



**MINUTES OF THE REGULAR MEETING
April 13, 2012**

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

Absentees: J. Brian Greene

Others Present: Dierdre Tarr, District Manager
Brent Van Dyke, New Mexico Association of Conservation Districts
Frank Luna, Associate Supervisor
Kenneth Lujan, District Conservationist, Natural Resources Conservation Service (NRCS)
Katheryn Taylor, District volunteer

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 Guests:

ABSENTEES: J. Brian Greene

APPROVAL/DISAPPROVAL OF AGENDA:

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

APPROVAL/DISAPPROVAL OF MINUTES:

Minutes from March 2, 2012: ACTION TAKEN: Richard Shovelin moved to approve the minutes as amended. Jerry Melaragno seconded the motion. Motion carried. Vote was unanimous. On page 5 in the first paragraph, delete the last sentence. The District will have to pay between \$20,000 and \$25,000 to the architect and will save approximately \$150,000 on the balance of his contract.

TREASURER'S REPORT AND APPROVAL/DISAPPROVAL OF VOUCHERS:

The District Manager presented the Treasurer's Report for the month of March, 2012 with the accounts payable for March, 2012. **ACTION TAKEN:** William Caster moved to accept the report and pay the accounts payable. Dan Williams seconded the motion. Motion carried. Vote was unanimous. A copy is attached.

OTHER FINANCIAL MATTERS:

The District manager and the District book keeper will meet with financial analyst Isaac Montoya from the Department of Finance and Administration (DFA) in Santa Fe to clarify questions concerning the District's quarterly report.

REPORTS:

New Mexico Department of Agriculture (NMDA):

The District Manager highlighted items on the NMDA report. She will put the approval of District supervisors on the agenda for the May meeting and will then submit the information to the Soil and Water Conservation Commission. (The written report is attached.)

NRCS Field Office Report:

Kenneth Lujan, District Conservationist (DC), presented the NRCS Field Office report. He said that his office has been very busy checking out various projects totaling \$120,000. The soil conservationist position was advertised and should be filled in the next 30 days. The \$150,000 in new EQIP funds plus an additional allocation of \$40,000 allowed six contracts to be awarded. Mr. Lujan distributed conservations plans for the Board members to review and sign. He pointed out aspects of the plans, described changes to EQIP, and stated that there were no changes to CSP. He thanked the District Manager for the help that Claunch-Pinto staff members had given him in the past few weeks. Suggestions were made about how to encourage more participation in sustainable ag workshops. Approximately 30 participants attended the last workshop including Richard Shovelin and LeRoy Candelaria. The workshop was applicable to both farmers and ranchers. (The written report is attached.)

District Manager's Report:

(The written report is attached.)

CORRESPONDENCE:

The District Manager pointed out the email from Diana D. Sandoval of the Ground Water Quality Bureau regarding Discharge Permit Applications Submitted for Review. She also referred to the newsletters from several conservation districts, the *Noticias de las Acequias*, and *eNotes* from the National Association of Conservation Districts.

PERSONNEL MATTERS:

No report

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:**

The 2010 funds were completely drawn down before 3/28/2012 making the District eligible for future funding. The District Manager gave presentations to the Water Trust Board both on the Estancia Basin Project and the Greater Rio Grande Watershed project. She will attend a meeting of the NM Water Trust Board on April 25, 2012 and expects to find out if the District will receive funding for 2012.

- **New Mexico State Forestry Grants:**

Thirty contracts are ready to be signed for 2011 funds from the NM Water Trust Board and State Forestry. The projects have to be finished either by August 31 or October 31 depending on the source of the funding. The Core steering committee decided that some contracts for East Torrance will be extended. The remaining funds will be distributed among several SWCDs. A contractors' training workshop is planned for May. The District's property will be used for the training because we have a demonstration area showing the difference between thinned and unthinned areas.

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

The funding for this project was drawn down by March 28, which means that the District is still eligible for future funding.

NMED – River Ecosystem Restoration Initiative:

The District Manager and Cody Stropski from SWCA visited the Deer Canyon subdivision to evaluate areas where creating future erosion control structures would be feasible. She will be discussing projects with Deer Canyon property owners.

- **Central New Mexico Cooperative Weed Management Area:**

The District has a participation agreement with the Forest Service to identify noxious weeds. A District crew headed by Leslie Kingston will map noxious weed growth. Jim Wanstall, State Noxious Weed Coordinator will present one-day training for the crews.

- **Collaborative Forest Restoration Program:**

Ojo Peak Restoration:

An extension will be granted on this project. The crew from the Red Canyon project will be assigned to this project. The District Manager will contact Karen Lessard regarding storing the 4-wheel vehicle on federal property.

Red Canyon Project:

The crew is making remarkable progress so it will be reassigned to the Ojo Peak project when they finish the Red Canyon project. The District Manager described the process on releasing wood from the project and described the duties assigned to District employees who will provide red load tags to the people who are retrieving wood. She also explained the consequences of not having the appropriate tags. A discussion occurred about using a skidder and grappeler on the project. The District Manager described what she has done to meet the terms of the contract. Frank Luna initiated a discussion regarding entrances to the project and signs needed to direct people to the correct entrances. SWCA will be doing some stand exams for additional acreage. The plan is that 500 acres will go to the land grant for thinning.

