

**HIGHLANDS SOIL AND WATER CONSERVATION DISTRICT MINUTES**  
**June 2, 2009**

The regular meeting of the Supervisors of the Highlands Soil and Water Conservation District was called to order by Gregg Hartt at 3:05 p.m., Tuesday, June 2, 2009 in Conference Room 3 at the Bert J. Harris, Jr., Agricultural Center in Sebring, Florida.

**Supervisors present:** John Causey, Gregg Hartt and Ida Jackson

**Supervisors absent:** Jimmy Wohl and Wayne Zahn

**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 (HCBCC), April Butler (4H), Mark Clifford, Leroy Crockett (RC&D), June Fisher (County Admin)

This is the Financial Report for May 26, 2009

**DEPOSIT:**

Three deposits were made this month totaling \$7,074.60. \$4,760.00 was from the Money Market account to cover cost for the Lake Jackson Shoreline Restoration Project. \$2,275.55 was admin fees for two contracts. \$19.05 was interest on a CD and \$20.00 was a rebate check for purchasing software. \$0.03 was moved from 13929 to the General Fund to adjust the account.

**CHECKS WRITTEN:**

Check 1412 for \$5,760.00 to Total Site Solutions for the Lake Jackson Shoreline Restoration Project.  
Check 1413 for \$59.00 to Comcast for internet service.  
Check 1414 for \$525.00 to Radar Accounting Service for Bookkeeping services.  
Check 1415 for \$120.00 to South West Gulf Coast Envirothon for Avon Park's state registration.  
Check 1416 for \$13.92 to Petty Cash

**HSWCD balances as of May 26, 2009**

Highlands Independent Bank	Checking	\$ 6,242.58
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 April 27, 2009	\$366,840.97
IWMID encumbered	50,000.00
Interest	420.81
Check 108 to general fund	4,760.00
Balance as of May 26, 2009	\$362,501.78

**Lake Okeechobee Storage and Treatment**

Balance as of April 27, 2009	\$211,193.74
Interest	215.35
Check 1003 to Lykes Bros	1,130.81
Check 1004 to HSWCD	56.54
Balance as of May 26, 2009	\$210,221.74

Avon Park Air Force Range Grant

Balance as of April 27, 2009	\$ 88,388.49
Check 2008 cashed at a difference of 0.47	0.47
Interest	163.90
Deps from SFWMD	171,884.00
Check 2009 URS	5,473.91
Check 2010 URS	19,406.25
Check 2011 HSWCD	1,090.51
Check 2012 HSWCD	128.50
Check 2013 Enviro Tech Systems	<u>94,296.49</u>
Balance as of May 26, 2009	\$140,040.26

FHREDI Contract

Balance as of May 26, 2009	\$ 0.00
----------------------------	---------

MiniFarms 13882

Balance as of April 27, 2009	\$ 6,250.00
------------------------------	-------------

BMP Contract #13929

Balance as of April 27, 2009	\$ 24,258.33
Check 710 Lykes Bros	20,000.00
Check 711 HSWCD	1,000.00
Dep State of Fla	<u>13,241.67</u>
Balance as of May 26, 2009	\$16,500.00

Petty Cash

Date	Vendor	Expense	Balance	Project
5/6/2009	Sweetbay	\$ 18.82	\$ 247.57	Plant for Lynn
5/12/2009	Tax Collector	\$ 4.25	\$ 243.32	registration for the Portabote
5/13/2009	Sweetbay	\$ 42.39	\$ 200.93	Career Academy and Lake Placid Middle School Career Day

Minutes of May 5, 2009 were approved as written. Today's agenda was approved.

**Istokpoga Marsh Watershed Improvement District's Project (IMWID)** Gregg Hartt stated appraisers have been hire to inspect the properties presented for sale by landowners. Don Bates said with funds available through SFWMD approximately 600 acres would be purchased at the north end of the district to construct a reservoir. The Alternative Watershed Enhancement Project (AWEP) application submitted to NRCS is going through the review and ranking process. Individual landowners are encouraged to implement BMPs in the IMWID area.

**Long Range Plan Review – Director Position**

Gregg Hartt stated he thought it was not in the best interest of HSWCD to hire a director at this time. The income stream for the position is not stable. If we hire someone it is possible that within a three year time period we would use all of our money. Jackie researched the FRS (Florida Retirement System) she was told once you become a contributor to the system it takes an act of legislation to withdraw from the system. Jackie will contact FRS asking if contribution must be made if the employee no longer works for the District.

