

# Edgewood Soil & Water Conservation District

## Board Meeting Minutes

### April 6, 2017

#### Call to Order

Meeting called to order by Chairman; David King at 10:00 AM.

#### Board Members in Attendance

David King; Chair, Lewis Fisher; Vice-Chair, Art Swenka; Member, Mark Anaya; Member, and Juan Sanchez; Member

#### Board Members Absent & Excused

Bill King; Secretary/Treasurer and Bill Williams; Member

#### Others Present

Brenda Smythe; District Manager, Kelly Smith; Technician, Ben Montoya; Internal Auditor, Kenneth Lujan; NRCS-Acting DC, Josh Archuleta; NRCS, Katie Mechenbier; NMDA, John Perea; Torreon Fire Department and Jason Lithgow; NM SLO

#### Approval of Agenda

The board would like to hold the Executive Session following “Old Business”. Art motioned for approval of the Agenda as amended, motion second by Juan, motion carried.

#### Approval of Minutes

Minutes of the January and February board meetings were reviewed. Art motioned to approve the January and February Minutes, motion second by Mark, motion carried.

#### Treasurer Report

Brenda presented the Treasurer’s Report. The Treasurer Report was reviewed by Internal Auditor Ben Montoya, and recommended approval. Art motioned for approval of the Treasurer’s Report as presented, motion second by Mark Anaya, motion carried.

#### GUEST

John Perea; Torreon Fire Department Chief requested funding assistance from the board for a new brush truck. Following discussion, Art motioned to assist the Torreon Fire Department in the amount of \$15,000 contingent on funding secured through East Torrance and Claunch-Pinto SWCDs. Motion second by Lewis, motion carried. The board also suggested contacting Isleta Pueblo.

Kenneth Lujan; Acting DC presented the NRCS-EWP power point to the board. The total funding through EWP for the Edgewood SWCD was \$364,269 (\$270,847.48-NRCS / \$93,421.52-Edgewood SWCD). One remaining reimbursement is due to NRCS for \$15,904.41.

## **REPORTS**

### **Staff Report**

Brenda reviewed the staff report. (See Full Report)

### **NRCS Report**

Kenneth Lujan Acting DC reviewed the NRCS Report. (See Full Report)

### **SLO REPORT**

Jason Lithgow introduced himself to the board.

### **Estancia Basin Water Planning Committee**

No Report

### **NM Coalition of Conservation Districts**

NMCCD met during the session for a breakfast meeting at the Drury Inn, which was well attended. The NMCCD members staffers will continue to meeting quarterly.

### **Estancia Basin Watershed Health & Restoration**

The current Estancia Basin Watershed Health, Restoration and Monitoring Projects are underway.

- \$96,666 allocation to Edgewood SWCD via Water Trust Board
- \$40,000 allocation to Ciudad SWCD transferred to Edgewood SWCD for SLO Six Shooter
- \$88,333 allocation to Edgewood SWCD via Non-federal Lands Grant

### **KXNM 88.7 Radio**

No report.

### **EMWTW**

USDA Rural Development Office in Los Lunas has granted EMWTW \$30,000 for Phase I for the McIntosh bulk water station, however land is still needed.

### **EBRA**

EBRA was watching several water bills at the session, but none of them passed.

### **MRCOG- Water Resources Board**

Representatives from this region will abstain from any votes on issues outside of the Estancia Basin.

### **NMDA REPORT**

Katie reviewed the NMDA Report. The boundary map for the Edgewood SWCD should be completed soon for the board's final review. David will go with Katie to the Secretary of State to discuss the boundaries if needed. (See Full Report)

Katie also complimented Brenda for meeting deadlines, and responding to Katie's emails.

## **EXECUTIVE SESSION**

### **Executive Session**

Motion by Lewis Fisher to enter into Executive Session to discuss personnel issues, seconded by Juan, motion carried.

Roll Call Vote:

David King – yea

Lewis Fisher – yea

Art Swenka – yea

Bill Williams – absent

Mark Anaya – yea

Bill King – absent

Motion to exit Executive Session made by Art Swenka, second by Mark Anaya, motion carried.

Roll Call Vote:

David King – yea

Lewis Fisher – yea

Art Swenka – yea

Bill Williams – absent

Mark Anaya – yea

Bill King – absent

No action taken during Executive Session.

A Budget Committee and Personnel Committee Meeting was held prior to this board meeting, which included David King, Lewis Fisher, Juan Sanchez and Brenda Smythe.

## **OLD BUSINESS**

### **Dog Head Fire Restoration**

Staff is continuing to work on the Dog Head Fire rehabilitation. The total funding received through EWP for the Edgewood SWCD was \$364,269 (\$270,847.48-NRCS / \$93,421.52-Edgewood SWCD). One remaining reimbursement is due from NRCS for \$15,904.41.

The Edgewood Dog Head Fire Restoration Cost-Share Applications have been distributed. 8 applications have been received to date.

### **Audit**

2016 Audit is complete and is a clean audit.

## **NEW BUSINESS**

### **Supervisor Elections**

The Edgewood SWCD will not be holding a Supervisor Election. Bill Williams declared for Position #4, however, no one declared for Position #3. Therefore during the May meeting the board must appoint Position # and the two appointed board positions currently held by Art Swenka and Juan Sanchez.

### **2016-2017 Budget Revision**

The personnel committee reviewed the staff work-load and completed a personnel study and analysis. The personnel committee recommends a pay scale adjustment to all three positions.  
Management and Administration – an adjustment to meet the median pay scale for the position.  
Technical - an adjustment to meet the high-end pay scale for the position.

Following discussion, Lewis motioned for approval of the pay scale adjustment for all three positions, motion second by Art, motion carried.

The Budget Committee met prior to this board meeting. Due to increased grant funding and conservation work, the 2016 Budget must be revised. The following adjustments are being suggested by the Budget Committee (David King/Lewis Fisher/Juan Sanchez)

#### **Income:**

Conservation Sales Items Decrease from \$30,000 to \$15,000  
Grant Funding Increase from \$223,000 to \$640,000

#### **Expenses:**

Conservation Increase from \$295,000 to \$697,850  
Contract Service decrease from \$15,000 to \$12,000  
Payroll & Benefits Increase from \$147,700 to \$149,850.

Motion by Art to approve and submit the budget adjustments to DFA, second by Juan, motion carried.

#### **Building Maintenance**

David spoke to the board regarding bolts and flange bracing needed on the building. After discussion, Art motioned to approve the installation of both in the open areas of the building, but not in the administration office, with a maximum of \$7,000 being spent. Motion second by Lewis, motion carried.

#### **Next Board Meeting**

The next regular board meeting will be held on May 4, 2017 at 10:00 AM.

#### **Adjournment**

Motion for meeting adjournment at 12:30 AM by Mark Anaya, motion seconded by Lewis Fisher motion carried.

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Bill King, Secretary/Treasurer