



**MINUTES OF THE REGULAR MEETING  
December 2, 2011**

**Supervisors Present:** Felipe Lovato, Jr. – Chairman  
William Caster  
Jerry Melaragno  
Richard Shovelin  
LeRoy Candelaria  
J. Brian Greene

**Absentees:** Dan Williams

**Others Present:** Dierdre Tarr, District Manager  
Louis King, District Conservationist, Natural Resources  
Conservation Service (NRCS)  
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 William Caster, Vice Chairman at Alpine Alley, located at 210 N Summit in Mountainair, NM at 8:20 a.m.

**Welcome Guests:**

**ABSENTEES:**

**APPROVAL/DISAPPROVAL OF AGENDA:**

The Board reviewed the agenda. **ACTION TAKEN:** Richard Shovelin moved to approve the agenda as amended. Brian Greene seconded the motion. Motion carried. Vote was unanimous. Sustainable Ag Workshop was added to the agenda.

**APPROVAL/DISAPPROVAL OF MINUTES:**

**Minutes from November 4, 2011:** **ACTION TAKEN:** Richard Shovelin moved approval the minutes as amended. Brian Greene seconded the motion. Motion carried. Vote was unanimous. Change "district" to "District" on page 2 under NRCS Field Office Report, line 4. Change Cockle Burr to Cocklebur on page 4, second bullet. Change "solicited by

William Caster” to “from Octavio Cruz” on page 4 under Fence Property. A copy is attached.

At 8:25, Chairman Felipe Lovato arrived and chaired the meeting from this point.

#### **TREASURER'S REPORT AND APPROVAL/DISAPPROVAL OF VOUCHERS:**

The District Manager presented the Treasurer's Report for the month of November, 2011 with the accounts payable for November, 2011. **ACTION TAKEN:** Richard Shovelin 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:**

#### **REPORTS:**

##### **New Mexico Department of Agriculture (NMDA):**

The District Manager pointed out item 4 – Review Your Mileage and Per Diem Policy, which states that the mileage reimbursement rate will change to 51 cents per mile. (The written report is attached.)

##### **NRCS Field Office Report:**

Louis King, District Conservationist (DC), presented the NRCS Field Office report to the Board. He asked to verify the location of the Sustainable Ag Workshop to be held in spring 2012. The District Manager said that the workshop will be held at the Edgewood SWCD building and will be co-sponsored by the Edgewood SWCD with Claunch-Pinto SWCD in cooperation with NRCS. Mr. King explained that the workshop would be a cropping workshop for farmers and ranchers, and he described the content which the workshop would cover. The District Manager reviewed the background of the workshop and Claunch-Pinto's commitment to it – setting up the room, meal arrangements and community outreach.

The DC reported that he and his supervisor, Darren Richardson, have looked at proposed locations for another NRCS space. He talked about the process for selecting the location and how he will continue to be involved even though he will not be in the office.

(The written report is attached.)

##### **District Manager's Report:**

The District Manager reported that a second letter was sent to GSA. She and Richard Shovelin met with representatives from the offices of US Senators Bingaman and Udall for approximately four hours. She reviewed the District's projects with them. They visited the District's property and the Park Service's facility. She also reviewed the contents of the second letter to the GSA.

(The written report is attached.)

#### **CORRESPONDENCE:**

The correspondence was reviewed with the Board.

## **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.

She distributed a spreadsheet listing projects in progress.

