

# HIGHLANDS SOIL AND WATER CONSERVATION DISTRICT MINUTES

## April 7, 2009

The regular meeting of the Supervisors of the Highlands Soil and Water Conservation District was called to order by Wayne Zahn at 2:15 p.m., Tuesday, April 7, 2009 in Conference Room 3 at the Bert J. Harris, Jr., Agricultural Center in Sebring, Florida.

**Supervisors present:** Gregg Hartt, Jimmy Wohl and Wayne Zahn

**Supervisors absent:** John Causey and Ida Jackson

**Staff present:** Carlos Torres, District Conservationist  
 Jennifer Abbey, Soil Conservationist  
 Jackie Bailey, Office Manager  
 Corine Burgess, Natural Resources Specialist  
 Clell Ford, Lakes Management Specialist  
 Erin McCarta, Lakes Management Assistant

**Guests:** Don Bates, Mark Clifford, Leroy Crockett, Mary Freeman, Julie Fowler, Bo Griffin and Audrey Vickers

This is the Financial Report for March 27, 2009

DEPOSIT:

Three deposits were made this month totaling \$7,859.83. \$1,650.97 for admin fees for one contract. \$6,000 was moved from the MM account to the General Fund account and \$208.86 was money approved, but not used for Conservation Connection Day.

CHECKS WRITTEN:

Check 1397 for \$59.00 to Comcast for internet service.  
 Check 1398 for \$85.00 to Jackie Bailey for reimbursement for Conservation Connection Day giveaways.  
 Check 1399 for \$500.00 to Conservation Connection Day for expenses for the event.  
 Check 1400 for \$4,648.50 to Florida Irrigation Systems for rain sensors.

HSWCD balances as of March 27, 2009

Highlands Independent Bank	Checking	\$ 6,603.58
Highlands Independent Bank	CD	\$ 1,500.00
Highlands Independent Bank	CD	\$ 1,500.00
Highlands Independent Bank	CD	\$ 2,000.00

Money Market Account

Balance as of February 25, 2009	\$370,185.25
Interest	412.99
Check 106 for \$6,000 to General Fund	6,000.00
IWMID encumbered	<u>50,000.00</u>
Balance as of March 27, 2009	\$364,598.24

Lake Okeechobee Storage and Treatment

Balance as of February 25, 2009	\$210,736.54
Interest	<u>227.73</u>
Balance as of March 27, 2009	\$210,964.27

Avon Park Air Force Range Grant

Balance as of February 25, 2009	\$258,964.52
Interest	272.14
Check 2004 URS	2,167.21
Check 2005 Enviro Tech Systems	47,886.75

Check 2006 HSWCD	<u>2,502.70</u>
Balance as of March 27, 2009	\$206,680.00

FHREDI Contract

Balance as of February 25, 2009	\$ 0.00
Dep State of Florida	5,589.86
Check 1504 FHREDI	<u>5,589.86</u>
Balance as of March 27, 2009	0.00

MiniFarms 13882	
Balance as of March 27, 2009	\$ 2.50

BMP Contract #13929

Balance as of February 25, 2009	\$ 8.33
Dep State of Florida	34,662.05
Check 696 Bishop Bros Dairy	21,625.00
Check 697 Void	
Check 698 HSWCD	1,081.25
Check 699 Archbold	11,394.41
Check 700 HSWCD	<u>569.72</u>
Balance as of March 27, 2009	0.00

Petty Cash

Date	Vendor	Expense	Balance	Project
2/23/2009	Home Depot	\$ 66.58	\$ 95.52	Watershed Model
2/28/2009	Micheals	\$ 38.46	\$ 57.06	Watershed Model
3/12/2009	Home Depot	\$ 19.60	\$ 37.46	Watershed Model
3/23/2009	Artistic Frames	\$ 35.40	\$ 2.06	Speech Contest

Minutes of March 3, 2009 were approved as written. Today's agenda was approved with the addition of Istokpoga Marsh Watershed Improvement District.

Julie Fowler from NCT Group presented the draft audit to the Board. Hiring a bookkeeper has created the recommended segregation of duties. Adjusting journal entries needed to be posted to the trail balance in order for financial statements to be presented fairly in accordance with GAAP. Gregg Hartt made a motion to accept the draft audit, the report to the Board of Supervisors and recommended the Letter of Representation be signed. Jimmy Wohl seconded the motion. Motion passed.

