

MEETING MINUTES

Committee//Group: EAST TORRANCE SOIL & WATER CONSERVATION DISTRICT
Date: September 10, 2008
Chairman Present: Jim Berlier
Members Present /Titles Ryan Schwebach – Vice-Chair, Belinda Garland – Secretary / Treasurer, Arthur Swenka – member, Others & Guests: Cheri Lujan – District Manger, Brad Podoll – NRCS, Arlene Perea – Forest Service, Marty Hibbs – Building Project Manager
Absent: Fronia Jaramillo – member, Wayne Metzger– member, Michael Stogner – Member

| Topic (Agenda Item) & Summary of Discussion | Follow Up Action/Discussion | Responsible Party | Status (Open/Closed) |
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| Call to Order | Meeting was called to order at 3:02 P.M | Jim Berlier | Standing Agenda Item |
| Approval of Agenda | It was moved by Ryan Schwebach to accept the agenda as presented. Motion seconded by Arthur Swenka. Motion carried unanimously. | Jim Berlier | Standing Agenda Item Action taken |
| Approval of minutes 8/13/08 & 7/21/08 minutes | Minutes of the August regular and special meeting were reviewed. Motion made by Art Swenka to accept the August 13, 2008 and August 21, 2008 meeting minutes as presented, motion was second by Belinda Garland, motion carried unanimously. | Jim Berlier | Standing Agenda Item Action taken |
| Treasurer's Report | Cheri Lujan submitted the financial report for review. Discussion followed on Mill Levy Rates and yield control. Following review, and discussion of the financial report it was moved by Ryan Schwebach 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 Action taken |
| Annual Work Plan | Reviewed the 08-09 annual work plan. Plan will be up-dated and reviewed monthly. | Cheri Lujan | Standing Agenda Item No Action taken |
| Correspondence | Correspondence to the board was reviewed: Farm Credit of NM: post-card: New office location, Office of the State Engineer – 06-07 annual report Claunch-Pinto SWCD: Memorial Program for annual meeting, Forestry Notes: Newsletter, NM Vegetation Management Association: Registration for 16 th annual conference, Merry Jo Fahl: e-mail updating auditor task force meeting given out for review, , Attorney General of NM: Public Records and Open meeting Act workshop, Claunch-Pinto SWCD: Annual Meeting invitation, Cibola National Forest: Developing program needing suggestions or comments in was given out for review, Santa Fe Pojoaque SWCD: NMACD by-laws amendments fro review for Region II meeting, Soil & Water Conservation | Cheri Lujan | Standing Agenda Item No Action taken |

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| | <p>Commission: results from the water Quality and Conservation grant proposals , Debbie Hughes: e-mail forwarded on join the NM Environment Department, State Forestry and Department of Game and Fish for Public Information Sessions on Outstanding National Resource Water Designation – was given out for review, Riparian Restoration Planning workshop: October 15-16, 2008 agenda given out for review, NM Environment Department Ground Water Quality Bureau: Discharge permits applications submitted for review, given out for review, NMDA: given out for review point system results , New Mexico Watershed Forum: Information for workshop on September 30th- October 2, 2008., NMDA: Draft rule for Claiming Water Conservation tax credits and public notice for water conservation tax credits rulemaking hearing – given out for review.</p> | |
| <p>Guests</p> | <p style="text-align: center;">Jim Berlier</p> <p>Jim Berlier thanked guests for their attendance. No comments from guests were noted.</p> | |
| <p>Reports of Standing Committees</p> | <p style="text-align: center;">Watershed Health, Restoration Committee Arthur Swenka</p> <p>Arthur Swenka updated the board on the monies for thinning projects and monitoring with the 2007 and 2008 funds. Discussion followed were monitoring stations are being placed all on private land. Claunch-Pinto did get in the Urban State Forestry grant, discussion followed with staying as a group with Water Trust board applications under Claunch-Pinto SWCD for 2009 funds.</p> <p style="text-align: center;">Educational Building Committee Marty Hibbs</p> <p>Mr. Hibbs updated board on the progress of the building. Sub Committee with contractors now will be meeting on a weekly basis. Discussion followed with different ways and ideas on the water harvesting portion of the project. A new timeline was given out for review. Follow up will be needed on a grant submitted and received by the Town of Estancia for improvement which will help with parking and sidewalks in the area and around the building into the fair grounds.</p> <p style="text-align: center;">Water Planning Committee Ryan Schwebach</p> <p>Minutes from last meeting were given out for review. Draft water plan is out and ready for review and written comments can be submitted till September 17, 2008. Public meetings have been scheduled for November 5, 2008 in Estancia, November 11, 2008 in Mountainair and November 13, 2008 in Moriarty. Next regular committee meeting has been changed from September 18th to September 25, 2008.</p> | <p>Standing Agenda Item Action taken</p> <p>Standing Agenda Item No Action taken</p> <p>Standing Agenda Item No action taken</p> |

