



PO Box 129, Mountainair, NM 87036 Ph: 505-847-2243 Fax: 505-847-0615

**MINUTES OF THE REGULAR MEETING  
July 3, 2008**

**Supervisors Present:** Felipe Lovato Jr., - Chairman  
J. Brian Greene, Sec. - Treasurer  
Richard Shovelin  
LeRoy Candelaria  
William "Bill" Hignight  
Jerry Melaragno

**Supervisors Absent:** William Caster –Vice-Chairman

**Others Present:** Dierdre Tarr, District Manager  
Louis King, District Conservationist  
Melissa Kayser, Administrative Assistant  
Art Swenka, East Torrance SWCD  
Roy Todd, NMDA Field Specialist

**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 Ancient Cities Cafe, Mountainair, NM at 6:02 p.m. Felipe welcomed the guests and thanked each of them for taking the time to attend the meeting.

**ABSENTEES:** The Absentee was excused.

**APPROVAL/AGENDA:**

- Richard moved to accept the agenda as presented. LeRoy seconded the motion. Motion carried.

**APPROVAL/DISAPPROVAL OF MINUTES:**

- Richard moved to approve the minutes of the last meeting as presented. Jerry seconded the motion. Motion carried.

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

- Dee presented the Treasurer's Report for the month of June, 2008. A copy is attached. She also presented the Accounts Payable, in the approximate amount of **\$4,950.33**. A copy is attached. Discussion followed. **ACTION TAKEN:** Richard moved to accept the report and pay the accounts payable. Bill seconded the motion. Motion carried.

**OTHER FINANCIAL MATTERS:**

- Dee read a letter from Jim Berlier, NMACD Secretary-Treasurer concerning the NMACD dues. Discussion followed. **ACTION TAKEN:** Richard moved to set the dues at \$800.00 to NMACD. The motion died for lack of a second the motion. **ACTION TAKEN:** Brian moved to pay the dues in the amount of \$1,250.00. LeRoy seconded the motion. Motion Carried. Voice Vote LeRoy –yes, Brian –yes, Bill –yes, Richard –no, Jerry –no. Bill asked to have a letter sent with the dues asking NMACD for information concerning their budget and how they are helping the Districts.

- Dee reported the Board had approved a 3% salary increase for each employee in the FY2008-2009 budget. The raises would be as follows: \$1,113.36 a year – District Manager; \$432.64 a year – Administrative Assistant; \$499.20 a year – Field Technician; \$208.00 a year – student worker. Discussion followed. Bill suggested the Board take a closer look at the budget for FY2010 in reference to staff salaries. He would like to see the minimum wage for the District employees to be between \$10 - \$12 per hour. **ACTION TAKEN:** Bill moved to approve the 3% salary increase for the District Staff. LeRoy seconded the motion. Motion carried.

- Dee reported the Board had approved purchasing a new computer to replace the Administrative Assistant's computer. Discussion followed. Bill suggested checking with NRCS to see if they will be converting to Windows Vista in the near future. The District needs to be aware of the conversion date. **ACTION TAKEN:** Bill moved to purchase new computer not to exceed \$1600.00. Richard seconded the motion. Motion carried.

**PERSONNEL MATTERS:**

**NMDA REPORT:**

- Roy Todd, NMDA Field Specialist's reviewed his monthly report with the Board. Discussion followed. Roy told the Board he appreciated the work that Dee had done with the new employee at the San Juan SWCD. He thanked the Board for allowing her to work with the new employee.

**FO REPORT:**

- Louis King, District Conservationist, reviewed his monthly report with the Board. Louis also added the District will be sponsoring the Local Work Group Meeting on July 18, 2008 at 10:00 am at the Mountainair United Methodist Church Fellowship Hall. He explained to the new board members the Local Work Group sets the course for the EQIP program for the coming fiscal year. Louis explained the District would need to write a letter to Troy Hood, Farm Bill Program Specialist Personnel Manager to ask to fill the Farm Bill Program Specialist position in the District/NRCS office. Discussion followed. **ACTION TAKEN:** Richard moved to write a draft letter for the Farm Bill Program Specialist position. Brian seconded the motion. Motion carried. Louis explained he had been requested to review the CRP Grazing contracts belonging to Jerry Shaw and Vernie Wells. Both producers needed to use their land contracted under the CRP for grazing their livestock because of the drought. Louis asked the Board to approve both of these requests. **ACTION TAKEN:** Bill moved the District approve both requests to use the land contracted under the CRP program for grazing. Richard seconded the motion. Motion carried.

**DISTRICT MANAGER'S REPORT:**

- Dee reviewed the District Manager's report with the Board. Discussion followed.

**CORRESPONDENCE:**

- The Correspondence was reviewed with the Board. See attached list.
- Dee reviewed a letter from NM Soil & Water Conservation Commission approving the District's Mil Levy Rate Resolution.
- Dee read a letter from NM Soil & Water Conservation Commission approving the District's request for Richard Shovelin and Bill Hignight to be appointed as Appointed Supervisors for the coming year.

