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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  
April Regular Meeting  
April 14th, 2018 9:00 A.M.  
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 Richard Bonine, Jr., Supervisor Jeff Goebel, Supervisor Sue Small, Associate Supervisor Myrna Castro **Absent:** Supervisor P. Joseph Moya, Associate Supervisor Jim Lane

**Others Attending:** District Manager Madeline Miller, Magdalena Donahue with Think Ubiquitous, Friends of Whitfield President Eileen Beaulieu, NMDA Specialist Katie Mechenbier by conference call.

**Meeting Minutes**

**1) Call to Order:** Chairman Abel Camarena verified quorum and called meeting to order at 9:05 am. Proposed changes to the agenda included deferring review of the environmental education job description (Personnel Committee), defer review of draft YDI Inc. Memorandum of Understanding for EVUGP, defer proposed mill levy committee charter, defer review of internship program proposal for Whitfield, all to the May meeting and note was made that the Rio Abajo Committee discussion should not require executive session.

**Motion was made to approve Agenda as amended.**

**1<sup>st</sup>: Richard Bonine**                      **2<sup>nd</sup>: Sue Small**                      *No further discussion.*  
**For: all**                      **Against: 0**                      **Abstain: 0**                      **Absent: P. Joseph Moya,**  
**Motion carried.**

**2) Approval of March 17<sup>th</sup>, 2018 Meeting Minutes.**

**Motion was made to approve the March 17<sup>th</sup>, 2018 meeting minutes as written.**

**1<sup>st</sup>: Richard Bonine**                      **2<sup>nd</sup>: Sue Small**                      *No further discussion.*  
**For: all**                      **Against: 0**                      **Abstain: 0**                      **Absent: P. Joseph Moya**  
**Motion carried.**

**3) Special Guest:**

Magdalena Donahue with Zeigler Consultants presented the web portal platform for the VSWCD along with an update on their mapping for the VSWCD Land Use Plan. She noted that the VSWCD database compiled from initial mapping for the LUP will be stored online noting data can be accessed in google maps (therefore user friendly) and can be interactive. Magdalena discussed options for customization of the web portal platform for VSWCD geospatial info, opportunities for community engagement and Board and staff planning needs. Magdalena noted they have worked with 11 other Districts with data management for planning and decision making primarily regarding water resources. The VSWCD effort is more comprehensive in scope for District wide real time assessments for planning and projects. The Board discussed possible associated costs of data management going forward.

**4) Special Business:** Partial de-annexation of Isleta; Abel reviewed with the Board his meeting with Shawna Ballay, and Mark Dixon of Isleta Pueblo regarding pursuit by the Isleta Pueblo to de-annex an approximately 26,325 acre portion of their land along the eastern border within the Manzanitas mountains area. Following discussion the Board decided that the Chair would prepare a letter to Isleta acknowledging their intent to split their District inclusion while expressing the VSWCD perspective that District are able to work across boundaries and look forward to working cooperatively and supporting future projects of Isleta and the Edgewood Soil & Water Conservation District.

- (*Out of sequence*) NMDA Report: Katie Mechenbier gave her NMDA Report. The Board discussed passing of House Bill 98 and changes to the mill levy, and SWCD election cycle. There was question regarding the NM SWCC receiving our annual budget with submittal of the prior year annual report and what their authority may be for approval; Katie stated she would follow up for the Board.

**5) May meeting:** The Board discussed planning for preparation of the fiscal year 2019 Budget.

Motion was made to hold a special budget session as part of the May meeting on May 19<sup>th</sup>.  
1<sup>st</sup>: Teresa Smith de Cherif 2<sup>nd</sup>: Sue Small All were in favor, motion carried.  
Additional discussion: The meeting would go long so Board planned on having potluck lunch.

## **REGULAR BUSINESS**

- **Budget & Accounting; March 2018 expenditures:** The Board reviewed the March expenditures.

