

**TAOS SOIL AND WATER CONSERVATION DISTRICT
REGULAR ONLINE/VIRTUAL BOARD MEETING
DECEMBER 16, 2020
9:00 A.M.**

(Meeting Agenda posted on www.tswcd.org website at approx. 4:30 pm on 12/11/2020)

<https://us02web.zoom.us/j/89871025501?pwd=TkhLMETvV1BOQmZWcm9rQ2o3WVJyUT09>

Meeting ID: 898 7102 5501

Passcode: 0584

Telephone participants were able to join by dialing: 1 (346) 248-7799

DRAFT MINUTES

I. CALL TO ORDER/ROLL CALL

Chairman Maureen Johnson called the meeting to order at 9:07 a.m.

Board of Supervisors Attendance:

Maureen Johnson (Chairman)	Present
Stephen Trujillo (Vice-Chairman)	Present
Dennis Cruz (Secretary/Treasurer)	Present
Andy Martinez (Member)	Present
Lloyd Archuleta (Member)	Absent
Mary Lane Leslie (Member)	Present
George Long (Member)	Present

Other Attendance:

Peter Vigil (TSWCD District Manager)
Tanya Duncan (TSWCD Finance Manager)
Charlotte Martinez (TSWCD Administrative Services Manager)
David Griego (NRCS District Conservationist)
Fritz Hahn (Town of Taos Councilor)

II. READING AND APPROVAL OF AGENDA

- A. December 16, 2020 – Stephen Trujillo made a motion to approve the December 16, 2020 Agenda as presented. Andy Martinez seconded and the motion carried with roll-call voting as follows:

Maureen Johnson	yea
Stephen Trujillo	yea
Dennis Cruz	yea
Andy Martinez	yea
Lloyd Archuleta	Absent
Mary Lane Leslie	yea
George Long	yea

III. GUEST

IV. APPROVAL OF MINUTES

- A. November 18, 2020 Regular Board Meeting – After review, George Long made a motion to approve the November 18, 2020 Regular Board Meeting minutes as presented. Mary Lane Leslie seconded and the motion carried with roll-call voting as follows:

Maureen Johnson	yea
Stephen Trujillo	yea
Dennis Cruz	yea
Andy Martinez	yea
Lloyd Archuleta	Absent
Mary Lane Leslie	yea
George Long	yea

V. FINANCIAL REPORT

- A. November 2020 Financial Report – Tanya Duncan reviewed the November 2020 Financial Report with the Board. Maureen Johnson reviewed the Chairman Johnson November/December 2020 Transaction Report. After discussion, Mary Lane Leslie made a motion to file the November 2020 Treasurer’s Report for audit with best information provided. Andy Martinez seconded and the motion carried with roll-call voting as follows:

Maureen Johnson	yea
Stephen Trujillo	yea
Dennis Cruz	yea
Andy Martinez	yea
Lloyd Archuleta	Absent
Mary Lane Leslie	yea
George Long	yea

VI. SPECIAL REPORTS

- A. NRCS Report – David Griego presented verbal and written NRCS Reports and reviewed NRCS Policy renewals. Peter Vigil asked when NRCS priorities will be made available. Mr. Griego responded that it will probably be late summer/early fall. After review and discussion, Andy Martinez made a motion to accept the written and verbal NRCS Reports for December 2020 and include them as part of the minutes. Dennis Cruz seconded and the motion carried with roll-call voting as follows:

Maureen Johnson	yea
Stephen Trujillo	yea
Dennis Cruz	yea
Andy Martinez	yea
Lloyd Archuleta	Absent
Mary Lane Leslie	yea
George Long	yea

- B. Soil & Water Conservation Specialist Report – Jim Wanstall provided a written Soil & Water Conservation Specialist Report for December 2020. After review and discussion, Dennis Cruz made a motion to accept the written Soil & Water Conservation Specialist Report for December 2020 and include it as part of the minutes. Stephen Trujillo seconded and the motion carried with roll-call voting as follows:

Maureen Johnson	yea
Stephen Trujillo	yea
Dennis Cruz	yea
Andy Martinez	yea
Lloyd Archuleta	Absent
Mary Lane Leslie	yea
George Long	yea