**UPDATE ON GRANTS:**

**Watershed Health Grant –**

Dee gave a report on the CORE Advisory meeting held in June, 2008. The CORE Advisory Committee has asked SWCA Environmental Consultants to prepare a monitoring plan for the burned areas. A draft plan will be ready for review at the next CORE Advisory Committee meeting on July 28, 2008. Dee will be at the Edgewood SWCD office on July 15, 2008 to get signatures on their thinning contracts. Claunch-Pinto SWCD will have their landowners sign their contracts within the next week. There will be a date selected in the next week to be at the East Torrance SWCD office to get signatures on their thinning contract. The District will be closing on the FY2007 funding through the NM Finance Authority on July 18, 2008. The CORE Advisory committee should be ready to start contracting this funding

in the next couple of months. The District should received a list of readiness items for 2008 funding after the NM Water Trust Board meeting on July 9, 2008..

**National Fish and Wildlife Foundation & State Forestry Noxious Weed Grant**

Dee is working on the final report for the National Fish and Wildlife Foundation grant. She should have the final report completed by the end of July, 2008. The District has sprayed 5.5 acres of Poison Hemlock and 15 acres of Russian Knapweed in the last month.

**State Forestry – Community Wildfire Protection Planning Grant**

Dee reported the District has received all of the State Forestry funding for the Community Wildfire Protection Plans. She has to complete a final report to the NM Association of Counties for the District to receive the final reimbursement on the NM Association of Counties grant for the Community Wildfire Protection Plans.

**Upper Rio Grande Salt Cedar Project**

Dee reported on the June URG Steering Committee meeting, the committee received money from NM Department of Agriculture for mapping and completing conservation plans for future projects in the amount of \$69,000.00. Each District will receive \$7,000.00 to complete the maps and conservation plans.

**EWP Program**

Dee reported on the EWP Program for the month of June. All the EWP Program paperwork for the contract with NRCS; attended the Contractors site visit for all the proposed projects with the Exigency funding; prepared 6 contracts for the Exigency funding - five were with contractors and the last contract was with the Manzano Land Grant.

**New Grant Opportunities**

Dee submitted a grant proposal for the Abo Arroyo Watershed to the River Ecosystem Restoration Initiative through the NM Environmental Department. Dee reported the BNSF Railroad would like the District to take the lead on the re-vegetation project for the canyon after the railroad's double tracking project. Dee will be working on a proposal for this project.

**UNFINISHED BUSINESS:**

- Dee, Jerry Melaragno and Louis met with Lee Gamelsky on the 20<sup>th</sup> of June. They discussed the building cost and design. Lee explained the approximate cost of the building could be \$3.5 Million which approximately \$1.0 Million than the figure the District had been working with. There may be other expenses in the \$3.5 Million figure. Dee will form a Committee comprised of the following members Charlene Brown, Jose Varela Lopez, Glenn Fulfer, Louis King and Richard Shovelin. This Committee will work with the architect on the design of the building. The District has received the contracts from Mr. Gamelsky for the District's signature.

- Dee submitted a letter as requested by NM Energy, Minerals and Natural Resources concerning our application for the Clean Energy Funding for the building.

**NEW BUSINESS:**

- Felipe Lovato, Jr. administered the Oath of Office to Brian Greene, Richard Shovelin and Bill Hignight.

- Dee explained it was time to reorganize the Board. Discussion followed.

**ACTION TAKEN:** Bill moved to elect Felipe Lovato, Jr. as Chairman. Richard seconded the motion. Motion carried. Discussion followed on the Vice Chairman and Secretary-Treasurer positions. **ACTION TAKEN:** Brian moved reelect William Caster as Vice-Chairman and Brian Greene as Secretary-Treasurer. Richard seconded the motion. Motion passed with a voice vote. Brian Greene –yes, Richard –yes, LeRoy –yes, Jerry –yes, Bill –yes.

- Dee reported Brian Greene had asked about the District investing in a water tank ranchers and firefighter could use to fight fires in remote areas of the District. Brian also suggested using water tanks and storage tanks fitted with dry fire hydrants on ranches to fight fires. He suggested the District find funding for this type of project. The National Park Service might have a water tank that might need work. Richard will check on this.

**REPORTS:**

- Hub RC&D –No report.
- South Mtn. RC&D -No report.
- EBWPC –Water Plan is in the Final stage. State Engineer told them there were 5600 wells in the Basin not added in the data system. They are going to use Grant money and GPS unit to locate the wells.

**ASSOCIATE SUPERVISOR INPUT:**

**OTHER:**

**MEETINGS ATTENDED:**

**EXECUTIVE SESSION:**

**NEXT MEETING SCHEDULED:**

- The next Regular Meeting will be held Friday August 1, 2008 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:** Brian moved to adjourn at 8:45 p.m. LeRoy seconded the motion. Motion carried.

/s/ \_\_\_\_\_  
FELIPE LOVATO, JR., CHAIRMAN

/s/ \_\_\_\_\_  
J. BRIAN GREENE, SEC.-TREA

**July 3, 2008  
Claunch-Pinto SWCD  
Regular Meeting**