



**MINUTES OF THE REGULAR MEETING
April 5, 2013**

Supervisors Present: LeRoy Candelaria
William Caster
J. Brian Greene
Felipe Lovato, Jr., Chairman
Jerry Melaragno
Richard Shovelin
Dan Williams

Absentees:

Others Present: Dierdre Tarr, District Manager
Kenneth Lujan, District Conservationist, Natural Resources Conservation Service, (NRCS)
Frank Luna
Katheryn Taylor, District volunteer
Roy Todd, New Mexico Department of Agriculture

CALL TO ORDER:

The Claunch-Pinto Soil and Water Conservation District (CPSWCD) regular meeting of the Board of Supervisors was called to order by Felipe Lovato, Jr., Chairman at Alpine Alley, located at 210 N Summit in Mountainair, NM at 8:10 a.m.

Welcome Attendees:

The Chairman welcomed those present and thanked them for taking the time to attend.

APPROVAL/DISAPPROVAL OF AGENDA:

The Board reviewed the agenda. **ACTION TAKEN:** Richard Shovelin moved to approve the agenda. LeRoy Candelaria seconded the motion. Motion carried. Vote was unanimous.

APPROVAL/DISAPPROVAL OF MINUTES:

Minutes from March 1, 2013: **ACTION TAKEN:** Richard Shovelin moved to approve the minutes. Jerry Melaragno seconded the motion. Motion carried. Vote was unanimous.

TREASURER'S REPORT AND APPROVAL/DISAPPROVAL OF VOUCHERS:

The District Manager presented the treasurer's report for the month of March with the accounts payable for April, 2013. **ACTION TAKEN:** Jerry Melaragno moved to accept the report and pay the accounts payable. Dan Williams seconded the motion. Motion carried. Vote was unanimous.

OTHER FINANCIAL MATTERS:

NM Workforce Solutions Audit on March 20

According to the District Manager, the auditor found that the District under reported total wages in the March 2011 quarterly report by \$112.50, and he made the correction. In addition, the auditor said that the District is supposed to take the PERA contribution out of total wages on the quarterly report. This was not done which resulted in over reporting. The auditor will make that adjustment, too.

New Mexico Mutual conducted an audit of the District's payroll records to determine whether the correct amount of worker's compensation was paid. The District will owe some money in addition to what has been paid. The District Manager and book keeper, Kaisa Jones, will look into what needs to be done. Workman's compensation is now lower for certified workers. The NM Forest Industry Association headed by José Varela López facilitated the reduction.

The District Manager reminded Board members that audit reports and minutes are posted on the District's web site, www.claunchpinto.org, and people who request information can be referred to the web site.

REPORTS:

New Mexico Department of Agriculture (NMDA):

Mr. Todd gave an update on the districts which are having elections. He thought that eight elections were taking place, and he listed some of them.

NRCS Field Office Report:

Besides the information contained in his written report, Mr. Lujan said that he was notified that the office will receive an additional \$200,000 to \$300,000, which will allow him to fund five to six more contracts.

District Manager's Report:

The District Manager referred Board members to her written report included in the Board packet.

CORRESPONDENCE:

The District Manager mentioned various newsletters included in the Board packet.

PERSONNEL MATTERS:

UPDATE ON GRANTS:

The District Manager reported on grants listed below, meetings attended, progress on projects, status of proposals to funding agencies, and RFPs issued by funding agencies.

- **Estancia Basin Watershed Health and Restoration Monitoring (EBWHRM) Project – Water Trust Board and State Forestry Grants (NFL):**

The District Manager said that she is starting to contract projects for the 2012 Water Trust Board (WTB) 2012 grant for the Estancia Basin. She is using Non Federal Lands funds as a match for WTB funds. There is still some work to be completed on the twenty acres on Highway 42 contracted by NM State Forestry – Inmate Work Crew. The remaining portion of the project will be contracted with another contractor. Vern Kohler has taken contractors to look at the project so they will be prepared to bid on the remaining portion of the HWY 42 project.

- **Greater Rio Grande Watershed Alliance aka Upper Rio Grande Cedar Project:**

Ciudad SWCD wanted to work with the inmate work crew on the Albuquerque open space project, but Michael Gonzalez could not promise to finish the project by March 1, 2014, so the contract has been granted to Horizon Environmental Services who also bid on the 50 acre project. This group is able to do the project for \$63,000 and will start in November, 2013. A meeting will be held today to approve the contract. A contract has been signed with Horizon Environmental for the Tres Rios Rancho project in the Santa Fe-Pojoaque district. Boss Reclamation has finished 40 of 180 acres on the Pueblo of Sandia project. Boss moved to a 50 acre project for the Pueblo by the river in order to finish it by the beginning of the bird season which is April 15th. When they are finished, they will return to the District's project. They plan to have the District's project completed by June 1, 2013.