VII. TAOS SWCD REPORTS

- A. District Manager’s Report – Peter Vigil gave an overview of staff activities and reported on staff office hours. He noted that the office was closed until December when the public health order expired at which point the staff resumed a staggered schedule. He also reported that acequia projects are underway and newly approved cooperators are attending orientations and filling out the required paperwork. Mr. Vigil then reported on a request from Armando Sanchez for a file that may or may not be located in the old storage garage at the Juan I. Gonzales Agricultural Center. Mary Lane Leslie noted that locating this information is something his attorney should be doing and that the District should request that he sign an admission that he would be liable if anyone from our office got sick looking for the requested documents. Mr. Vigil also reported that the Trampas Diversion dam design is underway and will hopefully be done in early 2021. He also congratulated Andy Martinez (not board supervisor) who was the recipient of a healthy soil grant. Mr. Martinez is a permittee and cattle grazer in Taos County. Mr. Vigil then noted that he held a staff meeting and asked employees to critique and suggest improvements to TSWCD staff working conditions during Covid. Overall, he got a positive response from staff. Staff also attended a soil health related meeting to coordinate upcoming activities, training, and outreach. Mr. Vigil also reported that he is reviewing a controversial subdivision that has been proposed across from Cid’s Food Market and announced that USGS will be presenting at the January 2021 Board meeting. Finally, Mr. Vigil and Fritz Hahn reported that a youth acequia revitalization video related to a previous Taos SWCD/NM YCC project may be used by the Town of Taos for advertising and outreach purposes. After discussion, Andy Martinez made a motion to approve the District Manager’s verbal report and include it as part of the minutes. Dennis Cruz seconded and the motion carried with roll-call voting as follows:

Maureen Johnson	yea
Stephen Trujillo	yea
Dennis Cruz	yea
Andy Martinez	yea
Lloyd Archuleta	Absent
Mary Lane Leslie	yea
George Long	yea

1. WCS 03-13-14 Vallejos Martinez Ditch Funding Request – Peter Vigil reported that the Vallejos Martinez Ditch’s preliminary design (\$10,764) is complete and paid for with the Ditch paying their 15%. He added that the final design will cost approximately \$9,169 and the Ditch has submitted an additional payment to cover 15% of that. WCS 03-13-14 has a current allocation of \$7,700 and Mr. Vigil is requesting Special Project Status and an additional \$9,443 to make up the District’s 85% cost share for engineering. After discussion, Dennis Cruz made a motion to approve Special Project Status and an additional \$9,443 allocation for WCS 03-13-14. Andy Martinez seconded and the motion carried with roll-call voting as follows:

Maureen Johnson	yea
Stephen Trujillo	yea
Dennis Cruz	yea
Andy Martinez	yea
Lloyd Archuleta	Absent
Mary Lane Leslie	yea
George Long	yea

VIII. UNFINISHED BUSINESS

IX. NEW BUSINESS

- A. Employee Work Schedule Update – Peter Vigil reported that staff has resumed a staggered staff schedule. He added that the AutoCAD Design Technician is not able to work from home and was offered technical support to be able to but he declined and opted for more hours in the office. No action was taken.

B. Determinations

1. Range 19-20 – Peter Vigil presented approval and funding recommendations from the Range Improvement Determination Committee as follows:

<u>Application:</u>	<u>Status:</u>	<u>Funding:</u>	<u>Notes:</u>
092-19-20	Approved	\$ 4,500.00	West of Taos – Solar Pump

2. Stream Restoration 19-20 – Peter Vigil presented approval and funding recommendations for Stream Restoration applications as follows:

<u>Application:</u>	<u>Status:</u>	<u>Funding:</u>	<u>Notes:</u>
010-19-20	Approved	\$ 0	Pot Creek – Technical Assistance Only
65B-19-20	Approved	\$ 2,250	Vadito – Field Protection
003-19-20	Approved	\$ 2,250	Taos Canyon – Bridge Protection
115-19-20	Cancelled	\$ 0	Cancelled by Applicant

3. Forest Health 20-21 BPI – Tanya Duncan presented Mr. Carpenter’s Special Project and funding recommendations the Forest Health Program’s 2020-21 Batching Period I as follows:

<u>Application:</u>	<u>Status:</u>	<u>Funding:</u>	<u>Notes:</u>
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005-20-21	Approved	\$ 6,519.42	SPECIAL PROJECT - Valdez
004-20-21	Approved	\$ 4,074.64	Upper Taos Canyon
003-20-21	Approved	\$ 4,074.64	Trampas
001-20-21	Approved	\$ 4,060.32	Lama
002-20-21	Approved	\$ 3,565.31	El Salto
007-20-21	Approved	\$ 1,827.14	Gallina Canyon
006-20-21	Approved	\$ 1,015.08	Taos Ski Valley

After discussion, Andy Martinez made a motion to approve the Range Improvement, Stream Restoration, and Forest Health Determination recommendations as noted above. Dennis Cruz seconded and the motion carried with roll-call voting as follows:

Maureen Johnson	yea
Stephen Trujillo	yea
Dennis Cruz	yea
Andy Martinez	yea
Lloyd Archuleta	Absent
Mary Lane Leslie	yea
George Long	yea

