



MINUTES

March 11, 2024

Conference Room – 129 E. Third

The meeting was also held via ZOOM for others to attend.

MEMBERS PRESENT: Joe Barraza, Carrie Hollifield, Cody Munson and Jerry Vaz in person. John Sisk (Regular only) & Hoby Bonham (Executive Only) via phone.

MEMBERS ABSENT: Travis Wagner

OTHERS PRESENT: Jennifer Pierce, Emily Doss, Drew Garnett (NMSU CES), Raquel Chacon (NRCS), Katie Goetz (NMDA), Tyrel Carter & Schyler Reis (BLM), Mark Naranjo & Sean Lewis (NMSLO), Gabriella Coughlin (NM Envirothon)

Carrie called the meeting to order at 10:06 am, opening with a prayer.

Joe made a motion to approve the Agenda, Minutes and Treasurer's report (emailed previously), seconded by Cody, all in favor.

Reports

BLM- Tyrel Carter reported that the contractors are working on measuring fence for BLM for fence replacement projects. They measured about 64 miles of fence on several different allotments. Gearing up to start spraying Rue next month.

NMDA- Katie reviewed previously emailed report and reiterated the LOE training and the suggestion to make that day a special meeting. Highlighted the seedling program, the WQ&C application, HSP grant, and NM Fire information.

NRCS – Raquel reviewed previously emailed report. There are some staff changes and new employees coming on board and they are working on obligations. Also, if producers are wanting to apply for HSP, please have them contact NRCS by March 22 to schedule conservation plans.

Chaves County Extension Agency- Drew reported several upcoming trainings and deadlines. NMYRMC is open for applications to attend, the deadline is 4/15. Rise with Roswell will be held on 3/14 at 6am. Ranch Workshop will be on 3/28 in Clovis. Woody encroachment training will be 4/17. Alert training 5/8-5/10. BQA will be 6/19 in Roswell. Steer tag in will be 3/23 at DLC, and 3/27 at RLA, deadline for tag in is 4/1.

Noxious Weed – Emily reviewed previously emailed report. Prepping to start Russian Knapweed and Rue treatments soon. Will attend the HPCWMA meeting 3/14 and working on the WQ&C Grant due 4/5.

District- Jennifer attended a producer meeting which had a tour of brush treatment and virtual fencing, helping with Panhandle Fire Donations, Reviewed Bank letters for Chairman to sign, did the CPO recertification and working with Drew to get a grant writing training underway.

Open Discussion- Mark Naranjo and Sean Lewis from NMSLO were in attendance and happy to be invited. Looking forward to working with CSWCD on future projects to better serve our producers.

Correspondence

2nd 1/4 DFA report was approved.

Panhandle Fire Donation location flyers.

Business

NM Envirothon letter was reviewed by Gabriella Coughlin. They are seeking sponsorship for the state competition in April. She also reviewed an outreach HSP proposal that she is seeking support from CSWCD on. The board will revisit both sponsorships at the April meeting.

Fencing RFP awards were reviewed for both Guadalupe Mountain Fencing and L&J Fencing. Joe made a motion to award contracts to both companies, seconded by Cody, all in favor. Carrie signed off on the contract awards and Jennifer will be in touch with both companies to finish up the contracts.

Land of Enchantment Legacy Fung (LOE) trainings are underway. NMDA is suggesting that districts attend the trainings as a special meeting so that if any business with a quorum is discussed, the district will be covered. Cody made a motion to schedule a special meeting specifically for the LOE on March 19 from 8am to 12pm. Seconded by Jerry, all in favor.

SWCC deadline for appointed supervisors is quickly approaching. Joe made a motion to appoint Cody in position 7. Seconded by John, all in favor.

Jerry made a motion to appoint John to position 6. Seconded by Joe, all in favor. Forms will be filled out and submitted to the SWCC and NMDA.

The Loan CD and the Savings CD are up for renewal. Jennifer would like to move those CDs to a higher CD rate account. There are rates in house at Pioneer Bank of 2.0% for 12 months or 1.61% for 6 months for the Loan CD. There is an in-house rate at Pioneer of 2.11% for 18 months for the Savings CD. It was mentioned that Roswell Community Credit Union may have some higher rates available for 3.5%. ** The funds from either account above can be transferred to highest 6 month or 12 month CD/MM at JP Stone should the rates be higher than Pioneer or Roswell CU. **

Jerry made a motion to move both accounts to the highest rate available either at Pioneer or at Roswell Community Credit Union. Seconded by Joe, all in favor. Jennifer will report back with the findings next month.

Bonham Haley MSP submitted a cost share to replace some valves and 1040 ft of pipe on an existing orchard. Total project cost is estimated at \$95,000. They will be asking for the maximum \$7500 cost share. All qualifications to be eligible have been met. Cody made a motion to approve the cost share, seconded by John, all in favor.

Executive

Jerry made a motion to enter into an executive session, seconded by Cody, all in favor. The executive session was brought to order at 11:23 am. Executive session in reference to Section 10-15-1 H-2 for

limited personnel matters in regards to Personnel/ Phone purchase and a new Noxious Weed Technician opportunity.

The board went into open session after deliberation at 11:38 am and a statement regarding the open session was made by Jennifer.

Because the spray season is just starting, it was presented to extend the probationary period for Emily Doss, Noxious Weed Coordinator. There has not been enough time to evaluate employee performance accurately in line with everything the job requires. By extending this time, the district will evaluate if the employee is able to sufficiently meet the job requirements of the position. Joe made a motion to extend the probation period from 6 months from 11/2/23, to expire 9/30/24 to allow ample time. Motion was seconded by Cody. A roll call vote was taken, all in favor.

An opportunity to hire a part time Noxious Weed Technician has presented itself. Brian Archuleta who currently does contract labor for the district through the BLM agreement is looking to shift from 1099 work to part time employment directly through Chaves SWCD. Jennifer spoke with Emily prior to the meeting about hiring and Emily is on board to hire a new employee to assist with spraying and monitoring. The part time position would take out Medicare, state and federal taxes, but would not include PERA or PTO/SLO. There is room in the budget for a part time employee with a max of 20 hr/ wk or 40 hr/ pay period. Cody made a motion to hire Brian Archuleta as a part time Noxious Weed Technician, seconded by Jerry. A roll call vote was taken, all in favor.

Due to audit rules, it was presented to the board the employees should have a work cell phone. With a new employee coming on board it would also be beneficial to have a tablet/ iPad for use in the field. Cody made a motion to purchase 2 cellphones through Verizon business plans, and one tablet (preferable from eBay). Motion seconded by Jerry. A roll call vote was taken, all in favor.

Joe made a motion to adjourn the meeting, seconded by Hoby. Meeting adjourned at 11:40 am.

Submitted By:

Jennifer Pierce- District Manager