

**Boone County Conservation District**  
**Monday, February 26<sup>th</sup>, 2018, at 7:00pm**  
**Kells Room, Boone County Extension Center**

**Minutes**

<b>Present:</b> Kristin Scott, Chairman	<b>Staff:</b> Mark Jacobs
Rebecca Ortwein, Vice Chairman	Susan Brown
Victor Vanover, Secretary/Treasurer <i>(NP)</i>	J.T. McMullen
Debra Waller	Megan Clere
Loren Hand	
Christopher Benton	<b>Field Rep:</b> Pam Williams
Jason Roberts	<b>NRCS:</b> Ian Young

- I. CALL TO ORDER: The meeting was called to order at 6:59pm by Chairman Kristin Scott.
- II. MINUTES: Need to fix the title of Item V – “Unfished” to “Unfinished”. No extra discussion of the January 2018 Minutes. Jason Roberts motioned to accept the January 2018 Minutes. Christopher Benton seconded. All in favor.
- III. TREASURER’S REPORT:
  - a. Financial Report: Kristin Scott read over the Treasurer’s Report and signed. Christopher Benton motioned to accept the Treasurer’s Report. Jason Roberts seconded. All in favor.
  - b. Employer Time Sheets and Expense Reimbursements: (Preceding the meeting) Kristin Scott reviews the timesheets and expense reports for the last three pay periods and signs.
  - c. Supervisor’s Certificates of Attendance: The Supervisor’s Certificates were circulated and signed after the meeting.
- IV. REPORTS:
  - a. Pam Williams: Megan Clere called Pam Williams via Skype at 7:05pm. New Field Rep from Morgan County. She has spent 14 years with KDOC. Feel free to call or email with any questions (Megan Clere has contact information). Pam Williams plans to meet every new District she has in person in March or April. The loan report has a 2% interest rate still. We are looking into a bi-annual budget. State Cost Share has been cut in half, from \$5 million to \$2.5 million. Direct Aid is scheduled to be cut out completely – some Districts rely heavily on this aid, and might close down. Pam Williams urges everyone to call their local representative and senator via email and/or telephone. State Cost Share funding for this fiscal year will cut off in March or April. There will be changes and trainings for applications preceding. Environmental Grants are due to Johnna McHugh by March 1<sup>st</sup>. **The 2018-2019 Budget needs to be approved in the next Board Meeting (March 2018)**. The Area 5 Annual Meeting is March 14<sup>th</sup>, please attend. Envirothon Team Applications are available on the KDOC website. The quarter ends in March, so send reports in on time,

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update budget (this fiscal year), and approve the new budget (2018-2019). If BCCDKY plans to promote Soil & Water Stewardship Week, it is April 29<sup>th</sup> – May 6<sup>th</sup>. Contact Pam Williams for any material wanted. Please contact Pam Williams if anything is needed. Pam Williams logged off Skype at 7:24pm.

- b. Ian Young: Kevin Bryan, NRCS Soil Scientist stationed in Burlington, left for another position in Nevada, as a biologist for the Bureau of Land Management. As for replacements, no one is sure when a replacement for Kevin Bryan will take place. NRCS Area 3 is down to three people, including himself, covering 10 counties. Ian Young is also covering an extra 11 counties as supervision, totaling 21 counties. There were questions about J.T. McMullen's position. Ian Young stated that he, or any other person in NRCS, can be contacted at any time with any questions. Ian Young noted that everyone currently working in the office is doing a fine job of what they need to be doing, including J.T. McMullen. There are a lot of small farms up in this county, and NRCS has to play fair with the circumstances – too many cows, too little land, etc. One question asked was, *Is J.T. McMullen supposed to do Conservation Plans?* Ian Young responded, no, that is NRCS' job, but he explained that J.T. McMullen needed to be shown the process. Another question was, *Is J.T. McMullen supposed to fill out the applications?* Ian Young responded, no, that is the landowner's job to complete, however everyone in the office should know what the landowners need to sign. NRCS must complete the application in the computer, which J.T. McMullen does not have access to. The final question was, *Are the goals the same as defined beforehand?* The main goal is to get as many people as possible; J.T. McMullen is doing a good job with outreach. Kristin Scott stated the project has worked pretty well so far, despite the weather. Ian Young agreed, stated it should pick up when the weather changes. Mark Jacobs asked about State Cost Share priority with NRCS. Ian Young explained that NRCS currently has so little employees, they must prioritize federally-funded programs first. Once they do that, then they can focus more on State Cost Share. The take home: NRCS will get it and do their best. No more questions. Ian Young left the meeting.

