



Torrance County

BOARD OF COUNTY COMMISSIONERS (BCC)

Ryan Schwebach, Chair, District 2

Kevin McCall, Vice Chair, District 1

Linda Jaramillo, Member, District 3

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.

Click on the event to access Zoom Meeting information.

ADMINISTRATIVE MEETING

AGENDA

WEDNESDAY, January 8, 2025 @ 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. ELECTION OF CHAIR AND VICE CHAIR**
 - a. COMMISSION:** Election of the Chair and Vice Chair of the Board of County Commissioners for Calendar Year 2025.
- 5. PROCLAMATIONS - None**
- 6. CERTIFICATES AND AWARDS - None**
- 7. BOARD AND COMMITTEE APPOINTMENTS**

- a. **COMMISSION:** Discussion and Possible Appointments of Torrance County's Representative Member to the Mid-Region Counsel of Governments (MRCOG) Executive Board and Alternate.
- b. **COMMISSION:** Discussion and Possible Appointment of Torrance County's Representative on the Estancia Valley Solid Waste Authority (EVSWA) Board.

8. PUBLIC COMMENT (Comment limited to TWO Minutes)

9. DEPARTMENT UPDATES AND COMMUNICATIONS:

- a. **EMERGENCY MANAGEMENT:** Hazard Mitigation Plan Kickoff Update

10. APPROVAL OF MINUTES

- a. **COMMISSION:** Request Approval of the December 11, 2024, Regular Meeting Minutes of the Board of County Commissioners.

11. CONSENT AGENDA

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

12. ADOPTION OF ORDINANCE / AMENDMENT TO COUNTY CODE – None

13. ADOPTION OF RESOLUTION

- a. **FINANCE:** Request Approval of Resolution No. 2025-___, Authorizing Budget Adjustments to the FY2024-2025 Budget.
- b. **GRANTS:** Request Approval of Resolution No. 2025-___, A Resolution Authorizing the Assignment of Authorized Officer(s) and Agent(s) for Project Number SAP 24-I2477-GF with the New Mexico Environment Department.
- c. **MANAGER:** Request Approval of Resolution No. 2025-___, A Resolution Confirming Torrance County's Open Meetings Act Compliance for Calendar Year 2025.
- d. **MANAGER:** Request Approval of Resolution No. 2025-___, A Resolution Adopting the Regular Meeting Schedule of the Board of County Commissioners of Torrance County for Calendar Year 2025.
- e. **MANAGER:** Request Approval of Resolution No. 2025-___, A Resolution Supporting a Bill Related to Cannabis, Allowing Counties to Petition the Cannabis Control Division and the Office of the State Engineer for a Temporary Moratorium on New Cannabis Producer Licenses and Associated Water Use Permit or Purchase Arrangements.

14. APPROVALS/ACTION ITEMS

- a. **FINANCE:** Request Direction on the Solicitation for Project Management Services for the Estancia, Moriarty, Willard and Torrance Regional Water Association (“EMWT”).
- b. **ASSESSOR:** Request Approval of Payment for an Unauthorized Purchase in the Amount of \$410.00 to the International Association of Assessing Officers for Training Course Number 400.
- c. **SHERIFF:** Request Approval of Payment for an Unauthorized Purchase in the Amount of \$92.02 for a Drug Screening Test for a New Sheriff’s Deputy.
- d. **DWI/GRANTS:** Request Approval of a Memorandum of Understanding between Torrance County DWI Prevention Program and Waves Behavioral Health for Substance Abuse Treatment Services.
- e. **DWI/GRANTS:** Request Approval for Memorandum of Understanding between the Torrance County DWI Prevention Program and Pinwheel Healing Center, LLC for Substance Abuse Treatment Services.
- f. **GRANTS:** Request Approval of Grant Agreement SAP 24-12477 Between Torrance County and the New Mexico Environment Department in the Amount of \$600,000.00 to Plan, Design and Construct Water Infrastructure Improvements and/or for the Acquisition of Water Rights for the Estancia, Moriarty, Willard and Torrance Regional Water Association (“EMWT”).
- g. **GRANTS:** Request Approval of Payment for a Prior Year Invoice to Studio Southwest Architects in the Amount of \$1,322.51 for Programming Services.
- h. **GRANTS:** Request Approval of Payment for an Unauthorized Purchase in the Amount of \$196.80 to Tillery Chevrolet for an Oil Change and Filter.

15. DISCUSSION

- a. **MANAGER:** Presentation on Special Assessment Districts (SADs)
- b. **MANAGER’S REPORT:**
- c. **COMMISSIONERS’ REPORTS:**
 - 1) Commissioner McCall, District 1
 - 2) Commissioner Schwebach, District 2
 - 3) Commissioner Jaramillo, District 3

16. EXECUTIVE SESSION: *None*

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

a. January 22, 2025

18. SIGNING OF OFFICIAL DOCUMENTS

19. ADJOURN

*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.