

CABALLO SOIL AND WATER CONSERVATION DISTRICT

MINUTES

October 16, 2024

The Caballo Soil and Water Conservation District meeting of the Board of Supervisors was called to order at 9:06 a.m. by Harvey Morrow, Chairman, in the Caballo SWCD Office, located near Salem, New Mexico.

Supervisors Present

Harvey Morrow, Chairman
Samantha Gillis, Sec-Treas
Dee Wear, Member
Keith Franzoy, Member- Via Phone

Not Present

Frank Garay, Vice Chair
Casey McGuire, Member

Others Present:

Kathryn Kruthaupt, NMDA SWCD Specialist
Ronnie Garay, prospective Supervisor for vacant position
Susan Downs, Caballo SWCD Programs Manager
Chantal Orosco, Caballo SWCD Business Manager

Minutes- Harvey Morrow asked for a motion to approve previous meeting minutes. *Dee Wear motioned that the minutes from the September 25, 2024, meeting be approved. Samantha Gillis seconded; the motion carried unanimously.*

Treasurer's Report- Susan Downs presented the treasurer's report. Susan advised that there were not many transactions for this month, just the basic bills, but advised that we would have a couple of large ones next month, that have not shown up in this report yet because they were not on the credit card statement. *Dee Wear moved the treasurer's report to be accepted as presented. Samantha Gillis seconded; the motion was carried unanimously.*

Approval of Agenda – *Samantha Gillis moved to approve the agenda. Dee Wear seconded; the motion carried unanimously.*

NRCS Progress Report – Chantal Orosco read through the report provided for those present. Please see the attached report for further information.

NMDA Specialist Report – Kathryn Kruthaupt presented the report, speaking about the Land of Enchantment Funding for Districts. Education and outreach would have a \$15,000 limit per project, Landscape Restoration would have a \$250,000 limit per project per year. Conservation Land Use Plan is a one-time payment of \$25,000 and Capacity Building has a limit of \$20,000 every other year. Kathryn mentioned that there should be feedback if the projects do not get

approved so that grant submitters would know why they were not approved, and that this fund will be closing in February. Kathryn also advised Julie Maitlin is retiring in February so a lot of things are being juggled right now at NMDA. Please see the attached report for further information

NMACD Report – Susan Downs reports that she and Chantal had purchased red and green chile powder to fill salt and pepper shakers for goody bags. Additionally, the Caballo District bought a platter and a clay drinking pot set for a bedside table for the silent auction, in addition to a plate with chile related items. Harvey Morrow is providing two-pound gunny sacks of pinto beans to put on the plate as well. All silent auction proceeds are benefitting the Employee Association.

Jornada Report- Susan Downs reports that Jornada is working on the Poverty Pines thinning project in Poverty Creek, working with Sierra Soil and County Emergency Management Officer Ryan Williams. They have used about \$45,000 to thin the area in anticipation of wildfire mitigation and they will be anticipating another \$45,000 next year.

Business at Hand

Watersheds- McLead Dam- Susan reports that no one has heard from Zack Libbin with Libbin Engineering since August.

- Formal Dam Inspections will be conducted November 14 on Caballo Dams 2,3,4,5 (4 dams total). We are waiting on a date and time, but it will probably take 2 days.
- Fiero Arroyo had flooded out with 10” of free board, the arroyo is on private land so Susan has been working on landowner agreements
 - This is within 50’ of the highway 187 right of way and working with flood commission in Sierra County this time, because this area is not our responsibility, we are just doing it to help the homeowners who were flooded out.
 - Caballo is hiring a contractor to build the banks back up- this contractor is going to be Alex who works for EBID because he is familiar with our Komatsu excavator and will be using it on the weekends when he is not working for EBID to alleviate any conflicts of interest. Harvey Morrow asked for a motion to approve this proposal of work. *Dee Wear moved to approve the proposal on this scope of work. Samantha Gillis seconded. Motion carried unanimously.*

Security System Update- Chantal Orosco reports that Leavitt Group has gotten back to her with information that the underwriters are requesting a real time monitored central alarm system, not a security system. Chantal says that she is still waiting on more information, because she asked what dropping theft protection will look like on our premiums, she is not sure if the point of contact with Leavitt Group is in the office.

Update on CD Savings Account- Susan Downs presented the resolution letter that will need to be submitted to both First Savings and DFA. Chantal asked that Samantha Gillis go to the bank with her, because they will need the signatory

supervisors on the account. Samantha Gillis agreed, but also asked that someone else attend the meeting to set the CD account up, in case something happens to her, to ensure that the money could still be withdrawn if necessary. Dee Wear agreed to attend the meeting the next morning as well.

Harvey Morrow asked for a motion to approve the financial resolution. *Samantha Gillis made a motion to adopt the resolution to move \$180,000 into a CD savings Account at First Savings Bank. Dee Wear seconded.*

Harvey Morrow stated that this is a roll call vote.

Keith Franzoy- Aye

Dee Wear- Aye

Samantha Gillis- Aye

Motion to move \$180,000 into a CD savings account was carried unanimously.

DFA 1st Quarter Reporting Susan Downs handed out the budget information that Chantal had entered into LGBMS. Chantal explained that a lot of the line items to DFA had to be consolidated because they only gave us a certain amount of numbered line-item codes. After inspecting the budget records, Harvey Morrow asked for a motion to approve these 1st Quarter Reports to DFA. *Samantha moved to approve the 1st Quarter Budget Reports as presented. Dee Wear seconded. Motion carried unanimously*

DFA Letter Chantal reported that DFA had finally sent us the Final Budget Approval Letter for FY25 the afternoon of the previous board meeting.

Mailing Brochure- Chantal reported that Casey had asked her to come up with a mailer to send to the residents within the soil and water conservation district. She had attached it to the agenda email. This brochure is just an informational trifold pamphlet that lets people know that we are here and that we want to work with them on their conservation efforts. Harvey Morrow asked for a motion to approve moving forward with the brochures. *Dee Wear made a motion to approve the brochures. Sam Gillis seconded. Motion carried unanimously.*

Approved Cost Share Applicants Update - Susan Downs reported that we had been pricing out the cost share items for the rain catchment systems, and for a regular sized double wide it would cost about \$700 in materials altogether, which included the rain barrels. This means that we would pay \$350 as reimbursement, which also means that we would be able to get more applicants because the cost share applications are up to \$1,000.00.

Sierra County Fair Update- Susan Downs reported that we had a great time at the fair with a lot of foot traffic in the barn. Chantal reported that she had talked with several people about the projects going on in the district, and helped homeowners figure out which district they belonged to. The booth got 2nd place for education. We gave away all of the information we had on vermicomposting.

Auditor Update-Chantal reported that Dan Austin was contacted again for the list of items needed and that he would be coming by the office sometime in November to pick the items up for our audit.

CPO Certification- Chantal reported that she had been in CPO class the previous week and that she had passed the class, she is officially a certified purchasing officer.

Plan of Work- The Board reviewed the Plan of Work for October and November. Susan reported that she had spoken to Dean Pritchett about dam inspections but nothing was finalized at this time.

Correspondence- Susan Downs reported that Connie Maxwell with NFWF will be here at the November board meeting to talk about the grant that they have coming open.

Due to upcoming Holidays, the board advised that the November and December board meetings would have to be moved up by a week. The next board meeting is to be held November 20, 2024.

Adjournment

Seeing no other business, Samantha Gillis made a motion to adjourn at 10:30 am, Dee Wear seconded; motion carried unanimously.

Presiding Official

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