), GPS units and flashlights (Sheriff's Office).

Staff Recommendation:

Approval.



Torrance County

Planning & Zoning

PO Box 48

205 9th Street

Estancia, NM 87016

(505) 544-4390 Main Line (505) 384-5294 Fax

www.torrancecountynm.org

May 6, 2021

Re: Renewal of Special Waste permit for Special Waste Disposal, LLC

Dear Commissioners,

During the regular meeting of the Torrance County Planning & Zoning Board on Wednesday, May 5th at 9:30 a.m. the Board conducted the Public Hearing to review the application and hear testimony in regards to Special Waste Disposal, llc's annual renewal application.

The public hearing was conducted by County Attorney John Buttrick who swore in all persons who gave testimony and advised the P&Z Board on their options. The public had the opportunity to attend the meeting in person, via telephone, or Zoom.

The P&Z Board advanced a "do pass" recommendation for your approval of this application.

Sincerely,

A handwritten signature in blue ink, appearing to read "Steve Guetschow".

Steve Guetschow
Torrance County
Planning & Zoning Director
sguetschow@tcnm.us

Vice Chairman DuCharme requested a motion. Mrs. Langell made a motion to approve Action Item 2. Mr. Frost seconded.

Vice Chairman DuCharme began the roll call vote with Gail Langell: Aye, Vice Chairman Art Ducharme: Aye, Jim Frost: Aye. All in favor. Motion carried.

Chairman Lawson returned to the Chambers.

3. Claim of Exemption # 7: Lot Line Adjustment

Applicant: Gaylen Hinch
Agent: Self
Site: Lying within the NW4 and NE4, Section 17, T.6N., R.7E., NMPM
Zone: AP-40, Agricultural Preservation District, 40 Acre minimum

Chairman Lawson introduced the item. Mr. Gaylen Hinch came forward and was sworn. He explained the purpose of the application. Each parcel has utilities and septic. Chairman Lawson asked for comments in favor of the action. Mr. Paul Giles came forward and was sworn. He asked Mr. Hinch if the fence would be moved to run east to west. Mr. Hinch explained Mr. Giles had the wrong parcel. Chairman Lawson asked for comments in opposition to the item. Mr. Guetschow explained that letter of opposition had been received by Planning & Zoning from Jodi Sullivan. He read that letter and his response in to the record. Chairman Lawson asked staff for comment. Mr. Guetschow explained there was a minor scrivener's error in the general notes which had been corrected. The application was in compliance. Chairman Lawson referred the matter to the Board for questions or comments. Vice Chairman DuCharme had a general question in regards to State survey requirements. Mr. Guetschow explained when a survey was required, made a historical reference, and surveyor responsibilities. Chairman Lawson requested a motion. Mr. Frost made a motion to approve Action Item 3. Mrs. Langell seconded.

Chairman Lawson began the roll call vote with Gail Langell: Aye, Vice Chairman Art Ducharme: Aye, Jim Frost: Aye, Chairman Harlan Lawson: Aye. All in favor. Motion carried.

10:18am Planning & Zoning regular business meeting in recess. The audio recording disk was changed.

Vice Chairman DuCharme made a motion to recess regular business and begin the public hearing for Action Item 4, Renewal of Solid Waste District. Mrs. Langell seconded.

Chairman Lawson began the roll call vote with Gail Langell: Aye, Vice Chairman Art Ducharme: Aye, Jim Frost: Aye, Chairman Harlan Lawson: Aye. All in favor. Motion carried.

10:28am Public Hearing in session.

County Attorney John Butrick explained he would administrate the Public Hearing and the format.

4. Renewal of Solid Waste District

Applicant: Special Waste Disposal (Keers Industries)
Agent: Adrian Montano
Site: Within the N2 of Section 19 and within the NW4 of Section 20, T.2N., R.8E.
NMPM and being addressed as 91 Liberty Valley Road.
Zone: Solid Waste Management District (SW)

Mr. Adrian Montano came forward and was sworn. He explained the application and that Special Waste had been a partner in the community for thirty years. There had been zero violations and all of their employees resided in Torrance County. Special Waste was seeking to continue that partnership. **County Attorney John Butrick** asked if any of the audience present or attending via Zoom had questions at this time. There were none. He then asked if there was anyone to speak in support to make themselves known and be sworn in to testify. There were none. He asked if there was anyone in opposition who wished to testify. There were none. He asked Mr. Montano if he had further comment. **Mr. Montano** stated he did not. **County Attorney John Butrick** referred the matter to the Board for question or comment. **Chairman Lawson** asked staff, Mr. Guetschow if he had comment. **Mr. Guetschow** was sworn. He explained the renewal application and that Special Waste Services, LLC must come before the County every year for permit renewal. The Board's decision today would be presented to the County Commission at their meeting on May 26, 2021 for final approval under Section 24 parts C & F under public hearings. He had been to site and there was little change from last year. Mr. Guetschow referred to the State inspection report in the package that was completed March of 2021. The report was favorable and Special Waste passed on everything. There were some changes in ownership of neighboring properties. There were no responses to the letters of notification. Public notice was posted in the newspaper. He referred to the photo report which showed the public notice sign posted at the property. Special Waste districts zoning regulations were covered under Section 15. **County Attorney John Butrick** asked the general public if there were questions for Mr. Guetschow. There were none. **County Attorney John Butrick** gave the floor to Vice Chairman DuCharme. **Vice Chairman DuCharme** asked Mr. Montano for clarification as to what types of special waste were accepted. **Mr. Montano** explained asbestos and a land farm for hydro carbonated soils. The sun abated most of the waste at the land farm. Asbestos was deposited in cells. The State performs testing to make sure there is no hazard to the surrounding community. Special Waste has never been a breach of any of the cells in about thirty years. These were the only two types of waste received. Mr. Montano explained the difference between hazardous waste and special waste. **Vice Chairman DuCharme** asked about the Environmental Department inspection frequency. **Mr. Montano** explained inspections were at least once a year, sometimes by appointment, sometimes they just show up. **Vice Chairman DuCharme** asked about airborne asbestos particles. **Mr. Montano** explained product was immediately covered in 6mil, 10mil, and 20 mil poly. Once deposited in cells product was immediately covered in soil. **Vice Chairman Ducharme** asked how many years the site would be monitored after closure. **Mr. Montano** thought ten years. They were also required to reclaim the site to original condition after closure. **Vice Chairman Ducharme** noted the number of cells and asked if there was room for expansion. **Mr. Montano** explained it was estimated that they had the capacity to potentially operate for another thirty years. **Vice Chairman DuCharme** noted the restoration after closure cost estimate, thought it low and asked when, and if adjustments were made. **Mr. Montano** explained figures had to be supplied to NMED on an annual basis. Restoration cost estimates were dictated by NMED. **Chairman Lawson** asked if the poly material used was totally sealed before it was buried, and how it was sealed. **Mr. Montano** confirmed and explained the material was goose necked bags that were "zipped up." **Chairman Lawson** noted the site had to be monitored for leaks and asked if probes were used. **Mr. Montano** confirmed and explained the reporting process. **Mr. Frost** commented that he remembered when this site was opened and that for thirty years the Board had asked the same questions. **Vice Chairman DuCharme** noted the runoff mitigation measures that had been taken. **County Attorney John Butrick** asked if the Board had any further questions, comments, or discussion. **Chairman Lawson** asked for a motion to make a recommendation to the County Commission. **Vice Chairman DuCharme** made a motion to recommend to the Commission that the Special Waste site be approved for another year. **Mr. Frost** seconded.

Chairman Lawson began the roll call vote with Jim Frost: Aye, Vice Chairman Art Ducharme: Aye, Gail Langell: Aye, Chairman Harlan Lawson: Aye. All in favor. Motion carried to recommend approval.

Chairman Lawson asked for motion to exit the Public Hearing. **Mr. Frost** made a motion to exit the Public Hearing. **Vice Chairman DuCharme** seconded.

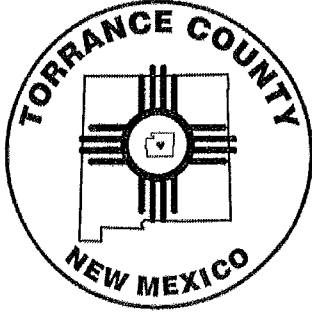
Chairman Lawson began the roll call vote with Jim Frost: Aye, Vice Chairman Art Ducharme: Aye, Gail Langell: Aye, Chairman Harlan Lawson: Aye. All in favor. Motion carried.

10:47am Public Hearing concluded

10:49am Regular business meeting back in session

NOTICE

During the regular meeting on May 5, 2021 at 9:30 a.m. the Torrance County Planning & Zoning Board will hold a Public Hearing to consider the application for renewal of a Solid Waste permit to allow Special Waste Disposal, Inc. to continue operations at their landfill facility located within the NE4 of the NW4 of the NE4 of Section 19, & the W2 of the NW4 & the NE4 of the NW4 of Section 20 T.2N., R.8E., NMPM being 91 Liberty Valley road.



Torrance County

Planning & Zoning

PO Box 48

205 S 9th Street

Estancia, NM 87016

(505) 544-4393 Main Line (505) 384-5294 Fax

www.torrancecountynm.org

April 22, 2021

Re: Renewal for Special Waste Facility Permit.

To Whom it May Concern:

This letter is to inform you Special Waste Disposal, Inc., have applied for a renewal to their Special Waste Facility Permit. The subject property is located within the N2 of Section 19 and within the NW4 of Section 20, T.2N., R.8E. NMPM and being addressed as 91 Liberty Valley Road. This action item will come before the Planning and Zoning Board for a Public Hearing at our next meeting on May 5, 2021. The meeting will begin at 9:30 a.m. and is held at the Torrance County Administrative Offices, 205 S 9th Street, Estancia.

Please plan to attend, have a representative attend in your place, or send a letter marked ATTN: P&Z Director to the address above if you would like to voice an opinion in support of or in opposition to this application. If you have any questions or concerns, please contact me at (505) 544-4391.

Due to the Governor's Public Health Order the public is encouraged ***not to attend*** the meeting in person. The public may attend via teleconference by dialing 505-544-4339 and entering conference id 546375.

Please make comment only during the comment phase of each item, see format (re: items 3 and 4 appear on page 3). Please be courteous to other callers by not attempting to speak while others comment. Everyone who wishes to comment will be given the opportunity to do so.

The public may also attend via Zoom using the following information:

Torrance County is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting

<https://zoom.us/j/91948965391?pwd=ZfJwQ01RcFVUdEVZSGNyY1NXZ0hWZz09>

Meeting ID: 919 4896 5391

Passcode: 134124

One tap mobile

+16699009128,,91948965391#,,,,*134124# US (San Jose)

+12532158782,,91948965391#,,,,*134124# US (Tacoma)

Dial by your location

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 646 558 8656 US (New York)

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

Meeting ID: 919 4896 5391

Passcode: 134124

Find your local number: <https://zoom.us/j/91948965391>

Regards,

Steve Guetschow
Planning & Zoning Director
sguetschow@tcnm.us

TORRANCE COUNTY

NOTICE OF ACTION ON NE 1/4, NW 1/4 & NW 1/4 SEC. 19
& THE W 1/2 NW 1/4 & NE 1/4, NW 1/4 OF SEC. 20 T. 2N R. 8E
FOR RENEWAL OF SOLID WASTE PERMIT
FOR SPECIAL WASTE DISPOSAL

THE COUNTY ZONING BOARD HAS SCHEDULED A PUBLIC MEETING ON (DATE/TIME)

THE COUNTY HAS SCHEDULED A PUBLIC MEETING ON (DATE/TIME)

MAY 5, 2021 @ 9:30 AM

THE COUNTY HAS SCHEDULED A PUBLIC HEARING ON (DATE/TIME)

AT THE COUNTY ADMINISTRATIVE BUILDING
FOR INFORMATION CALL (505) 544-4391 OR FAX (505) 384-5294

THIS SIGN SHALL BE POSTED

FROM 4/19 TO 5/6

IT IS ILLEGAL FOR AN UNAUTHORIZED PERSON TO REMOVE OR TAMPER 04/19/2021 10:40

FREE COPY

Torrance County
 Planning & Zoning

APR 01 2021

Received by: DS
 Time: 9:20

Parcel ID# 0025
 Torrance County Planning & Zoning

Application for Special Review and Approval

- Check One
- Establishment or Renewal of a Solid Waste District
 - Establishment of a Special Use (\$1,500.00 filing fee)

For Special Use Application review additional required information is described in the Torrance County Zoning Ordinance. You must submit **fifteen (15)** complete copies of your Special Use application package at the time of submission.

*Plz Board
 Do Pass 3/15/21
 Suspended
 March 21*

- Modification of Land Use within a Special Use Zone District \$200.00 filing fee
- Renewable Conditional Use Permit \$200.00 filing fee
- Variance for the Following Reason(s): \$200.00 filing fee

Please note that for a **Conditional Use Permit** or a **Variance** you must submit **ten (10)** complete copies of your application package at the time of submission.

- Area
- Distance
- Use
- Livestock Numbers
- Setback
- Off-Street Parking/Loading
- Dwellings per Lot
- Home Based Business

Applicant: Special Waste Disposal Telephone: 505-828-2650
 Mailing Address: 5904 Florence Ave NE Albuquerque NM 87113
 Agent (if any): Chappell Law Firm Telephone: 505-878-9600
 Mailing Address: 7411 Jefferson St NE Ste A Albuquerque NM 87109

Reason for requested Special Review and Approval (For Variances, include the exceptional conditions you believe justify the request):
Renewal

Location of Property (Street Address and Legal Description of Property):
91 Liberty Valley Rd Mountainair NM 87036
 Zoning of Property: Special Use Present Use: Solid Waste Landfill

Instructions: In accordance with Section 26B and Resolution 2014-50, this application must be accompanied by the filing fee of \$200.00 (unless applying for a Special Use District). Also include 10 copies of an accurate sketch plan showing the location of the property in question; locations of structures on the property and adjoining properties; all abutting streets and alleys; proposed special exceptions; and north arrow. Please attach a copy of the Deed and Recorded Survey.

Applicant's Signature: [Signature]

**TORRANCE COUNTY, NEW MEXICO
PLANNING AND ZONING**

SOLID WASTE PERMIT

This permit authorizes the special use of land as a solid waste landfill as established by the Torrance County Zoning Ordinance

This Solid Waste Facility Permit is renewable on an annual basis. The operator of the Solid Waste Facility is required to submit a renewal application with the Planning & Zoning office thirty (30) days prior to the expiration date of this permit under the provisions stated in Section 15.D.2 of the Torrance County Zoning Ordinance.

Solid Waste permit granted to:

KEERS INDUSTRIES, LLC, dba: Keers Environmental & Special Waste Disposal

MAILING ADDRESS:

5904 Florence Ave. NE
Albuquerque, NM 87113

LEGAL DESCRIPTION OF PROPERTY:

**Within the N2 of Section 19 and within the NW4 of Section 20
T.2N., R.8E. NMPM and located at 91 Liberty Valley Rd.**

This permit is non-transferrable. In the event the ownership of the solid waste facility changes the new owner(s) shall apply for permit immediately upon completion of the change in ownership.

DATE OF EXPIRATION:

June 1, 2021

Please apply for renewal at least thirty (30) days prior to the expiration date.

Provide any NM State agency inspection reports received since the last approval.

APPROVED BY THE TORRANCE COUNTY COMMISSION ON: **May 27, 2020**

SIGNED:


Steven J. Guetschow

Planning & Zoning Director





March 22, 2021

To whom it may concern:

This letter of intent to renew establishes that Special Waste Disposal Inc. has had one inspection since the last renewal and no violations per NMED requirement. All staff and contact information remains as is. We are including the Inspection Report for your review.

Regards,

A handwritten signature in black ink, appearing to read "Adrian Montano", is written over a light blue horizontal line.

Adrian Montano

amontano@specialwastenm.com

505-823-9006



[Space Above Reserved for Recording Purposes]

Warranty Deed

THIS DEED, made this 18th day of November, 2019 between Keers Environmental, Inc.

the grantor, and Special Waste Disposal, Inc.

the grantee, whose address is 5904 Florence Ave, NE
Albuquerque, NM 87113

WITNESSETH, that the grantor, for and in consideration of the sum of

DOLLARS (\$

), the receipt and sufficiency of

which is hereby acknowledged and received, and for other good and valuable consideration, has granted bargained, sold and conveyed, and by these presents does grant, bargain sell, convey and confirm unto the grantee, their heirs and assigns forever, all the real property, together with improvements, if any, situate and being in the County of Torrance, State of New Mexico, described as follows:

The Northeast Quarter of the Northwest Quarter (NE1/4NW1/4), and the Northwest Quarter (NE1/4) of Section Nineteen (19); the West Half of the Northwest Quarter (W1/2NW1/4), and the Northeast Quarter of the Northwest Quarter (NE1/4NW1/4) of Section Twenty (20), Township Two (2) North, Range #ight (8) East, N.M.P.M.

Also known as street and number

TOGETHER with all and singular hereditaments and appurtenances thereunto belonging, or in anywise appertaining and the reversion and reversions, remainder and remainders, rents, issues, and profits thereof, and all the estate, right, title, interest, claim and demand whatsoever of the said grantor, either in law or equity, of, in and to the above bargained premises, with the hereditaments and appurtenances.

TO HAVE AND TO HOLD the said premises above bargained and described, with the appurtenances, unto the said grantee, their heirs and assigns forever. And the said grantor, for himself, his heirs, and personal representatives, does covenant, grant bargain and agree to and with the grantee, their heirs and assigns, that at the time of the encasing and delivery of these presents, is well seized of the premises above conveyed, has good, sure, perfect, absolute indefeasible estate if inheritance, in law, in fee simple, and has good right, full power and lawful authority to grant, bargain, sell and convey the same in manner and form aforesaid, and that the same are free and clear from all former and other grants, bargains, sales, liens, taxes, assessments, encumbrances and restrictions of any kind or nature whatsoever, except any easements, restrictions, covenants, zoning ordinances and rights-of-way of record and property taxes accruing subsequent to _____, a lien not yet due and payable.

The grantor shall and will WARRANT AND FOREVER DEFEND the above-bargained premises in the quiet and peaceable possession of the grantee, his heirs, and assigns, against all and every person or persons lawfully claiming the whole or any part thereof. The singular shall include the plural, the plural shall include the singular, and the use of any gender shall be applicable to all genders.

IN WITNESS WHEREOF, the grantor has executed this deed on the date set forth above

[Signature] Grantor
[Signature] Grantor

STATE OF New Mexico)
COUNTY OF Bernalillo) ss:

On November 18, 2019, before me, Tina Benham, a notary public in and for said state personally appeared Brian J. Kilcup, personally known to me (or proved to me based upon satisfactory evidence) to be the person(s) whose name(s) are subscribed to the within instrument and acknowledged that (s)he/they executed the same in his/her/their signature on the instrument the person(s) or entity on behalf of which they acted, executed the instrument.

Witness my hand and official seal

[Signature]
NOTARY PUBLIC
My commission expires 7/2/23

[NOTARY SEAL]

Official Seal
Tina Benham
Notary Public - State of New Mexico
My Commission Expires: 7/2/23

TORRANCE COUNTY
LINDA JARAMILLO, CLERK
002192794
Book 341 Page 4197
1 of 1
11/21/2019 08:48:57 AM
BY SYLVIA

PARCEL ID# _____
to _____

After recording, please return

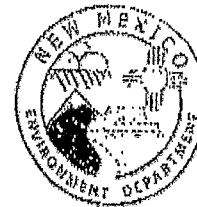


Michelle Lujan Grisham
Governor

Howie C. Morales
Lt. Governor

NEW MEXICO
ENVIRONMENT DEPARTMENT

Solid Waste Bureau
1190 Saint Francis Drive, Room N-2150
PO Box 5469
Santa Fe, NM 87502-5469
Telephone (505) 827-2855
www.env.nm.gov/solid-waste/



James C. Kenney
Cabinet Secretary

Jennifer J. Pruett
Deputy Secretary

NEW MEXICO ENVIRONMENT DEPARTMENT
SOLID WASTE BUREAU
ENTRY NOTIFICATION

Facility Name: Keers Asbestos Landfill

Facility Address: Hwy 55, 14 miles south of Mountainair, NM

This is to notify you that pursuant to New Mexico Solid Waste Act ("SWA"), NMSA 1978, Section 74-9-33, as an authorized representative of the New Mexico Environment Department ("NMED"), I am allowed to enter this facility and/or vehicle at any reasonable time in order to make an inspection or investigation of solid waste management practices.

This is also to notify you that in accordance with the New Mexico Solid Waste Rules ("SWR"), 20.9.2.12 NMAC, as an authorized representative of the NMED, I am authorized to investigate, inspect, enforce, monitor or sample at this facility and/or vehicle.

I have presented you with credentials indicating that I am duly authorized to enforce and administer all laws, rules and regulations within the jurisdiction of the NMED.

[Signature]
NMED Authorized Representative 3/22/21
Date

[Signature]
Facility Representative 3/22/21
Date



New Mexico Environment Department Solid Waste Bureau Facility Annual Report

FACILITY

ID	Facility Name	Facility Type	County	Address	City	State	Zip	Contact	Phone	Ext.	Email	Phys. Location	Status
LFP-0516	Keers Asbestos Landfill	Landfill - permitted	Torrance	5904 Florence Avenue NE	Albuquerque	NM	87133	Brian J. Kilcup	505-847-2917		bkilcup@keers.com	91 Liberty Valley Rd., Mountainair, NM	Open

FACILITY OPERATOR

Name	Address	City	State	Zip
Keers Industries, Inc.	5904 Florence Ave NE	Albuquerque	NM	87113

FACILITY OWNER

Name	Address	City	State	Zip
Keers Industries, Inc.	5904 Florence Ave. NE	Albuquerque	NM	87113

LAND OWNER

Name	Address	City	State	Zip
Keers Environmental Inc	5904 Florence AVE NE	Albuquerque	NM	87113

LANDFILL CAPACITY/MONITORING

Capacity Used (cu yd)	Capacity Remaining (cu yd)	Remaining Life (yrs)	Unpermitted acres available for future disposal	Chages in operation reducing life 25% or more	Total acres used for disposal	Intermediate cover acres	Area seeded acres	Total acres with final cover
9377	93461	29.9	0	0	0	25	11.2	11.2

2020 Financial Assurance Estimate Summary

Facility Name **Special Waste Disposal Inc** Permit # **SWM-(**

Name of Person Completing Form **Jackie Nguyen** Telephone # **505-828-2650**

Financial Assurance Mechanism(s) Used. (Check all that are used)

- | | |
|--|--|
| <input checked="" type="checkbox"/> Trust Fund | <input type="checkbox"/> Surety Bond |
| <input type="checkbox"/> Irrevocable Letter of Credit | <input type="checkbox"/> Insurance |
| <input type="checkbox"/> Risk Management Pool | <input type="checkbox"/> Local Government Financial Test |
| <input type="checkbox"/> Local Government Reserve Fund | <input type="checkbox"/> Corporate Financial Test |
| <input type="checkbox"/> Do Not Know FA Mechanism | <input type="checkbox"/> None |
| <input type="checkbox"/> Not Applicable (Explain: _____) | |

20.9.10.9 FINANCIAL ASSURANCE FOR CLOSURE AND NUISANCE ABATEMENT requires:

--The owner or operator of a solid waste facility shall develop a detailed written estimate, in current dollars, of the cost of hiring a third party to close the largest area of the facility ever requiring closure under 20.9.6 NMAC at any time during the active life. This estimated cost should include estimated costs for an independent project manager and contract administration.

--Owner or operator shall annually adjust the closure and post-closure care estimate for inflation and any other factors affecting post-closure costs.

