

# **BOARD OF SUPERVISORS**

## **MEETING MINUTES**

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Meeting Date: 3/13/2018

Meeting Location: Bert Harris Agricultural Center-Room 3

Sebring, FL

**FINAL**

Recorded by: Susie Bishop

**MEETING SCHEDULED START: 3:00 P.M. CALL TO ORDER: @ 3:20 P.M.  
PUBLIC MEETING ANNOUNCEMENT READ BY CHAIRMAN**

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		N
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
Carlos Torres	District Conserva.	USDA-NRCS	N
Sierra Ayers	Soil Conserva.	USDA-NRCS	N
Kayla Nickerson	FDACS-OAWP	Env. Spec. III	Y
Laurie Hurner	Highlands Co. Extension	Ex. Director	N

**I. Welcome & Introductions**

**II. Approval of Agenda**

Motion to approve agenda as presented (Smith/Causey). Unanimous Approval.

**III. Approval of Meeting Minutes**

- a. Board of Supervisors Meeting Minutes – February 20, 2018 - Motion made to approve minutes as presented (Causey/Smith). Unanimous Approval.

#### **IV . Financial Activity**

- a. Overview of Financial Reports - Bishop presented the bank reconciliations and financial reports for February. Financial reports for February 2018 were presented with one concern. The 2017-18 General Fund Budget to Actual report was for the previous fiscal year. Bishop will create the correct report and email it to the Board. Motion made to accept the financial reports as presented with one error noted. (Fentress/Causey) Unanimous approval.

#### **V . Agency Partner Updates**

- a. NRCS - No Report.
- b. FDACS - K. Nickerson reported staff was given an update on the revisions of all of BMP Manuals which will include the core practices. Public input is being listened to some revisions have been made in various manuals. Staff is continuing to work on the self-verifications with producers. It was asked what the penalty will be for producers who do not complete their self-verification. Nickerson will get an answer for that question.
- c. MIL - Bishop reported the work for this quarter is completed and staff will be doing some well calibrations for the rest of this month. Bishop will continue to work with FDACS staff regarding calibration work in the MILs.
- d. Extension - No Report
- e. HCBCC - Commissioner Brooks reported the County has begun phase three of the Parkway. A new County Assistant Administrator, Tasha Morgan, has been selected and only needs to receive HCBCC approval for transfer to occur.

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

- a. Lake McCoy Project - Fentress reported work is complete, but she did not know when the final inspection would take place.
- b. Agreement with Polk SWCD – Kirouac began discussion to review the presented draft agreement. Concerns included carrying the expenses of the employee for three months before invoicing PSWCD for reimbursement, what penalty will be imposed for late payment of invoices, if PSWCD will eventually join FRS, and an expiration date for the agreement after the first year. Bishop will take all of these concerns to FDACS-OAWP staff, make edits and re-submit the final version to PSWCD after Chairman Kirouac signs the agreement. Pitts is scheduled to start in new position on April 2, 2018.

#### **VII. New Business**

NONE

#### **VIII. Executive Director's Report**

- Bishop announced dates:
  - Youth Speech Contest – April 16, 2018 at 5:30 p.m.
  - Board of Supervisors Meeting – April 17, 2018 at 3:00 p.m.
  - FDACS-OAWP Stakeholders Meeting – April 18, 2018 in Gainesville and Bishop will attend.

#### **IX. Citizens Not on the Agenda**

None

**X. Supervisor Comments**

Fentress - None

Causey - Causey asked the board for potential support of a solar light project to provide lighting at dark school bus stops. Discussion took place with a consensus for Causey to proceed with the concept and report back to the Board.

Smith – None

Kirouac - None

Meeting Adjourned at 4:50 p.m.

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**Scott Kirouac, Chairman**

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**Doug Deen, Secretary**

### POST MEETING ACTION ITEMS

Action	Assigned To	Deadline
Complete and facilitate execution of an agreement with PSWCD to manage a BMP Tech. Position in Polk County`	S. Bishop	March 20, 2018
Organize and Create the new 5 Year Work Plan	S. Bishop & H. Carter	April 30, 2018
Schedule to attend FDACS meetings in April	S. Bishop	April 15, 2018
Organize Youth Speech Contest	S. Bishop	April 12, 2018
Continuance of managing of FDACS Contracts/Staff	S. Bishop	Ongoing