



**MINUTES OF THE REGULAR MEETING  
July 10, 2009**

**Supervisors Present:** William Caster –Vice-Chairman  
LeRoy Candelaria  
Jerry Melaragno  
Dan Williams

**Supervisors Absent:** Felipe Lovato Jr., - Chairman  
J. Brian Greene, Sec. - Treasurer  
Richard Shovelin

**Others Present:** Dierdre Tarr, District Manager  
Karen Smith, Administrative Assistant  
Louis King, District Conservationist  
José Varela López, NM SWCC  
Patsy Fitzgerald  
Art Swenka, EBRA

**CALL TO ORDER:**

Due to there not being a quorum present, the Claunch-Pinto Soil and Water Conservation District regular meeting of the Board of Supervisors was called to order by William Caster, Vice – Chairman as a Committee at the Mountainair United Methodist Church, Fellowship Hall, located at the corner of Sunset and Third Streets in Mountainair, NM at 8:10 a.m.

William administered the Oath of Office to Dan Williams, as the newly appointed supervisor to the Claunch-Pinto Soil and Water Conservation District Board of Supervisors.

There was a quorum present for the Board meeting at 8:15 a.m.

William welcomed the guests and thanked each of them for taking the time to attend the meeting.

## **ABSENTEES:**

Felipe Lovato was having surgery the morning of the meeting. J. Brian Greene and Richard Shovelin were out of town.

## **APPROVAL/AGENDA:**

Jerry Melaragno moved to approve the agenda as presented. LeRoy Candelaria seconded the motion. Motion carried.

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

The following change was made to the minutes: Page 4: Central NM Cooperative Weed Management Area – added “and travel/per diem” to the motion. **ACTION TAKEN:** Jerry moved to approve the minutes of the June, 2009 meeting as amended. LeRoy Candelaria seconded the motion. Motion carried.

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

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

Dee reviewed the expenditures for June, 2009 to the year-to-date expenditures versus the FY2009 budget.

Dee read a letter from RoseAnn Romero, Executive Budget Analyst, NM Department of Finance and Administration – Local Government Division, granting interim approval of the District’s proposed operating budget for the 2009 – 2010 fiscal year.

## **OTHER FINANCIAL MATTERS:**

Dee reported on the Audit Exit Conference between Dan Austin, CPA, Felipe Lovato, Jr., Chairman and Dierdre Tarr, District Manager. The District had two current year findings for both FY2007 and FY2008 audits. They were 1) audit report submitted late – this will be corrected with the FY2009 Audit and 2) financial statement preparation. The FY2009 audit should be submitted by the due date. At this time there may not be an alternative to the financial statement preparation to correct this finding.

## **PERSONNEL MATTERS:**

There were none.

## **NMDA REPORT:**

Dee reviewed Roy Todd's NMDA Field Specialist monthly report with the Board. Discussion followed.

## **FO REPORT:**

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

## **DISTRICT MANAGER'S REPORT:**

Dee reviewed the District Manager's report with the Board. Vernon Kohler and Karen Smith had attended the Open Meetings Act and Inspection of Public Records Act Workshop in Santa Fe on July 1, 2009. The Board discussed some of the points of the training.

## **UPDATE ON GRANTS:**

**Watershed Health Grant** – Dee reported the Albuquerque/Bernalillo County Water Utility Authority and the Carñuel Mutual Domestic Water and Waste Water Consumers Association have submitted an appeal to the NM Water Trust Board relating to the 2009 project funding. This appeal could affect our funding for the 2009 proposal. The Districts are working on their practice plans so they can move forward with contracting the 2008 thinning portion of the funding.

**Upper Rio Grande Salt Cedar Project** – The URGPCP Steering Committee met on June 12, 2009 at the East Rio Arriba SWCD office. The Districts are mapping and developing conservation plans for projects in each of the SWCD area. The Steering Committee discussed changing their name to reflect their conservation work. The Steering Committee decided to change the Upper Rio Grande Salt Cedar Project to the Greater Rio Grande Watershed Alliance.

**NMEMNRD – New Mexico Clean Energy Projects** - There is no report for this meeting.

**Ojo Peak CFRP** - Dee has submitted the final invoice to Four Corners Institute for payment.

**Central NM Cooperative Weed Management Area** – Jerry reported the next meeting for the CNMCWMA will be on July 23, 2009 in Mountainair, NM. They are planning on spraying salt cedar in Deer Canyon Preserves on

August 17 – 18, 2009. They will be spraying salt cedar resprouts in Abo Arroyo the week of August 24 – 28, 2009.