No.	Task	Cost Estimate
1	CC Closure Construction	\$11,795.00
2	PC Post-Closure Landfill Maintenance	\$39,000.00
3	EM Environmental Monitoring	\$15,000.00
4	PH I Phase I/II Assessment	NA
5	PH II Phase I/II Assessment	NA
5	O Other Specify (i.e. Gas Collection Control System Decommissioning)*	NA
Total Cost Estimate:		\$65,795.00

*Provide separate Table, as necessary

Attach completed Financial Assurance worksheets in **Documents** tab in online Annual Report System

2020 CLOSURE CONSTRUCTION --CLOSURE COST ESTIMATE

Facility Name **Special Waste Disposal Inc** Date **1/11/2021**

CC	Task	Unit Quantity	Unit (CY, Acre)	Unit Cost	Total Cost
Final Cover Installation					
CC-1	Install and compact ___ " Barrier Layer	2420	CY	\$2.00	\$4,840.00
CC-2	Install 6" Vegetative Layer	0.05	Acre	\$7,500.00	\$375.00
CC-3	Vegetative Seeding (Class _____)	15.2	Acre	\$215.00	\$3,268.00
				Task Subtotal:	\$8,483.00

CC	Task	Unit Quantity	Unit (CY, Acre)	Unit Cost	Total Cost
Stormwater Management					
CC-4	Construction Stormwater Pollution Prevention Plan (SWPPP)		Already in Place		
				Task Subtotal:	

CC	Task	Unit Quantity	Unit (CY, Acre)	Unit Cost	Total Cost
Final Cover CQA					
CC-5	Inspection and Laboratory & Field Testing	16	Hours	\$70.00	\$1,120.00
CC-6	CQA Report Preparation & Engineer Certification	16	Hours	\$70.00	\$1,120.00
				Task Subtotal:	\$2,240.00

SUBTOTAL					\$10,723.00
Independent Project Manager and Contract Administration Cost (10% of Task Totals)					\$1,072.30
TOTAL COST					\$11,795.30

Closure Assumptions (Check all that apply)

- Closure costs based on contracting with qualified 3rd party to complete and certify closure
- Activities included in the estimate are based on current dollars
- Estimates based on previous experience with landfills located in arid areas
- Based on current subcontractor costs in the area

Final cover installation costs assume that: (Select all that apply)

- 1 Greatest area requiring final cover is 15.2 acres
- 2 12" of intermediate cover is already installed on 25 acres.
- 3 All soils are available on site
- 4 0 % of cover soil will have to be obtained off-site
- 5 51 % Top soil will have to be purchased
- 6 On-site soils will have to be amended to meet HELP Model specifications

2020 POST-CLOSURE CARE ESTIMATE

	Task	Unit Quantity	Unit (CY, Acre)	Unit Cost	Total Cost Per Year	Total Cost
PC 1	Final Cover Inspection and Reporting					
	Inspection	30	Per Year	\$ 400.00	\$ 400.00	\$ 12,000.00
	Record keeping and reporting	30	Per Year	\$ 200.00	\$ 200.00	\$ 6,000.00
				Task Subtotal		\$ 18,000.00

PC2	Final Cover Maintenance					
	Cover Maintenance (Erosion)	30	Acre/Year	\$ 200.00	\$ 200.00	\$ 6,000.00
	Vegetation	30	Acre/Year	\$ 200.00	\$ 200.00	\$ 6,000.00
				Task Subtotal		\$ 12,000.00

PC3	Leachate System (If applicable)					
	Inspection, Measurement & Repair					NA
	Pump Replacement					NA
	Removal & Disposal/treatment					NA
				Task Subtotal		NA

PC4	Surface Water Management Systems					
	Inspection & Repairs	30	Acre/Year	\$ 200.00	\$ 200.00	\$ 6,000.00
	System Upgrades (Rip-rap)					
				Task Subtotal		\$ 6,000.00

PC5	Fencing/Site Security					
	Inspection & Repairs	30	Repair/Year	\$ 100.00	\$ 100.00	\$ 3,000.00
				Task Subtotal		\$ 3,000.00

SUBTOTAL					\$	\$ 39,000.00
Contract Management Cost as Percent of Subtotal					\$	\$
TOTAL COST					\$	\$ 39,000.00

Check all Post-Closure Maintenance Cost Assumptions that apply to this estimate

- Closure costs based on contracting with qualified 3rd party to complete post-closure care
- Activities included in the estimate are based on current dollars
- Estimates based on previous experience with landfills located in arid areas
- Based on current subcontractor costs in the area

2020 ENVIRONMENTAL MONITORING POST-CLOSURE CARE ESTIMATE

	Task	Unit Quantity	# Events Per Year	Unit Cost	Total Cost Per Year	Total Cost
EM1	Landfill Gas Monitoring					
30 Years	Field Data Collection	30	1	\$350.00	\$350.00	\$10,500.00
30 Years	Record keeping and reporting	30	1	\$150.00	\$150.00	\$4,500.00
Task Subtotal						\$15,000.00

EM2	Detection Groundwater Monitoring					
30 Years	Field Sampling Services					NA
30 Years	Laboratory Analysis					NA
30 Years	Qualified GW Scientist report prep.					NA
Task Subtotal						NA

SUBTOTAL	\$	\$15,000.00
Contract Management Cost as Percent of Subtotal	\$	
TOTAL COST	\$	\$15,000.00

Check all Post-Closure Environmental Monitoring Cost Assumptions that apply to this estimate

- Closure costs based on contracting with qualified 3rd party GW scientist to complete monitoring & reporting
- Activities included in the estimate are based on current dollars
- Estimates based on previous experience with landfills located in arid areas
- Based on current subcontractor costs in the area

Phase I Assessment Estimates

	Task - Phase I - 20.9.9.13.B NMAC	Units (well #)	Unit (Events,ect)	Unit Cost	Total Cost Per Year	Total Cost
PH1-a	Sampling and Analysis (AML Exceedance)					
	<i>Existing Wells</i>					
	Laboratory Analysis Subsection B & C NMED GW Constituent Lists (downgradient wells only).					NA
	If constituents found in downgradient wells, four samples from upgradient and downgradient shall be collected to establish background for constituents without established background levels					NA
	Field Sampling Services					NA
	Qualified GW Scientist Report Prep.					NA
				Task Subtotal		

	Task - Phase I - 20.9.9.13.D.2 NMAC					
PH1-b	Sampling and Analysis (All existing wells)					
	Test Subsection A & C and detected B constituents all wells semiannually, or using approved alternative list.					NA
	Subsection B list 20.9.9.20 at least once every five years.					NA
	Field Sampling Services - all wells					NA
	Groundwater Report Prep. by qualified GW scientist					NA
				Task Subtotal		

	Task - Phase I - 20.9.9.13.G NMAC					
PH1-c	New Well Installation, Sampling, Analysis, Assessment					Initiation of
	Well Installation, minimum one well when CAL exceeded					NA
	Field Sampling Services - new well only					NA
	Qualified GW Scientist Assessment Report					NA
	Well Installation, 20.9.9.13.G.3 NMAC minimum one, probably two wells to determine extent of release.					NA
	Field sampling services - new well only					NA
	Qualified GW Scientist Assessment Report					NA
				Task Subtotal		

PHASE I and PHASE II ASSESSMENT ESTIMATES (Continued)

Phase II Assessment Estimates

	Phase II 20.9.9.15 & 20.9.9.16 NMAC	Units (well #)	Unit (Events,ect)	Unit Cost	Total Cost Per Year	Total Cost
PH2	Phase II(a) Corrective Measures Assessment Report by qualified consultant and Public Meeting per 20.9.9.15 NMAC					NA
	Phase II (b) Selection of Remedy Report- qualified consultant per 20.9.9.16 NMAC					NA
PH3	Implementation of Corrective Measures 20.9.9.17 NMAC (Start setting \$ aside for this concurrent with Phase I)					NA
Task Subtotal						
SUBTOTAL					\$	\$
Contract Management Cost as Percent of Subtotal					\$	\$
TOTAL COST					\$	\$

Check all Post-Closure Maintenance Cost Assumptions that apply to this estimate

- Phase I/II costs based on contracting with qualified 3rd party to complete specified activities
- Activities included in the estimate are based on current dollars. Previous experience with landfills in arid areas
- Costs based on current qualified subcontractor costs
- Estimates are based on sampling and analysis of wells intended to be part of the GW monitoring network for the next ____ years. (Can be 10, 15, 20 or 30 years.) Includes worst case estimate of installation of 2 wells during this period.
- Costs may also be based on number of years of existing permit or years remaining in post-closure care period.

2020 ADDITIONAL REQUIRED INFORMATION

For Each Financial Mechanism Used You Must Also Attach the Following Information

Financial Assurance Mechanism	Attachments Required
Check boxes for items that are attached	
<input checked="" type="checkbox"/> Trust Fund 20.9.10.13	Documentation that demonstrates payments into the Fund and available balance in fund as of Dec. 31.
<input type="checkbox"/> Surety Bond - 20.9.10.15	Evidence of Bond (copy) and demonstration that a trust fund or standby trust fund has been established, the amounts paid into the trust during past calendar year, and total funds available as of Dec. 31
<input type="checkbox"/> Irrevocable Letter of Credit - 20.9.10.16	Must provide affirmative statement that Letter of Credit is still valid, or copy of renewal letter to demonstrate compliance. If cancelled, cancellation must be provided to the SWB within 120 days of cancellation.
<input type="checkbox"/> Insurance - 20.9.10.17	If not previously provided, must attach copy of the Certificate of Insurance. Provide information that demonstrates that premium payments were made. Copy of latest audited financial statement provided by Insurer.
<input type="checkbox"/> Risk Management Pool -20.9.10.18	Must provide contractual agreement among participates (Risk Management Pools must be pre-approved by the Secretary). Provide annual contribution table to demonstrate payments, and include documents that demonstrates Trust Fund has been incorporated into framework.
<input type="checkbox"/> Local Government Financial Test - 20.9.10.19	Provide current demonstration of bond rating by Moody's, Standard and Poor's, or other Bond Rating Firm. If not bonded, must provide financial ratios. Must attach most recent independently audited year-end financial statements and/or independent Audit Report with findings. Must provide information of alternative financial assurance for those costs that exceed limits set in Paragraphs (1) and (2) 20.9.10.19.F
<input type="checkbox"/> Local Government Reserve Fund - 20.9.10.20	Reserve Fund must be created by Resolution. Must attach most recent independently audited, year-end financial statements and/or independent Audit Report with findings. Copy of Resolution must be provided if amended, and if not previously provided to the Dept. Review resolution annually to determine if adequate funds are deposited in the fund to meet current obligations. If not adequate amend and submit to SWB.

ADDITIONAL REQUIRED INFORMATION (CONTINUED)

For Each Financial Mechanism Used You Must Also Attach the Following Information

Financial Assurance Mechanism

Attachments Required

Check boxes for items that are attached

<input type="checkbox"/>	Local Government Guarantee - 20.9.10.21	Written guarantee must be effective prior to initial receipt of waste or prior to 2007. Not aware of any facilities using this mechanism.
<input type="checkbox"/>	Corporate Financial Test - 20.9.10.22	Only valid for private entities. Provide current demonstration of bond rating by Moody's, Standard and Poor's, or other Bond Rating Firm, plus net worth as specified in 20.9.10.22 A.2. Provide letter signed by owners Chief Financial officer that lists all current cost estimated covered by the Financial Test. Copy of independent certified public accountant's unqualified opinion of owner's financial statements for latest completed fiscal year. To qualify, accountant's opinion must be unqualified. Adverse opinion, disclaimer, or other qualified opinion shall be cause for possible disallowance.
<input type="checkbox"/>	Multiple Mechanisms - 20.9.10.23	Owners may satisfy financial assurance requirements by establishing more than one financial mechanism per facility. Must provide required documentation for each mechanism used to cover all projected costs.

Please note: If the required attachments are not provided, the Solid Waste Bureau will be issuing Notices of Violation for this reporting year.

All Financial Assurance Estimates, supporting documents must be sent to the Solid Waste Bureau, not the NMED Secretary. Documents not sent directly to the Solid Waste Bureau may be lost.

REVISED NOTES

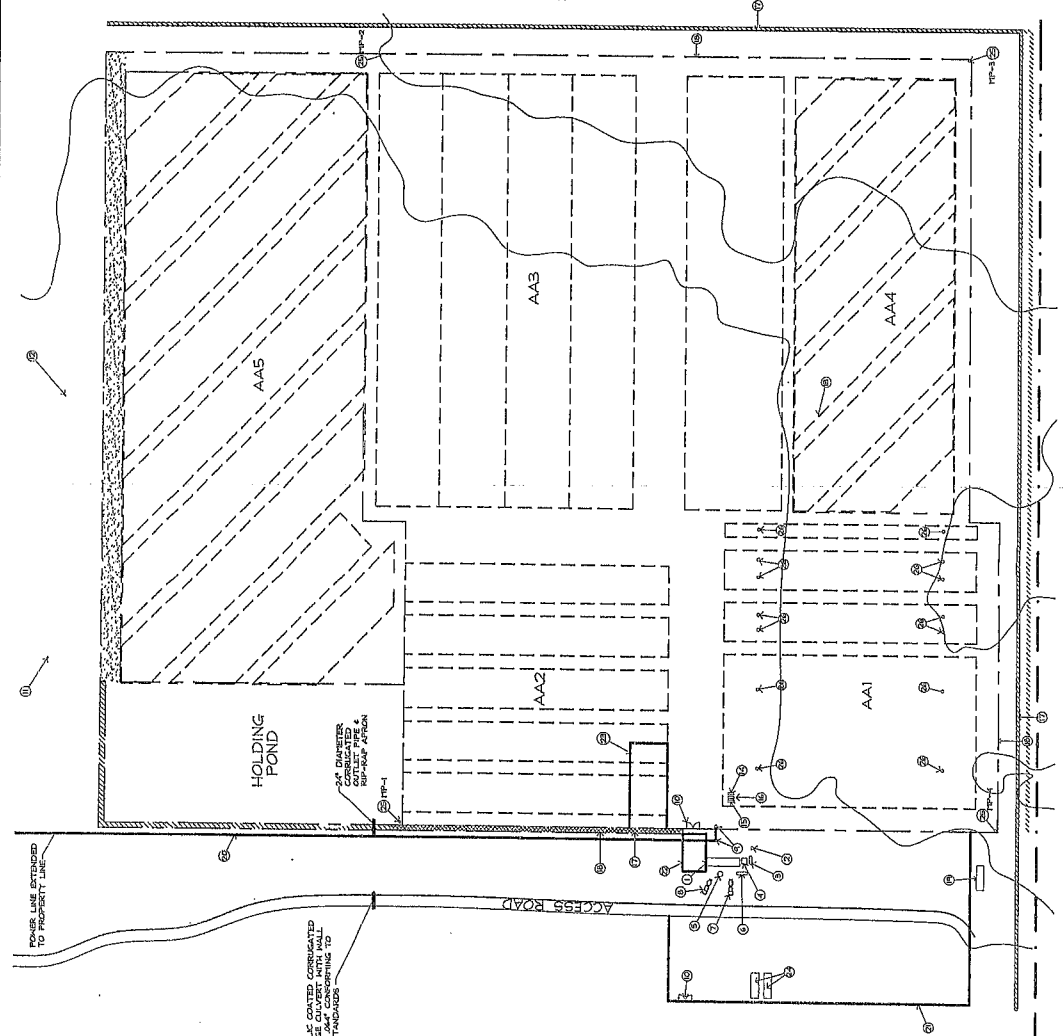
- 1 OFFICE BUILDING
- 2 TOILET BUILDING
- 3 500 GALLON PROPANE TANK
- 4 TOOL SHED
- 5 5000 GAL. BELOW GRADE WATER STORAGE TANK (NON POTABLE)
- 6 1000 GAL. TANK ABOVE STORAGE GRADE (NON POTABLE)
- 7 500 GAL. WATER TANK (FITCHED)
- 8 500 GAL. TRUCK WATER TANK
- 9 LIGHT POLE W/ FIRE EXTINGUISHER (2)
- 10 GATE (LOCKABLE)
- 11 10" INSPECTION HELL
- 12 3/4" DIA. 30' BORE HOLE
- 13 3/4" DIA. 30' BORE HOLE
- 14 1000 GAL. DIESEL TANK
- 15 500 GAL. GASOLINE TANK (ELEVATED)
- 16 1/2" DIA. DIESEL TANK
- 17 STORM WATER RUN-OFF DIVERSION BERTH
- 18 GROUND LINE FENCE W/ ASBESTOS MARKING DAMAGE
- 19 BOX CAR SUPPLY STORAGE
- 20 POWER LINE
- 21 CONTROLLED AREA
- 22 TEMPERATURE MONITORING POINTS (REGULATORY REQUIREMENT)
- 23 MONITORING GAS MONITORING POINTS (REGULATORY REQUIREMENT)
- 24 MONITORING GAS MONITORING POINTS (REGULATORY REQUIREMENT)
- 25 MONITORING GAS MONITORING POINTS (REGULATORY REQUIREMENT)
- 26 GAS MONITORING

11/06 REVISIONS
 SPECIAL WASTE DISPOSAL

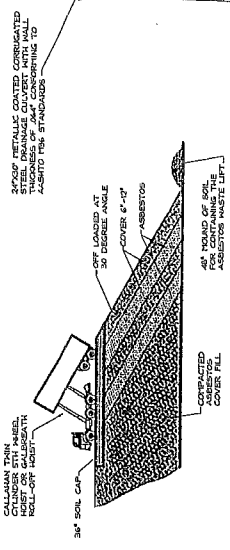


Keers Industries
 Disposal Site
 Mountainair, NM

NO.	DATE	BY	VALUES
S-3			

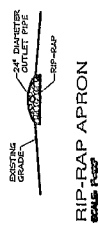


SITE PLAN
 SCALE: 1"=40'

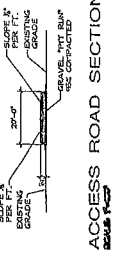


- NOTES:**
1. THERE IS NO FREE FILL OF ASBESTOS WASTE IN-BED.
 2. ASBESTOS WASTE IS OFF LOADED AT 30 DEGREE ANGLE.
 3. LIFT IS PROVIDED BY CALLAHAN TRUCK CYLINDER 5TH BERTH-TRUCK POWER UNIT.

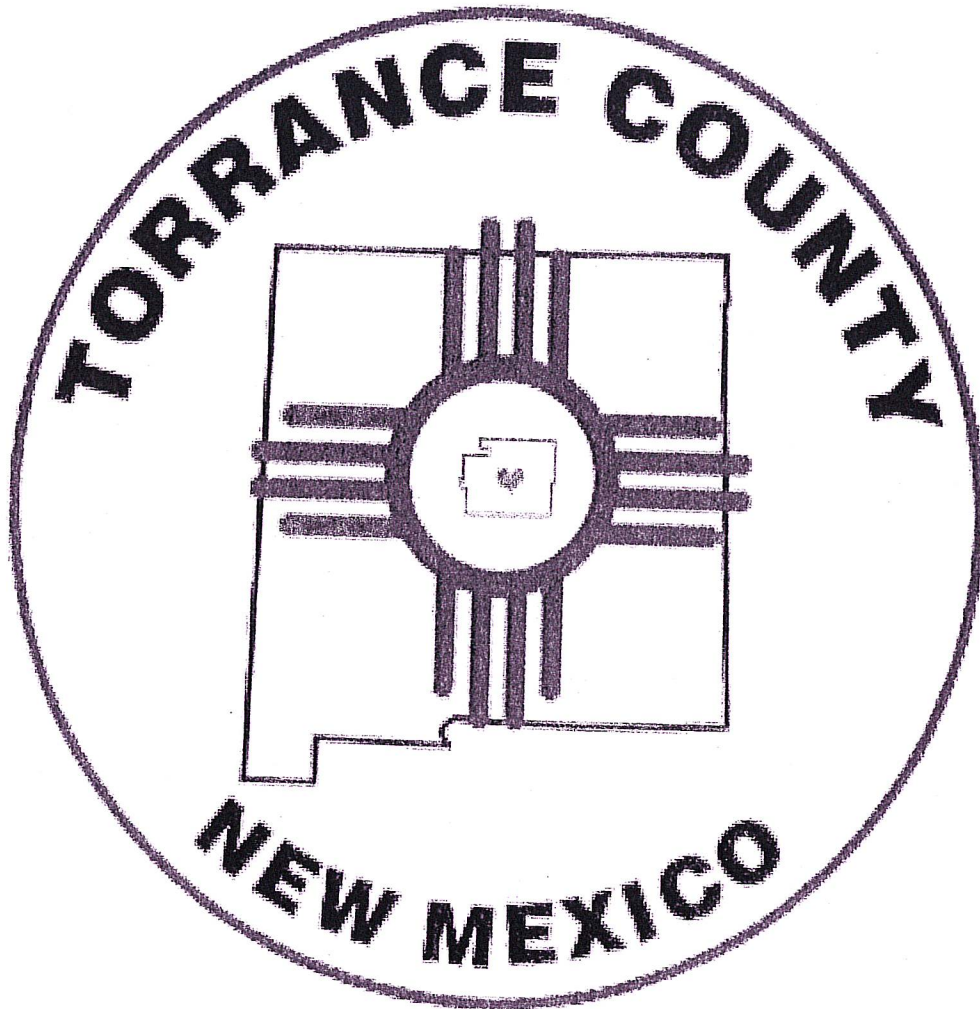
TRANSPORT TRUCK/TRAILER OFF-LOADING PLAN
 SCALE: 1"=40'



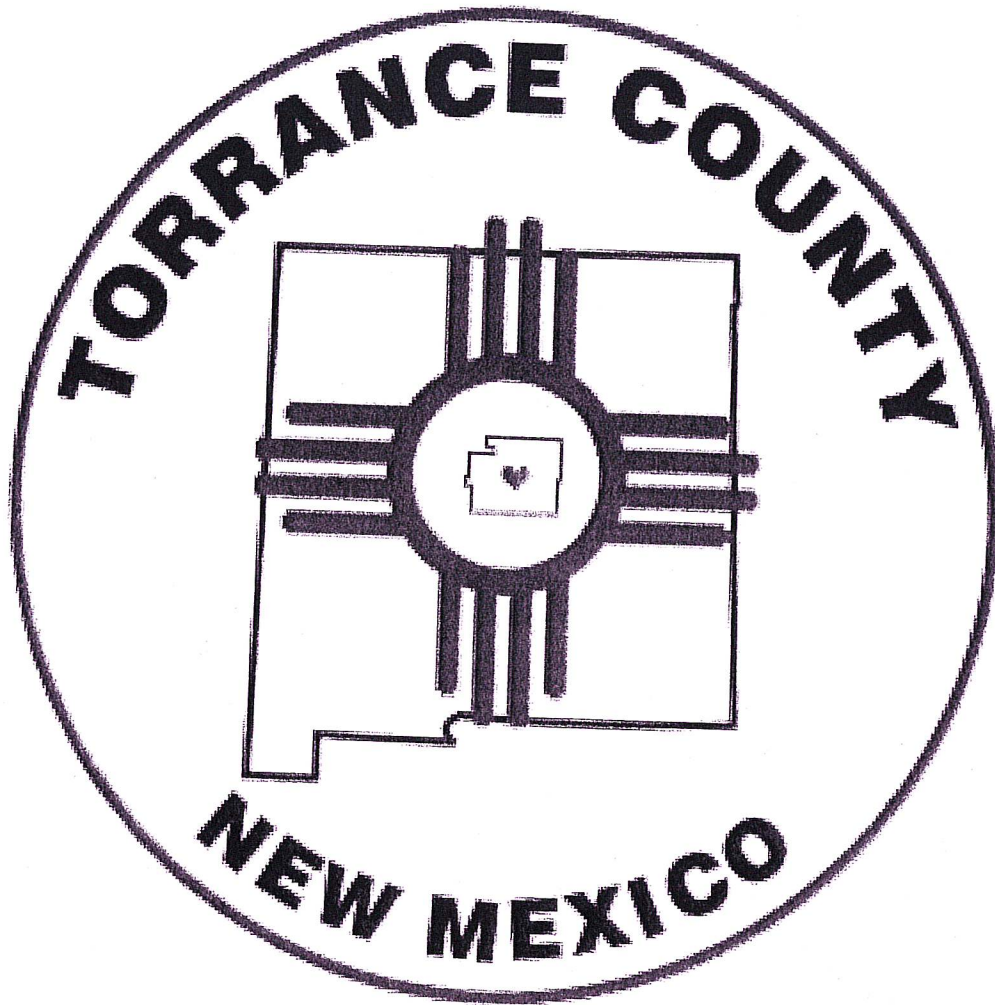
RIP-RAP APRON
 SCALE: 1"=40'



ACCESS ROAD SECTION
 SCALE: 1"=40'



*Agenda Item
No. 10*



*Agenda Item
No. 11-A*

TORRANCE COUNTY RESOLUTION# 2021-

Budget Increase

WHEREAS, the Torrance County Commission in regular session on Wednesday, May 26th, 2021, did propose to authorize Budget Increases in the FY 2020-2021 Budget, and

WHEREAS, Budget Increases require authorization from the Department of Finance and Administration, and

WHEREAS, we request authorization for the following Budget Increases: (See Schedule A)

NOW THEREFORE BE IT RESOLVED, we respectfully request approval for the attached Increases in the FY 2020-2021 budget from the Department of Finance and Administration.

DONE at Estancia, New Mexico
Torrance County this 26th day of
May 2021.

Approved as to Form only:

Torrance County Board of Commissioners

John M. Butrick
County Attorney

Kevin McCall, District 1

Attest:

Ryan Schwebach, District 2

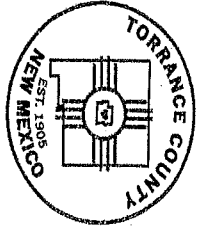
Yvonne Otero
Torrance County Clerk

LeRoy M. Candelaria, District 3

Vote Record	yes	no	abstain	absent
Kevin McCall	yes	no	abstain	absent
Ryan Schwebach	yes	no	abstain	absent
LeRoy M. Candelaria				

DFA Approval





Torrance County

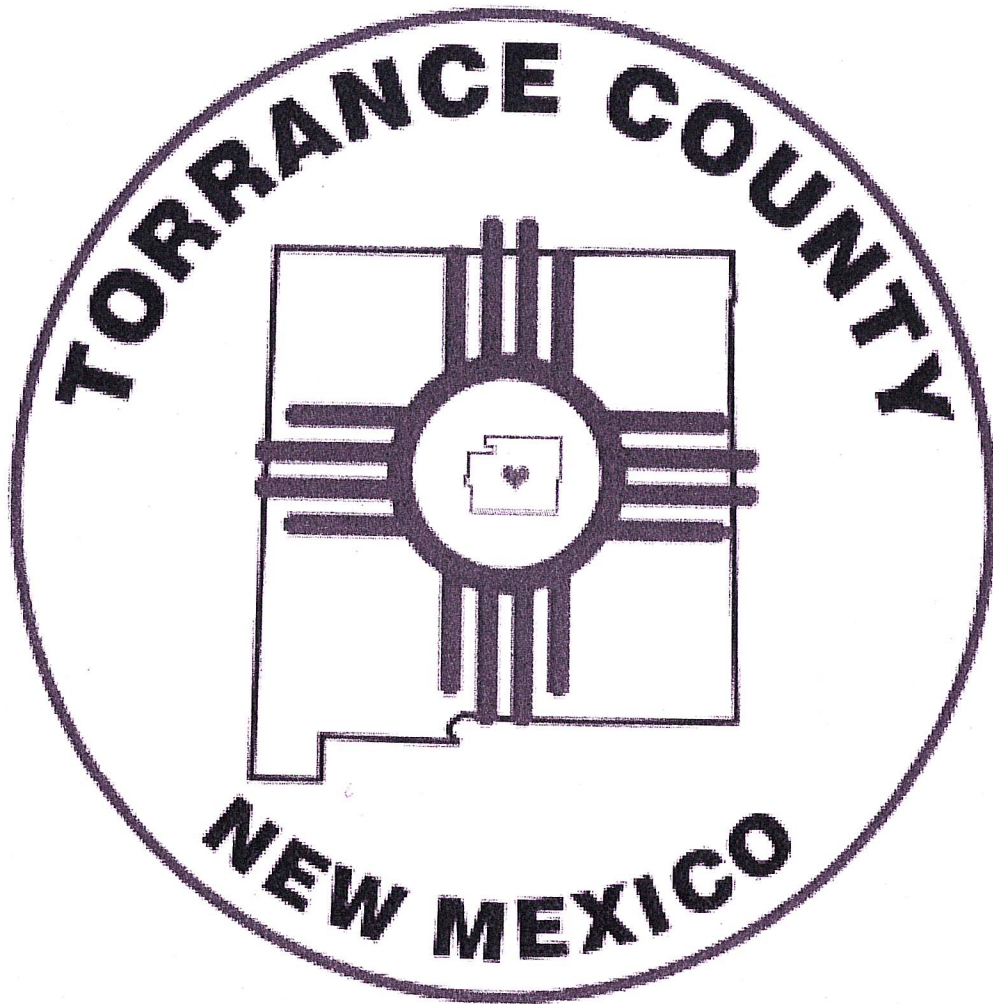
Resolution 2021-

Increase

Schedule A

May 26, 2021

Department		Source		From		TO	
Department	Source	Line Item	Description	Amount	Line Item	Description	Amount
Grants	Juvenile Justice Grant	605 00	Juvenile Justice Grant	\$ 1,000.00	635 67	Employee Training	\$ 1,000.00
Sheriff	Sale of County Property	401 00	Sale of County Property	\$ 2,350.00	401 50	Employee Training	2,350
Sheriff	Special Sale of County Property	401 00	Special Sale of County Property	\$ 1,000.00	401 50	Weapons/Ammo	\$ 1,000.00
Sheriff	Insurance Recoveries	420 00	Insurance Recoveries	\$ 22,945.00	420 74	CO-Vehicles	\$ 22,945.00
Road	GRT	402 00	GRT 3rd 1/8th	\$ 20,000.00	402 60	Maintenance & Repair	\$ 20,000.00
TOTAL				\$ 47,295.00			\$ 47,295.00



Agenda Item
No. 12-A

TORRANCE COUNTY PLANNING & ZONING POLICY

Introduction

The underlying purpose is to insure the fair enforcement of the Torrance County Land Use Ordinance and Regulations, including all amendment thereto, the Torrance County Commission shall appoint six (6) Torrance County residents to the Torrance County Planning and Zoning Board.

The Planning and Zoning Board shall consist of five (5) board members, and one (1) alternate board member. The Board shall meet once per month or as otherwise deemed necessary by the Torrance County Planning & Zoning Director, to complete county business. All Planning & Zoning Board meetings will be coordinated by the Planning & Zoning Director and/or members of his/her staff in accordance with Section 10-15-1(B) of the Open Meetings Act (NMSA 1978, Sections 10-15-1 to -4).

