



**FINAL  
MINUTES OF THE REGULAR MEETING**

**December 4, 2009**

**Supervisors Present:** Felipe Lovato Jr., - Chairman  
William Caster –Vice-Chairman  
Richard Shovelin, Sec. - Treasurer  
Jerry Melaragno  
Dan Williams

**Supervisors Absent:** LeRoy Candelaria  
J. Brian Greene

**Others Present:** Dierdre Tarr, District Manager  
Louis King, District Conservationist  
Vernon Kohler, CPSWD Field Technician  
Joanne Koski, Volunteer  
Joan Bybee, Associate Supervisor

**CALL TO ORDER:**

The Claunch-Pinto Soil and Water Conservation District 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 8:30 a.m. Felipe welcomed the guests and thanked each of them for taking the time to attend the meeting.

**ABSENTEES:** J. Brian Greene and LeRoy Candelaria

**APPROVAL/AGENDA:**

Richard Shovelin moved to approve the agenda as presented. William Caster seconded the motion. Motion carried.

## **APPROVAL/DISAPPROVAL OF MINUTES:**

The following corrections were made to the minutes: Page 5 – Unfinished Business (third sentence) changed to read “With the contracts being signed, the District project will be ready to move forward as soon as the District is notified their funding is still available.” New Business – second sentence changed to read “Three letters concerning the following:” There was discussion on the draft minutes. Two small changes were made to the minutes. **ACTION TAKEN:** Richard Shovelin moved to approve the minutes as amended. William Caster seconded the motion. Motion carried.

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

Dee presented the Treasurer's Report for the month of November, 2009 with the accounts payable for December, 2009. A copy is attached. Discussion followed. **ACTION TAKEN:** Richard Shovelin moved to accept the report and pay the accounts payable. Jerry Melaragno seconded the motion. Motion carried.

## **OTHER FINANCIAL MATTERS:**

There were no financial matters for discussion for this meeting.

## **NMDA REPORT:**

Dierdre Tarr reviewed the NMDA Field Specialist's, monthly report with the Board. A copy of the written report is attached.

## **FO REPORT:**

Louis King, District Conservationist, reviewed his written NRCS report with the Board. A copy of the written report is attached.

## **DISTRICT MANAGER'S REPORT:**

Dierdre Tarr, District Manager, reviewed the District Manager's report with the Board. A copy of the written report is attached.

## **CORRESPONDENCE:**

- The Correspondence was reviewed with the Board. See attached list.

An email from Debbie Hughes, Executive Director, NMACD was reviewed with the Board concerning information from NMACD that had been mailed to each SWCD.

**PERSONNEL MATTERS:**

Richard Shovelin gave a short salary sub-committee report. He reported there was \$6,000 through one of the grants to support a temporary salary increase for the Field Technician and Administrative Assistant. Discussion followed. **ACTION TAKEN:** Richard Shovelin moved to give the Claunch-Pinto SWCD Head Bookkeeper, Field Technician and Administrative Assistant an hourly increase of \$1.50 from January 1, 2010 to June 30, 2010. William Caster seconded the motion. Motion carried.

Richard Shovelin reported the sub-committee also recommended hiring Janice Anaya for approximately 16 hours a week for a 90-day trial period. She will be helping with reimbursements on grants and accounting paperwork. **ACTION TAKEN:** William Caster moved to hire Janice Anaya for a 90-day trial period at \$10.00 per hour with a review at the end of the 90 days. Richard Shovelin seconded the motion. Motion carried.

**UPDATE ON GRANTS:**

The Board reviewed a written report on the following grant projects. A copy of the report is attached to the minutes.

- Watershed Health Grant Greater Rio Grande Watershed Alliance aka Upper Rio Grande Salt Cedar Project (GRGWA)**
- NMEMNRD – New Mexico Clean Energy Projects**
- NMED – River Ecosystem Restoration Initiative**
- Central NM Cooperative Weed Management Area (CNMCWMA)**
- CFRP Grants**
- Non Federal Land Grant**
- Non Federal Land Grant – Arturo Archuleta Project**
- Wildland Urban Interface Grant**
- New Proposals**
  - General Service Fund – DFA
  - NM State Forestry – Wildland Urban Interface

- New Grant Opportunities**
  - None

**UNFINISHED BUSINESS:**

**Future Directions Committee**

Dee reported she had not been advised if the District had lost the capital outlay money the District was contracting for site preparation. She will follow up with NM Department of Agriculture. The contract has been signed and the contractor is ready to start the project when he receives a “Notice to Proceed”.

