

**TAOS SOIL AND WATER CONSERVATION DISTRICT
REGULAR ONLINE/VIRTUAL BOARD MEETING**

JULY 16, 2025

9:00 A.M.

To join Zoom Meeting, follow this link: <https://us02web.zoom.us/j/83894896158?pwd=wzoePIAVUroZsZCObs5Dnlb5qHzpbM.1>

Meeting ID: 838 9489 6158 - Passcode: 1941

Telephone participants can join by dialing: 1 (669) 444-9171 and entering the meeting ID and passcode

DRAFT MINUTES

These are not the official minutes and are subject to approval by the public body.

I. CALL TO ORDER/ROLL CALL

Chairman Maureen Johnson called the meeting to order at 9:04 a.m.

Board of Supervisors Attendance:

Maureen Johnson (Chairman)	Present
Stephen Trujillo (Vice-Chairman)	Present
George Long (Secretary/Treasurer)	Present
Andy Martinez (Member)	Present
Mary Lane Leslie (Member)	Present
Greg Miller (Member)	Present
Sam DesGeorges (Member)	Present

Other Attendance:

Peter Vigil (TSWCD District Manager)
Tanya Duncan (TSWCD Assistant District Manager)
Veronice Cortez (TSWCD Administrative Assistant)
Grace Powell (Taos SWCD Forest Health Specialist)
Vernon Mirabal (NRCS District Conservationist)
Anna Martinez (Taos County Chief Deputy County Clerk)
Angeles Ribeiro (Program Associate)
Will Jaremko Wright (Taos County Extension Agent)
Judy Torres (TVAA)

II. SWEARING IN CEREMONY

NM SWCD Appointed Supervisors Appointments- *Appointed Supervisors serve a 1- year term beginning July 1st 2025- June 30th 2026.*

- A. Administration of Oath of Office to Reappointed Supervisors by Taos County Chief Deputy County Clerk, Anna Martinez to:

- Position 6 – Greg Miller- *Chief Deputy County Clerk, Anna Martinez administered the oath of office to Greg Miller at 10:00 a.m. for a one- year term effective July 1st, 2025 through June 30th, 2026. Mr. Greg Miller is an appointed at- large member (Position 6).*
- Position 7- Mary Lane Leslie- *Chief Deputy County Clerk, Anna Martinez administered the oath of office to Mary Lane Leslie at 10:00 a.m. for a one- year term effective July 1st, 2025 through June 30th, 2026. Mrs. Mary Lane Leslie is an appointed at- large member (Position 7).*

III. READING AND APPROVAL OF AGENDA

- A. July 16, 2025- Stephen Trujillo made a motion to approve the July 16, 2025 Agenda as presented. Andy Martinez seconded and the motion carried with roll call voting as follows:

Maureen Johnson	Yes
Stephen Trujillo	Yes
George Long	Yes
Andy Martinez	Yes
Mary Lane Leslie	Yes
Sam DesGeorges	Yes
Greg Miller	Yes

IV. GUESTS

V. APPROVAL OF MINUTES

- A. June 17, 2025 Regular Board Meeting- After review, Sam DesGeorges made a motion to approve the June 17, 2025 Regular Board Meeting minutes, with one amendment (Item I, mark George Long as Present). Greg Miller seconded and the motion carried with roll call voting as follows:

Maureen Johnson	Yes
Stephen Trujillo	Yes
George Long	Yes
Andy Martinez	Yes
Mary Lane Leslie	Yes
Sam DesGeorges	Yes
Greg Miller	Yes

- B. June 30, 2025 Special Board Meeting- After review, Mary Lane Leslie made a motion to approve the June 30, 2025 Special Board Meeting minutes as presented. Sam DesGeorges seconded and the motion carried with roll call voting as follows:

Maureen Johnson	Yes
Stephen Trujillo	Abstained
George Long	Abstained
Andy Martinez	Yes
Mary Lane Leslie	Yes

Sam DesGeorges	Yes
Greg Miller	Yes

VI. FINANCIAL REPORT

- A. July 2025 Financial Report – Tanya Duncan reviewed the written July 2025 Financial Report and the Chairman Johnson Transaction Report. Ms. Duncan noted the general journal entries that were made. After discussion, George Long made a motion to file the July 2025 Treasurer’s Report for audit with best information provided. Andy Martinez seconded and the motion carried with roll call voting as follows:

Maureen Johnson	Yes
Stephen Trujillo	Yes
George Long	Yes
Andy Martinez	Yes
Mary Lane Leslie	Yes
Sam DesGeorges	Yes
Greg Miller	Yes

- B. DFA Qtr. 4 Report/ Resolution- Tanya Duncan reviewed the written and verbal 2025-26 Qtr. 4 Budget Report to DFA and presented Resolution No. 001-24-25 (Final Budget Adoption) for consideration. After discussion, Sam DesGeorges made a motion to approve the final budget as presented and to adopt Resolution No. 001-24-25. Stephen Trujillo seconded and the motion carried with roll call voting as follows:

