



**FINAL  
MINUTES OF THE REGULAR MEETING**

**November 6, 2009**

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

**Supervisors Absent:** None

**Others Present:** Dierdre Tarr, District Manager  
Louis King, District Conservationist  
Patsy Fitzgerald

**CALL TO ORDER:**

The Claunch-Pinto Soil and Water Conservation District regular meeting of the Board of Supervisors was called to order by William Caster, Vice-Chairman, at the Mountainair United Methodist Church, Fellowship Hall, located at the corner of Sunset and Third Street in Mountainair, NM at 8:16 a.m. William welcomed the guests and thanked each of them for taking the time to attend the meeting.

**ABSENTEES:** None

**APPROVAL/AGENDA:**

Richard Shovelin moved to approve the agenda as presented. Jerry Melaragno seconded the motion. Motion carried.

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

The following corrections were made to the October 2, 2009 minutes: Page 3 – Unfinished Business – third paragraph. The sentence read: Dierdre Tarr has submitted a second application for Risk Management Insurance to the State’s Risk Management. The sentence was changed to read: Dierdre Tarr has submitted a second application for Risk Management Insurance to the State’s Risk Management Division. **ACTION TAKEN:** Richard Shovelin moved to approve the minutes of the October 2, 2009 meeting as amended. Jerry Melaragno seconded the motion. Motion carried. The following corrections were made to the October 9, 2009 Special Meeting minutes: Supervisor’s Present: J. Brian Greene was not present at the meeting; Executive Session: The sentence read: LeRoy Candelaria moved that the Board of Claunch-Pinto Soil and Water Conservation District be closed. The sentence was changed to read: LeRoy Candelaria moved that the Board of Claunch-Pinto soil and Water Conservation District meeting be closed. Brian Greene’s name was deleted in the vote to close the meeting because he was not present. Page 2 – third paragraph. The sentence read: Richard Shovelin was asked to bring this up at the NMACD Annual Conference if there was an opportunity. The sentence was changed to read: Richard Shovelin will be asked to bring this up at the NMACD Annual Conference if there is an opportunity. Page 2 – Adjourn – The sentence read: Brian Greene seconded the motion. Sentence was changed to read: Jerry Melaragno seconded the motion. **ACTION TAKEN:** Jerry Melaragno moved to approve the minutes of the October 9, 2009 Special Meeting as amended. Dan Williams seconded the motion. Motion carried. The following correction was made to the October 30, 2009 Special Meeting minutes: Supervisor’s Present: J. Brian Greene, Secretary-Treasurer was changed to read Richard Shovelin, Secretary-Treasurer. **ACTION TAKEN:** Richard Shovelin moved to approve the minutes of the October 30, 2009 Special Meeting as amended. Jerry Melaragno seconded the motion. Motion carried.

Felipe Lovato, Jr. arrived at the meeting at 8:35 a.m. Felipe assumed the Chairman’s position upon his arrival.

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

Dee presented the Treasurer's Report for the month of October, 2009 with the accounts payable for November, 2009. A copy is attached. Discussion followed. **ACTION TAKEN:** William Caster moved to accept the report and pay the accounts payable. LeRoy Candelaria seconded the motion. Motion carried.

## **OTHER FINANCIAL MATTERS:**

Dierdre Tarr gave the Board an update on the IRS Audit that was conducted October 8 and 9, 2009. The auditor found five businesses where we had not submitted 1099s. Two of those businesses are corporations, but the District will need to send 1099s to the remaining three businesses. The District had not sent 1099s to six students

interns who worked for the District in 2007. The auditor had explained to Dierdre the students should have been considered employees and taxes should have been taken out of their income. Dierdre is working with the auditor to get the correct IRS form signed by all of the students. In 2007 the District had also been paying the board members \$30.00 per month to attend the board meetings. The District will have to pay withholding taxes on the total amount paid to each board member in 2008. Dierdre is working with the auditor from IRS to get these exceptions corrected as soon as possible.

Dierdre Tarr gave the Board an update on the information she has gathered concerning the District's mil levy vs. the County's decision to take payments in lieu of taxes on the wind farm. She has sent information to the District's legal counsel to have her involved in the process. Dierdre visited with staff in the Attorney General's office about an Attorney General's opinion on this issue. The District will need to go through State Representative Rhonda King and State Senator Pete Campos to request an Attorney General's opinion. Discussion followed. **ACTION TAKEN:** Richard Shovelin moved to have letters written to all parties involved with the District's mil levy concerning the question of the mil levy assessment for the wind farm. LeRoy Candelaria seconded the motion. Motion carried.

#### **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's, District Conservationist, gave the Board his written NRCS report. 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.

A letter from Matthew Zidovsky, Office of US Representative Martin Heinrich thanking the District for inviting their office to participate in the ground breaking celebrations for the District's Natural Resource Conservation Center.

#### **PERSONNEL MATTERS:**

Dierdre Tarr asked the Board to appoint a sub-committee to review salary increases for the District's Field Technician and Administrative Assistant based on grant

funding for salaries. Discussion followed. The Chairman appointed Richard Shovelin, William Caster, and Jerry Melaragno to work with Dee on this review.

## **UPDATE ON GRANTS:**

**Watershed Health Grant** – A 2010 proposal for the NM Water Trust Board funding was submitted on November 2, 2009. Dee had attended the NM Water Trust Board meeting on November 4 – they reported there had been 62 proposals submitted for funding. The Claunch-Pinto SWCD and Edgewood SWCD will be working together to plan thinning projects. This will give each Field Technician cross training because of the different topography in the two areas. The student interns will be responsible for completing the practice plans for the field technicians to review. Our student interns will help train a student for the Edgewood SWCD.