Mary Freeman from Florida Heartland Rural Economic Development Initiative, Inc (FHREDI) thanks us for administering the Transportation Grant for her organization. It was suggested that she or Lynn Topel do a presentation about the Transportation Grant at a future meeting.

**Istokpoga Marsh Watershed Improvement District's Project** Gregg Hartt attended the Istokpoga Marsh Watershed Improvement District (IMWID) committee meeting. He reported SFWMD must encumber the \$3.8 million for land acquisition by June 30, 2009. A letter was drafted to property owners inviting offers to sell their land. The replies from the landowners will be opened by staff on April 15. The next IMWID meeting will be held on April 16 at the law offices of Swain and Harris in Lake Placid at 10AM; HSWCD Supervisors are encouraged to attend. Gregg Hartt stated he reaffirmed our interest in the project. One priority is to keep the management of the project local. Applications are being accepted by the BCC for new members to the IMWID advisory committee.

Carlos Torres was instrumental in submitting an application to NRCS for Alternative Watershed Enhancement Project (AWEP) funds. Don Bates met with State Conservationist, Carlos Suarez who sent the AWEP application to Washington DC. If these funds are approved they will be dispersed through our office. 319 funding through EPA will be funneled through the Florida Revolving State Funds. 319 funds will be a low interest loan and not a grant. Bo added FDACS budget will be very tight next year.

Our current local Memorandum of Understanding with the BCC is over 35 years old. Staff has been tasked with making suggestions to reflect the current organization, goals and duties of staff members.

Audrey Vickers mentioned how the Agricultural Center was built with Federal funds through NRCS and HSWCD. Audrey; with help from staff members, will research the history of the construction of the Ag Center.

Erin presented a Career Academy Photostory highlighting the learning experiences she and Corine have shared with the students. Involvement with the Academy encourages stewardship of the natural resources of Highlands County. Students have been shown career opportunities in environmental fields. The final project for the students will be creating their own Photostories of what they have learned. Gregg Hartt and Jimmy Wohl will be judging the projects. Fish and Wildlife has found funds for re-vegetation of the Lake Glenda shoreline. The Career Academy students will help with this project.

Corine informed the Board that on Earth Day, April 22, 2009 our volunteers will be planting Cordgrass on the Lake Jackson Shoreline Restoration Project site. Many agencies have been contacted and will attend the event. The week of April 20 through 24 is Volunteer Appreciation Week. On April 21<sup>st</sup> we will hold our Volunteer Appreciation Luncheon.

Wayne Zahn read an email from the Florida Lakes Management Society asking for a sponsorship at the 20<sup>th</sup> Annual Symposium to be held in June in Key Largo. Erin and Clell have both submitted abstracts for the symposium. Clell is the past-president of the organization. Gregg Hartt made a motion that we sponsor a break session at \$500.00. Jimmy Wohl seconded the motion. Motion passed.

The State Envirothon will be held on April 24 and 25<sup>th</sup>. Jimmy Wohl, Jackie and Jennifer have volunteered to help with the event. Cheryl Moffat has requested funding for van rental, gas and lodging. Jimmy Wohl made a motion to support the event and the team with a donation of \$400.00. Motion seconded by Gregg Hartt. Motion passed.

The AFCD Area VI Annual Meeting will be hosted by Hendry and Glades SWCDs on April 23, 2009.

Clell reported on the progress of the Avon Park Air Force Range Levee Project. Contractor has placed 50,000 cubic yards of material on the levee, which represents more than half of the total estimate by the contractor to complete the project. Material from the borrow pit is more suitable to the project than anticipated. Three compaction tests have shown 100% compliance with the compaction standard for the project. The Range has been searching for funding from the Department of Defense for installation of a shell rock cap. If a cap is placed on the levee it could be used by the Air Force as a perimeter road for patrols.

Carlos informed the board the second audit for active contracts was completed. Twenty-two EQIP and two WHIP applications have been received for 2009. Engineers, Biologist and DC visited 5 locations WRP-2009 program for evaluation and ranking process. Six people were served through conservation application. Six people were served through conservation planning. Seventeen people were served through inventories and evaluations.

The next board meeting was set for May 5, 2009 in Conference Room #3 at **2p.m.; this meeting is dedicated to updating The Long Range Plan.**

There being no further business, the meeting adjourned at 3:25p.m.

Respectfully submitted:

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Recording Secretary

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Chairman