

HIGHLANDS SOIL AND WATER CONSERVATION DISTRICT MINUTES

May 3, 2011

The regular meeting of the Supervisors of the Highlands Soil and Water Conservation District was held Tuesday, May 3, 2011 at the Bert J. Harris, Jr. Agricultural Center, Conference Room 3, 4509 George Blvd., Sebring, FL.

Supervisors present: Dr. John Causey, Gary Gossett, Jr., Ida Jackson, Audrey Vickers, and Jimmy Wohl

Staff present: Carlos Torres, District Conservationist
Jackie Bailey, Office Manager
Corine Burgess, Environmental Specialist
Randy Gornto, Highlands County Livestock Agent
Vicki Pontius, Director, Parks and Natural Resources

Commissioners: Jack Richie

Guests: Mark Cox (WBW) Corey DeHayes (WBW), Bo Griffin (FDACS), Anita Kovac (SFCC) and Ray Royce (HCCGA)

- I. Call to order 2:03 p.m., meeting notice, introductions (Wohl)
- II. Approval of Agenda: Motion to approve (Causey/Vickers) Vote: unanimous approval
- III. Minutes of April 5, 2011. Motion to approve as written. (Vickers/Jackson) Vote: unanimous approval.

- IV. Action Items
 - a. Election of Officers. Motion Jimmy Wohl continues as Chairman. (Causey/Gossett) Vote: unanimous approval. Motion Ida Jackson continues as Secretary/Treasurer. (Causey/Gossett) Vote: unanimous approval. Motion made to hold election of officers annually in the month of April. (Gossett/Vickers) Vote: unanimous approval. Jackie will check with AFCD as to their by-laws on election of officers.
 - b. Update on levee certifications Petition letter to FEMA for Spring Lake – Gary Gossett shared a draft letter he had been working on for FEMA. The focus of the letter is interagency coordination to solve a problem. (Wohl) The letter objects to unfunded Federal mandates. Motion to send letter to the participating agencies, with noted corrections. (Vickers/Gossett) Vote: unanimous approval.

- VI. Financial Activity
 - a. Audit – Mark Cox from Wicks, Brown and Williams (WBW) presented the 2010 audit. (Cox) WBW is issuing an unqualified or a clean opinion of HSWCD's financials. (Cox) The finding of deficiencies relating to the reconciliation of general ledger accounts. WMW recommend that the District consider engaging an accountant with expertise in governmental accounting or provide training to the current bookkeeper. WBW will be working with the bookkeeper throughout the year. The finding of lack of segregation of duties has been addressed by hiring a bookkeeper. Budget was exceeded, recommend budget amendments. All recommendations were accepted. WBW would like to prepare this year's audit in the fall. (Wohl) Southwest Gulf Coast Envirothon funds - does the Board want to hold the account or hold it elsewhere. (Bailey) There is a letter from the

bank stating that these funds are not HSWCD funds. A Motion was made to dispense with caring for the funds of the Envirothon. (Gossett/No second) Motion to be tabled until information is available on how the funds came to HSWCD. HSWCD financial reports run a month behind because the meetings are held at the beginning of the month. Holding meetings later in the month would make it possible to have the financials for the previous month available. Financial decision could be made in a timely manner. Motion made to make the meeting time the third Tuesday of each month at 3pm.

(Gossett/Causey) Vote: unanimous approval. (Bailey) The Audit cost \$11,000.

b. Overview of Financial Report – (Wohl) Motion to approve (Causey/Gossett) Vote: unanimous approval.

c. Contract Activities Report. Motion to approved (Causey/Gossett) Vote: unanimous approval.

VII. Old Business

a. Hairy Vetch project – Weather report was emailed to all.

b. (Vickers) Lake Clay project did County send a letter? (Pontius) Does not to be addressed at this time; the County will send a bill when the project is completed. (Wohl) Does the \$10,000 for the Lake Clay project need to be designated? (Kovac) Suggest asking bookkeeper to make designation.

VIII. Announcements

a. Mark Clark presentation will be rescheduled for June or July.

IX. Updates

a. Vickers attended the AFCD Area IV Meeting – April 20, 2011. Annual meeting will be Aug. 12-13, 2011 in Ocala. Vickers was elected Deputy Vice President for Area IV.

b. Area Speech Contest – Our contestant, Alexis Merlow came in second.

c. April Showers – April 21, 2011 (Showerhead Exchange). Earth Team Volunteers spoke with over 100 citizens and gave out over 200 showerheads.

d. State Envirothon April 30, 2011. Twenty teams participated. Organization of event was excellent. Jennifer Abbey is the new president of the State Envirothon.

The next Board meeting was set for June 21, 2011 at 3 p. m.

There being no further business, the meeting adjourned at 3:50p.m.

Respectfully submitted:

Recording Secretary

Chairman