

MEETING MINUTES

Committee//Group: EAST TORRANCE SOIL & WATER CONSERVATION DISTRICT
Date: March 12, 2008
Chairman Present: Jim Berlier
Members Present /Titles Ryan Schwebach – Vice-Chair, Arthur Swenka – member, Wayne Metzger- member, Others & Guests: Cheri Lujan – District Manger, Wayne Sleep – NRCS, Marty Hibbs – Building Project Manager, Roy Todd – NMDA, Roy Todd – NMDA
Absent: Fronia Jaramillo – member, Belinda Garland – Secretary / Treasurer 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 Arthur Swenda to accept the agenda. Motion seconded by Wayne Metzger, motion carried unanimously.	Belinda Garland	Standing Agenda Item
Approval of minutes 2/13/08	Minutes of the February meeting were reviewed. Motion made by Arthur Swenka to accept the February 13, 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 Ryan Schwebach and second by Arthur Swenka to approve the bills submitted and paid, and file financial report for audit. Motion carried unanimously. Copy of the Final order on net taxable values pursuant to the settlement agreement for 2004 and 2005 Valero Logistics Operations, LP was given out for review by the board. This will effect the Mill Levy collections as were for last year collections. District Manger discussed the price of stamps going up in May. Discussion followed to allow District Manager to buy in bulk forever stamps before the May 1, 2008 rate postal increase.	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: Office of the State Auditor: History and statues of SWCD audits (copy was given out for review), NM Envirothon – Letter asking for support for the first NM Envirothon contest scheduled for April 18-19, 2008 (Copy given out for review) Beck Lopez, DFA – E-mail with attachment – Updated Draft of Proposed Rule for Budget Certification of Local Public Bodies (given out for review), Ann Coleman: E-Mail – NM Soil & Water	Cheri Lujan	Standing Agenda Item Action taken

	Conservation Commission meetings scheduled in Tucumarcari on March 26, 2008 (given out for review)	
Guests	<p style="text-align: center;">Jim Berlier</p> <p>Jim Berlier recognized guests attending; Ken Smith from NM Forest and Watershed Restoration Institute updated the board on monitoring for the WTB grant through the MOU with the other two Districts. A map of projects completed within the District was reviewed. Services from NM Forest & Watershed Restoration Institute were offered if the board decides either to continue or move separate from the other two Districts in the future. Other guests in attendance were Arlene Perea, and Commissioner Leroy Candelaria who updated progress in the Bio Mass Plant and Wind farm moving into the area.</p>	
Reports of Standing Committees	<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. A copy of a printout of a sample Estancia Basin Monitoring Study Vegetation/ soil Plot/ subplot layout would look like was given out for review. Monitoring Station in Edgewood SWCD is in the process of being turned over to the new monitoring contractors. The Agreement between Claunch-Pinto SWCD and East Torrance SWCD was given out for review and discussion. After review Ryan Schwebach and seconded by Wayne Metzger to approve the agreement as written. Motion carried unanimously. Discussion followed with the roles and rules, point system in place and the contract agreements between the landowners and Claunch-Pinto SWCD.</p> <p style="text-align: center;">Educational Building Committee Marty Hibbs</p> <p>Marty Hibbs updated progress of the building plans. Pre Bid meeting was held March 11, 2008. Deadline to submit bids are March 19, 2008 @ 3:00 pm. Discussion followed that the District board has already given the sub building committee the authority at the next sub committee meeting on March 19th @ 3:00 p.m to select and send a letter of intent to contract with the winning bidder.</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. Jim Corbin had resigned due to health reasons so the committee has been at a stand still for the past three months. Scope of Work for a new contractor has been posted and Friday the 14th, 2008 is the deadline to submit a request for the position.</p>	<p>Standing Agenda Item Action taken</p> <p>Standing Agenda Item No action taken</p> <p>Standing Agenda Item No Action taken</p>

New Business	<p>08-09 Draft Budget Draft budget was given out for review and discussion open to the public. No comments from the public were noted or received prior to the meeting and agenda being posted.</p> <p>Earth Day / Kids, Kows and More events Draft agenda for Earth Day and letter requesting support for the Kids, Kows and more were given out for review and discussion. Following discussion motion made by Ryan Schwebach and seconded by Wayne Metzger to approve the same expenditures paid out from the 2007 Earth Day and Kids, Kows and More events for the 2008 FY. Motion carried unanimously.</p> <p>Equipment Purchase / NMFA Resolution New Mexico Finance Authority Loan application was given out for discussion and review. After discussion the East Torrance SWCD decided not to move forward in signing a resolution to secure a loan to go in debt to secure funding for the Mill Levy but instead to continue to move forward with the Mill Levy Referendum. Discussion followed with meetings the supervisors will be attending to promote the District Mill Levy.</p>	Action taken
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. Wildlife Habitat Incentives Program batching period ended February 29, 2008 with two applications received. District Conservationist and Soil Conservationist attended a riparian restoration training the end of February. See attached report for more detailed information.</p>	Standing Agenda Item
District Manger Report cont.	<p style="text-align: center;">Cheri Lujan</p> <p>Cheri Lujan reviewed her report with the board. The Special Project in Torreon at the Catholic Church Cemetery is almost complete. Total payment made so far on the project has been \$2,131.25. Draft copies of the CWPP were given out for review and encourage everyone to look over and get comments back in as soon as possible. Public Meetings will be held April 2nd, 3rd in Moriarty then in Torreon. District Manger will follow up in obtaining poster for these public meeting to advertise and encourage landowners to attend. Ranking needs to be in for the Watershed Health Grant to the full committee by March 31st. Jim Berlier and Arthur Swenka will meet with staff as a sub committee to review ranking on March 27 at 1:00 PM. Newsletter will be mailed out in April with all election information in it along with upcoming events. 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 No Action Taken
Discussion items only	None	
Announcements		Standing Agenda Item
Next Board Meeting/ Adjournment	<p style="text-align: center;">Jim Berlier</p> <p>The next regular meeting will be held on Wednesday, April 9, 2008</p>	

	With no further business to discuss it was moved by Arthur Swenka to adjourn the meeting at 5:00 PM.	
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Respectfully submitted,
Cheri Lujan, District Manager

Reviewed and approved by: _____