

**TAOS SOIL AND WATER CONSERVATION DISTRICT
REGULAR ONLINE/VIRTUAL BOARD MEETING
MAY 19, 2021
9:00 A.M.**

(Meeting Agenda posted on www.tswcd.org website at approx. 2:37 pm on 5/14/2021)

Zoom Link: <https://us02web.zoom.us/j/85239203468?pwd=NUF4YWxRK2xMV09pNzc3NHo1U0tyUT09>

Meeting ID: 852 3920 3468

Passcode: soil

Telephone participants can join by dialing: 1 (346) 248-7799 and entering the meeting ID and password

DRAFT MINUTES

I. CALL TO ORDER/ROLL CALL

Chairman Maureen Johnson called the meeting to order at 9:02 a.m.

Board of Supervisors Attendance:

Maureen Johnson (Chairman)	Present
Stephen Trujillo (Vice-Chairman)	Present
Dennis Cruz (Secretary/Treasurer)	Present
Andy Martinez (Member)	Present
Mary Lane Leslie (Member)	Present
George Long (Member)	Present – <i>arrived at 10:20 a.m.</i>
Lloyd Archuleta (Member)	Present

Other Attendance:

Peter Vigil (TSWCD District Manager)
Charlotte Martinez (TSWCD Administrative Services Manager)
Jim Wanstall (NMDA – Soil & Water Conservation Specialist)
Fritz Hahn (Town of Taos Councilor)

II. READING AND APPROVAL OF AGENDA

A. May 19, 2021 – Dennis Cruz made a motion to approve the May 19, 2021 Agenda as presented. Andrew 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	yea
Mary Lane Leslie	yea
George Long	absent

III. GUEST

IV. APPROVAL OF MINUTES

- A. April 21, 2021 Regular Board Meeting – After review, Stephen Trujillo made a motion to approve the April 21, 2021 Regular Board Meeting minutes as presented. Lloyd Archuleta 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	yea
Mary Lane Leslie	abstained (Was not in attendance at the April board meeting)
George Long	absent

V. FINANCIAL REPORT

- A. April 2021 Financial Report – Peter Vigil reviewed the April 2021 Financial Report and the 2020-21 3rd Qtr. Report with the Board and Maureen Johnson reviewed the Chairman Johnson APR21/MAY21 Transaction Report. After discussion, Andy Martinez made a motion to acknowledge the 2020-21 3rd Qtr. Report and to file the April 2021 Financial Report for audit with best information provided. 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	yea
Mary Lane Leslie	yea
George Long	absent

VI. SPECIAL REPORTS

NRCS Report – After review and discussion, Dennis Cruz made a motion to accept the written NRCS Report for May 2021 and include it as part of the minutes. Lloyd Archuleta 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	yea
Mary Lane Leslie	yea
George Long	absent

- A. Soil & Water Conservation Specialist Report – Jim Wanstall provided verbal and written Soil & Water Conservation Specialist Reports for May 2021. After review and discussion,

Mary Lane Leslie made a motion to accept the verbal and written Soil & Water Conservation Specialist Reports for May 2021 and include them as part of the minutes. 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	yea
Mary Lane Leslie	yea
George Long	absent

VII. TAOS SWCD REPORTS

- A. District Manager's Report – Peter Vigil reported that Taos SWCD will be working with and mentoring up to four high school interns in June/July 2021. He noted that UNM will pay their salaries and Taos SWCD will cover Liability Insurance through Risk Management. After discussion, Andy Martinez made a motion to approve the verbal District Manager's 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	yea
Mary Lane Leslie	yea
George Long	yea

1. 2021 Board Supervisor Election – Peter Vigil reported that he has met with the County Clerk and Bureau of Elections to discuss the Election Timeline. The Election Timeline was reviewed with the board. He also went over the language used in the letter to the Secretary of State regarding defined geographical zones that corresponds to the respective position number and resident and registered voter in the District. No action was taken.
2. Employee Health Insurance – Peter Vigil requested permission to acquire a cost analysis regarding the purchase of medical insurance for retired Taos SWCD employees. After discussion, Dennis Cruz made a motion to approve the cost for the analysis. 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	yea
Mary Lane Leslie	yea
George Long	abstained (Not present for entire discussion)

*** The board took at break at 10:30AM. The meeting was back in session at 10:44AM ***

VIII. UNFINISHED BUSINESS

IX. NEW BUSINESS

- A. FYE21 Budget Transfers – Peter Vigil presented the following final FYE21 internal budget transfer recommendations:

Transfers Out:

Office Supplies	<u>(\$1,700)</u>
Total Transfers Out:	<u>(\$1,700)</u>

Transfers In:

Bonding and Insurances Auto/Property	<u>(\$1,700)</u>
Total Transfers In:	<u>(\$1,700)</u>