I. Board Member Duties:

- A. Attend all Planning & Zoning meetings and work sessions
- B. Be well-informed on issues and agenda items in advance of meetings
- C. Contribute skills, knowledge and experience when appropriate.
- D. Listen respectfully to other's points of view.
- E. Participate in decision-making and support all decisions of the full Planning and Zoning Board.
- F. Represent Torrance County in a professional manner to the members of the public and to private enterprise.

II. Membership

A. Application procedure

All members of the Planning and Zoning Board will be appointed by the County Chairperson with the approval of the majority of all the members of the Board of County Commissioners. Openings on the Planning and Zoning Board may be advertised in the local newspaper and posted at the County facilities. Interested parties may submit letters of interest listing all pertinent qualifications.

III. Appointments

To the extent possible the Torrance County Commission shall attempt to appoint interested members from six (6) different areas of Torrance County in the effort to protect the interest of the entire County.

TORRANCE COUNTY PLANNING & ZONING POLICY

- A. No member of the Governing Body or any employee of Torrance County will be appointed to the Planning and Zoning Board as a voting member.
- B. Must be a resident of Torrance County.
- C. Not already be serving on a Torrance County Board or a similar board or commission of another governmental entity.

IV. Terms of Office

The terms for Board members are staggered and limited to three (3) years. Board Members may serve for no more than two (2) consecutive terms, unless a waiver is granted by the County Commission due to unusual circumstances, or no qualified applications are received for a vacant position within 21 days of the posting of the notice of the vacancy. Service as a Board Member for more than one half of a term shall be considered a full term for purposes of this term limitation. Members of the Planning & Zoning Board will serve at the pleasure of the County Commission and may be removed at any time with or without cause by a majority vote of the Governing Body.

V. Attendance Requirements

After a member has been absent without a reasonable excuse from two (2) consecutive regular meetings, the County Commission will advise the member that the unexcused absence from three (3) consecutive regular meetings of the body will result in automatic termination. The chair of the Board shall determine whether the absence of a member is excused. Extended absences must be approved by the chairperson of the County Commission. Within one week of the third consecutive absence, the Commission Chair will notify the Board member in writing of the termination of his or her appointment. The chairperson will fill the vacancy in accordance with paragraph VII.

VI. Resignation Procedures

A Board member wishing to resign will submit a letter of resignation directly to the County Chairperson. Once submitted, a letter of resignation cannot be withdrawn and will be effective on the date specified in the letter of resignation. The Chairperson of the County Commission will fill the vacancy in accordance with paragraph VII.

VII. Vacancies on the Board

If a vacancy occurs on the Planning and Zoning Board, the County Commission shall be notified as soon as possible. Vacancies shall first be filled by the alternate to the Board, and a new alternate shall be appointed. The vacancy shall be advertised in the local newspaper and posted in County facilities. The County Commission shall provide for a reasonable time for interested people to submit a letter of interest listing all pertinent qualifications for appointment to the Board. The County Commission may conduct interviews in his/her discretion. The Commission is not required to make Board appointments from those submitting letters of interest but all Board members must nevertheless prepare and submit a letter of interest listing all pertinent qualifications.

TORRANCE COUNTY PLANNING & ZONING POLICY

VIII. Board Organization

The Board shall elect by board member vote, a Chairperson and a Vice chairperson, to a one (1) one year term. Each officer shall be eligible for reappointment as an officer for as long as said individual is eligible as a board member. Officer elections shall occur every year at the scheduled July meeting.

A. Duties of Board Officers

1. The most crucial duty of a chairperson presiding at a meeting is to ensure that the work of the Board is accomplished. To this end, the Chairperson must exert sufficient control of the meeting to eliminate irrelevant, repetitious, or otherwise unproductive discussion.
2. At the same time the Chairperson must ensure that all viewpoints are heard and are considered in a fair and impartial manner.
3. Preserve order and decorum and have general direction of the meeting room;
4. Announce the business before the body in the order in which it is to be acted upon;
5. Recognize the speakers entitled to the floor and guide and direct the proceedings of the body;
6. Call for public input on agenda items;
7. Put to vote all questions that are properly moved or otherwise arise in the course of the proceedings;
8. Decide all points of order.

B. In the absence of the Chairperson or his/her inability to act, the Vice Chairperson will perform all of the duties performed by the Chairperson.

C. In the event of the Chairperson's absence or his/her inability to act, the Vice Chairperson will preside.

D. In the event of the absence or inability to act of both the Chairperson and Vice Chairperson, the Senior board member shall conduct the meeting.

A quorum must be present for a meeting or a public hearing. A quorum is composed of three board members, including the officers and shall be noted at the beginning of a meeting.

IX. Commission Member Behavior

A. Board members should refrain from speaking to individuals or entities regarding matters on the Planning & Zoning Board agenda prior to the meeting. If

TORRANCE COUNTY PLANNING & ZONING POLICY

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

B. Torrance County expects that the behavior of each of its Board members will be proper and above reproach. Conduct that interferes with the County's operations, that brings discredit to the county or that is generally offensive to the public or fellow board members will not be tolerated.

C. No Board member shall request, receive or accept a gift, gratuity, personal property, loan or any other item of value, or request, receive or accept a gift, gratuity, personal property, loan or any other item of value, on behalf of any other person or organization, if it tends to influence Board Members in the discharge of any official act.

X. Conclusion

For this system to be effective, the County must stress not only the right and duty of citizens to participate in planning for the future but also the County's responsibility to provide all Board members with tools to carry out their respective duties. As citizen participation has evolved into a vital and integral part of local government the Board must interact creatively with people of all ages, interests and backgrounds. Unity can be realized when citizens are able to come together across neighborhood, political and economic lines to assist in making the community decisions that will shape lives and the future of Torrance County.

TORRANCE COUNTY PLANNING AND ZONING POLICY

Introduction

The underlying purpose is to insure the fair enforcement of the Torrance County Land Use Ordinance and Regulations, including all amendment thereto, the Torrance County Commission shall appoint ~~five (5)~~ **six (6)** Torrance County residents to the Torrance County Planning and Zoning Board.

The Planning and Zoning Board shall consist of five (5) board members, ~~three (3) appointees by commission district and two (2) at large members, and one (1) alternate board member.~~ The Board shall meet once per month, or as otherwise deemed necessary by the Torrance County Planning and Zoning Director, to complete county business. All Planning and Zoning Board meetings will be coordinated by the Planning and Zoning Director and/or members of his/her staff in accordance with Section 10-15-1 (B) of the Open Meetings Act (NMSA 1978, Sections 10-15-1 to 4).

I. Board Member Duties

- A. Attend all Planning and Zoning meetings and work sessions
- B. Be well-informed on issues and agenda items in advance of meetings
- C. Contribute skills, knowledge, and experience when appropriate
- D. Listen respectfully to other's points of view
- E. Participate in decision-making and support all decisions of the full Planning and Zoning Board
- F. Represent Torrance County in a professional manner to the members of the public and to private enterprise

II. Membership

Application Procedure: All members of the Planning and Zoning Board will be appointed by the County Chairperson with the approval of the majority of all the members of the Board of County Commissioners. Openings on the Planning and Zoning Board may be advertised in the local newspaper and posted at the County facilities. Interested parties may submit letters of interest listing all pertinent qualifications.

III. Appointments

To the extent possible the Torrance County Commission shall attempt to appoint interested members from ~~five (5)~~ **six (6)** different areas of Torrance County in the effort to protect the interest of the entire County.

- A. No member of the Governing Body or any employee of Torrance County will be appointed to the Planning and Zoning Board as a voting member.
- B. Must be a resident of Torrance County
- C. Not already be serving on a Torrance County Board or a similar board or commission of another governmental entity

TORRANCE COUNTY PLANNING AND ZONING POLICY

IV. Terms of Office

The terms for Board members are staggered and limited to three (3) years. Board members may serve for no more than two (2) consecutive terms, unless a waiver is granted by the County Commission due to unusual circumstances, or no qualified applications are received for a vacant position within 21 days of the posting of the notice of the vacancy. Service as a Board member for more than one half of a term shall be considered a full term for purposes of the term limitation. Members of the Planning and Zoning Board will serve at the pleasure of the County Commission and may be removed at any time with or without cause by a majority vote of the Governing Body.

V. Attendance Requirements

After a member has been absent without a reasonable excuse from two (2) consecutive regular meetings, the County Commission will advise the member that the unexcused absence from three (3) consecutive regular meetings of the body will result in automatic termination. The chair of the Board shall determine whether the absence of a member is excused. Extended absences must be approved by the chairperson of the County Commission. Within one week of the third consecutive absence, the Commission Chair will notify the Board member in writing of the termination of his or her appointment. The chairperson will fill the vacancy in accordance with paragraph VII.

VI. Resignation Procedures

A Board member wishing to resign will submit a letter of resignation directly to the County Chairperson. Once submitted, a letter of resignation cannot be withdrawn and will be effective on the date specified in the letter of resignation. The Chairperson of the County Commission will fill the vacancy in accordance with paragraph VII.

VII. Vacancies on the Board

If a vacancy occurs on the Planning and Zoning Board, the County Commission shall be notified as soon as possible. Vacancies shall ~~first be filled by the alternate to the Board, and a new alternate shall be appointed. The vacancy shall~~ be advertised in the local newspaper and posted in County facilities. The County Commission shall provide for a reasonable time for interested people to submit a letter of interest listing all pertinent qualifications for appointment to the Board. The County Commission may conduct interviews in his/her discretion. The Commission is not required to make Board appointments from those submitting letters of interest, but all Board members must nevertheless prepare and submit a letter of interest listing all pertinent qualifications.

TORRANCE COUNTY PLANNING AND ZONING POLICY

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TORRANCE COUNTY PLANNING AND ZONING POLICY

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For this system to be effective, the County must stress not only the right and duty of citizens to participate in planning for the future, but also the County's responsibility to provide all Board members with tools to carry out their respective duties. As citizen participation has evolved into a vital and integral part of local government, the Board must interact creatively with people of all ages, interests, and backgrounds. Unity can be realized when citizens are able to come together across neighborhood, political, and economic lines to assist in making the community decisions that will shape lives and the future of Torrance County.

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TORRANCE COUNTY PLANNING AND ZONING POLICY

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X. Conclusion

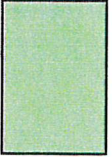
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PLANNING AND ZONING BOARD MEMBERS STAGGERED TERM CHART

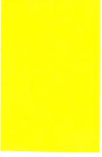
FISCAL YEAR

	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029
Board Member	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029
Gail Langel	1st Year 2nd Term			Term Out					
Harlan Lawson	3rd Year 1st Term	Eligible for Reappointment			Term Out				
Jim Frost	2nd Year 1st Term		Eligible for Reappointment			Term Out			
Tina Estrada	Finish C. Lynch	1st Year 1st Term			Eligible for Reappointment			Term Out	
Art DuCharme	1st Year 1st Term						Term Out		

Served as Board Member 

Eligible for Second Term 

Not a Board Member 

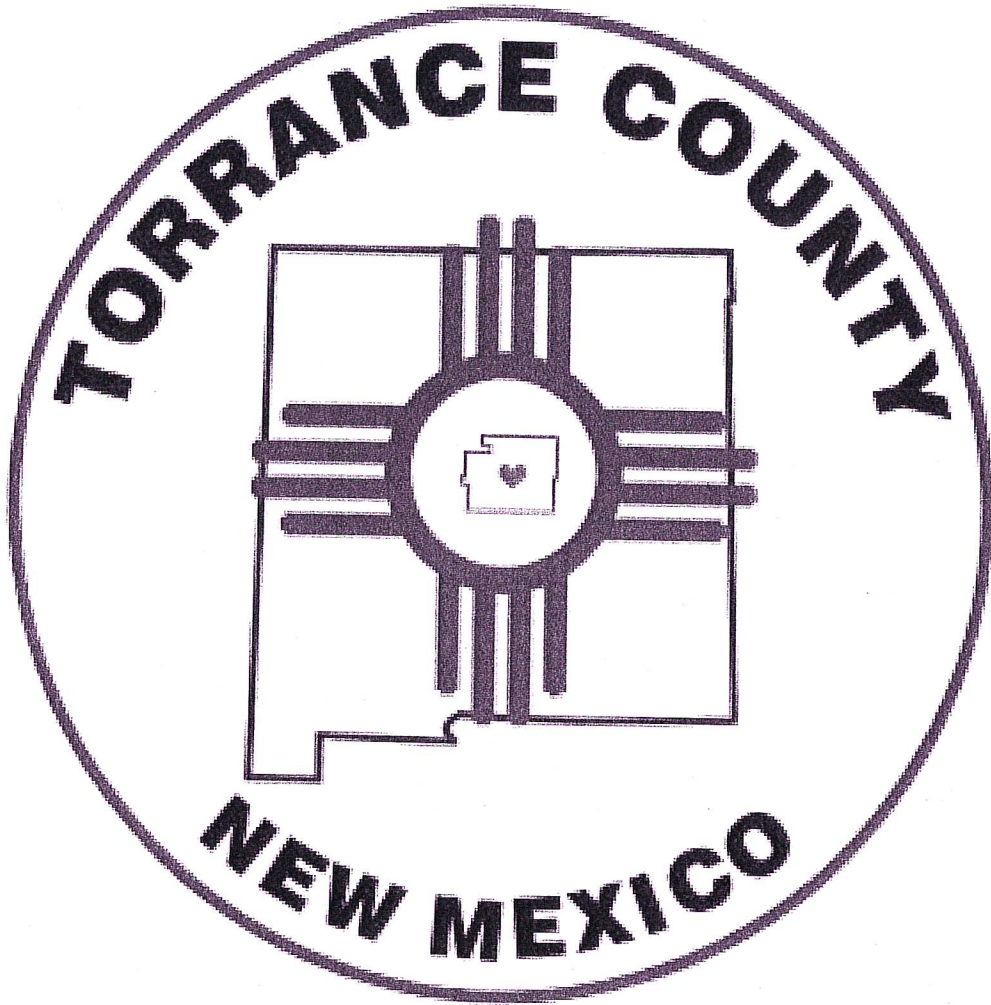
Finish Other's Term 

General Notes

August 2009 (FY 09-10) County commission sets a stagger in terms to offset Board Vacancies

FY 12-13 County Commission decides equal representation from each Commission District

September 2012 (FY 12-13) Board Meetings moved from first Tuesday to First Wednesday



*Agenda Item
No. 12-B*

MEMORANDUM OF UNDERSTANDING

**Between
The New Mexico Secretary of State
AND
Torrance County**

This **MEMORANDUM OF UNDERSTANDING** ("Agreement" or "MOU") is entered into by and between the Office of the Secretary of State ("SOS") and Torrance County ("County"), (collectively, "the Parties") as of the last date of execution by the Parties below.

RECITALS

WHEREAS, a Special Election has been proclaimed to be held on June 1, 2021 to fill the vacated Congressional District 1 seat in New Mexico; and

WHEREAS, SOS, as required under the Election Code, is responsible to pay all costs of the special election, including reasonable costs incurred by each county clerk; and

WHEREAS, the Secretary of State has been appropriated funds from the legislature to pay for the cost of conducting and administering the Special Election; and

WHEREAS, it is in the interest of both parties that the funds be provided to the counties to pay the costs incurred by the counties as a result of the Special Election.

AGREEMENT

NOW, THEREFORE, the Parties agree that this MOU is entered into expressly and solely for the purpose of providing state appropriated funds to the counties to cover the costs of conducting and administering the Special Election to fill the congressional district 1 vacancy.

I. Parties' Responsibilities.

SOS shall:

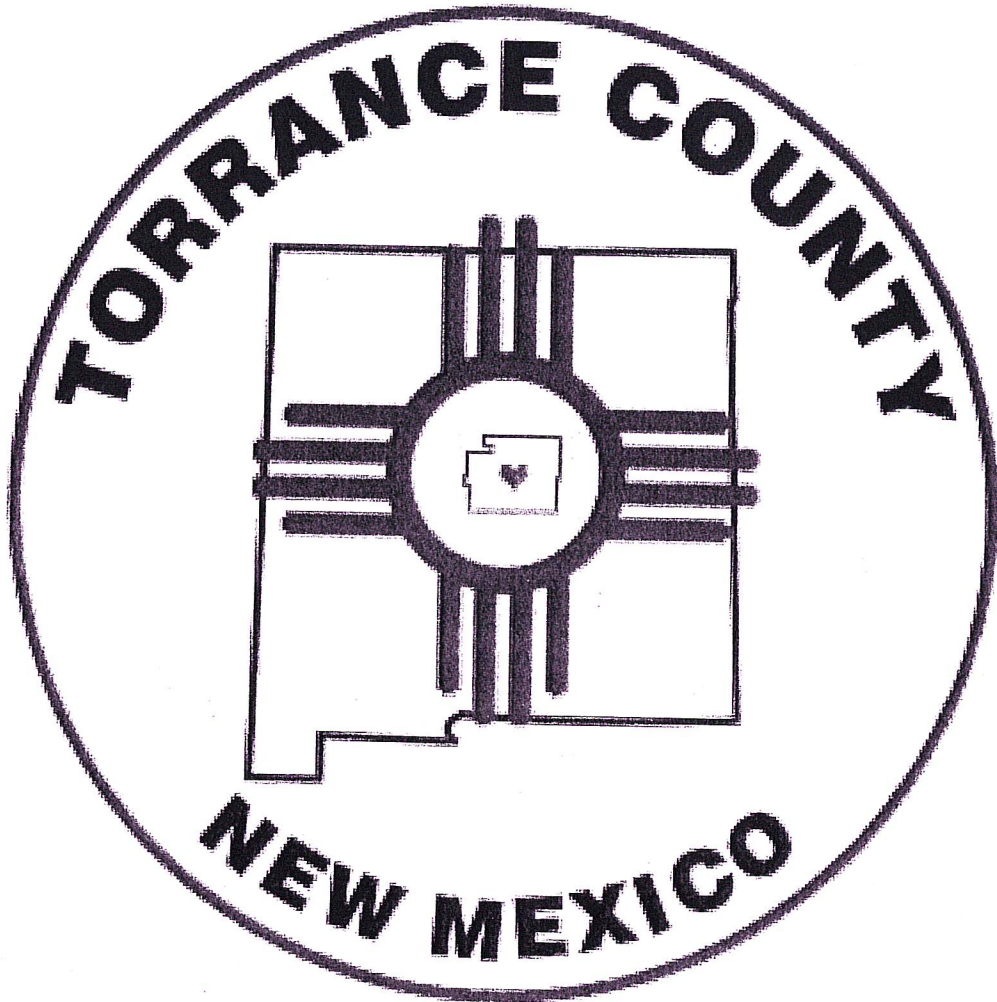
- A. Issue to the County a warrant in the amount of nineteen thousand dollars (\$19,000) from the above-cited appropriation for estimated costs that the county is anticipated to incur in the conduct and administration of the Special Election.

County shall:


- A. Use the appropriated funds in accordance with expenditures required by the election code, and in compliance with the reimbursable expenses outline in Appendix A of this agreement.
- B. Provide to the SOS, no later than June 25, 2021, a full accounting of expenses incurred and provide all invoices, receipts, and copies of warrants paid by the county.
- C. If costs are incurred by the county that exceed the amount provided through this MOU, the

APPENDIX A

Description	Statute	Parameters
Tabulator delivery	1-9-12 A. and E.	SOS to establish maximums
Poll workers (also "election board")	1-2-16	Maximum reimbursement: \$200/day per statute. Compensation based on Municipal License Clerk A classification midpoint. Currently is \$14.26 hourly, subject to change with the state pay band. Overtime is paid per FLSA as non-exempt employees.
Registration Officers (Early voting)	1-4-5.7	Maximum reimbursement: One office per polling location. Compensation based on Municipal License Clerk A classification midpoint, currently \$14.26 hourly, subject to change with the state pay band. Maximum reimbursement is for 28 days during an election, including one day of training. Overtime is paid per FLSA as non-exempt employees.
Office Supplies	1-11-19 A.(2)	SOS to establish maximums per precinct.
Election Supplies	1-6-8	Paid directly to the vendor
Interpreters	1-2-19	Maximum reimbursement is for compensation based on average hourly pay for interpreters of \$20.10 (www.payscale.com , 2019)
Messengers	1-2-20	Maximum compensation is \$200/day per statute. Maximum reimbursement is compensation based on Municipal License Clerk A classification midpoint. Currently is \$14.26 hourly, subject to change with the state pay band. Overtime is paid per FLSA as non-exempt employees. May be eligible for mileage reimbursement if using a personal vehicle under the State Per Diem and Mileage Act.
Postage		Actual costs
Election advertising	1-2-9; 1-11-3 A.	Limited to: publications required by election code, actual costs
Ballot on Demand		Paid directly to the vendor
Election day support		Paid directly to the vendor
Tabulator programming		Paid directly to the vendor



Agenda Item
No. 12-C

	Torrance County Fire Department Policy and Procedure	
	Policy	Nominal Fee / Pay Per Call Program 1.17
	Scope:	Department Administration Volunteer
	Authority:	Torrance County Fire Chief Effective Date: 05/12/2021

PURPOSE:

The purpose is to provide guidelines for the distribution of the Nominal Incentive Fee for volunteers within the Torrance County Fire Department (TCFD).

SCOPE:

County Commission approved funding for the “Volunteer Recruitment and Retention Nominal Fee Incentive” program for the Torrance County Fire Department volunteer firefighters and EMS responders initially on April 1, 2016. This is **NOT** an hourly rate of pay or based on the member’s productivity, but rather a nominal incentive fee paid to department volunteer members for participation in department activities, response to Fire, EMS and Public Assist incidents.

A. Eligibility:

1. Participating members must fill out IRS forms W-9, W-4 and I-9 which will be provided by TCFD. No payments will be made without these forms correctly and completely filled out and on file.
2. An active member of the fire department who meets and is maintaining the requirements of an operational or administrative volunteer as set forth in the department policies and procedures, is eligible for the Nominal Fee Incentive Program. Volunteers must meet all requirements, be a member in good standing and off of probation.
3. An active member wishing to decline the Nominal Fee Incentive Program must submit a written letter to the TCFD Administration Office.

B. Probationary Members:

New recruits must satisfactorily complete a minimum of **six (6)** months probationary period to be eligible for the pay per call/nominal fee. All recruits must be in good standing and meet all the requirements of a probationary member as outlined in the TCFD Policies and Procedures.

C. Required Training*:

- Defensive Driving Certification
- DOT Certified Physical (must pass)
- VFIS Certified Emergency Vehicle Operations Course
- Class E License
- CPR AED/ Basic First Aid Certification/Recertification
- FEMA NIMS Required Online Course

(100, 200, 700 and 800 Nominal Fee is for complete series; Certificate of completion is required).

*Required training is any course or class that shall be completed within the six-month probationary period to fulfill the necessary training for the volunteer member to perform his/her assigned duties as set forth by the County Commission of said activity.

D. Pay Per Call for Response:

1. **Fire** (\$25.00)
For pay per call for response, acquired fire training to be considered FF1 per Authority Having Jurisdiction (as approved by the N.M. State Fire Marshal's Office), IFSAC Firefighter I or Pro-Board Certification. This includes Fire, Public Assist/Lift Assist, Extrication and any call that requires a Firefighter. The Firefighter must remain on scene until released by the Incident Commander.
2. **EMS** (\$25.00)
For pay per call for response, the responder must be a certified EMT (First Responder or above) with a current CPR card and a current Class E license.
3. **Shift Duty to Augment Career Staff** (\$50.00)
To cover weekends and evenings as scheduled and approved by the Torrance County Fire Chief. To be eligible for this nominal fee, the member must be a certified EMT (First Responder or above), have enough fire training to be considered FF1 per Authority Having Jurisdiction, IFSAC Firefighter I or Pro-Board Certification.

E. Nominal Fee for Battalion Chiefs:

The nominal fee paid to each Battalion Chief is a monthly lump sum in the amount of \$600.00 in the amount of \$600.00. The amount of the payment is dependent on the districts submission of required documents~~submission of required documentation~~. See the following:

To be eligible for the monthly lump sum payment, Battalion Chiefs must meet the following requirements.

- a) **All required reports must be verified and entered into ERS.**
- b) **Minimum of 8 hours documented station training per month. (Can be included in the 24 hours station coverage, if performed at the station).**
- c) **Minimum of 24 hours documented station or shift coverage per month.**
- d) **Minimum of 1 Business/Training meeting per month.**
- e) **All logs and forms verified and submitted by the 5th of each month.**
- f) **Any further requirements set forth by the Fire Chief**
- e)g) **Failure to submit required documentation could result in non-payment.**
- f) **~~Any further requirements set forth by the Fire Chief.~~**

~~g) Failure to submit required documentation could result in non-payment.~~

*These requirements will be detailed by the Torrance County Fire Chief's Office where applicable. Failure to complete any one of the mandatory requirements above will result in forfeiture of the respective month's lump sum payout. All Battalion Chiefs will be allowed to receive the Nominal Fee or Pay Per Call for Response, but not both.

F. Nominal Fee for Assistant Chiefs:

- a. Operations Assistant Chief (\$750.00)
- b. Support Services Assistant Chief (\$750.00)

To be eligible for the monthly lump sum payment Chiefs must meet the following requirements.

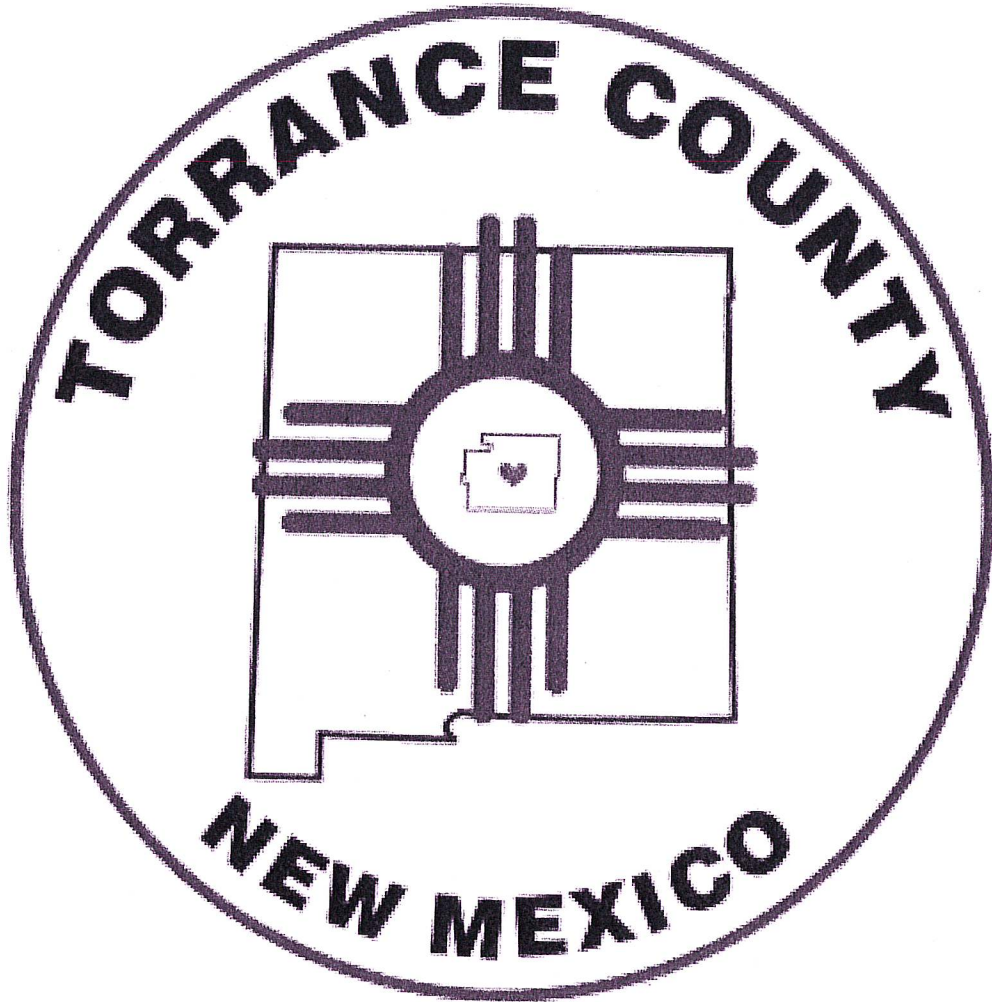
- a. **Minimum of 8 hours documented training per month. (Can be included in the 24 hours station coverage, if performed at the station).**
- b. **Minimum of 24 hours documented station or shift coverage per month.**
- c. **Attend Chiefs or District meeting every month or when held.**
- d. **Fuel logs verified and submitted by the 10th of each month.**

*These requirements will be detailed by the Torrance County Fire Chiefs Office where applicable. Failure to complete any one of the mandatory requirements above will result in forfeiture of the respective month's lump sum payout.

