

MEETING MINUTES

Committee//Group: EAST TORRANCE SOIL & WATER CONSERVATION DISTRICT
Date: April 9, 2008
Chairman Present: Jim Berlier
Members Present /Titles Ryan Schwebach – Vice-Chair, Arthur Swenka – member, Fronia Jaramillo – member, Belinda Garland – Secretary / Treasurer – by phone conference , Others & Guests: Cheri Lujan – District Manger, Hollis Fuchs – NRCS, Don Ashby – NRCS, Ronnie Harral – Landowner
Absent: Wayne Metzger- member Laura Riley-member

Topic (Agenda Item) & Summary of Discussion	Follow Up Action/Discussion	Responsible Party	Status (Open/Closed)
Call to Order	Meeting was called to order at 3:04 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 Fronia Jaramillo to accept the agenda. Motion seconded by Ryan Schwebach, motion carried unanimously.	Belinda Garland	Standing Agenda Item
Approval of minutes 3/12/08	Minutes of the March meeting were reviewed. Motion made by Ryan Schwebach to accept the March 12, 2008 meeting minutes, motion was second by Fronia Jarmaillo, motion carried unanimously.	Jim Berlier	Standing Agenda Item
Treasurer's Report	Cheri Lujan submitted the financial report for review. Following review, and discussion of the financial report it was moved by Ryan Schwebach and second by Fronia Jaramillo to approve the bills submitted and paid, and file financial report for audit. Motion carried unanimously.	Cheri Lujan	Standing Agenda Item
Annual Work Plan	Reviewed annual work plan. Will be up-dated monthly.	Cheri Lujan	Standing Agenda Item
Correspondence	Correspondence to the board was reviewed: NMACD News: Newsletter – articles: Congratulations, Dates to remember, first annual Envirothon, NMACD final legislative report. , NMSU Coop. Extension Services – Registration form for the Ornamental, Turf & Agricultural Continuing Education Unit, training workshop May 13-15, in Albuquerque., NM Association of RC&D Councils – Registration form / agenda for spring meeting May 13 & 14 in Albuquerque, NMVMA: Newsletter – first annul CWMA meeting was a success, scholarship program. NMACD Summer Meeting: Reminder – Summer meeting in Ruidoso on June 17-18, 2008, NM Office of the State Engineer: Newsletter – Ground broken for the cutter lateral pipeline, NM Master hired, Farmers receive additional water for	Cheri Lujan	Standing Agenda Item Action taken

	<p>irrigation season, NM 2008 state water plan review and update, Los Lunas silvery minnow update, and Roswell District supervisor retires. NMSU: Postcard –invite to come to a celebration for Senator Pete Domenici historic tenure in the U.S. Senate, August 20-22, 2008, Forestry Notes: Newsletter – A decade of good deeds, fine forestry work recognized by ATFS, Clearing a path in Alabama, NRCS and AFC team up in Alabama, protecting Flagstaff, Forestry Briefs, and Conservation calendar.</p>	
<p>Guests</p>	<p style="text-align: center;">Jim Berlier</p> <p>Jim Berlier recognized guests attending; Hollis Fuchs, NRCS area office gave a brief NRCS area update. Wayne Sleep, is no longer with the Estancia Field Office, he has submitted a request of transfer to the Alamogordo office due to personal reasons. Don Ashby and Tommy Marshall from the area office will be covering the District Conservationist position at least for the next three to four weeks. Position will not be announced right away in filling the position. Ronnie Harral, landowner was recognized along with Johnny Perea from FSA.</p>	
<p>Reports of Standing Committees</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. David Chace was hired to replace Jim Corbin, \$10,000 from EBWA will be used in doing the economic development part in the plan, and monies from Santa Fe County around \$19,000 will be received with the next month. Deliverables on the water plan are due the 1st of June.</p> <p style="text-align: center;">Watershed Health, Restoration Committee Arthur Swenka</p> <p>Arthur Swenka gave an update on the progress of the Watershed Health, Restoration Committee. At the last steering committee meeting Ken Smith was hired as the coordinator at \$600.00 a month. An update on the Bio-Mass plant was given. At the last Claunch-Pinto SWCD meeting the board voted to continue with the loan agreement on the 06 funding. All watershed projects have put in to the Water Trust Board for forgiveness of the loan component expect for Claunch Pinto SWCD. Art Swenka went on record at the board meeting that East Torrance SWCD was against the board continuing with the loan component rather than asking for the forgiveness. A priority area for 07 funding was discussed. After discussion motion made by Ryan Schwebach and seconded by Arthur Swenka to have the Torreón Creek area as the Districts 1st priority area. Motion carried unanimously. The Estancia Basin Watershed health and Monitoring project: monitoring plan evaluation completed by SWCA was given out for review. Board members are to review and submit comments back into Arthur Swenka or Cheri</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>Lujan with the next two weeks.</p> <p style="text-align: center;">Educational Building Committee Marty Hibbs</p> <p>Marty Hibbs was unable to attend the meeting. Cheri Lujan updated the board on progress on the building plans. Request of bids were opened and intent to award letter was given out along with a contract signed by a general contractor. Sub contractors will also sign a contract with the board for plumbing and electrical. Next week the general contractor may start hauling dirt to the location.</p> <p style="text-align: center;">CNMCWMA / Chairman Report Jim Berlier</p> <p>Chairman updated board on meetings attended. Attended many sub committee meetings, along with the SWCC meeting in Tucumcari, and the planning of the annual meeting with Region 4 as hosts. Discussion on encouraging districts to have their resolutions in early was discussed along with changing the point system which would require districts to attend the business meeting to receive points.</p>	
Soil & Water Specialist Report	Copy of NMDA report was given out for review to the board. See attached report for more information.	Standing Agenda Item
NRCS Field Office Report	<p style="text-align: center;">Don Ashby</p> <p>Don Ashby reported on conservation which has been applied in East Torrance's District. \$342,878 has been paid out on practices to date. 700 acres of brush management has been completed and waiting on a couple more clearances to be completed. One Wildlife Habitat Incentives has been approved and will be signed by Friday. Staff has assisted with 46 WTB contracts and Earth Day planning along with assisting Edgewood SWCD on evironthon training.</p>	Standing Agenda Item
District Manger Report	<p style="text-align: center;">Cheri Lujan</p> <p>Cheri Lujan reviewed written report with the board. Tree pick up date still has not been set. Presentations were given to the Republication party by Jim Berlier and the Town of Estancia along with District Manger on the Districts Mill Levy. Arthur Swenka attended the CWPP public meeting in Torreon. No word back on the grant submitted to Keep New Mexico Beautiful, Inc. Deadlines, Meetings, trainings, and planned meetings, trainings were reviewed. See attached report for more detailed information on district manager's monthly report.</p>	Standing Agenda Item Action Taken
Unfinished Business	<p>Upcoming Elections / Referendum</p> <p>Supervisor elections have been cancelled. Second notice for referendum election was submitted. Polling officials and canvassing board was discussed. Training for the officials is being planned for May 1st. Cheri Lujan will contact officials on the official date and time. At training the oath of offices will be signed.</p> <p>Web Page</p>	Action taken