- C. WCS 09-16-17 – Forte/DMDA Funding Request – Peter Vigil reported that this project was initially approved as an individual, large landowner project with an allocation of \$4,500. After review and consideration, the Des Montes Ditch Association (DMDA) Commissioners requested that the project be transferred to them since it affects the entire ditch. The request was approved but additional (Group Project) funding has not been allocated. They have a completed design which was paid for (85/15) by Taos SWCD and DMDA and a project cost estimate of \$16,465. DMDA is requesting that the allocation for installation be raised to \$7,500 and they are prepared to pay the remainder since they don't want to wait for the ISC's 90/10 program. After discussion, George Long made a motion to postpone this decision until the January 2021 Regular Board Meeting. Stephen Trujillo seconded and the motion carried with roll-call voting as follows:

Maureen Johnson	yea
Stephen Trujillo	yea
Dennis Cruz	yea
Andy Martinez	yea
Lloyd Archuleta	Absent
Mary Lane Leslie	yea
George Long	yea

- D. Taos County CWMA Grant Proposal – Tanya Duncan reported that the CWMA would like to submit a grant proposal for strategic noxious weed mapping along the Rio Fernando in Taos County. The group is requesting \$5,000 from the Northern Rio Grande National Heritage Area. Other CWMA members will lead mapping and have committed to a matching amount of \$7,218. The funds will be used to pay Taos youth to learn about noxious weeds while using GIS technologies to map a specific area. The group hopes to use the data collected to apply for future treatment funds. The CWMA is requesting Taos SWCD's consideration to act as fiscal sponsor as noted in the Taos County CWMA/Taos SWCD JPA approved at the November 20, 2019 regular board meeting. Taos SWCD's participation

would entail managing funds for student daily volunteer stipends and may include liability coverage through the State’s Risk Management. After discussion, Mary Lane Leslie made a motion to approve the Taos County CWMA’s request for Taos SWCD to act as fiscal sponsor if the above-mentioned grant is awarded. Andy Martinez seconded and the motion carried with roll-call voting as follows:

Maureen Johnson	yea
Stephen Trujillo	yea
Dennis Cruz	yea
Andy Martinez	yea
Lloyd Archuleta	Absent
Mary Lane Leslie	yea
George Long	yea

- E. Registration Approval: NACD Virtual 75th Annual Meeting – Charlotte Martinez reported that this virtual meeting is scheduled to take place from February 1-10, 2021. The registration fee is \$50 per participant. After discussion, Dennis Cruz made a motion to approve registration costs for Taos SWCD board members and staff. Stephen Trujillo seconded and the motion carried with roll-call voting as follows:

Maureen Johnson	yea
Stephen Trujillo	yea
Dennis Cruz	yea
Andy Martinez	yea
Lloyd Archuleta	Absent
Mary Lane Leslie	yea
George Long	yea

- F. FH 25-18-19 Project Cancellation – Tanya Duncan reported that this 0.25-acre project was approved in July 2019 and has an allocation of \$364.35. She added that she has never met the landowner in person because he had an assistant attend the orientation for him. That assistant no longer works for him and Mrs. Duncan has called various times throughout the year to try to get the project underway. A couple months ago, Mrs. Duncan left a message for him at his office and the call was returned by another assistant. That assistant said to go ahead and cancel the project. Mrs. Duncan asked the assistant to have Mr. Yates email her acknowledging the voluntary cancellation and she said they would do it that day. Mrs. Duncan has not heard from them since and is recommending cancellation due to inactivity. After discussion, Mary Lane Leslie made a motion to cancel FH 25-18-19 due to inactivity. Andy Martinez seconded and the motion carried with roll-call voting as follows:

Maureen Johnson	yea
Stephen Trujillo	yea
Dennis Cruz	yea
Andy Martinez	yea
Lloyd Archuleta	Absent
Mary Lane Leslie	yea
George Long	yea

X. COMMITTEE REPORTS

XI. CORRESPONDENCE AND INFORMATIONAL ITEMS

- A. Stephen Trujillo reported that Senator Ben Ray Lujan has passed legislation at the House that affects acequias on foreign service properties.

XII. ANNOUNCEMENTS

- A. Taos SWCD office will be closed December 25, 2020 in observance of the Christmas Holiday, January 1, 2021 in observance of the New Year's Day Holiday, and January 18, 2021 in observance of the Martin Luther King Day Holiday.
- B. Next regular board meeting – January 20, 2021

XIII. ADJOURN

With no further business to discuss, the meeting was adjourned at 12:09 p.m.

Chairman _____Maureen Johnson

Finance Manager _____Tanya Duncan

Prepared: 12/16/2020

Approved ____/____/2021

- As Presented
- With Corrections