

Polk County Soil and Water Conservation District

March 19, 2019 Minutes

- The meeting was called to order at 6:07 p.m. by the Chair, Joe Garrison.
- Joe Garrison led the pledge of allegiance.
- Daniel Lanier called roll. All supervisors were present.
- Kyle Carlton read the January meeting minutes out load from his computer.
- Brett Upthagrove motioned to amend the minutes.
- Dr. Sharon Masters seconded the motion, motion passed.
- Dr. Sharon Masters motioned to accept the minutes as amended, Kyle Carlton seconded, motion passed.
- Kyle Carlton gave the Vice Chair report. In his report he gave an overview of the Poster and Speech contest and working session.
- Kyle Carlton went on to discuss the Polk County Land Judging Contest. There was a decent turnout. The winning team will advance to the state contest in Milton, Florida.
- Brett Upthagrove mentioned possibly stating a resolution to hold the state speech contest on a weekend. Kyle Carlton suggested keeping it on weekdays like it already is due to time constraints on teachers and students competing.
- Brett Upthagrove made a motion to make this resolution. There was no second.
- Brett Upthagrove asked why the county technician, Drew Pitts, was not in attendance at the Polk County Land Judging meeting. Angela Weeks, stated that's Drew Pitts job is to meet with ag producers and to assist with enrolling them into BMP's. Drew Pitts is not contractually obligated to attend these types of events.
- Brett Uptagrove was concerned that the board did not provide refreshments at the Polk County Land Judging Contest.
- Brett Upthagrove mentioned that the Chair should have been in attendance.
- Kyle Carlton mentioned the reason food wasn't provided at the contest was due to bad weather and the board never made a decision to provide refreshments of any kind.
- Daniel Lanier gave the Secretary/ Treasurers report.
- Joe Garrison asked Brett Upthagrove about missing receipts from when Brett Upthagrove was handling the checkbook and other financial responsibilities. Brett Upthagrove then gave Daniel Lanier a folder that he stated should answer all of the questions in the financial reconciliation.
- Dr. Sharon Masters gave an update on her work with writing bylaws for this board. She asked Angela Meeks for assistance with this task.
- The board discussed getting Drew Pitts involved into a Public Relations type role.
- The board discussed having conversations with the county commissioners about the board getting their own employee and getting away from using an employee under Highlands SWCD. Joe Garrison has spoken to three commissioners so far about this.
- Dr. Sharon Masters stated she is working on the board's website. Kaylee Durance from the Association of Conservation District's has been helping her with this. Dr. Masters would like there to be a photo gallery, dates, and board notes on this website.

- After some discussion on shirts for Drew Pitts, Kyle Carlton motioned that we set a budget of \$300 to get Drew Pitts some shirts with the board's logo. Daniel Lanier seconded the motion, motion passed.
- Joe Garrison brought up the topic of graphics/ sticker for the technician truck. Brett Uthagrove and Dr. Sharon Masters suggested that we add the board logo to the sticker. Dr. Sharon Masters motioned for a green logo, Kyle Carlton seconded, motion passed.
- Joe Garrison discussed the importance for the board to have a liability insurance policy. He had a quote for \$1,290 annually. This discussion was tabled for later in the meeting after we looked at the financial standing of the board.
- Brett Uthagrove asked what was the board's financial standings were before making any decision. Raven Mundy reported that the previous month's statement was \$9,000.00.
- Joe Garrison introduced Raven Mundy to the board. In her introduction he talked of the importance of hiring Raven as a part time administrative assistant.
- Brett Uthagrove expressed his concerns of conflicts of interest since she is employed by Garrison Property Services. Angela Meeks clarified that there was no conflict of interest.
- Kyle Carlton moved that pending clarification from the Florida Department of Ethics the board hire Raven Mundy and should establish a budget for office supplies up to \$250 per month.
- Dr. Sharon Masters motioned that previous motion by Kyle Carlton be split into 2 motions. Daniel Lanier seconded Dr. Masters's motion. The motion on hiring Raven Mundy after contingencies passed 4/1.
- Joe Garrison brought up that he discussed with Chris Oswald, the IFAS extension agent in Polk County possibly being a sponsor for the upcoming OJ break Field Day at the IFAS Research Center in Lake Alfred on May 14, 2019.
- Kyle Carlton submitted receipts from the land judging contest for reimbursement.
- Joe Garrison suggested moving the meeting time to 4:00 p.m.
- Daniel Lanier motion to move the meetings to 4:00 p.m., Kyle Carlton seconded the motion, motion passed 3/1.
- Brett Uthagrove suggested looking into getting parking passes and making sure whether the board members need them or not.
- Dr. Sharon Master mentioned the Earth Day event at the Lake Mirror Promenade April 20, 2019.
- Joe Garrison mentioned we continue having the spending cap at \$100 without board approval.
- Angela Weeks gave an estimate on income. By her current estimates the board will make \$2746.11 annually. The board currently has \$8,238.33 in its account.
- Chad Allison introduced himself. Chad works for Sentinel Landscapes. He discussed with the board how Sentinel Landscapes is a partnership between the USDA, Department of Defense and Department of the interior and how they work with private landowners concerning conservation.
- Daniel Lanier brought up the tabled topic of liability insurance. Daniel motioned the board purchase the insurance out of the board's expense account. Kyle Carlton seconded, motion passed 4/1.
- Dr. Sharon Masters motion that the board sponsor the OJ Break Field Day at IFAS for \$500.00. Brett Uthagrove seconded, motion passed.

- Next meeting was set for May 21, 2019 at 4:00 p.m.
- Dr. Sharon Masters motioned to adjourn the meeting. Kyle Carlton seconded. Motion passed. Meeting adjourned at 8:12 p.m.