V. UNFINISHED BUSINESS:

- a. 319 Grants – Mark Jacobs: The meeting with KDOW went well. The Gateway Bid was sent out today on the website, Boone Recorder – starting March 1<sup>st</sup>, etc.). Gateway is pretty excited to get started. There are also three detention basins approved by SD1 (only one didn't) – these will be paid for with the Ohio River Basin Fish Habitat

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Partnership grant. Anything else will be paid for with the 319 Grant. In Woolper, there were three retrofits done – Scott Pennington from Boone County will be reimbursing for these (already paid for by us and sent over to the county). The Woolper Creek Planning Grant is complete, but we will continue to implement and do data collection. Mark Jacobs stated we can partner up with SD1 to collect biology in the headwaters and put them on the shelf until we are able to pay for them. **We need to put in program money for Water/Biology Samples.** As for Gunpowder, the 319 Grant ends in September. Once we decide on a sealed bid for the Gateway project, we should be good to go.

- b. Earl Jones – Mark Jacobs: We were supposed to get something in writing about the property, but it has not come through yet. We are now waiting on documentation from the Finance Cabinet and should have by the next meeting (March 19<sup>th</sup>).
- c. Truck Update – Mark Jacobs: Possibly two more months. The new logo was sent in, however.
- d. Audit Update – Megan Clere: No update. LaTrina Sweatt will be emailed tomorrow to check for recent update.
- e. Budget Committee – Rebecca Ortwein: They had a lot of questions and need to regroup for the information ASAP. Budget 2018-2019 is building from this most recent budget update. The ask: *What do we want to do and put aside for other programs?* All has been thought out, itemized, and just needs to be checked and put into writing.
  - i. Meeting day: will figure out via email (due to Victor Vanover not present).
  - ii. Account codes: No update. The Budget Committee was given the new account codes at their last Budget Meeting.
  - iii. Fiscal Court Meeting: We need a date ASAP. Rebecca Ortwein stated we are going in with a completely new plan, new board members, and new idea.

VI. NEW BUSINESS:

- a. Website Hard Launch – Susan Brown and Megan Clere: Susan Brown stated that the hard launch brought a lot of new users to the website (127 that day). Megan Clere mentioned that they will be starting to link their website with the posts on their social media (e.g. the Gateway Bid was linked to the website news post about it, obtained 91 page views).
- b. Prescribed Burn Workshop Recap – Megan Clere: Megan Clere passed out the Feedback Forms. A lot of individuals enjoyed the program and

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speakers and had great ideas for future programs. Kristin Scott asked if we should host this every year. Mark Jacobs responded that we should do a variety of programs, instead of doing the same on each go-around. Megan Clere mentioned that this particular program would have been a great two-day program. Mark Jacobs added that we should try to do a burn next time. Rebecca Ortwein said if we did a two-day forestry workshop, we could include the seed drill demonstration.

- c. Scholarship Approval – Susan Brown: There were three scholarships submitted, however, Kaitlin Geohegan withdrew her application. There needs to be a decision between Bailey Peterson and Bryce Wade (last year's winner); both have strong applications and got documents in on time. Bailey Peterson attend NKU and Bryce Wade attends the University of Tennessee. We accidentally advertised for two scholarships, but only budgeted for one. The ask: Should we take the extra scholarship from the Education Grant or Special Projects budget? Mark Jacobs stated he would like to meet them. Rebecca Ortwein motioned that the Board should choose one and tentatively choose the second if the money is available. Jason Roberts seconded. All in favor. Kristin Scott asked who should receive the first scholarship. Jason Roberts specified that we should award Bailey Peterson, and keep Bryce Wade as the second scholarship winner. Debra Waller seconded. All in favor. Kristin Scott mentioned that we should contact them for Conservation Kids Camp volunteers.
- d. Property Proposal – Mark Jacobs: *Everyone should have had time to review the Property Proposal for the BCCDKY Conservation Center, as it was distributed in the January 2018 Meeting and sent in the February 2018 Board Packet.* The area has been located, but is not set in stone. The proposed area is in Woolper Creek Watershed – has a good stretch of Woolper Creek, forests, two access points (one for main entrance and the other for staff entrance), and is about 30 acres. The possibility of a long-term lease is also on the table, and will give us time to manage the property ahead of time. Mark Jacobs stated that if we were interested, he is ready to pursue people to see if it is something we can handle. (He has already spoken with one person, and they are interested in the proposal.) Rebecca Ortwein stated it will be used with the Earl Jones money, how much would we get from this? Mark Jacobs responded with the appraisal amount at \$1.3 million, giving us at least a couple hundred thousand to build the property. Rebecca Ortwein mentioned that she had a friend at Edward Jones that might be able to help and present the hypothetical plan. Mark Jacobs added that it also lines up with John Stork's family, and

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would be a great place to demonstrate conservation. Kristin Scott specified that once we sign the papers for Earl Jones, we should seriously consider this property. For now, we can continue to check things out. Mark Jacobs declared that this property will be dedicated to Earl Jones. We can also consider new avenues of funding for this property. Jason Roberts motioned to pursue the property feedback. Rebecca Ortwein seconded. All in favor.

