

MEETING MINUTES

Committee//Group: EAST TORRANCE SOIL & WATER CONSERVATION DISTRICT
Date: February 20, 2008
Chairman Present: Jim Berlier
Members Present /Titles **Belinda Garland** – Secretary / Treasurer, **Arthur Swenka** – member, **Wayne Metzger**- member, **Fronia Jaramillo** – member,
Others & Guests: **Cheri Lujan** – District Manger, **Wayne Sleep** – NRCS, **Marty Hibbs** – Building Project Manager, **Tye Chester** – State Land Office
Absent: **Ryan Schwebach** – Vice-Chair, **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 3:00 P.M	Jim Berlier	Standing Agenda Item
Approval of Agenda	It was moved by Wayne Metzger to accept the agenda. Motion seconded by Belinda Garland, motion carried unanimously.	Belinda Garland	Standing Agenda Item
Approval of minutes 1/20/08	Minutes of the January meeting were reviewed. Motion made by Arthur Swenka to accept the January 9, 2008 meeting minutes, motion was second by Wayne Metzger, 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 Arthur Swenka and second by Belinda Garland 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: Claunch-Pinto : Letter in reference to resolutions presented at state annual meeting, letter was given out for review, Hagerman/ Dexter SWCD – Letter in reference to resolutions presented at state annual meeting letter was given out for review, Mountainair Ranger District – Letter – environmental analysis being planed- copy given out for review, DFA : Letter in reference to give thirty days written notice of formal public hearing held in Santa Fe on Monday February 18. Letter attached for review along with e-mail correspondence between the districts, & NMDA, After review and discussion on district audits and correspondence motion made by Belinda Garland and seconded by Fronia Jarmaillo to write a letter to DFA in regards to the Districts issues. Motion carried unanimously. Laird & Co. Real Estate – Flyer in reference to	Cheri Lujan	Standing Agenda Item Action taken

	<p>advertisement to build office or retail place on the dirt lot right next to the USDA service center, Forest Service– News release – Discussing the Ojo Peak Investigation, Forestry Notes, newsletter., E-mail: looking for dynamic leaders or colleagues between the ages 28-40 who are interested in broadening their agriculture perspectives and might want to apply to the 2008 McCloy Fellowship Program (e-mail submitted for review), Arlene Perea – e-mail in reference to N.M Senators introduce bill to Restore Forest & Ecosystems. E-mail was given out for review. Lamb County SWCD: – Letter - Will be offering conservation covers to districts for the 2008-2009 school year. The Legislature of the State of NM: – Recognition: ETSWCD & Tierra y Montes SWCD recognized for being chosen the 2007 Outstanding SWCD in NM by NMACD (copy attached for review) Damage Prevention Group of NM: – annual damage prevention and emergency response program held March 17 in Moriarty, Cuba SWCD : – Forestry Camp information and applications, camp will be held June 1-6, Deadline to submit applications will be April 18th.</p>	
<p>Guests</p>	<p style="text-align: center;">Jim Berlier</p> <p>Jim Berlier recognized guests attending; Tye Chesster from State Land Office reported to the board that his last day with the State Land Office will be February 28, 2008. He has accepted another job in Clovis. The board wished him well in his new position and job.</p>	
<p>Reports of Standing Committees</p>	<p style="text-align: center;">Educational Building Committee Marty Hibbs</p> <p>Marty Hibbs updated progress of the building plans. Sub committee meeting was held on Saturday January 26, 2008 at 8:00 am to review plans. Minor changes were made. Deed to the land has been signed and recorded with the county. Invitation to Bid was reviewed along with a timeframe. After review and discussion motion made by Wayne Metzger and seconded by Arthur Swenka to send out the Invitation to Bid to be advertised as written. Motion carried unanimously. Next sub committee meeting will be March 19th @ 3:00 p.m.</p> <p style="text-align: center;">Water Planning Committee Ryan Schwebach</p> <p>Ryan Schwebach was not present to give a report. Minutes from last meeting were given out for review. Cheri Lujan reported that Jim Corbin had resigned and the committee will be discussing putting out an RFP at the next meeting.</p> <p style="text-align: center;">Watershed Health, Restoration Committee Arthur Swenka</p> <p>Arthur Swenka reported that at the last steering committee a motion was made and passed to split the 06 funding three ways after costs are taken out to pay for</p>	<p style="text-align: center;">Standing Agenda Item Action taken</p> <p style="text-align: center;">Standing Agenda Item No action taken</p> <p style="text-align: center;">Standing Agenda Item No Action taken</p>

