

MAR 27 2018

TSAILE/WHEATFIELDS JOINT FARM BOARD AND WATER USER MEETING
Sunday March 11, 2018 @1:30 PM
WHEATFIELDS CHAPTER HOUSE, WHEATFIELDS, AZ

Tsaile/Wheatfields
Chapter BY: pab

AGENDA

1. ORDER OF BUSINESS

- A. Meeting called to order
- B. Invocation
- C. Roll Call
- D. Recognition of guest(s) and visiting officials
- E. Review and adoption of agenda
- F. Review and adoption of last meeting minutes of February 22, 2018

II. OLD BUSINESS

NNFB 2017 goals - Below are the Program Performance Criteria (PPC and Goal Statements for all Farm Boards) The Farm Board elected officials will be assigned 1 or 2 PPC, see below.

- A. Each FB will submit 12 crop inventory reports from their respective Agriculture Land Use Permittees (ALUP).

Goal Statement: Each FB will submit at least 3 respective crop inventory reports quarterly in table format (3CIR x 13 FBs).

1. Crop Inventory

- B. Facilitate farm improvement/outreach activities for farmers in collaboration with tribal, state and private sectors.

Goal Statement: Conduct 2 agricultural educational outreach/workshops for farmers per quarter per 13 FBs.

1. Wheatfields Agriculture Projects
 - A. Project Status Update

- C. Provide training and assist farmers in updating or developing a conservation plan as required by BIA and the Navajo Nation.

Goal Statement: With farmer participation, implement conservation training and develop 2 or more plans per quarter per FB review.

1. BIA
2. Training

- D. Assist with farm area improvements such as land leveling, erosion control: with funding sources such as USDA.

Goal Statement: With farmer participation, each FB will implement 1 improvement per quarter according to conservation plan.

- 1.

- E. Each FB member shell inventory at least 3 ALUP/Farm Permit within respective FB area.
Goal Statement: With BIA and Farmer participation, reconcile and inventory as to the status of each ALUP or Farm Permit. (3ALUP x each 13 FB member)

1.

III. NEW BUSINESS

- A. WUA Financial Report
- B. Junk Food Tax
- C. Resolution-PTF Budget Mod
- D. Agriculture Infrastructure Funds
- E. Dams/Reservoirs/Water Catchments

IV. RECEIVING REPORTS

- A. Reports
- B. Announcements

V. CONCLUSION

- A. Next Agenda Items
- B. Next Meeting
- C. Adjournment

TSAILE/WHEATFIELDS JOINT FARM BOARD AND WATER USER MEETING

Sunday March 11, 2018 @1:30 PM

WHEATFIELDS CHAPTER HOUSE, WHEATFIELDS, AZ

MINUTES

1. ORDER OF BUSINESS

a. Meeting called to order

Meeting call to order by Lorena Eldridge at 1:10 pm

b. Invocation

Invocation given by Marie White

c. Roll Call

Farm Board: Present - Lorena Eldridge-President, Vice President-Vacant, and Election will be on April 17, 2018, Present - Lucinda Davis-Secretary

Water User Associations: Present – Anelda Kedelty-Vice President, Amelda Benally-Member, Weston Carroll-Member, Dorthene Edison-Secretary/Treasurer, Alvin-Staff.

Absent – Ophelia Begay-President

d. Recognition of guest(s) and visiting officials

All local Farmers, and the US Census are here to help the Farmers fill out the forms.

e. Review and adoption of agenda

Agenda read by Lucinda Davis

Motion to accept the agenda: James Becenti

Second: Emerson Chee

Votes: 14 – 0 - 3

f. Review and adoption of last meeting minutes of February 22, 2018

Minutes read by Lucinda Davis

The only comment was from Dorthea Litson as to why the Farm Board Minutes were not turned in to the Chapter to be put on the website. Since May, 2018, it is not being turned in. These minutes are needed by the Water Users Association for their records. When can the minutes be submitted to the Chapter for their website? Lorena reiterated for the secretary, Lucinda Davis to submit the minutes to the Chapter so they can put it on the website, some farmers depend on this for information. It was noted by Lucinda. Lorena mentioned that all this is all about working together. This morning there was training provided by the Land Grant Office and it covers conservation plan. Take advantage of these training.

Motion to accept the minutes: Elizabeth Becenti

Second: Aaron Begay

Votes: 19 – 0 - 2

II. OLD BUSINESS

NNFB 2017 goals - Below are the Program Performance Criteria (PPC and Goal Statements for all Farm Boards) The Farm Board elected officials will be assigned 1 or 2 PPC, see below.

