

MEETING MINUTES

Committee//Group: EAST TORRANCE SOIL & WATER CONSERVATION DISTRICT
Date: May 14, 2008
Chairman Present: Jim Berlier
Members Present /Titles Ryan Schwebach – Vice-Chair, Arthur Swenka – member, Belinda Garland – Secretary / Treasurer – by phone conference ,
Others & Guests: Cheri Lujan – District Manger, Kenneth Branch – NRCS, Don Ashby – NRCS, Michael Stogner –
 Landowner, Marty Hibbs – Building Project Manager, Leroy Candelaria – County Commissioner
Absent: Fronia Jaramillo – member, Wayne Metzger

Topic (Agenda Item) & Summary of Discussion	Follow Up Action/Discussion	Responsible Party	Status (Open/Closed)
Call to Order	Meeting was called to order at 3:01 P.M Belinda Garland was present by tele-conference. All attendees were recognized by the chairman so that Belinda Garland was aware who all were present.	Jim Berlier	Standing Agenda Item
Approval of Agenda	It was moved by Arthur Swenka to accept the agenda. Motion seconded by Ryan Schwebach, after discussion of possible action to move Appointed supervisor positions up on the agenda were discussed and approved if needed. Motion carried unanimously.	Jim Berlier	Standing Agenda Item Action taken
Approval of minutes 4/08/08	Minutes of the April meeting were reviewed. Motion made by Arthur Swenka to accept the April 8, 2008 meeting minutes, motion was second by Ryan Schwebach, motion carried unanimously.	Jim Berlier	Standing Agenda Item Action taken
Treasurer's Report	Cheri Lujan submitted the financial report for review. Following review, and discussion of the financial report it was moved by Arthur Swenka and second by Ryan Schwebach to approve the bills submitted and paid, and file financial report for audit. Motion carried unanimously. 2008-2009 Interim budget and budget resolution were presented. After review and discussion motion made by Arthur Swenka and seconded by Belinda Garland to approve the interim budget as submitted. Motion carried unanimously by roll call vote: Jim Berlier – yea, Ryan Schwebach – yea, Belinda Garland – yea, Fronia Jaramillo – absent, Arthur Swenka – yea, Wayne Metzger – absent.	Cheri Lujan	Standing Agenda Item Action taken
Annual Work Plan	Reviewed the 07-08 annual work plan. Plan will be up-dated monthly. 2008-2009 annual work plan was presented and reviewed. After review and discussion motion made by Ryan Schwebach and seconded by Arthur Swenka to approve the 08-09 Annual work Plan as presented. Motion carried unanimously.	Cheri Lujan	Standing Agenda Item Action taken
Correspondence		Cheri Lujan	

	<p>Correspondence to the board was reviewed: Forestry Notes: Newsletter – articles: Price for sawdust has doubled, wood to energy helps communities create dialogue, program aims to assist women in managing forest land., Susan Rich– E-mail – NM Watershed forum will be held in Albuquerque, September 30- October 2nd, Pete Alonzo: letter – CC: letter to the board asking for action and an investigation concerning the MDWCA water system put into Tajique., Office of the State Treasurer: memorandum – confirmation letters via fax cutoff time and contributions on the last day of the month, Extension Office: e-mail – Water Capturing Presentation give by Arthur Swenka at Twin Peaks Ranch on May 24th, at 2:00 P.M., DFA: 11th annual budget conference will be held November 20-21, 2008, Region II Chair: e-mail – Reminder deadline for Region II Chair and Vice Chair nominations. Mr. Swenka noted that Mr. Shovelin from Claunch-Pinto SWCD is running for the Chairman position. Karen Menetry: e-mail – 2008 River Ecosystems Restoration Initiative RFP., Jim Wanstall: e-mail – Putting together a fact sheet for CWMA in NM concerning the noxious weed Legislative session for 2008-2009. Central NM Coop. Weed Management Area: Letter-Training session at the Edgewood SWCD on May 15, 2008 at 8:00 A.M., NMACD: letter – Registration form for summer meeting in Ruidoso on June 17th-18th, 2008.</p>	<p>Standing Agenda Item Action taken</p>
<p>Guests</p>	<p style="text-align: center;">Jim Berlier</p> <p>Jim Berlier recognized guests attending. Leroy Candelaria from the Torrance County Commission discussed the joint efforts on the Trigo fire.</p>	
<p>Reports of Standing Committees</p>	<p style="text-align: center;">Watershed Health, Restoration Committee Arthur Swenka</p> <p>Arthur Swenka was unable to attend the last committee meeting. Discussion followed with the 2006 ranking and 2007 funding priority area projects ready to be funded. 2006 ranked projects need to be revisited due to the fire and Arthur Swenka offered Cheri Lujan any help that is needed to complete the site visits. Next committee meeting will be held on Monday May 19, 2008.</p> <p style="text-align: center;">Educational Building Committee Marty Hibbs</p> <p>Mr. Hibbs was not present at the meeting the time of report given. Mr. Swenka updated the board that he had discussed with Brother Builders that as of today they still have not received the engineer stamp for the steel building. Calls have been made and should be underway.</p> <p style="text-align: center;">Water Planning Committee Ryan Schwebach</p> <p>Ryan Schwebach reviewed the minutes from last meeting given out for review.</p>	<p>Standing Agenda Item Action taken</p> <p>Standing Agenda Item No Action taken</p> <p>Standing Agenda Item No action taken</p>