The building project committee composed of LeRoy Candelaria, Richard Shovelin and Frank Luna had no report.

### **SWCD Mil Levy Authority**

Dee reviewed a letter from Betty Cabber, Torrance County Assessor. The letter explained the Torrance County Assessor's office will abide by NM Statutes 4-59 and the current IRB contract with High Lonesome Wind. Dee reported she had a conference call concerning "payments in lieu of taxes" with JulieAnne Leonard, the District's legal counsel and Marsha Wright, NM Department of Agriculture. JulieAnne's suggested timeline was: 1) Wait for the letter from the Torrance County Tax Assessor; 2) write a letter to State Representative Rhonda King and State Senator Pete Campos asking for a ruling from NM Taxation and Revenue – Property Tax Division; 3) ask for a copy of the IRB contract between Torrance County and High Lonesome Wind. Discussion followed. **ACTION TAKEN:** Richard Shovelin moved to follow the attorney's suggested timeline. Jerry Melaragno seconded the motion. Motion carried. The Board asked Dee and Richard Shovelin to attend the NM Soil and Water Conservation Commission meeting in Belen to discuss this problem.

### **NEW BUSINESS:**

Dee reviewed Resolution No. 10-10 – Open Meetings Resolution with the Board. Discussion followed. **ACTION TAKEN:** Jerry Melaragno moved to approve the resolution. Richard Shovelin seconded the motion. Motion carried by a voice vote as follows: William Caster – yea; Richard Shovelin – yea; Jerry Melaragno – yea; Dan Williams – yea. Dee presented a list of the meeting dates for 2010. Discussion followed. **ACTION TAKEN:** William Caster moved to approve the meeting dates for 2010. Richard Shovelin seconded the motion. Motion carried. A list of the meeting dates is attached.

Dee reviewed the information and timeline for the Supervisor elections to be held in May, 2010. She will make sure the letters to the four County Clerks are mailed prior to the end of December, 2009. Dan Williams and Dee will see about polling places in Mountainair and Corona. They will have a report at the next meeting.

Dee explained to the Board, Brian Greene had asked her to have an item on the agenda "Discussion on CSP Handbooks". Since Brian could not attend this meeting she suggested the Board table the discussion until the January, 2010 meeting. **ACTION TAKEN:** Dan Williams moved to table the agenda item. William Caster seconded the motion. Motion carried.

### **REPORTS:**

- Hub RC&D – William Caster reported on the Hub RC&D meeting.
- South Central Mtn. RC&D – Rick Delaco, RC&D Coordinator submitted a monthly report for the South Central Mtn. RC&D for the month of November, 2009. A copy of the report was in the Board packets for the Board's review.

- EBWPC – A copy of the “draft” minutes from the EBWPC meeting were included in the Board packets for the Board’s review.

**PRESENTATION:**

Joan Bybee gave a presentation she had prepared for the Quivira Coalition’s meeting held in Albuquerque in November, 2009. The presentation was on the riparian restoration work Joan has completed on her ranch. The Board appreciated Joan sharing this information with them.

**ASSOCIATE SUPERVISOR INPUT:**

**OTHER:**

**MEETINGS ATTENDED:**

**NEXT MEETING SCHEDULED:**

The next Regular Meeting will be held Friday January 8, 2010 at 8:00 a.m. at the Mountainair United Methodist Church Fellowship Hall, Mountainair, New Mexico.

**PLAN FOR NEXT MEETING:**

**ADJOURN:**

There being no further business to come before the Board. **ACTION TAKEN:** Jerry Melaragno moved to adjourn the meeting at 11:10 a.m. Dan Williams seconded the motion. Motion Carried.

Minutes approved as amended on January 8, 2010.

/s/  
FELIPE LOVATO, JR., CHAIRMAN

/s/  
RICHARD SHOVELIN, SEC.-TREA