- e. KSW9 Grants:
  - i. Technology – Mark Jacobs: This was brought up in the OKI Annual Meeting Planning Meeting, specifically the topic of drones. Mark Jacobs proposed the need for modern technology to promote ourselves via website and social media. This will channel a creative outlet for our conservation efforts. If awarded, we would need a permit to fly the drone. Christopher Benton motioned to accept Mark Jacob’s grant. Rebecca Ortwein seconded. All in favor.
  - ii. Transportation – Susan Brown: The transportation barrier needs to be passed for schools. This grant will fund the supplies and bus fees to get the kids outside. Rebecca Ortwein mentions we should also consider creative ways to keep the schools’ commitment for field days. Debra Waller motioned to accept Susan Brown’s grant. Jason Roberts seconded. All in favor.
  - iii. Snorkeling – Susan Brown: This is a pilot project targeting youth in Gunpowder. She talked to the YMCA Camp Ernst people and they are on board with testing the project. SD1 also agreed to help with learning about fish and macroinvertebrates. Jason Roberts motioned to accept Susan Brown’s grant. Rebecca Ortwein accepted. All in favor.
  - iv. Battery Recycling – Megan Clere: The idea is to teach all ages about the metals in batteries and why we should not throw them away. This pilot project will go into the schools or other organizations to promote the act. Jason Roberts mentioned he had a contact for batteries – Dan Hoard. Will get contact info ASAP. Rebecca Ortwein motioned to accept Megan Clere’s grant. Debra Waller seconded. All in favor.
  - v. Other grants: We need to resubmit for the Dead Farm Animal Removal Program and not the Farm Dump Removal Program. Christopher Benton motioned to resubmit the grant. Rebecca Ortwein seconded. All in favor.
- f. Gateway Retrofit – Mark Jacobs: Previously mentioned in the 319 grants.

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- i. Dog doo stations: \$200-300/each. Need a dozen – half will go to Florence and the other half will go to the county.
- ii. Trail cams: \$200-300/each. Need two – one for wetland recordings and one at a detention basin. The wetland recordings were done before at the Toyota project. J.T. McMullen mentioned he would like to see the before and after shots.
- iii. YMCA Wetland: Need trees. We will purchase these soon and plant for Spring (with grant money). Debra motioned to purchase dog doo stations and trail cams. Christopher Benton seconded. All in favor.
- g. Long Range Plan: Mark Jacobs said we worked on this to be submitted to the fiscal court when we present our budget request. This will also be easier to plan our Annual Plan of Work and the future plans we may have. The next step is to put together a Long Range Budget Plan. For feedback, just email Megan Clere. No questions.
- h. Business Cards for Board Members: Rebecca Ortwein requested Megan Clere to create business cards to hand out when they go to conferences, meetings, and other events. We just need to order 100 each year (with new names on them). This will be very useful for people to remember who they spoke with.

VII. MISCELLANEOUS:

- a. Bios for Website: Send to Megan or Susan ASAP.
- b. Ohio River Valley Woodlands & Wildlife Workshop: Debra Waller plans to attend. Megan Clere can no longer attend, and Rebecca Ortwein is taking her place.
- c. Owl Prowl: Rescheduled to this coming Saturday (March 3<sup>rd</sup>).
- d. OKI Tour: We are hosting the Summer/Fall OKI Conservation Tour. The staff will be meeting soon to prepare some locations and ideas for the tour. Feedback welcome at any time!
- e. Mark Jacob's Annual Review: The Board agreed to a 2.5% raise. Budget-wise, this will be an additional \$450 for this Fiscal Year. Rebecca Ortwein motioned to accept this raise. Debra Waller seconded. All in favor.
- f. Adopt-A-Highway: Megan Clere pitched that we can adopt Aero Parkway (2.2 miles) for free and commit to only four cleanups a year. This will be brought up again at the March 2018 Meeting.

With no further business, Debra Waller motioned to adjourn. Jason Roberts seconded. All in favor. The Board Meeting adjourned at 8:50pm.