	<p>Latest copy of the draft web page was given out for review.</p> <p>06/07 – 07/08 Audits</p> <p>New auditors list has not been posted, Cheri Lujan has contacted a local auditor which is interested in bidding. Auditor will not be posted on the web page due to paper work was turned into Santa Fe later than their first deadline, but will be qualified to do audits for the State Auditors office. Information was discussed on what some districts were given quotes on doing audits.</p>	Action taken
New Business	<p>08-09 Mill Levy Resolution</p> <p>2008-2009 Mill Levy Resolution was reviewed and discussed. After being reviewed a motion made by Ryan Schwebach and seconded by Fronia Jaramillo to approve the resolution as submitted was made. Motion carried by roll call vote: Jim Berlier – yea, Ryan Schwebach – yea, Belinda Garland – yea, Fronia Jaramillo – yea, Arthur Swenka – yea, Wayne Metzger – absent, Laura Riley – absent.</p> <p>State Forestry Camp</p> <p>An application came in late for sponsorship for the State Forestry Camp. A call has been made and the camp still has room for some more campers to attend. Copy of the application and paper work was given out for review. Following discussion motion made by Ryan Schwebach and seconded by Arthur Swenka to approve to sponsor Aaron Smythe to attend the State Forestry camp. Motion carried unanimously.</p> <p>NMACD Summer Meeting / Region II Elections, Awards</p> <p>Summer meeting was discussed. Jim Berlier, Fronia Jaramillo, and Arthur Swenka will be attending. Cheri Lujan will contact the other board members not in attendance to see if they are planning on attending. Region II Chairman and Vice-Chair are up for election, if any board member or know of any other board members interested in running please get a resume into Cheri Lujan to submit. Cheri Lujan will be working on preparing the submittals for the awards. Board members are to get back to Cheri Lujan will names of individuals they would like to nominate for Land Stewardship or Conservationist award.</p> <p>Envirothon April 18-19, 2008</p> <p>Envirothon competition was discussed. After discussion motion made by Fronia Jaramillo and seconded by Ryan Schwebach to approve to buy a couple of cases of water for the event. Motion carried unanimously.</p>	Action taken
Discussion items only	<p>Arthur Swenka announced that a local food festival and field day will be held May 17, 2008 at Isleta , and on May 10th in Los Lunas their will be the annual spring open house at the Arboretum Tome. Flyers were given out for review.</p> <p>Cheri Lujan announced that this was the fourth consecutive meeting missed by Laura Riley which automatically removes her from the board. Next boards</p>	

	meeting there will be an action item to submit names for the two appointed positions to submit to the Soil and Water Commission for the FY -08-09.	
Announcements		Standing Agenda Item
Next Board Meeting/ Adjournment	<p style="text-align: right;">Jim Berlier</p> <p>The next regular meeting will be held on <u>Wednesday, May 14, 2008</u> With no further business to discuss it was moved by Ryan Schwebach and seconded by Fronia Jaramillo to adjourn the meeting at 4:48 PM.</p>	

Respectfully submitted,
Cheri Lujan, District Manager

Reviewed and approved by: _____