



Official Document of  
Valencia Soil & Water  
Conservation District

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

**Board of Supervisors  
October Regular Monthly Meeting  
October 24th, 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. **Teleconference:** Jeff Goebel **Absent:** Richard Bonine Jr.

**Others Attending:** NRCS Soil Conservationist Pearl Armijo, District Manager Madeline Miller, Whitfield Project Manager Ted Hodoba, Administrative Assistant Jasmine Martinez, NRCS Agronomist Danny Goodson, NRCS State Office Water Conservation Resource Specialist Daniel Bloedel, and Cassandra Bloedel.

**Meeting Minutes**

**1) Call to Order:** Chair Abel Camarena verified quorum and called meeting to order at 7:06pm.

**Motion was made to approve the Agenda as submitted.** Pearl noted that her guest this evening is Daniel Bloedel, Water Conservation Resource Specialist from the NRCS State Office whom will speak under her report. Andrew noted that under item 4 in Budget and Accounting that the Board needs to motion to authorize any new signatories.

**1<sup>st</sup>: Teresa Smith de Cherif      2<sup>nd</sup>: Andrew Hautzinger      No further discussion.**  
**For: all      Against: 0      Abstain: 0      Absent: 1      Motion carried.**

**2) Approval of September 26<sup>th</sup>, 2016 Regular Meeting minutes:** The Board reviewed the September Regular Meeting minutes. Remove Jim Lane from "Board of Supervisors Attending" as he was absent.

**Motion was made to approve the meeting minutes as amended.**

**1<sup>st</sup>: Teresa Smith de Cherif      2<sup>nd</sup>: Andrew Hautzinger      No further discussion.**  
**For: all      Against: 0      Abstain: 0      Absent: 1      Motion carried.**

**3) Reports:**

- **NRCS Report:** Pearl Armijo provided the monthly NRCS written report. Daniel Bloedel provided an agenda and sponsorship form for the NM Innovative Farming Conference in Bosque Farms proposed for March 2nd, 2017. Request to be put on next month's agenda to make a decision on the Board acting as the fiscal agent for the conference. **Action**

**item:** Madeline Miller will work with Dan on a proposal for the Board to consider at the next meeting as to District's role and responsibility as fiscal agent.

- **NMDA Report:** Katie Mechenbier did not attend the meeting; her written report was available for Board review. FY17 elections for positions 3 and 4 will be held May 2, 2017.
- **Whitfield Project Manager's Report:** Ted Hodoba provided the Whitfield update. Jasmine Martinez provided the Educators program update noting two Los Lunas schools have not participated in the Whitfield education program, this year or last. Board discussed reaching them for program participation through a presentation at an upcoming Los Lunas School Board meeting. Teresa offered to participate for the Board in the effort.
- **District Manager's Report:** Madeline Miller provided her written report. Jeff added briefing on his appointment for a two year term with the Recycling and Illegal Dumping Alliance and their meeting October 21st.
- **Rural Climate Policy Platform:** Jeff Goebel provided an update on his national initiatives.
- **Cibola Forest Revision Plan:** No report.

#### 4) New Business:

- **NMACD position statements and resolutions:** Teresa Smith de Cherif indicated a recommendation to abstain from voting as the VSWCD supervisors have not had a chance to review as a Board and the fact that the District does not support or has not supported certain positions or resolutions. Andrew and Jeff both expressed their agreement with this view. Abel indicated that further dialogue with someone from NMACD, perhaps with other District Boards, would be crucial to not have to try to interpret the rationale or background behind each position and resolution. **Action item:** Jeff will voice the Board's concerns as NMACD Region 1 Vice-Chair at the NMACD conference on Wednesday when voting is set to occur.
- **Office layout changes:** Office furniture reconfigure quote and request for desk riser was presented for Board review. The office expenditures were anticipated and payable from the current approved budget. The Board discussed creating a Board policy which allows the District Manager to make decisions for similar purchases and day to day operations. This would include keeping the Treasurer aware of purchases, to address required oversight.
- **Drought Contingency Plan meeting Nov 4<sup>th</sup>:** Andrew Hautzinger and Jeff Goebel plan to attend. Madeline Miller expressed her interest to attend.
- **E. Valencia Urban Gardens Program Coordinator selection:** Teresa Smith de Cherif updated the Board on revision of the Memorandum of Agreement with Valencia County. **Action Item:** Madeline will follow up with the County for presentation to the Commission.

Selection of the contract for a Program Coordinator is anticipated to be completed by November 1<sup>st</sup>.

**5) Regular Business:**

- **Budget & Accounting: 1) September 2016 Expenditures Report:** The Board reviewed the September 2016 expenditures report.

