

CABALLO SOIL AND WATER CONSERVATION DISTRICT

MINUTES

January 29, 2025

The Caballo Soil and Water Conservation District meeting of the Board of Supervisors was called to order at 9:04 a.m. by Dee Wear, Member, in the Caballo SWCD Office, located at 3000, HWY 187 Salem, New Mexico.

Supervisors Present

Samantha Gillis, Sec-Treas
Dee Wear, Member
Keith Franzoy, Member
Casey McGuire, Member
Ronnie Garay, Member

Not Present

Harvey Morrow, Chair
Frank Garay, Vice Chair

Others Present:

Kathryn Kruthaupt, NMDA SWCD Specialist *by phone*
Kristi Wright, NRCS District Conservationist
Zack Libbin, Libbin Engineering
Susan Downs, Caballo SWCD Programs Manager
Chantal Orosco, Caballo SWCD Business Manager

Minutes- Dee Wear asked for a motion to approve previous meeting minutes. *Casey McGuire motioned that the minutes from the December 18, 2024, meeting be approved. Keith Franzoy seconded; the motion carried unanimously.*

Treasurer's Report- Chantal Orosco presented the treasurer's report, noting that there was not much activity, aside from a Mil Levy Deposits and Employer Taxes had been paid. *Casey McGuire moved the treasurer's report to be accepted as presented, Keith Franzoy seconded; the motion was carried unanimously.*

Approval of Agenda – After asking Zach Libbin if he would like to be moved to the beginning, and he declined, *Samantha Gillis moved to approve the agenda. Casey McGuire seconded; the motion carried unanimously.*

NRCS Progress Report – Kristi Wright presented the report, noting that there had been significant things happening, including executive orders and hiring freeze, halt for contracting but they were still doing rankings and assessments on previously received contracts. Please see the attached report for further information or reach out to the NRCS for further information on these new guidelines.

NMDA Specialist Report – Kathryn Kruthaupt presented the report by phone, reporting that the division director job opening had closed and that two people from the Las Cruces area had applied for the position, she will update once she hears anything there are interviews being conducted currently. NMDA is ramping up on the upcoming grant cycles, noting that HSP opens on January 15 and closing on March 19, Land of Enchantment Legacy Fund is now renamed in their division

to District Opportunities Grant (D.O.G.) and will be opening on February 3 and closing March 16. The Noxious Weed Program will be opening on March 3 and closing on April 11. Implementation dates have been extended, for several grants, and there is a new bill (SB-86) that is being presented in regards to mandated annual district training. Please see the attached report for further information

NMACD Report – Susan Downs reports that NMACD is currently at the Legislature and that Mesilla Valley Chile donated dry chile packets that Chantal will be taking up this afternoon to Santa Fe.

Jornada Report- Susan Downs reports that Jornada has a planning meeting at the Healing Waters Plaza to go over the river signage and interpretive panels. They have also formally entered into the contract with the NRCS to be a facilitator for TSP Urban Initiatives where they will be assisting with forest plans. Contract was signed, and Jornada will be starting the first year of the 3-year contract and then other districts will have the opportunity to take it over and use it to help fund their operations as well.

Business at Hand

Watersheds-

- McLead Dam- Zach Libbin with Libbin Engineering presented plans and maps and explained the scope of work. Three phases of this was Geo-tech or soil analysis, what to do or what to repair, and come up with design or use the existing design. The plan is to repair the dam with soil that had been used originally, which is to be found in the bottom of the structure. Overall, despite the breach in the dam wall where the water crested and topped, they were very pleased at the minimal damage and the fact that the dam stayed in place, regardless of its age. Zach noted that he was surprised to see that the original plans were not exactly followed, but it seems to be working despite that too. This dam does charge the Garfield Lateral. Zach will be sending copies of the scope of work to Susie and Casey next week.
- Fiero Arroyo is completed at this point we are just waiting for timesheets and EBID invoices for fuel and DEF solution. Approximate cost was \$3,900 in labor, 929 gallons of fuel, 4 gallons of DEF.