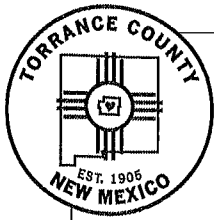
G. Payment:

Fire Administration will submit pay vouchers signed by the Torrance County Fire Chief or his/her designee to the County Finance Department by the 5th of every month.

The Nominal Fee Payment is only in effect for the current calendar month, no retroactive pay will be issued for previous months. Once a member is off of probation, they do not receive retroactive pay for probation time.



Agenda Item
No. 12-D



Torrance County Board of Commissioners

Meeting: 5/26/2021

Item 12D

Department: Sheriff

Prepared By: Stephanie Dunlap

Reviewed by: Janice Y. Barela

Jeremy Oliver

Title: Torrance County Sheriff's Office Community Service Aide/Transport Division Reorganization

Sponsor:

Sheriff

Action:

Motion to Approve Reorganization of the TCSO Transport/Civil Division to Community Service Aide (CSA)/Transport Division

Summary:

During our assessment of Torrance County Sheriff's Office functions and needs, Sheriff Martin Rivera and Undersheriff Eli Lucero concluded that since Core Civic reopened, the Transport Division is no longer necessary in the capacity it was created. While there is still a need for the personnel, the job duties and responsibilities need to be changed to reflect the Department's current needs. During the assessment, we determined that the current positions could be better utilized to handle the civil functions of the Sheriff's Office, to provide support to the patrol division as needed and to transport inmates when necessary. The current staffing can meet these needs and changes/additional duties with the proper training. Because there is no position that we could directly transfer the personnel into, the transport positions would have to be vacated and new positions for Community Service Aide/Prisoner Transport would have to be created. Because these would technically be new positions, the current staff would have to re-apply for the new positions. In considering this change, new policies were created defining the roles and responsibilities of the new positions.

Significant Issues:

- Currently there is very little to no separation between the Patrol Division (certified deputies) and the Transport/Civil Division (un-certified).
- Liability due to current legislation has increased, leading the Sheriff's Office towards strategically reducing the probability of unnecessary legal actions. Speaking with NMAC, we were advised that having uncertified personnel in the field, carrying weapons, and driving marked Police Units, increases the liability significantly for not just the Sheriff's Office but the County as well. If uncertified personnel in marked Police Units, are waved down out of jurisdiction, and decide to act, there are significant liability issues that arise

for the Sheriff's Office and Torrance County, as we put untrained personnel in marked Police Units without the proper certification to handle such instances.

Financial:

The overall cost savings would be \$51,550 (including taxes and retirement) per year to include reduced salary rates from \$18.25 (3 employees), \$20.40 (1 employee), \$26.84 (1 employee) all to \$17/hr. Upon vacating the transport positions and hiring new/vacant positions for CSA, an additional budgetary savings of \$2,567/position (including taxes and retirement) per year based upon \$16/hr. Additional information provided below.

The Sheriff's Office did research into other Agencies with CSA/PSA (Community Service Aides/Police Service Aides). Below are the numbers that were provided for starting salaries for each different Agency:

Albuquerque Police Department PSA

- \$14.98/hr
- \$31,158.40 (Rough Salary)

Bernalillo County Sheriff's Department CSA

- \$13.99/hr
- \$29,099.20 (Rough Salary)

Bernalillo County Sheriff's Department Deputy Cadet

- \$17.75/hr
- \$36,920.00 (Rough Salary)

Valencia County Sheriff's Office Court Security

- 13.00/hr
- \$27,040.00 (Rough Salary)

Currently, Torrance County is paying \$212,139.20 (\$286,222 with taxes and retirement) in salaries for the current Transport/Civil Division staff. Without including the raises that were initially proposed for the new fiscal year, for the Transport Division, the County is saving \$27,076.35.

With the proposed new positions, Torrance County would pay roughly \$176,800 in salaries. The cost difference would save the County \$35,323.20 in salaries.

The total cost the County would be saving by implementing this change in salaries would be roughly \$62,399.55 (no raises with current salaries and savings from new salary proposal).

Below is the breakdown of current salaries/proposed salaries and cost savings:

Current Salaries:

Sergeant: \$26.84/hr - \$55,8237.20 (Salary)
Transport Deputy: \$20.40/hr - \$42,432.00 (Salary)
Transport Deputy: \$18.25/hr - \$37,960.00 (Salary)
Transport Deputy: \$18.25/hr - \$37,960.00 (Salary)
Transport Deputy: \$18.25/hr - \$37,960.00 (Salary)

Total: \$212,139.20

Total with Taxes and Retirement: \$286,222

Proposed Salaries:

CSA: \$17.00/hr - \$35,360.00 (Salary)
CSA: \$17.00/hr - \$35,360.00 (Salary)
CSA: \$17.00/hr - \$35,360.00 (Salary)
CSA: \$17.00/hr - \$35,360.00 (Salary)
CSA: \$17.00/hr - \$35,360.00 (Salary)

Total: \$176,800.00

Total with Taxes and Retirement: \$234,672

Total Savings in Salaries: \$35,323.20

Total Savings: \$51,550

Current personnel in the Transport/Civil Division, wishing to reapply, and if hired would start out at \$17/hr, as they will only require CSA training. Any new hires will start out at \$15/hr, as they will require both training for CSA duties and in prisoner transport. After a successful one-year probation, a new hire will increase to \$16/hr.

New positions budgeted at \$16/hr. provide additional savings of \$2,567 per position.

Manager's Recommendation:

Approval.

Current	Hourly Rate	Hours/Pay Period	Total	# Pay Periods/Year	Salary
Sprunk	\$ 26.84	80	\$ 2,147.20	26	\$ 55,827.20
Hoover	\$ 20.40	80	\$ 1,632.00	26	\$ 42,432.00
Cervantes	\$ 18.25	80	\$ 1,460.00	26	\$ 37,960.00
Najera	\$ 18.25	80	\$ 1,460.00	26	\$ 37,960.00
Romero	\$ 18.25	80	\$ 1,460.00	26	\$ 37,960.00
					\$ 212,139.20

3 Year Plan reflecting Current Salary + Raises (increase) \$27,076.35

Current	Hourly Rate	1.5 (OT Rate)	Total OT Rate
Sprunk	\$ 26.84	1.5	\$ 40.26
Hoover	\$ 40.40	1.5	\$ 60.60
Cervantes	\$ 18.25	1.5	\$ 27.38
Najera	\$ 18.25	1.5	\$ 27.38
Romero	\$ 18.25	1.5	\$ 27.38

Proposed	Hourly Rate	Hours/Pay Period	Total	# Pay Periods/Year	Salary
Sprunk	\$ 17.00	80	\$ 1,360.00	26	\$ 35,360.00
Hoover	\$ 17.00	80	\$ 1,360.00	26	\$ 35,360.00
Cervantes	\$ 17.00	80	\$ 1,360.00	26	\$ 35,360.00
Najera	\$ 17.00	80	\$ 1,360.00	26	\$ 35,360.00
Romero	\$ 17.00	80	\$ 1,360.00	26	\$ 35,360.00
					\$ 176,800.00

Proposed	Hourly Rate	1.5 (OT Rate)	Total OT Rate
Sprunk	\$ 17.00	1.5	\$ 25.50
Hoover	\$ 17.00	1.5	\$ 25.50
Cervantes	\$ 17.00	1.5	\$ 25.50
Najera	\$ 17.00	1.5	\$ 25.50
Romero	\$ 17.00	1.5	\$ 25.50

New Salary Cost Savings	\$	35,323.20
No Raise Cost Savings	\$	27,076.35
Total Cost Savings	\$	62,399.55

PERA at Plan 4 (county contribution at 21.15%) with Raise year 2

year 2 raise %

10.00

	Salary	FICA/Medic aid	PERA	Retiree Health	Total	Employee PERA 13.85%	Employee takehome b4 taxes/health, etc.	County Increase
Rivera	72,086.00	1,045.25	15,246.19	1,441.72	89,819.16	9,933.91	62,102.09	
Lucero	71,194.52	1,032.32	15,057.64	1,423.89	88,708.37	9,860.44	61,334.08	
Ballard	63,481.60	920.48	13,426.36	1,269.63	79,098.07	8,792.20	54,689.40	
Duran	61,404.20	890.36	12,966.99	1,228.08	76,509.63	8,504.48	52,899.72	
Cordova-Collier	61,404.20	890.36	12,966.99	1,228.08	76,509.63	8,504.48	52,899.72	
Woodard	46,667.19	676.67	9,870.11	933.34	58,147.32	6,463.41	40,203.79	
Whitson	46,667.19	676.67	9,870.11	933.34	58,147.32	6,463.41	40,203.79	
Young	53,912.89	781.74	11,402.58	1,078.26	67,175.46	7,466.93	46,445.95	
Quintana	46,667.19	676.67	9,870.11	933.34	58,147.32	6,463.41	40,203.79	
Stocum	48,067.68	696.98	10,166.31	961.35	59,892.33	6,657.37	41,410.31	
Swatsworth	46,667.19	676.67	9,870.11	933.34	58,147.32	6,463.41	40,203.79	
Phillips	46,667.19	676.67	9,870.11	933.34	58,147.32	6,463.41	40,203.79	
Arreola	46,667.19	676.67	9,870.11	933.34	58,147.32	6,463.41	40,203.79	
Torres	46,667.19	676.67	9,870.11	933.34	58,147.32	6,463.41	40,203.79	
Cheppa	46,667.19	676.67	9,870.11	933.34	58,147.32	6,463.41	40,203.79	
Schwerdel	46,667.19	676.67	9,870.11	933.34	58,147.32	6,463.41	40,203.79	
Sprunk	55,822.00	809.42	11,806.35	1,116.44	69,554.21	7,731.35	48,090.65	
Cervantes-Lopez	37,958.96	550.40	8,028.32	759.18	47,296.86	5,257.32	32,701.64	
Najera	37,958.96	550.40	8,028.32	759.18	47,296.86	5,257.32	32,701.64	
Romero	37,958.96	550.40	8,028.32	759.18	47,296.86	5,257.32	32,701.64	
Hoover	42,424.72	615.16	8,972.83	848.49	52,861.20	5,875.82	36,548.90	
TOTALS	1,063,679.42	15,423.35	224,968.20	21,273.59	1,325,344.55			105,951.33

Requirements ⊕

Physical Fitness Requirements ⊕

Benefits ⊕

Salary ⊗

Become an Albuquerque Police Service Aide, you will receive:

- The opportunity to have your retire after 30 years of service (25 for Police Officers).

Police Service Aide

- \$14.98/ hour

Frequently Asked Questions ⊕

QUESTIONS?

Applications for a \$5 million relief fund for BernCo renters are open, including online applications. Click here for info: <https://bit.ly/3bhX5yD> For an explanation of the State of New Mexico's "Red to Green" county-by-county COVID reopening guidelines, click here: <https://bit.ly/33u3t1t> For specific BernCo government re-opening information, click here: <https://bit.ly/3fVElpj>

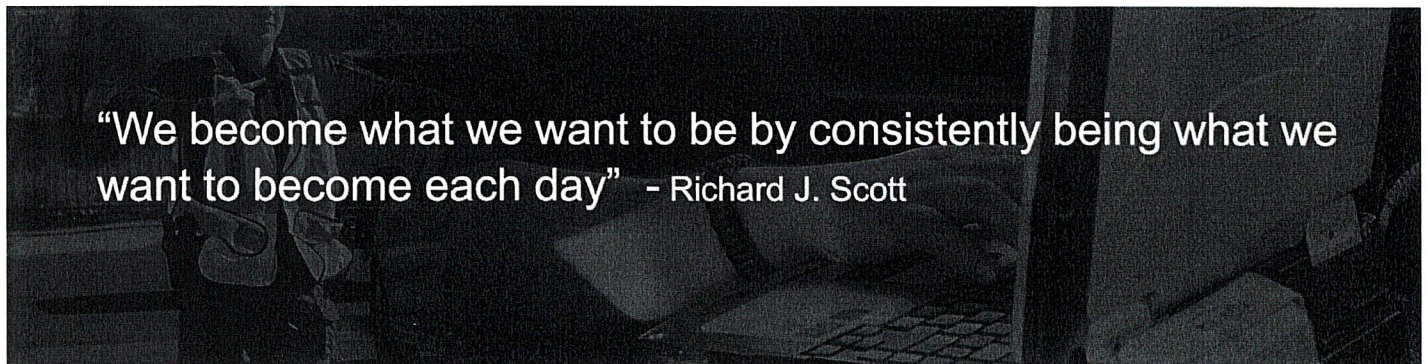


SHERIFF'S OFFICE

> Bernalillo County Sheriff > Recruiting > County Security Aide

- HOME
- DIVISIONS & UNITS
- SERVICES
- NEWSLETTERS
- PRESS RELEASES
- RECRUITING
- CITYPROTECT
- JOBS
- QUICK LINKS
- CONTACT US

COUNTY SECURITY AIDE



START SERVING YOUR COMMUNITY TODAY!

A CSA is an entry level position for those wanting to become Deputies but do not yet meet the minimum requirements to do so.

A CSA assists deputies on patrol with traffic accidents, towed and abandoned vehicles, and delivery of paperwork. CSA's are also responsible for the scanning of employees, inmates and all items brought into the Metropolitan Detention Center using B-SCAN and metal detector.

The CSA program allows CSA's to learn about the Bernalillo County Sheriff's Department's policies and procedures prior to applying and entering the Academy as a Cadet. No minimum employment time required before applying to the Academy.

CSA's are full-time employees* that will earn \$13.99/hr.

SELECTION PROCESS

MINIMUM REQUIREMENTS

Applications for a \$5 million relief fund for BernCo renters are open, including online applications. Click here for info: <https://bit.ly/3bhX5yD> For an explanation of the State of New Mexico's "Red to Green" county-by-county COVID reopening guidelines, click here: <https://bit.ly/33u3t1t> For specific BernCo government re-opening information, click here: <https://bit.ly/3fVElpj>



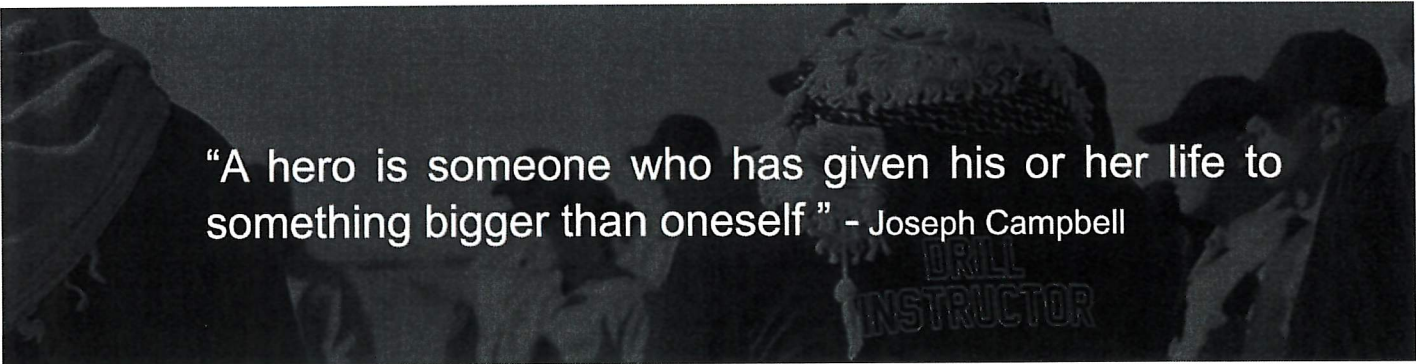
SHERIFF'S OFFICE

> Bernalillo County Sheriff > Recruiting > Salary and Benefits

HOME DIVISIONS & UNITS SERVICES NEWSLETTERS PRESS RELEASES RECRUITING CITYPROTECT JOBS QUICK LINKS

CONTACT US

SALARY AND BENEFITS



RANK	HOURLY	ANNUALLY
Cadet Trainee	\$17.75	\$36,920
Cadet	\$17.75	\$36,920
Deputy 2nd Class	\$22.41	\$46,615
Deputy 1st Class	\$30.00	\$60,400
Patrol	\$30.00	\$64,400
Police Sergeant	\$35.00	\$72,800
Police Lieutenant	\$41.50	\$86,320

LONGEVITY	BI-WEEKLY	ANNUALLY
Beginning Year 5	\$100	\$2,600
Beginning Year 6	\$125	\$3,250
Beginning Year 7 - 9	\$225	\$5,850
Beginning Year 10 - 12	\$300	\$7,800
Beginning Year 13 - 15	\$350	\$9,100
Beginning Year 16 - 17	\$450	\$11,700
Beginning Year 18+	\$600	\$15,600

CONTACT A RECRUITER TODAY!

Deputy Jennifer Garcia- Recruiter
Phone: (505) 804-0000

Sheriff's Office

The Valencia County Sheriff's Office is comprised of forty-nine sworn deputies, seven court security officers and five civilian support staff members.

The Sheriff's Office is run out of a centrally located facility, which houses the administrative offices, Field Services Division, Criminal Investigations Division, and Court Services Division.

The Court Services Division is responsible for security of the district court, prisoner transport statewide as well as process service throughout Valencia County.

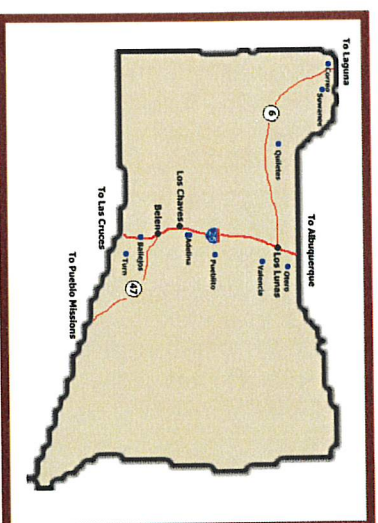


On November 18, 2014 the Valencia County Sheriff's Office received Accreditation from the New Mexico Law Enforcement Professional Standards Council.

County of Valencia

Valencia County is part of the Rio Abajo, an area of the Middle Rio Grande Valley of New Mexico that stretches from the Espanola Valley in the North, to Sabinal in the South.

Valencia County has a population of 76,569 and comprises 1,068 square miles in central New Mexico. The county borders Socorro County directly to the south, Cibola County to the west, Bernalillo County to the north, and Torrance County to the east. The county seat is located in the Village of Los Lunas, 20 miles south of Albuquerque, the state's largest city.



Valencia County Sheriff's Office

Careers

Physical Address:
543 Luna Ave.
Los Lunas, NM 87031

Mailing Address:
PO Box 1585
Los Lunas, NIM 87031

505-866-2400
505-866-2027 Fax

[www.co.valencia.nm.us/
departments/sheriff/
County_Sheriff.html](http://www.co.valencia.nm.us/departments/sheriff/County_Sheriff.html)

Denise Vigil
Sheriff

Deputy Sheriff

The Valencia County Sheriff's Office is seeking applications for the positions of certified and non-certified Deputy Sheriff. Applicants must complete an application packet, background check and oral interview. All successful candidates must pass a physical exam, psychological exam and drug screen. In addition, non-certified candidates must also pass a physical agility test and be eligible to attend the New Mexico Law Enforcement Academy (NMLEA). Federal, out of state and inactive certified officers must meet the NMLEA requirements for Certification by Waiver of Previous Training (CBW) to be considered.

Salary and benefits summary:

- Certified Deputy Sheriff - \$21.75/hr., Non-certified Deputy Sheriff - \$19.75/hr.
- Longevity Pay
- Health Insurance (Including Dental & Vision) County pays 100% for the employee and 80% for your family
- Life Insurance
- PERA Retirement Plan 5
- 12 hour shifts (Alternating weeks- 3 days on/4 days off, 4 days on/3 days off)
- Take home vehicle
- All equipment provided in addition to a \$800 annual clothing allowance
- Overtime opportunities at time and a half pay
- Holiday pay

Court Security Officer

The Valencia County Sheriff's Office is seeking applications for the position of Court Security Officer. This position is a uniformed and armed position which does not require NMLEA Peace Officer certification. Applicants must complete an application packet, background check and oral interview. Successful candidates must pass a physical exam, psychological exam and drug screen.

Salary and benefits summary:

- Starting Court Security Officer (probationary) - \$13.00/hr., after 6 months (non-probationary) - \$14.00/hr. and after one year \$15.00/hr.
- Health Insurance (Including Dental & Vision) County pays 100% for the employee and 80% for your family
- Life Insurance
- PERA Retirement System
- 8 hour shifts (Monday – Friday, Saturday, Sunday and holidays off)
- All equipment provided in addition to a \$800 annual clothing allowance
- Overtime opportunities at time and a half pay

Professional Standards Office

For additional information on any openings or the application process contact the Professional Standards Office.

Lieutenant Pete Alderete

505-866-3343

Peter.alderete@co.valencia.nm.us

To begin the application process download and complete a Valencia County Application at

<http://www.co.valencia.nm.us/departments/humanresources/postings/V/Capplication.pdf>

and mail to P.O. Box 1585, Los Lunas, New Mexico 87031 or hand deliver to 543 Luna Ave., Los Lunas, New Mexico 87301.



*Agenda Item
No. 12-E*



P.O. Box 17620
Denver, CO 80217-0620

INVOICE

INVOICE NUMBER: S15W0779464
Invoice Date: 03/18/21

DUE 04/10/21 **\$1880.74**

Make CU Model GGPC6LTR
Serial # D100116678
Equipment # 911 BUILD
Machine ID # Meter Reading 386.0
Shp VIA

Bill To:

TORRANCE CNTY EMERGENCY SVCS
PO BOX 48
ESTANCIA NM 87016-0048

Shp To:

Customer #	PO #	PSO/MO #	PC LCMC	INV. SEQ. NO.	Doc Date	Salesman	Division	Store	Terms
89059	PO# E10150	PS48979	10 10 10	8121564	02/22/21	185	E	15	2

Quantity Item Description Unit Price Extension

CUSTOMER AGENT: BEN DAUGHERTY
CALL OUT TORRANCE COUNTY 911 BLD.
NEED TO ORDER PLUGS THERMO & GASKET.
751 SALT MISSION TRAIL, MCINTOSH, NEW MEXICO 87032
TORRANCE COUNTY DISPATCH CENTER 911 BUILDING
TROUBLESHOOT GENERATOR
TROUBLESHOOT GENERATOR. THIS PORTION WAS CUSTOMER
REQUESTED PS SERVICE INSPECT GENERATOR. TECHNICAN
MADE RECOMENDATION.
CUSTOMER COMPLAINT:
CUSTOMER WAS PERFORMING A TRANSFER TEST AND IN THE
MIDDLE OF THE TEST THE GENERATOR BEGAN RUNNING
ROUGH AND WAS UNSTABLE.
CAUSE OF FAILURE:
FOULED SPARK PLUGS AND THERMOSTAT STUCK OPEN.
RESULTANT DAMAGE:
N/A
REPAIR PROCESS COMMENTS:
CUSTOMER CALLED AND STATED THAT DURING A TRANSFER
TEST THE GENERATOR BEGAN RUNNING ROUGH AND

If you're not completely satisfied please call 1-833-954-3116 or email us at customerexperience@wagnerequipment.com

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WE APPRECIATE YOUR BUSINESS. Your business is important to us and we strive to be your dealership of choice. If we did not meet your expectations, please call 303.739.3000

Terms of Payment: Cash customer - Payment due on date of invoice. Total amount due the 10th day of month following invoice date. Finance charge of 1.50% per month (annual percentage rate of 18%) will be charged on past due invoices. When you provide a check as payment, you authorize us either to use information from your check to make a one-time electronic fund transfer from your account or to process the payment as a check transaction.

Freight Terms: All parts purchased are f.o.b. source and incoming freight will be charged from source. Please refer to your parts sales order for the parts return policy details.

Wagner Equipment Co. hires EEO/AA/Minorities/Women/Disabled Veterans

Aurora, CO, 18000 Smith Rd., 80011 303-739-3000 * 877-854-1237		www.wagnerequipment.com				Albuquerque, NM, 4000 Osuna Rd., NE, 87109 505-345-8411 * 800-432-8612			
Burlington, CO 719-348-7890 844-378-7843	Colo. Spgs, CO 719-635-1869 877-854-1237	Durango, CO 970-259-2001 877-854-1237	Bloomfield, NM 505-834-4800 800-466-8081	Grand Jct., CO 970-242-2834 877-854-1237	Hayden, CO 970-276-3781 877-854-1237	Hobbs, NM 575-393-2148 800-821-8082	Pueblo, CO 719-544-4433 877-854-1237	Windsor, CO 970-278-1750 877-854-1237	



P.O. Box 17820
Denver, CO 80217-0820

INVOICE

INVOICE NUMBER: S15W0779464
Invoice Date: 03/18/21

DUE 04/10/21 \$1880.74

Bill To:

TORRANCE CNTY EMERGENCY SVCS
PO BOX 48
ESTANCIA NM 87016-0048

Make	CU	Model	GGPC6LTR
Serial #	D100115678		
Equipment #	911 BUILD		
Machine ID #		Meter Reading	366.0
Ship VIA			

Ship To:

Customer #	PO #	PSO/WO #	PC LC MC	INV. SEQ. NO.	Doc Date	Salesman	Division	Store	Terms
88059	PO# E10150	PS48979	10 10 10	8121564	02/22/21	185	E	15	2

Quantity	Item	Description	Unit Price	Extension
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SURGING. TRAVEL TO CUSTOMER SITE AND INSPECT GENERATOR. I FOUND A SMALL COOLANT LEAK ON THE THERMOSTAT HOUSING AS WELL AS A SLIGHT MISS FIRE. CHECK ALL SPARK PLUG WIRE CONNECTIONS AND PERFORM TRANSFER TEST. GENERATOR HAD A SLIGHT MISS TO IT DURING THE TEST AS WELL AS THE COOLANT TEMP WAS ONLY GETTING UP TO APROX 140 DEG. ADVISE CUSTOMER WE NEED TO REPLACE THE SPARK PLUGS AND THERMOSTAT. ORDER PARTS AND TRAVEL BACK TO SHOP.

