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MINUTES OF THE REGULAR MEETING November 2, 2007

Supervisors Present: Felipe Lovato Jr., - Chairman
William Caster, - Vice-Chairman
J. Brian Greene, Sec. - Treasurer
Richard Shovelin
Randy Simmons

Supervisors Absent: LeRoy Candelaria
William "Bill" Hignight

Others Present: Dierdre Tarr, District Manager
Louis King, District Conservationist
Melissa Kayser, Administrative Assistant
Russ Bennett, NMDA Field Specialist
Paul Gardner
Vernon Kohler, Field Technician

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, Mountainair, NM at 8:10 a.m. Felipe welcomed the guests and thanked each of them for taking the time to attend the meeting.

ABSENTEES: The absentees were excused.

APPROVAL/AGENDA:

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

APPROVAL/DISAPPROVAL OF MINUTES:

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

TREASURER'S REPORT AND APPROVAL/DISAPPROVAL OF VOUCHERS:

- Dee presented the Treasurer's Report for the month of October, 2007. A copy is attached. She also presented the Accounts Payable, in the approximate amount of **\$4,370.78**. A copy is attached. Discussion followed. **ACTION TAKEN:** Richard moved to accept the report and pay the accounts payable. William seconded the motion. Motion carried.

OTHER FINANCIAL MATTERS:

- Dee reminded the Board the District's budget for FY08 has been approved by DFA as per the letter received last month from Isaac Montoya. With the receipt of this approval from DFA, the District Board will need to approve the budget for FY07-08. Discussion followed. **ACTION TAKEN:** Richard moved to approve the final budget approved by DFA. William seconded the motion. Motion carried.

- Dee reviewed the 1st Quarterly report submitted to DFA with the Board. Discussion followed. **ACTION TAKEN:** Richard moved to approve the 1st Quarter report submitted to DFA. Brian seconded the motion. Motion carried.

- Dee reviewed and handed out copies of the 2006 Audit report from the State Auditor's Office. Dee asked the Board to take time to review the 2006 Audit.

PERSONNEL MATTERS:

NMDA REPORT:

- Russ Bennett, NMDA Field Specialist reviewed his monthly report with the Board. Discussion followed.

FO REPORT:

- Louis King, District Conservationist, reviewed his monthly report with the Board. Discussion followed.

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 read a letter from the NM Environment Department explaining the Abo Arroyo Watershed Restoration Project had not been approved for funding through the River Restoration Funding.
- Dee reviewed the letter to the NMACD Executive Director from the District concerning email that had been sent out with the District's agenda attached questioning the District Manager's responsibilities to the Board. The letter had been approved by Richard Shovelin, Bill Hignight and Felipe Lovato prior to being mailed.
- The District had been asked by the State Auditor's office to send them a letter waiving the District's ten day review period for the 2008 Audit. The State Auditor's office needed this letter before they could provide a copy of the District's audit to NM Finance Authority. Dee reviewed the letter she prepared and faxed to the State Auditor.
- Dee reviewed a letter the District sent to Exito Enterprises and Sy Sisneros concerning the purchase of land for the building. The letter explained the District was waiting to receive our FY08 audit before NM Finance Authority can proceed with the District's loan application to complete the purchase of the property.

UPDATE ON GRANTS:

Watershed Health Grant –

Dee reported on the Advisory meeting that was held on October 29, 2007. Dee reported the Advisory Committee worked on Roles and Rules of the Estancia Basin Watershed Health, Restoration and Monitoring Steering Committee as per suggestion from the Claunch-Pinto SWCD Board. The East Torrance SWCD and Edgewood SWCD will take the Draft Roles & Rules to their Board and review it. Discussion followed. Richard stated to add a heading and the date of October 29, 2007 to the Roles & Rules.

ACTION TAKEN: Richard moved to approve the Roles & Rules of Estancia Basin Watershed Health, Restoration and Monitoring Steering Committee. William seconded the motion. Motion carried.

National Fish and Wildlife Foundation & State Forestry Noxious Weed Grant

Dee reported there was no October Meeting to report on. A report to State Forestry is due November 6, 2007. The NFWF report is due next month. Dee reported to the Board we have not received a reimbursement from the Project Coordinator in the amount of \$480.00. The Board decided Claunch-Pinto SWCD would not pay CNMCWMA expenses from the general fund if CNMCWMA goes over the budget in the grants administered by Claunch-Pinto SWCD.

State Forestry Hazardous Fuel Reduction Grant

Dee reported the Chilton project has been approved for payment. The District has three projects that will need to be finished by November 25, 2007.

State Forestry – Community Wildfire Protection Planning Grant

Dee reported on the Core meeting for the Community Wildfire Protection Plan that was held on November 1, 2007, in the Torrance County Commission Room. Dee asked the Board to review the minutes from the first Core Meeting. When the Core team will be voting there will only be one vote from each SWCD, NRCS and other Core team members. We will be having a Public Meeting at 2:30 p.m. at the East Torrance Annual meeting next Thursday. We need to get the public involved in the planning process. We will be mailing a survey and sending it out to all box holders. These two plans have to be completed May 9, 2008.

