

Edgewood Soil & Water Conservation District
Board Meeting Minutes
April 2, 2020

Call to Order

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

Board Members in Attendance

David King; Chair, Lewis Fisher; Vice-Chair, Bill King; Secretary/Treasurer Art Swenka; Member, Bill Williams; Member, Mark Anaya; Member, Christina Allday-Bondy; Associate Member

Board Members Absent & Excused

Juan Sanchez; Member and Mark Dixon; Associate Member

Others Present

Brenda Smythe; District Manager, Kelly Smith; Technician, Ernie Taylor, Mountainair Ranger District, and Katie Mechenbier, NMDA Representative

Approval of Agenda

Art Swenka motioned for approval of the Agenda. Motion second by Lewis Fisher, motion carried. A roll call vote was taken.

Roll Call Vote:

David King – yea
Lewis Fisher – yea
Bill King – yea
Art Swenka – yea
Bill Williams – yea
Mark Anaya – yea
Juan Sanchez - absent

Approval of Minutes

Minutes of the March 2020 meeting were reviewed. Bill Williams motioned for approval of the March minutes. Motion second by Art Swenka, motion carried. A roll call vote was taken.

Roll Call Vote:

David King – yea
Lewis Fisher – yea
Bill King – yea
Art Swenka – yea
Bill Williams – yea
Mark Anaya – yea
Juan Sanchez - absent

Treasurer Report

Brenda Smythe presented the Treasurer's Report. Brenda reported the USBank travel account, which the District has had in place for several years, has been updated to follow government guidelines and the new USBank Checking

account is still being set up. Once the new account is processed completely, all funds will be transferred from Wells Fargo, and the Wells Fargo account will be closed.

Motion by Art Swenka to accept the Treasurer's Report as presented. Motion second by Bill Williams, motion carried. A roll call vote was taken.

Roll Call Vote:

- David King – yea
- Lewis Fisher – yea
- Bill King – yea
- Art Swenka – yea
- Bill Williams – yea
- Mark Anaya – yea
- Juan Sanchez – absent

Bill King motioned to pay off the Wells Fargo loan in full. Motion second by Art Swenka, motion carried.

A roll call vote was taken.

Roll Call Vote:

- David King – yea
- Lewis Fisher – yea
- Bill King – yea
- Art Swenka – yea
- Bill Williams – yea
- Mark Anaya – yea
- Juan Sanchez - absent

The Budget Committee met at 9:00 AM this morning via teleconference. The Committee recommends submitting Budget Adjustments to DFA as follows:

INCOME

Grants DECREASE to \$100,000

EXPENSES

Office Expenses INCREASE to \$28,000

Professional Fees INCREASE to \$27,000

Conservation DECREASE to \$100,000

Dues and Subscriptions DECREASE to \$2,000

Meetings DECREASE to \$5,000.00

Motion made by Bill King to approve the budget adjustments as recommended. Motion second by Lewis Fisher, motion carried. A roll call vote was taken.

Roll Call Vote:

- David King – yea
- Lewis Fisher – yea
- Bill King – yea
- Art Swenka – yea
- Bill Williams – yea
- Mark Anaya – yea
- Juan Sanchez - absent

The Budget Committee also recommends allowing the extend the deadline of 2019-2020 Cost-Share Projects not completed by June 2020. Mark Anaya motioned to allow the extensions for this fiscal year's cost-share projects due to the economic situation during the Covid-19 pandemic. Motion second by Art Swenka, motion carried. A roll call vote was taken.

Roll Call Vote:

- David King – yea
- Lewis Fisher – yea
- Bill King – yea
- Art Swenka – yea
- Bill Williams – yea
- Mark Anaya – yea
- Juan Sanchez - absent

REPORTS

All Reports submitted in writing.

OLD BUSINESS

2020 Capital Outlay

The Capital Outlay award of \$15,000 for the purchase of a vehicle has been approved and should be approved for purchase next fiscal year. Brenda has received quotes from Ford, Chevy, Hundyai and is awaiting a quote from Kia. All quotes so are for \$20,000 or above. \$5,000 + will need to be expended from the main budget for this purchase.

NEW BUSINESS

Preliminary 2020-2021 Budget & Resolution

Motion made by Mark Anaya to approve the 2020-2021 Preliminary Budget & Resolution as recommended by the Budget Committee as follows:

Income

Estimated Beginning Balance	\$164,000.00
Appropriations	\$14,000.00
Capital Outlay Funding	\$15,000.00
Grants	\$206,000.00
Interest on CD's & bank account	\$50.00
Mill Levy	\$365,000.00
Conservation Sale Items	\$5,000.00
State Land Office Rent	\$8,520.00
<u>Total Income</u>	<u>\$777,570.00</u>

Expenses

Building expense	\$20,000.00
Miscellaneous	\$500.00
NMFA Repayment	\$27,782.00
Office Expenses	\$22,000.00
Payroll and Benefits	\$180,000.00
Professional Fees	\$15,000.00
Travel and Fuel	\$20,000.00
Conservation	\$206,000.00
Contract Service	\$10,000.00
Dues and Subscriptions	\$3,000.00
Insurance	\$40,000.00
Meetings	\$6,000.00
Capital Outlay	\$15,000.00
Total Expense	\$565,282.00

Net Ordinary Income **\$212,312.00**

Motion second by Art Swenka, motion carried. A roll call vote was taken.

Roll Call Vote:

- David King – yea
- Lewis Fisher – yea
- Bill King – yea
- Art Swenka – yea
- Bill Williams – yea
- Mark Anaya – yea
- Juan Sanchez - absent

District Manager, Brenda Smythe will notarize the resolution once signed. It will be sent to DFA, NMDA and the Soil & Water Conservation Commission as well as the newspaper for publication.

2020-2021 Cost-Share Program

The Budget Committee also recommends the 2020-2021 cost-share program amount be set at \$40,000 with a maximum amount paid per project of \$4,500. Mark Anaya motioned to approve the \$40,000 allocation for cost-share with a maximum payment per project of \$4,500. Motion second by Art Swenka, motion carried. A roll call vote was taken.

Roll Call Vote:

- David King – yea
- Lewis Fisher – yea
- Bill King – yea
- Art Swenka – yea
- Bill Williams – yea
- Mark Anaya – yea
- Juan Sanchez – absent

Public Comment

None

Next Board Meeting

The next board meeting will be held on Thursday, Mar 7, 2020 at 10:00 AM.

Adjournment

Motion for meeting adjournment at 10:35 AM by Bill Williams, motion seconded by Art Swenka, motion carried.

A roll call vote was taken.

Roll Call Vote:

David King – yea

Lewis Fisher – yea

Bill King – yea

Art Swenka – yea

Bill Williams – yea

Mark Anaya – absent

Juan Sanchez – yea

Bill King, Secretary/Treasurer