TOTAL LABOR	SEG. 01	430.00 *
SEGMENT 01 TOTAL		430.00 T

REPLACE THERMOSTAT/WATER TEMP REG
REPLACE THERMOSTAT / REPLACE SPARK PLUGS
CUSTOMER COMPLAINT:
PERFORM REPAIRS FROM SEG 01
CAUSE OF FAILURE:
N/A
RESULTANT DAMAGE:

If you're not completely satisfied please call 1-833-954-3116 or email us at customerexperience@wagnerequipment.com

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Aurora, CO. 18000 Smith Rd., 80011
303-739-3000 * 877-654-1237

www.wagnerequipment.com

Albuquerque, NM. 4000 Osuna Rd., NE, 87109
505-345-8411 * 800-432-6612

Burlington, CO
719-346-7880
844-378-7843

Colo. Spgs., CO
719-635-1869
877-654-1237

Durango, CO
970-259-2001
877-654-1237

Bloomfield, NM
805-834-4500
800-468-5081

Grand Jct., CO
970-242-2834
877-654-1237

Hayden, CO
970-276-3781
877-654-1237

Hobbs, NM
575-393-2148
800-821-6082

Pueblo, CO
719-544-4433
877-654-1237

Windsor, CO
970-278-4750
877-654-1237



P.O. Box 17820
Denver, CO 80217-0620

INVOICE

INVOICE NUMBER: S15W0779464
Invoice Date: 03/18/21

DUE 04/10/21	\$1880.74
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Make	GU	Model	GGPC5LTR
Serial #	D100116678		
Equipment #	911 BUILD		
Machine ID #		Meter Reading	366.0
Ship VIA			

Bill To:

TORRANCE CNTY EMERGENCY SVCS
PO BOX 48
ESTANCIA NM 87016-0048

Ship To:

Customer #	PO #	PSO/WO #	PC LC MC	INV. SEQ. NO.	Doc Date	Salesman	Division	Store	Terms
88059	PO# E10150	PS48979	10 10 10	8121564	02/22/21	185	E	15	2

Quantity	Item	Description	Unit Price	Extension
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N/A

REPAIR PROCESS COMMENTS:

ONCE PARTS ARRIVED I TRAVELED BACK TO CUSTOMER SITE AND TURNED THE BLOCK HEATER OFF AND PLACED THE GENSET IN OFF. DRAIN ENGINE COOLANT AND REMOVE THERMOSTAT HOUSING. CLEAN SEALING SURFACES AND INSTALL A NEW THERMOSTAT AND GASKET. TORQUE MOUNTING BOLTS AND FILL ENGINE WITH COOLANT. REMOVE HEAT SHIELDS TO GAIN ACCESS TO THE SPARK PLUGS. REMOVE ALL 8 SPARK PLUGS AND INSTALL NEW ONES. REINSTALL HEAT SHIELDS. TEST RUN GENSET AND ENGINE WAS NOW RUNNING SMOOTH. PERFORM TRANSFER TEST AND UNIT PERFORMED WELL UNDER BUILDING LOAD. CHECK GENERATOR AFTER TEST AND FOUND A SMALL LEAK ON THE THERMOSTAT HOUSING. RE TIGHTEN BOLTS AND HOSE CLAMP AND TEST RUN AGAIN. CHECK FOR LEAKS AND NONE WERE FOUND. CLEAN UP WORK AREA AND TRAVEL BACK TO SHOP.

1.00	TOTAL LABOR	SEG. 02	998.00 *
	A026K703 GASKET		11.55

If you're not completely satisfied please call 1-833-954-3116 or email us at customerexperience@wagnerequipment.com

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Terms of Payment: Cash customer - Payment due on date of invoice. Total amount due the 10th day of month following invoice date. Finance charge of 1.50% per month (annual percentage rate of 18%) will be charged on past due invoices. When you provide a check as payment, you authorize us either to use information from your check to make a one-time electronic fund transfer from your account or to process the payment as a check transaction.

Freight Terms: All parts purchased are f.o.b. source and incoming freight will be charged from source. Please refer to your parts sales order for the parts return policy details.

Wagner Equipment Co. hires EEO/AA/Minorities/Women/Disabled Veterans

Aurora, CO, 18000 Smith Rd., 80011 303-739-3000 * 877-654-1237		www.wagnerequipment.com				Albuquerque, NM, 4000 Osuna Rd., NE, 87109 505-345-8411 * 800-432-6812		
Burlington, CO 719-346-7880 844-378-7843	Colo. Spgs., CO 719-635-1669 877-654-1237	Durango, CO 970-289-2001 877-654-1237	Bloomfield, NM 505-834-4500 800-468-5081	Grand Jet., CO 970-242-2834 877-654-1237	Hayden, CO 970-278-3781 877-654-1237	Hobbs, NM 575-393-2148 800-821-8082	Pueblo, CO 719-544-4433 877-654-1237	Windsor, CO 970-278-1780 877-654-1237



P.O. Box 17620
Denver, CO 80217-0620

INVOICE

INVOICE NUMBER: S15W0779464
Invoice Date: 03/18/21

DUE 04/10/21 **\$1880.74**

Bill To:

TORRANCE CNTY EMERGNCY SVCS
PO BOX 48
ESTANCIA NM 87016-0048

Make CU Model GGPC5LTR
Serial # D100115678
Equipment # 911 BUILD
Machine ID # Meter Reading 366.0
Shp VIA

Shp To:

Customer #	PO #	PSO/WO #	PC LC MC	INV. SEQ. NO.	Doc. Date	Salesman	Division	Store	Terms
88059	PO# E10150	PS48979	10 10 10	8121564	02/22/21	185	E	15	2

Quantity	Item	Description	Unit Price	Extension
1.00		130-7875 THERMOS		17.89
9.00		167-1661 SPRK PL		279.54
1.00		FREIGHT		30.00
		TOTAL MISC CHGS	SEG. 02	338.98 *
		SEGMENT 02 TOTAL		1336.98 T

		TAX EXEMPTION LICENSE CRS 01 505585 0		
		ALB TAX - SVCS ONLY		113.76 T
		GOVT CUSTOMER		.00 T

If you're not completely satisfied please call 1-833-954-3116 or email us at customerexperience@wagnerequipment.com

Go Paperless. Receive statements and invoices online 24/7. Register at www.wagnerequipment.com/gopaperless

REMIT TO:
Wagner Equipment Co.
PO Box 919000
Denver, CO 80291-9000

TOTAL	Page 4 of 4	PLEASE PAY THIS AMOUNT	\$1880.74
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WE APPRECIATE YOUR BUSINESS. Your business is important to us and we strive to be your dealership of choice. If we did not meet your expectations, please call 303.739.3000

Terms of Payment: Cash customer - Payment due on date of invoice. Total amount due the 10th day of month following invoice date. Finance charge of 1.50% per month (annual percentage rate of 18%) will be charged on past due invoices. When you provide a check as payment, you authorize us either to use information from your check to make a one-time electronic fund transfer from your account or to process the payment as a check transaction.

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Aurora, CO, 18000 Smith Rd., 80011 303-739-3000 * 877-654-1237		www.wagnerequipment.com				Albuquerque, NM, 4000 Osuna Rd., NE, 87109 505-345-8411 * 800-432-6612		
Burlington, CO 719-345-7880 844-378-7843	Colo. Spgs., CO 719-835-1559 877-654-1237	Durango, CO 970-259-2001 877-654-1237	Bloomfield, NM 805-834-4500 800-468-8081	Grand Jct., CO 970-242-2834 877-654-1237	Hayden, CO 970-276-3761 877-654-1237	Hobbs, NM 575-383-2148 800-821-6082	Pueblo, CO 719-544-4433 877-654-1237	Windsor, CO 970-278-1750 877-654-1237



Agenda Item
No. 12-F

**TRANSPORTATION PROJECT FUND
PROJECT FEASIBILITY FORM (PFF)
MPO/RTPO: _____**

GENERAL INFORMATION

Preparation Date: 5/13/2021 **Project Title:** Riley Road Improvements

Requesting T/LPA: Torrance County **Is there an approved Governing Body resolution for this application**
(Applicant) YES NO PENDING

Responsible Charge
Name: Leonard Lujan Phone: 505-705-4031

Title: Road Superintendent Email: leonardl@tcnm.us

PROJECT DESCRIPTION

Project Type (Circle/boldface/underline all that apply):
ROADWAY BRIDGE SAFETY PLANNING/DESIGN OTHER

If you chose "OTHER" please clarify here: _____

Project Scope: Repave Riley Road, Torrance County, NM (see Attachment A)

Is the request to address a bridge on the NMDOT's Local Bridge Priority List for Replacement/Rehabilitation?
NO YES If yes, please indicate bridge #: _____

Is the request to continue or advance a phase of a previous project?
NO YES If yes, please indicate funding sources and scope of previous phase below.

Funding Source: _____

Previous Phase Project Scope: _____

Completion Date of Previous Phase: _____

Current Phase being requested: _____

Project Location

Route Number and/or Street Name: Riley Road, Torrance County, New Mexico

Project Termini:

Beginning Mile point and/or intersection: Intersection of State Highway 55

Ending Mile point and/or intersection: Intersection of State Highway 542

Total length of proposed project: 6 miles

NOTE: A local government project that is located in full or in part within a department right-of-way or NHS route must be administered in accordance with the "Tribal/Local Public Agency Handbook".

A local government project that ties into, connects or crosses a department right-of-way or an NHS route, or when the project may have an effect on existing improvements within department rights-of-way, requires the approval of the department.

Is the project located in full or in part within a department right-of-way or NHS route?

NO YES If yes, the project must be administered in accordance with the Tribal/Local Public Agency Handbook and follow all requirements and procedures.

Does the project tie into, connect or cross a department right-of-way or an NHS route, or will the project have an effect on existing improvements within a NMDOT right-of-way? "Letter of Approval" from the NMDOT District Engineer?

NO YES If yes, a "Letter of Approval" is required from the NMDOT District Engineer.

Will the project impact known environmental and/or cultural resources?

YES NO If yes, please clarify _____

Is this project tied to any past or future federal funding?

YES NO If yes, please identify _____

Project Phases to be included in request (Circle/boldface/underline all that apply):

PLANNING

PRELIMINARY ENGINEERING/DESIGN

CONSTRUCTION

CONSTRUCTION MANAGEMENT & TESTING

RIGHT OF WAY ACQUISITION*

* Projects that are for ROW acquisition will need to follow NMDOT ROW acquisition requirements if the entity intends to utilize federal funding in any subsequent project phase.

PROJECT COSTS:

Column A			Column B
If project is <u>not</u> phased, complete column A only.			Total Phases No. (1, 2, 3, I, II, III, etc.):
If project is phased, list the amount of funding being currently requested in Column A and complete Column B.			The amount below represents the cost of the entire project and will be greater than Column A.
Requested Cost	\$	1,900,000	Total Project Cost: \$
Percentage Estimates:			Phased projects are usually large and divided into parts or phases. Please clarify how the requested project funding relates to the total overall project. Identify future phases and estimated costs.
Total Local Match	%	5 \$95,000	
Total State Share	%	95 \$1,805,000	
		100%	

- Does the T/LPA have major audit findings that would prevent them from being a responsible fiscal agent?

Additional topics to discuss during PFF meetings ONLY if project is on or intersects with an NMDOT or NHS route:

- Is the Tribal/Local Public Agency (T/LPA) familiar with the NMDOT T/LPA Handbook? Has the person in responsible charge attended one of the T/LPA Handbook trainings?
- Is the project within NMDOT ROW? If so, does the district support the project?
 - Are agreements necessary for maintenance and operations? (Lighting agreements, landscaping, etc.)
- The T/LPA must follow the NMDOT specifications as outlined in the "Specs for Highway and Bridge Construction" unless the appropriate NMDOT Design Center grants permission prior to design for the T/LPA to use other specs.

Transportation Project Fund, Project Feasibility Form (PPF)

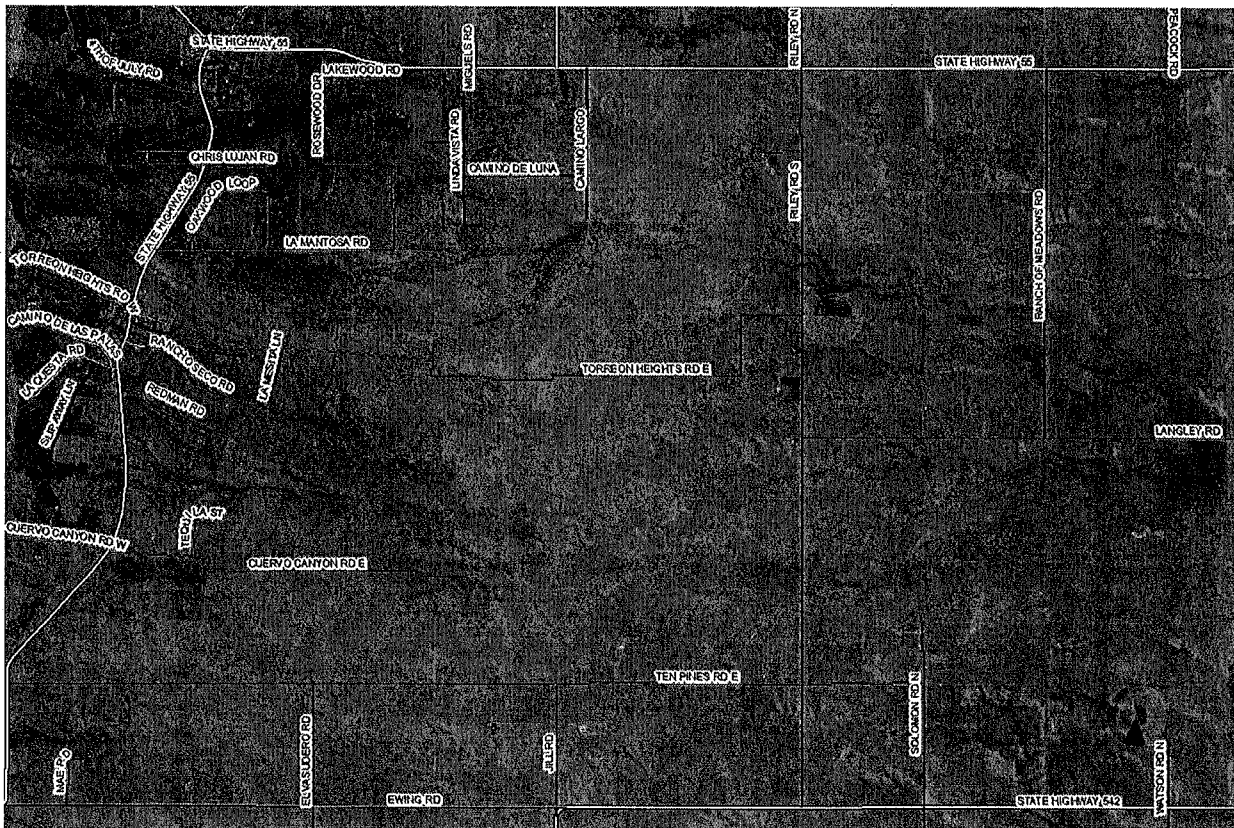
Attachment A: Project Scope

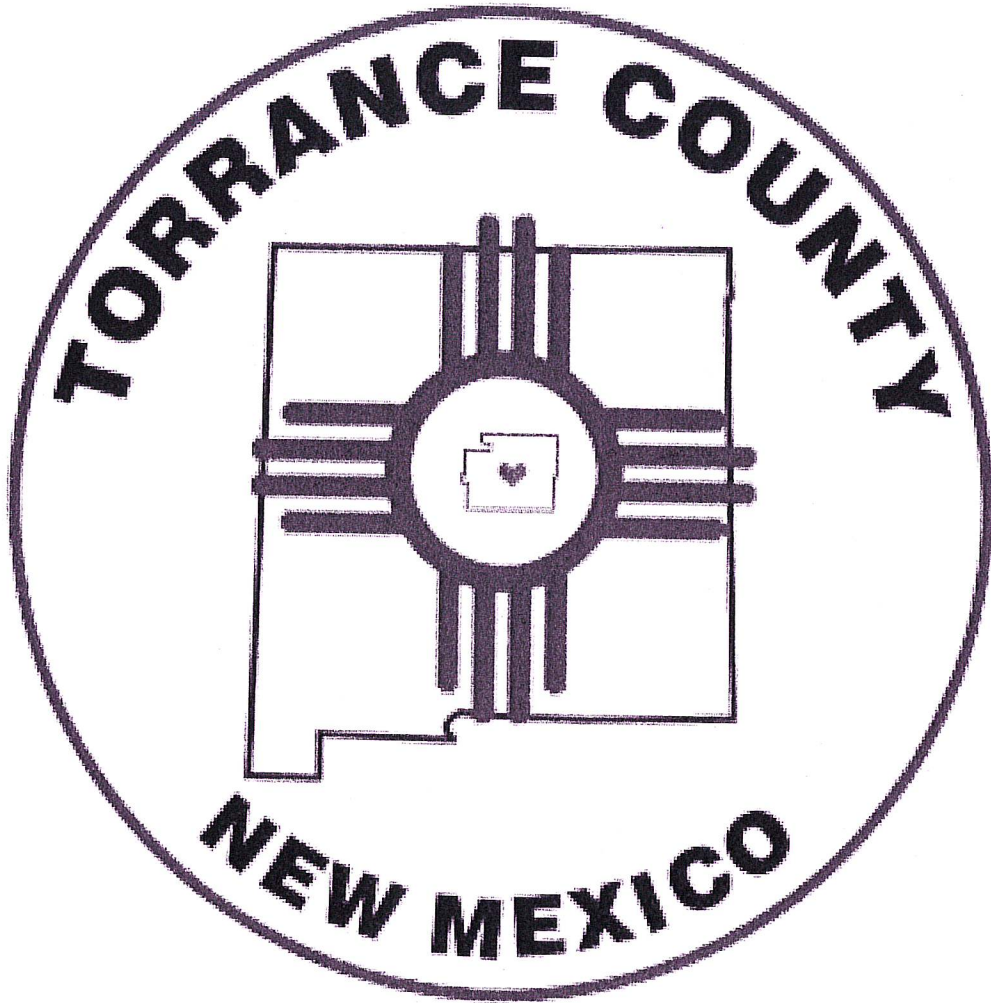
Riley Road, Torrance County, New Mexico

Torrance County plans to repair and repave Riley Road from the intersection of State Highway 55 to the intersection of State Highway 542. The renovation of Riley Road, which is currently chip-sealed, requires 3-inches of asphalt paving for a 6-mile stretch, 20-feet wide. The chip-sealed surface will provide a solid base. The road has been previously re-claimed and re-chipped; however, vehicles that exceed the weight limit frequently use the road causing new damage. Weight limit signs have been vandalized and torn down. Asphalt paving will increase the weight limit to accommodate semi-trucks.

An estimated 700-800 vehicles use the road daily. Riley Road provides quick connections between the two highways without traveling 10 miles east to State Highway 41 or 7 miles west to the portion of Highway 55 that parallels the Manzano Mountains. The road is also used as an evacuation route during wildfires and provides convenient access for emergency vehicles and for the road department to access supplies such as gravel and caliche.

The project will be completed as a stand-alone project. Since the roadway already exists, it does not require engineering or planning. Traffic control is planned for the duration of the project which is anticipated to take 16 work days barring weather delays. No maintenance costs are expected during the first five years following project completion.





Agenda Item
No. 12-G

NEW MEXICO DEPARTMENT OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT

2021 EMPG SUB-GRANT APPLICATION COVER SHEET

APPLICANT NAME:

AGENCY/DEPARTMENT:

ADDRESS:

FEDERAL FUNDS REQUESTED: \$

COST SHARE MATCH FUNDS: \$

TOTAL PROJECT FUNDS: \$

APPLICANT POINT OF CONTACTS:

PROGRAM POC: TITLE:

ADDRESS:

PHONE: EMAIL:

FISCAL POC: TITLE:

ADDRESS:

PHONE: EMAIL:

Agency Federal Tax Identification Number:

Agency Data Universal Numbering System (DUNS) Number:

To obtain a DUNS number for your agency, please go to the D&B website: <http://fedgov.dnb.com/webform>, or call the DUNS Number request line at 1-866-705-5711.

Completed required registration/annual update in Systems Award Management (SAM):

DATE: (Must Initial)

Your DUNS number is a required field to start your SAM registration.

CAGE Number: (found within your completed SAM)

To register in SAM, please go to the SAM website: www.sam.gov/portal/public/SAM/.

My jurisdiction has a property/equipment tracking and monitoring system in place that complies with the requirements set forth in 2 CFR 200.313

Must Initial One: Yes: No:

An Environmental Historic Preservation (EHP) screening form is included for any equipment items included in our budget.

Must Initial One: Yes: N/A

Federal funds cannot be matched with other Federal funds. The subrecipient's contribution must be specifically identified. These non-Federal contributions have the same eligibility requirements as the Federal share.

DATE: (Must Initial)

Authorized Official for the Agency: _____

Signature of Authorized Official: _____

Date Signed: _____

Note: Electronic certified signature is acceptable. Scan of hard copy wet ink signatures are also acceptable.

NEW MEXICO DEPARTMENT OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT
2021 EMPG SUB-GRANT APPLICATION CERTIFICATION

APPLICANT NAME:

COUNTY SEAT:

EMPG STATUS:

EMPG PROGRAM PARTICIPANTS:

List all program participants in your emergency management program. Identify any participants that will benefit from your EMPG program. *Include all soft-match participants. If the applicant is utilizing another position to match the EMPG funded position, the applicant must submit a job description for the cost-match position.*

Matt Propp, Emergency Manager
New Position
Emergency Management Specialist

CERTIFICATION:

This application, together with the approved EMPG Statement of Work and Cumulative Progress Report constitutes the annual work plan for the emergency management program whose participants are listed above. The undersigned agree to exert their best efforts to accomplish all activities listed in the Statement of Work and Cumulative Progress Report approved by the New Mexico Department of Homeland Security and Emergency Management.

Authorized Official
(Original Signature)

Printed Name

Date

Emergency Management Official
(Original Signature)

Printed Name

Date

Note: Electronic certified signature is acceptable. Scan of hard copy wet ink signatures are also acceptable.

Completed forms and application materials can be sent by email or mail to:

E-Mail Address:

Physical Address: (Fed Ex or UPS)

DHSEM.LocalPrepared@state.nm.us

NMDHSEM
 Local Preparedness Program
 13 Bataan Blvd
 Santa Fe, NM 87508

JURISDICTION:

Torrance County

Personnel (include both position and name for each individual to be reimbursed with EMPG funds) A job description for each position must be submitted along with the detailed budget worksheet. If the applicant is utilizing another position to match the EMPG funded position, the applicant must submit a job description for the cost-match position.

Position Title	Employee Name	Total Annual Salary	Total Annual Benefits	Total Annual Cost	EMPG Federal Grant	EMPG Local Match	Percentage EMPG Fund	Total FTE	Total EMPG Cost (Grant + Match)	Job Description Submitted
Emergency Manager	Matt Propp	\$ 38,736.00	\$ 7,344.00	\$ 46,080.00	23,040.00	23,040.00	50%	46,080.00	46,080	YES
Emergency Mgt Spc	VACANT - new position	\$ 9,300.00	\$ 1,702.00	\$ 11,002.00	5,501.00	5,501.00	50%	11,002.00	11,002	YES
				\$ -	0.00	0.00	100%	0.00	0	
				\$ -	0.00	0.00	100%	0.00	0	
				\$ -	0.00	0.00	100%	0.00	0	
Total Personnel		\$ 48,036.00	\$ 9,046.00	\$ 57,082.00	28,541.00	28,541.00	100%	57,082.00	57,082	0

Each position/person listed above MUST complete the minimum 24 hours of training, NIMS, PDS and/or Basic Academy courses.

2021 EMPG SUB-GRANT APPLICATION NARRATIVE

JURISDICTION NAME: Torrance County

Provide a brief description of the jurisdictions emergency management priorities and initiatives that will be addressed with EMPG funds.

1 Overview of the jurisdictions risk profile resulting from the current THIRA.
 Torrance County sits in the center of New Mexico, and has a geographical size of over 2300 square miles. The county has a major interstate (I-40), three state highways and two railroads. One of the state highways (Hwy 285) is a main thoroughfare for the WIPP (Waste Isolation Pilot Plant) transports. The county has the Manzano Mountain range bordering the west side (which has been involved in several large wildfires) and a combination of mountain areas to the south bordering Corona and Duran, NM. The remainder of the county is vast plains, which have the potential for wildfire at any time. The railroads are home to BNSF and Union Pacific, and are considered main spurs. The railroads transport various goods and materials, and are a risk for derailment and chemical release. A newer component to the county are the addition of large wind farms (natural energy wind turbines), which pose certain risks to the workers and citizens in the area. Torrance County is also prone to severe thunderstorms with potential for Tornado activity, and severe winter storms. The winter storms routinely cause the closure of Interstate 40, and Torrance County becomes a main sheltering hub for stranded commuters.

2 Areas of need identified through assessment processes such as the emergency management strategic plans, tactical interoperable communications plans or other emergency management assessment processes.
 Currently, the biggest need identified through our assessment process is an Emergency Management complex that would include a training room, Emergency Operations Center and Emergency Shelter. Torrance County currently has the emergency management office and Emergency Operations Center in different locations. The EOC is currently located at the dispatch center. Through training, and real life experience, we have identified that the dispatch center is not an appropriate location for the EOC. As for the Emergency Shelter, the County has a "hand shake" agreement with the City of Moriarty for use of their facilities, after certain conditions have been met. Unfortunately, due to those conditions, timely set up of a shelter is hampered.

3 Baseline inventory of where your jurisdiction is now, relative to goals and objectives identified in relevant strategic plans per CPG 101 v2.
 Currently, Torrance County is at about 65% of our intended training platform as per the strategic plan. The training is current to the equipment currently used by the departments, and the training level of the personnel. The county has been good at not requesting items that exceed our current scope of work, or our training curriculum. There are plans to increase training and equipment in the future as we follow through with our Multi-year training and excersise plan (MYTEP).

4	<i>Emergency management priorities and planning focus for current budget year (including linkage to the core capabilities identified in the Goal.</i>
	<p>The current priorities for this year are the Emergency Management Complex. The county has made this a priority for the year, and is committed to opening an Emergency Mangement Complex that will house a training room, EOC and room for an emergency shelter. There will also be office space for Law Enforcement and our CERT team. Having a complex of this scale will increase our operational readiness and improve our interagency cooperation greatly.</p>

5	<i>Detailed Budget Narrative justifying the requested funding for the identified work plan activities.</i>
	<p>Narrative is attached with Salary breakdown. Funding is being requested for an additional position in the Emergency Management Office. The workload of this Department has increased consistantly over the years, and with the addition of Covid responsibilities, has now exceeded the capability of one person.</p>

6	<i>Detailed description of how projects and programmatic activities support the building or sustainment of the core capabilities of the core capabilities as outlined in the Goal.</i>
	<p>The addition of an Emergency Management Specialist will increase interoperatbility, operational readiness and will</p>

NEW MEXICO DEPARTMENT OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT
2021 EMPG SUB-GRANT APPLICATION TRACKING SHEET

Torrance County

REPORTING QUARTER:

XX	ANNUAL WORK PLAN SUBMISSION
	First Quarter (Due 10/15/21)
	Second Quarter (Due 1/15/22)
	Third Quarter (Due 4/15/22)
	Fourth Quarter (Due 7/15/22)

Digital File Submitted

Jurisdiction IPP (similar to MYTEP): 2019 Jul-19

Date of Fully Promulgated EOP: In Process (delayed due to Covid) 2015

Date of FEMA APPROVED NHMP: 2018

Date of THIRA: 2018

Date of NIMS Approved Assessment: 2020

Job Description for Each Funded Position:

Identified and Fully Functional Emergency Operations Center: Building Name: Torrance County Dispatch Center

Physical Address: 751 Salt Mission Trail

McIntosh, NM 87032

Date of Last EOC Activation/Exercise: 1/15/2021

When completion of an activity involves production of a tangible product, i.e. Emergency Operations Plan, any kind of Plan or Annex, etc. the jurisdiction will provide an electronic copy of that product to DHSEM's Local Preparedness Program upon completion.

