

**TAOS SOIL AND WATER CONSERVATION DISTRICT  
REGULAR ONLINE/VIRTUAL BOARD MEETING  
APRIL 20, 2022  
9:00 A.M.**

(Meeting Agenda posted on [www.tswcd.org](http://www.tswcd.org) website on 3/11/2022)

Join Zoom Meeting: <https://us02web.zoom.us/j/85163370943?pwd=ak9VUC9kYXZiQVVhNkNaR3U2dkFSUT09>

Meeting ID: 851 6337 0943

Passcode: soil

*Telephone participants can join by dialing: 1 (346) 248-7799 and entering the meeting ID and passcode (821515)*

**DRAFT MINUTES**

**I. CALL TO ORDER/ROLL CALL**

Chairman Maureen Johnson called the meeting to order at 9:10 a.m.

Board of Supervisors Attendance:

Maureen Johnson (Chairman)	Present
Stephen Trujillo (Vice-Chairman)	Present
Dennis Cruz (Secretary/Treasurer)	Present
Lloyd Archuleta (Member)	Present
Andy Martinez (Member)	Absent
Mary Lane Leslie (Member)	Present– <i>arrived at 9:21 a.m.</i>
George Long (Member)	Absent

Other Attendance:

Peter Vigil (TSWCD District Manager)  
Tanya Duncan (TSWCD Finance Manager)  
Charlotte Martinez (TSWCD Administrative Services Manager)  
David Gilroy (TSWCD Program Associate)  
Jim Wanstall (NMDA Soil & Water Conservation Specialist)  
David Griego (NRCS – District Conservationist)  
Rick Strait (NRCS State Soil Scientist)  
Jaz Ammon (NRCS Hydrological Technician/Snow Survey)  
Abe Franklin (NMED Program Manager)  
Tony Benson  
Tony Valdez  
Kathy McKim  
Fritz Hahn  
Dean Archuleta  
Fred Closuit  
Carlos Arguello  
Monica Gonzales-Wilder  
Burton Lippa

**II. READING AND APPROVAL OF AGENDA**

- A. April 20, 2022 – Andy Martinez made a motion to approve the April 20, 2022 Agenda as presented. 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	absent
George Long	absent

### III. GUEST

- A. Richard Strait & Jaz Ammon (NRCS Snotel Report) – Mr. Ammon presented the results of the April 2022 Basin Outlook Report.
- B. Abe Franklin (NM Environment Department) – Mr. Franklin presented information related to the NMED River Stewardship Program noting that a request for proposals will be released in mid-May 2022 with a deadline for submissions in mid-July 2022.

### IV. APPROVAL OF MINUTES

- A. March 16, 2022 Regular Board Meeting – After review, Lloyd Archuleta made a motion to approve the March 16, 2022 Regular Board Meeting minutes as presented. 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	yea
Mary Lane Leslie	absent
George Long	absent

### V. FINANCIAL REPORT

- A. March 2022 Financial Report – Tanya Duncan reviewed the March 2022 Financial Report with the Board and Maureen Johnson reviewed the Chairman Johnson MAR/APR 2022 Transaction Report. After review and discussion, Stephen Trujillo made a motion to file the March 2022 Financial Report for audit with best information provided and to instruct staff to begin adding accrued staff leave as a liability on the Balance Sheet. 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	absent
George Long	absent

- 1. FYE22 Qtr. 3 Budget Report to NMDFA – Tanya Duncan reported that she is still working with DFA to transfer existing Taos SWCD budget line items into the new automated online reporting system so final Qtr. 2 budget numbers weren't ready. No action was taken due to the lack of a report for review.