**Motion was made to approve September 2016 Expenditures as presented.**

**1<sup>st</sup>: P. Joseph Moya      2<sup>nd</sup>: Teresa Smith de Cherif      No further discussion.**  
**For: all                  Against: 0                  Abstain: 0                  Absent: 1      Motion carried.**

**2) Insurance coverages review:** Madeline did visit with Baker's Insurance on E&O and and Whitfield property insurance, and noted the Rio Abajo property is considered uninsurable until there is a decision about intended long-term use.

**3) DFA 1<sup>st</sup> Quarter Report:** The Board reviewed the 1<sup>st</sup> Quarter report to be submitted to the Department of Finance and Administration (DFA).

**Motion was made to approve 1<sup>st</sup> quarter report for submission to the DFA.**

**1<sup>st</sup>: Teresa Smith de Cherif      2<sup>nd</sup>: P. Joseph Moya      No further discussion.**  
**For: all                  Against: 0                  Abstain: 0                  Absent: 1      Motion carried.**

**4) Remove Charlie Sanchez from all bank accounts:** Board resolved to remove former Supervisor Charlie Sanchez from all bank accounts and reaffirm previous Board position that all current supervisors should be authorized as signatories.

**Motion was made to remove form Supervisor Charlie Sanchez from all District financial accounts as a signatory.**

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

**Motion was made to reaffirm prior position that all current supervisors may be signatories on all District financial accounts, to include those not yet signatories if they elect to do so: Teresa Smith de Cherif, Jim Lane, Jeff Goebel and Richard Bonine Jr.**

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

**5) Banking mgmt.; new account, UBS savings:** The My Bank savings CD for the Rio Abajo Conservation Area restoration fund has matured. The Board discussed planning for the two buildings on the property approved by DFA for removal. The Board discussed moving the fund to a shorter duration CD or interest bearing checking account.

**Motion was made to send notice with pictures to prospective parties of offer of transfer of the buildings or materials, to determine interest in salvage of the property at total cost to respondents.**

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

**Motion was made to take the My Bank CD (~175K) expired 10/16/16 and deposit into 3 month CD or interest bearing checking account.**

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

- **Land Use Plan Committee:** Richard Bonine will be replacing Jim Lane on Land Use Plan Committee.
- **Financial Assistance Committee:** The Board discussed two applications received: Atiq and Rubina Syed and G. Michael and Vanda Conant. The Board reviewed and made a determination for both.

**Motion was made to approve \$3264.65, 75% of total of Syed application for reimbursement of the costs of a ground well, associated costs of ground cover, and drip irrigation system, with reimbursement for the ground well contingent upon the applicant obtaining the proper permit from the Office of the State Engineer for installation.**

**1<sup>st</sup>: Teresa Smith de Cherif      2<sup>nd</sup>: Andrew Hautzinger      No further discussion.**  
**For: Jim Lane, Abel Camarena, Joseph Moya**  
**Against: Jeff Goebel      Abstain: 0      Absent: 1      Motion carried.**

**Motion was made to approve \$825.00, 75%, by reimbursement, of the total Conant application costs identified for cross fencing and ground cover; and to indicate to the applicant that further inquiry into supporting funding for the greenhouse will be made and addressed at next month's board meeting.**

**1<sup>st</sup>: P. Joseph Moya      2<sup>nd</sup>: Jim Lane      No further discussion.**  
**For: Abel Camarena, Teresa Smith de Cherif, Andrew Hautzinger**  
**Against: 0      Abstain: Jeff Goebel      Absent: 1      Motion carried.**

- **District Property Disposal Committee:** No report.
- **Whitfield Committee:** The Conservation Celebration event for December 10<sup>th</sup> was discussed.
- **Personnel Committee:** Memo to the committee sent by District Manager regarding evaluations, and employee annual plans was provided for Board information.

- **Rio Abajo Committee:** Teresa Smith de Cherif gave update on the Rio Abajo Habitat Restoration Project. The Board reviewed a draft Agreement for Mutual Indemnification which the NMDGF proposed might be necessary if the project was to start prior to finalizing the property division.

**Motion was made that the District Chair sign the Agreement for Mutual Indemnification to be submitted to the New Mexico Department of Game and Fish.**

**1<sup>st</sup>: Jim Lane      2<sup>nd</sup>: Andrew Hautzinger      No further discussion.**  
**For: Teresa Smith de Cherif, P. Joseph Moya, Abel Camarena**  
**Against: Jeff Goebel      Abstain: 0      Absent: 1      Motion carried.**

**6) Adjournment**

**Motion was made to adjourn the meeting at 11:16 p.m.**

**1<sup>st</sup>: Teresa Smith de Cherif      2<sup>nd</sup>: P. Joseph Moya      All in favor, motion carried.**

**Signatures:**

  
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**Abel Camarena, Chair** 11/28/16  
Date

  
\_\_\_\_\_  
**Jasmine G. Martinez, Administrative Assistant** 11/28/16  
Date