Copies of training certificates are only required to document the completion of the federally mandated National Incident Management System (NIMS) and Professional Development Series (PDS) courses for new EMPG funded staff.

A failure to meet all requirements in the Work Plan, or for submitting fiscal and/or programmatic reports late, may result in:

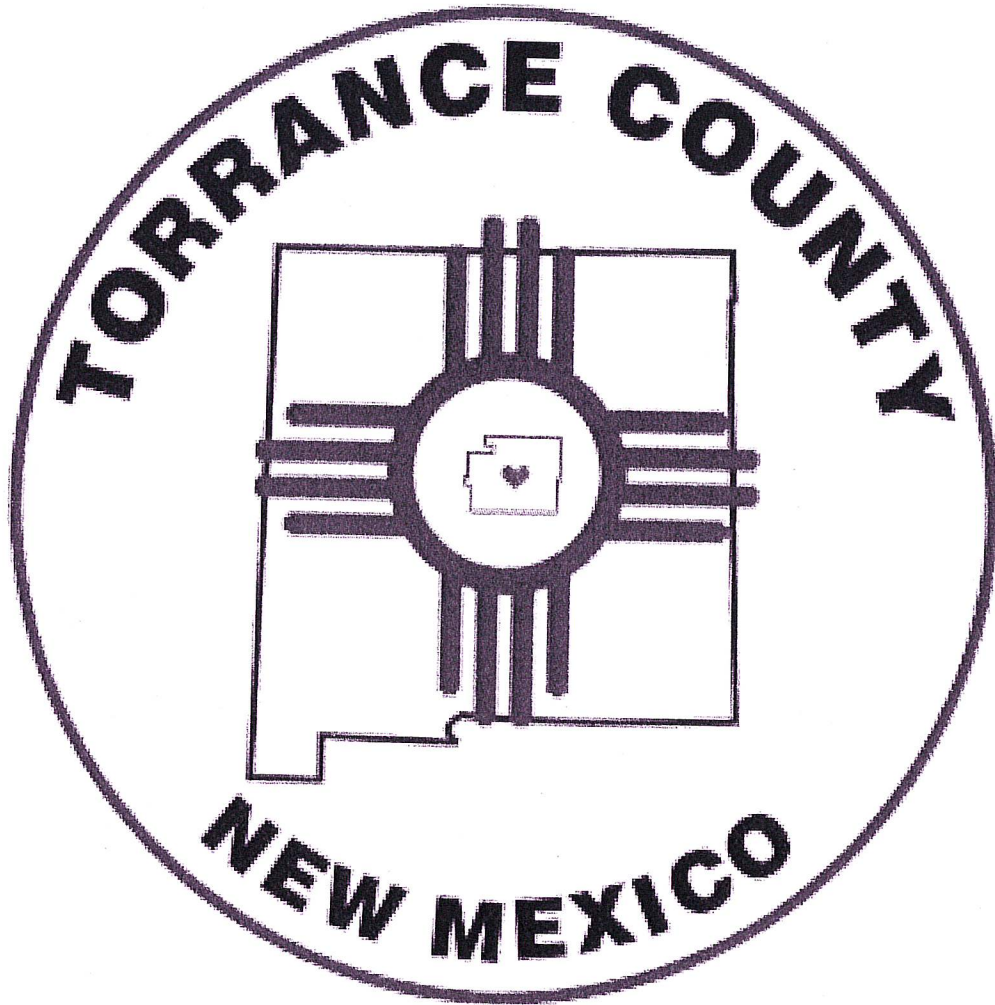
- » Ineligibility for EMPG funding for FY2021;
- » Program reimbursement part, or all of the awarded FY 2021 awards funds;
- » Suspension from the EMPG Program; or
- » Any combination thereof.

2021 EMPG SUB-GRANT APPLICATION WORK PLAN

JURISDICTION:

Torrance County

Quarter 1	PROJECTED ACTIVITIES	MISSION AREA	CORE CAPABILITY	TYPE OF ACTIVITY	ACTIVITY REPORTING	EMPG FUNDED POSITION(S) RESPONSIBLE	LPP COMMENTS
7/1/2021 to 09/30/2021	Support Public Health w/ Covid Response	Mitigation		Mass Care Planning			
	Wildfire Community Planning	Prevention		Evacuation Planning			
Quarter 2	PROJECTED ACTIVITIES	MISSION AREA	CORE CAPABILITY	TYPE OF ACTIVITY	ACTIVITY REPORTING	EMPG FUNDED POSITION(S) RESPONSIBLE	LPP COMMENTS
	Active Threat training with Schools	Response		Incident Management			
	Winter Storm Preparation	Protection		Shelter Planning			
10/1/2021 to 12/31/2021							
Quarter 3	PROJECTED ACTIVITIES	MISSION AREA	CORE CAPABILITY	TYPE OF ACTIVITY	ACTIVITY REPORTING	EMPG FUNDED POSITION(S) RESPONSIBLE	LPP COMMENTS
	Hazardous Materials Training	Response		Hazard Mitigation			
	EOC Activation Training/NIMS	Mitigation		NIMS Assessment			
1/1/2022 to 03/31/2022							
Quarter 4	PROJECTED ACTIVITIES	MISSION AREA	CORE CAPABILITY	TYPE OF ACTIVITY	ACTIVITY REPORTING	EMPG FUNDED POSITION(S) RESPONSIBLE	LPP COMMENTS
	Communications Planning	Protection		COOP			
	CERT Exercise	Response		Resource Management			
4/1/2022 to 06/30/2022							



*Agenda Item
No. 12-H*

Estancia Senior Center

Project Summary

Torrance County will plan and make renovations to the Estancia Senior Center, 305 Highland Ave. Activities for which Torrance County will submit an application for 2022 Appropriations totaling \$169,620.52 to include:

• Install carport to protect senior center fleet.	10,707.98
• Water softener	593.00
• Upgrade to LEDs throughout the building.	16,262.40
• Purchase and install a refrigerated air unit.	19,569.60
• Upgrade to fiber optic Internet.	1,650.20
• Install solar panels on top of carport to power senior center.	25,592.10
• Renovating the parking lot to include repairing a culvert, resurfacing, striping, and signage.	59,809.95
• Repair stucco and paint exterior.	15,259.20
• Architectural fee	8,966.72
• Contractor fee	11,208.40

Background

In 2018, there were 1,643 residents in the Town of Estancia, the county seat, according to the American Community Survey (ACS) of the U.S. Census Bureau. In 2018 per the ACS, 18.3% of residents were over 60 years of age. (Just 7% were under 5.) 15.6% of residents age 65+ were impoverished. The population of older people in Torrance County as a whole has jumped an astounding 24% from 2010 to 2018. We must be responsive to this burgeoning growth in order to be adequately prepared to serve older newcomers to Torrance in the future. In addition, food insecurity is a problem countywide, due to few food outlets and the absence of public transportation. We seek a vital capital outlay from the ALTSD's Capital Projects Bureau to meet the nutritional issues/food insecurity of the growing population of older persons throughout Torrance County and to improve their quality of life providing them safe areas to meet for meals and socialization.

Goals

The goals of these activities include making renovations to prevent future damage to the building which could be caused by water infiltration through cracked stucco by poor drainage near the entrance of the facility. Proper striping and signage can reserve critical handicapped accessible parking and provide for safer parking and pedestrian use in the parking lot. Maintaining proper interior temperatures will improve comfort and safety of staff and prevent damage to kitchen equipment caused by extreme heat.

Measurement of Project Success

Success will be measured by completing an end-of-project evaluation which will include updating the Facility/Fixture Inventory. Observations will determine if all cracks in the stucco are repaired; comfortable interior temperatures are maintained; and drainage issues in the parking lot and near the entrance are resolved, and strips and signage provide sufficient guidance. Also, a survey will be administered to senior citizens, their families, and staff, to gather subjective data about the functionality and appeal of the center and its services.

Moriarty Senior Center

Plan/Design/Construct New Center

Project Summary

Torrance County will plan, design and construct a new senior center to replace the existing Moriarty Senior Center, 120 Roosevelt Ave. The current building and parking lot has outlived the expected usage. For safety reasons we are in dire need of a new building with a safer and larger parking area. The current building has been repaired repeatedly, but these repairs have been bandaids and are not addressing a much larger problem. The county will begin by planning and designing a new center in Moriarty. The planning and design completed with this project will be used to move ahead with construction of a new senior center.

Background

In 2018, there were 2,223 residents in the City of Moriarty according to the American Community Survey (ACS) of the U.S. Census Bureau. In 2018 per the ACS, 19.3% of residents were over 60 years of age. (Just 4% were under 5.) 20.8% of residents age 65+ were impoverished. The population of older people in Torrance County as a whole has jumped an astounding 24% from 2010 to 2018. We must be responsive to this burgeoning growth in order to be adequately prepared to serve older newcomers to Torrance in the future. In addition, food insecurity is a problem countywide, due to few food outlets, the absence of public transportation, and inflation. We seek a vital capital outlay from the ALTSD's Capital Projects Bureau to meet the nutritional issues/food insecurity of the growing population of older persons throughout Torrance County and to improve their quality of life providing them safe areas to meet for meals and socialization. Torrance County in collaboration with Presbyterian Medical Services (PMS), which operates the senior centers in Torrance County, has determined a new center must be built in Moriarty to improve the quality of life and safety of our senior citizens, their families, and staff. A new facility will enhance the effectiveness of services and solve safety concerns.

A subject matter expert with more than 25-years' experience in building management/construction completed an assessment of the current Moriarty Senior Center and found that the building is visibly aged and in poor overall condition and will require on-going costly repairs to remain operational. He recommends replacement of the facility at a new location with optimal space for adequate parking. Specific problems identified included HVAC system requires an overhaul; carpet needs to be replaced throughout the facility; internal elevation issues create trip hazards throughout; restroom fixtures are outdated and/or damaged; flashing and gutters need replacement; all doors need to be ADA compliant; grease trap is not sufficient and has a possible crack in the tank; large trees and uneven elevations in the parking lot make the area unsafe for pedestrian use; several site additions have caused numerous electrical, plumbing and elevation issues; and roof structure is poor and will cause future damage if not addressed. The cost of completing all necessary renovations to the existing senior are estimated at \$447,115.

Project Description

Torrance County will plan, design and construct a new facility to replace the existing Moriarty Senior Center. During the planning phase, input will be solicited from stakeholders including senior clients, staff members, and government officials. The parameters defined will be used by an architect to prepare a set of plans.

Goals

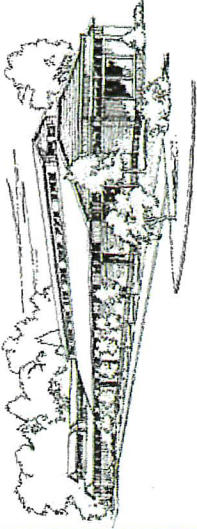
Through this process, Torrance County intends to develop a set of plans that will then be used to construct a new senior center that will meet the needs of current and future stakeholders within a safe and inviting environment. Goals will be achieved with stakeholder participation. Contractors will be selected through procurement processes that select capable and cost-effective contractors to complete planning and design. Torrance County employees will oversee the project working with Presbyterian Medical Services (PMS) staff. PMS manages the senior centers in Torrance County.

Measurement of Project Success

Success will be achieved with a clear definition of parameters and receipt of a working set of plans.

PROPOSED BUDGET

<u>Expenditure Category</u>	<u>Funds Requested</u>
<u>Architectural Fee</u>	<u>48,725.52</u>
<u>Construction Costs</u>	<u>487,255.22</u>
<u>Total Amount Requested</u>	<u>657,794.55</u>

Estimate Name: Moriarty Senior Center New Construction	
Building Type: Community Center with Decorative Concrete Block / Bearing Walls	
Location: ALBUQUERQUE, NM	 <p>Costs are derived from a building model with basic components. Scope differences and market conditions can cause costs to vary significantly.</p>
Story Count: 1	
Story Height (L.F.): 10	
Floor Area (S.F.): 5133	
Labor Type: OPN	
Basement Included: No	
Data Release: Year 2021 Quarter 2	
Cost Per Square Foot: \$128.15	
Building Cost: \$657,794.55	

A	Substructure	Quantity	% of Total	Cost Per S.F.	Cost
A1010	Standard Foundations		12.53%	\$11.89	\$61,030.05
A10101051520	Foundation wall, CIP, 4' wall height, direct chute, .099 CY/LF, 4.8 PLF, 8" thick	77.25		\$6.96	\$35,714.66
A10101051560	Foundation wall, CIP, 4' wall height, direct chute, .148 CY/LF, 7.2 PLF, 12" thick	309		\$0.85	\$4,362.19
A10101102500	Strip footing, concrete, reinforced, load 5.1 KLF, soil bearing capacity 3 KSF, 12" deep x 24" wide	309		\$3.94	\$20,233.01
A10102107200	Spread footings, 3000 PSI concrete, load 50K, soil bearing capacity 6 KSF, 3' - 0" square x 12" deep	3.08		\$2.07	\$10,648.29
A1030	Slab on Grade			\$0.09	\$471.16
A10301202240	Slab on grade, 4" thick, non industrial, reinforced	5133		\$4.70	\$24,115.60
A2010	Basement Excavation			\$0.23	\$1,199.79
A20101104560	Excavate and fill, 10,000 SF, 4' deep, sand, gravel, or common earth, on site storage	5133		\$0.23	\$1,199.79
B	Shell		28.09%	\$26.66	\$136,855.85
B1020	Roof Construction			\$9.07	\$46,554.26

B10201202850	Roof, steel joists, joist girder, 1.5" 22 ga metal deck, on columns/bearing wall, 35'x30' bay, 40 PSF superimposed load, 36.5" deep, 60 PSF total load	5133	\$8.53	\$43,789.62
B10201202900	Roof, steel joists, joist girder, 1.5" 22 ga metal deck, on columns/bearing wall, 35'x30' bay, 40 PSF superimposed load, 36.5" deep, 60 PSF total load, add for column	5133	\$0.54	\$2,764.63
B2010	Exterior Walls		\$7.07	\$36,279.32
B20101155440	Concrete block (CMU) wall, split rib, 8 ribs, hollow, regular weight, 8x8x16, reinforced, vertical #5@32", grouted	2472	\$7.07	\$36,279.32
B2020	Exterior Windows		\$2.01	\$10,334.76
B20201066700	Windows, aluminum, sliding, standard glass, 8' x 4'	19.31	\$2.01	\$10,334.76
B2030	Exterior Doors		\$1.37	\$7,013.24
B20301106350	Door, aluminum & glass, without transom, narrow stile, double door, hardware, 6'-0" x 7'-0" opening	0.51	\$0.56	\$2,850.06
B20302203450	Door, steel 18 gauge, hollow metal, 1 door with frame, no label, 3'-0" x 7'-0" opening	1.54	\$0.81	\$4,163.18
B3010	Roof Coverings		\$6.90	\$35,407.88
B30101051400	Roofing, asphalt flood coat, gravel, base sheet, 3 plies 15# asphalt felt, mopped	5133	\$2.71	\$13,894.00
B30103203090	Insulation, rigid, roof deck, composite with 2" EPS, 1" perlite	5133	\$1.75	\$8,977.00
B30104201400	Roof edges, aluminum, duranodic, .050" thick, 6" face	309	\$1.54	\$7,889.39
B30104300040	Flashing, aluminum, no backing sides, .019"	309	\$0.26	\$1,314.73
B30106305100	Gravel stop, aluminum, extruded, 4", mill finish, .050" thick	309	\$0.65	\$3,332.75
B3020	Roof Openings		\$0.25	\$1,266.40
B30202100300	Roof hatch, with curb, 1" fiberglass insulation, 2'-6" x 3'-0", galvanized steel, 165 lbs	1	\$0.25	\$1,266.40
C	Interiors		\$21.62	\$110,955.19
C1010	Partitions		\$4.63	\$23,784.81
C10101053251	8" concrete block partition	841.81	\$1.21	\$6,229.51
C10101265800	Metal partition, 5/8" fire rated gypsum board face, 1/4" sound deadening gypsum board, 2-1/2" @ 24", same opposite face, no insulation	3666.43	\$3.42	\$17,555.30
C1020	Interior Doors		\$1.16	\$5,951.61

C10201022600	Door, single leaf, kd steel frame, hollow metal, commercial quality, flush, 3'-0" x 7'-0" x 1-3/8"	5.13	\$1.16	\$5,951.61
C1030	Fittings			
C10301100460	Toilet partitions, cubicles, ceiling hung, stainless steel	5.13	\$1.34	\$6,888.29
C10305100120	Directory boards, outdoor, black plastic, 36" x 24"	0.51	\$1.15	\$5,915.86
C10305200100	Bulletin board, cork sheets, no frame, 1/4" thick	12.83	\$0.11	\$566.43
C10305200210	Chalkboards, wall hung, aluminum, wood frame & chalktrough	20.53	\$0.01	\$63.48
C10309100510	Mail boxes, horizontal, front loaded, aluminum, 10" x 12" x 15" deep	0.51	\$0.05	\$256.30
C3010	Wall Finishes			
C30102202000	2 coats paint on masonry with block filler	2472	\$0.02	\$86.22
C30102300140	Painting, interior on plaster and drywall, walls & ceilings, roller work, primer & 2 coats	7332.86	\$1.97	\$10,109.56
C3020	Floor Finishes			
C30204100160	Carpet, tufted, nylon, roll goods, 12' wide, 36 oz	2566.5	\$1.08	\$5,554.68
C30204100220	Carpet, padding, add to above, 2.7 density	2566.5	\$0.89	\$4,554.88
C30204101600	Vinyl, composition tile, maximum	2566.5	\$4.41	\$22,626.16
C3030	Ceiling Finishes			
C30302106000	Acoustic ceilings, 3/4" fiberglass board, 24" x 48" tile, tee grid, suspended support	5133	\$2.60	\$13,365.72
			\$0.49	\$2,490.63
			\$1.32	\$6,769.81
			\$8.10	\$41,594.75
			\$8.10	\$41,594.75
D	Services		\$32.64	\$167,543.49
D2010	Plumbing Fixtures			
D20101102000	Water closet, vitreous china, tank type, 2 piece close coupled	4.26	\$3.25	\$16,664.39
D20102102040	Urinal, vitreous china, stall type	0.81	\$0.91	\$4,689.67
D20103101640	Lavatory w/trim, vanity top, PE on CI, 18" round	1.69	\$0.31	\$1,601.17
D20104101800	Kitchen sink w/trim, countertop, PE on CI, 32" x 21" double bowl	0.81	\$0.47	\$2,407.59
D20104404300	Service sink w/trim, PE on CI, wall hung w/rim guard, 22" x 18"	0.81	\$0.21	\$1,089.94
D20108202080	Water cooler, electric, floor mounted, dual height, 14.3 GPH	1.62	\$0.66	\$3,367.53
D2020	Domestic Water Distribution			
D20202402180	Electric water heater, commercial, 100< F rise, 350 gal, 180 KW 738 GPH	0.81	\$0.68	\$3,508.49
			\$9.64	\$49,475.21
			\$9.64	\$49,475.21
D2040	Rain Water Drainage			
D20402104120	Roof drain, CI, soil, single hub, 3" diam, 10' high	0.81	\$0.54	\$2,770.95
D20402104200	Roof drain, CI, soil, single hub, 4" diam, 10' high	0.81	\$0.24	\$1,256.32
			\$0.30	\$1,514.63

E10903500200	Architectural equipment, kitchen equipment range, restaurant type, burners, 2 ovens & 24" griddle	0.51	\$0.53	\$2,716.36
E10903500210	Architectural equipment, kitchen equipment, range hood, including CO2 system, elect. stove	0.51	\$0.26	\$1,323.38
F	Special Construction	0.00%	\$0.00	\$0.00
G	Building Sitework	0.00%	\$0.00	\$0.00

SubTotal		100%	\$94.93	\$487,255.22
Contractor Fees (General Conditions,Overhead,Profit)		25.0 %	\$23.73	\$121,813.81
Architectural Fees		8.0 %	\$9.49	\$48,725.52
User Fees		0.0 %	\$0.00	\$0.00
Total Building Cost			\$128.15	\$657,794.55

Audit Trail Notes

Date Time	Description	User Name	Action

Assembly Customization Type:



Added



Partially Swapped



Fully Swapped

Square Foot Cost Estimate Report

Date: 5/13/2021

Estimate Name: **Morarty Senior Center
Community Center Reno with Level 5 plus Equip, Ext Doors & Windows**



Costs are derived from a building model with basic components. Scope differences and market conditions can cause costs to vary significantly.

Building Type: **ALBUQUERQUE, NM**
 Location: **1**
 Story Count: **10.00**
 Story Height (L.F.): **5133**
 Floor Area (S.F.): **RR**
 Labor Type: **No**
 Basement Included: **Year 2021 Quarter 2**
 Data Release: **\$87.11**
 Cost Per Square Foot: **\$447,115.19**
 Building Cost:

B	Shell	Quantity	% of Total	Cost Per S.F.	Cost
B2020	Exterior Windows				
B20201066700	Windows, aluminum, sliding, standard glass, 8' x 4'	19.31	6.57%	\$3.85	\$19,742.82
B2030	Exterior Doors				
B20301106350	Door, aluminum & glass, without transom, narrow stile, double door, hardware, 6'-0" x 7'-0" opening	0.51		\$1.42	\$7,275.12
B20302203450	Door, steel 18 gauge, hollow metal, 1 door with frame, no label, 3'-0" x 7'-0" opening	1.54		\$0.59	\$3,010.72
B3020	Roof Openings				
B30202100300	Roof hatch, with curb, 1" fiberglass insulation, 2'-6" x 3'-0", galvanized steel, 165 lbs	1		\$0.26	\$1,322.94
C	Interiors		40.44%	\$23.68	\$121,542.63
C1010	Partitions				
C10101053251	8" concrete block partition	841.81		\$5.53	\$28,393.74
C10101265800	Metal partition, 5/8" fire rated gypsum board face, 1/4" sound deadening gypsum board, 2-1/2" @ 24", same opposite face, no insulation	3666.43		\$1.47	\$7,566.81
C1020	Interior Doors				
				\$4.06	\$20,826.93
				\$1.21	\$6,187.57

C10201022600	Door, single leaf, kd steel frame, hollow metal, commercial quality, flush, 3'-0" x 7'-0" x 1-3/8"	5.13	\$1.21	\$6,187.57
C1030	Fittings		\$1.42	\$7,283.20
C10301100460	Toilet partitions, cubicles, ceiling hung, stainless steel	5.13	\$1.21	\$6,224.69
C10305100120	Directory boards, outdoor, black plastic, 36" x 24"	0.51	\$0.12	\$627.15
C10305200100	Bulletin board, cork sheets, no frame, 1/4" thick	12.83	\$0.01	\$74.06
C10305200210	Chalkboards, wall hung, aluminum, wood frame & chalktrough	20.53	\$0.05	\$267.96
C10309100510	Mail boxes, horizontal, front loaded, aluminum, 10" x 12" x 15" deep	0.51	\$0.02	\$89.34
C3010	Wall Finishes		\$2.42	\$12,438.38
C30102202000	2 coats paint on masonry with block filler	2472	\$1.35	\$6,941.67
C30102300140	Painting, interior on plaster and drywall, walls & ceilings, roller work, primer & 2 coats	7332.86	\$1.07	\$5,496.71
C3020	Floor Finishes		\$4.64	\$23,805.94
C30204100160	Carpet, tufted, nylon, roll goods, 12' wide, 36 oz	2566.5	\$2.69	\$13,782.11
C30204100220	Carpet, padding, add to above, 2.7 density	2566.5	\$0.53	\$2,698.83
C30204101600	Vinyl, composition tile, maximum	2566.5	\$1.43	\$7,325.00
C3030	Ceiling Finishes		\$8.46	\$43,433.80
C30302106000	Acoustic ceilings, 3/4" fiberglass board, 24" x 48" tile, tee grid, suspended support	5133	\$8.46	\$43,433.80
D	Services		\$25.02	\$128,414.87
D2017	Plumbing Fixture Renovation		\$1.67	\$8,550.62
D20172401120	Water closet, vitreous china, tank type, wall hung, 2 piece close coupled	4.26	\$0.33	\$1,717.11
D20172401160	Urinal, vitreous china, stall type	0.81	\$0.20	\$1,008.05
D20172401200	Lavatory w/trim, vanity top, PE on CI, 18" round	1.69	\$0.26	\$1,316.09
D20172401300	Kitchen sink w/trim, countertop, PE on CI, double bowl, 32" x 21"	0.81	\$0.11	\$581.24
D20172401570	Service sink w/trim, PE on CI, wall hung w/rim guard, 22" x 18"	0.81	\$0.23	\$1,158.51
D20172401760	Water cooler, electric, floor mounted, dual height, 14.3 GPH	1.61	\$0.54	\$2,769.62
D2027	Domestic Water Distribution Renovation		\$9.17	\$47,090.10
D20272101160	Commercial, 100-psi <F rise, 350 gallon tank, 180 KW, 738 GPH	0.81	\$9.17	\$47,090.10
D3057	Terminal & Package Unit Renovation		\$9.57	\$49,133.03
D30572501270	Rooftop, single zone, air conditioner, schools and colleges, 10,000 S.F., 38.33 ton	5133	\$5.34	\$27,428.29

