Carrizozo Soil and Water Conservation District

Board of Supervisors Meeting Minutes

Date: October 13, 2026

Time: Dinner at 5:00 PM | Call to Order at 6:00 PM

Location: NRCS Field Office, 307 12th Street, Carrizozo, NM 88301

Attendance

Board Members Present:

- Bryan Hightower (Chair)
- Barbie Roper
- Melvin Johnson
- Kendal Wilson
- Gray Gallacher
- Jim Grider
- Ron Merritt

Board Members Absent:

- None noted.

1. Call to Order

The meeting was called to order at 6:00 PM by Chair Bryan Hightower.

2. Approval of Agenda

The agenda was presented to the board.

- **Motion:** Made by Kendal Wilson to approve the agenda as presented.

- **Second:** Ron Merritt.
- **Vote:** Motion carried.

3. Cost-Share Programs

Cost-share extensions, cancellations, and payments were acted upon under New Business as noted below.

4. Approval of Minutes

The minutes from the September 8, 2026, Board of Supervisors meeting were presented for review.

- **Motion:** Made by Melvin Johnson to approve the September minutes.
- **Second:** Kendal Wilson.
- **Vote:** Motion carried.

5. Financial Reports and Bills

The board reviewed financial packets and signed corresponding vouchers.

- **September Monthly Financial Report:**
    - *Motion:* Made by Barbie Roper to approve the September report.
    - *Second:* Jim Grider.
    - *Vote:* Motion carried.
- **LGBMS Q1 Financial Report:**
    - *Motion:* Made by Kendal Wilson to approve the 1st Quarter LGBMS report.
    - *Second:* Gray Gallacher.
    - *Vote:* Motion carried.
- **September Mileage and Per Diem Reimbursements:**
    - *Motion:* Made by Ron Merritt to approve monthly reimbursements.

- *Second:* Melvin Johnson.
- *Vote:* Motion carried.

6. Agency and District Reports

- **New Mexico Department of Agriculture (NMDA):** Report submitted by Katie Crayton (see supporting documents).
- **Natural Resources Conservation Service (NRCS):** Report submitted by Katie Lee (see supporting documents).
- **Farm Service Agency (FSA):** Melvin Johnson reported that FSA held a meeting and hired a new employee, Clover, who brings 15 years of FSA experience and 5 years with NRCS. Area trainings on producer grant application programs are underway. NAP applications are currently under state-level review.
- **Carrizozo SWCD Report:** Fernando Najera provided updates on the Regenerative Roots Workshop and upcoming conference attendance.
  - *Conference Attendance Motion:* Made by Barbie Roper to approve conference attendance.
  - *Second:* Kendal Wilson.
  - *Vote:* Motion carried.
- **Logo Design Contest:** Motion carried to proceed with contest. Staff directed to add selection/determination of contest prize structure to the next meeting agenda.

7. New Business

- **Acknowledgment of Budget Conditional Approval:**
  - *Motion:* Made by Melvin Johnson to formally acknowledge conditional budget approval.
  - *Second:* Jim Grider.
  - *Vote:* Motion carried.
- **Acknowledgment of Final Budget Approval:**

- *Motion:* Made by Melvin Johnson to formally acknowledge final budget approval.
- *Second:* Jim Grider.
- *Vote:* Motion carried.

- **Cost-Share Cancellation Notice:**
  - Board reviewed cancellation notice for Vista Del Valle.
- **Cost-Share Extensions:**
  - **Gray Gallacher:**
    - *Motion:* Made by Ron Merritt to grant an extension.
    - *Second:* Jim Grider.
    - *Vote:* Motion carried (Gray Gallacher abstained).
  - **Jack Davidson:**
    - *Motion:* Made by Barbie Roper to grant an extension.
    - *Second:* Melvin Johnson.
    - *Vote:* Motion carried (Gray Gallacher abstained).
- **Legislative Dinner Planning:** Board discussed hosting the annual legislative dinner.
  - *Motion:* Made by Barbie Roper to host the event at the Carrizozo Woman's Club on December 8th,with catering provided by OSO Grill and Pass for Parks / Nambe gifts.
  - *Second:* Jim Grider.
  - *Vote:* Motion carried.
- **Purchasing Approvals:**
  - **New Office Printer:** Reviewed specifications as attached.
    - *Motion:* Made by Melvin Johnson to approve the printer purchase.

        - *Second:* Gray Gallacher.
        - *Vote:* Motion carried.
    - **Wildlife Escape Ramp Supplies:**
        - *Motion:* Made by Kendal Wilson to procure supplies from the best available supplier.
        - *Second:* Barbie Roper.
        - *Vote:* Motion carried.
- **Cost-Share Payments:**
    - Board reviewed and approved reimbursement payment for Mel Gnatkowski.

8. Old Business

- None.

9. Adjournment

- **Motion:** Made by Kendal Wilson to adjourn.
- **Second:** Barbie Roper.
- **Vote:** Motion carried. Meeting adjourned.

Next Meeting Notice

Date: November 10, 2026

Timeline: Dinner at 5:00 PM (No business discussed) l Meeting at 6:00 PM

Location: NRCS Field Office, 307 12th Street, Carrizozo, NM 88301

Virtual Access: Call 575-315-6585 if virtual link/access is required.

Minutes submitted for approval by: _____