District Board Reorganization A motion was made by Samantha Gillis that board officers remain in place: Harvey Morrow remain as Chairman, Frank Garay as co-chair, and Samantha Gillis as Secretary/Treasurer. *Kaith Franzoy moved to keep board members as they are. Casey McGuire seconded. Motion carried unanimously.*

Mileage Reimbursement Rates Susan Downs presented the federal mileage reimbursement rate of .67 cents per mile that was passed in 2024 and is always a year behind, so should be starting this year. *Samantha Gillis moved to adopt the new federal mileage reimbursement rates. Ronnie Garay seconded. Motion carried unanimously.*

2nd Quarter Budget Reports Chantal presented that she had been working on getting the financial information submitted for the 2nd Quarter to LGBMS, and needed to have it reviewed before submittal. Although some line items were over in areas others were not being utilized, and the rates were higher than anticipated due to inflation and delivery fees that were not anticipated. *Casey McGuire made a motion to approve the budget as presented for Q2. Keith Franzoy seconded. Motion carried unanimously.*

Mid Year Budget Review Because this was discussed in both the treasurers report and the Q2 reports, it just needed to be acknowledged and voted upon. *Casey McGuire made a motion to approve the mid year budget, Ronnie Garay seconded. Motion carried Unanimously.*

Ronnie Garay HSP Letter of Support-Susan Downs advised that Ronnie Garay would need a letter of support from the district in order to proceed with his Healthy Soils Program grant application. Ronnie has been working on this for many years before he ever became a board member. *Casey McGuire made a motion to give Ronnie Garay the letter of support for his HSP application. Samantha Gillis seconded. Motion carried unanimously.*

Envirothon Susan Downs reports that we have been getting letter of support requests by mail for state Envirothon. This is a points system thing that we usually do to support the kids. This year we have Hedge who will be requesting money as will Kim O'Byrne with Hatch Valley. Susie's recommendation is that Sierra Soil and Water Conservation District should support Hedge's Scat Cats team going forward. Casey McGuire recommends we continue to support Hedge's team, because they have gone to Nationals so much and we are still not sure about Kim's team from HVHS even being a thing right now. *Casey McGuire made a motion to support Mark Hedge and the State Envirothon with the same amounts that we had the previous year. Samantha Gillis seconded. Motion carried unanimously.*

NMWD OC Attendance- Will be held May 6, 7, & 8. They will be touring the Las Cruces Dam in Taos. *Samantha Gillis made a motion to pay for travel expenses for Susan Downs and Casey McGuire. Keith Franzoy seconded. Motion Carried unanimously.*

NMWD OC Booth Sponsorship- Susan Downs gave a breakdown of the booth sponsorship amounts. *Ronnie Garay made a motion to pay for gold sponsorship. Keith Franzoy seconded. Motion carried unanimously.*

NMWD OC Break Sponsorship- Susan Downs gave a breakdown of the coffee break sponsorship amounts. *Keith Franzoy made a motion to not sponsor a coffee break. Ronnie Garay seconded. Motion carried unanimously.*

Curry County Ag Innovation Day- Chantal advised that there would be an ag day in Curry county for producers if anyone would like to attend on February 12, 2025. Please find attached a copy of the report.

Personnel Committee- Dee Wear stated that he and Samantha had met with Chantal the day before to review her job performance and get some direction on how the evaluation should be written out.

Dee then presented to the board the draft of the employee evaluation form that they would use going forward. *Ronnie Garay made a motion to accept the evaluation as it was written. Casey McGuire seconded. Motion carried unanimously.*

Dee Wear advised that Chantals job description had her basically pigeon holed into a box and that Chantal would like to be given permission to perform other duties outside of her current job description, but would need permission from the board in order to do so. *Casey McGuire motioned to add subsidiary job duties to Chantals job description. Keith Franzoy seconded. Motion carried unanimously.*

Chantal Orosco Monthly Report- Chantal gave a brief report of the things she has been doing here at the office. She has been getting producers into the office to talk about conservation efforts and has been in contact with the low income housing managers and social worker. She also met with Kim O'Byrne and started planning Ag Day with her. Chantal and Susie went on a field trip the day before to the housing complexes to see what issues there were there that could be addressed through conservation resources.

Susan Downs Monthly Report- Susan Downs gave a brief report of the things she has been doing here at the office.

Plan of Work- The Board reviewed the Plan of Work for January and February. Everything looks like it is on track at this point.

Correspondence- No further correspondence aside from the letter from Envirothon.

Adjournment

Seeing no other business, *Samantha Gillis made a motion to adjourn at 11:24 am, Keith Franzoy seconded; motion carried unanimously.*

Presiding Official

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