D30572551270	Rooftop, single zone, air conditioner, diffusers, schools and colleges, 10,000 S.F. 38.33 ton	5133	\$4.23	\$21,704.74
D4017	Sprinkler Renovation		\$0.63	\$3,220.90
D40172771140	Heads and branches, steel, light hazard, 1 floor, 10,000 S.F.	5133	\$0.58	\$2,996.95
D40172771300	Detection and alarm, steel, light hazard, 1 floor, 10,000 S.F.	5133	\$0.04	\$223.95
D5010	Electrical Service/Distribution		\$1.05	\$5,367.71
D50102400200	Switchgear installation, incl switchboard, panels & circuit breaker, 120/208 V, 3 phase, 400 A	0.5	\$1.05	\$5,367.71
D5027	Lighting and Branch Wiring Renovation		\$2.20	\$11,312.41
D50271101110	Incl plate, box, conduit, wire, 2.5 per 1,000 S.F., .3 watts per S.F.	5133	\$0.45	\$2,320.63
D50273101120	Recess mounted in ceiling, .8 watt per S.F., 20 FC, 5 fixtures @ 32 watts per 1,000 S.F.	6159.6	\$1.75	\$8,991.78
D5030	Communications and Security		\$0.28	\$1,445.12
D50309100460	Fire alarm command center, addressable without voice, excl. wire & conduit	0.51	\$0.28	\$1,445.12
D5037	Communications and Security Renovation		\$0.45	\$2,294.98
D50374101410	Fire detection, addressable, includes outlets, boxes, conduit and wire, 25 detectors	0.23	\$0.45	\$2,294.98
E	Equipment & Furnishings		\$2.15	\$11,027.81
E1010	Commercial Equipment		\$0.84	\$4,313.73
E10105100320	Kitchen equipment, frozen food, chest type, 12 FT long	0.51	\$0.84	\$4,313.73
E1090	Other Equipment		\$1.31	\$6,714.08
E10902200940	Furnishings, wardrobes & coatrack, wall mounted rack, steel frame & shelves, 12" x 15" x 50"	15.4	\$0.15	\$765.03
E10903500150	Architectural equipment, kitchen equipment, cooler, beverage, reach-in, 6 FT long	0.51	\$0.36	\$1,834.47
E10903500200	Architectural equipment, kitchen equipment range, restaurant type, burners, 2 ovens & 24" griddle	0.51	\$0.53	\$2,741.54
E10903500210	Architectural equipment, kitchen equipment, range hood, including CO2 system, elect. stove	0.51	\$0.27	\$1,373.04
F	Special Construction		\$3.86	\$19,813.10
F2010	Building Elements Demolition		\$3.86	\$19,813.10
F20102101140	Demolition, Window, Aluminum, to 50 S.F.	19.31	\$0.39	\$2,001.93
F20102201120	Demolition, single door, 3'-0" x 7' to 10' opening, metal frame	1.54	\$0.10	\$511.48

F20102201160	Demolition, double door, 6'-0" x 7' to 10' opening, metal frame	0.51	\$0.06	\$307.26
F20102201290	Demolition, interior, single leaf, 3'-0" x 7'-0" x 1-3/8", metal frame	5.13	\$0.02	\$118.03
F20102401110	Hatch Demolition, roof hatch, metal, 2'-6" x 3'-0"	1	\$0.03	\$138.70
F20102501110	Demolition, non-masonry, wood or metal studs	3666.43	\$0.43	\$2,194.72
F20102501140	Demolition, masonry interior partitions, unreinforced, 8"	841.81	\$0.12	\$639.10
F20104201100	Demolition, wall mounted, boards and panels	20.53	\$0.00	\$13.64
F20104301140	Demolition, mailboxes, 10" x 12" x 15" deep	0.51	\$0.00	\$1.69
F20104301150	Demolition, toilet partition, ceiling hung or floor mounted	5.13	\$0.02	\$125.53
F20104501110	Demolition, scraping and clean up, hand carry 0-100', carpet	2566.5	\$0.17	\$861.83
F20104501120	Demolition, Scraping and clean up, hand carry 0-100', carpet pad	2566.5	\$0.13	\$655.74
F20104501180	Demolition, vinyl composite tile	2566.5	\$1.42	\$7,273.08
F20104601170	Demolition, acoustic ceiling system, grid and tiles	5133	\$0.32	\$1,648.72
F20106101110	Demolition, water closet, wall hung	4.26	\$0.04	\$197.49
F20106101130	Demolition, water cooler, wall or deck mounted	1.61	\$0.02	\$77.80
F20106101140	Demolition, lavatory, countertop	2.5	\$0.01	\$68.47
F20106101170	Demolition, lavatory, wall hung	0.81	\$0.00	\$20.63
F20106101240	Demolition, urinal, vitreous china, stall type	0.81	\$0.01	\$44.50
F20106201150	Demolition, water heater, 250 thru 500 gallons	0.81	\$0.05	\$235.77
F20106751240	Demolition, Rooftop, single zone, air conditioner, schools and colleges, 10,000 S.F., 38.33 ton	5133	\$0.17	\$861.83
F20106771270	Demolition, ductwork, diffusers, schools and colleges, 10,000 S.F., 38.33 ton	5133	\$0.18	\$899.30
F20106901140	Demolition, Heads and branches, steel, light hazard, 1 floor, 10,000 S.F.	51.33	\$0.02	\$111.29
F20106901260	Demolition, Detection and alarm, Steel, light hazard, 1 floor, 10,000 S.F.	51.33	\$0.00	\$6.00
F20107101120	Demolition, Installation, incl switchboard, panels and circuit breaker, 120/208 V, 1 phase, 400 A	0.5	\$0.08	\$410.63
F20107201110	Demolition, Incl plate, box, conduit, wire, 2.5 Per 1,000 S.F., .3 watts per S.F.	5133	\$0.01	\$74.94
F20107351120	Demolition, Recess mounted in ceiling, .8 watt per S.F., 20 FC, 5 fixtures @ 32 watts per 1,000 S.F.	6159.6	\$0.05	\$269.79
F20107551410	Demolition, fire detection, addressable, includes outlets, boxes, conduit and wire, 25 detectors	0.23	\$0.00	\$17.97

F20107551450	Demolition, fire alarm & command center, excludes conduit and wire, addressable with voice	0.51	\$0.00	\$21.17
F20108701110	Demolition, bake oven, single deck, range hood, incl. carbon dioxide system, economy	0.51	\$0.00	\$4.07
G	Building Sitework		\$0.00	\$0.00

SubTotal		100%	\$58.55	\$300,541.23
Contractor Fees (General Conditions, Overhead, Profit)		35.0 %	\$20.49	\$105,189.43
Architectural Fees		10.2 %	\$8.06	\$41,384.53
User Fees		0.0 %	\$0.00	\$0.00
Total Building Cost			\$87.11	\$447,115.19

Audit Trail Notes

Date/Time	Description	User Name	Action

Assembly Customization Type:



Added



Partially Swapped



Fully Swapped

Mountainair Senior Center

Project Summary

Torrance County will plan, design, and construct renovations to the Mountainair Senior Center, 107 N Summit Ave. Torrance County received 2021 Appropriations in the amount of \$170,000. Activities for which Torrance County will submit an application for 2022 Appropriations:

Background Narrative

In 2018, there were 974 residents in the Town of Mountainair according to the American Community Survey (ACS) of the U.S. Census Bureau. In 2018 per the ACS, 35% of residents were over 60 years of age. (Just 4% were under 5.) 9.6% of residents age 65+ were impoverished. The population of older people in Torrance County as a whole has jumped an astounding 24% from 2010 to 2018. We must be responsive to this burgeoning growth in order to be adequately prepared to serve older newcomers to Torrance in the future. In addition, food insecurity is a problem countywide, due to few food outlets and the absence of public transportation. We seek to meet the nutritional issues/food insecurity of the growing population of older persons throughout Torrance County and to improve their quality of life providing them safe areas to meet for meals and socialization.

Goals

The goals of these activities include removing trip and slip hazards that currently exist within the exterior and interior of the building; improving comfort of senior citizens, their families, and staff; and improving energy efficiency decreasing utility costs. Goals will be achieved by submitting bids for work to select capable and cost-effective contractors to complete planning, design, construction, and installation. Torrance County employees will oversee the project working with Presbyterian Medical Services (PMS) staff. PMS manages the senior centers in Torrance County.

Measurement of Project Success

Success will be measured by completing an end-of-project evaluation which will include updating the Facility/Fixture Inventory. Observations will determine if exterior and interior surfaces are level providing unobstructed access, if the new entrance prevents pooling water, and interior temperatures are more consistent and comfortable. Utility costs will be assessed. Also, a survey will be administered to senior citizens, their families, and staff, to gather subjective data about the functionality and appeal of the center and its services.

Estimate Name : Mountainair 2022 Estimate
Location : NEW MEXICO / ALBUQUERQUE (870-872)
Client Name : Torrance County
Address :

RSMMeans data
 from **GARDIAN**

Advanced Reporting

Quantity	LineNumber	Description	Unit	Ext. Total O&P (Year 2021 Quarter 2)
2	107316207000	Carport, baked vinyl finish, flat panel, 20' x 10', .032", excl. foundations	Car	\$ 10,956.06

Unit Cost Total \$ 10,956.06

Quantity	LineNumber	Description	Unit	Ext. Total O&P (Year 2021 Quarter 2)
1	D50904200450	Photovoltaic power system, stand alone, 24 V capacity, 1.8 kW, Roof mounted, on wood framing, with standoff	Ea.	\$ 28,006.80
40000	C10171241110	Inspect, patch, and repair wallboard, 2" to 4", one sided	S.F.	\$ 32,800.00
3500	C30301054600	Plaster ceilings, 3 coat perlite painted, 3.4# metal lath, 3/4" crc, 16" OC furring, 1-1/2" crc, 36" OC support	S.F.	\$ 35,070.00
800	D30501701440	Split system, air cooled condensing unit, apartment corridors, 20,000 SF, 36.66 ton	S.F.	\$ 4,072.00
1	D50102507000	Panelboard, 4 wire w/conductor & conduit, NEHB, 277/480 V, 600 A, 5 stories, 50' horizontal	Ea.	\$ 29,061.00

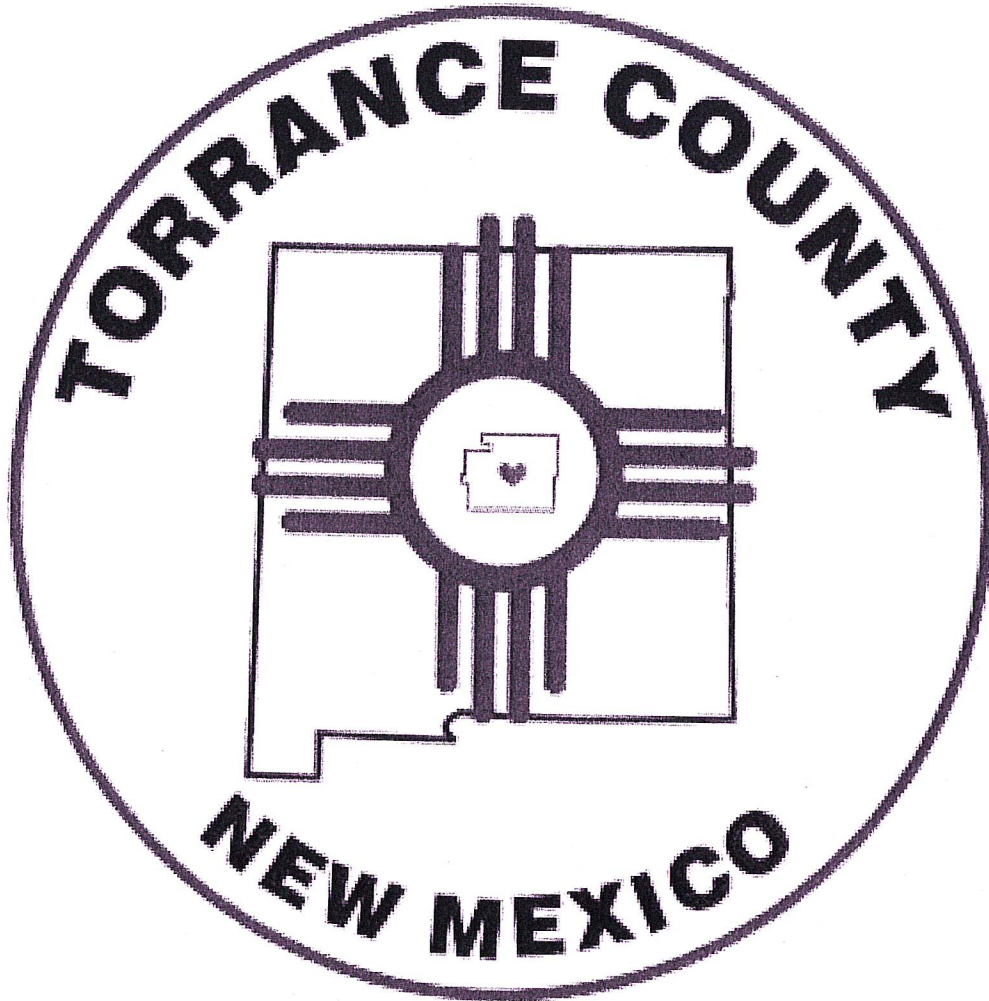
Assembly Cost Total \$ 129,009.80

Sub Total \$ 139,965.86

Architectural Fee 6% \$ 8,397.95

Contractor Fees 7.50% \$ 10,497.44

Grand Total \$ **158,861.25**



*Agenda Item
No. 12-I*



Torrance County Board of Commissioners

Meeting 5/12/2021

Item 12I

Department: Grants
Prepared By: Cheryl Allen
Reviewed by: Janice Barela

Title: Approval of Rural Primary Health Care Act Agreement for FY2022

Sponsor:

Grants Department

Action:

Approval of Rural Primary Health Care Act Agreement for FY2022.

Summary:

The RPHCA Grant Agreement between Torrance County and the New Mexico Department of Health provides primary care services at the Mountainair Family Health Center.

Significant Issues:

- No match
- Annual baseline reports due third working day in August to include: Annual Project Level of Operations forms, Contract Action Plan, Quality Improvement/Assurance Plan, and Extent of HbA1c testing for patients with diabetes along with Invoice not to exceed \$11,000 for baseline fees and administrative fee.
- Monthly program reports are due the second Friday of each month to include: Monthly Level of Operations and Summary Narrative.
- Monthly invoice at \$7,502 is due by the third working day of each month.

Financial:

- Baseline Reports	7,000
- Administrative Fee	4,100
- Monthly Services	90,024
- Total	101,124

No increase from previous year. Amount included in budget.

Staff Recommendation:

Approve agreement and authorize Janice Y. Barela to act signatory as the Fiscal Agency Authorized Official.

MEMORANDUM OF AGREEMENT

Between

New Mexico Department of Health

And

County of Torrance

This Agreement entered into between New Mexico Department of Health (DOH) and **County of Torrance**, the entity providing services (Entity).

IT IS AGREED BETWEEN THE PARTIES

1. **PURPOSE**

The purpose of this agreement is to provide primary care services in underserved areas of the state.

2. **SCOPE OF WORK**

The Entity shall perform the following work:

A. Ensure the provision of primary care services in underserved areas of the state by providing the following:

1. Annual Projected Level of Operations forms

2. Contract Action Plan, which must include:

- a. Estimated level of services
- b. Staffing
- c. Hours of operation, including after-hours coverage and emergency care
- d. Prenatal care services
- e. Family planning services
- f. Dental services
- g. Behavioral health services
- h. Ancillary services
- i. Specialty clinics
- j. Referral relationships with EMS (emergency medical services), hospital, dental, behavioral health, and other services
- k. Integration methods for improving coordination of care across settings
- l. Collaboration with public and private providers, school-based health centers, and tribal programs to maximize delivery of primary care health care services
- m. Recruitment and retention plan for healthcare providers, including:
- n. Total dollar amount of Rural Primary Health Care Act (RPHCA) funding used towards healthcare provider salaries and benefits.
- o. Total dollar amount of RPHCA funding used towards healthcare provider recruitment (*This amount reflects recruitment efforts/methods, such as how much is used for advertisement of positions, recruitment agencies, etc. If using New Mexico Health Resources to recruit and/or post job listings, please indicate.*)
- p. Rate of retention of healthcare providers at the clinic (*On average, how many years are providers staying? If providers are leaving, are they leaving to another clinic within the community, to another New Mexico community, or leaving New Mexico?*)
- q. Governing Board and/or Local/Regional Advisory Board information

- r. Evaluation methods
 - s. Other pertinent information
3. Submit a detailed Quality Improvement/Assurance (QI/QA) Plan for each clinic site ensuring that it includes:
 - a. Clinical services and management services.
 - b. Systematic collection and evaluation of patient records.
 - c. Periodic assessment of the appropriateness of the utilization of services and the quality of services provided.
- B. Submit data and reports through the Online RPHCA Reporting System by providing:
1. Monthly Level of Operations Data for each clinic site for services provided in the previous month. Should the actual level of services fall below 90% of the projected level for a period exceeding 60 days the contract may be renegotiated including reviewing and adjusting the amount of payment.
 2. Summary Monthly Narrative Report on the status of the activities toward accomplishment of the scope of work, any significant issues and changes, and progress toward meeting the Annual Projected Level of Operation projections.
- C. Ensure policies and procedures states that no person will be denied services because of their inability to pay. These policies and procedures should address the provision of services to medically indigent persons below poverty not covered by third party payors and those between 100 percent and 200 percent of poverty guidelines without third party coverage. The facility must also:
1. Post a notice in a conspicuous location in the patient waiting area that a sliding fee discount is available to eligible persons with income up to 200 percent of poverty and are not covered by third party payors, and
 2. Advertise in the community, local media and other areas that a sliding fee discount is available to eligible persons with income up to 200 percent of poverty and are not covered by third party payors.
- D. Assess all patients without third party coverage for Medicaid eligibility, and participate, as appropriate, in on-site Medicaid eligibility determination, presumptive eligibility and Early Periodic Screening, Diagnosis, and Treatment (EPSDT).
- E. Review Medicaid and Medicare reimbursements to assure maximization of generated revenues and, if appropriate, participate in reimbursement programs under the Rural Health Clinic Services Act or Federally Qualified Health Centers Certification.
- F. Maintain for inspection the appropriate and most current facility licensure from the AGENCY Health Facility Licensing & Certification Bureau by providing:
1. Current Operator's License.
 2. Current New Mexico professional licenses or certifications, and Board certification if applicable, for all service providers whose salaries or contracts or contracts are supported in whole or part by RPHCA funds.

Objective: To prevent or reduce diabetes complications through improved quality of clinical care and increased access to services to ensure healthier living (*DOH FY19 Strategic Plan*). Report will address:

1. Extent of HbA1c testing for patients with diabetes (*how much is done?*);
 2. Percent of patients with HbA1c levels less than 9% (*how well it was done?*); and
 3. Change measured against calendar 2017 baseline and subsequent data (*Is anyone better off?*).
- S. Notify the AGENCY in writing within 30 days of receipt of official notification of:
1. Changes in funding to support the activities identified in this contract from the following types of sources: state, federal, private foundation grants or contracts. The AGENCY may reevaluate the need for financial assistance.
 2. Changes to points of contact.
- T. Performance will be monitored and evaluated by periodic on site work reviews, review of narrative and data reports, and scheduled consultations with the AGENCY.
- U. Failure to comply with above items A-T may result in payment delays and the AGENCY will reevaluate the need for financial assistance.

HCUA-TORRANCE COUNTY
BASIC PRIMARY CARE SUPPORT

BUDGET

Deliverables	FY22	Grand Total
Baseline Reports (4) - Annual Projected Level of Operations; Contract Action Plan; Quality Improvement/Assurance Plan; and Report on Extent of HbA1c testing for patients with diabetes for each reporting clinic site, received and approved by AGENCY by the third (3 rd) working day in August, with an invoice not to exceed a total of \$11,100.00	\$11,100.00	\$11,100.00
Monthly Services - A monthly invoice equivalent to 1/12 draw, which represents adherence to the requirements outlined in the scope of work, received and approved by AGENCY by the third (3 rd) working day of each month, in the amount of \$7,502.00 not to exceed a total of \$90,024.00	\$90,024.00	\$90,024.00
TOTAL BUDGET	\$101,124.00	\$101,124.00

3. ADMINISTERING AGENCY

The administering agency is the DOH.

4. COMPENSATION

- A. **The total amount payable to the Entity under this Agreement, including gross receipts tax and expenses, shall not exceed \$101,124.00. This amount is a maximum and not a guarantee that the work assigned to Entity under this Agreement to be performed shall equal the amount stated herein.**

- B. The DOH shall pay to the Entity in full payment for services satisfactorily performed based upon deliverables, such compensation not to exceed \$101,124.00 (as set forth in Paragraph A) including gross receipts tax if applicable. Payment is subject to availability of funds as appropriated by the Legislature to the DOH and to any negotiations between the parties from year to year pursuant to Article 2, Scope of Work. All invoices MUST BE received by the DOH no later than fifteen (15) days after the termination of the Fiscal Year in which the services were delivered. Invoices received after such date WILL NOT BE PAID. Invoices shall be submitted monthly. The Entity shall submit to the DOH at the close of each month a signed invoice reflecting the total allowable costs incurred during the preceding month. No invoices will be reimbursed unless submitted within thirty (30) days after the last day of the month in which services were performed.
- C. The Entity must submit a detailed statement accounting for all services performed and expenses incurred. If the DOH finds that the services are not acceptable, within thirty days after the date of receipt of written notice from the Entity that payment is requested, it shall provide the Entity a letter of exception explaining the defect or objection to the services, and outlining steps the Entity may take to provide remedial action. Upon certification by the DOH that the services have been received and accepted, payment shall be tendered to the Entity within thirty 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, the DOH shall not incur late charges, interest, or penalties for failure to make payment within the time specified herein.

5. **PROPERTY**

The parties understand and agree that property acquired under this Agreement shall be the property of the DOH.

6. **CLIENT RECORDS AND CONFIDENTIALITY**

- A. The Entity shall protect the confidentiality, privacy and security of all confidential information and records and shall not release any confidential information to any other third party without the express written authorization of the client when the record is a client record, or the DOH.
- B. The Entity shall maintain complete confidential records for the benefit of clients, sufficient to fulfill the provisions of the Scope of Work, and to document the services rendered under the Scope of Work. All records maintained pursuant to this provision shall be available for inspection by the DOH.

7. **FUNDS ACCOUNTABILITY**

The Entity shall maintain detailed time and expenditure records, which indicate the date, time, nature, and cost of services rendered during the Agreement term and retain them for a period of three (3) years from the date of final payment under the Agreement. The records shall be subject to inspection by the DOH, the Department of Finance and Administration and the Office of the State Auditor. The DOH shall have the right to audit billings both before and after payment; payment under this Agreement shall not foreclose the right of the DOH to recover excessive or illegal payments.

8. **LIABILITY**

an officer or employee of Congress, or an employee of a Member of Congress in connection of any applicable Federal contract, grant, loan, or cooperative agreement, the Entity shall complete and submit Standard Form LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

- B. Suspension and Debarment. For contracts which involve the expenditure of Federal funds, each party represents that neither it, nor any of its management or any other employees or independent Entities who will have any involvement in the services or products supplied under this Agreement, have been excluded from participation in any government healthcare program, debarred from or under any other Federal program (including but not limited to debarment under the Generic Drug Enforcement Act), or convicted of any offense defined in 42 U.S.C. Section 1320a-7, and that it, its employees, and independent Entities are not otherwise ineligible for participation in Federal healthcare or education programs. Further, each party represents that it is not aware of any such pending action(s) (including criminal actions) against it or its employees or independent Entities. Each party shall notify the other party immediately upon becoming aware of any pending or final action in any of these areas.
- C. Political Activity. No funds hereunder shall be used for any partisan political activity or to further the election or defeat of any candidate for public office.
- D. Grantor and Entity Information.
1. If applicable, funding under this agreement is from the Catalog of Federal Domestic Assistance (CFDA) Program:
 - i. CFDA Number – N/A
 - ii. Program Title – N/A
 - iii. AGENCY/OFFICE – N/A
 - iv. GRANT NUMBER – N/A
 2. ENTITY'S Dun and Bradstreet Data Universal Numbering System Number (DUNS Number) is N/A
- E. Entity Employee Whistleblower Rights and Requirement to Inform Employees of Whistleblower Rights (Sept. 2013)[Federal Grant funded projects only].
1. This Agreement and employees working on this Agreement will be subject to the whistleblower rights and remedies in the pilot program on Entity employee whistleblower protections established at 41 U.S.C. 4712 by section 828 of the National Defense Authorization Act for Fiscal Year 2013 (Pub. L. 112-239) and FAR 3.908.
 2. The Entity shall inform its employees in writing, in the predominant language of the workforce, of employee whistleblower rights and protections under 41 U.S.C. 4712, as described in section 3.908 of the Federal Acquisition Regulation.
 3. The Entity shall insert the substance of this clause, including this paragraph (3), in all subcontracts over the simplified acquisition threshold.
- F. For contracts and subgrants which involve the expenditure of Federal funds for amounts in excess of \$150,000, requires the Entity to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).
- G. Byrd Anti-Lobbying Amendment (31 U.S.C. 1352) — For contracts which involve the expenditure of Federal funds, Entities that apply or bid for an contract exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with

obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

- H. For contracts which involve the expenditure of Federal funds, Entity must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

IN WITNESS WHEREOF the parties have executed this AGREEMENT at Santa Fe, New Mexico. The effective date is upon approval of both parties, whichever is later.

New Mexico Department of Health

Entity

By: _____
Authorized Signature Designee

By: _____

Date: _____

Date: _____

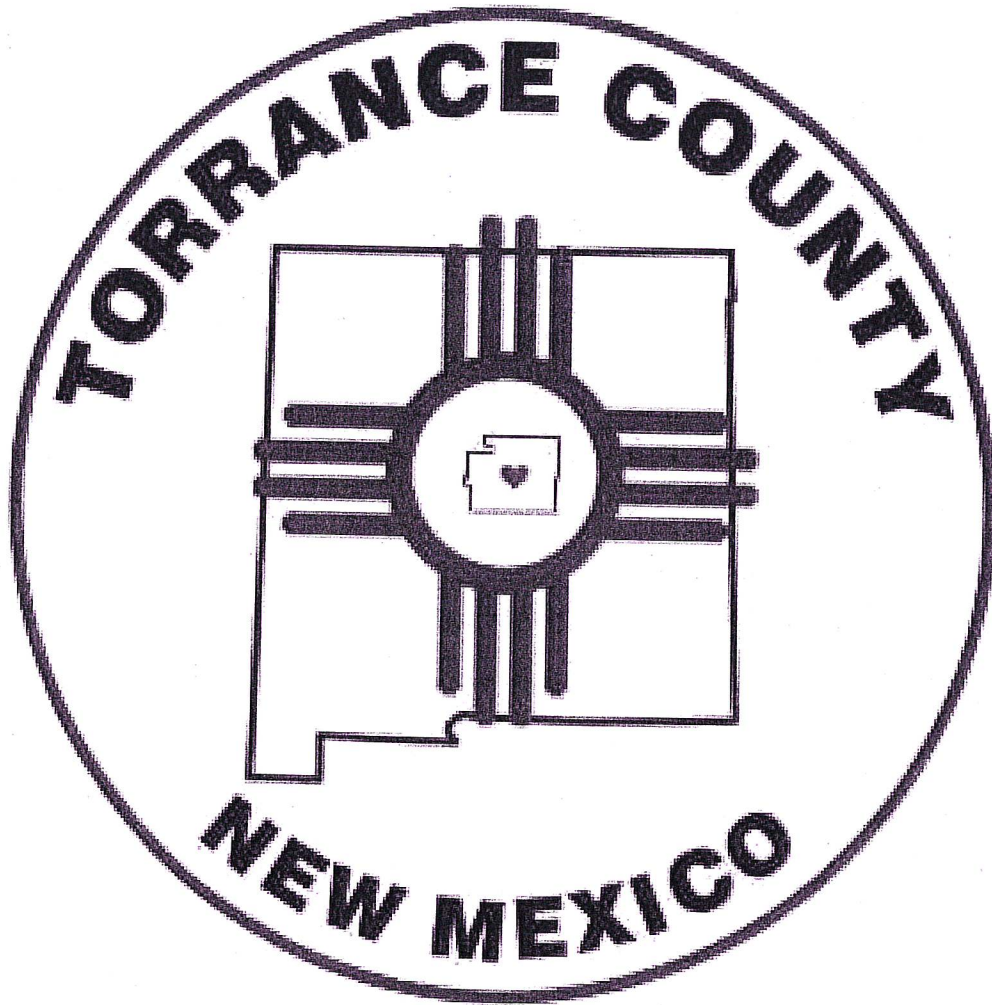
Certified For Legal Sufficiency:

By: _____
Department of Health
Assistant General Counsel

By: _____

Date: _____

Date: _____



Agenda Item
No. 12-J



Torrance County Board of Commissioners

Meeting 5/12/2021

Item 12J

Department: Grants
Prepared By: Cheryl Allen
Reviewed by: Janice Barela

Title: Approval to Initiate the Art in Public Places Selection for the Administrative Building and Road Shop/Yard, and Designate Cheryl Allen as the Local Selection Committee Project Director.