**New Grants** – Dee reported she is working on work plans and other paperwork for the new grants the District has received.

Dee reported New Mexico State Forestry has a Request for Proposals out for the Wildland Urban Interface Program. Edgewood SWCD has asked to join with Claunch-Pinto SWCD on a joint proposal. Discussion followed.

**ACTION TAKEN:** LeRoy Candelaria moved to have Dee write a letter to the East Torrance SWCD to ask if they are interested in a joint proposal with Edgewood and Claunch-Pinto SWCD. Jerry Melaragno seconded the motion. Motion carried.

### **UNFINISHED BUSINESS:**

**Future Directions Committee:** Dee read a letter from Michael D. Snyder, Regional Director, Intermountain Region, National Park Service concerning their letter of intent to lease space from the Claunch-Pinto SWCD. Mr. Snyder explained in his letter the National Park Service is not confident that the District will be able to secure the funding for the building within the time remaining on its lease extension. Therefore the Park Service will begin to work through the General Service Administration to solicit proposals for leasing. Dee also reported she had submitted a proposal to NM Energy, Minerals and Natural Resources for \$500,000 to purchase energy efficient building materials for the building. The new signs are now on the property. Mr. Gamelsky is working on the building plans.

### **NEW BUSINESS:**

**Oath of Office:** William Caster had administered the Oath of Office to Dan Williams at the beginning of the meeting, so there would be a quorum present for the Board meeting. Richard Shovelin will be given the Oath of Office at the next Board meeting.

**Reorganization of the District Board:** **ACTION TAKEN:** Jerry Melaragno moved to table the reorganization of the District Board to the next meeting. LeRoy Candelaria seconded the motion. Motion carried.

**New Mileage Rate Authorization:** Dee read a Memorandum from Katherine B. Miller, Cabinet Secretary, NM Department of Finance and Administration concerning the new regulations governing the per diem and mileage act effect June 19, 2009. The new mileage rate for the use of a private vehicle in the discharge of official duties is \$.505 per mile unless the rate has been reduced by the governing body of your local public body. Also on January 1, 2010, the statutory mileage reimbursement rate will

increase to \$.55 per mile. Discussion followed. **ACTION TAKEN:** LeRoy Candelaria moved to approve the new mileage rates for the District employees and supervisors who use their private vehicle for official duties for the District. Jerry Melaragno seconded the motion. Motion carried.

**Infrastructure Capital Improvement Plan (ICIP):** Dee passed out the list of items included on the last plan. Discussion followed. The Board asked Dee to get input from the District employees and bring the information to the next board meeting.

**Application to Risk Management:** Dee explained the District would need to apply to Risk Management for liability coverage. It looks like the Districts have always been covered through the State, but have never made a formal application. The Districts will probably have to start paying a premium for the liability coverage.

## **REPORTS:**

**Hub RC&D:** William Caster reported the Hub RC&D full council met. They had presentations on water harvesting and wildfire issues.

**South Central Mtn RC&D:** No report. Dee had included the minutes from the last meeting in the Board packets.

**EBWPC:** No report. Dee had included the minutes from the last meeting in the Board packets.

**Region II Meeting:** Dee and William reported on the Summer Conference in Ruidoso and the Region II meeting. Dee had given a presentation on grants at the Region II meeting.

**NMACD Annual Meeting:** The Annual Meeting will be held in Roswell, New Mexico on October 13 – 15, 2009. Mark your calendars.

**NM Soil and Water Conservation Commission:** José Varela López, Region II Commissioner gave a short report on the Soil and Water Conservation Commission meeting held on July 1, 2009. José reported the Commission had voted to drop the issue with the East Torrance Soil and Water District without obtaining an Attorney General's opinion and without any discussion with the Natural Resource Conservation Service staff in the Estancia Field Office.

**ASSOCIATE SUPERVISOR INPUT:** There was no input.

**EXECUTIVE SESSION:** None

**OTHER:** None

**MEETINGS ATTENDED:** None

**PLAN FOR NEXT MEETING:** Discussion on ICIP.

**NEXT MEETING SCHEDULED:** The next Regular Meeting will be held on Friday August 7, 2009 at 8:00 a.m. at the Mountainair United Methodist Church Fellowship Hall, Mountainair, New Mexico.

**ADJOURN:** There being no further business to come before the Board LeRoy Candelaria moved to adjourn the meeting at 10:50 a.m. Jerry Melaragno seconded the motion. Motion carried.

/s/  
FELIPE LOVATO, JR., CHAIRMAN

/s/  
J. BRIAN GREENE, SEC.-TREA.