



Providing resource conservation for a quality environment demonstrated through active leadership, cooperation and partnership

**Board of Supervisors
August Regular Monthly Meeting
August 22nd, 2016 7:00 P.M.
Held at the Whitfield Wildlife Conservation Education & Visitor Center
2424 Hwy 47, Belen, NM**

Board of Supervisors Attending: Chair Abel Camarena, Vice-Chair Teresa Smith de Cherif, Treasurer Andrew Hautzinger, Supervisor P. Joseph Moya, Supervisor Jim Lane, Supervisor Jeff Goebel, Supervisor Richard Bonine

Others Attending: NRCS Soil Conservationist Pearl Armijo, NMDA Specialist Katie Mechenbier, District Manager Madeline Miller, Administrative Assistant Jasmine Martinez and Whitfield Project Manager Ted Hodoba.

Meeting Minutes

1) Call to Order: Chair Abel Camarena verified quorum and called the meeting to order at 7:01 pm.

Motion was made to approve the Agenda as written.

1st: Richard Bonine 2nd: Andrew Hautzinger

For: all

Against: 0

Abstain: 0

No further discussion.

Absent: 0

Motion carried.

2) Approval of July 25th, 2016 Meeting minutes: The Board reviewed July meeting minutes. The Chair noted there were no changes to the July 25th 2016 Regular Meeting of the Board meetings minutes and declared them final.

3) Reports:

- **NRCS Report:** Pearl Armijo provided the monthly NRCS written report. Discussed rescheduling Local Work Group meeting.

Motion to approve Local Work Group meeting on September 26th from 2:00-4:00 pm with the September Regular Board meeting to immediately follow.

1st: Teresa Smith de Cherif

2nd: Richard Bonine

No further discussion.

For: all

Against: 0

Abstain: 0

Absent: 0

Motion carried.

- **NMDA Report:** Katie Mechenbier provided the monthly NMDA written report. State Auditor Tim Keller will be in attendance at the operations training at WWCA on September 30th.

Motion to approve a budget not to exceed \$500 for associated food and beverage expenses for operations training sponsored by the District.

1st: Teresa Smith de Cherif 2nd: Jeff Goebel **No further discussion.**
For: all **Against: 0** **Abstain: 0** **Absent: 0** **Motion carried.**

- **Whitfield Project Manager’s Report:** Ted Hodoba provided his written report. Highlights included the 7th annual Desert Willow festival which was more successful than last year. Jasmine Martinez provided the education report; including information about the upcoming Teacher’s Workshop.
- **District Manager’s Report:** Madeline Miller provided her written report; highlighting changes being made to HB 143.
- **Rural Climate Policy Platform:** Jeff Goebel provided an update on his local initiatives on climate resiliency. He requested the Board sponsor a speaker for the NMACD Annual Meeting in October, Joe Morris, a California rancher, to share his ranching approach during the drought which is applicable to ranching and grasslands management in New Mexico. The cost would be his \$500 speaker fee, air fare and lodging.
- **Cibola Forest Revision Plan:** Madeline attended the August 3rd public meeting in Mountainair noting ‘Alternate B’ of the draft Forest Plan was presently the proposed draft. The U.S. Forest Service was asking for comments by August 31st.

4) New Business:

- **VSWCD Committees review; acceptance of standing officers:** Review of committees was tabled. The Board did review acknowledgement of Officers for the start of fiscal year 2017.

Motion to accept the standing Officers to continue as Abel Camarena, Chair; Teresa Smith de Cherif, Vice Chair; and Andrew Hautzinger, Treasurer and acknowledge Joseph Moya as Parliamentarian for the meetings.

1st: Jim Lane 2nd: Richard Bonine **No further discussion.**
For: all **Against: 0** **Abstain: 0** **Absent: 0** **Motion carried.**

- **VSWCD legislative event at Whitfield:** Jeff proposed the District hold a legislative day at Whitfield. The Board discussed and decided agenda will focus on the District story and mill levy funding, conservation education and capital outlay for new building at Whitfield, and the E. Valencia Urban Gardens Program. Abel and Teresa agreed to work with Jeff Goebel to further develop the program for the event.

Motion to approve a legislative day with a budget not to exceed \$2000 on September 23rd 2016 at Whitfield for presentation of District programs.

1st: Jeff Goebel **2nd: Teresa Smith de Cherif** **No further discussion.**
For: all **Against: 0** **Abstain: 0** **Absent: 0** **Motion carried.**

- **Request to establish equipment disposal committee:** Abel proposed the Rio Abajo Property Disposal committee be expanded to address all current District property disposal processing needed. It was noted the charter for the committee would reflect this change.