Sponsor:

Grants Department

Action:

Approval to Initiate the Art in Public Places Selection for the Administrative Building and Road Shop/Yard, and Designate Cheryl Allen as the Local Selection Committee Project Director.

Summary:

Art in Public Places is a 1% set aside of appropriations that exceed \$100,000 for new construction or renovations. Per CPMS, Project D3241, Torrance County Admin Building Improvements, has \$1,250 AIPP funds, and Project E2776, Torrance County Road Department Yard & Shop, has \$5,500 AIPP funds.

Significant Issues:

- The AIPP for the Admin Building can begin immediately. AIPP for the Road Shop AIPP must wait until the Agreement is fully executed.
- Purchase of artwork must follow a specific process with specified committee members.
- A Local Selection Committee Project Director needs to be named. Cheryl Allen has offered to fill that position.

Financial:

- AIPP funds will cover purchase of artwork.
- Torrance County is responsible for framing and/or pedestals and permanent installation. Costs will be dependent on the size of artwork purchased. Approval for Torrance County funds are not part of this agreement. Costs of framing and/or pedestal and installation will be determined once art is purchased and specifications are known. The Local Selection Committee Project Director will present those costs to the Commission at a later date for approval.

Staff Recommendation: Move forward with Art in Public Places selection, and designate Cheryl Allen as the Local Selection Committee Project Director.

Art in Public Spaces (AIPP)

Designated AIPP Funds

Project ID	Project Name	Year	Award Total	AIPP Award
D3241	Torrance County Admin Bldg Improve	2019	\$125,000	\$1,250
E2776	Torrance County Road Dept Yard & Shop Construct	2020	550,000	5,500

AIPP Requirements (AIPP funding is less than or equal to \$40,000)

Must purchase existing artwork through one of two direct purchase initiatives:

1. New Mexico Only (available in odd-numbered years)
2. Acclaimed Artist Series (available in even-numbered years) (regional)

Art needs to reflect the cultural, ethnic and artistic diversity of New Mexico and region.

A Local Selection Committee Project Director from Torrance County must be assigned by the Owner or User Agency. The Director works closely with the AIPP Project Coordinator (state level) assigned to facilitate and commission the project to complete specific tasks:

1. Assemble the Local Selection Committee (LSC)
2. Submit required documentation and invoices
3. Schedules meetings (at least three)
4. Arrange installation (following specific guidelines)
5. Coordinate a dedication (working with Torrance County).

Art is selected by a Local Selection Committee (LSC) consisting of 5 to 11 members with required members from:

Represented Agency	Admin Bldg Project	Road Shop Project
Owner Agency	Torrance County	Torrance County
User Agency	Torrance County Administration	Road Department
Project architect/engineer		
Arts Professional		
Visual Artist		

Key requirements for the LCS:

- All required members must be present at all meetings.
- AIPP has final approval of committee members.
- Specific procedures must be followed.

1% for Art Capital Outlay Eligibility Requirements

This document is intended to clarify the requirements for participation in the Art in Public Places (AIPP) Program of the New Mexico Arts Division (NMAD). The AIPP Act (Sections 13-4A-11, NMSA 1978, as amended) has specific eligibility requirements for the withholding of One Percent for Art funds.

The primary provision in the AIPP Act is that "all agencies shall allocate...one percent or \$200,000, whichever is less, of the amount of money appropriated for new construction or any major renovation exceeding \$100,000 to be expended for the acquisition of ... art." (13-4A-4)

1. **One percent of the total appropriation** for new construction or renovation of any building shall be deposited into the Art in Public Places (AIPP) fund after the issuance of the appropriate bonds or release of general funds. (13-4A-7)
2. Capital projects of \$100,000 or less are not eligible for one percent withholding.
3. The maximum one percent amount for any appropriation is \$200,000.
4. Auxiliary buildings such as maintenance plants, correctional facilities, warehouses or temporary structures are subject to the withholding of one percent funds. (13-4A-3E) These funds will be used...to place artwork in existing public buildings. (13-4A-4)
5. All capital projects over \$100,000 involving construction **do** include one percent funds. An example is statewide building repair. If any single project included in the statewide repair is for an amount of over \$100,000 then one percent applies to that one project. One percent is not applied on other individual projects of less than \$100,000 which are also included in the statewide repair.
6. The AIPP Act does not contain a definition of "new construction" or "major renovation." For clarification, the policies are listed below.
 - A. If renovation is for a specific purpose such as roof repair, asbestos removal, handicap accessibility, fire sprinkler system installation, electrical upgrades, or heating, cooling or ventilation system installation, etc., one percent does **not** apply.
 - B. If a project is for a major renovation job such as converting an armory into a convention center and part of the project is roof repair, asbestos removal, or handicap accessibility, etc. one percent of the total project appropriation **must** be set aside for art. Ex: a) construction of a utility room to house an HVAC system; or b) renovation of a warehouse to turn it into an auditorium including the purchase of seating.
 - C. Capital project requests for the purchase of a pre-fabricated building or the demolition of a building are **not** eligible for the one percent.

Framing, Installation, and Plaque Guidelines

All framing materials must be museum quality!

1. Mat type - 100% Cotton rag.
2. Mat color – white, specific white may be determined by artist and framer.
3. Mat size – not to be less than 2 inches all the way around.
4. Backing – Acid free, museum quality.
5. Mounting – Acid free, museum quality.
6. Frame material - simple profile, maple or oak molding, 1.5" or larger on the face.
7. Plexiglas protective covering required on all 2-D pieces. Glass on pastels.
8. Spacers when necessary so that Plexiglas does not touch the artwork.
9. Security hangers must be used, no wire.
10. Weighted wood pedestal with secure bolted Plexiglas cover required on small 3-D works.
11. Pedestals shall be tall enough to bring the artwork to eyelevel.
12. Large scale and/or exterior sculptures do not require Plexiglas covering.
13. All artwork must be permanently installed at the site along with a project plaque.
14. Pedestals must be painted either black or white.

Samples of mats, frames, pedestals and plaques can be viewed at New Mexico Arts office (407 Galisteo, suite 270, Santa Fe, NM). Please call to schedule an appointment (505-827-6490, In State 800-879-4278).

The following guidelines are used for NMA Public Arts Projects to help us maintain plaque quality and style consistency. It is permissible for the font size to be changed to best fit the size of the plaque. (Drawings are not to scale!)

SAMPLE

14 pt Bold Italic Arial Font or Times New Roman
14 pt Plain Arial Font or Times New Roman
14 pt Plain Arial Font or Times New Roman

May or may not have 2 drilled holes for mounting depending on plaque style

12 pt Plain Arial Font or Times New Roman
12 pt Plain Arial Font or Times New Roman
12 pt Plain Arial Font or Times New Roman
12 pt Plain Arial Font or Times New Roman



Interior Pieces

Material and Finish: Metal 3" x 5" plate with brushed silver or brass finish and black lettering on wooden base (black or natural wood) no larger than 4" x 6"



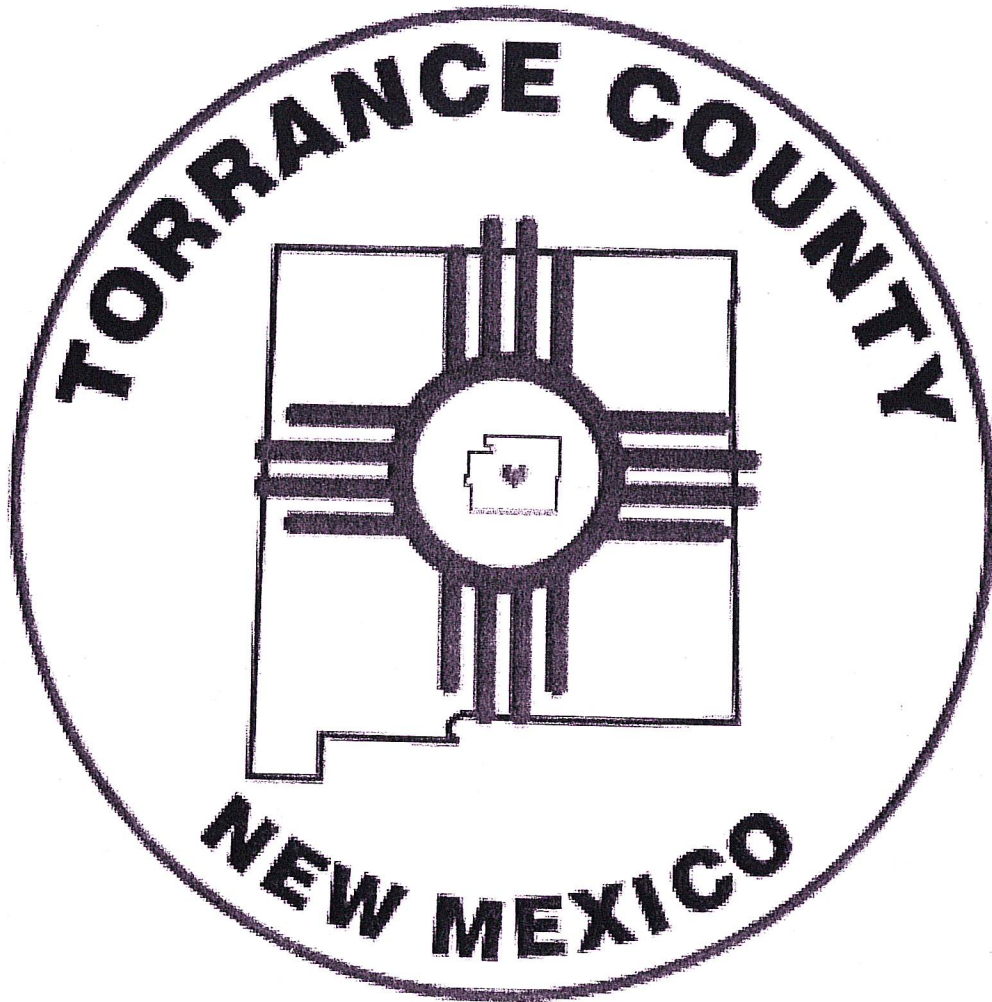
Exterior Pieces

Material and Finish: Metal plate with black finish and silver lettering
Plaque Size: 3" x 5" or 5" x 7"

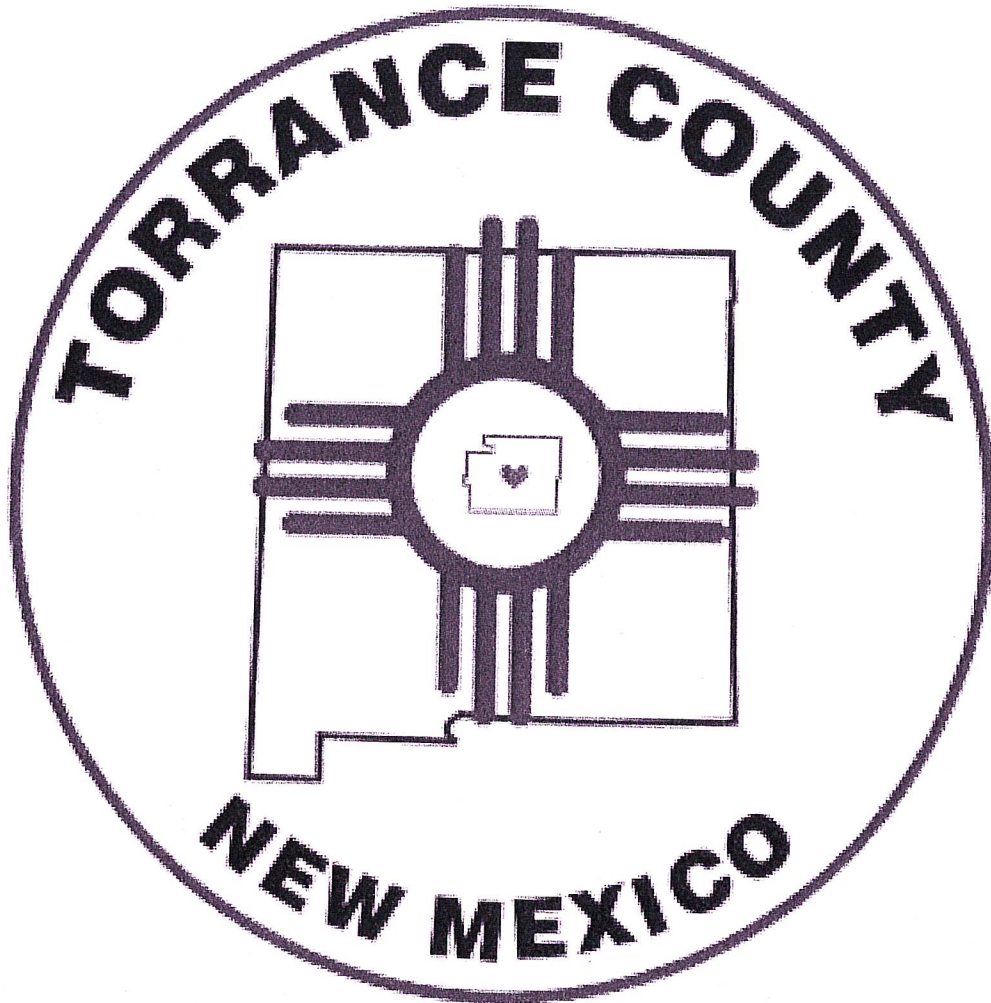


Please adjust font size to best fit plaque dimensions!

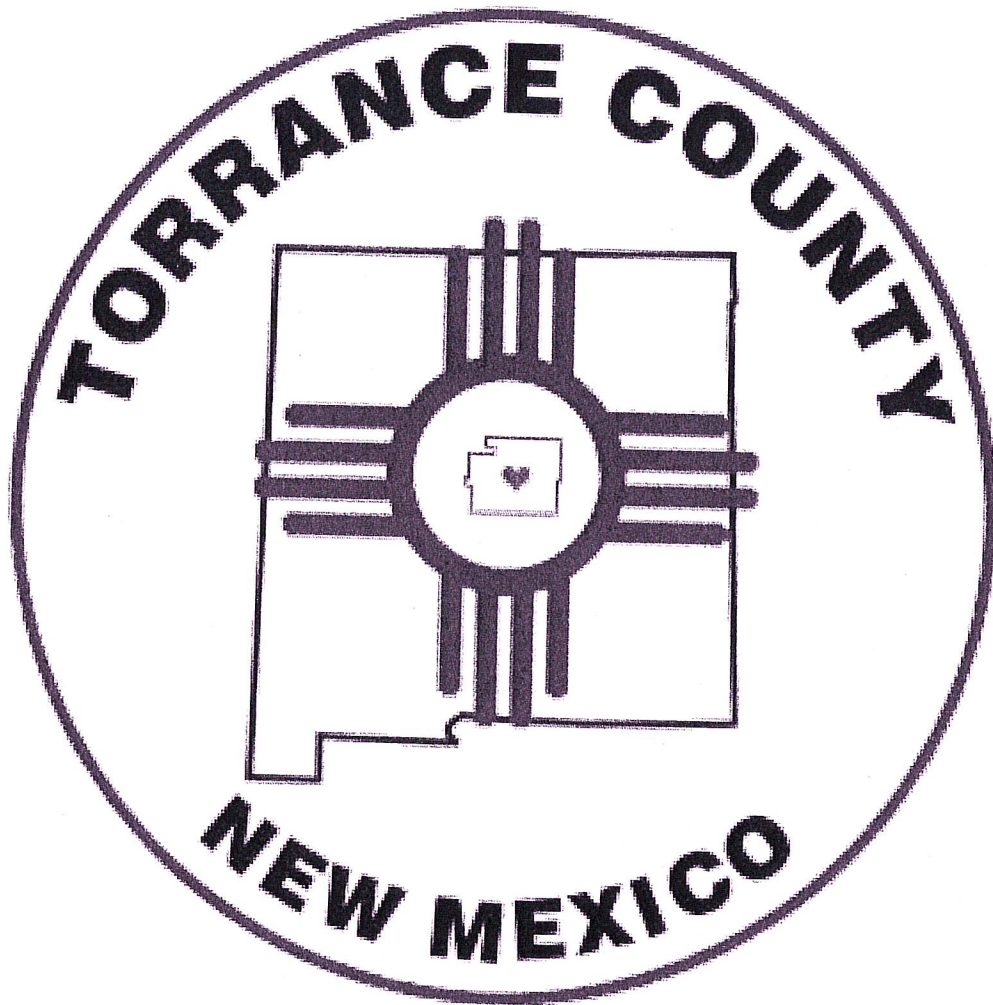
VARIATIONS: We understand that because of the nature of the artwork and/or site, plaque variations may be desirable. For example, a tile artist might choose to create a custom tile plaque to integrate into the work. A muralist might choose to paint the plaque information directly onto the mural. For a large stainless steel exterior sculpture, an artist might wish to use a stainless steel plaque that is larger than the standard size. We encourage you to think creatively. However, the Artist must consult with New Mexico Arts before executing a custom plaque (505-827-6490, In State 800-879-4278).



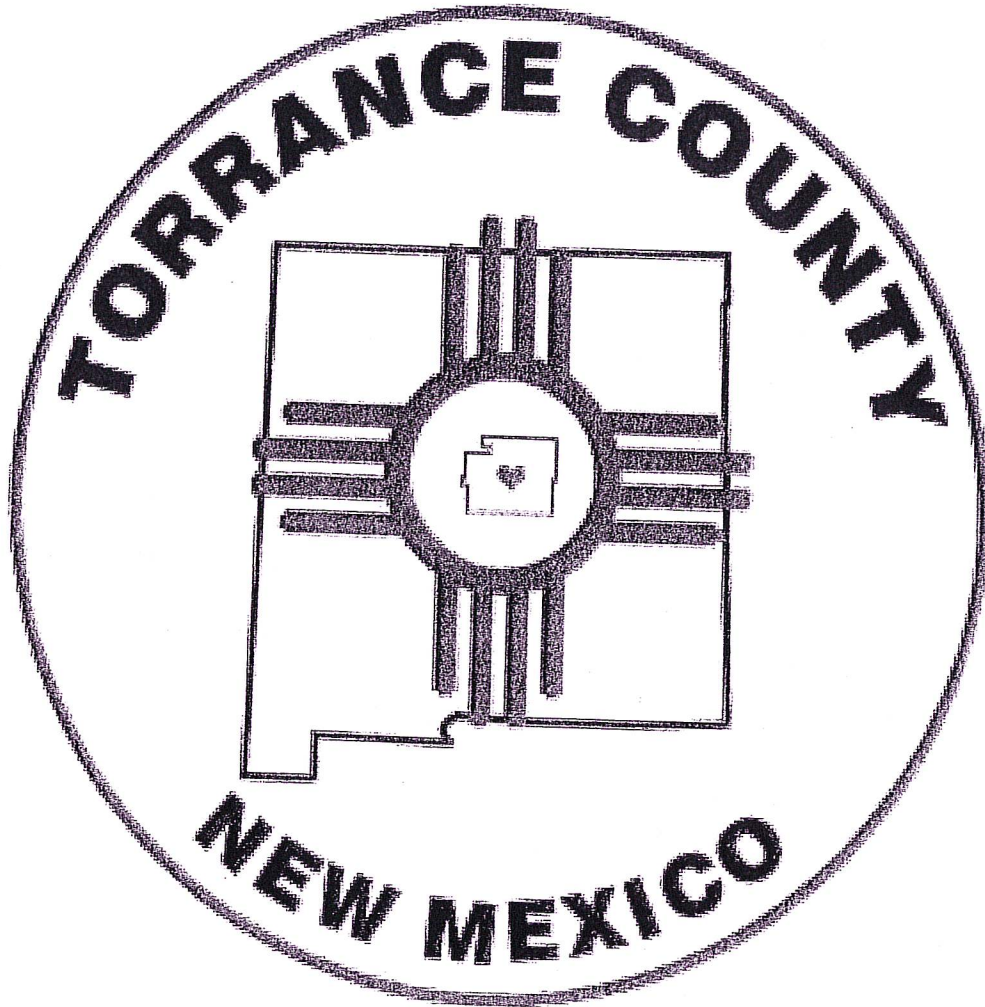
Agenda Item
No. 13-A



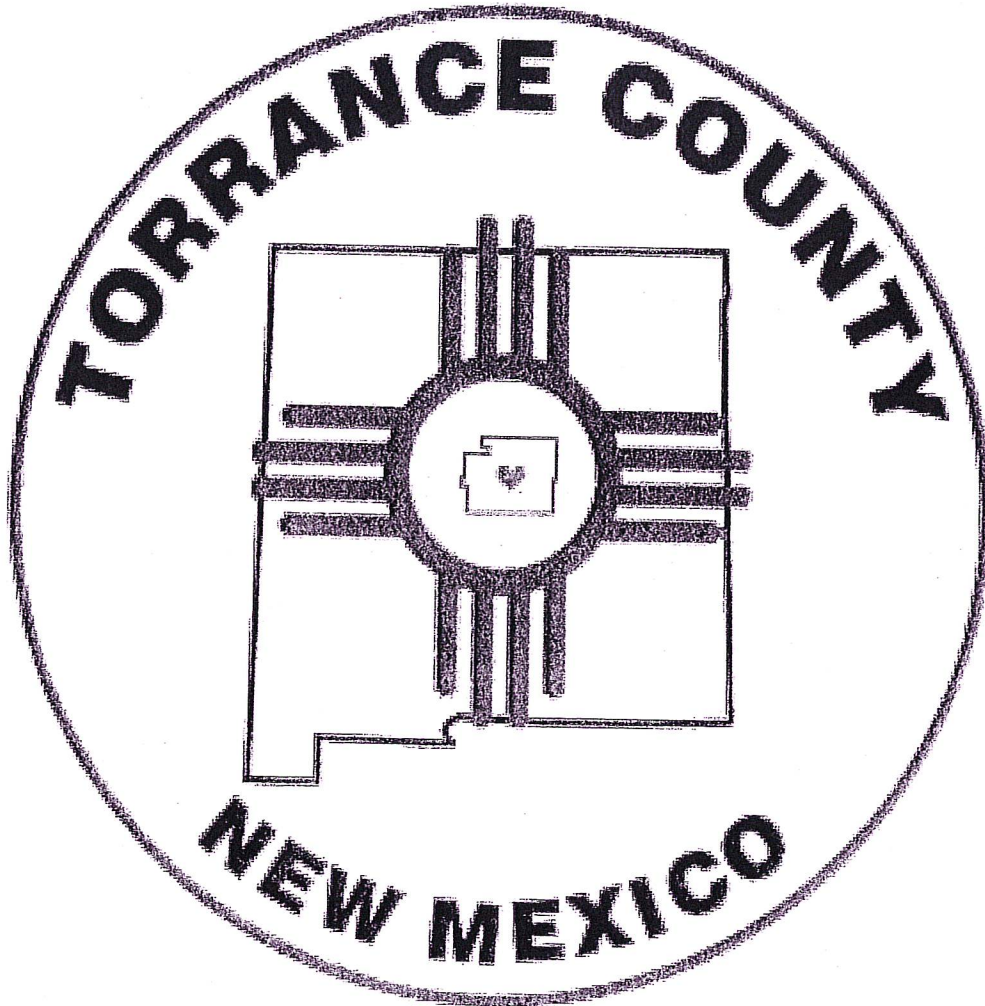
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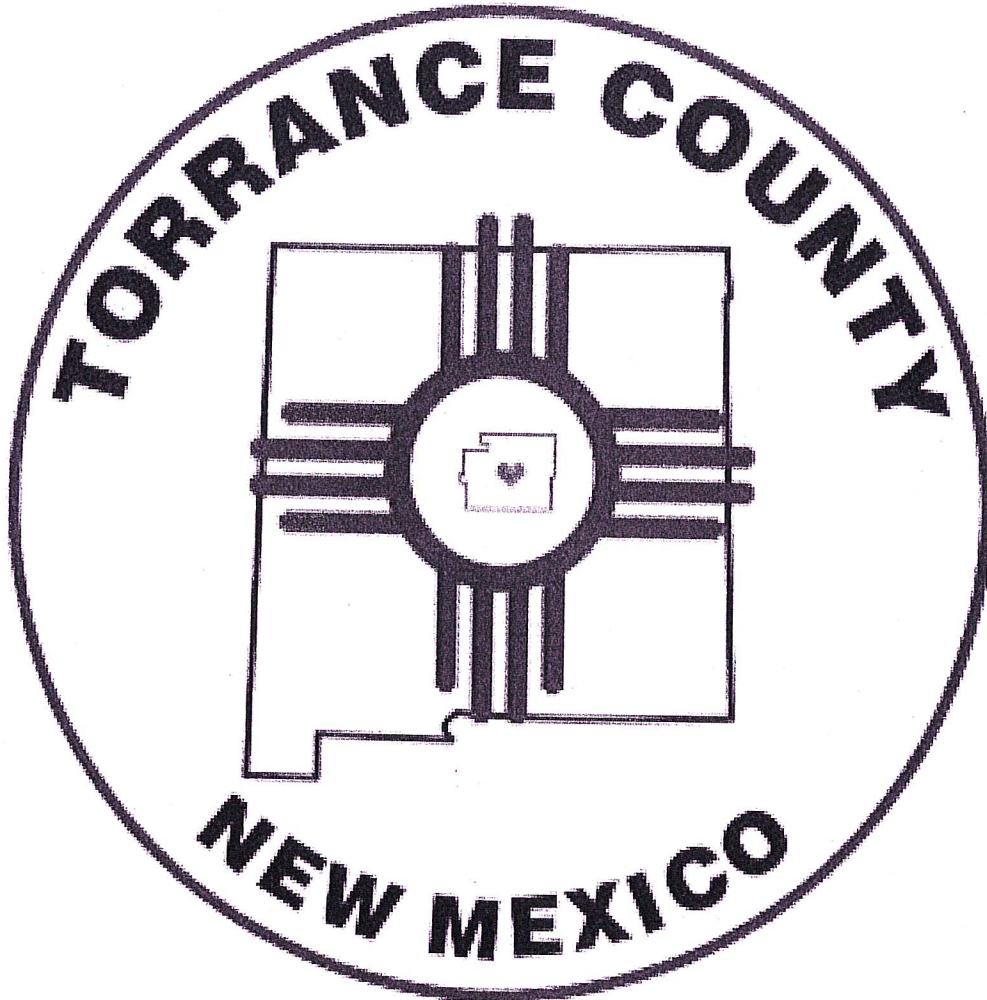
Agenda Item
No. 14



*Agenda Item
No. 15*



*Agenda Item
No. 16*



*Agenda Item
No. 17*