



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
November Monthly Meeting
November 18th, 2017 9:00 A.M.
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, Supervisor Andrew Hautzinger, Supervisor P. Joseph Moya, Supervisor Richard Bonine, Jr.

Others Attending: District Manager Madeline Miller, Administrative Assistant Jasmine Martinez, Whitfield Manager Ted Hodoba, EVUGP Program Coordinator Lindsey Hamilton

Absent: Supervisor Jeff Goebel

Meeting Minutes

- 1) **Call to Order:** Chairman Abel Camarena verified quorum and called meeting to order at 9:01 am. Sue Small is in attendance today with expressed interest in serving on the Board in the vacant Seat 6, this will be added to 'New Business' as a discussion only item.

Motion was made to approve Agenda as amended.

1st: P. Joseph Moya **2nd: Richard Bonine, Jr.** No further discussion.
For: all **Against: 0** **Abstain: 0** **Absent: Teresa Smith de Cherif, Jeff Goebel**
Motion carried.

Vice Chair Teresa Smith de Cherif came into the meeting at 9:06 am.

- 2) **Approval of October 21st, 2017 Meeting Minutes.**

Motion was made to approve the October 21st, 2017 meeting minutes as presented.

1st: PJM **2nd: TSD** No further discussion.
For: all **Against: 0** **Abstain: 0** **Absent: Jeff Goebel**
Motion carried.

- 3) **REPORTS**

NRCS: Pearl Armijo did not attend the meeting. The Board briefly reviewed the written report.

NMDA: Katie Mechenbier did not attend the meeting. The Board briefly reviewed the written report.

District Manager's Report: District Manager Madeline Miller presented her report to the Board. She noted she was contacted the day before about some lots she owned in the Rio Del Oro subdivision (Valencia County east mesa area) that she was interested in donating to the District. The Board requested more information about the location and access to the parcels and elected to discuss at a future meeting.

Whitfield Report: Whitfield Manager Ted Hodoba presented his report to the Board. He noted changes within the Friends Board, and the Whitfield birthday party to be held on December 9th. Ted noted he contacted Rob Barr, Wildland Captain with the Valencia County Fire Department; the Valencia County Community Wildfire Protection Plan (CWPP) is currently being updated and Whitfield will be included in the plan and Rob stated he will work with Ted to prepare a separate plan for Whitfield as well. There was some discussion as to whether or not to include the Stacy and RACA units; The Board requested that Ted inquire about including the Stacy Unit for now. Jasmine Martinez presented the education update noting she had been re-establishing contact with elementary schools which have had a significant turnover of teachers.

4) NEW BUSINESS

- **Sue Small, potential Seat 6 candidate:** Vice Chair Teresa Smith de Cherif formally introduced Sue Small to the Board; Sue discussed her past Board experience and projects and activities she has worked on. She indicated her interest in joining the Board. Vice Chair Smith de Cherif requested nomination and appointment of Sue Small to Seat 6 be put on the December agenda.
- **NACD Annual dues:** Board discussed paying dues of \$775 to the NACD for calendar year 2018.

Motion to approve dues of \$775 to the NACD.

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

5) REGULAR BUSINESS:

- **Budget & Accounting: 1) October Expenditures:** October expenditures presented for Board review.

Motion to accept the October reconciliation as presented.

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

2) Accounting Journal entries: Journal entries for the FY18 1st quarterly accounting by Chris Fogel, accountant were reviewed. Teresa requested a disclaimer on journal entry documents, clarifying that Board stipends for attendance at Board meetings is not payment for services; the Board Supervisors serve voluntarily for the District.

Motion to approve FY18 1st quarter accounting journal entries as presented.

1st: Richard Bonine 2nd: Teresa Smith de Cherif There was no further discussion

For: all Against: 0 Abstain: 0 Absent: Jeff Goebel Motion carried.

3) Inventory additions EVUGP: EVUGP inventory document was presented to the Board, it is incomplete at this time.

Motion to table EVUGP inventory additions until December meeting.

1st: Teresa Smith de Cherif 2nd: Richard Bonine

For: all Against: 0 Abstain: 0 Absent: Jeff Goebel Motion carried.

Further discussion regarding the grant draft in collaboration with YDI as the fiscal agent. A memorandum of agreement (MOA) with YDI is being drafted and will be provided to the Board at the next meeting

Financial Planning Committee: 1) financial reporting changes: no update, committee will meet before next meeting; **2) schedule January special meeting for budget review:** date will be decided at the December Regular Board meeting.

- **Financial Assistance Committee: 1) Technical assistance for land use plans:** technical assistance requests in applications is likely to require contractual services.

Motion to approve use of contract services within the established Financial Assistance budget for technical assistance to evaluate applications for 2018.

1st: Teresa Smith de Cherif 2nd: Richard Bonine, Jr. No further discussion.

For: all Against: 0 Abstain: 0 Absent: Jeff Goebel Motion carried.

2) J. Lujan award 2017: Mr. Lujan is asking for partial reimbursement for project aspects completed in 2017 to complete project aspects in 2018. The assistance award amount is not changing. Board discussed that this matter can be handled at the committee level before the December meeting and does not require Board action at this time.

- **Land Use Plan Committee: 1) Update on mapping contract; timeline:** Supervisor Bonine reported that the committee met with Kate Ziegler from Ziegler Geologic Consulting on November 11th to review the scope of work for the land use plan maps and set up of VSWCD database. A revised current scope of work and quote for services was expected to be sent shortly.
- **Rio Abajo Committee: 1) land division with NMGF:** timeline by NMGF is being pursued for date to sign off on closing documentation.

The Board went into executive session in accordance with the OMA subsection H exception 7 regarding correspondence from legal counsel for ongoing litigation of the Ott lawsuit.

Supervisor Richard Bonine, Jr. motion to close the public meeting and go into executive session at 10:54 am. Roll call: Abel Camarena, yea; Richard Bonine, Jr., yea; Teresa Smith de Cherif, yea; Andrew Hautzinger, yea; P. Joseph Moya, yea. Motion carried.

Supervisor Richard Bonine, Jr. motion to close executive session and go back into public meeting at 11:10 am. Roll call: Abel Camarena, yea; Richard Bonine, Jr., yea; Teresa Smith de Cherif, yea; Andrew Hautzinger, yea; P. Joseph Moya, yea. Motion carried.

No decisions were made during executive session.

RACA Update continued: Following reopening of the regular meeting, the Board stated that with no court conclusion or settlement yet determined with regards to the Ott lawsuit, they concurred with Vice Chair Smith de Cherif continuing to solicit and communicate with Jason Marks for resolution of the matter.

6) Adjournment

Motion to adjourn the meeting at 11:13 am.

1st: Teresa Smith de Cherif 2nd: Richard Bonine, Jr. No further discussion.

For: all Against: 0 Abstain: 0 Absent: Jeff Goebel Motion carried.

Signatures:



Abel Camarena, Chair 12/16/17
Date



Jasmine G. Martinez, Administrative Assistant 12/16/17
Date