



**MINUTES OF THE REGULAR MEETING**  
**April 4, 2008**

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

**Supervisors Absent:** Randy Simmons  
William "Bill" Hignight

**Others Present:** Dierdre Tarr, District Manager  
Louis King, District Conservationist  
Melissa Kayser, Administrative Assistant  
Jerry Melaragno, Deer Canyon Preserve  
Paul Gardner, Associate Supervisor  
Vernon Kohler, Field Technician  
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 8:10 a.m. Felipe welcomed the guests and thanked each of them for taking the time to attend the meeting.

**ABSENTEES:** The absentees were excused. Dee reported she had received a Letter of Resignation from Randy Simmons.

**APPROVAL/AGENDA:**

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

**APPROVAL/DISAPPROVAL OF MINUTES:**

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

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

- Dee presented the Treasurer's Report for the month of March, 2008. A copy is attached. She also presented the Accounts Payable, in the approximate amount of **\$4,856.12**. A copy is attached. Discussion followed. **ACTION TAKEN:** Brian moved to accept the report and pay the accounts payable. William seconded the motion. Motion carried.

**OTHER FINANCIAL MATTERS:**

- Dee explained to the Board the District will need to find an Auditor to audit the 2007 financial information. The Auditor's office will not be conducting the 2007 audits for the SWCD's. The SWCD's will now be responsible for finding CPA firms that have been approved by the State Auditor's office to conduct their audits. The District will need to pay for these audits. Dee has contacted several CPA firms over the last month and has requested quotes from them. We should have one CPA firm contact us this afternoon and he is the only one that has gotten back to us with information we needed. His name is Dan Austin from Ruidoso. The Board needs to decide if we should have Dan Austin conduct our Audit for this year or execute a two year contract with him. The costs for this Audit will be \$13,000.00 a year. Dee faxed the 2006 Audit and Budget to him to look over. Dan Austin is on the CPA list from the State Auditors Office. Discussion followed. **ACTION TAKEN:** Richard moved to accept Dan Austin CPA, for a two year contract to conduct the Claunch-Pinto SWCD 2007 and 2008 Audits. Brian seconded the motion. Motion carried.

**PERSONNEL MATTERS:**

**NMDA REPORT:**

- Dee Tarr reviewed Roy Todd, NMDA Field Specialist's 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 the Board. Discussion followed.

**CORRESPONDENCE:**

- The Correspondence was reviewed with the Board. See attached list.
- Dee reviewed the Hub RC&D Council Questionnaire – 5 year area plan update
- Dee reviewed the letter from NM Association of Conservation Districts – NMACD Region 2 Chair and Vice Chair Election
- Dee read the Registration date & time for the NM Association of RC&D Council 2008 Spring Meeting
- Dee read a questionnaire from the State Engineer and Office of the Courts

**UPDATE ON GRANTS:**

**Watershed Health Grant –**

Dee reported on the CORE Advisory meeting held on March 31, 2008. Dee reported the Santo Domingo SWCD and Ute Creek SWCD have requested the NM Water Trust Board to forgive their 2006 loan portion of their grants. The NM Water Trust Board has forgiven both loans. Brent and Dee want the District to make the payments on their loan for the 2006 funding. It's better to keep the loan then to ask for forgiveness on the loan. Claunch-Pinto SWCD Cooperators are happy with the 20% Tech fees they will have to pay because the percentage paid by the grant is higher than it has been in the past. We need to look at state funding levels and as the money gets tighter agencies will see that we are paying the loan back. This will work in the District's favor on other funding opportunities. Do we want to be funded down the line? Art Swenka stated that the East Torrance Board wanted him to ask the Claunch-Pinto SWCD Board to ask for forgiveness on the loan. Discussion followed. **ACTION TAKEN:** Richard moved not to ask for a waiver at this time for the loan. LeRoy seconded the motion. Motion carried. Dee included the Minutes for January and February CORE Steering Committee meetings in everyone's folder for their review. Dee reported the Core Advisory Committee had decided to put information in the contracts that the landowners will be responsible for follow-up treatment on the projects. The Core Advisory Committee will be reviewing the Draft Watershed Plan. Claunch-Pinto SWCD was the only District who had their projects ranked. Dee reported she had not received the District agreements from East Torrance and Edgewood SWCD prior to this board meeting. These agreements will need to be signed before any contracts can be written with landowners. Dee has sent the 2007 funding readiness items to NM Finance Authority. The District should be receiving the draft closing documents the first part of May, 2008. The closing date for the 2007 funding documents will be the first part of June, 2008. SWCA monitoring information will be put up on the Claunch-Pinto SWCD website and in the newsletter. Ken Smith, Project Coordinator needs the shape files from each district to create a master map. Vern and Kelly will be training to back each other up when they go out to monitor. SWCA has all the data from the

