

**Edgewood Soil & Water Conservation District**  
**Board Meeting Minutes**  
**VIA TELECONFERENCE**  
**DUE TO COVID-19 RESTRICTIONS**  
**May 7, 2020**

**Call to Order**

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

**Board Members in Attendance Via Teleconference**

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 Via Teleconference**

Brenda Smythe; District Manager and 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 Bill King, 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 April 2020 meeting were reviewed. Bill King motioned for approval of the April 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 new USBank Business Checking account is open. The balance on that account is \$3,946.15, which is Mill Levy deposits from April.

Since an application has been submitted for a Payroll Protection Loan, the Wells Fargo account will remain open until a decision is made on the loan.

Motion by Bill Williams to accept the Treasurer's Report as presented. 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**

#### **Reports**

All Reports submitted in writing prior to teleconference.

### **OLD BUSINESS**

#### **Checking Account Transfer**

Since an application has been submitted for a Payroll Protection Loan, the Wells Fargo account will remain open until a decision is made on the loan.

#### **2020 Capital Outlay**

The Capital Outlay award of \$15,000 for the purchase of a vehicle has been approved and should be available for purchase next fiscal year. Brenda has received quotes from Ford, Chevy, Hundayi 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.

#### **US Bank Business Account**

Brenda reported new USBank Business Checking account is open. The balance on that account is \$3946.15, which is Mill Levy deposits from April.

### **NEW BUSINESS**

#### **2020 ESWCD Scholarship Application**

One Scholarship Application was received. Marissa Case is an Edgewood resident with a 4.3 GPA who will be attending UNM this Fall.

Following discussion, Art Swenka motion to approve the \$500 renewable scholarship. 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

**Covid-19 SBA Application**

Brenda submitted a Payroll Protection Loan via Wells Fargo Bank to cover our payroll, taxes, PERA and insurance payments for 2.5 months due to Covid-19. It was required to submit via the bank that was currently being utilized for payroll. If approved this loan will not have to be paid back since 100% was used for employees. Brenda will update the board on the loan decision when it comes in.

**Appointed Supervisors**

The Appointed Supervisor positions were discussed. Bill King motioned to re-appoint Juan Sanchez and Art Swenka to the Edgewood SWCD Board, motion second by Bill Williams. The required paperwork will be submitted to NMDA and the NM Soil & Water Commission. 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

**2020-2021 Final Budget & Resolution**

Motion made by Art Swenka to approve the 2020-2021 Final 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                 |
| <b><u>Total Income</u></b>      | <b><u>\$777,570.00</u></b> |

**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                |
| <b><u>Total Expense</u></b> | <b><u>\$565,282.00</u></b> |

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

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

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

**Public Comment**

Drip Irrigation at Stanley Cemetery was turned on and one leak has been fixed since. However, we have checked on the system a few times, and though running well, someone continues to turn it off. Staff has spoken to the Cemetery Committee Members and a sign has been placed on the electric box. If the system continues to be turned off the District will be unable to assist in any further plantings.

Art reported that all Torrance County Commission Meetings are being broadcast live via KXNM 88.7.

**Next Board Meeting**

Lewis Fisher motioned to reschedule the next board meeting from Thursday, June 4<sup>th</sup> to Thursday, June 11<sup>th</sup> at 10:00 AM due to elections. 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

**Adjournment**

Motion for meeting adjournment at 10:37 AM by Art Swenka motion seconded 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

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Bill King, Secretary/Treasurer