A. Each FB will submit 12 crop inventory reports from their respective Agriculture Land Use Permittes (ALUP).

Goal Statement: Each FB will submit at least 3 respective crop inventory reports quarterly in table format (3 CIR x 13 FBs).

1. Crop Inventory

Lorena went over the change that is in the new Plan of Operation for the Farm Board. We are to submit a crop inventory twice a year, one in the spring and another one in the fall. Most likely April to June will be the spring crop report that we will turn in. We as Farm Board have to submit quarterly reports, at the end of the March is another quarterly report that is due. The Water Users Association has to report monthly. Quarterly is also good to do and that will be Dori's job to do from here on out. Last September, I had reported that our reports were good and our numbers were high and that probably helped the other Farm Boards also. We want to do the same in this report again, even if you don't grow anything submit the report with zero on them, it's still a report. Is there any questions.

James Becenti mentioned that there are liability issues in turning the water on everyday due to damages that might happen. Also if you are putting all the water from the creek into the lake be considerate of the people downstream, the horses and other livestock need water too, if there is no water then they start going to the lake which caused problems too, by being on the high way.

Lorena mentioned that turning the water on and off was assigned to Lucinda to work out, she can report what the agreement is later in her report under reports.

B. Facilitate farm improvement/outreach activities for farmers in collaboration with tribal, state and private sectors.

Goal Statement: Conduct 2 agricultural educational outreach/workshops for farmers per quarter per 13 FBs.

1. Wheatfields Agriculture Projects

A. Project Status Update

Lorena-Division of Natural Resources wrote a letter to her and gave the documents that were turned in back to her. 1. Budget Modification to reprogram \$80,000.00 what was discussed and approved by the Farm Board on February 8, 2018 meeting, and the invoices for drawdowns – Year One, Quarter 4 and Year Two, Quarter 1-4. Division of Natural Resources want to know how the disbursement of the 1.7 million was used and how much is left from as an ending balance. Under the construction budget, we were to purchase a warehouse and have it put together by professionals, but we decided that we will hire local people to put the warehouse together instead. Division of Natural Resources want to know why we decided to hire temporary laborers to do this instead. Lorena explained that it was brought up at the Farm Board meeting and was approved to this route. We are to do a resolution to reprogram the 80,000.00 with a budget attached. Remember we have to work together and a resolution in order to get this amendment done. We submitted an invoice for the 1.7 million with a Scope of Work and objectives the first time, and that was how we received the 1.7. Under the objectives there were goal activities listed. For Objective 1.1 – To hire staff, Objective 1 & 2 – Purchase Equipment and Objective 2-1 – To renovate the Earth & Dams. We did the First and Second Objectives, now the next objective will be on going. Lorena wrote to Alvin to do a balance sheet which will show all expenses and balances for each line item. This is what we have to provide to Division of Natural Resources. Alvin and Dori will need to work on the balance sheet so we can request for the next disbursement. All this should be in the Grant Tracker and balance sheet should be in the Sage Accounting Software.

Dorthea asked if we need to take out the objective 1.1 and objective 1 & 2 to submit for the next drawdown, but Lorena said it does not need to be taken out, just to show how much was used from each objective and what the balances are. Dori will be re-submitting the invoice. There was also another commit made to include soil study in the scope and goals to have the soil testing to make sure the fencing will hold on the new fencing. This was a commit and suggestion.

Lorena explained that soil study is included in the training section. This project goes by the MOA and this is a collaborative effort of the Water Users Association and the Farm Board. Back in July, the invoices was returned to us many times before we got the funding. Invoices have to be specific to the scope in the MOA. Was there a cover sheet, this is always good to put on your documents, this will explain the purpose of the documents you are submitting.

Dori explained the budget transfer since she works with this, in a budget transfer you have to explain why you are transferring the money and the balances, with the resolution this will help the process.

The budget revision request needs to read 43,600.00 to go to personnel, not construction service, 26,075.00 has to be separated into supplies and equipment and 10,325.00 separate into office supplies and office furniture. Ophelia also needs to sign the Expenditure Authorization Form, this change need to be taken care of. With all changes and attachment, then Lorena will write the letter to Bidtah Becker. The invoices have some hand written-documents, this has to be changed also. That is the Division's request.

