

BOARD OF SUPERVISORS

MEETING MINUTES

Meeting Date: 4/19/2016

Meeting Location: Bert Harris Center, Conference Room III
Sebring, Florida

FINAL - Approved May 17, 2016

Recorded by: Susie Bishop

**MEETING LOCATION: BERT HARRIS CENTER, SEBRING, FL
MEETING SCHEDULED START: 3:00 P.M. CALL TO ORDER: @ 3:00 P.M.
PUBLIC MEETING ANNOUNCEMENT READ BY CHAIRMAN**

Name	Title	Organization	Present
ATTENDANCE			
Dr. John Causey	Chairman	Highlands Soil & Water	Y
Jackie Bailey	Vice Chair	Conservation District	Y
Pamela Fentress	Secretary/Treasurer		Y
Scott Kirouac	Supervisor		Y
Doug Deen	Supervisor		Y
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Commissioner Jim Brooks	Liaison	Highlands Co. Board of County Commissioners	Y
Susie Bishop	Executive Director	Highlands Soil & Water	Y
Drew Pitts	MIL Manager	Highlands Soil & Water	Y
<u>Other Attendees:</u>			
David Irwin	Guest	LPHS Teacher	Y
Jamie Bateman	Guest	SFSC Foundation	Y
Deanne Shanklin	Guest	SFSC Foundation	Y
Ray Royce	Executive Director	HCCGA & HAC Highlands County Extension	Y

I. Welcome & Introductions

II. Approval of Agenda

- a. Motion to approve agenda as presented (Fentress/Deen) Unanimous Approval.

III. Presentations

- a. South Florida State College Foundation - On behalf of SFSC, Jamie Bateman expressed appreciation for the scholarship. She explained the criteria to award scholarship to upper classmen in the Ag. degree program would be difficult to follow because at this time there is not a Bachelor's Degree offered at SFSC in Ag. She suggested the criteria be changed to a Sophomore at SFSC with preference to Ag. Degree students. Usually the Financial Aid dept. at the college distributes the scholarship dollars. The Board discussed the specifics of how the scholarship dollars will be distributed to the students. Motion made that the financial

aid office will dispense the scholarship following established procedures (Fentress/Bailey) Unanimous approval. It was also decided the criteria will not include financial need, but will include preference given to Highlands Co. residents with upper level students being considered first.

- b. Lake Placid High School - David Irwin presented a request to the Board for funding to purchase Chrome books for his science classes. He would develop curriculum to meet Florida Standards to accompany the chrome books, making use of the weather stem system HSWCD funded at Lake Placid Elementary. This request, if awarded, would be implemented in the 2016-17 school year. The Board will discuss the request and have Irwin return to the June meeting with an outline of anticipated curriculum and program costs for the Chrome books.

IV. Approval of Minutes 3/15/2016

- a. Bishop explained one word edit on page 2, section VI.b from "changed" to "charged" Motion made to accept minutes as presented with one edit (Fentress/Bailey).

V. Financial Activity

- a. Financial Reports - Bishop presented the bank reconciliation statements, and financial reports for YTD for the current fiscal year. (Kirouac/Bailey) Unanimous approval.
Bishop announced the Audit will be presented at the May 17 meeting.

VI. Agency Partner Updates

- a. NRCS - No Report from NRCS staff. Bishop reported staff asked to present the USDA-NRCS Civil Rights policy at the May meeting. Bishop asked Board to place this agenda item on the June agenda since the audit will be presented at the May meeting. Unanimous consent. Fentress reported there was a large showing of NRCS staff people at the Area 4 Annual Meeting of the AFCD held today, but only 4 Supervisors attended.
- b. FDACS - Bishop reported the figures expected in the next FY budget for the OAWP with no specifics of the amount expected with HSWCD. Initial work has started on the next FY contracts.
- c. MIL Report - D. Pitts reported all evaluations are on schedule. Discussion regarding adding a second staff person for the MIL took place. Pitts requested if a staff person is hired that they work as a team, not two separate labs. He also thinks there is enough work to support two evaluators. Bishop will continue discussions with FDACS concerning the MIL in FY 2016-17..
- d. County Extension - No Report

VII. Old Business

- a. Lake McCoy Project - Fentress reported she participated in a conference call today regarding the lake project. About 60% of the design is completed with 90% expected to be completed by mid-May. Next week the Governing Board of SWFWMD is scheduled to meet and approve the transfer from HSWCD to HCBCC as the cooperator on the CFI. It was stated the HSWCD and SWFWMD may need to execute a letter of agreement for the release of the design. Fentress prefers that letter of agreement to be between HSWCD & HCBCC - to be determined later. It is anticipated construction will begin in early 2017. The next conference call regarding the project is scheduled for May 26 at 10:00 A.M. Clell Ford is the county staff person assigned to the project.
- b. AFCD Annual Meeting - Bishop announced meeting dates of July 29 - July 30 in Ocala asking if any supervisors plan on attending. Once information is released Bishop will contact supervisors individually so they can be registered.

VIII. New Business
None

IX. Executive Director's Report

Bishop reported the new insurance policies are in the office if anyone wants to review them. Thank you notes from the OSWCD for the donation to the Area Land Judging Contest and from the students at Warner University that received the scholarships were shared with the Board. Information about the pricing for the correct size of highway sign was discussed. By consensus, the Board directed Bishop to make a decision about the sign, cost, size and possibly changing vendors. The 2016 youth speech contest entry forms and information was delivered to all public and private schools in the county. The contest will be at 5:30 on May 17, following the BOS meeting. Bishop announced she has tickets for a quilt the FCDEA is going to raffle at the annual meeting to raise funds for the organization.

X. Citizens Not on the Agenda
None

X. Supervisor Comments

Bailey - None

Fentress - Distributed a drawing of the proposed garden to be constructed at Lake Placid Elementary using the remaining funds contributed for the Weather Stem project at the school from HSWCD. She shared County Extension Hort. Agent, David Austin and the Master Gardeners are assisting with the project. Once the garden is constructed soil moisture probes will be added and connected to the weather stem system.

Causey - None

Deen - None

Kirouac -

Meeting adjourned at 4:42 p.m.

John Causey, Chairman

Pamela Fentress, Secretary

POST MEETING ACTION ITEMS

Action	Assigned To	Deadline
Complete payment to Johnson Engineering for the Lake McCoy project as invoiced. Provide any information requested by the County as it pertains to the project	S. Bishop	May 26, 2016
Partner with Highlands County Extension & Highlands County Citrus Growers to organize, advertise and facilitate a follow up Soil Testing Workshop	S. Bishop	May 1, 2016
Follow Up with Auditors for Audit presentation in May	S. Bishop	May 17, 2016
Begin working with FDACS-OAWP on Contract & Budgets for fiscal year 2016-2017	S. Bishop	June 1, 2016
Complete establishment/payment to SFSC for scholarships	S. Bishop	May 17, 2016
Follow up on new HSWCD Sign for Highway Roadside	S. Bishop	May 17, 2016
Complete purchase of an all-in-one printer, copier, scanner with FDACS	S. Bishop	May 1, 2016
Organize Youth Speech Contest	S. Bishop	May 17, 2016
Continue to monitor/facilitate the FECLOG & NRCS work on PL566 structure	S. Bishop	Ongoing
Outreach for MIL	S. Bishop & D. Pitts	Ongoing
Management of FDACS Contracts and Cost Share dollars	S. Bishop	Ongoing