- **Central New Mexico Cooperative Weed Management Area:**
Edgewood may submit a grant application. The District Manager told the Edgewood District Manager, Brenda Smythe that she wanted to complete the survey that was in progress along the forest boundary up to the Edgewood district. Vern Kohler and Gabe Ramirez were in the railroad cut where there is a large amount of poison hemlock that they sprayed. They also planted 450 donated coyote willows.
- **Collaborative Forest Restoration Program:**
 - Ojo Peak Restoration:**
The District Manager reported Cody Stropki from SWCA is to meet with forest service representatives. They will look at archeological footprints to get clearance to proceed with work in the area. A crew will then begin on riparian restoration and planting.
 - Red Canyon Project:**
The forest service is opening the roads so that load tags can be issued. Permits from the land grant dated 2013 are required. Thirty-five acres of 300 remain to be completed. Due to how dry it is, the forest service will probably start restrictions in about a month. The District's cutters stop 30 minutes before time to leave the area in order to monitor for sparks and smoke.

UNFINISHED BUSINESS:

Future Directions Committee – Property, Loan, Grant, Capital Outlay Monies: Report on Work on the Building Project

The Chairman reported on the District's meeting with Terry Sarazan, the contracting officer for NRCS. Mr. Lovato said that it was a positive meeting. The Chairman, Mr. Lujan, Mike Valdez, and the District Manager attended the meeting with Mr. Sarazan. The District Manager described some changes to the floor plan that NRCS has requested. The architect now has answers to his questions in writing. The District Manager added that Senator Griego allotted \$25,000 of capital outlay funds to the District. A discussion followed on NRCS' requirements for the bidding process and record keeping. The District has 13 months to get NRCS into the building once the District receives a notice to proceed from NRCS.

Supervisor Elections

The District Manager said that an election was not required to elect Board members for positions three and four because they were uncontested. Therefore, the Canvassing Board cancelled the election.

ACTION TAKEN: Brian Greene moved to approve the Canvassing Board's report cancelling the election. Jerry Melaragno seconded the motion. Motion carried. Vote was unanimous. Following this action, the Board entertained a motion to reappoint Jerry Melaragno and Brian Greene to the Board.

ACTION TAKEN: William Caster moved to reappoint Jerry Melaragno and Brian Greene to the Board. Motion carried. Vote was unanimous.

NEW BUSINESS:

Selection of Auditor:

The District Manager reported that four auditors were called for bids to perform District audits for three years. Two bids were received. She distributed the two bids to the Board. The bids included single fed audits in the event they were required. If the single fed audit is not required, the amount would be deducted from the cost of the audit. The Board reviewed the bids. **ACTION TAKEN:** Richard Shovelin moved to accept Dan Austin's bid. William Caster seconded the motion. Motion carried. Vote was unanimous.

REPORTS:

New Mexico Coalition of Conservation Districts (NMCCD):

The District Manager reported that David King is arranging for a conference call for members of the Coalition's Board. He has asked Marsha Wright to write a draft code of ethics for the Coalition board that member boards could also use as a template for their own code.

Hub Resource Conservation & Development (RC&D):

No report.

South Central Mountain RC&D:

Mr. Greene said that a meeting was held on March 28 that went smoothly. The previous week he attended a western region meeting in Gary, Nebraska that dealt mostly with social media and web pages. New Mexico had the second largest contingent of attendees after Nebraska and took home a lot of good information. Arizona, Colorado, and Arizona all have only one existing RC&D and no state association. Other states seem to be doing all right.

The District Manager said that South Central has received a \$20,000 grant to put on a workshop about wild land urban interface in Ruidoso in the fall.

Estancia Basin Water Planning Committee (EBWPC):

Mr. Greene reported that senate bills 479 and 480 dealing with the double dipping issues were passed and were sent to the Governor’s desk for signature. He didn’t know whether the governor signed the bills. The environmental community supported the bills, and there was little opposition except from farmers who wanted to subdivide their property and sell the water rights.

The District Manager got an email from Cheri Lujan saying that East Torrance’s contractor has finished a project on water levels, and that approval of the work will be on the agenda at the next Estancia Basin Water Planning Committee on April 18 at 9:00 a.m. in Estancia in the old court house. After the meeting, East Torrance SWCD will submit a bill to the District.

ASSOCIATE SUPERVISOR INPUT:

OTHER:

Mr. Todd reported on the changes to the open meeting act regarding local government’s final agendas. Final agendas will now have to be published 72 hours prior to the meeting. The agenda can be posted on the local government’s web site or on Face Book. After the agenda has been posted items can be added to the agenda for discussion, but votes cannot be taken. A special meeting will have to be held. A telephone conference can be held providing it is posted on the local government’s web site. Mr. Todd said that wording has been changed in the watershed act, but the changes are not substantive. He also said that a five CEU workshop will be held on April 18 in Ruidoso sponsored by the forest service.

MEETINGS ATTENDED:

PLAN FOR NEXT MEETING:

NEXT MEETING SCHEDULED:

The next regular meeting will be held Friday, May 3, 2013 at 8:00 a.m. at Alpine Alley, located at 210 N Summit in Mountainair, NM.

ADJOURN:

There being no further business to come before the Board – **ACTION TAKEN:** Richard Shovelin moved to adjourn the meeting at 9:40 a.m. LeRoy Candelaria seconded the motion. Motion carried. Vote was unanimous.

FELIPE LOVATO, JR., CHAIRMAN

RICHARD SHOVELIN, SEC. – TREAS.