Maureen Johnson	Yes
Stephen Trujillo	Yes
George Long	Yes
Andy Martinez	Yes
Mary Lane Leslie	Yes
Sam DesGeorges	Yes
Greg Miller	Yes

- C. Final FYE26 Budget Approval/ Resolution- Tanya Duncan reviewed the written and verbal FYE26 Budget and Resolution No. 002-25-26. After discussion, George Long made a motion to adopt resolution 002-25-26. Andy Martinez seconded and the motion carried with roll call voting as follows:

Maureen Johnson	Yes
Stephen Trujillo	Yes
George Long	Yes
Andy Martinez	Yes
Mary Lane Leslie	Yes
Sam DesGeorges	Yes
Greg Miller	Yes

VII. SPECIAL REPORTS

- A. NRCS Report – Vernon Mirabal reviewed his written and verbal NRCS Report for July 2025, noting the hiring freeze is postponed until the end of October. After discussion, Andy Martinez made a motion to accept the written and verbal NRCS Reports for July 2025 and include them as part of the minutes. Mary Lane Leslie seconded and the motion carried with roll call voting as follows:

Maureen Johnson	Yes
Stephen Trujillo	Yes
George Long	Yes
Andy Martinez	Yes
Mary Lane Leslie	Yes
Sam DesGeorges	Yes
Greg Miller	Yes

- B. Taos County Extension Report – Will Jeremko-Wright provided a verbal report for July 2025 on current projects and upcoming events, noting the upcoming Rodeo, 4H County Fair, and a guest panelist at the Taos County Agricultural Center. After discussion, Sam DesGeorges made a motion to accept the verbal Taos County Extension Report for July 2025 and include it as part of the minutes. George Long seconded and the motion carried with roll call voting as follows:

Maureen Johnson	Yes
Stephen Trujillo	Yes
George Long	Yes
Andy Martinez	Absent (out for headshots)
Mary Lane Leslie	Absent (out for headshots)
Sam DesGeorges	Yes
Greg Miller	Yes

- C. USDA-APHIS Animal Damage Report – Jacob Beechler did not provide a report. No action was taken.

- D. Soil & Water Conservation Specialist Report – Assistant District Manager, Tanya Duncan reviewed Michael Purdy's written Soil & Water Conservation Specialist Report for July 2025. After discussion, George Long made a motion to accept the written Soil & Water Conservation Specialist Reports for July 2025 and include them as part of the minutes. Andy Martinez seconded and the motion carried with roll call voting as follows:

Maureen Johnson	Yes
Stephen Trujillo	Yes
George Long	Yes
Andy Martinez	Yes
Mary Lane Leslie	Yes
Sam DesGeorges	Yes
Greg Miller	Yes

- C. Taos County CWMA Report- – Assistant District Manager, Tanya Duncan reviewed a written report of CWMA activities for July 2025 submitted on behalf of Fritz Hahn. George Long made a motion to accept the written Taos CWMA report and include it as part of the minutes. Stephen Trujillo seconded and the motion carried with roll call voting as follows:

Maureen Johnson	Yes
Stephen Trujillo	Yes
George Long	Yes
Andy Martinez	Absent (out for headshots)
Mary Lane Leslie	Yes
Sam DesGeorges	Yes
Greg Miller	Yes

*** The board took a break at 10:25 a.m. and reconvened at 10:42 a.m. ***

VIII. TAOS SWCD REPORTS

- A. District Manager's Report – Mr. Vigil provided a verbal report on district activities and provided updates on current grants. He also noted that the district transitioned to another payroll company. After discussion, Stephen Trujillo made a motion to approve the District Manager's verbal report and include it as part of the minutes. Greg Miller seconded and the motion carried with roll call voting as follows:

Maureen Johnson	Yes
Stephen Trujillo	Yes
George Long	Absent (out for pictures)
Andy Martinez	Yes
Mary Lane Leslie	Yes
Sam DesGeorges	Yes
Greg Miller	Yes

IX. UNFINISHED BUSINESS

X. NEW BUSINESS

- A. Annual Plan Discussion- Item A postponed until August 2025 Regular Board Meeting.
B. 2024-25 Annual Report Review- Item B postponed until August 2025 Regular Board Meeting.
C. WRII Acequia Project Funding- District Manager, Peter Vigil discussed the WRII grant. After discussion, Greg Miller made a motion to approve Taos SWCD to assist constituents applying for WRII funding through NMWRII Agricultural Water Resilience Program. Mary Lane Leslie seconded and the motion carried with roll call voting as follows:

Maureen Johnson	Yes
Stephen Trujillo	Yes
George Long	Yes
Andy Martinez	Yes
Mary Lane Leslie	Yes

Sam DesGeorges	Yes
Greg Miller	Yes

- D. Adoption of NMDA's SWCD Operations Manual- Assistant District Manager, Tanya Duncan discussed NMDA's SWCD Operations Manual explained that Taos SWCD adheres to this operational manual, however it needs to be formally adopted. After further discussion, George Long made a motion to adopt NMDA's SWCD Operations Manual. Greg Miller seconded and the motion carried with roll call voting as follows:

