

BOARD OF SUPERVISORS

MEETING MINUTES

Meeting Date: 8/15/2017

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

FINAL - Approved 9/26/2017

Recorded by: Susie Bishop

MEETING LOCATION: BERT HARRIS CENTER, SEBRING, FL
MEETING SCHEDULED START: 3:00 P.M. CALL TO ORDER: @ 3:02 P.M.

Name	Title	Organization	Present
ATTENDANCE			
Scott Kirouac	Chairman	Highlands Soil & Water	Y
Dr. John Causey	Vice-Chairman	Conservation District	N
Doug Deen	Secretary/Treasurer		Y
Pamela Fentress	Supervisor		Y
Steve Smith	Supervisor		N
Commissioner Jim Brooks	Liaison	Highlands Co. Board of County Commissioners	Y
Susie Bishop	Executive Director	Highlands Soil & Water	Y
Dakota McCullers	BMP Tech.	Highlands Soil & Water	Y
Carlos Torres	District Conserva.	USDA-NRCS	Y
Kayla Nickerson	FDACS-OAWP	Env. Spec. III	Y
<u>Other Attendees:</u>			
Matt Vinzant	Env. Scientist	SWFWMD-FARMS	Y

PUBLIC MEETING ANNOUNCEMENT READ BY CHAIRMAN

I. Welcome & Introductions

II. Approval of Agenda

Motion to approve agenda as presented (Fentress/Deen) Unanimous Approval.

Presentation SWFWMD - FARMS Program - Matt Vinzant

Vinzant provided hand-outs describing the SWFWMD FARMS program. The District is focusing on properties on the Ridge and areas close to lakes for FARMS projects. FARMS is for agriculture acres above 100 acres, Mini-FARMS is designed for all below 100 acres. There are dollars available to Ag producers to assist with projects that will improve the quantity and/or quality of water. The cost share ranges from 50 to 75% reimbursement and can be used in conjunction with other cost share programs both on the Federal and State levels.

I. Approval of Meeting Minutes

- a. Board of Supervisors Meeting Minutes - June 26, 2017 - Motion made to approve the minutes as presented (Fentress/Deen). Unanimous Approval.

IV . Financial Activity

- a. Overview of Financial Reports - Bishop presented the bank reconciliations and financial reports for July & August. Budget amendments to balance the General Fund Budget will be presented at the September Board meeting. Motion made to approve financials as presented (Deen/Fentress) Unanimous Approval.
- b. Distribution of Final Audit Report - S. Bishop provided the final version of the 2015-16 Audit to the Board.

VI . Agency Partner Updates

- a. NRCS - Torres announced the application deadline for EQIP is Oct. 30, 2017. Applications for the new fiscal year are being accepted. USDA is being re-organized and NRCS may close some field offices, reduce number of vehicles and leave some vacant positions open throughout the United States. Torres doesn't feel the Highlands Co. office is at risk. He is still expecting a Soil Scientist to be placed here, the vehicle provided for the MIL to remain and replacement of staff in the position previously held by Aalia McClendon.
- b. FDACS - K. Nickerson shared the 2017-18 budget/contracts are still being reviewed and completed. Currently only projects approved last year after funds were all committed are being told to start their projects. The renewal of the Citrus Re-Est. Contract is still undecided. The annual stakeholder meeting will be held in Tallahassee on Sept. 13, Bishop and some of the HSWCD staff will be attending. In late Oct. a statewide field staff meeting will be held in the panhandle.
- c. MIL - D. Pitts was absent due to his attendance at the Quarterly MIL meeting in Tavares. Bishop reported they are very busy completing the evaluations for the Citrus Re-Est. Contract in conjunction with the regular MIL Contract work. Fentress reported she had received phone calls from two smaller growers who complained to her the length of time it is taking to schedule an evaluation for them. Producers were not named, but Bishop will follow up with Pitts.
- d. Extension - L. Hurner was absent so Bishop explained a new Livestock Agent has been hired. This position will also include some natural resource programming of which HSWCD will work in conjunction with them on this new program. The applicants for the 4-H Agent position will be interviewed this week..

