**LAKE SOIL AND WATER CONSERVATION DISTRICT**

**BOARD OF SUPERVISORS REGULAR MEETING**

**AUGUST 21, 2019**

The Board of Supervisors, Lake Soil and Water Conservation District (LSWCD), met on August 21, 2019, at the UF/IAS Lake County Extension Center at 1951Woodlea Road, Tavares, Fl 32778. Those present were:

**Supervisors:** Banks Helfrich, Rose Fitzpatrick, Robert Myatt, and Cassandra Brown (arrived at 3:05)

**Absent:** Supervisor Tim O’Connell

**Guests:** Stephanie Klein, MIL; Bernice Chaberier, Synovus Bank; Megan Mann, Lake County Extension Center; and Traci Anderson, City of Tavares

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

At 3:00 pm, Chairperson, Banks Helfrich, 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 a couple of new faces attending the meeting and Banks Helfrich, Chairperson, had everyone introduce themselves. Traci Anderson, City of Tavares, was there to speak about Arbor Day; Bernice Chaberier, Synovus Bank, was there to talk about transferring our accounts to her financial institution.

**Guest Speaker:** Traci Anderson, City of Tavares, asked LSWCD to again be a sponsor for Arbor Day on January 18, 2020. This would be the third year for our participation. Last year LSWCD purchased 400 trees. Traci Anderson, distributed information to the Board re the upcoming Arbor Day and a “Thank You” letter detailing last year’s Arbor Day. Discussion. A motion was made by Rose Fitzpatrick to approve that the LSWCD participate in the January 18, 2020 Tavares Arbor Day Celebration, , seconded by Robert Myatt. Motion carried unanimously. Banks Helfrich is the Supervisor in charge of the Tree Give-Away project for the Board, and will work closely with Traci Anderson and Chris Otremba, the County Forester. This year LSWCD wants to participate in the educational booths provided by the City of Tavares at Arbor Day (provided at no cost). Discussion. Robert Myatt will head this project. No decision was made to the exact number of trees at this time. Banks Helfrich will investigate and report back at the October meeting.

**Guest Speaker:** Bernice Chaberier, of Synovus Bank, came to us from Apopka. She explained, in detail, what Synovus could offer LSWCD; the services they provide and distributed information regarding Synovus. Synovus means new energy. If we partner with them, they partner with us. They would sponsor events for us; no fees on our accounts; and give us the best possible account. The only branch of Synovus at this time in Lake County is in The Villages. Discussion. The Board does not want to make any decisions at this time.

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

**Meeting minutes:** the minutes of the meeting of July 17, 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 to review. A motion was made by Robert Myatt to approve the financial report as provided, seconded by Cassandra Brown. Motion carried unanimously. Next month, Rose Fitzpatrick, will email her report to the Administrative Assistant; it will be emailed to all the Supervisors with the Agenda and reminder notice prior to the next Board meeting.

**Correspondence/Action items:** none at this time.

**USDA-Natural Resources Conservation Service (NRCS):** No report. Chuck O’Rourke was unable to attend out meeting, as he had a training seminar for several days.

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

**Mobile Irrigation Lab (MIL):** Stephanie Klein gave the report for MIL: The MIL has completed 45 out of 68 evaluations. We are in the final year of our current three year contract. We will be working with Mark Mealo to put together a budget for the next three years.

**OLD BUSINESS**

**2019-2020 Budget Discussion:** Rose Fitzpatrick, Treasurer, supplied the Board with the proposed budget for 2019-2020; Rose Fitzpatrick went over each line item, and discussion continued throughout the process. The vote for approval will take place next month.

**Administrative Assistant Hours/Compensation:**  Discussion. The Board declined the request by Sharon Redding for an increase in compensation; she was instructed to keep her hours to five to six a week. Megan Mann informed the Board that the Chairperson could do the Agenda, thus eliminating hours from the Administrative Assistant’s hours. Banks Helfrich said he will do this.

**MIL/Supervisor Limited Liability Policy:**  Rose Fitzpatrick and Banks Helfrich have this under control and the matter handled.

**2020 Events:** Robert Myatt is still working on the flyer and hasn’t received information from all the supervisors. Please submit the information requested as Robert Myatt is working on a deadline. He wants to take it to the schools and he is anxious to get started. Banks Helfrich spoke briefly on the Tree Give- Away. The Board is very interested the education booth.

**Absentee Supervisor:** Rose Fitzpatrick has contacted Clegg Hooks, Deputy Director, Office of Agricultural Water Policy, Florida Department of Agriculture and Consumer Services (FDACS). Rose Fitzpatrick has explained our issue to Mr. Hooks and he has contacted his General Counsel to advise us on how to proceed. Rose Fitzpatrick will monitor the situation and report to the Board at the October meeting, as she will be gone in September.

**Website:** Our LSWCD website is still not current. This has been an ongoing issue. Rose Fitzpatrick will take this challenge on—there is someone in Charlene Meeks’ office that will assist us and at no cost. We have to go to Chiefland, Fl for the assistance. When Rose Fitzpatrick returns, she will work on this and report back to the Board (it will be in October). Cassandra Brown also volunteered to assist with this project.

**New Business:** Banks Helfrich, Chairperson, thinks it would be a great idea for some of the Board members to visit a County Commissioner’s meeting. Discussion. Robert Myatt would like go.

**Charlene Meeks:** We have been contacted and Charlene Meeks will attend our September meeting.

**Total Digital:** Banks Helfrich, again, asks that everyone go digital. Not only good for the environment but it will help our Administrative Assistant cut down on hours. Send all reports prior to meeting by email to Sharon Redding.

**Board Comments:** Discussion again concerning the talk from Bernice Chaberier from Synovus Bank. The Board isn’t ready for a vote at this time, but some of the things promised by Mrs. Chaberier, did seem interesting. Rose Fitzpatrick will contact Seacoast Bank (our current bank) and ask them if they would be a sponsor for us.

 Banks Helfrich wants to discuss our Mission Statement in October. Banks Helfrich also asked each Supervisor if there was anything they want on the agenda for September.

**Adjourn:** No further business, the meeting was adjourned at 4:49 pm and the next meeting will take place on September 18, 2019.

Respectfully Submitted,

Sharon Redding, Administrative Assistant \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_