

Meeting Minutes

Committee//Group: **EAST TORRANCE SOIL & WATER CONSERVATION DISTRICT**
Date: **March 18, 2009**
Chairman Present: **Jim Berlier**
Members Present /Titles **Ryan Schwebach** – Vice Chair; **Belinda Garland** – Secretary / Treasurer; **Wayne Metzger** member;
 Art Swenka – member ; - **Fronia Jaramillo** - member , **Michael Stogner** – member
Guest: **Brad Podoll** ,_NRCS District Conservationist; Jim Wanstall – NM Department of Agriculture;
 Eddie Vigil – NMACD President; Hollis Fuchs – NRCS; Dennis Alexander – State Conservationist

Recorder: **Catherine Long**

| Topic of Discussion | Follow Up Action/Discussion | Responsible Party | Status (Open/Closed) |
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| Call to Order | Meeting called to order at 3:00 P.M. | Jim Berlier | |
| Approval of Agenda | The minutes from February 25, 2009 were added to the Agenda. Ryan Schwebach made the motion that the Agenda be approved as corrected. Wayne Metzger 2 nd the motion. The motion carried unanimously. | | |
| Approval of Minutes | There was a discussion concerning the wording of the personal leave given to Cheri Lujan. Art Swenka moved that the minutes be approved as written. Belinda Garland seconded the motion. The motion carried with five ‘aye’ from Ryan Schwebach, Belinda Garland, Wayne Metzger, Art Swenka, Fronia Jaramillo; ‘1 ‘apposed, Jim Berlier ‘1’ abstain, Michael Stogner.. | | |
| Discussion & payment Concerning Education Building railing | Three bids from Brother Builders was presented by Jim Berlier. One bid was for \$19,091.00; 2 nd bid from Brother Builders was for \$11,541.00 with one for \$8,100.00. A motion to accept the second bid for \$11,541.00 was made by Ryan Schwebach. The motion seconded by Wayne Metzger. Motion carried unanimously. | | |

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| <p>Correspondence</p> | <p>Belinda Garland explained why the Board needed to purchase an ‘enhancement’ for ‘Quick Books’. She said that all bills, payroll, etc. should be moved to one system. This ‘enhancement is an ‘introductory offer’.</p> <p>Art Swenka made a motion to purchase the ‘enhancement’ from Quick Books. Wayne Metzger seconded the motion. Motion carried unanimously.</p> <p>Ryan Schwebach made a motion to sponsor one student for \$200 to attend the New Mexico Forestry Camp to be held in Cuba, New Mexico from May 31-June5, 2009. Belinda seconded the motion. Motion carried unanimously.</p> | |
| <p>Discussion of District Partnership</p> | <p>Eddie Vigil, NMACD President, was introduced by Jim Berlier as a guest. Jim asked him to the meeting and gave him the floor. Mr. Vigil explained 2 bills that were presently being considered by the State Legislature. He explained that every district will now be required to have a full audit. He also talked about the mil levy changes. Mr. Vigil read aloud to the Board and guests assembled from a manual for Soil & Water Conservation District Act (Effective July 1, 2005) (“These are not official rules of the State of New Mexico under the Provisions of 14-4-7.1 and 14-4-7.2, NMSA 1978) He then read aloud several pages about the responsibilities and duties of the supervisor/manager. He continued to read aloud a number of pages about the duties and responsibilities of the Board. His main reason for coming to the meeting was to defend Cheri Lujan. He told the Board it was their responsibility to supervise their employee. He suggested that the Board step carefully and lightly. Mr. Vigil stated that NRCS is there for technical advice to landowners and the Board.</p> <p>Some members of the Board asked why Cheri Lujan had not attended the meetings. Mr. Vigil said that on advice of council she was told not to attend the meeting.</p> <p>A guest James Wamstall explained the kind of personality needed to be a strong supervisor/manager. He felt Cheri Lujan had these qualities.</p> <p>Dennis Alexander, State Conservationist, stated that NRCS is paying Troy Hood who works for New Mexico Conservation District to be the mediator to help with the ‘Conflict Resolution Solution’.</p> <p>Jim Berlier said he felt that he was blindsided at the last meeting into voting for the paid personal leave. It was pointed out to Mr. Berlier that he agreed to the motion and was to address the issues with Cheri Lujan about the Boards intentions.</p> | |

Jim was questioned by some Board members that he did not follow the Boards wishes that were voted on during the February 18, 2009 meeting.

There was a discussion by the Board on the following:

1. The wording and meaning of paid personal leave.
2. The DFA and the Attorney General were consulted about the fact that Cheri Lujan cannot be paid by Pete Campos and the East Torrance SWCD at the same time.
3. Communication is lacking at the moment between all parties involved.
4. Cheri Lujan had 20 days given to her to work at the Legislature and those 20 days were used up.
5. The need to document time sheets.
6. Need to come up with ways to put the past behind and move forward.
7. Cheri Lujan had 33 hours loss of pay this pay period.
8. The need to set parameters for Cheri Lujan when she returns to work as the needs of the community are different today than when she was hired.
9. Cheri Lujan's position is not considered a classified position.
10. The fact that Cheri Lujan came to the office with Debbie Hughes and a policeman and why there was no written record of why she was here and what she removed from her office.

Fronia Jaramillo moved that we bring Cheri Lujan back on Monday, March 23, 2009 and put her on the pay roll with the understanding that she proceed with the mediation she has agreed on with Troy Hood, Brad Podoll and herself.

The motion was seconded by Ryan Schwebach. Motion carried unanimously.

Jim Berlier asked if anyone on the Board felt the need for an Executive Session. No one felt there was a need for one.

The meeting for Wednesday, March 25, 2009 will be contingent on Troy Hood's schedule. The time would remain at 3:00.

Belinda Garland listed the restrictions on the use of State Vehicles. They are as follows:

1. There can only be authorized passengers in the vehicles.
2. No family members
3. No waivers of family members
4. Diana Barela can get a waiver for example, private landowners.
5. The copy of the Safety Training must be with the driver of the State vehicle.

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| | <p>6. Travel per diem is also under discussion.</p> <p>Belinda Garland made a motion that the May meeting be on the May 14, 2009. instead of Wednesday, May 13, 2009. The motion was seconded by Fronia. Motion carried unanimously.</p> <p>Fronia made the motion that the Board Adjourn. Ryan Schwebach seconded the motion. Motion carried unanimously.</p> <p>Meeting ended at 5:05 P. M.</p> | |
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Respectfully submitted,
Catherine Long, District Clerk

Reviewed and approved by: _____ Date
Jim Berlier, Chairman