VII. Old Business

- a. Lake McCoy Project - Fentress reported project was to commence by July 31, 2017. The work has not started and no other information is known at this time.
- b. AFCD Annual Meeting - Bishop reported on the Annual Meeting, sharing the names of the new officers: President-Burlin Findley, 1st V. President-Andy Jackson, 2nd V. President-Nano Carona and Secretary/Treasurer-Linda Minton. A few By-Laws changes were discussed that may be presented at next year's Annual Meeting. The 2018 Area meeting will be hosted by Highlands & Okeechobee SWCD. The 2018 NACD meeting will be in Nashville on January 27-31, 2018. The goal is to have the 2019 NACD meeting in Tampa.

VIII. New Business

- a. LPE Fence Sponsorship Sign - P. Fentress explained how the excess funds

HSWCD donated to the school for the WeatherSTEM station were used to sponsor the sign originally and there should be funds still remaining. Some of the excess funds were also used to assist in building in a school garden. Fentress will talk with school administration about the balance of funds being used to keep sign in place on the fence.

- b. HSWCD Truck - Storage Options - Bishop distributed a variety of options for storage in the bed of the truck for times of travel when staff car-pools. Following discussion of options, a motion was made to authorize Bishop to spend up to \$1500.00 to purchase and install a truck bed cover for storage (Fentress/Deen). Unanimous approval.
- c. Upcoming Workshop/Work-Plan/Budget - Kirouac explained the Long-Term Workplan is due to expire in 2018 and asked Board if they wanted to plan to have a workshop to develop an updated plan. Consensus was to have a workshop in January with a facilitator. Bishop will proceed with organizing the workshop.

IX. Executive Director's Report

- While attending the Annual Meeting of the Wedgworth Alumni Bishop had the opportunity to spend some one on one time with Deputy Agriculture Commissioner, Mike Joyner. She expressed the appreciation of the relationship HSWCD has with the FDACS-OAWP. He shared the Department considers HSWCD its poster child of how it should be done.
- The Garden will be tilled in the coming month followed by a press release to solicit new gardeners.
- Bishop updated the Board on all the Contracts, their status and funds.
- It was reported all employees fully funded by FDACS-OAWP received COLA & Merit pay increases along with full insurance benefits. Insurance enrollment was completed the first week of August with all employees enrolling themselves and their families.
- Bishop is working with L. Hurner at Extension to organize the Ag Safety Day for farmers of all commodities and their employees. It will be held in late October at the Bert Harris Center. HSWCD has been asked to sponsor the lunch. Motion made to contribute up to \$1000.00 for the lunch (Fentress/Deen) Unanimous approval.

IX. Citizens Not on the Agenda

None

X. Supervisor Comments

Fentress - The USDA-FSA County Committee elections have taken place and there was no one nominated to fill the seat John Payne previously held.

Deen - None

K. Nickerson - Nickerson added the Rural & Family Lands conservation program is currently accepting applications with a deadline of October 8.

Kirouac - Reminded the Board the next scheduled Board Meeting will be on Tuesday, September 19, 2017 at 3:00 p.m.

Motion to adjourn meeting at 4:20 p.m. (Deen/Fentress).

POST MEETING ACTION ITEMS

Action	Assigned To	Deadline
Prepare the Budget Amendments for FY ending Sept. 30, 2017	S, Bishop	Sept. 14, 2017
Complete preparations for Ag Safety Day	S. Bishop & L. Hurner	October, 2017
Order and install of storage unit for HSWCD Truck bed	S. Bishop	September 10, 2017
Begin preparations for a BOS Workshop for updated Workplan	S. Bishop	December, 2017
Continuance of managing of FDACS Contracts/Staff	S. Bishop	Ongoing
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