weather station in Edgewood. Dee asked the Board who wanted information on the watershed plan: William Caster, Brian Greene and East Torrance Board Member Art Swenka would like a copy of it. The next CORE Steering Committee meeting will be held on April 28, 2008.

**National Fish and Wildlife Foundation & State Forestry Noxious Weed Grant**

Dee reported the Final report for NFWF has been submitted for approval. The final report to State Forestry has been approved and we have received our total reimbursement. There was no CNMCWMA meeting in March. It was moved to May.

**State Forestry – Community Wildfire Protection Planning Grant**

Dee reported on the Core Team meeting for the Community Wildfire Protection Plan held in March 2008. Dee reported they had their last Public meeting and their last Core meeting. They held the last public meetings in Moriarty and in Torreon. Dee put in the 2<sup>nd</sup> request for reimbursement for SWCA invoice.

**Upper Rio Grande Salt Cedar Project**

Dee reported on the URG Steering Committee meeting. They went over the issues the Steering Committee has on funding suggestions. The URG received \$35,000.00 from the NMACD Bingaman Funds. Dee reported she will suggest to the Steering Committee one project be selected for the funding. The project will have to have a Conservation Plan completed by the first of July, prior to the project starting. The next meeting will be April 11, 2008

**New Grant Opportunities**

The 319 Projects will only be in project areas in the Upper Rio Grande. This does not include an area in the Claunch-Pinto SWCD. Dee is working with Joe Alderete from Bureau of Reclamation to locate funding for the Abo Arroyo Watershed Project.

**UNFINISHED BUSINESS:**

- Dee reported she had advertised an RFP for Architectural designs for the Natural Resource Conservation District. There will be a pre-proposal meeting at the Ancient Cities Café with perspective companies on April 10<sup>th</sup>. The RFP closes on April 18, 2008.
  
- Dee reported that NM Finance Authority could not attend the District meeting this month. They will give a presentation at our May meeting. Glenn Fulfer and Loretta Moseley from the Park Service will also be here at our May meeting. NM Finance Authority has explained we might qualify for the amount of money we need to complete the construction of the Natural Resource Conservation Center. NM Finance Authority will go over a payment structure with the Board. The District may have to work with our Legislators to request operating funds for a couple of years. Dee has been told operating funds are a little easier to acquire than capital outlay funding. Louis will ask Hollis Fuchs, Area Conservationist and Dennis Alexander, State Conservationist to attend the May meeting to hear all of the discussion on the building and funding.

- Dee reported to the Board that the Canvassing Board for the Claunch-Pinto SWCD certified no more than one person has declared candidacy for the district supervisor position # 3 and #4. The election was cancelled. The Election Cancellation Certification was signed by Larry Zamora, Richard Shovelin and John Warren as the Canvassing Board.

**NEW BUSINESS:**

- Dee reviewed the letter from the NM Association of Conservation Districts concerning the NMACD Region 2 Chairman and Vice Chairman position. These positions are elected for two years. District Supervisors interested in being considered for the Region 2 Chairman or Vice Chairman positions should submit their names to a Region II nominating committee by May 2, 2008.