Maureen Johnson	Yes
Stephen Trujillo	Yes
George Long	Yes
Andy Martinez	Yes
Mary Lane Leslie	Yes
Sam DesGeorges	Yes
Greg Miller	Yes

- E. Personnel Policy Updates- Assistant District Manager, Tanya Duncan requested from the Board of Supervisors that the monthly cell phone stipends be adjusted to an increase of twenty dollars per pay period. This would adequately reflect a proper rate increase since it has been eleven years since the cell stipends were updated. Additionally, the cell stipends will be distributed by direct deposit moving forward to ensure they are properly tracked. Employees who have a field phone assigned to them will not be eligible for this benefit. Tanya Duncan further discussed part time benefits for part time employees. This would include paid holidays, annual leave and sick leave prorated to part time, non-temporary employees. After discussion, Mary Lane Leslie made a motion to approve the rate increase of twenty dollars per pay period with a stipulation that staff who currently have a field phone will no longer receive the cell stipend as well as the part time benefits for part time employees. Sam DesGeorges seconded and the motion carried with roll call voting as follows:

Maureen Johnson	Yes
Stephen Trujillo	Yes
George Long	Yes
Andy Martinez	Yes
Mary Lane Leslie	Yes
Sam DesGeorges	Yes
Greg Miller	Yes

- F. Voucher Signatory Approval- Assistant District Manager, Tanya Duncan, discussed with the Board of Supervisors the need for additional purchase voucher signors. After discussion, George Long made a motion to approve Tanya Duncan and District Manager, Peter Vigil to sign purchase vouchers. Stephen Trujillo seconded and the motion carried with roll call voting as follows:

Maureen Johnson	Yes
Stephen Trujillo	Yes

George Long	Yes
Andy Martinez	Yes
Mary Lane Leslie	Yes
Sam DesGeorges	Yes
Greg Miller	Yes

G. Schedule Annual Meeting- Potential Annual Meeting dates were discussed. The Sagebrush Inn and Suites was proposed for a meeting space. No action was taken.

H. District Award Nominations: Land Stewardship, Conservationist, Friend of Conservation, and District of the Year- Assistant District Manager, Tanya Duncan discussed possible candidates for District Awards. After discussion, George Long made a motion to approve Leslie Wilson to receive the Land Stewardship Award, LOR Foundation for the Friend of Conservation, Jack Carpenter for Conservationist and Taos SWCD for District of the Year. Sam DesGeorges seconded and the motion carried with roll-call voting as follows:

Maureen Johnson	Yes
Stephen Trujillo	Yes
George Long	Yes
Andy Martinez	Yes
Mary Lane Leslie	Yes
Sam DesGeorges	Yes
Greg Miller	Yes

I. Registration, Travel and Per Diem (or Actuals) for attendance at the:

1. New Mexico Groundwater Conference July 15-16, 2025 at the NM State Bar in Albuquerque, NM
2. NACD Summer Meeting July 25-29, 2025 in Milwaukee, WI
3. NACD Southwest Pacific Region Meeting September 7-10, 2025 in Golden, CO
4. NMACD Annual Meeting, October 19-22, 2025 in Albuquerque, NM
5. Society of American Foresters, October 22-25, 2025 in Hartford, TX
6. NACD Annual Meeting February 14-18, 2026 in San Antonio, TX

After discussion, Mary Lane Leslie made a motion to approve registration, travel, per diem and/or actuals for items 2-6 for Supervisors and employees at the discretion of District Manager. George Long seconded and the motion carried with roll call voting as follows:

Maureen Johnson	Yes
Stephen Trujillo	Yes
George Long	Yes
Andy Martinez	Yes
Mary Lane Leslie	Yes
Sam DesGeorges	Yes
Greg Miller	Yes

XI. COMMITTEE REPORTS

A. HR Committee Report- Discussed under Item E.

XII. CORRESPONDENCE AND INFORMATIONAL ITEMS

XIII. ANNOUNCEMENTS

- A. Next Regular Board Meeting, August 20, 2025
- B. Elections: Declaration of Candidacy must be filed on August 26, 2025
- C. NACD Summer Meeting, July 25-29, 2025 in Milwaukee, WI
- D. NACD Southwest Pacific Meeting, September 7-10, 2025 in Golden, CO
- E. NMACD Annual Meeting, October 19-22, 2025 at Uptown Sheraton, Albuquerque, NM
- F. Society of American Foresters, October 22-25, 2025 in Hartford, CT
- E. NACD Annual Meeting, February 14-18, 2026 in San Antonio, TX

XIV. ADJOURN

With no further business to discuss, the meeting was adjourned at 1:26 p.m.

Chairman _____ Maureen Johnson

Administrative Assistant _____ Veronice Cortez

Prepared: 07/16/2025

Approved ____/____/2025

☐ As Presented

☐ With Corrections