After discussion, Stephen Trujillo made a motion to approve the internal 2020-21 budget transfers as recommended. 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	yea
Mary Lane Leslie	yea
George Long	yea

- B. FYE22 Preliminary Budget Approval Resolution – Peter Vigil reviewed the draft interim budget (as of 4/30/2021) for FYE22. After review and discussion, Stephen Trujillo made a motion to adopt Resolution No. 06-20-21 (Preliminary Budget Adoption FYE22). Lloyd Archuleta 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	yea
Mary Lane Leslie	yea
George Long	yea

- C. 2020-21 Batch I Acequia Program Determinations – Peter Vigil presented the 2020-21 Batch I Acequia Program Cost Share Applications with committee recommendations for approval or denial. After further discussion, Lloyd Archuleta made a motion to approve/deny/assign technical assistance to the following applications:

<u>App. #:</u>	<u>Status:</u>	<u>Funding:</u>	<u>Notes:</u>
012-20-21	Approved	\$5,000	Approved for 1 project only (applied for 2)
013-20-21	Approved	\$5,000	High Priority – Ag Production Verified
021-20-21	Approved	\$5,000	High Priority – Ag Production Verified
005-20-21	Approved	\$2,000	Med. Priority – Ag Production Verified
079-20-21	Approved	\$2,000	Med. Priority – Ag Production Verified
019-20-21	Approved	\$5,000	High Priority – Ag Production Verified
019B20-21	Approved	\$2,000	Med. Priority – Ag Production Verified
007-20-21	Approved	\$1,500	Med. Priority – Reinforce Past Inf.
014-20-21	Approved	\$1,700	Med. Priority – Ag Production Verified
022-20-21	Approved	\$2,000	Med. Priority – Good Cons. Potential
023-20-21	Approved	\$1,250	Med. Priority – Ag Production Verified
019B-20-21	Denied	\$0	LCP for 2 nd Request (1 st funded above)
059-20-21	Denied	\$0	LCP – No verified Ag Production
010-20-21	Denied	\$0	LCP – Minimal Erosion
<u>017-20-21</u>	<u>Denied</u>	<u>\$0</u>	<u>Applicant already approved for FH</u>
Total Allocation:		\$32,450	

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	yea
Mary Lane Leslie	yea
George Long	yea

- D. 2020-21 Batch II Forest Health Program Determinations – Peter Vigil presented the 2020-21 Batch II Forest Health Program Cost Share Applications with committee recommendations for approval or denial. After further discussion, Lloyd Archuleta made a motion to approve/deny/assign technical assistance to the following applications:

<u>App. #:</u>	<u>Status:</u>	<u>Funding:</u>	<u>Notes:</u>
010-20-21	Approved	\$ 2,842.00	El Rito/Latir
009-20-21	Approved	\$ 4,466.00	Deer Mesa
008-20-21	Approved	\$ 3,076.50	Taos Canyon
<u>000-20-21</u>	<u>Approved</u>	<u>T/A Only</u>	<u>Cordillera - LCP</u>
Total Allocation:		\$10,384.50	

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	yea
Mary Lane Leslie	yea
George Long	yea

- E. NM SWCC Appointed Supervisor Approvals (Positions 6 & 7) – After discussion, Dennis Cruz made a motion to nominate George Long for Board Supervisor Position 6. Andy Martinez seconded the motion and the motion carried with roll-call voting as follows:

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

Dennis Cruz made a motion to nominate Mary Lane Leslie for Board Supervisor Position 7. 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	yea
Mary Lane Leslie	abstained
George Long	yea

Nominations will be sent to the NM Soil and Water Conservation Commission for approval.

X. COMMITTEE REPORTS

XI. CORRESPONDENCE AND INFORMATIONAL ITEMS

XII. ANNOUNCEMENTS

- A. Taos SWCD Office will be closed on Monday, May 31, 2021 in observance of Memorial Day
- B. SWCD Supervisor Certification Training – June 11, 2021 from 9:00 a.m. to 12:00 p.m.
- C. Next Regular Board Meeting – June 16, 2021

XIII. EXECUTIVE SESSION DISCUSSION (EXECUTIVE AND PUBLIC SESSION)

This matter may be discussed in closed session under the Open Meetings Act exemption 10-15-1-(H) (2) which allows for discussion of limited personnel matters.

- A. Personnel Matters: District Manager Performance Review – The District Manager’s performance review was to be conducted via mail-in evaluation forms (blank evaluation forms were distributed to all board supervisors who will return the completed forms to Chairman Johnson). Evaluation forms will be reviewed and discussed at the next regular board meeting.

XIV. ADJOURN

With no further business to discuss, the meeting was adjourned at 11:49AM

Chairman _____Maureen Johnson

Administrative Services Manager _____Charlotte Martinez

Prepared: 5/19/2021

Approved ____/____/2021

- As Presented
- With Corrections