

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

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

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

1.) CALL MEETING TO ORDER

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

2.) Invocation and Pledge of Allegiance

Pledge lead by Chairman Schwebach

Invocation lead by Nick Sedillo

3.) Changes to the Agenda

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

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

4.) PROCLAMATIONS

There were none presented.

5.) CERTIFICATES AND AWARDS

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

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

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

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

6.) BOARD AND COMMITTEE APPOINTMENTS

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

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

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

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

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

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

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

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

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

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

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

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

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

7.) PUBLIC COMMENT and COMMUNICATIONS

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

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

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

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

8.) APPROVAL OF MINUTES

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

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

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

9.) APPROVAL OF CONSENT AGENDA

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

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

13.) DISCUSSION

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

10.) ADOPTION OF ORDINANCE/AMENDMENT TO COUNTY CODE

There were none presented

11.) ADOPTION OF RESOLUTION

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

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

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

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

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

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

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

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

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

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

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

12.) APPROVALS

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

Kristin Oliver HR Director hands out the revised Commission Schedule.

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

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

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

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

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

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

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

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

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

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

MOTION CARRIED

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

14.) EXECUTIVE SESSION

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

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

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

ENTERED INTO EXECUTIVE SESSION AT 11:22 am

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

RETURNED FROM EXECUTIVE SESSION AT 1:45 pm

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

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

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

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

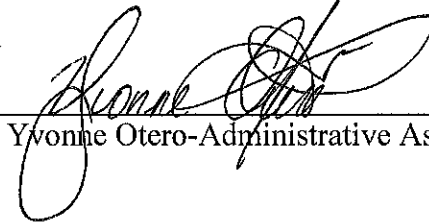
ADJOURN

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

MEETING ADJOURNED AT 1:46 PM



Chairman Ryan Schwebach



Yvonne Otero-Administrative Assistant

12.18.19
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.