- Estancia Basin Watershed Health and Restoration Monitoring (EBWHRM) Project– Water Trust Board:  
All the paperwork has been signed, and the project funding closed for 2011 funding on Nov. 23. The CORE Steering Committee will discuss the distribution of the money, including the Ciudad District.
- New Mexico State Forestry Grants:  
**NFL:** Brent Racher is working on 22 acres of burned wood being masticated on private land with special permission from State Forestry. Discussion followed on the viability of salvaging the wood, on potential facilities for manufacturing wood pellets and on the potential of a biomass facility.  
NFL funding will not be expended by the end of December 2011 as per the contract. An extension has been granted for both the Estancia Basin and Upper Manzano NFL grants until June of 2012. Fifteen acres have been cut on the McKinley project but didn't pass inspection due to questions about the basal count and large trees that need to be cut down.  
**WUI:** Edgewood is working on its South Mountain property, and the WUI funds will be spent by the end of December.
- Greater Rio Grande Watershed Alliance aka Upper Rio Grande Salt Cedar Project:  
A contractor has been selected: Horizon Environmental Services from Durango, Colorado. The District Manager expects to sign a contract by mid December.
- NMED – River Ecosystem Restoration Initiative  
Salt cedar is being sprayed, and riparian planting is planned for the early spring.
- Central New Mexico Cooperative Weed Management Area:  
No meeting has taken place.
- Collaborative Forest Restoration Program:  
Ojo Peak Restoration:  
Mastication of 100 acres is in progress.  
Red Canyon Project:  
The two sawyers are averaging about 6 acres of heavy timber per week. The amount of work being done is substantial and rapid.

## **UNFINISHED BUSINESS:**

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

**Fence Property:**

No report.

**Capital Outlay Funds:**

No report.

**Metal Building:**

Plans for the building, pouring the cement floor, and the uncertainties affecting construction of the building were discussed. The District will go out for bids by mid January with work scheduled to begin in March.

**Protest Letter to General Services Administration (GSA)**

The protest letter has been sent to the GSA. Discussion followed on issues that may affect changes in the GSA's decision regarding the lease.

**NEW BUSINESS:**

**Wood Sale from Building Project Site:**

A discussion took place on selling wood harvested from the District's property. The District may have a buyer. If that option isn't viable, the wood will be sold in Mountainair.

**ACTION TAKEN:** William Caster moved to sell a maximum of two cords of wood to any buyer for \$120 a cord per year. Richard Shovelin seconded the motion. Motion carried. Vote was unanimous.

**Review District Travel Policy:**

The District Manager explained that the District is required to review its travel policy before the beginning of each year and that the State mileage rate has changed from 50 cents a mile to 51 cents a mile.

**ACTION TAKEN:** Richard Shovelin moved that the District's Travel Policy should reflect the State mileage rate each year. William Caster seconded the motion. Motion carried. Vote was unanimous.

**Bid for Fence Project:**

The District Manager reported on how bids to fence the District property were solicited and what written specifications were included. She presented written bids from three contractors. The merits of each bid were discussed and how complete and specific to the District's specifications each bid was. **ACTION TAKEN:** Jerry Melaragno moved to accept the proposal from Octavio Cruz. LeRoy Candelaria seconded the motion. Motion carried. Vote was unanimous.

**REPORTS:**

**Region II**

No Report.

**Hub Resource Conservation & Development (RC&D):**

William Caster reported that no meeting was held.

**South Central Mountain RC&D:**

Brian Greene reported that an informal meeting was held the previous week and that the next formal meeting would be held the following week. Mr. Greene reported on the progress on a portable pellet unit project. The District Manager reported that the District supports this project and on possible avenues for development. The annual meeting will be held in January.

**Estancia Basin Water Planning Committee (EBWPC):**

Brian Greene reported that the water board minutes were included in the District's board packet.

**ASSOCIATE SUPERVISOR INPUT:**

**OTHER:**

**MEETINGS ATTENDED:**

Brian Greene reported that he attended the NM Cattle Growers Association meeting and on the effectiveness of his drought insurance.

**PLAN FOR NEXT MEETING:**

**NEXT MEETING SCHEDULED:**

The next regular meeting will be held Friday, January 6, 2012 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:** Richard Shovelin moved to adjourn the meeting at 10:20 a.m. LeRoy Candelaria seconded the motion. Motion carried. Vote was unanimous.

---

FELIPE LOVATO, JR., CHAIRMAN

---

RICHARD SHOVELIN, SEC. – TREAS.