

# Okeechobee Soil and Water Conservation District

## MEETING MINUTES

Date and Time of Meeting: Wednesday, October 11, 2017 8:00 AM

Location of Meeting: 200 NW 5<sup>th</sup> Street, Okeechobee, FL 34972

- I. Supervisor Corona called the October 11, 2017 meeting to order at 8:18 am.
- II. Roll Call and establish quorum

### **BOARD of SUPERVISORS:**

- Mariano Corona, Chairman
- Glynn Rutledge, Secretary-Treasurer
- Douglas Burnham, Supervisor
- Don Sellers, Jr., Supervisor
- Nicki Smith, Supervisor

- III. Motion to approve September 27, 2017 meeting minutes (Smith/Sellers). Unanimous. Motion approved.
- IV. Motion to approve FY 17 year-end financial report (Rutledge/Sellers). Unanimous. Motion approved.

### V. Staff Reports

1. Howard Harrison gave the NRCS program and emergency assistance report.
2. Ms. Kuipers and Murphy gave the cost share contract summary report and OSWCD updates.
3. Ms. Lewis reported FDACS program updates.

### VI. Unfinished Business

1. Motion to purchase a vehicle for a second technician position, as long as there will be reimbursement for it in the contract (Sellers/Smith). Unanimous. Motion approved.

### VII. New Business

1. Motion to approve the updated FY 18 budget to include the purchase of a new vehicle and tablet devices for Supervisors (Sellers/Smith). Unanimous. Motion approved.

### VIII. Upcoming Events

1. USDA Disaster Assistance and Hurricane Recovery Workshop Monday, Oct 23<sup>rd</sup>
2. OSWCD Board Meeting -November 8, 2017
3. Farm City Day Luncheon- November 16, 2017 KOA

- IX. Adjournment at 9:15am

# Okeechobee Soil and Water Conservation District

## MEETING AGENDA

Date and Time of Meeting: Wednesday, November 8, 2017 8:00 AM

Location of Meeting: 200 NW 5<sup>th</sup> Street, Okeechobee, FL 34972

- I. Chairman Corona called the November 8, 2017 meeting to order at 8:03am
- II. Roll Call and establish quorum

### **BOARD of SUPERVISORS:**

- Mariano Corona, Chairman
- Glynn Rutledge, Secretary-Treasurer
- Douglas Burnham, Supervisor
- Don Sellers, Jr., Supervisor
- Nicki Smith, Supervisor

- III. Motion to approve October 11, 2017 Board meeting minutes (Rutledge/Smith). Unanimous.  
Motion approved.

- IV. Motion to approve October Financial Report (Smith/Rutledge). Unanimous. Motion approved.

### V. Staff Reports

1. NRCS Program Updates- no report
2. Ms. Kuipers and Murphy updated the Board on activities and cost share balances.
3. Ms. Lewis updated the Board on FDACS activities and work load.

### VI. Unfinished Business

1. Ms. Kuipers reported that per legislature that public funds can only be invested at a certified public depository or the State Board of Administration (SBA) Investment Pool. These funds can be ACH credited to the our existing SBA account. Motion to deposit administrative fees into the SBA account going forward (Smith/Rutledge).

### VII. New Business

1. None

### VIII. Upcoming Events

1. Office Closed- November 10, 2017-Veteran's Day
2. FY 17 Financial Audit- November 14,15 &17
3. Farm City Day Luncheon- November 16, 2017 KOA
4. Okeechobee AgVenture- December 13 & 14- in lieu of meeting

- IX. Adjournment at 9:10 am.

No Quorum - No December Meeting

# Okeechobee Soil and Water Conservation District

## MEETING MINUTES

Date and Time of Meeting: Wednesday, January 10, 2018 8:00 AM

Location of Meeting: 200 NW 5<sup>th</sup> Street, Okeechobee, FL 34972

- I. Supervisor Rutledge called the January 10, 2018 meeting to order at 8:00am
- II. Roll Call and establish quorum

### **BOARD of SUPERVISORS:**

- Mariano Corona, Chairman
- Glynn Rutledge, Secretary-Treasurer
- Douglas Burnham, Supervisor
- Don Sellers, Jr., Supervisor
- Nicki Smith, Supervisor

- III. Motion to approve November 8, 2017 Board Minutes (Sellers/Smith). Unanimous. Motion approved.
- IV. Motion to approve Financial Report- First Quarter-to-date (Smith/Sellers). Unanimous. Motion approved.