	<p>David Chace has hit the ground running. Bullet points from the original water plan are being reviewed and updated on what has and has not been addressed or completed. The focus of the committee right now is to finish the updated plan then to focus on getting thing accomplished. As an advisory committee the committee is relying on help and support from Torrance County and the Districts in seeing the plan being implemented.</p> <p style="text-align: center;">CNMCWMA / Chairman Report Jim Berlier</p> <p>Chairman updated board on meetings attended. Attended meetings in Las Cruces on Conservation Easements and on the TSP funding. Discussion followed on different kinds of conservation easements that are available. Attended the Forest Service meeting in Torreon on Saturday May 10 in reference to the Trigo fire.</p>	<p>Standing Agenda Item No Action taken</p>
<p>Soil & Water Specialist Report</p>	<p>Copy of NMDA report was given out for review to the board. See attached report for more information.</p>	<p>Standing Agenda Item</p>
<p>NRCS Field Office Report</p>	<p style="text-align: center;">Kenneth Branch / Don Ashby</p> <p>Kenneth Branch acting D.C. introduced himself. He will be the acting D.C until the 1st week of June. Since starting on Monday May 12 he has been involved with the EWP process, and has signed a contract for ground and surface water catchments with a landowner. Don Ashby updated the board that the D.C. position has been advertized and will close on May 28th. Position should be filled by the first of July. Ty Carter from Roswell will be coming in as acting D.C after Kenneth Branch for a couple of weeks followed by Aaron Hird from Grants, and Raquel Montoya from Carlsbad.</p>	<p>Standing Agenda Item</p>
<p>District Manger Report</p>	<p style="text-align: center;">Cheri Lujan</p> <p>Cheri Lujan reviewed written report with the board. Tree pick up went well. Due to the fire the field trip for earth day had to be cancelled and unable to reschedule due to safety reasons. Kids Kows and More went well with some changes since last year. Date for next year has already been made. Cost Share assistance was discussed about making exceptions for the landowners who experienced loss of existing fencing due to the fire. After discussion the board agreed to look at applications for boundary fences which were already in existence before the fire for cost share to help the landowners re build their fences. Deadlines, Meetings, trainings, and planned meetings, trainings were reviewed. See attached report for more detailed information on district manager's monthly report.</p>	<p>Standing Agenda Item</p>

Unfinished Business	<p>Mill Levy Referendum update / Resolution 2008-02 Referendum passed 92 to 55. After review and discussion motion made to approve resolution 2008-02 as submitted by Ryan Schwebach and seconded by Arthur Swenka. Motion carried unanimously by roll call vote: Jim Berlier – yea, Ryan Schwebach – yea, Belinda Garland – yea, Fronia Jaramillo – absent, Arthur Swenka – yea, Wayne Metzger – absent</p> <p>Web Page Cheri Lujan passed out password and user name for board members to review web page. Due to workload Ms. Lujan has been unable to get John Weckerle information needed to be placed on the web page. Cheri Lujan will continue to work with Mr. Weckerle in completing the web page.</p> <p>06/07 – 07/08 Audits Two written audit proposals where given out for review to cover the 06-07 and 07-08 audits. After review and discussion motion made by Arthur Swenka and seconded by Ryan Schwebach to accept the lowest bid from Dan Austion CPA, P.C in the amount of \$4,657.50 per year. Motion carried unanimously.</p> <p>ETSWCD / NRCS Working Agreement Amendment Working agreement has been reviewed by state office and ready for signatures. After review and discussion motion made by Arthur Swenka and seconded by Ryan Schwebach to accept the agreement as written. Motion carried unanimously.</p> <p>Reports continued: Educational Building Committee Marty Hibbs Mr. Hibbs joined meeting and updated the board that the engineer stamp should be received by Friday, once received the package of plans will be delivered to CID for approval. Contractor still states the project should be completed by County Fair time.</p>	<p>Action taken</p> <p>No Action taken</p> <p>Action taken</p> <p>Action taken</p> <p>No Action taken</p>
New Business	<p>Emergency Watershed Program (EWP) Cheri Lujan updated the board on what is needed from the East Torrance SWCD to carry out being a co-sponsor. Don Ashby the team leader from NRCS for the program updated the board on what the program is and what it can and can not do. Board was updated on what staff is doing now and what they will be doing in the future. After discussion and review of the letter drafted to be signed and mailed to Dennis Alexander, NRCS, motion made by Ryan Schwebach and seconded by Arthur Swenka to approve the letter to NRCS asking to be co-sponsors for the EWP program for the Trigo Fire. Motion carried unanimously. Cheri Lujan was asked to get a copy of East Torrance SWCD letter to Brenda Smythe with Edgewood SWCD asking them to submit a similar letter so that all three districts</p>	<p>Action taken</p>

