

Polk County Soil and Water Conservation District

**1st REGULAR MEETING
Tuesday, January 17, 2017
MINUTES**

The first meeting of the Polk County Soil and Water Conservation District board of supervisor was held on Tuesday, January 17, 2017 at the Polk County Administration Building, BBOC chambers Bartow, Florida.

I. Call to Order: Supervisor Upthagrove called the meeting to order at 6:30 p.m.

Guests in Attendance:

Charlene Richburg – State Coordinator, AFCD
Edward Sheehan - District Conservationist, NRCS
Walter Albarran – Area Conservationist, NRCS

PC SWCD SUPERVISORS in Attendance:

Mike Darrow -	Supervisor
Brain Dockery -	Supervisor
Joe Garrison-	Supervisor
Dr. Sharon Kay Masters –	Supervisor
Brett Upthagrove-	Supervisor

II. Pledge of Allegiance: Supervisor Dockery led the pledge of allegiance.

III. Election of Officers: Supervisor’s nominated and voted each position available for the board of supervisors. Chairman, Vice-Chair, Treasurer, Public Relations & Outreach, and Secretary.

Election Results:

Brett Upthagrove	Chairman
Dr. Sharon Kay Masters	Vice-Chair
Brain Dockery	Treasurer
Joe Garrison	Public Relation’s & Outreach
Mike Darrow	Secretary

IV. SWCD Board Overview: Ed Sheehan, NRCS, presented and the history and overview of the PCSWCD was provided and discussed. District started in 1945. The Last Formal meeting was in 2005. Currently he has an old check for \$13,944.41. Chairman Uthagrove is working on unclaimed funds with the bank to make funds available for use.

NRCS / USDA Relationship: Ed Sheehan, NRCS, presented Conservation Report and relationship between the two organizations since inception. They were provided and discussed. Future presentation on each was recommended by supervisors.

Programs used – Three programs are used by the Conservation service.

1. EQUIP - Environmental Quality Easement Program
2. ACEP – Agricultural Conservation Easement Program (Wetlands / Agricultural)
3. CSP – Conservation Stewardship Program.

Mutual cooperative agreement - An agreement was also provided and discussed. It was recommend to read and get back to Ed any changes. It is recommended

Office space - Discussed needed office space and meeting room in future.

Address – of the district correspondence would remind at his office and Supervisor Darrow would be the contact for picking up mail.

Walter Albarran, District conservationist - Discussed his role with district 3 and current NRCS offices and conservation projects in area.

V. AFCD Relationship and Requirements: Charlene Richburg discussed requirements needed for the SWCD and the how AFCD will work with the PCSWCD to achieve them.

Website site – AFCD will fund an produce the website for the district to comply with a new statue rule.

AFCD District 3 meeting – Charlene invited supervisors to attend the meeting on 4/8/17 at Hillsborough County SWCD in Plant City.

Hillsborough County SWCD letter- Betty Jo Thompkins (HCSWCD) has asked if PCSWCD would write a letter of recommendation to Host the nation Conservation meeting in the City of Tampa.

AFCD annual meeting will be held on July 21, 22, 2017 in Ocala, fl.

VI. Future direction and meeting discussion: Chairman Upthagrove and board discussed plans and roles for future development of the district. Also future meeting location and process need to conduct business.

Polk County BBOC - Supervisor Garrison discussed he has talked with Polk County BBOC for future considerations and cooperation.

Action items:

1. Set up Workshop / Meeting to review practices of the PCSWCD.
2. Review of past minutes and files on file at NRCS.
3. Develop a district plan with goals and objectives for future. .
4. Develop a website with the help of AFCD.
5. Write a letter of recommendation for HCWSWCD to host national convention (chairman).
6. Pickup mail when directed by Mr. Sheehan (secretary).
7. Develop a working office.

VII. The next workshop - meeting is scheduled for 2/7/17 at the NCRS office in Bartow at 6:30 pm.

VII. The meeting adjourned at 8:15 p.m.

Respectfully submitted,
Michael Darrow