Alvin explained the insurance. HUB commercial insurance is willing to accept the Water Users Association. This is for Property Insurance, General liability, Fire/Legal Insurance, Tribal Official/Board Insurance, Auto Liability Insurance, Auto and staff vehicle Insurance will also be covered. Deductible will be 1,000.00. The annual premium will be 21,472.00 with an option of a down payment of 6,441.00 and a monthly payment of 2,047.98. The breakdown of the cost was also given and all the coverage up to a million dollars. The quote is up to the end of this week and all they need is the acceptance letter. It took a lot of work to get to this point on insurance. He will be reporting to risk management and he explained what he understood on the insurance. He would like to get it approved in order to get this insurance.

Lucinda asked if this insurance was a General Liability Insurance or is it the equipment insurance. Usually a general liability insurance is required to have a third party contract. It is confusing the way it was explained because the general liability insurance is mentioned in the report. A clarification is needed here in order to go on with this. Question needs to be posed to Janice, at Purchasing to see what can be paid from the PFT.

Dori said the liability insurance is usually used in a case where a company fails and owes the Nation, then the insurance will cover. If it is more of a bond insurance then can it be paid out of the PTF that was given to us from the Navajo Nation?

Bennie Litson said there was a lot of work put into this, getting quotes and this is the only company that is willing to work with us and the money has already been given to us, it is ours, yeah there are laws and policies, but that can be changed. He motioned to go with the insurance that Alvin read. The Farm Board will still check into this to see what part of the insurance can be paid by the PTF.

Motion: Bennie Litson

Second: Dorthea Litson

Vote: 13 – 0 - 5

- C. Provide training and assist farmers in updating or developing a conservation plan as required by BIA and the Navajo Nation.

Goal Statement: With farmer participation, implement conservation training and develop 2 or more plans per quarter per FB review.

1. BIA

No show, but Lorena talk about the fencing that is in Lower Wheatfields. Some of the fencing is down the wash and some are not. The biological survey has to be done.

Gloria Todacheenie from UDSA explained the 17 million that the Navajo Nation got, and this is for Crop and Livestock indemnity Insurance. This is for the whole Navajo Nation and this is public information so submit your resolutions to apply for some of these funds. Lorena said it is in our new business items and we will be talking about it.

Jessie wanted to know if we have used up all the money and now we are asking for more again. She wanted to know how it was used.

Lucinda explained to her where the money was used, staff and equipment. All the money is not used and now we are asking for more. We did not get all the money at one time.

Jerome wanted to know if the same fence are reused. Lorena told him it will be discussed.

Lorena explained the fencing project, which is part of the objective in the scope of work. The outside fencing is on-going now, some land use permits include the wash area and some don't. She asked BIA in Chine. We need the biological clearance for the Upper and Lower Wheatfields. We need to have all three clearances done. We are writing a letter to Fish and Wildlife to conduct the biological clearance. Fencing will only be for what is on the Land Use Permit. We need to approve the letter for the clearance too. The fence will be a higher fence. The fence post that are old are taken out and some are T-Post, the good post we will be reusing.

Question was asked if the clearance is already in place with Historic Preservation. Several years ago the only clearance was archeological clearances. BIA said to do all clearances so that can be on file. Alvin said they met with BIA, they asked them to be there to help as to where the fencing is to be done. If the conservation plan should be done for Upper Wheatfields, Lower Wheatfields and Tsaille, there should be one for each since they are all the same so that there won't be problems in the future, but BIA, NRCS all have different conservation plan and now Dine College is doing the training. All the work is the same but that's how it is organized.

Lorena said if we do one for all, then everyone is going to have it done for them. We want everyone to do one for themselves. Now we are doing one per farm so each farmer is to do one for their farm. The money we received is for three main areas which is for revitalization, self-reliance and sustainability, another part of the plan is 70% if forage, 20% for vegetable, and 10% for native food. The fencing is still at Lower Wheatfields, then we will start Upper Wheatfields, then Tsaille. The top, 2 wire are added, the lower part, we are using the same materials, if it's ok.

Jerome ask if there are pictures for the fence that is being done, another thing was T-Post are not strong, if you want to use your own post can it be done, and the answer was yes you can provide your own post. Lorena has pictures on her phone, but anyone can go to Lower Wheatfields to check the fence out.

Another question was how are the fencing going to cross the wash. If it is part of the LUP, then it will be put up, but we will be going along with the LUP.

Motion to approve the biological clearance letter: Teresa Chee

Second: Elizabeth Becenti

Vote: 21 – 0 - 1

2. Training

There are two training going on, Dine College is doing one and the second is Wheatfields Agriculture. All Farmers are required to attend the training and this is part of the grant funding. On March 16-17, 2018 is Herb Health and Range Management will be at Dine College. Letters have been sent out to everyone. The conservation plan is held on the second Sunday of each month, except May and June. It is on the Chapter website too. This is for everyone so you can be part of the funds that we received, because it is part of the training.