- Felipe appointed Dee Tarr and Richard Shovelin to attend a Partnership meeting in Las Cruces on April 29 & 30, 2008. The topics to be discussed at the meeting will be conservation easements and the Farm Bill Specialist program.

- Dee reported first NM Envirothon contest will be held on April 18 & 19, 2008 at Bonito Park near Ruidoso, NM. This is a challenge for High School students. This challenge is sponsored by the Soil and Water Conservation Districts. NM Envirothon support is needed. Discussion followed. **ACTION TAKEN:** Brian moved to donate \$250.00 and four cases of water to the NM Envirothon. LeRoy seconded the motion. Motion carried.

- Louis explained the Board needed review the NRCS and the Claunch-Pinto SWCD Cooperative Working Agreement and the Mutual Agreement. Discussion followed. **ACTION TAKEN:** Brian moved to accept and approve the Cooperative Working Agreement and the Mutual Agreement with the NRCS. William seconded the motion. Motion carried.

- Dee asked the Board about the Hub RC&D Council – 5 year Area Plan Update. William stated that he had already filled out the report for the Claunch-Pinto SWCD.

- Dee explained to the Board Phil Archuletta of P&M Lumber, LLC wants a Letter of Support from the Claunch-Pinto SWCD for a Rural Development Grant he is applying for. Phil is asking for \$300,000.00 in working capital funding for P&M Lumber LLC. He had explained to Dee that he has logs to be harvested from the Ultima BioMass CFRP project in the Thunderbird Watershed. This project needs to be completed by September 2008. Dee had asked Phil if he had Stewardship Contracts with the US Forest Service. He apparently does not have any contract. Dee visited with the District Chairman about the letter of support and they decided she should explain to Phil the Board would need to make that decision. Discussion followed. **ACTION TAKEN:** William moved not to approve the Letter of Support to P&M Lumber LLC. until he can show he has the lumber to produce. LeRoy seconded the motion. Motion carried.

- Dee asked the Board to develop a policy concerning Letters of Support. She asked the Board to consider requesting a full draft proposal for review prior to approving a letter of support on proposals.

**REPORTS:**

- William reported on the Hub RC&D meeting he attended on April 2nd. They had a presentation on the NM Envirothon. They worked on the 5 year plan update for the rest of the meeting. William filled out one of the questionnaire.
- Brian reported on the EBWPC meeting last month. The EBWPC was trying to find a replacement for Jim Corbin after he resigned. They had received three applicants for the position. They selected Horizon who will pick up where Jim Corbin left off in completing the update on the Estancia Basin Regional Water Plan. The EBWPC had received a sub-division review request on the Cedar Hills Ranch from Torrance County Planning and Zoning.
- Brian reported on the March 28<sup>th</sup> meeting of the South Central Mtn RC&D. The South Central Mountain RC&D needs to have some signs made for the Smokey Bear Park in Capitan. They have asked Phil Archuletta, P&M Signs LLC. to make the signs for free since he owes the South Central Mountain RC&D money for the equipment they leased to him. The amount owed on the lease was \$2,400.00. The RC&D had not received any payments on the lease. Phil reduced the prices for the signs instead of making them for what he owed the RC&D.

**ASSOCIATE SUPERVISOR INPUT:**

**OTHER:**

- Louis King, NRCS District Conservationist, announced that the District Conservationist in Clayton has retired. Since Louis still has a home in Clayton, he wanted to alert the Board that he and his family have not decided if he will apply for the position when NRCS advertises it.

**MEETINGS ATTENDED:**

**EXECUTIVE SESSION:**

**NEXT MEETING SCHEDULED:**

- The next Regular Meeting will be held Friday May 2, 2008 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 11:30 a.m. LeRoy seconded the motion. Motion Carried.

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FELIPE LOVATO, JR., CHAIRMAN

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J. BRIAN GREENE, SEC.-TREA

DRAFT