

# MEETING MINUTES

**Committee//Group:** EAST TORRANCE SOIL & WATER CONSERVATION DISTRICT  
**Date:** June 10, 2009  
**Chairwoman Present:** Fronia Jaramillo  
**Members Present /Titles** **Ryan Schwebach** – Vice-Chair (via teleconference off and on), **Jim Berlier** – member, **Rick Lopez** – member, **Others & Guests:** **Cheri Lujan** – District Manger, **Roy Todd**– NMDA, **Brad Podoll** – NRCS, **Kenneth Lujan** – NRCS, **Tommy Marshall** – NRCS, **Johnny Perea**– FSA, **Johnny Lujan**– Landowner, **Nash Jaramillo**– Landowner, **Carolyn Fulfer** – Visitor  
**Absent:** **Michael Stogner** – Secretary / Treasurer

Topic (Agenda Item) & Summary of Discussion	Follow Up Action/Discussion	Responsible Party	Status (Open/Closed)
Call to Order	Meeting was called to order at 3:02 P.M	<b>Fronia Jaramillo</b>	Standing Agenda Item
Approval of Agenda	It was moved by Jim Berlier to accept the agenda as presented. Motion seconded by Ryan Schwebach. Motion carried unanimously.	<b>Fronia Jaramillo</b>	Standing Agenda Item Action taken
Correspondence	<p style="text-align: center;"><b>Cheri Lujan</b></p> <p>Correspondence to the board was reviewed: <b><u>NMED/ Ground Water Bureau:</u></b> letter giving dates of public meetings being held for draft Dairy Wastewater discharge regulations. <b><u>Forestry Notes:</u></b> newsletter <b><u>NRCS:</u></b> Letter requesting participation in a listening session. Monday, July 15, 2009, 2:30 -4:30 pm, Albuquerque Convention Center, <b><u>HUB RC&amp;D.</u></b> HUB RC&amp;D council five year area plan booklet given out for 2009-2013, <b><u>River Source</u></b> – e-mail – asking for support to sign on in sending a letter for the NM Watershed groups. (draft letter was given out for review and discussion) <b><u>Soil &amp; Water Conservation Commission:</u></b> E-mail letter approving Rick Lopez to the board on May 19, 2009. (attached for review)</p> <p>Following review of correspondence Discussion followed and action taken on the following items:  <u>Letter from Soil &amp; Water Conservation Commission</u> - Fronia Jaramillo asked Rick Lopez to read the oath of office, followed with signature of Rick Lopez and two witnesses.  <u>E-mail – Draft letter from River Source</u> - Following discussion motion made by Rick Lopez and seconded by Jim Berlier to table any action on sending a letter until the board has time to do some research. Motion carried unanimously.</p>		<p style="text-align: center;">Standing Agenda Item</p> <p style="text-align: center;">Action taken</p>
Approval of minutes 05/13/09 minutes	Minutes of the regular May meeting were reviewed. After review and discussion Motion made by Jim Berlier to accept the meeting minutes as presented. Motion	<b>Fronia Jaramillo</b>	Standing Agenda Item Action taken