Motion was made to rename the Rio Abajo Property Disposal committee to the District Property Disposal committee to address all current property disposal matters.

1st: Teresa Smith de Cherif **2nd: Richard Bonine** **No further discussion.**
For: all **Against: 0** **Abstain: 0** **Absent: 0** **Motion carried.**

5) Regular District Business:

- **Budget & Accounting: 1) July 2016 Expenditures Report:** The Board reviewed the July 2016 expenditures report. District Manager recommended closing safety deposit box and moving documentation contain therein to the District office.

Motion was made to approve July 2016 Expenditures as presented.

1st: Richard Bonine **2nd: Teresa Smith de Cherif** **No further discussion.**
For: all **Against: 0** **Abstain: 0** **Absent: 0** **Motion carried.**

2) Wells Fargo vs. Quickbooks payroll service, other services for fiscal management:

The District Manager recommended signing up with Wells Fargo payroll services after presenting comparison of Wells Fargo and QuickBooks payroll service. Andrew Hautzinger commented he had some reservation about Wells Fargo in that they have been customer insensitive in the past with regards to District accounts.

Motion was made to use Wells Fargo payroll services on a trial basis for up to one year.

1st: Jim Lane **2nd: Teresa Smith de Cherif** **No further discussion.**
For: all **Against: 0** **Abstain: 0** **Absent: 0** **Motion carried.**

Other discussion included note that Madeline and Andrew will have an entrance meeting with auditor, Mr. Johnny Mangu, to finalize the contract for the FY16 agreed upon procedure.

- **Land Use Plan Committee:** The Board reviewed a revised table of contents which showed the basic outline for reframing the plan from the original. The plan was still under revision.
- **Financial Assistance Committee:** No applications received, District Manager recommends focusing on outreach.

- **District Property Disposal Committee:** Resolution #3-2017 District Property Disposal for submittal to the Office of the State Auditor to remove the main horse barn and the 'hut' or smaller metal building on the Rio Abajo property. Jim Lane requested the Board sign the resolution to be submitted with a letter.

Motion was made to approve Resolution #3-2017 as written.

Roll Call: Jim Lane, Jeff Goebel, Andrew Hautzinger, Teresa Smith de Cherif, Richard Bonine and Abel Camarena.

Against: 0 Abstain: 0 Absent: 1 (P. Joseph Moya exited the meeting at 9:00 pm) **Motion carried.**

- **Whitfield Committee:** No report.
- **Personnel Committee: 1) Personnel policies:** Board reviewed the memo of August 11th 2016 from the District Manager to the Personnel Committee.

Motion to approve District Manager's recommendation for disciplinary action submitted in memo dated August 11th, 2016.

1st: Abel Camarena 2nd: Teresa Smith de Cherif No further discussion.
For: all Against: 0 Abstain: 0 Absent: 0 Motion carried.

- **Rio Abajo Committee: 1) Rental property August 5th court date result:** The judge did not rule in favor for a summary judgment for either party. Settlement facilitation was ordered by the Judge. The Board discussed representation of the District in this process.

Motion to appoint the Vice Chair as representative for the Board in facilitated negotiation on pending litigation.

1st: Andrew Hautzinger 2nd: Jeff Goebel No further discussion.
For: all Against: 0 Abstain: 0 Absent: 0 Motion carried.

- **2) NMGF property division final proposal for Board action:** The Board reviewed the final proposed split from the NM Department of Game and Fish which has been fully surveyed with legal descriptions prepared.

Motion to accept the New Mexico Game and Fish final proposal for division of the co-owned Rio Abajo Conservation Area as presented.

1st: Jeff Goebel 2nd: Richard Bonine No further discussion.
For: all Against: 0 Abstain: 0 Absent: 0 Motion carried.

- **3) Rio Abajo North Habitat Restoration project proposal:** Board reviewed the GRGWA Rio Abajo North Riparian Treatment proposal.

Motion to approve initial planning for the GRGWA project of 60 acres in the Rio Abajo northern riparian area.

1st: Teresa Smith de Cherif 2nd: Richard Bonine No further discussion.
For: all Against: 0 Abstain: 0 Absent: 0 Motion carried.

6) Adjournment

Motion was made to adjourn the meeting at 10:08 pm
1st: Teresa Smith de Cherif 2nd: Jeff Goebel All in favor, motion carried.

Signatures:

Abel Camarena, Chair **Date**

Jasmine G. Martinez, Administrative Assistant **Date**