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**MINUTES OF THE REGULAR MEETING
December 14, 2007**

No meeting was held due to no quorum

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
Paul Gardner
Vernon Kohler, Field Tech

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 was excused.

APPROVAL/AGENDA:

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

APPROVAL/DISAPPROVAL OF MINUTES:

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

TREASURER'S REPORT AND APPROVAL/DISAPPROVAL OF VOUCHERS:

- Dee presented the Treasurer's Report for the month of September. A copy is attached. She also presented the Accounts Payable, in the approximate amount of **\$4,314.77**. A copy is attached. Discussion followed. **ACTION TAKEN:** Richard moved to accept the report and pay all accounts payable. LeRoy seconded the motion. Motion carried.

OTHER FINANCIAL MATTERS:

- Dee read a letter from Isaac Montoya from the Department of Finance. Isaac confirmed that our budget has been approved by DFA – Local Government Division. The District will need to approve the budget for FY07-08 after the receipt of this approval, so this will be an agenda item for the November meeting.

PERSONNEL MATTERS:

NMDA REPORT:

- Dee reviewed Russ Bennett, NMDA Field Specialist's monthly report. 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 Board. Discussion followed.

CORRESPONDENCE:

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

UPDATE ON GRANTS:

Watershed Health Grant –

Brent Racher gave an update on the Estancia Basin Watershed Health, Restoration and Monitoring Advisory Committee Meeting. The Advisory Committee formed a sub-committee to work on a ranking sheet to rank this round of funding to get the projects on the ground. The sub-committee has come back to the advisory committee with a ranking sheet and a recommendation to divide the thinning money equally between the three SWCD's for their projects. Brent had recommended to the Advisory Committee to spread the money across the basin. Brent reminded the Board they had directed him to expand the Steering Committee that was in place to an Advisory Committee with more stakeholders involved in the decision making to move the project forward. The Advisory Committee has been working on roles and rules for the Advisory Committee. The Advisory Committee had decided to have a Core Committee comprised of the 3 SWCD's, State Forestry and US Forest Service to make the decisions concerning the project. At the last Advisory Meeting Art Swenka, East Torrance SWCD Representative explained his SWCD wanted the three SWCD's to make the final decisions on the projects to be funded. Brenda Smythe, Edgewood SWCD Representative agreed. Brent had explained to the Advisory Committee he would need to take this information to the Claunch-Pinto SWCD Board for their approval. Discussion followed. Brent explained he had two questions for the Claunch-Pinto SWCD Board: 1) Should the Advisory Committee be comprised of five members including the 3 SWCD's and make the decisions concerning the projects within the Estancia Basin? 2) Should the project funding be spread across the Basin? It was brought out that the Claunch-Pinto SWCD board felt we were in the process of setting up a model system of this type and we should not devalue anyone's participation. Instead of looking only at being territorial the 3 SWCD's should be asking the questions of "Where can this project go tomorrow?" The Board discussed the problems at length and then asked Brent to take the draft roles and rules back to Advisory Committee to rework them. Suggestions were: 1) a five member board that has the authority to make the decisions concerning the project; 2) Refer to whoever is the fiscal agent not just Claunch-Pinto being the fiscal agent. The Board will review and approve the finished product when it has been completed.

National Fish and Wildlife Foundation & State Forestry Noxious Weed Grant

Dee gave a report on the CNMWMA meeting held on September 6, 2007 Vern Kohler, Melissa Kayser and Dee attended the meeting held in Moriarty. Dee reported Weed Coordinator had over spent the budget for chemical in both grants that Claunch-Pinto SWCD is the fiscal agent for. The Weed Coordinator had purchased a lot of chemical and was storing it at Thomas Chemical in McIntosh. The chemical is supposed to be moved to the chemical storage unit at Edgewood SWCD. Dee had given the remainder of the bills for spraying and chemical to Edgewood SWCD to pay from the new grant from the Soil and Water Conservation Commission. The bill from D'Spain, Inc. in the amount of \$480.00 for spraying chemical

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in June could not be paid from the grant Edgewood SWCD is the fiscal agent for. Dee explained this bill would need to be paid out of the Claunch-Pinto SWCD general budget. Discussion followed. **ACTION TAKEN:** Bill moved to pay the bill out of the general fund and have the Weed Coordinator take back some of the excess chemical and reimburse Claunch-Pinto SWCD in the amount of \$480.00. Richard seconded the motion. Motion carried. The CNMCWMA Steering Committee has moved the spray day to October 18, 2007 and has cancelled the October meeting.

State Forestry Hazardous Fuel Reduction Grant

Dee reported Lawrence Crane from State Forestry, inspected the salt cedar project on the Chilton Ranch. We have not received the inspection report, but have been told the project passed the inspection. We have three projects that will need to be finished by November 20, 2007. They are being completed by Martin Sisneros, Nancy Roux and Rusty Kayser.