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| | <p style="text-align: center;">Chairman Report Jim Berlier</p> <p>Chairman updated board on meetings attended. CWMA's will be going to the Legislation session to amend the noxious weed bill and asking for monies to help the CWMA's in the state of New Mexico. Discussion East Torrance SWCD will help in any way in moving the bill through the session.</p> | <p>Standing Agenda Item No Action taken</p> |
| Soil & Water Specialist Report | <p>No one from NMDA was present. Copy of NMDA report was given out for review to the board. See attached report for more information.</p> | <p>Standing Agenda Item</p> |
| NRCS Field Office Report | <p style="text-align: center;">Brad Podoll</p> <p>Brad Podoll updated the board on EWP progress within both of the Big Springs and Trigo fire. Statewide goals for NRCS within the Estancia field office are looking well. Some areas still need to be updated but will be completed soon. A more detailed conservation practices completed will be reported next month.</p> | <p>Standing Agenda Item</p> |
| District Manger Report | <p style="text-align: center;">Cheri Lujan</p> <p>Cheri Lujan reviewed written report with the board. A large turn out for the State Engineer satellite office on August 27 was reported. Due to the fires more applications have come in for thinning projects. One large project application came in that would work well for the 2007 funds. County Fair events ended with great success. 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 Action taken</p> |
| Unfinished Business | <p>EWP Program District Manger gave an update of the barriers donated by the state to ETSWCD. County Road department will help move the barriers for 10 barriers; barriers will be stored on Town of Estancia property west of 5th street.</p> <p>08-09 Cost Share Applications One more cost share application came in on the fencing due to the fires. After review and discussion motion made by Belinda Garland and seconded by Arthur Swenka to approval the application from Allen's. Motion carried unanimously.</p> <p>Annual Meeting Motion made by Ryan Schwebach and seconded by Arthur Swenka to approval the purchase of door prizes in the amount of no more than \$800 from Charlie's Sporting Goods and to hire Katy Powers for food for the annual meeting. Motion carried unanimously.</p> | <p>No Action taken</p> <p>Action taken</p> <p>Action taken</p> |
| New Business | <p>Region II Meeting Updated Region II meeting agenda was given out for review along with an amendment to by-laws to be discussed at the meeting. Board members were encouraged to attend the meeting.</p> | <p>No Action taken</p> |

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| | <p>NMACD Annual Meeting Draft agenda was given out for review. After review and discussion names of supervisors attending meeting was taken down for registration. Motion made by Belinda Garland and seconded by Ryan Schwebach to allow District Manager to purchase a door prize and auction item in the amount of no more than \$100.00 for the annual meeting. Motion carried unanimously.</p> | Action taken |
| Announcements / Discussion Items | Brad Podoll discussed the use of the Districts 4-wheelers for NRCS field visits. The District has a MOU in place with NRCS for the use of the green 4-wheeler already in place. No action needed at this time. | |
| 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 Ryan Schwebach and seconded by Arthur Swenka. Motion carried by roll call vote: Jim Berlier-yea, Ryan Schwebach-yea, Fronia Jaramillo-absent, Arthur Swenka-yea, Michael Stogner-absent, Belinda Garland-yea and Wayne Metzger- absent. | |
| Reconvene from Executive Session | Motion was made by Arthur Swenka and seconded by Belinda Garland to reconvene from executive session. Motion carried by roll call vote: Jim Berlier-yea, Ryan Schwebach-yea, Fronia Jaramillo-absent, Arthur Swenka-yea, Michael Stogner-absent, Belinda Garland- yea and Wayne Metzger- absent. It was noted that no other business was discussed in Executive session other than personal. Motion made by Arthur Swenka and seconded by Ryan Schwebach to allow District Manger to contact list of applicant's in order given by the board to check references then to hire as in order given pending references. Motion carried unanimously. | Action taken |
| Next Board Meeting/ Adjournment | <p style="text-align: right;">Jim Berlier</p> The next regular meeting will be held on <u>Wednesday, October 8, 2008</u> With no further business to discuss it was moved by Belinda Garland and seconded by Arthur Swenka to adjourn the meeting at 5:24 PM. | |

Respectfully submitted,
Cheri Lujan, District Manager

Reviewed and approved by: _____