



**MINUTES OF THE REGULAR MEETING
May 4, 2007**

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

Supervisors Absent: Randy Simmons

Others Present: Dierdre Tarr, District Manager
Louis King, District Conservationist
Melissa Kayser, Administrative Assistant
Roy Todd, NMDA Field Specialist
Stan Bulsterbaum, Project Coordinator
Russ Bennett, NMDA Field Specialist
William Hignight
Jim Berlier, East Torrance SWCD, Chairman
Ryan Schwebach, East Torrance SWCD
Linda Kayser, Torrance County Clerk
Art Swenka, East Torrance SWCD

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 8:15 a.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:

- LeRoy 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. LeRoy seconded the motion. Motion carried.

TREASURER'S REPORT AND APPROVAL/DISAPPROVAL OF VOUCHERS:

- Dee presented the Treasurer's Report for the month of May. A copy is attached. She also presented the Accounts Payable, in the approximate amount of **\$3129.72**. A copy is attached. Discussion followed. **ACTION TAKEN:** Brian moved to accept the report and pay all accounts payable. William seconded the motion. Motion carried.

OTHER FINANCIAL MATTERS:

- Dee reviewed the Draft Budget for FY07-08 with the Board. Discussion followed. **ACTION TAKEN:** Richard moved to table the Draft Budget till the Budget Committee meets again. William seconded the motion. Motion carried. The Budget Committee will meet on Monday, May 14, 2007 at 10:30 a.m. The Claunch-Pinto SWCD will have a Special Meeting on Monday, May 14, 2007 at 1:00 p.m.

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 Board. Dee explained to the Board the District needs tools and a tool box to use when working on the chipper. When they do work on the chipper they don't always have the right tools. Discussion followed. **ACTION TAKEN:** Richard moved to have Dee purchase the tools and toolbox for the Chipper. LeRoy seconded the motion. Motion carried. During Dee's District Manager's report Jim Berlier, Chairman East Torrance SWCD asked if he could read a letter from the East Torrance SWCD to the Claunch-Pinto SWCD. The letter explained the East Torrance SWCD would no longer participate in submitting new Water Trust Board grant application with Claunch-Pinto SWCD. The letter further explained the East Torrance SWCD reserves the right to commit to the spending of equal portions of the 2006-2007 grants pending settlement of the loan payback component and they will continue with the

completion of the monitoring funding and the 2004, 2005 funding contracts which have already been committed to. Ryan Schwebach stated the East Torrance SWCD is working with NMACD to have the loan component removed from the funding process through the NM Water Trust Board. They will know more by June 19, 2007. Jim Berlier explained the East Torrance SWCD would need a notice of the Steering Committee meetings well in advance for the East Torrance SWCD Representative to attend the Steering Committee Meetings. Art Swenka explained he was attending the meeting today so the Districts would move forward and not to write letters to each other, but communicate in person with each other. Dee explained the grants from the NM Water Trust Board through New Mexico Finance Authority are under the Claunch-Pinto SWCD's name. Claunch-Pinto SWCD is the district responsible to the NM Finance Authority and NM Water Trust Board to move the project forward to completion. The letters written to the two SWCDs and to the NM Finance Authority have all been written at the request of the Claunch-Pinto SWCD Board of Supervisors. Ryan Schwebach thanked the Claunch-Pinto SWCD Board for the time they spent here at the Claunch-Pinto meeting. Dee continued with the District Manager's monthly report. Discussion followed. A copy of the report is attached.

CORRESPONDENCE:

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

UPDATE ON GRANTS:

Watershed Health Grant –

Dee had given the draft legal paperwork for the new landowner agreements, SWCD agreements and a resolution to the Board at the April meeting, so they would have time to review all of the paperwork.

Landowners who are going to participate in the grant will have to sign an agreement with Claunch-Pinto District. East Torrance SWCD and Edgewood SWCD will need to sign agreement with the Claunch-Pinto SWCD to participate in the 2006 funding because of the new loan component.

Dee explained she had received a call from the NM Finance Authority asking the District to write a letter to the NM Water Trust Board concerning queries posed on financial assistance from the shareholders of the water projects. Dee had drafted a letter to John D'Antonio, Chairman of the NM Water Trust Board for the Board's review. Discussion followed.

ACTION TAKEN: William moved to have Felipe sign the letter to John D'Antonio, Chairman of the NM Water Trust Board. Richard seconded the motion. Motion carried. Stan Bulsterbaum, Interim Project Coordinator reported the Evaluation Committee had reviewed the proposals for the Monitoring Project and he would be preparing the best and final questions for the firms who had submitted proposals. Stan plans to have a contract in place by the end of May, 2007 for the Monitoring Project.

National Fish and Wildlife Foundation –

Melissa reported to the board she attended the CNMCWMA Steering Committee Meeting on April 17, 2007. The Grant Committee submitted a proposal to the NM Soil and Water Conservation Commission for funding for the noxious weed program. They e-mailed the draft proposal to all members for comment prior to submitting the proposal. There were no changes in the Budget. The Board reviewed the contract for the Noxious Weed Coordinator, Tom Perkins. The contract has a scope of work attached. Discussion followed. **ACTION TAKEN:** William moved to sign the Noxious Weed Coordinator's contract. Brian seconded the motion. Motion carried.

State Forestry Noxious Weed Grant
State Forestry Grant

The District Manager reported the District has received an additional \$50,000.00 in funding to be spent by November 30, 2007. The JPA has been signed. We will use from \$25,000 - \$30,000 towards Abo Arroyo Watershed Project. We will write a contract with Jim Bouton for hazardous fuel reduction on his property which borders the National Forest.

