



**MINUTES OF THE PUBLIC MEETING TO DISCUSS:
the District's Infrastructure Capital Improvement Plan: FY 2014 – 2018**

September 7, 2012

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

Absentees: Jerry Melaragno

Others Present: Dierdre Tarr, District Manager
Kenneth Lujan, District Conservationist, Natural Resources Conservation Service, (NRCS)
April Luna, Soil Conservationist, NRCS
Katheryn Taylor, District volunteer
Mike Valdez

CALL TO ORDER:

The Claunch-Pinto Soil and Water Conservation District (CPSWCD) public 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.

AGENDA: Infrastructure Capital Improvement Plan FY 2014 – 2018

A discussion was held regarding Board priorities to be included in the plan. A consensus was reached on the following rankings:

1. **ID:** 23780 **Rank:** 2013-01 **Project Title:** Phase II -- Natural Resource Conservation Center
2. **ID:** 18139 **Rank:** 2014-01 **Project Title:** Natural Resource Conservation Center
3. **ID:** 20553 **Rank:** 2015-01 **Project Title:** Vehicles
4. **ID:** 20560 **Rank:** 2016-01 **Project Title:** Well Monitoring Equipment
5. **ID:** 20548 **Rank:** 2017-01 **Project Title:** Phase III – Natural Resource Conservation Center

ADJOURNMENT: Chairman Lovato adjourned the public meeting at 8:30 a.m.

MINUTES OF THE REGULAR MEETING
September 7, 2012

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 8:35 a.m.

Welcome Guests:

ABSENTEES: Jerry Melaragno

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 August 3, 2012: **ACTION TAKEN:** Richard Shovelin moved to approve the minutes. LeRoy Candelaria seconded the motion. Motion carried. Vote was unanimous.

TREASURER'S REPORT AND APPROVAL/DISAPPROVAL OF VOUCHERS:

The District Manager presented the revised Treasurer's Report for the month of July, 2012. **ACTION TAKEN:** Dan Williams moved to accept the report. William Caster seconded the motion. Motion carried. Vote was unanimous.

The District Manager presented the Treasurer's report for the month of August with the accounts payable for August, 2012. **ACTION TAKEN:** William Caster moved to accept the report and pay the accounts payable. LeRoy Candelaria seconded the motion. Motion carried. Vote was unanimous.

OTHER FINANCIAL MATTERS:

The District Manager distributed the "Profit Loss Budget vs. Actual," She explained the report and asked Board members to review it and provide feedback.

REPORT ON BUILDING CONSTRUCTION – Mike Valdez

Mr. Valdez reported on progress being made on the District's construction project: the contractor expects to finish on time, and the walls are framed. Checker boarding has occurred in the concrete floor, perhaps caused by the vapor barrier, but floor coverings will conceal the hairline cracks.

A discussion took place of change orders for framing in the windows and doors and for installing them. The change orders were requested from the contractor to find out the costs to put in the windows and doors during the framing process; however, the District cannot afford to do the work now.

The District was charged an additional \$1500 to extend the building by seven feet to the east because the architect failed to give the correct plans to the contractor that included NRCS requirements. A change order was signed to extend the building. **ACTION TAKEN:** Richard

Shovelin moved to hold off on paying the architect for his latest invoice until his error is addressed. The motion died for lack of a second.

ACTION TAKEN: Dan Williams moved to contact the architect to ask him to reimburse the District for the \$1500 that his mistake cost. Richard Shovelin seconded the motion.

Brian Greene asked for clarification on the motion. Discussion followed on the contractor's charge to meet the NRCS specifications. Mr. Williams said that the architect should be back charged for the contractor's bill because of his failure to provide the correct plans to the contractor. Questions were raised about the number of hours the architect has billed the District for his work. The District Manager read a letter from the architect indicating that he differentiated between work done on the metal building and the wooden building. She said that she asked the architect to itemize his hours and was told that it wasn't a priority for him.

Mr. Greene stated that a motion was not necessary to address the issue with the architect. He said that those with the authority to deal with the architect should take up the matter with him. The District Manager, Mr. Williams, and Mr. Lovato will follow up with the architect. Mr. Williams withdrew his motion.

Mr. Valdez explained problems associated with the sewer and plumbing. The inspector informed Mr. Valdez that the system was not approved when it was installed. The bonding company has been called in and will make the costs right. However, the issue has to be addressed with the architect. Mr. Valdez advised the Board to refuse to accept any work concerning the sewer until the inspector signs off on the work. Mr. Valdez has signed off on submittals for changes and doesn't expect any more issues.

REPORTS:

New Mexico Department of Agriculture (NMDA):

The District Manager pointed out items in Mr. Todd's report. She suggested that Board members attend a Governmental Conduct Act presentation by the Attorney General's office in the Ratón area on Thursday, Sept 13th

Mr. Shovelin asked whether the District could apply for funds from the Wells Fargo \$100 Million Environmental Grant program announced in the NMDA report. The District Manager said that she would find out.

NRCS Field Office Report:

Kenneth Lujan asked the Board to read the "Update to the Proposed Reorganization Plan" that accompanied his report.

He explained that Mountainair, Santa Rosa, Estancia, and Ft. Sumner will be combined into one team, and then he talked about possible candidates for the District Conservationist (DC) who will start January 1, 2013. The office of the DC will be in either Estancia or Ft. Sumner. The new DC will attend Board meetings and will be in each field office one day a week. Kenneth and April will be working for the new District Conservationist, and they will still be located in Mountainair. Planning will continue to be their emphasis.