Lorena just said explain if you can't work on your farm you can sublease to someone or the Farm Board so it can be part of the revitalization. You can use the web survey to get your soil testing. There are even options some real good some not really, but it is good to attend all the training.

- D. Assist with farm area improvements such as land leveling, erosion control: with funding sources such as USDA.

Goal Statement: With farmer participation, each FB will implement 1 improvement per quarter according to conservation plan.

1. None

- E. Each FB member shell inventory at least 3 ALUP/Farm Permit within respective FB area.

Goal Statement: With BIA and Farmer participation, reconcile and inventory as to the status of each ALUP or Farm Permit. (3ALUP x each 13 FB member)

1.

III. NEW BUSINESS

A. WUA Financial Report

Dorthea wanted to add the annual meeting luncheon, to identify the funding, and select three farmers of the year.

Alvin - Financial report is to be on the agenda each Farm Board meeting, this is to let everyone know how the funds are being use and how much money was received. He explained funds that is expended and how much is left. Payroll was processed recently. Bryceson Pinto conducted training to the Board on Roles and Responsibility and he also helped with filing the 990 report to IRS, payment was 650.00. Employee Benefits was 601.61, Supplies purchased was 150.91, Communication/Fax was 125.00, Propane was 416.43, Business Regulatory was 25.00, Fuel/Oil was 373.00, UPS copies 11x17 was 11.33 and contingency was for equipment rental which was 1,657.96. This was the expense up to date. There was one deposit made on O&M which was 103.00. For the Time Saving balance is 20,076.72 and regular saving has a balance of 3,410.69, this is where the 103.00 should have been deposited. Alvin is working on the balance sheet. Jessie wants to know where the money will be used.

Lorena explained that some will be for the staff, some for supplies, consultant and insurance telephone, utilities, maintenance, gas, fencing, training, and equipment. There is a balance of \$319,820.98.

Detail report attached.

The Water Users Association annual meeting will be on March 18, 2018. Ophelia said she already has the utensils, side dish and she is working on the drinks. The only thing we need is the main dish. Ophelia is getting the items with sponsorship. The agenda is also pretty much complete. The main dish, we can get out of the saving to purchase the main dish. We need food for at least 50 to 60 people, so we need at least 200.00. Most people wanted to buy a sheep and have a mutton feast, but the decision can down to roast beef.

Motion: Dorthea Litson

Second: Emerson Chee

Vote: 21 – 0 – 1

Farmers of the Year - We need to select also.

Lower Wheatfields – Emerson Chee

Upper Wheatfields – Merle Kedelty

Tsaile – Marvin Johnny and Weston Carroll were selected, but votes came down to Weston Carroll.

Motion to go with the nominated individuals: Dorthene Edison

Second: Aaron Begay

Vote: 21 – 0 – 1

If you are selected as the Farmer of the year, you have to continue to work on the farm. Another thing is for everyone to bring a door prize. Lorena asked if Anelda Kedelty and Amelda Benally terms are up or not. Their terms are up until the year 2020. These positions are for four year term.

B. Junk Food Tax

Aaron explained the junk food tax of the 21,286.00 for year 2018. The Tsaile/Wheatfields Chapter approved to give this money to the Farm Board. We want to buy seeds for those that want to plant vegetable, 1,000.00 every year for 5 years. Other items that is on the list is planting trays, potting soil, items for Farmers Market are: tables, chairs, tent, wire mesh, burners, gas grill, propane bottles, trash cans, trash bags, ice chest, coolers, wire shelves, plastic gloves, plastic bags, utility box, food scale, Honda generator for lights and food scale, extension cords and with all this it comes out to 21,265.00, which is what he provided a budget for. The policy is very vague so they just put this budget together. The past two years ago, the junk food tax that we submitted a budget for was for green house, but we could not use it. Paula redid the budget for what the chapter wanted for an annual clean-up and a community wellness. They also put a garden in their budget. Traditional crafting session, 10 session and playground equipment on the chapter grounds. So basically we did not get anything for the past years, just the current year.

Motion: Sadie Neztosie

Second: Amelda Benally

Vote: 20 – 0 – 2

C. Resolution-PTF Budget Modification

Resolution, we already took care of and we have the resolution and all we need to the balance sheet and get the packet together, then Lorena will sign the resolution.

