***Highlands Soil & Water Conservation District - Board of Supervisors***

**Meeting Minutes**

**Meeting Date: 06/20/2023**

Meeting Location: HSWCD Conf. Room – Bert Harris Center

**FINAL – Approved 7/18/2023**

Recorded by: Susie Bishop

**Meeting Scheduled Start: 3:00 P.M. Call to Order: @ 3:02 P.M**

**Public Meeting Announcement Read by Chairman**

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| Dr. John Causey  Steve Smith  Doug Deen  Sara Sebring  T.J. Wohl  Scott Kirouac  Susie Bishop  Kayla Nickerson  Lauren Ahrens  William Adams  Chad Harmon  Wade Smith  Carlos Torres  Sierra Arens | Chairman  Vice-Chairman  Secretary/Treasurer  Supervisor  Supervisor  Liaison  Executive Director  BMP Tech.  BMP Tech.  ES1  MIL Manager  MIL Tech  District Cons.  Soil Consv. | Highlands Soil & Water  Highlands Soil & Water  Highlands Soil & Water  Highlands Soil & Water  Highlands Soil & Water  Highlands Co. Board of  Commmissioners  Highlands Soil & Water  Highlands Soil & Water  Highlands Soil & Water  FDACS-OAWP  Highlands Soil & Water  Highlands Soil & Water  USDA-NRCS  USDA\_NRCS | Y  Y  Y  Y  Y  Y  Y  Y  Y  Y  Y  Y  N  N |

1. **Welcome & Introductions**
2. **Approval of Agenda –**  Motion to approve agenda as presented (Deen/Wohl)

Unanimous Approval.

1. **Approval of Meeting Minutes –May 23, 2023 -** Motion made to approve the

minutes as presented (Wohl/Deen). Unanimous Approval.

1. **Financial Activity**
2. **Overview & Approval of Financial Reports- May 2023:** Review of bank statements & financial reports. Motion to approve the financial reports as presented (Wohl/Deen). Unanimous Approval
3. Distribution of FY 2021-22 Audit – Bound Financial Statement Audit Reports. No Action.
4. **Agency Partner Updates**

**a FDACS –** Adams reported staff is working on IVs under the new procedures.

Bishop reported on the termination of the Director of Contracts with no

information received as to who will be our point of contact for our contracts

In the future. No Action

1. **MIL** – Harmon reported status of completed evaluations with numbers far above required amount. Bishop explained the recent challenges with the Director of the MIL program at OAWP stating she is working with higher leadership at OAWP to resolve. The MIL Contract was renewed with current Scope of Work and a decreased budget, an amendment will follow soon. No Action.
2. **NRCS** – No Report.
3. **HCBCC –** No Report

**VI**. **Old Business**

**a.Stolen Saddle Ranch Project –** Bishop reported the company conducting the study

has installed 5 monitoring stations and they submitted their Quality Assurance Plan to

DEP yesterday so invoices should be received soon. No Action.

1. **New Business**
2. **Signage for District –** Bishop reported the sign at our building is badly damaged from the sun, asking the board to consider replacing it. Quotes were requested from sign company, but not received by meeting time. Bishop will present quotes at next month’s meeting. Bishop will also inquire with the County regarding making of signs for the County lines.

**VIII. Executive Director’s Report**

**Items presented:**

* Supervisors were given Form 1 to complete and submit to the Supervisor of Elections office by deadline of July 3, 2023.
* The Landowners Assistance Expo was a success with approx..85 in attendance representing 10 counties. A few suggestions

of changes have been shared with CFRPC.

* Bishop distributed a letter of support from HSWCD on behalf of the County for a grant application to conduct a study regarding stormwater concerns.
* Community garden is at full capacity with the annual tilling to be done on Sept. 6.
* Information distributed for the USDA-FSA County Committee nominations.
* OPPAGA – the focus will be on a strategic work plan for the District, which Highlands has had in place for 5 years. Supervisors agreed to conduct a workshop on September 19 to develop an updated work plan.
* Bishop will be on annual leave June 22 – July 7.

**IX. Citizens Not on the Agenda – None**

**X. Supervisor Comments**

Deen - None

Sebring – None

Wohl – None

Causey - None

Meeting Adjourned at 3:45 p.m.