

# **BOARD OF SUPERVISORS**

## **MEETING MINUTES**

Meeting Date: 5/16/2017

Meeting Location: Bert Harris Center, Conference Room III  
Sebring, Florida

**FINAL - Approved 6/26/2017**

Recorded by: Susie Bishop

**MEETING LOCATION: BERT HARRIS CENTER, SEBRING, FL**  
**MEETING SCHEDULED START: 3:00 P.M. CALL TO ORDER: @ 3:03 P.M.**

Name	Title	Organization	Present
<b>ATTENDANCE</b>			
Scott Kirouac	Chairman	Highlands Soil & Water	Y
Dr. John Causey	Vice-Chairman	Conservation District	Y
Doug Deen	Secretary/Treasurer		Y
Pamela Fentress	Supervisor		Y
Steve Smith	Supervisor		Y
Commissioner Jim Brooks	Liaison	Highlands Co. Board of County Commissioners	Y
Susie Bishop	Executive Director	Highlands Soil & Water	Y
Drew Pitts	MIL Manager	Highlands Soil & Water	N
Carlos Torres	District Conserva.	USDA-NRCS	N
<u>Other Attendees:</u>			
Libby Pigman	Reg. Rep.	SFWMD	Y
Ray Royce	Ex. Director	HCCGA & HAC	Y

### **PUBLIC MEETING ANNOUNCEMENT READ BY CHAIRMAN**

#### **I. Welcome & Introductions**

#### **II. Approval of Agenda**

- a. Chairman informed the Board the audit will be presented at the June meeting. Motion to approve agenda with removal of the audit presentation. (Fentress/Smith) Unanimous Approval.

#### **II. Presentation**

Presentation: Update on storage projects and Lake Okeechobee - Libby Pigman with the SFWMD presented information about the plans for Lake Okeechobee and water storage projects. An open discussion took place.

### **III. Approval of Meeting Minutes**

- a. Motion to approve the minutes of the Board meeting held on April 25, 2017 (Fentress/Smith). Smith requested a draft of the minutes be sent to the Board following the meeting in addition to being included in the Board meeting packets. Unanimous Approval.

### **IV . Financial Activity**

- a. Overview of Financial Reports - Bishop presented the bank reconciliations and financial reports. Fentress expressed her desire for the Board to take "field trips" to see some of the larger capital projects under the Fixed Capital Outlay contracts, referring specifically to the Phillips Rucks Citrus Nursery and Evans Properties projects. Bishop will arrange for these visits in the Fall.
- b. General Fund Budget Amendments - Bishop presented a few budget amendments, answering questions from the board. Motion to approve the financial report and the budget amendments as presented (Causey/Deen). Unanimous approval.

### **VI . Agency Partner Updates**

- a. NRCS - No Report.
- b. FDACS - No Report. Bishop shared until the state budget is approved by the Governor the contracts for the coming fiscal year are unknown, but a decrease is expected.
- c. MIL - Bishop reported all evaluations for this quarter are completed. The MIL is working on the Citrus Re-Est. contract evaluations, there are a lot of those to be completed. No information from FDACS as to how the MIL will be compensated for the additional work. Additionally, there is discussion of this contract changing from a deliverable to a reimbursable contract format.

### **VII. Old Business**

- a. Lake McCoy Project - Fentress reported the construction is scheduled to begin on July 3. It is unknown if Lake McCoy or Lake June will be first to be completed.
- b. Contribution - Weather STEM system for Heartland Christian Academy (HCA) - Fentress explained the information she received from Ed Mansouri, owner of Weather STEM. He agreed to decrease the price of the system to \$3000.00 with no annual fees. Mansouri also said there is activity on the Fred Wild Elementary School system so someone is using it, even though the HCA Director said the school assistant principal told her there was not a teacher using the system in their classroom. Bishop read the request from HCA to HSWCD asking for contribution of \$3000.00 to enable them to have their own Weather STEM system. Following Board discussion motion was made (Smith/Fentress) to table the decision until Bishop can contact HCA Director. The HCA Director will be asked to contact Mr. Mansouri to inquire cost to install a camera and soil moisture probes and ability to use the FWE system. Unanimous approval. Board discussed all contributions to school programs and others.

### **VIII. New Business**

- a. July BOS Meeting - Kirouac asked the Board if they would support the cancelling of the July meeting due to the work load of staff and summer vacations. Motion made to remove the July meeting from the schedule (Fentress/Deen). Unanimous approval. Discussion regarding the June meeting date followed with a consensus

to change the June meeting date to Monday, June 26 at 3:00 p.m. as an effort to have the full Board in attendance for the audit presentation. Bishop will confirm this date with the auditor and notify the Board of the official change of meeting date.

**IX. Executive Director's Report**

- Bishop informed the Board about a Forage Loss program with FSA, asking supervisors to share the information with their fellow farmers.
- A news article printed in the Lakeland Ledger about the Polk SWCD was distributed to the Board for informational purposes.
- Because staff often times car pools in the HSWCD truck to meetings, Bishop shared with the board they are shopping for a tool box or bed cover to enable the use of the bed for luggage when traveling.
- Bishop reminded the Board their financial disclosures are due by June 30. She will email each Supervisor the form and the report they filed last year.
- The Director of the FDACS-OAWP will be in Okeechobee tomorrow to meet with staff regarding how work in this area is going. Bishop and staff will be attending.
- Bishop explained to the Board her efforts to assist staff in acquiring health insurance. She will meet with the County Administrator tomorrow and will report back to the Board. The Board supported this effort.

**IX. Citizens Not on the Agenda**

R. Royce - None

**X. Supervisor Comments**

Causey - None  
Fentress - None  
Deen - None  
Smith - None  
Kirouac - None

Meeting adjourned at 4:45 p.m.

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**Scott Kirouac, Chairman**

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**Doug Deen, Secretary**

**POST MEETING ACTION ITEMS**

Action	Assigned To	Deadline
Confirm auditor is available to attend the adjusted June Board meeting date, moved to June 26	S. Bishop	May 17, 2017
Post the change in date of the June Board meeting	S. Bishop	May 17, 2017
Email the FSA Forage Loss Program information to the Supervisors	S. Bishop	May 17, 2017
Meet with County to discuss potential for HSWCD staff to be added to the County Health Insurance Group	S. Bishop	May 17, 2017
Send financial disclosure forms to Supervisors along with the report they filed last year	S. Bishop	May 19, 2017
Update the Director of Heartland Christian Academy on status of request for funding a Weather STEM system at the school	S. Bishop	June 26, 2017
Finalize with FDACS logistics of MIL Evaluations for the Citrus Re-Est. Contract	S. Bishop	June 30, 2017
Plan an Ag Safety Day with Extension	S. Bishop	Aug. 1, 2017
Arrange for field trips for the Board to tour completed cost share projects	S. Bishop	Nov. 1, 2017
Continue to monitor/facilitate the FECLOG & NRCS work on PL566 structure	S. Bishop	Ongoing
Outreach for MIL	S. Bishop & D. Pitts	Ongoing