D. Agriculture Infrastructure Funds

Dams/Reservoirs/Water Catchment-Should we request for funding from the 17,000,000.00.

There is a list of items that this amount can be used for, which are:

- Range, Grazing and Livestock
- Tribal Ranches Infrastructure
- Farming & Irrigation
- Agricultural Water Development
- Dams, Reservoirs and Catchments
- Watershed Planning for Agriculture
- Agricultural Complexes
- Drought Contingency Plan (Mitigation Measures)

- Area-Wide Fencing
- Brand Office, Navajo Partitioned Lands and Former Bennett Freeze Area Projects, Including Administration Cost

What should be our priority list be so we can submit a proposal.

1. Agriculture Farming and Irrigation
2. Agriculture water development
3. Dam, reservoirs and catchments
4. Watershed planning for agriculture

They had said it would be better to do cost share and we all put these as projects that we will work on. Lucinda will submit the minutes to Elvira so she can start putting the proposal together to see if we can get some funding.

Dorthea asked if windmills can be part of this list. She had ask the Chapter at one time to see if we can have at least five individuals that can learn how to fix windmills, but nothing became of it. Maybe we can put that on there too, if we could talk with Tariq.

Another suggestion was to improve the watering point at Tsaille where everyone gets their water.

Lorena suggested to select just the Dam/Reservoirs and catchment, Agriculture water development, Farming and Irrigation, but now the suggestions are going more than what was recommend on the list. Now, to prioritize what would we say is number one on our project list. It was recommended that the priority one would be Water Catchment/reservoirs and dams, priority two would be Agriculture water development, priority three would be the farming and irrigation and priority four would be the watershed.

Bennie Litson-said there is no water in their area, they are not on the same page because some people don't want to participate in improvements. Some earth and dams just full back up and need to be cleaned out. He has been hauling water for the past three years. He reported that 2 windmills are down and has reported it to Chinle, and they have not been fixed, now there is a new guy in there. This new guy said the sucker rods are rusted and the chapter needs to put up some money in order to fix them. In different areas you see nice windmills with storage tanks, but in our area we don't have that. That make you wonder what is wrong with Chinle agency. One windmill is not pumping up water and the other one has a leak in the concrete. It seems like it is better to just put water storage tanks up and put water in them instead of dams where water just goes into the ground. He would like to see if we could clean out the earth and dams before the farming season comes around. We should use the 17 million for the ranches, the PTF can be for farming. We need to do something about the problems, we just keep talking about issues, but nothing is done about it. We need to do something about the issues the community is having and with the drought we have to be prepared. At one time the well in Tsaille by Joe Benally's resident had pressure which could have been developed to putting up water storage tanks that would have been water for livestock in the area where he lives, this was when George James was the delegate. They brought water part way in one day so it can be done.

Lorena explained the four priorities:

- Agriculture Farming & Irrigation
- Agriculture Water Development, Windmills
- Dams, Reservoirs & Water catchments
- Water Shed

Jessie Tsosie also mentioned the dam that is by Mae and Kee Chee's residence. She had reported that before at the Chapter. She also reported the windmill, but she was told there is no money. She wanted that to be considered too.

Motion to go with all four priorities by Bennie Litson

Second: Weston Carroll

Vote: 20 – 0 – 1

This was not on the agenda, but Lorena gave the floor to Jerome Curley, wants to have land leveling done so he can use the whole farm. Two years ago his father transferred the land use permit and grazing permit to him, but to this day he has not received the permits. He has started the conservation plan back in November, 2017. We will do a research on this. Lucinda will check with BIA to see what the status is on the permits, where the permit is at. Aaron told him to come to the Water Users office to schedule the land leveling. Whatever information that the Farm Board and Water Users sent out to the farmers, his dad gets those, but he never forwards it to him.

Lorena told him what is needed to get projects done on your farm, which is the land use permit and the conservation plan, so he needs to start working on that also.

A. Reports

Lorena - March 27 to 29 training on Climate Change by Fish and Wildlife in Farmington, NM. Reported on the training for Chapter Technology on March 20-22, 2018 in Farmington, NM.

Anelda- March 29-31, 2018 at Dine College – Food Summit

B. Announcements

March 18, 2018 is the Annual Water Users Association Meeting

March 19, 2018 is the Chapter meeting at 10:00

V. CONCLUSION

A. Next Agenda Items

Same items

C. Next Meeting

March 25, 2018 at 1:30

D. Adjournment

Adjourned at 4:10