



**Torrance County**

BOARD OF COUNTY COMMISSIONERS (BCC)

**Ryan Schwebach**, Chair, District 2

**Kevin McCall**, Vice Chair, District 1

**Linda Jaramillo**, Member, District 3

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**J. Jordan Barela**, County Manager

The meeting will be available via Zoom and the link may be found on the County's website

[www.torrancecountynm.org/calendar](http://www.torrancecountynm.org/calendar).

Click on the event to access Zoom Meeting information.

**ADMINISTRATIVE MEETING**

**AGENDA**

**WEDNESDAY, March 26@ 9:00 AM**

**205 S. Ninth Street, Estancia, NM 87016**

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE AND INVOCATION**
- 3. CHANGES TO THE AGENDA**
- 4. PROCLAMATIONS - *None***
- 5. CERTIFICATES AND AWARDS – *None***
- 6. BOARD AND COMMITTEE APPOINTMENTS – *None***
- 7. PUBLIC COMMENT (Comment limited to TWO Minutes)**
- 8. DEPARTMENT UPDATES AND COMMUNICATIONS:**
  - a. ROADS:** In-House Training Duties

- b. **ASSESSOR:** Notice of Value Update

## 9. APPROVAL OF MINUTES

- a. **COMMISSION:** Request Approval of March 12, 2025, Regular Meeting Minutes of the Board of County Commissioners.
- b. **COMMISSION:** Requesting Ratification of the February 26, 2025 Regular Meeting Minutes of the Board of County Commissioners to Include Commissioner Kevin McCall's Approval.

## 10. CONSENT AGENDA

- a. **FINANCE:** Request Approval of Payables.

## 11. ADOPTION OF ORDINANCE / AMENDMENT TO COUNTY CODE – *None*

## 12. ADOPTION OF RESOLUTION

- a. **FIRE:** Request Approval of Resolution No. 2025-\_\_\_, A Resolution Declaring a Fire Danger Emergency Within the Unincorporated Portions of Torrance County and Imposing Burning Restrictions.
- b. **ROADS:** Request Approval of Resolution No. 2025-\_\_\_, A Resolution Requesting Financial Assistance Provided by the New Mexico Department of Transportation to Purchase Highway Equipment in Accordance with the New Mexico Legislature Housing Bill SHTD Emergency Rule 93.5, Amendment 1, and the Annual Hardship Program 18 NMAC27.4.

## 13. APPROVALS/ACTION ITEMS

- a. **MANAGER:** Request Approval of a Modification to the Intergovernmental Agreement Between Torrance County and the United States Department Immigration and Customs Enforcement, Extending the Agreement for a Seven-Month Period, Beginning on April 1, 2025, and ending on October 31, 2025.
- b. **MANAGER:** Request Approval of a Plan to Address Economic Development Activities within Torrance County by: (1) Authorizing Approval of to Submit an Application to Economic Development Administration for the Economic Adjustment Assistance Grant to Execute a Comprehensive Economic Development Plan for Torrance County and for the Salary and Benefits for an Economic Development Specialist to Oversee the Execution and Implementation of the Plan; (2) to Reclassify the Vacant Grants Assistant Position for the Purpose of Supporting the

Salary and Benefits of an Economic Development Specialist; and (3) to Reallocate \$25,000.00 in the FY25 Budget Earmarked for the Estancia Valley Economic Development Association to the Albuquerque Regional Economic Alliance and to Support the Salary and Benefits of an Economic Development Specialist.

- c. **MANAGER/ROADS:** Request Approval of a Memorandum of Understanding Between Torrance County and City of Moriarty Related to Provision of County Labor and Equipment to Chip/Seal Streets Within Moriarty City Limits.
- d. **FIRE:** Request Approval of an Unauthorized Purchase in the Amount of \$195.74 on to The Lil Battery Shop for the Purchase of a Continental 65CP with Core Exchange.
- e. **DWI:** Request Approval of a Professional Service Agreement Between Torrance County DWI Program and Perpetual Tears Memorial, Inc.
- f. **DWI:** Request Approval of a Memorandum of Understanding Between Torrance County DWI Program and Estancia Municipal School District for the Teens Need Teens Program in the Amount of \$2,500.00.
- g. **ANIMAL SERVICES:** Request Approval of a Memorandum of Understanding Between Torrance County Animal Services and the Village of Willard, NM for Temporary Emergency Animal Capture and Transportation.
- h. **ANIMAL SERVICES:** Requesting Approval for Out-Of-State Training to the Animal Care Expo 2025 in Las Vegas, NV for Danette Langdon and Tanisha Starr. Request Reimbursement of Actual Travel Expenses In Lieu of Per-Diem.
- i. **ANIMAL SERVICES:** Requesting Ratification of the Application for Best Friends Network Partners Paws in the Field Challenge.

#### 14. DISCUSSION

- a. **ROADS:** Discussion of Roadways for Micro-Blading
- b. **FIRE:** Discussion on Consolidation of Fire Districts
- c. **MANAGER REPORT:**
  - 1) FY2025-2026 Budget Timeline
  - 2) NM Legislative Updates
- d. **COMMISSIONERS' REPORTS:**
  - 1) Commissioner McCall, District 1
  - 2) Commissioner Schwebach, District 2
  - 3) Commissioner Jaramillo, District 3

#### 15. EXECUTIVE SESSION:

- a. COMMISSION: Discussion on Limited Personnel Matters (Interviews for the Torrance County Fire Chief) Pursuant to NMSA § 1978 10-15-1(H)(2).
- b. COMMISSION: Discussion on the Purchase, Acquisition or Disposal of Real Property Pursuant to NMSA § 1978 10-15-1(H)(8).

**16. DISCUSSION AND ACTION ON EXECUTIVE SESSION ITEMS ABOVE:**

- a. COMMISSION: Discussion and Possible Action Regarding Executive Session Item 3.A. Regarding Filling the Fire Chief Position.
- b. COMMISSION: Discussion and Possible Action Regarding Executive Session Item 3.B, the Purchase, Acquisition or Disposal of Real Property.

**17. Announcement of the next Board of County Commissioner's Meeting:**

**April 9, 2025**

**18. SIGNING OF OFFICIAL DOCUMENTS**

**19. ADJOURNMENT**

\*If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter or any other form of auxiliary aid or service to attend or participate in the hearing(s) or meeting(s), please contact the Manager's Office at 505-544-4700 at least one week prior to the meeting or as soon as possible. Public documents, including agenda and minutes, can be provided in various accessible formats. Please contact the Manager's Office at the number listed above if a summary or other type of accessible format is needed.