Before hiring an employee a revised MOU between HSWCD and Highlands County BCC needs to be in place. Jackie will email or send to all supervisors the many examples of MOUs she found on the internet that may be helpful in revising our MOU. By consensus the Board asked that the job descriptions for county employees be revised to help them understand what each employee's duties are and how their job has evolved over the years. This information will give

the Board a better idea of how to revise the MOU. June Fisher stated any changes to the job descriptions would be updated through County procedures.

Many of the SWCDs throughout the State of Florida are set up similarly to how our district is set up with NRCS and their county providing employees, office space and supplies and operating expenses. Don Bates informed the Board he has spoken to the Lakes County SWCD and the District Employee in their office is hired and paid for by their County. The new MOU must strongly state the partnerships needs between HSWCD and the County.

Community report – The Area VI Speech Contest was won by Natalie Wolff who entered the contest through the Indian River SWCD. There were three contestants at the competition. A letter requesting a donation to help pay for her travel expenses to the state contest was included in the packet. John Causey made a motion to donate \$100 to help pay for her travel expenses. Ida Jackson seconded the motion. Motion passed.

Erin and Corine organized the Career Academy Photoshop contest; also the students planted over 500 plants along the shoreline of Lake Glenada. Corine and Jackie participated in the Lake Placid Middle School Career Day. Jackie reminded the Supervisors the AFCD meeting will be held in August 2009 and in 2010 the NACD meeting will be held in Orlando. Supervisors are encouraged to attend.

April Butler the 4H Agent for Highlands County presented a letter to the Board thanking them for last year's support of the 4H Environmental Day Camp and asking for their support again for this year's event. This year's week long camp will consist of swimming and fishing at Bishop Park, making environmental arts and crafts, a dairy tour at Butler Oaks, a tour of Highlands Country Recycling Center, nature walks through Sun N Lakes Preserve and a day at Blizzard Beach Theme Park. The price to hire buses tripled in the last year. Corine, Erin and Jennifer will also be helping April with the event. Ida Jackson made a motion to give \$1,000 to support this year's 4H camp. John Causey seconded the motion. Motion passed.

Contract Activity report. Through a phone conversation with Jackie, Bo Griffin stated that next year's General BMPs contract for \$700,000 should be ready for signature at our next meeting.

Clell reported rip rap and grass placement are needed to complete the Avon Park Air Force Range Levee Project. Clell stated it may be possible to use an existing MOU between Department of Defense and USDA to transfer funds to the District to pay for the shell-rock cap. Project should be 100% finished by mid July. Highlands County has received 7-1/2" of rain in May. Lake August is showing some re-growth of Hydrilla. Staff will meet with FWC biologist; may recommend adding more carp into the lake in the fall. Lake Persimmon aeration system has been turned off; the system and pumps will be evaluated to determine their future.

Erin informed the board the Lake Jackson Shoreline Restoration Project is nearly completed. All invoices have been paid. She stated that the MOU with the City of Sebring for maintenance of the project has not been received yet. It is possible that the balance of project funds may need to be used for maintenance. Lake Jackson's transparency is excellent at this time. The Career Academy's Lake Glenada and Lake Persimmon's re-vegetation projects were funded through Fish and Wildlife. Tourist Development Council has committed \$5,000 for Lake Persimmon re-vegetation also. Erin attended the Pre-development Conference for the biodiesel plant to be housed at the old Georgia Pacific plant.

Carlos and Jennifer are working on ranking the 22 EQIP and 2 WHIP application received at the office. Carlos will attend the Supervising for Excellence training next week. Carlos, Jennifer and Jackie will attend Diversity Day on Thursday and Friday of next week. Three people were served through Conservation application, seven people were served through conservation planning and seventeen people were served through inventories and evaluations.

Corine and Erin attended the Florida Exotic Pest Plant Council seminar. They both enjoyed the natural areas field trip showcasing a restored scrub /wetland area. Corine received a check for \$1,000 for the Air Potato Exchange for Native Plant grant. On June 19, 2009, Corine will partner with the Master Gardeners to hold a Rain Barrel/Rain Sensor workshop. 55 gallon drums would gladly be accepted for this workshop.

The next board meeting was set for July 7, 2009 in Conference Room #3 at 3p.m. There being no further business, the meeting adjourned at 4:10p.m.

Respectfully submitted:

---

Recording Secretary

---

Chairman