



*Official Document of  
Valencia Soil & Water  
Conservation District*

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

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**Board of Supervisors  
August Monthly Meeting  
August 19th, 2017 9:00 am  
Whitfield Wildlife Conservation Education & Visitor Center  
2424 Hwy 47, Belen, NM**

**Board of Supervisors Attending:** Chair Abel Camarena, Vice Chair Teresa Smith de Cherif, Supervisor Andrew Hautzinger, and Supervisor Jeff Goebel by conference phone. Supervisors P. Joseph Moya, and Richard Bonine were absent.

**Others Attending:** NMDA Specialist Katie Mechenbier, NRCS Area Conservationist Pearl Armijo, Legal Counsel Jason Marks, District Manager Madeline Miller, Whitfield Manager Ted Hodoba, E. Valencia Program Coordinator Lindsey S. Hamilton.

**Meeting Minutes**

**1) Call to Order:** Chairman Abel Camarena verified quorum and called meeting to order at 9:06 am.

**Motion was made to approve the Agenda, noting the review of July expenditures would be tabled to the September regular meeting.**

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

**2) Approval of July 15th, and 24th 2017 Meeting Minutes**

**Motion was made to approve meeting minutes for July 15<sup>th</sup> and July 24<sup>th</sup> 2017 meeting of the Board as written .**

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

**3) Reports**

- **NRCS:** Pearl Armijo's confirmed August 29<sup>th</sup> from 1 to 3 pm for the District sponsored annual local work group meeting for review of the USDA NRCS EQIP program. Jeff Goebel stated he expected to be able to attend and facilitate the meeting. Pearl noted that a new Farm Bill Specialist, Luz Wanstall, was hired for the area offices.
- **NMDA:** Katie Mechenbier reviewed the August NMDA report with the Board.

Pearl left the meeting at 10:30 am.

- **Whitfield Manager Report:** Ted Hodoba presented his monthly update.
- **District Manager Report:** Madeline Miller presented her monthly report. Madeline reviewed briefly the year end and budget submittals due to the DFA; The Treasurer reviewed and approved submitted reports. Madeline visited with Chris Fogel, accountant regarding future annual funding. Discussion was had regarding the upcoming fiscal year short fall; the Chair stated January would be a good target for a midyear budget review. Madeline noted there was still opportunity to submit a capital outlay request for the upcoming legislative session; the Board elected to not pursue capital funding for the Whitfield building phase 2 project.

#### 4) New Business

- **The updated District boundary legal description and map.** Katie reviewed the revised legal description and map prepared by the NM Department of Agriculture. She noted that resolution of approval was required for consideration by the NM Soil & Water Conservation Commission and that the District would need to follow up with the Secretary of the State for certification.

**Motion was made to approve Resolution 2-2018 Approval of Valencia Soil & Water Conservation District Legal Description & Boundary Map; proposed NMDA revision completed July 28th 2017**

**1<sup>st</sup>: Andrew Hautzinger      2<sup>nd</sup>: Jeff Goebel      No further discussion.**

**Roll call: Jeff Goebel-Yea, Teresa Smith de Cherif-Yea, Andrew Hautzinger-Yea, Abel Camarena-Yea. P. Joseph Moya, and Richard Bonine were absent.**

**For: 4      Against: 0      Absent: 2      Abstain: 0      Motion carried.**

*Katie Mechenbier left the meeting at 11:20 am.*

- **NACD Annual Meeting October 24<sup>th</sup> – 26<sup>th</sup> 2017.**  
**Motion to approve one or two Supervisors to attend the upcoming NMACD Annual Meeting.**

**1<sup>st</sup>: Teresa Smith de Cherif      2<sup>nd</sup>: Jeff Goebel** Additional discussion included Jeff Goebel confirming his intent to attend. Teresa Smith de Cherif noted she might be interested but would need to check her calendar and to ask the absent Supervisors if they would like to attend.