Upper Rio Grande Salt Cedar Project -

Stan Bulsterbaum, Project Coordinator for the Upper Rio Grande Phreatophyte Project reviewed his monthly report with the Board. The only remaining work projects for the Upper Rio Grande Region is the Ciudad Atrisco project, the Coronado Santa Ana project, the Las Carrizales project in Santa Fe Pojoaque. All other Districts are in restoration efforts for treatment of re-spouts or seeding. The seeding operation for the Abo Arroyo will take place in July, 2007. The remaining 18 acres on the Chilton and Hinkle property will be done in July or earlier either by mechanical means or by hand cutting. Letters to the landowners outlining that action needs to be sent. In addition Stan asks for permission to send each landowner a letter thanking them for their participation and cooperation in the Abo Arroyo effort. The Gandy Dancer Corporation has asked for additional work in the lower end Abo Arroyo. Stan is in the process of planning this project. The funding for this project would come from private resources. On May 3, 2007 the District Conservationist, Kenny Branch, 6 volunteers (including 2 landowners) and Stan planted about 1000 willow poles along the Abo Arroyo. The Upper Rio Grande Phreatophyte Control Project is going to conduct a statewide meeting on May 10, 11. State agencies signatory to the state phreatophyte control plan have been invited to the meeting for the purpose of developing a 2007-2008 work plan that will have support from the agencies and be included on the NMDA budget.

New Grant Opportunities

UNFINISHED BUSINESS:

- The District Manager gave a short update on the progress with the loan application through the New Mexico Finance Authority to purchase the property. After reviewing the purchase agreement and the letter from the District to the Sisneros family

the District gave the real estate agent another \$5,000.00 for escrow to hold the property until October, 2007. Dee will be setting up a meeting with State Representative Rhonda King and Cabinet Secretary Joanna Prukop to discuss funding for the building. She is also planning on setting up a meeting with the Governor's office. Pablo Romero had requested a packet on the building to give to the Governor at a meeting he was attending. Dee suggested the District use the capital outlay money to get a full set of architectural drawings of the building. The District has until May, 2011 to spend the capital outlay funds they received during the 2007 legislative session.

- The District Manager gave an update on the advertisement for the Field Technician Position. There is only one application at this time. The deadline is May 11, 2007.

- Dee reviewed the Annual Work Plan with the Board. Dee also asked the Board to take the Annual Work Plan to review, so it can be approved at the next Board meeting.

NEW BUSINESS:

- Dee reviewed Budget Resolution 15-07 with Board. Discussion followed.

ACTION TAKEN: William moved to approve Budget Resolution 15-07. Richard seconded the motion. Motion carried. Roll call vote: LeRoy Candelaria –yes, William Caster –yes, Richard Shovelin –yes, Brian Greene –yes, Randy Simmons –absent.

- Dee reported to the Board on the Governmental Services Agreement for CWPP Grant through State Forestry. Discussion followed. **ACTION TAKEN:** Richard moved to have Felipe sign the JPA with State Forestry for the CWPP Grant. LeRoy seconded the motion. Motion carried.

- Felipe introduced William Hignight to the Board. Mr. Hignight is the mayor of Corona and sits on the school board. Mr. Hignight is interested in becoming an appointed member of the board to represent the Corona area.

- Felipe announced he will be appointing a committee to review the personnel policy in the near future. The policy needs to be reviewed and updated.

- Felipe announced he will also be appointing a Finance Committee. The Finance Committee will work with the District Manager and staff to review the financial standing of the District on a regular basis. The District budget has substantially increased over the past couple of years and the staff would like to have a finance committee to work with during the year.

- The District Manager has been working with Richard Shovelin on a new policy for the Board packets. The Treasurer's report will be from the 15th of one month through the 14th of the next month. This will ensure a Treasurer's report in the Board packets each month for their review prior to the District meeting. The staff will deliver the packets the Monday before each of the Claunch-Pinto SWCD Board meeting.

- Dee reported Alpine Motors in Mountainair has a 2002 Ford 150 7700 4WD on their lot for \$10,200.00. Alpine Motors has agreed to let Dee take the truck for a couple of days to see how it performs when pulling the chipper and getting into some of the areas the District has projects in. Discussion followed. **ACTION TAKEN:** William moved to approve to purchase the vehicle from Alpine Motors assuming it will pull the Chipper and the District gets 3 quotes from dealers on the same model of pickup. LeRoy seconded the motion. Motion carried. William will go to Alpine Motors and check out the vehicle for the District.

- Dee has asked Lawrence Crane from New Mexico State Forestry to hold a workshop on forest thinning for District Supervisors and staff. She is planning the workshop to be held on Paul Kayser's land.

ASSOCIATE SUPERVISOR INPUT:

OTHER:

REPORTS:

- William reported the next Hub RC&D meeting will be held next Wednesday.
- Brian reported on the South Central Mountain RC&D Meeting. Brian stated there is a new coordinator and he is doing a good job and that he has a different approach on how to do things.
- Melissa reported on the Kids, Kows & More day in Moriarty. The 4th grade class had a great time. Miss Chavez the 4th grade teacher thanked the District for purchasing the students lunch.
- Brian reported on the EBWPC meeting. He explained the EBWPC has requested comments from the Claunch- Pinto SWCD about Paul Davis' monitoring study.

EXECUTIVE SESSION:

NEXT MEETING SCHEDULED:

- The next Regular Meeting will be held Friday June 1, 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:**
William moved to adjourn at 1:20 p.m. Richard seconded the motion. Motion Carried

/s/ _____
FELIPE LOVATO, JR., CHAIRMAN

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