



**BCCDKY**

Boone County Conservation  
District, Kentucky

## **Board Meeting Minutes**

**March 17th, 2020**

**6 p.m.**

**Boone Woods Park, Shelter Number 3**

**Present:** Board Supervisors Rebecca Ortwein, Matt Wooten, Mike Wilson, Jason Roberts and Debra Waller; Staff members Susan Brown, Pavla Link and Mark Jacobs.

**I. CALL TO ORDER:** Rebecca Ortwein called meeting to order at 6:06pm.

**II. MINUTES:**

- a. Debra Waller moved to approve February 18, 2020 Board Meeting Minutes, Mike Wilson seconded the motion. All were in favor, motion passed.
- b. Debra Waller moved to approve February 21, 2020 Special Board Meeting Minutes, Mike Wilson seconded the motion. All were in favor, motion passed.

**III. TREASURER'S REPORT**

- a. Mike Wilson read the February 2020 report. Matt Wooten moved to accept the report, Jason Roberts seconded the motion. All were in favor, motion passed.

**IV. UNFINISHED BUSINESS:**

- a. 2020-2021 Budget Draft – Rollover insurance amount was discussed, 75/25 NRCS/KACD position cost was explained, new vehicle for BCCDKY was mentioned as possible in-kind request for next FY. Matt Wooten made motion to approve budget draft as is and move forward with presenting budget to Fiscal Court and DOC. Debra Waller seconded the motion. All were in favor, motion passed.
- b. Mike Wilson moved to approve Mark Jacobs, Director of Conservation Programs to schedule Fiscal Court and Commissioner meetings to discuss 2020-2021 Budget Draft. Jason Roberts seconded the motion. All were in favor, motion passed.
- c. APOW Draft comments/questions/edits – no comments/questions at this time.
- d. Board of Supervisors was informed about new cost of insurance bonds and comparison rates from KaCO. New cost is included in budget draft for 2020-2021 FY. This years bill is to be paid in full.

**V. NEW BUSINESS:**

- a. KACD/NRCS Technical Assistance Program – 75/25 Soil Conservation Technician Position was discussed. All were in favor of applying for the position as an individual District with the possibility of partnership with other Districts if desired at a later date. Cost of 25% of salary/benefits is included in 2020-2021 FY Budget Draft.

*Prepared 03/18/20 pl*

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- b. Debra Waller moved to recommend Dr. Shannon Galbraith – Kent, Ph.D. as an incoming Board Member and her application submission to DOC. Matt Wooten seconded the motion. All were in favor, motion passed.
- c. Mike Wilson made a motion to approve request to DOC for the transfer of \$6,400 from the Heavy Material Removal / Farm Dump Fund to Dead Farm Animal Removal Fund with conditions of BCCDKY covering 50% of Dead Farm Animal Removal cost with maximum of \$150 per animal, limit of 2 animals per operation / producer per year. Debra Waller seconded the motion. All were in favor, motion passed.
- d. 2020-2021 KACD Dues – Approve payment of \$350 – Debra Waller made motion to approve, Mike Wilson seconded the motion. All were in favor, motion passed.
- e. Susan Brown presented Grant Applications. 3 applications were received.
  - 1. Boone County High School in the amount of \$335 for Pollinator Plants and Native Habitat.
  - 2. Collins Elementary School in the amount of \$1,312.96 for Tower Garden.
  - 3. Big Bone State Park in the amount of – 3 applications were submitted in the amount of \$1,000 each for outdoor classroom.

Board’s recommendation is that \$500 be awarded to Boone County High School, \$1,000 to Collins Elementary and \$500 to Big Bone State Park for the purchase of study materials for students. Jason Roberts moved to approve, Matt Wooten seconded the motion. All were in favor, motion passed.

- f. Authorization of fund transfer from E20310-Education & Promotion – “Envirothon” in the amount of \$500 to E30100-Dues and Subscriptions- “Google One Drive”, to allow upgrade of currently insufficient computer storage capability to 2TB at \$99.99/per year/ per unit. Mike Wilson made motion to approve transfer, Matt Wooten seconded. All were in favor, motion passed.
- g. Covid-19 Planning and Procedures were discussed in accordance with DOC, NRCS, USDA and Boone County Administration policies. BCCDKY is to adopt any government recommendations and policies as they are updated and communicated on a daily basis. Staff is permitted to telecommute as needed with the requirement of being available during regular office hours. Email notice is to be sent to Board of Supervisors as to where staff members are working from. All Board Supervisor were in agreement.
- h. LIM Property updates – Mark Jacobs informed the Board that offer was accepted on the LIM property and the KYDFWR and Real Properties are moving forward with the sale. Specific timeline to be announced as soon as legal process is complete.

**VI. ADJOURN.** Debra Waller moved to adjourn. Matt Wooten seconded the motion. All were in favor, motion passed. Meeting adjourned at 7:07pm.