**For: all      Against: 0      Absent: 2      Abstain: 0      Motion carried.**

#### 5) Regular Business

- **Rio Abajo Conservation Area Committee Update (moved from end of business):**

- I) Legal counsel, Jason Marks, updated the Board on progress of the New Mexico Department of Game & Fish (DGF) initiated division of the conservation area. Presently, a final partition deed is ready and a final proposed easement arrangement has been completed by NMGF's legal counsel, Nancy Cusack. Ms. Cusack's prepared easement gives the District dominant right to add gates, fences, etc., NMGF will have right to use the access road and area east of the road, and there is easement for Chadhuri land east of G&F and VSWCD properties for access to their residential properties. The District is responsible for maintaining the road minimally for no obstruction by all parties and Jason recommended keeping a code lock on the main access gate. For the Deed, each party is given a first right of refusal with 60 days to possibly purchase in event of sale of their parcel. Counsel Marks thought a closing in September was possible.
- II) The Chair, Abel Camarena, motioned to close the regular meeting at 12:06 pm to go into executive session to discuss the Ott lawsuit with legal counsel. Roll call: Teresa Smith de Cherif yea, Andrew Hautzinger yea, Jeff Goebel yea, Abel Camarena yea. Ted Hodoba, Lindsey Hamilton left the meeting, Madeline Miller stayed. The Chair motioned at 12:23 pm to close the executive session and return to the regular meeting. Teresa Smith de Cherif yea, Andrew Hautzinger yea, Jeff Goebel yea, Abel Camarena yea. The Chair noted that the Board discussed ongoing litigation in compliance with the Open Meetings Act and no actions were taken.

**Motion made for the VSWCD Board to authorize the Vice Chair (Teresa Smith de Cherif) or Chair (Abel Camarena) to sign on partition agreement, easement, and any ancillary documents to support finalizing the division of properties.**

**1<sup>st</sup>: Andrew Hautzinger      2<sup>nd</sup>: Teresa Smith de Cherif**  
**For: all      Against: 0      Absent: 0      Abstain: 0      Motion Carried.**

**Budget & Accounting: The Treasurer reviewed budget and accounting items;** The July 2017 Expenditures was tabled. Andrew and the Board reviewed the need for temporary administrative services support for District Manager during upcoming medical treatments. The inventory and assets review was tabled to next meeting for lack of a quorum (JG left at 12:36)

**Move to approve temporary administrative services as needed for no more than \$3500 for District Manager Support.**

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

**Whitfield Committee:** Andrew Hautzinger updated; The Committee met August 18<sup>th</sup> with the Friends of Whitfield Board President, and Educator Molly Madden regarding need for Whitfield education program support. The Friends of Whitfield had met with Valle del Oro's Friends Director and Scott Pipken with Audubon to continue discussions for a joint financed Education specialist position. Audubon fiscal management & oversight of the position was anticipated. Andrew also noted a Memorandum of Agreement between VSWCD and Audubon was to be developed by Audubon in the next month with focus on the Birds of a Feather program. The position would be responsible for recruiting educators, working with the statewide environmental education network (non-traditional science education in NM) to promote best practices and to

support the Board being more informed going forward. AC added that while the details were worked out, in the interim, for this school year at Whitfield, Ted Hodoba, J. Chavez, and an additional Master Naturalist would assist with outdoor classroom visits at Whitfield.

**Financial Assistance Committee:** Andrew presented Financial Assistance Committee matters. He opened that Jeff Goebel was resigning from the Committee and acknowledged Jeff's contributions over the past year. Joseph Moya was interested in serving. Andrew also presented recommendations for the Financial Assistance Program in FY2018. Last, it was noted the application would be separated for agricultural and community assistance applicants as currently structured.

**Motion was made to accept Jeff Goebel's resignation and Joseph Moya's appointment to the Financial Assistance Committee.**

1<sup>st</sup>: Teresa Smith de Cherif 2<sup>nd</sup>: Jeff Goebel There was no further discussion.

For: all Against: 0 Absent: 2 Abstained: 0 Motion carried.

Motioned was made to recommend a financial assistance application period be established for Fiscal Year 2018 from October 1<sup>st</sup> thru December 15<sup>th</sup> 2017 with award notifications to applicants from the Board by Feb 15<sup>th</sup>.

1<sup>st</sup>: Andrew Hautzinger 2<sup>nd</sup>: Teresa Smith de Cherif No further discussion

For: all Against: 0 Absent: 2 Abstained: 0 Motion carried.

**6) Adjournment**

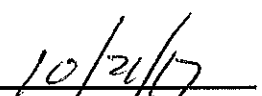
**Motion to adjourn the meeting at 12:46 pm.**

1<sup>st</sup>: Teresa Smith de Cherif 2<sup>nd</sup>: Andrew Hautziner

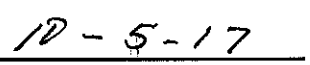
All in favor Motion carried.

**Signatures:**

  
Abel Camarena, Chair

  
Date

  
Madeline Miller, District Manager

  
Date