State Forestry – Community Wildfire Protection Planning Grant

Dee reported the first Core meeting for the Community Wildfire Protection Plan will be held on October 11, 2007 at 10:00 a.m. in the Torrance County Commission Room.

Upper Rio Grande Salt Cedar Project

Dee reported Stan Bulsterbaum has submitted his resignation from the URGSCP as the Project Coordinator. The Conservation Plans for the NMACD will be completed by all the Districts. Santa Fe – Pojoaque SWCD will be contracting for a stump cutting project in the next week or two. There has been a proposal submitted for a \$69,000 allocation from NM Soil & Water Conservation Commission. An Upper Rio Grande Phreatophyte Control Project Proposal in the amount of \$5,349,000.00 has been submitted to the SWCC Ad Hoc Committee. These projects are being planned to accommodate any level of funding. Santo Domingo Pueblo will have a tour for the Water and Natural Resource Interim Legislative Committee of their salt cedar projects on October 30, 2007. The next URG meeting will be October 26, 2007 at 10:00 am in Santa Fe.

New Grant Opportunities

Dee reported to the Board the NMSU has a RFP out for Technical Service Provider Program. The RFP is due by November 5, 2007. Discussion followed. **ACTION TAKEN:** Brian moved not to submit a proposal for the RFP. Richard seconded the motion. Motion carried. Dee read an e-mail from Debbie Hughes, Executive Director of NMACD concerning the RFP and the Claunch-Pinto SWCD October's agenda. The Executive Director sent this e-mail to several recipients. The email suggested there was a SWCD employee who was conspiring with NMDA against NMACD. Discussion followed. **ACTION TAKEN:** Richard moved to have Felipe write a letter to the Executive Director of NMACD to explain the Claunch-Pinto SWCD does not deal in conspiracies, the board makes the decisions of what is presented to them and the Board has decided not prepare a proposal to submit to NMSU. Bill seconded the motion. Motion carried.

UNFINISHED BUSINESS:

- Dee reported she had met with Danielle Glick from the Governor's staff. Danielle gave Dee several ideas about the Legislative Session and maybe a one page handout with information concerning the building. Dee reported we have not received the Audit from the Office of the State Auditor yet. We need the Audit before we can start on our loan process with Finance Authority. Dee has secured a promise from the NM State Auditor's office that they will have the audit out by October 9, 2007. Dee will write a letter to the Sisneros about the process of the Audit in order to get the loan through the Finance Authority. Dee reported that we need to get a energy analysis report completed by the end of October. The energy analysis will cost about \$5,000. Discussion followed. **ACTION TAKEN:** Richard moved to approve to pay for the energy analysis report not to exceed a cost of \$4,999. This report is needed by the end of October. Bill seconded the motion. Motion carried.
- Dee reported that Bill is working on the Personnel Policy. Bill stated he is working on the job descriptions. If you have any comments or changes send them to him.

NEW BUSINESS:

Dee reported on adopting the Procurement Policy. Roy Todd from NMDA has made some changes on the Procurement Policy manuals. Procurement policy for review one is in place but not as detailed as the one from the State. Discussion followed. **ACTION TAKEN:** Richard moved to adopt the Procurement Policy. Bill seconded the motion. Motion carried.

Dee reported to the Board about a large public records request from Dan Embree to review projects and maps from all the Water Trust Board Projects. He will come in to the office to review maps. Dee stated we also need to update our Public Records Policy. Dee stated she would charge Dan Embree \$1.00 a page for any copies he will need. Dee will write a draft letter to Mr. Embree about the Public Records Policy and charges. Dee will send the draft letter to Bill Hignight or to Richard Shovelin to review and look over before she sends it to Mr. Embree. Bill Hignight suggested conferring with the state policy. Discussion followed.

REPORTS:

- William reported on the Annual Hub RC&D Meeting that was held in Albuquerque.
- Brian reported on the EBWPC Meeting. They had a discussion on Estancia Basin water rights. They are working on the Regional Water Plan update.

ASSOCIATE SUPERVISOR INPUT:

OTHER:

MEETINGS ATTENDED:

EXECUTIVE SESSION:

NEXT MEETING SCHEDULED:

- The next Regular Meeting will be held Friday January 4, 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:

ADJOURN:

- There being no further business to come before the Board. **ACTION TAKEN:** Bill moved to adjourn at 11:50 a.m. Brian seconded the motion. Motion Carried.

/s/ _____
FELIPE LOVATO, JR., CHAIRMAN

/s/ _____
J. BRIAN GREENE, SEC.-TREAS