	was second by Rick Lopez, motion carried unanimously.	
Treasurer's Report	<p style="text-align: center;"><b>Cheri Lujan</b></p> <p>Cheri Lujan submitted the financial report for review. Following review and discussion of the financial report it was moved by Jim Berlier and second by Rick Lopez to approve the bills submitted and paid and file financial report for audit. Motion carried unanimously.</p>	Standing Agenda Item Action taken
08-09 Annual Work Plan 09-10 Work Plan / Long Range Plan	<p style="text-align: center;"><b>Cheri Lujan</b></p> <p>Updates were made in the annual work plan to review. Updated items were noted in red. 2009-2010 annual work plan and Long Range plan were submitted for review and discussion. After review and discussion it was moved by Jim Berlier and seconded by Rick Lopez to approval plans as submitted. Motion carried unanimously.</p>	Standing Agenda Item Action taken
Reports of Standing Committees	<p style="text-align: center;"><b>Watershed Health, Restoration Committee</b></p> <p style="text-align: center;"><b>Cheri Lujan</b></p> <p>Cheri Lujan updated the board on the committee meeting held in Mountainair on June 1, 2009. 2008 funding contracts need to be signed by June 1<sup>st</sup>, but due to practice planning plans being updated new date has been set for July 1<sup>st</sup>. East Tarrant SWCD 2008 contracts due to landowner being out of town will probably not be signed until August or September. 2009 WTB funding was approved and mid September, 2009 contracts should be ready to sign. 2010 RFP for WTB will be due in August – September of 2009. Grants were received within the last seven weeks. NFL grant for all three Districts in the amount of 300,000. These funds can be used as matching funds for the 2009 WTB funding. This money match State Forestry Rates which are less now in what the landowners/ contractors are used to. \$209 thousand was received from the Wild land Urban grant to be split between the three Districts. Grants notification was just received but planning on spending the money has yet not been discussed in the committee. Discussion followed on a member being the ETSWCD representative on the committee. Due to meetings being held during the day Cheri Lujan will bring up to the steering committee about having night meetings so that supervisors can actively be part of the membership of the committee. Next steering committee will meet in Moriarty on August 24, 2009</p> <p style="text-align: center;"><b>Educational Building Committee</b></p> <p style="text-align: center;"><b>Cheri Lujan</b></p> <p>Cheri Lujan updated the board that the capital funding for building has been closed out with NMDA. Concrete bid came in on staining the floor. Contractor is about two weeks out before it can be completed. Vent for building came in but was the wrong one so contractors had to send it back and are still waiting on the new one to install to finish up the building. Anti-Graffiti coating supplies being purchased directly then to pay the distributor to come out and train to spray is</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>looking like to be the most cost effective method in moving forward so far. Albuquerque bidder is sending one more bid to look at.</p> <p style="text-align: center;"><b>Water Planning Committee</b> <b>Ryan Schwebach</b></p> <p>Ryan Schwebach was not on teleconference time of report. Cheri Lujan updated board that at the last meeting there was not a quorum but they moved forward on discussion on updating the plan as a sub committee. Draft minutes were given out for review.</p> <p style="text-align: center;"><b>CNMCWMA</b> <b>Cheri Lujan</b></p> <p>Cheri Lujan updated the board the Cooperative Weed Management Training was held in Moriarty at the Edgewood SWCD on June 3<sup>rd</sup>, 4<sup>th</sup>. Due to workload Cheri Lujan was unable to attend. Roughly 25 to 30 people attended the workshop. Discussion followed with crop land south of Estancia presently not being planted and is full of Russian Knapweed and Musk Thistle. Landowner will be contacted to see if he will be willing to not use the land for crop for two years so that the Russian Knapweed and Musk Thistle can be treated by air to correspond with aerial treatment on State Land adjacent to the project. Project will be addressed for funding at the next CNMCWMA meeting on June 25<sup>th</sup>. If no funding is available for project and landowner is willing to agree to terms project will be brought back to the board for further discussion.</p>	<p>Standing Agenda Item No action taken</p> <p>Standing Agenda Item No Action taken</p>
<p>District Manger Report</p>	<p style="text-align: center;"><b>Cheri Lujan</b></p> <p>Cheri Lujan reviewed written report with the board. Cost Share and Watershed Health and Monitoring funding were discussed. Spread sheets were given out showing individuals who either has contracts or applications in for funding. Natalie Stokes, student worker began work on May 20, 2009. Auditor has been in and should be finished up within the week for FY 06-07 &amp; 07-08. Fronia Jaramillo will be called in for the exit interview. Once contract has been signed with the State Auditor, the auditor should begin work on the FY 08-09 audit. Water culvert damaged at the Educational building will be fixed by the Town of Estancia maintenance crew. East Torrance SWCD will supply them with needed materials to complete the repairs needed and protection for the future. Natalie Stokes checked on internet services for the area for the Simtable. A list of providers and costs were given out for review. After review and discussion Rick Lopez will follow up with higher speed and provide a name and number for Cheri Lujan. Special Project for abandoned well plugging has been completed and checked out for Don Fitzner. Deadlines, Meetings, training, and draft planned meetings, trainings, and time off were reviewed. See attached report for more detailed information on district manager's monthly report.</p>	<p>Standing Agenda Item No Action taken</p>
<p>Soil &amp; Water Specialist</p>	<p style="text-align: center;"><b>Roy Todd</b></p>	<p>Standing Agenda Item</p>



New Business	<p><b>County Fair events</b> Discussions on what events should be sponsored this year at the County Fair were discussed with three events allocated time slots by the Fair Board. Discussion followed with having the stick horse race, corn shuck'n and the banana split eating contest. Cheri Lujan will work on the events and update the board at the July meeting.</p> <p><b>08-09 Point System / Annual Report</b> 08-09 point systems were given out for review and discussion. Annual report will follow in line of things reported on the point system. After review and discussion motion made by Jim Berlier and seconded by Rick Lopez to allow Cheri Lujan to continue working on reports to be submitted by the end of the month. Cheri Lujan will e-mail reports out to board members for review before they are submitted. Motion carried unanimously.</p>	<p>No Action taken</p> <p>Action taken</p>
Guests	<p style="text-align: center;"><b>Fronia Jaramillo</b></p> <p>Fronia Jaramillo welcomed and recognized all guests attending the meeting. Johnny Perea updated the board that 5300 acres of land is in the CRP program. About 1800 to 2000 acres of that will be coming out of the program this year. He wanted to make the board aware of this that landowners may be coming in asking for some assistance. Tommy Marshall followed up with previous discussion on local work group under the NRCS report that new laws and the state technical committee NRCS will be letting boards know who needs or does not need to be sent invitations. Johnny Lujan reported that all of the Estancia FO staff has been very helpful to him.</p>	No Action taken
Announcements / Discussion Items	Jim Berlier reported on Region II meeting held in Santa Fe on May 15, 2009.	
Executive Session	As per motion and roll call vote, pursuant to New Mexico Statue Section 10-15-1, the following matters will be discussed in Closed session: Personnel Matters: 10-15-1 (h) (2). Motion by Jim Berlier and seconded by Rick Lopez. Motion carried by roll call vote: Jim Berlier-yea, Ryan Schwebach-absent, Fronia Jaramillo-yea, Michael Stogner-absent , Rick Lopez – yea.	
Reconvene from Executive Session	Meeting was called back into regular session by Chairwoman. It was noted that no other business was discussed in Executive session other than personnel matters. Roll call vote was made to come back into regular session. Jim Berlier-yea, Ryan Schwebach-absent, Fronia Jaramillo-yea, Michael Stogner-absent, Rick Lopez - yea. No action needed at this time. Executive Session will be needed for follow up at the next board meeting.	No Action taken
Next Board Meeting/ Adjournment	<p style="text-align: center;"><b>Fronia Jaramillo</b></p> <p>The next regular meeting will be held on <b>Wednesday, July 8, 2009</b> Agenda items noted for next month's agenda to move meeting time &amp; change the Open meetings act resolution if needed.</p>	

	With no further business to discuss it was moved by Jim Berlier and seconded by Rick Lopez to adjourn the meeting at 5:47 PM.	
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Respectfully submitted,  
Cheri Lujan, District Manager

Reviewed and approved by: \_\_\_\_\_