

MEETING MINUTES

Committee//Group: EAST TORRANCE SOIL & WATER CONSERVATION DISTRICT
Date: January 13, 2010
Chairwoman Present: Fronia Jaramillo
Members Present /Titles: Michael Stogner – Secretary / Treasurer, Jim Berlier – member, Rick Lopez – member, Others & Guests: Cheri Lujan – District Manger, Brad Podoll – NRCS, Tom Perkins – State Land Office
Absent: Ryan Schwebach – Vice-Chair

Topic (Agenda Item) & Summary of Discussion	Follow Up Action/Discussion	Responsible Party	Status (Open/Closed)
Call to Order	Meeting was called to order at 6:00 P.M	Fronia Jaramillo	Standing Agenda Item
Approval of Agenda	It was moved by Rick Lopez to accept the agenda as presented. Motion seconded by Michael Stogner. Motion carried unanimously.	Fronia Jaramillo	Standing Agenda Item Action taken
Approval of minutes 12/09/2009 minutes	Minutes of the regular December meeting were reviewed. After review and discussion motion made by Rick Lopez to accept the meeting minutes as presented. Motion was second by Jim Berlier, motion carried unanimously.	Fronia Jaramillo	Standing Agenda Item Action taken
Treasurer's Report	Michael Stogner reviewed the submitted financial report with board members. Following review and discussion of the financial reports motion made by Jim Berlier and second by Rick Lopez to approve the bills submitted and paid and file financial report for audit. Motion carried unanimously.	Michael Stogner	Standing Agenda Item Action taken
09-10 Work Plan	Updates were made in the annual work plan to review. Updated items were noted in red.	Cheri Lujan	Standing Agenda Item
Correspondence	E-mail correspondence was noted that it was forward to all board members as it came in. Written correspondence to the board was reviewed: <u>Internal Revenue Service:</u> Seminar workshops will be held on February 1, 2010 and March 5,2010 on 1099 Filing Requirement and Worker Classification, <u>Congress of US House of Representatives Office of Martin Henirich, Staff member Matthew Zidovsky:</u> Letter thanking the board for the opportunity to participated at the annual meeting held in November 2009, <u>NMSU Cooperative Extension Services:</u> Kids Kows and More program will be April 29, 2010, <u>NMACD:</u> Newsletter, <u>NMACD:</u> Letter explaining any confusion about NACD dues due, due to the change of their fiscal year starting in October 1 - September 30, <u>McCune Foundation:</u> letter notifying District that grant submitted will not be funded this Fiscal Year.	Cheri Lujan	Standing Agenda Item No Action taken
Guests		Fronia Jaramillo	

	Fronia Jaramillo thanked Mr. Tom Perkins from the State Land Office for attending the meeting. Mr. Perkins updated board of recreation access permits and the re-vamping of the program.	
District Manger Report	<p style="text-align: center;">Cheri Lujan</p> <p>Cheri Lujan reviewed written report with the board. Watershed Health and Monitoring funding were discussed. Technical Contractor has been busy planning and writing plans up along with site visits on currant projects. Training for landowners and contractors has been moved from January 21 to the 27th but no other information as been received in order to notify the districts contractors or landowners in preparation of attendance. District has been notified that Claunch-Pinto SWCD is working on a flyer. Next steering committee meeting is set for January 25, 2010 in Mountainair. District Manager will notify board members of time and place once agenda has been received. Newsletter has been sent out and tree program ordering is underway. Display board has been updated in preparation of Soil & Water Conservation Day at the Round House set for January 31,2010. All quarterly reports has been filed and submitted for the 2nd quarter. Staff has volunteered in help training of new staff in the Lea SWCD District. Staff member was in the office on January 12, 2010 and after the Legislative Session District Manger will make a trip to help the staff in their own office. Special Project was discussed about an application for a windbreak and drip system for the McIntosh cemetery. This will most likely be an action item on the February board agenda. Educational Complex Usage dates were reviewed. Deadlines, Meetings, training, and draft planned meetings, trainings, and time off were submitted on written report for review. See attached report for more detailed information on district manager's monthly report.</p>	Standing Agenda Item No Action taken
Soil & Water Specialist Report	<p style="text-align: center;">Roy Todd</p> <p>Roy Todd NMDA specialist was unable to attend. Cheri Lujan reviewed written report submitted.</p>	Standing Agenda Item
NRCS Field Office Report	<p style="text-align: center;">Brad Podoll</p> <p>Brad Podoll updated the board on the CSP program. Eight total applications were received with a possibility of three of them being funded. Two of the three have already gone through the field verification by outside personnel and the third one is scheduled for January 14, 2010. Deadline for applications for the EQIP program is January 15, 2010. The filed office is expecting to receive around thirty applications; early initial allocation is at \$289,000 for the program.</p>	Standing Agenda Item
Reports of Standing Committees	<p style="text-align: center;">Watershed Health Restoration & Monitoring Steering Committee Cheri Lujan</p> <p>(Covered in the District Manager Report)</p> <p style="text-align: center;">CNMCWMA Cheri Lujan</p> <p>No report / next meeting will be held March 4, 2010 at the Edgewood SWCD</p>	Standing Agenda Item No Action taken

	<p>office.</p> <p style="text-align: center;">Water Planning Committee Ryan Schwebach</p> <p>Ryan Schwebach was unable to attend. Cheri Lujan updated the board of the previous meeting and letter received from the Water Planning Committee. Draft minutes of the last meeting were submitted for review along with the upcoming agenda and public meeting for January 14, 2010. Cheri Lujan reported that the group has submitted a letter of support of the updated plan and ask the board to pass a resolution in support of the plan. Following discussion motion made by Jim Berlier to adopt the resolution No 2010-1 endorsing the Estancia Basin Regional Water Plan 2010 update as submitted. Motion seconded by Michael Stogner. Motion passed by roll call vote as follows: Fronia Jaramillo- yea, Ryan Schwebach- absent, Michael Stogner –yea, Jim Berlier-yea, Rick Lopez-yea.</p>	<p>Standing Agenda Item Action taken</p>
<p>New Business</p>	<p>Science Fair Sponsorship Science fair for 6th- 8th grades will be held January 29, 2010. Discussion followed with sponsorship. Following discussion motion made by Rick Lopez and seconded by Jim Berlier to approve to spend up and not to exceed \$150.00 on saving bonds as awards. Motion carried unanimously.</p> <p>Purchase of Equipment Copies of the approved list of available laptops that can be ordered through NACD were reviewed due to screen failure of the Districts currant laptop. Following review and discussion motion made by Rick Lopez and seconded by Jim Berlier to approve to purchase the HP NC6930p item numbers 1c, 6, 11, and 17 and up to \$500.00 more of line items if necessary by the direction and approval of the chair. Motion carried unanimously.</p> <p>Mid Year Budget Review / Budget Resolution-1 Mid year budget printouts were reviewed and discussed. Following discussion and suggested budget recommendations, motion was made by Rick Lopez to approve the budget changes and resolution as submitted. Motion seconded by Jim Berlier. Motion carried by roll call vote: Fronia Jaramillo – yea Ryan Schwebach – absent Michael Stogner – yea, Jim Berlier – yea, Rick Lopez – yea.</p> <p>Bonding Policy Review Current bonding policy invoice paid the end of 2009 was given out for review and discussion.</p>	<p>Action taken</p> <p>Action taken</p> <p>Action taken</p> <p>No Action taken</p>

