The Board of Supervisors, Lake Soil and Water Conservation District (SWCD), met on November 7, 2018 at the Lake County Extension Center at 1951 Woodlea Road, Tavares. Those present were:

Supervisors: Melanie Rose, Rose Fitzpatrick, Timothy O’Connell II

Staff: Patty Fletcher, Adam Boykin, Nick Zurasky, Aaron Grimes, Sean Tracy

Guests: Megan Mann, Interim County Extension Director, Office of Extension Services

 Banks Helfrich, Incoming Board Member January 2019, Seat 1

Robert Myatt, Incoming Board Member January 2019, Seat 5

Lauren Dorval, FDACS-Office of Agricultural Water Policy

Tammy Hinkle, FDACS-Office of Agricultural Water Policy

At 3:05 PM, Vice-Chairman Melanie Rose called the meeting to order and led the Pledge of Allegiance followed by a moment of silence. The meeting had been noticed and proof of publication was presented.

**Welcome** – Melanie welcomed guests. It was acknowledged that a quorum was not present. Melanie asked Lauren and Adam to give their report until the third supervisor arrived.

**FDACS-Office of Agricultural Water Policy (OAWP)** – Lauren stated that there are now three signed contracts for Lake County.

**Mobile Irrigation Lab (MIL)** – Adam stated that Nick and Aaron have been approved to be on the Irrigation Conservation Committee Board as vice-chairman and secretary. Their first meeting is November 8. He stated that 27 of 68 evaluations have been completed.

Adam explained that the County’s Fleet Maintenance Department informed him that the Ford Explorer needed new tires after it was taken in for an oil change It caused a work delay and he did not agree that new tires were necessary. He asked if the MIL could use an outside provider for repairs to the vehicles. It was suggested to contact Raine Tire and Auto.

Adam stated that the original flowmeter is not repairable and received a quote from Instruments Direct for a new flowmeter for $6,149.00 that will need to be approved by the Florida Department of Agriculture and Consumer Services.

**Minute Minutes** – On a motion by Timothy, seconded by Rose, and carried unanimously, the minutes of the meeting held on September 19, 2018 were approved.

**Financial Report** – On a motion by Rose, seconded by Timothy, and carried unanimously, the November financial reports for September transactions were accepted.

**Correspondence/Action Items** – The following checks were signed by Timothy:

* Lake County Board of County Commissioners – Invoice 1901, MIL expenses to September 30
* Staples Advantage – office supplies for the MIL
* Florida Department of Economic Opportunity – Special District fee
* Association of Florida Conservation Districts – annual membership fee

On a motion by Timothy, seconded by Rose, and carried unanimously, it is approved to pay $101 to the National Association of Conservation Districts for annual membership and $75 to the Association of Florida Conservation Districts as a donation to the Ellis Putnal Fund.

**USDA-Natural Resources Conservation Service (NRCS)** – No report given.

**OLD BUSINESS**

**Lake Soil and Water Conservation District 2018/2019 Proposed Budget** – Patty provided the proposed budget and a detailed breakdown of expenses to review. Discussion occurred regarding possible projects in 2019.

**NEW BUSINESS**

**District Website** – Patty stated that she went to the AFCD Chiefland office for website training. The main topic was how to make the website ADA compliant. AFCD Board member Archie Matthews was present and shared information on the appropriate way to type agendas and meeting minutes.

**2019 District Events** – Patty talked about the events: Tree Give-away, Poster Contest, Land Judging, Envirothon and the Lake County Fair. She stated that she has not begun organizing any except the Tree Give-away due to not knowing if the new Board would like to support and assist her.

The Board agreed to award the Frank Paulhamus Scholarship to a high school student in 2019. It was agreed to order 200 Dahoon Holly and 200 Redbud trees for the Tree Give-away. Banks and Robert stated they will attend on the day of the event.

**Adjourn** – There being no further business, the meeting adjourned at 4:35 PM. The next meeting is on December 5, 2018.

Respectfully submitted,

Patty Fletcher

Office Associate IV