**LAKE SOIL AND WATER CONSERVATION DISTRICT**

**BOARD OF SUPERVISORS REGULAR MEETING**

**JULY 17, 2019**

The Board of Supervisors, Lake Soil and Water Conservation District (LWSCD), met on July 17, 2019, at the UF/IAS Lake County Extension Center at 1957 Woodlea Road, Tavares, FL 32778. Those present were:

**Supervisors:** Banks Helfrich, Rose Fitzpatrick, Cassandra Brown, and Robert Myatt

**Absent:** Supervisor Tim O’Connell

**Guests:** Charles O’Rourke, NRCS, DC; Sean Tracey, MIL; Adam Boykin, MIL; Nick Zurasky, MIL; Aaron Grimes, MIL; Stephanie Klein, MIL; Megan Mann, Extension Services; and Betty Jo Tompkins, Executive Director, Hillsborough Soil and Water.

**Staff:** Sharon Redding, Administrative Assistant, LSWCD

At 3:03 pm, Banks Helfrich, 2nd Chair, called the meeting to order and led the Pledge of Allegiance. The meeting had been noticed and proof of publication was presented.

**Welcome—**There were several new faces at the meeting and Banks Helfrich had everyone introduce themselves. Chuck O’Rourke, our new liaison with NRCS, was present for the first time. For an interim period, Mr. O’Rourke will be taking Suzy Daubert’s place. The scheduled guest speaker had not arrived, therefore we continued with the meeting.

**Public Comment**—the floor was open for public comments; no public comments were brought forth.

**Meeting Minutes—**the minutes of the meeting from June 19, 2019, were presented with no corrections. A motion was made by Rose Fitzpatrick to approve, seconded by Cassandra Brown. Motion carried unanimously.

**Financial Report**—Rose Fitzpatrick, Treasurer, provided copies of her report to the Board and the Administrative Assistant for review. Discussion. Quickbooks is now charging $35 per month; whereas it was $17 for the first three (3) months. Upon investigation by Rose Fitzpatrick, the Quickbooks account was closed due to no transactions. Rose Fitzpatrick had questions concerning an insurance policy for MIL. A discussion followed. The policy is General Liability, Inland Marine, and Supervisor Limited Liability. This was tabled until next month. A motion was made by Banks Helfrich to approve the Report, seconded by Cassandra Brown. Motion carried unanimously. Further discussion on financial matters tabled until later in the meeting.

**Correspondence/Action Items**—None at this time.

**USDA – Natural Resources Conservation Service (NRCS)**—Charles (Chuck) O’Rourke, will try to attend our regular monthly meetings. His department is greatly understaffed—two retired in December, and many promotions to others. Mr. O’Rouke is a VP over the Kissimmee and Cocoa field offices; he will try to be at the Tavares office once a week. He offered to assist our Board with several of our projects, such as Envirothon and Land Judging. He has years of experience with both.

**FDACS – Office of Agricultural Water Policy (OAWP)**—No report, Lauren Dorval was unable to attend.

**Mobile Irrigation Lab –MIL**—Adam Boykin reported that 29 of 68 evaluations have been completed. In August, there will be an ICC meeting in Miami. All four (4) MIL employees will be attending, August 19-21, 2019. The meeting will be for training and a quarterly meeting.

At that time, our guest speaker arrived. A motion was made by Rose Fitzpatrick to pause the regular meeting, seconded by Robert Myatt. The motion carried unanimously.

Betty Jo Tompkins, the Executive Director, Hillsborough Soil and Water, spoke to us about conservation promotion projects of all types. She gave folders to everyone that included the highlights of her discussion. The main take-away is to make yourself (as a Board member of LSWCD) known to the other elected officials, especially the County Board who can help fund projects, along with the public. Conservation is everybody’s business and is most urgent.

The meeting resumed:

**Old Business**

**2018-2019 budget**—A motion was made by Rose Fitzpatrick, seconded by Banks Helfrich, to approve the 2018-2019 budget as presented. The motion carried unanimously.

**AFDC Conference**—The big take away from the conference for Robert Myatt, was the session on Ethics and the Sunshine Law. As a first year supervisor, the session was very information. Mr. Myatt reports that the Board members are not allowed to discuss business among themselves via email, phone, in person, etc. Converse only with each other at a meeting. Discussion. Mrs. Tompkins suggested the Board get a government email address that will be saved forever. If you needed to provide proof of any correspondence, the email would still be there. Sharon Redding instructed to check into this matter.

Rose Fitzpatrick reported three of our poster winners did well at the State level; two going to National. A breakdown is: 2-3 Grade 1st Place; 10 – 12 Grade 2nd Place; and 4-6 Grade 1st Place.

**2020 upcoming events**—Robert Myatt reminded everyone to gather information for his flyer. This discussion was also tabled until the August meeting, due to a time restraint, however, Mr. Myatt intends to go to the schools in September—time is important.

Administrative Assistant, Sharon Redding, wanted the Board to clarify her role in the projects for 2020. Discussion. Ms. Redding is only to pass the information to each Supervisor; each Supervisor will handle the clerical work (if any) for the project.

**New Business**

**Budget Requests**—Rose Fitzpatrick will present the budget at the August meeting; please get your budget request to her.

**Board Member Comments**—Discussion on the removal of an MIA Supervisor that has missed the last four (4 meetings), Timothy O’Connell. A motion was made by Cassandra Brown, seconded by Rose Fitzpatrick, to remove Timothy O’Connell as the Chairperson of the LSWCD. The motion carried unanimously. Timothy O’Connell is only a Board Member.

A motion was made by Rose Fitzpatrick, seconded by Robert Myatt, to make Banks Helfrich as Chairperson of the LSWCD Board. The motion carried unanimously.

Rose Fitzpatrick, Treasurer, recommended Timothy O’Connell be deleted from the signature card at Seacoast Bank, and cancel his debit card due to his unexplained absences from the last 4 board meetings. A motion was made by Rose Fitzpatrick, seconded by Cassandra Brown, to remove Timothy O’Connell from the Seacoast Bank records and make Banks Helfrich, newly nominated Chairperson of the LCSWCD, a signee on the Seacoast Bank account. The motion carried unanimously. Moving forward, there will be two signees: Banks Helfrich and Rose Fitzpatrick.

Discussion concerning Timothy O’Connell continued. A motion was made by Banks Helfrich, seconded by Robert Myatt, that Sharon Redding write and send a certified letter to Timothy O’Connell advising that he has been removed as Chairperson of the Lake Soil and Water Conservation District. The motion carried unanimously.

**Adjourn**—No further business, the meeting was adjourned at 4:59 pm and the next meeting will take place on August 21, 2019.

Respectfully submitted:

Sharon Redding, Administrative Assistant