



**MINUTES OF THE REGULAR MEETING
October 7, 2011**

Supervisors Present: Felipe Lovato, Jr. – Chairman
William Caster
Jerry Melaragno
Richard Shovelin
Dan Williams
LeRoy Candelaria

Absentees: J. Brian Greene

Others Present: Dierdre Tarr, District Manager
Louis King, District Conservationist, Natural Resources
Conservation Service (NRCS)
Kenneth Lujan, Soil Conservationist, NRCS
Cheri Lujan, landowner
Katheryn Taylor, District volunteer

CALL TO ORDER:

The Claunch-Pinto Soil and Water Conservation District (CPSWCD) regular meeting of the Board of Supervisors was called to order by Felipe Lovato, Jr., Chairman, at the Mountainair United Methodist Church, Fellowship Hall, located at the corner of Sunset and Third Street in Mountainair, NM at 8:10 a.m. Chairman Lovato welcomed those present and thanked them for taking the time to attend the meeting.

Welcome Guests:

ABSENTEES: J. Brian Greene

APPROVAL/DISAPPROVAL OF AGENDA:

The Board reviewed the agenda. **ACTION TAKEN:** Richard Shovelin moved to approve the agenda as amended. Dan Williams seconded the motion. Motion carried. Vote was unanimous. Add New Mexico Department of Agriculture (NMDA) survey under number 4 – Reports: NMDA Report.

APPROVAL/DISAPPROVAL OF MINUTES:

Minutes from September 2, 2011: William Caster moved approval. Jerry Melaragno seconded the motion. Motion carried. Vote was unanimous. A copy is attached.

Minutes from July : New Mexico Association of Conservation Districts Dues:

A discussion followed on Robert's Rules of Order, which states: If the vote is a majority vote, the abstention is not a vote and is not counted as a vote. In theory, all majority votes could be decided by three people (2-1) with everyone else abstaining." **ACTION TAKEN:** Richard Shovelin moved to amend the amended minutes of the regular meeting of July 8, 2011 regarding the vote to pay the NMACD dues in the amount of \$10.00. Page 5: change "didn't carry" to "carried." Dan Williams seconded the motion. Motion carried. Vote was unanimous. A copy is attached.

TREASURER'S REPORT AND APPROVAL/DISAPPROVAL OF VOUCHERS:

The District Manager presented the Treasurer's Report for the month of September, 2011 with the accounts payable for September, 2011. **ACTION TAKEN:** Jerry Melaragno moved to accept the report and pay the accounts payable. William Caster seconded the motion. Motion carried. Vote was unanimous. A copy is attached.

OTHER FINANCIAL MATTERS:

Department of Finance and Administration (DFA) Final Approval Letter:

The District Manager pointed out the letter from Isaac J. Montoya, Budget and Finance Analyst, from the DFA approving the District's final budget for Fiscal Year 2011 – 2012. Budgets approved by the DFA are required to be made a part of the District's minutes.

Final Approval of FY 2012 Budget:

ACTION TAKEN: Richard Shovelin moved to approve the final budget for fiscal year 2011 -- 2012. William Caster seconded the motion. Motion carried. Vote was unanimous.

REPORTS:

New Mexico Department of Agriculture (NMDA):

The District Manager pointed out number 6 of the report: "Fish & Wildlife Service Proposes to Revise Willow Flycatcher Critical Habitat." Discussion followed on various actions undertaken under the Endangered Species Act of 1973, as amended and possible effects on landowners in the District. She also pointed out the 2011 Update to NM Sunshine Law. The District Manager will distribute the District's public record policy to the supervisors and post it on the District's website.

NMDA Survey:

The District Manager distributed a survey from the NM Department of Agriculture which is intended to prioritize the requirements of the Soil and Water Conservation Districts and which seeks input for new ideas to help fulfill the evolving needs of each district. The District Manager asked the supervisors to fill out the survey and return it to her to submit to Roy Todd by October 21. (The written report is attached.)

NRCS Field Office Report:

Louis King, District Conservationist, presented the NRCS Field Office report to the Board. If forage is plentiful next year, July and August would be good months in which to conduct a range health monitoring workshop. He said that one issue is that the NRCS will be going to a regional payment schedule for 15 practices. He doesn't know what the cost share will be on the practices. The new payment schedule will be available soon. Mr. King submitted the results of the Local Workgroup meeting showing that the priorities meet the provisions of the National Environmental Protection Act (NEPA). He said that December 2, 2011 is the deadline to accept applications for the Environmental Quality Improvement Program (EQIP) and the Wildlife Habitat Incentive Program (WHIP).

(The written report is attached.)

District Manager's Report:

The District Manager worked with the Carrizozo Soil and Water Conservation District on a Water Trust Board grant to come up with a \$90,000 match. The match was worked out with the NM Finance Authority.

(The written report is attached.)

CORRESPONDENCE:

The correspondence was reviewed with the Board. The District Manager said she had received a notice that State Engineer John D'Antonio has gotten a job with the Army Corps of Engineers.

PERSONNEL MATTERS:

No report

UPDATE ON GRANTS:

The District Manager reported on grants listed below, meetings attended, progress on projects, status of proposals to funding agencies, and RFPs issued by funding agencies for 2011.

- Estancia Basin Watershed Health and Restoration Monitoring (EBWHRM) Project– Water Trust Board:

All projects have been contracted, and some projects are partially complete. The 2010 funding has to be spent by March 28, 2012. The readiness items for 2011 funds have been turned in to the NM Finance Authority. State forestry funds are providing the match.