### V. Staff Reports

1. Howard Harrison, NRCS District Conservationist (DC) discussed NRCS priorities which are all emergency programs before EQIP and CSP. Mr. Harrison remains the acting DC for Ft. Myers/Naples Service Center.
2. Courtney Murphy and Audrey Kuipers gave the OSWCD program update regarding educational programs and audit.
3. Ms. Kuipers reported on FDACS contract balances.

### VI. Unfinished Business

1. None

### VII. New Business

1. Motion to approve entering into FDACS Contract 25021 that Expires 6/30/2020 (Sellers/Smith). Unanimous. Motion approved.
2. Ms. Kuipers handed out Supervisor tablets and set up Board emails on them. She will send all electronic communication to the Board to the new SWCD emails to alleviate Supervisors using personal phones and computers for Board business.
3. Supervisors seats up re-election in 2019 are Seat 1- Mariano Corona, Seat 3- Don Sellers, Jr, Seat 5- Glynn Rutledge. Qualifying paperwork will need to be completed June 2018. All Supervisors are required to complete financial affidavits by July 1, 2018.

VIII. Upcoming Events

1. Land Judging and Envirothon Planning
2. AFCD Board meeting- Saturday, January 13, 2018- Chiefland
3. Area Land Judging Contest – Wednesday, February 21, 2018
4. Indian River Lagoon Envirothon- Friday, February 23, 2018
5. Poster Contest Deadline- March 2, 2018
6. Area IV AFCD Meeting (hosted by H & OSWCD) Thursday, April 26<sup>th</sup>- LaBelle, FL

IX. Meeting adjourned at 8:47am.

# Okeechobee Soil and Water Conservation District

## MEETING MINUTES

Date and Time of Meeting: Wednesday, February 14, 2018 8:00 AM

Location of Meeting: 200 NW 5<sup>th</sup> Street, Okeechobee, FL 34972

- I. Supervisor Rutledge called the February 14, 2018 meeting to order at 8:08am
- II. Roll Call and establish quorum

### **BOARD of SUPERVISORS:**

- Mariano Corona, Chairman
- Glynn Rutledge, Secretary-Treasurer
- Douglas Burnham, Supervisor
- Don Sellers, Jr., Supervisor
- Nicki Smith, Supervisor

III. Motion to approve January 10, 2018 Board Minutes (Smith/Sellers). Unanimous. Motion approved.

IV. Motion to approve the February-to-date financial report (Sellers/Burnham).

### V. Staff Reports

1. Howard Harrison gave the NRCS program updates and Emergency Watershed Protection (EWP) projects approved with Okeechobee BOCC. Mr. Harrison answered questions regarding the infrastructure of the upcoming Farm Bill.
2. Audrey Kuipers gave the OSWCD program and cost share update.
3. FDACS program updates were given during new business.

### VI. Unfinished Business

1. None

### VII. New Business

1. Mr. Harrison discussed the required NRCS Annual Civil Rights and Equal Opportunity policies with the Board. Board members signed.
2. Leslie Lewis updated the Board on her job assignments and FDACS program outreach.
3. Audrey Kuipers gave an overview of SWCD moving into the vacant lease space. The Board recommended advertising the lease space in the paper until the next Board meeting to hear Supervisor Corona's thoughts on the topic.
4. Ms. Kuipers discussed the possibility of more funds being awarded through the NRCS Contribution Agreement Modification for additional services. Ms. Kuipers will get better clarification on the fund being available for this current year, or the next.

## VIII. Public Comment

1. In regards to a landowner concerned about USDA-NRCS wetland restorations and not meeting with adjacent landowners, the Board felt that it is private property and that NRCS has protocols already in place to avoid offsite impacts to adjacent land.

## IX. Upcoming Events

1. Area Land Judging Contest, Smith Ranch & Grove – Wednesday, February 21, 2018
2. Indian River Lagoon Envirothon, Smith Ranch & Grove- Friday, February 23, 2018
3. Poster Contest Deadline- March 2, 2018
4. If we have posters- Okeechobee County Fair, March 13-18, 2018
5. Area IV AFCD Meeting Thursday, April 26<sup>th</sup>- LaBelle, FL Note: After Board meeting the AFCD meeting has been changed to Thursday, May 3

## X. Adjourned at 9:14am

# Okeechobee Soil and Water Conservation District

## MEETING MINUTES

Date and Time of Meeting: Wednesday, March 14, 2018 8:00 AM

Location of Meeting: 200 NW 5<sup>th</sup> Street, Okeechobee, FL 34972

- I. Supervisor Corona called the March 14, 2018 meeting to order at 8:18am
- II. Roll Call and establish quorum

### **BOARD of SUPERVISORS:**

- Mariano Corona, Chairman
- Glynn Rutledge, Secretary-Treasurer
- Douglas Burnham, Supervisor
- Don Sellers, Jr., Supervisor
- Nicki Smith, Supervisor

- III. Motion to approve February 14, 2018 Board Minutes (Sellers/Smith). Unanimous. Motion approved.

