

# MEETING MINUTES

**Committee//Group:** EAST TORRANCE SOIL & WATER CONSERVATION DISTRICT  
**Date:** April 14, 2010  
**Chairwoman Present:** Fronia Jaramillo  
**Members Present /Titles** **Ryan Schwebach** – Vice-Chair, **Michael Stogner** – Secretary / Treasurer, **Jim Berlier** – member, **Others & Guests:** **Cheri Lujan** – District Manger, **Brad Podoll** – NRCS, **Kenneth Lujan** – NRCS, **Roy Todd** – NMDA, **Ken Leiting** – ETSWCD Contractor, **Mike Valdez** – Guest, **Bill Wrye** – Guest, **Johnny Lujan** – Guest, **Margarita Hibbs** – Guest  
**Absent:** **Rick Lopez** – 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 6:00 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 Michael Stogner. Motion carried unanimously.	<b>Fronia Jaramillo</b>	Standing Agenda Item <b>Action taken</b>
Approval of minutes 3/10/2010 minutes	Minutes of the regular March meeting were reviewed. After review and discussion motion made by Michael Stogner to accept the meeting minutes as presented. Motion was second by Jim Berlier, motion carried unanimously.	<b>Fronia Jaramillo</b>	Standing Agenda Item <b>Action taken</b>
Treasurer's Report	Michael Stogner reviewed the submitted financial report with board members. Following review and discussion of the financial report motion made by Jim Berlier and second by Ryan Schwebach to approve the bills submitted and paid and file financial report for audit. Motion carried unanimously.	<b>Michael Stogner</b>	Standing Agenda Item <b>Action taken</b>
09-10 Work Plan	Updates were made in the annual work plan to review. Updated items were noted in red.	<b>Cheri Lujan</b>	Standing Agenda Item
Correspondence	E-mail correspondence was forward to all board members as it came in. Written correspondence to the board was reviewed: <b>Forestry Notes:</b> Newsletter, <b>Seventh Generation Institute:</b> Private Landowner survey and letter , <b>NMED/Ground Water Bureau:</b> Discharge Permit Applications submitted for review, <b>The Quivira Collation :</b> Newsletter, <b>NMACD:</b> Newsletter, <b>Claunch-Pinto SWCD:</b> Newsletter , <b>Relay for Life</b> – e-mail request of use of the complex building on April 24, 2010 for a light dinner and presentation for the upcoming August event.	<b>Cheri Lujan</b>	Standing Agenda Item No Action taken
Guests	Fronia Jaramillo recognized all guests in attendance. Thanked everyone for their attendance.	<b>Fronia Jaramillo</b>	

District Manger Report	<p style="text-align: center;"><b>Cheri Lujan</b></p> <p>Cheri Lujan reviewed written report with the board. Arbor Day event went well with the fourth grade classes with each child receiving a tree and packet of information to take home. Meetings attended and materials obtained from meeting were discussed 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;"><b>Roy Todd</b></p> <p>Roy Todd NMDA specialist reviewed written report submitted.</p>	Standing Agenda Item
NRCS Field Office Report	<p style="text-align: center;"><b>Brad Podoll</b></p> <p>Brad Podoll updated the board on the field office report. Written material was given out on the 75<sup>th</sup> anniversary of the Natural Resources Conservation Service and the beginning of the federal commitment to conserving natural resources on private land, Farm bill information on the Agricultural Water Enhancement Program was also given out. Mr. Podoll encouraged board members to help distribute material that is available in the office to landowners within the area. Discussion followed with the workload by the field office and because of management decisions higher up Kenneth Lujan may be leaving the field office.</p>	Standing Agenda Item
Reports of Standing Committees	<p style="text-align: center;"><b>Watershed Health Restoration &amp; Monitoring Steering Committee</b> <b>Fronia Jaramillo</b></p> <p>Chairwoman attended the Watershed Health Restoration Steering Committee on March 29, 2010 held at in Mountainair. Discussion followed with contracts should be able to be signed the end of May 2010 pending funding secured by signing of agreements by Claunch-Pinto SWCD. Ken Leiting – East Torrance SWCD Contractor reviewed a status spreadsheet with board members of contacts made and site visits completed along with plans in place ready for contracts to be signed. Review of how money is to be funneled out was discussed between the three funding sources the District will be dealing with.</p> <p style="text-align: center;"><b>CNMCWMA</b> <b>Cheri Lujan</b></p> <p>No report / next meeting have been changed to May 13, 2010 at the Edgewood SWCD office.</p> <p style="text-align: center;"><b>Water Planning Committee</b> <b>Ryan Schwebach</b></p> <p>Ryan Schwebach updated the board on the last meeting which was held on March 18<sup>th</sup>, 2010. Monitoring wells were discussed and how the hopes of the monitoring program to continue with future funding needs.</p>	<p>Standing Agenda Item No Action taken</p> <p>Standing Agenda Item No Action taken</p> <p>Standing Agenda Item No Action taken</p>
New Business	<p><b>2010-2011 Mill Levy Resolution</b></p> <p>2010-2011 mill levy resolution was given out for review. After review and discussion motion made by Jim Berlier and seconded by Ryan Schwebach to pass</p>	<b>Action taken</b>