Upper Rio Grande Salt Cedar Project

Dee reported the URGSCP Committee has decided not to hire a Project Coordinator. They will split the Project Coordinator's pay between each District to help pay for part time people to work in the office and out in the field. It will help the office staff to apply for grants and to receive funding for their own District. Claunch-Pinto SWCD will receive \$2000.00 in Fiscal Agent Fees. Dee reported one of the best proposal she received was from Madeline Miller at Valencia SWCD.

New Grant Opportunities

Dee reported to the Board the WTB Grant is due on Monday. Dee will send it out to the Board members to review.

UNFINISHED BUSINESS:

Dee reported everything is in place for the loan. Dee realized that we needed an appraisal on the property. Dee has contacted Koch and Associates in Belen and is working on getting an appraisal. We are hoping to have the appraisal by December 4th or 5th so the loan request can be presented at the December 13th meeting of the NM Finance Authority Board. Dee explained to the Board that she will need everyone's help when the Legislative Session comes around in January.

NEW BUSINESS:

Dee asked the Board to appoint an alternate for the South Central Mountain RC&D Council. Discussion followed. Richard Shovelin volunteered for the alternate position. The next meeting of the South Central Mountain RC&D will be November 29, 2007. Richard will attend this meeting with Brian Greene.

Dee reviewed Resolution No. 10-08 – Open Meeting Act. Discussion followed.
ACTION TAKEN: Brian moved to pass Resolution No. 10-08. William seconded the motion. Motion passed with a voice vote.

Dee presented to the Board Resolution No. 11-08 – Water Trust Resolution. Discussion followed. **ACTION TAKEN:** Richard moved to approve the Resolution No. 11-08. William seconded the motion. Motion passed with a voice vote.

Dee explained to the Board the District truck needs a tool box so we can store our tools and have a place to keep them secured. Discussion followed. **ACTION TAKEN:** Brian moved to approve the purchase of a tool box for the District truck with a cap amount of \$500.00. William seconded the motion. Motion carried.

Dee asked the Board for permission to purchase a water flow model to use in information and education workshops to show ground water effects. The cost for the water flow model is \$400.00 - \$600.00. Discussion followed. **ACTION TAKEN:** William moved to purchase the water flow model for the amount of \$400.00 - \$600.00. Brian seconded the motion. Motion carried.

Dee reported to the Board if the Claunch-Pinto District wanted to join the NM Procurement Association. They give training and help with contracts, RFP's, quotes and bids. All we have to do is give them a call and they will help us. The NM Procurement Association dues per year will be \$ 25.00. Discussion followed. **ACTION TAKEN:** Richard moved to pay the NM Procurement Association due for the amount of \$ 25.00 per year. Brian seconded the motion. Motion carried.

REPORTS:

- William reported the Hub RC&D didn't have a meeting last month.
- Brian reported he didn't go to the EBWPC meeting last month he was out of town.
- Brian reported on the Annual NMACD meeting that Dee, Vern and Brian attended on October 24 & 25. Brian stated that Eddie Vigil is still President, Brent Van Dyke is Vice-President and Jim Berlier is Sec-Treasurer. Jim Berlier was the Region II Chair. The Region II position will be vacant until it's filled.
- Brian stated there was no South Central Mountain RC&D meeting. They have hired Kathy Perez to fill Glenda's position for the South Central Mountain RC&D. Clark Taylor received funding in the amount of \$100,000.00 from State Forestry and will receive another \$240,000.00 if he can spend it. They approved Marcus Johnson Pellet Mill Project.

ASSOCIATE SUPERVISOR INPUT:

OTHER:

- Felipe announced that Dee was selected as the first Star Award presented by NMDA at the NMACD Annual meeting in Las Vegas, NM.

**November 2, 2007
Claunch-Pinto SWCD
Regular Meeting**

- Dee reported that Debra Elkin from Deer Canyon Preserve has joined the core team for the CWPP and she is going to start coming to the Claunch-Pinto SWCD Monthly meetings. Debra is interested in our building plans.

MEETINGS ATTENDED:

EXECUTIVE SESSION:

NEXT MEETING SCHEDULED:

- The next Regular Meeting will be held Friday December 14, 2007 at 8:00 a.m. at the Mountainair United Methodist Church Fellowship Hall, corner of Sunset and Third Street, Mountainair, New Mexico.

PLAN FOR NEXT MEETING:

- Draft Procurement Policy
- Public Review Policy

ADJOURN:

- There being no further business to come before the Board. **ACTION TAKEN:** Brian moved to adjourn at 11:45 a.m. Richard seconded the motion. Motion Carried.

S/S
FELIPE LOVATO, JR., CHAIRMAN

S/S
J. BRIAN GREENE, SEC.-TREAS