**Motion to approve the March 2018 expenditures as presented.**

**1<sup>st</sup>: Richard Bonine, Jr. 2<sup>nd</sup>: Sue Small No further discussion.**  
**For: all , Against: 0, Abstain: 0, Absent: P. Joseph Moya Motion carried.**

**The Department of Finance 3<sup>rd</sup> quarter report due was not yet ready and Madeline requested the Treasurer to review before due by April 30<sup>th</sup> with presentation to the Board at the next meeting.**

- **Financial Planning Task Force: April update and control sheet, FY18 & FY19 unmet needs:** Supervisor Goebel presented the updated Financial Report. The remaining balance on budget items was projected out for remainder of the year. The updated control sheet showed budget items already over budget including Wells Fargo payroll fees and accountant fees for the year.
- **EVUGP: MOA with YDI:** Tabled until May meeting.
- **Personnel Committee:** The Committee updated that various job description changes, and the baby in the work place policy were under review still. The Board discussed notice given by Jasmine two weeks prior; Madeline requested that Jasmine be able to work at home through the end of the year to finish out this year's school programming at Whitfield and maintain the website and social media outreach while transitioning through the end of the year and planning for the new fiscal year.
- **Motion was made to approve Jasmine Martinez continue as part-time 2-10 hours per week work from home primarily for social media services.**  
**1<sup>st</sup>: Andrew Hautzinger 2<sup>nd</sup>: Richard Bonine**  
**For: all Against: 0 Absent: J. Moya Motion carried.**  
 Further discussion included creating policy and procedure for the work at home arrangement and proper oversight. Abel noted that the personnel committee could provide additional oversight if needed.
- **Whitfield Committee:** Eileen gave the Friends Update noting upcoming events; April 21<sup>st</sup> there would be a fundraiser at Café Europa from 3:30 to 6 pm, on April 28<sup>th</sup> there would be a cleanup day at the Belen Marsh, and the Friends were planning for a Volunteer Appreciation Day.
- **Land Use Plan Committee:** Phase 2 contract funding was considered.

**Motion was made to approve funding for Phase 2 for Zeigler Consulting services in provided the remainder of maps and database set up for the District as presented in their proposal for contracting.**

**1<sup>st</sup>: Jeff Goebel 2<sup>nd</sup>: Teresa Smith de Cherif**  
**For: all Against: 0 Absent: Joseph Moya All in favor. Motion carried.**

Additional discussion included requesting BEMP and zoning data and mapping be included in the Phase 2 contract.

- **Rio Abajo Committee:** Andrew briefed the Board regarding the final court day on April 10<sup>th</sup> for the Ott lawsuit. Written closing arguments would be submitted by May 1<sup>st</sup> to the Judge. Judge John Davis did not indicate when he would have his response.

Madeline discussed with the Board management needed at the vacant Horse Property. Different options were discussed including livestock on the property or burning with NM Forestry assistance. Madeline also noted she has met with a State contractor for various construction and demolition services and intended to obtain quotes for various options in determining course of action for buildings on the property; to present at the May meeting.

## REPORTS

- **Supervisor Activities March-April:** Jeff Goebel noted that Soils Health Roadshow he is working with the Bureau of Land Management on will start on April 16<sup>th</sup> (flyer in the DM Report). Jeff also noted he intended to attend the NM Association of Conservation District summer meeting co-sponsored by the Cattleman’s Association.
- **DM report:** Copy of District Manager Report was distributed. Madeline noted a funding opportunity for support of the Whitfield Education Program was available and proposals due by May 11<sup>th</sup>, noting she needed to verify if Valencia SWCD could apply for the State funding through NMENRD.
- **Soil Health Report:** Jeff presented to the Board that he and Madeline have met with David Johnson with NMSU about a soils health workshop as follow up to the December workshop. Jeff noted that David Johnson’s work with mycorrhizal enhancement of soil as rangeland applications as well as for croplands and home gardens or small gardens. Madeline estimated the cost would be around \$1000 the speaker’s costs and offering supplies to participants to build ‘Johnson In-Situ Bioreactor’ composters as part of the one day workshop. Madeline added there is funding in the budget for it. The Board supported continuing with planning for the workshop to be held in late May or early June (date TBD).

### Adjournment

**Motion to adjourn the meeting at 1:23 pm.**

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

### Signatures:

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**Abel Camarena, Chair**

**Date**

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**Madeline Miller, District Manager**

**Date**