District Manager's Report:

The District Manager announced that Sandy Shadwick, the District's book keeper, resigned on August 13. Kaisa Jones will replace her. She has a degree in biology and ecological studies. The District Manager talked about her qualifications and personal qualities. Kaisa will work one day a week and is being trained.

Mr. Candelaria mentioned that the District Manager represented Claunch-Pinto at the Sunflower Festival all day and sold a lot of grass seed. Heather Warren, a student in the eighth grade, assisted her.

CORRESPONDENCE:

The District Manager pointed out the some correspondence included in the Board packets: resolutions from NMACD, included for information; a letter from the Torrance County manager, Joy Ansley, thanking the District for stepping up to the plate on the re-leaf project; and announcements for work group meetings for various 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 and State Forestry Grants:**

The District Manager received notification of awards for \$600,000 each for the EBWHRM project and the Rio Grande Watershed Alliance.

The District Manager reported that the Water Trust Board will meet the following Wednesday to review a protest from the Albuquerque/Bernalillo County Water Authority. She explained the possible effects on funding that may result from the protest.

Work continues on getting 2011 funding spent by March 2012. The District Manager is working with Alan Warren from the forest service on possibly installing wild life cameras on the McKinnley property to record tests with feed used to attract and catch feral hogs to make sure that bears won't eat it. It has been determined that deer won't eat the feed. These tests are being conducted in case pigs come into the county.

The District has applied for another state forestry grant and will find out next month if it has been approved.

- **Greater Rio Grande Watershed Alliance aka Upper Rio Grande Salt Cedar Project:**
This project has also been awarded \$600,000. An RFP will go out on Monday to prepare to get started on the project.
- **Central New Mexico Cooperative Weed Management Area:**
A crew has surveyed between 1200 and 1400 acres on private and federal land. Work is being done on mapping the areas where weeds were found, but it has been delayed by problems with the District's computers.

- **Collaborative Forest Restoration Program:**

- Ojo Peak Restoration:**

- A meeting is planned with Karen Lessard and Ian Fox to get approval for the project so that a contractor can begin mastication work.

- Red Canyon Project:**

- Sawyers are making progress on this project.

UNFINISHED BUSINESS:

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

Progress on Protest to General Services Administration (GSA):

The District Manager contacted the District's legal counsel to find out if any progress has been made on determining whether the District has a viable legal complaint. She responded that she has nothing concrete yet and is continuing to work on the issue.

The District Manager reported on the status of the Park Service building.

She will write a letter to the GSA asking for a review of the District's bid with a deadline for a response, and she will share the letter with Board members for input.

She has visited the governor's office twice to make an appointment with a staff member but has received no response.

She will update Udall's staff and will touch bases with Heinrich's staff on September 16.

Solicitation for Lease Space -- NRCS

The District Manager turned in the final proposal on August 13 but has received no response.

Annual Meeting:

The District Manager is working on plans for the annual meeting for November.

Infrastructure Capital Improvement Program:

ACTION TAKEN: Brian Greene moved to adopt the changes in the District's priorities agreed on by consensus in the public meeting that immediately preceded the Board meeting. LeRoy Candelaria seconded the motion. Motion carried. Vote was unanimous.

NEW BUSINESS:

Resolution No. 02 – 2013 -- Infrastructure Capital Improvement Plan:

ACTION TAKEN: Brian Greene moved to adopt the resolution. LeRoy Candelaria seconded the motion. Motion carried by a voice vote as follows: Brian Greene – yea; LeRoy Candelaria – yea; Richard Shovelin – yea; William Caster – yea; Dan Williams – yea.

REPORTS:

New Mexico Coalition of Conservation Districts (NMCCD):

Mr. Shovelin reported that he contacted David King requesting that more information be disseminated to NMCCD's partners concerning its activities.

Hub Resource Conservation & Development (RC&D):

No report.

South Central Mountain RC&D:

Mr. Greene reported that since the members have been doing most of the work themselves, close to a million dollars has been disseminated compared to \$60,000 before the staff was cut. The annual meeting will be held on September 27 at the forest service building in Ruidoso. It will be a working meeting to adopt an annual work plan. The annual meeting of the state association of RC&Ds will be held in Las Cruces on October 29 in conjunction with the New Mexico Association of Conservation Districts.

Estancia Basin Water Planning Committee (EBWPC):

The core planning committee is in the process of preparing a scope of work for grant applications and then will ask for letters of support.

The District Manager asked the Board to review and make suggestions for a draft resolution addressing the use of domestic wells for water supply for development of lands for which water rights have been previously transferred. The District Manager will provide the final resolution when it is finished. It will be submitted to the three county commissions – Santa Fe, Bernalillo, and Torrance.

ASSOCIATE SUPERVISOR INPUT:

No report.

OTHER:

The District Manager asked Board members to submit any travel reports outstanding.

MEETINGS ATTENDED:

No report

PLAN FOR NEXT MEETING:

NEXT MEETING SCHEDULED:

The next regular meeting will be held Friday, October 5, 2012 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:** LeRoy Candelaria moved to adjourn the meeting at 10:30 a.m. William Caster seconded the motion. Motion carried. Vote was unanimous.

FELIPE LOVATO, JR., CHAIRMAN

RICHARD SHOVELIN, SEC. – TREAS.