	<p>the coordinators position. 1099's will be given out to landowners who are awarded a contract. Contracts still need to be signed by the Districts with Claunch-Pinto SWCD. All handling of the monies between landowners will be handled by Claunch-Pinto.</p> <p style="text-align: center;">CNMCWMA / Chairman Report Jim Berlier</p> <p>Chairman updated board on meetings attended. Chairman will be attending the statewide Cooperative Weed Management meeting in Socorro, to focus on state wide issues. Spent a lot of time in Santa Fe during the Legislative Session for the NMACD board. TSP money was vetoed in HB2 but was amended back into the Mill Levy Bill HB 140. Helped with the Ag feed at the capital with 100 lbs of beans cooked and served by NMACD.</p>	
Soil & Water Specialist Report	<p style="text-align: center;">Position Vacant</p> <p>Copy of NMDA report was given out for review to the board. See attached report for more information.</p>	Standing Agenda Item
NRCS Field Office Report	<p style="text-align: center;">Wayne Sleep</p> <p>Wayne Sleep reported on conservation which has been applied in East Torrance's District. Kenneth Lujan has been focusing his time on the WTB planning. WHIP sign up is now underway until February 29, 2008. CIG grants are also being accepted. Review of the conservation plans were completed followed with signatures from board members. See attached report for more detailed information.</p>	Standing Agenda Item
District Manger Report	<p style="text-align: center;">Cheri Lujan</p> <p>Cheri Lujan reviewed her report with the board. Tree sales are underway for 2008. NM Soil Conservation Commission meeting in Edgewood approved the Districts Mill Levy Referendum. District is up and running to submit payments for Form 941 on line. New Region II chairman for NMACD is Kenny Salazar from Espanola. District was able to secure \$30,000 in funding in HB2 junior. Capital outlay funding has not been signed as of to date. If signed the District will be receiving \$60,000 for the building and \$40,000 for equipment. Upcoming training/ tour for spring would like to exhibit the CIG grant for Don Fitzner. Local and state representatives would be invited. Water Trailer workshop will be held at the state office in Albuquerque on March 17th at 1:00 pm. All supervisors and staff are encouraged to attend. Deadlines, Meetings, trainings, and planned meeting, trainings were reviewed. District Manager thanked the board for allowing her to take time off to work the 2008 Legislative session. See attached report for more detailed information on district manager's monthly report.</p>	Standing Agenda Item No Action Taken

Unfinished Business	<p>Upcoming Elections / Referendum Reviewed time line for upcoming elections and referendum. Discussion followed with duties of election superintendent. Motion made by Belinda Garland and seconded by Fronia Jarmaillo to appoint Cheri Lujan as Election superintendent. Motion carried unanimously. Following motion Cheri Lujan signed the oath of office for the Election Superintendent. Copies of draft of legal notices for Supervisor and Referendum were passed out for review. After review and discussion motion made by Belinda Garland and seconded by Art Swenka to approve the advertisement with corrections to be submitted to the papers for advertisement. Motion carried unanimously.</p> <p>Web Page Discussion on moving forward on a web page. After review and discussion motion made by Wayne Metzger and seconded by Belinda Garland to approve to hire someone to design and host a web page not to exceed \$1,700. Motion carried unanimously.</p>	Action taken
New Business	None noted	
Discussion items only	None	
Announcements	Jim Berlier is a new grandparent of a 3 week old baby girl.	Standing Agenda Item
Next Board Meeting/ Adjournment	<p style="text-align: center;">Jim Berlier</p> The next regular meeting will be held on <u>Wednesday, March 12, 2008</u> With no further business to discuss it was moved by Wayne Mezger and seconded by Fronia Jarmaillo to adjourn the meeting at 5:10 PM. Motion carried.	

Respectfully submitted,
Cheri Lujan, District Manager

Reviewed and approved by: _____