**Greater Rio Grande Watershed Alliance aka Upper Rio Grande Salt Cedar Project (GRGWA)** - There has been a proposal submitted by the NM Watershed Office through NM State Forestry for \$300,000 for riparian restoration for the GRGWA. The GRGWA also submitted a proposal to the NM Water Trust Board for \$500,000 for riparian restoration. The GRGWA is getting new members.

**NMEMNRD – New Mexico Clean Energy Projects** - We have a balance of \$75,000 on the grant. Dee reported she has submitted all the paperwork she can to try to save this funding. She has been told by NMEMNRD that this funding may have to be reverted back to the State's general fund. Discussion followed.

**NMED – River Ecosystem Restoration Initiative** – Dee reported SWCA had to reinstall all of the monitoring points in the Abó Arroyo Project. They had washed out during one of the late fall rain events.

**Central NM Cooperative Weed Management Area (CNMCWMA)** – Dee reported the CNMCWMA will have a meeting on December 3, 2009. They will be going over the by-laws at this meeting. Edgewood SWCD is the fiscal agent for the CNMCWMA. The CNMCWMA submitted a proposal to NM State Forestry for their noxious weed program. Vern and Jerry have treated some “Tree of Heaven” within the town limits of the Town of Mountainair. Dee thanked Jerry Melaragno for his work with this project. He helped get the meeting agenda out to the committee and has been out spraying with Vern and Kelly.

**CFRP Grants** – There will be a multi-party monitoring meeting in Manzano on Monday, November 16, 2009. The District now has a professional service agreement with Manzano Land Grant.

### **Non Federal Land Grant**

#### **Non Federal Land Grant – Arturo Archuleta Project**

#### **Wildland Urban Interface Grant**

#### **New Proposals**

2009 Clean Energy Demonstration Program Grant – We were not eligible for this funding

General Service Fund – DFA

NM State Forestry – Wildland Urban Interface

## New Grant Opportunities

None

### UNFINISHED BUSINESS:

#### Future Directions Committee

Dee reported the contract for the site preparation should be signed on November 6, 2009 by the contractor. The contracts will be forwarded to the District for Felipe's signature. 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. The contractor will not start work until he receives a notice to proceed. Staff from Senator Udall's gave the District an application for a Federal funding allocation. This application has to be in Washington, D.C., by November 30, 2009. The District can request funding for the information/education center. The building project committee composed of LeRoy Candelaria, Richard Shovelin and Frank Luna had no report.

Dee reported the District received an invoice for \$1,000 from the State of New Mexico Risk Management Division for insurance for public liability for the supervisors, employees and volunteers of the District. Discussion followed.

**ACTION TAKEN:** Richard moved to pay the invoice for \$1,000 to the Risk Management Division. Brian seconded the motion. Motion carried.

### NEW BUSINESS:

Richard Shovelin explained to the Board he asked Dee to draft three letters to the New Mexico Association of Conservation Districts (NMACD). Three letters concerning the following: 1) NMACD's Annual Treasurer's report which showed a loss of \$540,517 for year end June 30, 2009; 2) A request for the current by-laws for NMACD; and 3) a request for a copy of the minutes where the minimum dues for NMACD was set at \$500.00. Discussion followed. The board decided to approve each letter separately.

**ACTION TAKEN:** Richard Shovelin moved to approve the letter requesting more information concerning the NMACD Annual Treasurer's report. Jerry Melaragno seconded the motion. Motion carried. **ACTION TAKEN:** Richard Shovelin moved to approve the letter requesting the current by-laws for NMACD. William seconded the motion. Motion carried. **ACTION TAKEN:** William Caster moved to approve the letter requesting a copy of the NMACD minutes approving the minimum dues for NMACD as \$500.00/year. Richard Shovelin seconded the motion. Motion carried with Brian Greene opposing the motion.

Dee explained to the Board the District may be receiving a request for Dee to be a part of a team to conduct Grantsmanship training to the District employees. This request would be coming from the New Mexico Soil and Water Conservation Commission. Discussion followed.

**REPORTS:**

- Hub RC&D – William Caster reported on the Hub RC&D Annual Meeting in Bernalillo, New Mexico. William was re-elected Secretary-Treasurer of Hub RC&D. There were more people in attendance at this Annual Meeting than had attended a Hub RC&D Annual meeting in a long while. William felt the meeting was very successful.
- South Central Mtn. RC&D – Brian Greene had not been able to attend the special meeting the RC&D had. They are working on re-organizing their meeting schedule. There was also a monthly report from the RC&D Coordinator included in the Board packets.
- EBWPC – Brian Greene had also not been able to attend this meeting. He said the Committee is still working on the Regional Water Plan update.

**ASSOCIATE SUPERVISOR INPUT:**

**OTHER:**

**MEETINGS ATTENDED:**

William Caster and Jerry Melaragno reported on the East Tarrant SWCD Annual meeting they had both attended. Both William and Jerry were very complimentary of the East Tarrant SWCD Annual meeting. Jerry explained to the Board about the new Sims table the East Tarrant SWCD had in their educational building. This table is an excellent tool for watershed information/education.

**NEXT MEETING SCHEDULED:**

The next Regular Meeting will be held Friday December 4, 2009 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:** LeRoy Candelaria moved to adjourn the meeting at 11:25 a.m. William Caster seconded the motion. Motion Carried.

Minutes approved as amended on December 4, 2009.

/s/  
FELIPE LOVATO, JR., CHAIRMAN

/s/  
RICHARD SHOVELIN, SEC.-TREA