- A. Evaluation Committee Formation (Engineering & Forestry RFPs) – Tanya Duncan reported that forestry and engineering services will be procured in the coming months and requested the formation of evaluation committees to review and rank submittals. After discussion, Andy Martinez made a motion to form a Forestry Services Evaluation Committee and to designate Dennis Cruz and Maureen Johnson for service on that committee and to form an Engineering Services Evaluation Committee and to designate Stephen Trujillo and Lloyd Archuleta for service on that committee. 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	absent
George Long	absent

## VI. SPECIAL REPORTS

- B. NRCS Report – David Griego reviewed his written NRCS Report with the board. After review and discussion, Andy Martinez made a motion to accept the written and verbal NRCS Reports for April 2022 and include them 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	absent
George Long	absent

- C. NMDA Soil & Water Conservation Specialist Report – Jim Wanstall provided verbal and written NMDA Soil & Water Conservation Specialist Reports noting that there is \$3M available for special projects proposed by SWCDs. Mr. Wanstall also noted that he will be retiring at the end of May so he can begin his new position in Minnesota. After review and discussion, Stephen Trujillo made a motion to accept the verbal and written Soil & Water Conservation Specialist Reports for April 2022 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	absent
Lloyd Archuleta	yea
Mary Lane Leslie	yea
George Long	yea

\*\*\* The board took a break at 11:24 a.m. and reconvened at 11:35 a.m. \*\*\*

## VII. TAOS SWCD REPORTS

- A. District Manager's Report – Mr. Vigil reported that he's working with various acequia groups to help them apply for NRCS program funding for design and infrastructure. He also reported that staff will

be heading to Ruidoso to assist with the New Mexico Envirothon competition from 4/22-4/24. Mr. Vigil also reported on his participation with the National Climate Change Task Force (with focuses on forest health and education for conservation planners). Finally, Mr. Vigil reported that he is working on preparation of a new annual plan and that staff will soon be working on complying with NMDA’s Point System reporting. After further discussion, Andy Martinez made a motion to accept 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	absent
George Long	absent

1. WCS 46-16-17 (Additional Funding Request) – Mr. Vigil reported that this project has a budget that was assigned prior to the Covid-19 Pandemic. The expected cost of the project has increased due to current supply and demand issues. The project irrigates over 10 acres and has an allocation of \$4,500. The original cost estimate was 8-9K but that estimate has increased to almost \$20K. The landowner has completed the project and is requesting additional funding to help cover the costs of this project. After further discussion, Stephen Trujillo made a motion to designate WCS 46-16-17 as a Special Project and to increase the total project allocation to 75% of \$10,437 (actual cost of materials) meaning an additional \$3,327.75. 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	absent
George Long	absent

**VIII. UNFINISHED BUSINESS**

**IX. NEW BUSINESS**

- A. Weather Station on Taos SWCD Property – Mr. Vigil reported that he was contacted by NMACD to consider installation of a weather monitoring station on the Taos SWCD property. This item was postponed until more information is available.
- B. Aldo Leopold Conservation Award – Mr. Vigil reported that NMACD is requesting nominations for the 2022 Aldo Leopold Award. After further discussion, Dennis Cruz made a motion to instruct staff to find a nominee that fits the required criteria. 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	absent

George Long absent

**X. COMMITTEE REPORTS**

**XI. CORRESPONDENCE AND INFORMATIONAL ITEMS**

- A. Kathy McKim reported that she is working with the NM State Land office regarding noxious weeds. If Taos SWCD is interested in entering into an agreement with the NM State Land Office (cost-share or natural resource agreement), Ms. McKim has the relevant contact information.

**XII. ANNOUNCEMENTS**

- A. Soil Stewardship Week April 24-May 1, 2022
- B. Next Regular Board Meeting, May 18, 2022 (in person)

**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

Andy Martinez made a motion to go into Executive Session at 12:22 p.m. 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	absent
George Long	absent

After a brief discussion, the board determined that an Executive Session was not required. Dennis Cruz then made a motion to rescind the motion to enter into Executive Session. Andy Martine seconded and the motion carried with roll-call voting as follows:

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

The District Manager’s performance review is being completed via mail/email and will be addressed at the May 2022 board meeting.

**XIV. ADJOURN**

With no further business to discuss, the meeting was adjourned at 12:29 pm.

Chairman \_\_\_\_\_Maureen Johnson

Finance Manager \_\_\_\_\_Tanya Duncan

Prepared: 4/20/2022

Approved \_\_\_\_/\_\_\_\_/2022

- As Presented
- With Corrections