- IV. Motion to approve February-to-date financial report (Smith/Sellers). Unanimous. Motion approved.

### V. Staff Reports

1. Howard Harrison, NRCS District Conservationist (DC) discussed NRCS' priority is still emergency programs before EQIP and CSP. Mr. Harrison remains the acting DC for Ft. Myers/Naples Service Center.
2. Courtney Murphy and Audrey Kuipers gave the OSWCD program update regarding educational programs and audit. They also presented a NACD Promotional Video to the Board.
3. Ms. Kuipers reported on FDACS contract balances.

### VI. Unfinished Business

1. Motion to support Chairman Corona's suggestion on staff establishing space in the 5<sup>th</sup> Street building. (Sellers/Smith). Unanimous. Motion approved.
2. Ms. Kuipers explained that the NRCS agreement that was previously presented is indeed for funds that can be used this year.

### VII. New Business

1. Ms. Dayton Buxton and Mr. Jared Prescott presented the Board with plans on the Okeechobee High School Ag Department grounds. They have been working with FDACS-OAWP, an engineer and other community supporters. They were looking for support from the Board. The Board is in favor of supporting the project through the Educator Grant process.



2. Long Range Plan Session was tabled. The Board would like Ms. Kuipers to present samples of other District plans, instead of havng an outside mediator come in to assist the Board in coming up with a plan.

VIII. Upcoming Events

1. NACD Poster Contest- Okeechobee County Fair, March 13,18,2018 (Soil Trailer)
2. FDACS Stakeholder and Partners Meeting, April 18<sup>th</sup> Gainesville
3. FDACS BMP Workshop April 25-27, 2018
4. Area IV AFCD Meeting (hosted by H & OSWCD) Thursday, May 10- LaBelle, FL

IX. Meeting adjourned at 10:00am.

No April Meeting - No Quorum

# Okeechobee Soil and Water Conservation District

## MEETING MINUTES

Date and Time of Meeting: Wednesday, May 9, 2018 8:00 AM

Location of Meeting: 200 NW 5<sup>th</sup> Street, Okeechobee, FL 34972

- I. Supervisor Rutledge called the May 9, 2018 meeting to order at 8:06am.
- II. Roll Call and establish quorum  
**BOARD of SUPERVISORS:**
  - Mariano Corona, Chairman
  - Glynn Rutledge, Secretary-Treasurer
  - Douglas Burnham, Supervisor
  - Don Sellers, Jr., Supervisor
  - Nicki Smith, Supervisor
- III. Motion to approve March 14, 2018 Board Minutes (Burnham/Sellers). Unanimous approval.
- IV. Motion to approve April Financial Report (Sellers/Smith). Unanimous approval.
- V. Staff Reports
  1. Kara Butts gave NRCS program and office updates. Howard Harrison is still acting District Conservationist in Naples/Ft. Myers.
  2. Audrey Kuipers gave OSWCD program and personnel updates
- VI. Unfinished Business
  1. Long Range Planning Session- tabled for June meeting
- VII. New Business
  1. Motion to approve \$1200 for Personnel Handbook through Attorney David Miklas and amend budget to reflect expenditure. (Sellers/Smith) Unanimous approval.
  2. Motion to approve hiring former Conservation Technician, Jenna Platt as a contractor to complete the Soil Trailer Design, not to exceed \$2000 (Burnham/Sellers) Unanimous approval.
  3. Motion to approve FDACS Contract 24401 Amendment 3 and amend budget to reflect expenditures. (Burnham/Sellers) Unanimous approval.
  4. Motion to request the \$43,0000 BOCC Grant Agreement for FY 19. (Burnham/Sellers) Unanimous approval.
  5. Motion to accept the FY 17 financial audit as presented by Cheryl Williams, CPA at Wicks, Brown & Williams. (Sellers/Burnham) Unanimous approval.

VIII. Upcoming Events

1. May 10, 2018 Area IV AFCD Meeting- Labelle (Board Supervisor)
2. May 16, 2018 Cost Share Annual Meeting- FDACS Okeechobee (Board Supervisor)
3. May 22, 2018- Ag Literacy Day-North Elementary 27 classes
4. May 22, 2018- Career Day- Okeechobee High School
5. May 24, 2018-Smutgrass Field Day- Ona REC
6. June 8, 2018- Soil Education- Peace Lutheran School

IX. Adjournment at 9:45am