- New Mexico State Forestry Grants:

The funds for the upper Manzano area were intended to be spent on one large tract of 160 acres because it borders the Forest Service land and would provide a large defensible space. However, the landowner declined the project. The District Manager is in the process of putting in 75 acres of defensible space on the McKinley property that also borders Forest Service land. The District is working with landowners Rigler, Quintana, Mitchell and Ramirez on thinning projects. Crews from Alamo Navajo and Ramah are working on these projects. The District Manager reported that the work plan

on the southern portion of the District has been submitted and will be signed soon. Funds on the three projects have to be spent by the end of December.

- Greater Rio Grande Watershed Alliance aka Upper Rio Grande Salt Cedar Project: Requests for proposals were advertised, and the District Manager met with interested contractors during recent site visits.
- NMED – River Ecosystem Restoration Initiative
The District is waiting to continue work pending additional funding.
- Central New Mexico Cooperative Weed Management Area:
The District is spraying Salt Cedar and noxious weeds. The District Manager is working with Melinda McKinley on spraying Russian Knapweed on her property and with the Forest Service on mapping noxious weeds.
- Collaborative Forest Restoration Program:
Ojo Peak Restoration:
The District Manager will meet next week with Ian Fox from the U.S. Forest Service.
Red Canyon Project:
Crews are thinning trees, and the District Manager is looking for a skidder to stack wood produced on this project.

UNFINISHED BUSINESS:

Future Directions Committee – Property, Loan, Grant, Capital Outlay Monies:

Fence Property:

The District Manager reported that the District Field Technician has taken accurate measurements of the area to be fenced and that she is working on pricing materials. Capital outlay funds may be spent for this purpose.

Capital Outlay Funds:

Approximately \$175,000 of capital outlay funds remain. The District Manager will find out whether capital outlay funds can be used to construct a metal building shell on the District's property. A discussion followed on the architect's contract, on the District's legal counsel's analysis of the contract, and on the importance of erecting the metal building. The District Manager has received specs for metal buildings and is working with Mike Valdez on specifics. The Building Committee will meet following the Board meeting. The District Manager suggested that the Board fully inform State Representative King and State Senator Campos concerning progress on the building project. Other options were discussed regarding securing future funding.

Protest Letter to General Services Administration (GSA)

The supervisors will discuss the letter with legal counsel in Executive Session.

NEW BUSINESS:

None.

REPORTS:

Region II

Richard Shovelin distributed copies of the minutes from the Region II meeting which took place on August 31 at 10:30 a.m. at the Shaffer Hotel. He discussed ongoing issues with the New Mexico Association of Conservation Districts (NMACD) and reported on the NMACD Board of Directors Meeting held September 26, 2011.

Hub Resource Conservation & Development (RC&D):

William Caster reported that two new members are needed for the Executive Committee.

South Central Mountain RC&D:

No report.

Estancia Basin Water Planning Committee (EBWPC):

No report.

ASSOCIATE SUPERVISOR INPUT:

OTHER:

An alternative meeting location for Board meetings during the winter was discussed.

MEETINGS ATTENDED:

PLAN FOR NEXT MEETING:

EXECUTIVE SESSION:

As per motion and roll call vote, pursuant to New Mexico State Statute Section 10-15-1, the following matters were to be discussed in closed session: Section 10-15-1 (H) 7 pending litigation.

Chairman Lovato stated that he would hear a motion for closure of the meeting to enter into Executive Session. **ACTION TAKEN:** Richard Shovelin moved that the Board of the Claunch-Pinto Soil and Water Conservation District meeting of October 7, 2011 be closed to discuss pending litigation Section 10-15-1 (H) (7) with the District's Legal Counsel via conference call. LeRoy Candelaria seconded the motion.

Chairman Lovato said that a motion was made and seconded and requested a roll call vote of the Board. Motion carried by a voice vote as follows: Dan Williams – yea; Richard Shovelin – yea; LeRoy Candelaria – yea; Jerry Melaragno – yea; William Caster – yea. Motion carried. Vote was unanimous.

Chairman Lovato stated that the motion was approved by a majority vote of a quorum of the Board. He announced that the Board of the Claunch -- Pinto Soil and Water Conservation District was in closed session. The time was 9:55.

At 10:35 a.m. the Chairman announced that the Board of the Claunch-Pinto Soil and Water Conservation District was in open session. He asked for a statement regarding the closed session.

Supervisor Richard Shovelin affirmed that the Board of the Claunch-Pinto Soil and Water Conservation District discussed in closed session only those matters specified in the motion to close.

The chairman called for motions on items discussed in closed session.

ACTION TAKEN: LeRoy Candelaria moved that the District's legal counsel send a letter to the General Services Administration (GSA) concerning the District's original protest and the GSA's response to that protest and also send a letter to the appropriate person at the GSA asking for all past records and correspondence under the Freedom of Information Act concerning the conditions and abnormalities of the building under the current lease. Dan Williams seconded the motion. Motion carried. Vote was unanimous.

ACTION TAKEN: Richard Shovelin moved to approve a conference call with the District's legal counsel, the District Manager and the District's architect to discuss his contract, his participation in helping to get a metal building shell erected on the District's property, and on an amendment to his contract. William Caster seconded the motion. Motion carried. Vote was unanimous.

The District Manager announced that representatives from NRCS will visit the District's property on October 24.

NEXT MEETING SCHEDULED:

The next regular meeting will be held Friday, November 4, 2011 at 8:00 a.m. at the Mountainair United Methodist Church Fellowship Hall, located at the corner of Sunset and Third Street, Mountainair, New Mexico.

ADJOURN:

There being no further business to come before the Board -- **ACTION TAKEN:** William Caster moved to adjourn the meeting at 10:40 a.m. Richard Shovelin seconded the motion. Motion carried. Vote was unanimous.

FELIPE LOVATO, JR., CHAIRMAN

RICHARD SHOVELIN, SEC. – TREAS.