The District Manager is working on getting an extension for the project, and she explained the process.

Contract with BNSF Railroad:

The District has started the restoration work in the construction area in the canyon for BNSF.

The Chairman complimented the District Manager on the work accomplished on the grants.

UNFINISHED BUSINESS:

Future Directions Committee – Property, Loan, Grant, Capital Outlay Monies:

Fence Property:

The Chairman reported on the progress on the fencing project. A discussion followed on specifics on the location of the fence in relation to the survey caps and line and the location of the gates plus the use and costs of materials. The District Manager suggested that the T-posts should be bought. She met with the code enforcement officer on requirements for fencing. The District will not have to obtain any additional permits prior to fencing the property.

Capital Outlay Funds and Building Design:

The District Manager updated the Board on the request for bid (RFB) for a building contractor to build the building shell as approved by the Building Committee. The RFB has been published. A pre-bid meeting will be held with contractors prior to the proposal deadline.

Protest Letter to General Services Administration (GSA)

No new information has been received. The District Manager reviewed the steps that have been taken to date on the request for information under the Freedom of Information Act (FOIA), but no information has been received in spite of the deadline. The District Manager will talk to the District's legal counsel concerning the District's FOIA request and to ask her to follow up on the written request to the regional director.

Solicitation for Lease Space – NRCS:

The District Manager expressed her appreciation to the members of the building committee. The District Manager reported on a two-hour conference call with Terry Sarazin, NRCS Contract Officer on the proposal to the NRCS for lease space on the District's property. All of the proper proposal documents including an architectural drawing have to be submitted to NRCS by April 24. A discussion occurred on the requirements for the best offer of a combination of quality amenities as well as a low bid. The District Manager described the tasks that she needs to complete in the month of April.

NEW BUSINESS:

Resolution 08-2012 – Open Meetings Resolution:

The District Manager reviewed the background and content of the resolution. **ACTION Taken:** Richard Shovelin moved to approve Resolution 08-2012 with a change of the effective dates to 04-01-12 – 12-31-12. Dan Williams seconded the motion. Motion carried by voice vote as follows: LeRoy Candelaria – yea; William Caster – yea; Jerry Melaragno – yea; Richard Shovelin – yea; Dan Williams – yea.

Garden Workshop Series:

The District Manager reported on the success of the District's garden workshop and asked to continue the workshops.

Hoop House on District Property:

The Board discussed the location, availability of water, time frame, costs, and other issues involved in constructing a hoop house. **ACTION TAKEN:** William Caster moved to fund a hoop house in the larger available size and locate it on District property. LeRoy Candelaria seconded the motion. Motion carried with one nay.

REPORTS:

New Mexico Coalition of Conservation Districts (NMCCD):

A board conference call meeting will be held on Tuesday April 17 to discuss the spring meeting on May 8.

Hub Resource Conservation & Development (RC&D):

No meeting took place.

South Central Mountain RC&D:

Brian Greene attended the Western Region RC&D meeting.

Estancia Basin Water Planning Committee (EBWPC):

Santa Fe Commissioner Anaya attended the meeting on March 15. He asked for an accounting for how money from Santa Fe County has been spent. According to the minutes of March 15 meeting under public comments, he has asked "Santa Fe County to seek opportunities for water right acquisition in the Estancia Basin." The Planning Committee is preparing a response to Mr. Anaya. The District Manager was asked by the Board to request a copy of the EBWPC response letter.

ASSOCIATE SUPERVISOR INPUT:

OTHER:

Brent Van Dyke, Government Affairs Director from the New Mexico Association of Conservation Districts (NMACD) said that he enjoyed attending SWCD meetings and reported on his representation to the National Farm Bill Task Force. He serves on the executive committee for the national organization as well. He has been working with Xavier Montoya to design NRCS field offices for the future, so he is looking for opportunities to work with SWCDs and NRCS and asked for input. The District Manager asked for copies of the reports, and Mr. Van Dyke distributed some of them.

Jerry Melaragno suggested that the District's annual meeting be placed on the Board's next agenda.

The Chairman asked that the Board look into acquiring an additional vehicle to be used to conduct District business. Frank Luna volunteered to contact the state senator to ask him to look into finding funding for a vehicle and other needs. A discussion followed on the allocation of money generated from the wind farm.

The District Manager said that she has applied to the New Mexico Environmental Department to hold a New Mexico Regional Watershed forum for the Estancia Basin Watershed and Health Restoration group during the end of September or the beginning of October. It will include presentations on one day and a tour of projects areas on the next day.

MEETINGS ATTENDED:

PLAN FOR NEXT MEETING:

NEXT MEETING SCHEDULED:

The next regular meeting will be held Friday, May 11, 2012 at 8:00 a.m. at Alpine Alley, located at 210 N Summit in Mountainair, NM. This meeting will be held on the **second** Friday of the month.

ADJOURN:

There being no further business to come before the Board -- **ACTION TAKEN:** William Caster moved to adjourn the meeting at 10:15 a.m. LeRoy Candelaria seconded the motion. Motion carried. Vote was unanimous.

FELIPE LOVATO, JR., CHAIRMAN

RICHARD SHOVELIN, SEC. – TREAS.