



# Wheeler Soil and Water Conservation District

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Board of Directors  
Special Meeting Minutes  
May 5, 2022

## Directors

James Collins  
Anna Thomas  
Wayne Lindquist  
David Hunt  
Jason Davis

## Employees

Randall Williams  
Cassandra Newton  
Brooke Moore

## Others Present

Carmen Oakes

The board meeting was called to order by Chair Collins at 8:00 a.m. by the clock on the wall.

## 1. **Projects/Programs**

### a. **Smart Commodities**

Randy provided an update on the application process and explained that due to the landowner not holding a Duns or SAM account, the landowner could not apply directly. Randy further explained that the District could apply on behalf of the landowner and administer the grant.

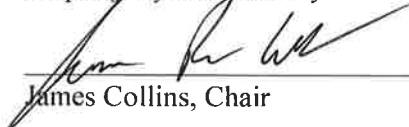
The Board held discussion pertaining to the following

- District eligibility
- Financial risk
- Liability of project components and reporting
- Which agency responsible for evaluation of success
- District capacity to withstand workload included with administering the grant
- Application budget line items pertaining to the District
- Application deadline and what remains for application to be complete
- Grant payment/reimbursement schedule
- Process and ability to administer the grant through potential staffing transition(s)

After discussion, the Board requested that Randy reach out to SDAO to inquire about the District's position in applying for this opportunity, and the risk and liability involved. The Board tabled the agenda item until a special meeting to be held Friday, May 6, 2022 at 10 a.m.

The board meeting was adjourned by Chair Collins at 9:04 a.m. by the clock on the wall.

*Respectfully submitted by Cassandra Newton*

  
James Collins, Chair

  
Randall Williams, District Manager

**Meeting Location:** Virtual  
**To Join from a computer or smartphone:**  
<https://global.gotomeeting.com/join/954414701> (Contact the office for meeting password)  
**To dial in using a phone:**  
(571) 317-3122 (Access Code: 954-414-701)