

**Boone County Conservation District
Monday, April 16th, 2018, at 7:00pm
Kells Room, Boone County Conservation District**

Minutes

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

- I. **CALL TO ORDER:** The meeting was called to order at 7:06pm by Chairman Kristin Scott.
- II. **MINUTES:** No discussion of the March 2018 Minutes. Christopher Benton motioned to accept the March 2018 Minutes. Rebecca Ortwein seconded. All in favor.
- III. **TREASURER'S REPORT:**
 - a. **Financial Report:** The Financial Reports were not on time by the Accountant Ashley Baker. Pam Williams suggested to vote on a pending approval until everyone has reviewed the reports. Regardless, they need to be submitted to the Division of Conservation by April 19th. Victor Vanover motioned to accept the pending approval for the Financial Reports. Christopher Benton seconded. All in favor.
 - b. **Employer Timesheets and Expense Reimbursements:** (Preceding the meeting) Victor Vanover reviewed Staff Timesheets, Expense Reports, and the March Per Diem Report over the past pay period and signed.
 - c. **Supervisor's Certificates of Attendance:** The Supervisor's Certificates were signed before the meeting.
 - d. **J.T. Request Funds:** (After the meeting) Kristin Scott reviewed and signed J.T. McMullen's Request Funds sheet.
- IV. **REPORTS:**
 - a. **Pam Williams:** Pam Williams visited from Morgan County. There are no updates on the District of Conservation budget. Direct Aid is suspected to be in the budget this time. State Cost Share is still continuous signup and planned to be cut in half (\$2.5 million). The State Cost Share Training Sessions have been announced – Megan Clere should attend. Regarding SPGE Reporting, the fee must be paid to submit the reports. The 2018-2019 Budget is due to SPGE by July 15th, 2018. Soil Stewardship Week is coming up (April 29th – May 6th). KACDE does bulk printing for material. UFIR is due by May 1st to SPGE and County Clerk office. KACD Convention early registration will be announced in May, as the convention dates July 8-10 in Owensboro. KACD upped the fees to \$350. Kristin Scott asked where the KACD fees

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go to. Pam Williams responded to the KACD Convention and lobbying; their Treasurer's Reports are on the bottom of their Meeting Minutes online. The 10-Minute Supervisor Training is in Ethics in Conservation Districts: what are you doing to represent your county? Put aside personal gain, know you are not first, utilize your resources to the best of your ability in good nature, and attend your local and state meetings. Susan Brown asked if there had been any additional news on the Environmental Grants. Pam Williams responded with the two out of the five grants that were already denied. The Commission is meeting the third Monday in May to officially approve the rest. She mentioned they were still accepting. Kristin Scott asked if we were able to resubmit. Pam Williams advised us to contact Area Representative, Marc Hult.

- b. Ian Young: No report given. Ian Young has been reporting to other counties regarding CSPs in Eastern Kentucky.
- c. Susan Brown: Kristin Scott inquired Susan Brown what the STEAM Event was at R.A. Jones Middle School was. Susan Brown presented a wildlife table and was invited by Brittany Embry, a teacher.
- d. J.T. McMullen: Kristin Scott inquired about the maps being made. Debra Waller asked if J.T. McMullen was working with anyone on the construction and the disturbances on Hathaway Road. Victor Vanover explained Kentucky Division of Transportation did not have to mitigate- detention basins are not required.

V. UNFINISHED BUSINESS:

- a. 319 Grants – Mark Jacobs:
 - i. Gunpowder: We will be giving money back to Kentucky Division of Water. There is no contract yet for the Gateway project. Mark Jacobs passed around a project proposal for an Upper Woolper Creek Wetland. Victor Vanover questioned the maintenance and management, if Parks was expected to do it. Debra Waller motioned to go forward with this project. Rebecca Ortwein seconded. All in favor.
 - ii. ORBFHP: This is complete, and Megan Clere has submitted the final reports.
- b. Audit Update – Megan Clere: Still under review by the audit manager, then must be reviewed by the partner. This will be done in May or June. Regardless, it must be submitted by the auditor by June 30th.
- c. Earl Jones – Mark Jacobs and Victor Vanover: Nothing has been heard since the last Board Meeting. There is still no affidavit. Mark Jacobs will follow up.

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- d. Truck Update – Mark Jacobs: The truck was received the week of April 1st, as promised. We will be receiving a gas card soon. As for maintenance and the gas, we will be billed later in the year for the expenses.

VI. NEW BUSINESS:

- a. Farm Dump Removal Grant Expansion – BCCDKY Staff: The letter to Soil and Water Conservation Commission was sent prior to the meeting. Megan Clere will fix the two typos. If any other edits are to be made, please submit to Megan Clere. Christopher Benton motioned to send the letter once the changes are made. Jason Roberts seconded. All in favor.
- b. Agricultural District #008-15 Recertification – Megan Clere: The surveys were circulated. There were no changes made to the map of the agricultural district. Debra Waller motioned to approve the recertification and send to the Soil and Water Commission for final review. Rebecca Ortwein seconded. All in favor.
- c. OKI Conservation Tour – BCCDKY Staff: The tentative schedule was circulated. No comments were made.
- d. Internet Upgrade – Megan Clere: Megan Clere presented the costs of Fioptics through Cincinnati Bell and Spectrum. Victor Vanover motioned to accept the upgrade to Fioptics only if the one-time fee is waived. Debra Waller seconded. All in favor. Megan Clere will inquire further.
- e. Amazon Stream Mitigation – Mark Jacobs: There will be a meeting with Scott Fennell and Debbie Conrad this Friday. Kristin Scott mentioned a meeting should take place with local organizations. Megan Clere will let everyone know if a meeting is planned.
- f. Accountant Switch – Megan Clere: Megan Clere presented the quotes for VonLehman, CPA; Rudler, PSC; and The Kat Company, LLC. This will be officially determined in the May Board Meeting.

VII. MISCELLANEOUS:

- a. Bios for Website: Send to Megan Clere or Susan Brown ASAP.
- b. Crayfishes of Kentucky Field Guides – Mark Jacobs: Will be ordering.
- c. Battery Recycling – Megan Clere: Megan Clere updated that Call2Recycle no longer sends free boxes for recycling batteries, and a fee will have to be applied.
- d. River Sweep – Megan Clere: Megan Clere presented the details of the River Sweep on June 16th, 2018. She recommended providing breakfast and/or lunch for the event. (Preceding the meeting:) Because Boone County Parks is partnering with BCCDKY on this event,

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Victor Vanover will be providing the handwashing station (possibly through Jason Roberts), UTVs, trucks, trailers, and concession trailer. Megan Clere will be inquiring about the DJ. ORSANCO will be providing the free shirts and trash bags. Megan Clere is waiting for a response from Mike Wilson at Solid Waste on trash pickup, gloves, and grabbers.

- e. Adopt-a-Highway – Megan Clere: The only recommended highway was a 2-mile section of US-42. This will be revisited next year.
- f. Brag Brochure: This was passed around to the group. Victor Vanover mentioned we should add that the Board Members are elected officials.
- g. Fiscal Court Meeting: Kristin Scott will be meeting at Fiscal Court to submit the 2018-2019 budget. Megan Clere will contact Sharon Burcham to schedule this.

With no further business, Debra Waller motioned to adjourn. Victor Vanover seconded. All in favor. The Board Meeting adjourned at 8:57pm.