	<p>the 2010 -2011 resolution as presented. Motion carried unanimously by roll call vote as follows: Fronia Jaramillo – yea, Ryan Schwebach –yea, Michael Stogner – yea. Jim Berlier – yea, Rick Lopez – absent.</p> <p><b>2010 NMACD dues</b>  NMACD dues invoice was given out for review and discussion. Following discussion and review motion made by Ryan Schwebach and seconded by Michael Stogner to pay 2010 dues in the amount of \$1,500.00 same as last year’s dues paid. Following discussion motion carried unanimously.</p> <p><b>Draft 10-11 Budget</b>  Draft 10-11 budget was given out for review only and an opportunity for public input. Any impute can be submitted to Cheri Lujan or Chairwoman before the next meeting.</p> <p><b>NMACD Summer Meeting / Region II Elections, Outstanding awards</b>  Correspondence from Tony Benson in reference to Region II Elections and awards were reviewed. Region II meeting will be held on May 27, 2010 at the Edgewood SWCD. Nomination Committee for Region II officers will compose of each SWCD Chairman who then will forward to Mr. Benson. Correspondence from Debbie Hughes for the summer meeting held July 7-8 2010 was reviewed and registrations will be sent in after the 2010 elections for participating supervisors who wish to attend.</p>	<p><b>Action taken</b></p> <p>No Action taken</p> <p>No Action taken</p>
<p>Unfinished Business</p>	<p><b>Earth Day Event</b>  2010 Earth Day Event draft agenda for May 23, 2010 was given out for review and discussion. Mesa High School Kids, Forest Service and East Torrance SWCD staff will be presenters for seven different work stations being held at the Educational Complex Building in Estancia. Following review and discussion motion made by Jim Berlier and seconded by Ryan Schwebach to approve up to \$500.00 to purchases materials needed for the event. Motion passed with Michael Stogner opposing the \$500.00 limit noting he rather it be under \$200.00.</p> <p><b>2010 Elections</b>  Election will be held in three polling locations on May 4, 2010. May 3<sup>rd</sup>, 2010 at 2:00 pm in the Complex building the Election school will be held for all polling officers and canvassing board. Anyone is welcome to attend the workshop being held. Brad Podoll, NRCS asked Roy Todd, NMDA for clarification about timeline of the election spreadsheet vs. the advisement of the election with dates noted differently on absentee applications. Discussion followed that the timeline is still be followed but due to typo error on advisement that the advertisement must be followed also. District Manger noted that the County Clerk was notified and that the procedures being followed by the District is correct.</p>	<p><b>Action taken</b></p> <p>No Action taken</p>
<p>Announcements /</p>	<p>Margarita Hibbs joined the meeting late and missed explaining her e-mial sent to</p>	

Discussion Items	the board members about re-lay for life. Mrs. Hibbs updated the board on the upcoming event being held August 6 <sup>th</sup> -7 <sup>th</sup> , 2010.	
Next Board Meeting/ Adjournment	<b>Fronia Jaramillo</b> With no further business to discuss chairwoman adjourned the meeting at 7:22 PM.	

Respectfully submitted,  
Cheri Lujan, District Manager

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