**LAKE SOIL AND WATER CONSERVATION DISTRICT**

**BOARD OF SUPERVISORS REGULAR MEETING**

**April 17, 2019**

The Board of Supervisors, Lake Soil and Water Conservation District (SWCD), met on April 17, 2019 at the UF/IFAS Lake County Extension Center at 1951 Woodlea Road, Tavares. Those present were:

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

Guests: Aaron Grimes and Sean Tracy of the Mobile Irrigation Lab

Megan Mann, Interim UF/IFAS Lake County Extension Director

Suzy Daubert and Katie Pritchett, NRCS

Staff: Sharon Redding, Administrative Assistant to LSWCD

At 3:00 PM, Banks Helfrich called the meeting to order and led the Pledge of Allegiance. The meeting had been noticed and proof of publication was presented.

**Public Comment** – The floor was open for public comments, no public comments were brought forth

**Meeting Minutes** – On a motion by Rose Fitzpatrick, seconded by Cassandra Brown, and carried unanimously, the minutes of the meeting held on March 20th, 2019 were approved with no corrections.

**Financial Report** – Rose Fitzpatrick presented a financial report to the board.

**Correspondence/Action Items** – Megan Mann informed the board that Bobby Brown had been issued a 1099 for work paid in the Spring of 2018. Rose Fitzpatrick signed the 1099 on behalf of the Board. Megan Mann shared email and postal mail that had arrived for the Board during the previous month.

**USDA – Natural Resources Conservation Service (NRCS) –** Suzy Daubert provided a civil rights responsibilities for partners training to the group and will conduct a review of the MOU between NRCS and LSWCD at the May meeting.

**FDACS - Office of Agricultural Water Policy (OAWP)** – No report given.

**Mobile Irrigation Lab (MIL) –** Aaron Grimes presented an overview of the previous quarter. A total of 68 evaluations were performed in the first quarter of 2019, of these 67 were initial evaluations and one was a follow up. Evaluations covered 2,102 acres of land and saved 58 million gallons of water. The waiting list is currently at 90 clients.

**OLD BUSINESS**

**Envirothon –** Robert Myatt provided a recap of the 2019 event in Marion County. He reported that he will be working with teachers to coordinate the 2020 event. On a motion by Robert Myatt, seconded by Cassandra Brown and carried unanimously, the Board approved purchasing 2019 Envirothon awards at a cost of $196.00. On a motion by Robert Myatt, seconded by Rose Fitzpatrick and carried unanimously, the Board approved paying for the 2019 Envirothon winning team from Lake County’s registration fee for state competition at a cost of $225.00. Robert Myatt will take responsibility for delivering awards to schools.

**Poster Contest –** Megan Mann handed over the winning posters to Rose Fitzpatrick who will deliver them to the State Contest. Once gift cards are secured Megan Mann will notify the winners.

**Lake County Fair** – Banks Helfrich set up a table at the 2019 Lake County Fair. Suzy Daubert informed the Board about NRCS being able to lend out display materials that may be helpful to them in the future.

**Update of Administrative and CPA Positions –** Sharon Redding has been hired as the new administrative assistant for LSWCD. She will be working at a flat rate of $75/wk payable at the Board Meetings and will assume responsibility for all administrative tasks related to the LSWCD effective immediately. Megan Mann will take and prepare the April 2019 minutes. Banks Helfrich will follow up with Charlene Meeks regarding the possibility for grant money that could be used to cover Sharon Redding’s salary.

**Update on Transition** – Robert Myatt will coordinate with Extension to remove LSWCD documents from Patty Fletcher’s old office prior to June 1 , 2019. Megan Mann recommended that the Board research required retention time for all records prior to destroying anything.

**NEW BUSINESS**

**Scholarship** – Scholarship applications were scored by each Board member present using a rubric prepared by Megan Mann (based on the scholarship requirements). The applicant with the highest combined score was Samuel Bennett. On a motion by Rose Fitzpatrick, seconded by Banks Helfrich and carried unanimously, Samuel Bennet was selected as the recipient of the 2019 LSWCD Scholarship. Megan Mann will coordinate with Cassandra Brown and the Lake County School Board to deliver the scholarship.

**Board Member Comments -** None

The meeting was adjourned at 4:42 and the next meeting will take place on May 15th , 2019 at 3pm.

*Respectfully submitted by Megan Mann, UF/IFAS Lake County Extension Interim Director.*