



**BCCDKY**

Boone County Conservation  
District, Kentucky

## Board Meeting Minutes

**October 17, 2023, 6:00 p.m.**

**6028 Camp Ernst Rd., Burlington, KY 41005, Rouse Room**

**ZOOM: Meeting ID: 896 4545 6605 Passcode: 211100**

**Present:** Board Supervisors: Matt Wooten, Debra Waller, Kathy King, Mike Wilson, Jeff Thomas, Kevin Bond. Staff members: Mark Jacobs, Susan Brown, Jasper Stevenson.

- I. CALL TO ORDER:** Matt Wooten called the meeting to order at 6:03pm.
- II. MINUTES:**
  - a. September 19, 2023, Board Meeting Minutes to Approve – Jeff Thomas made a motion to approve, Kathy King seconded the motion. All were in favor, motion passed.
- III. TREASURER’S REPORT:**
  - a. Mike Wilson presented September 2023 Treasurer’s Report – Kathy King made a motion to accept the report, Jeff Thomas seconded the motion. All were in favor, motion passed.
  - b. Per Diem – Mike Wilson presented Per Diem summary. Debra Waller made a motion to approve October Per Diem, Kathy King seconded the motion. All were in favor, motion passed.
- IV. DISTRICT REPORTS:**
  - a. Division of Conservation (DOC) Reports – read independently.
  - b. NRCS Report – presented by Jasper Stevenson.
  - c. District Staff Report - read independently.
  - d. Intern Report - read independently.
- V. UNFINISHED BUSINESS:**
  - a. Forest Health Specialist Position – following candidate interviews Mark Jacobs presented a recommendation to award this position to Mr. Tyler Rankin as a 1099 contract position with an end date of June 30, 2024. Hours are not to exceed an average of 20 hours per week, compensation will be as previously approved in the BCCDKY FY 2023-2024 budget, no fringe benefits are offered for this position. Kathy King made a motion to accept the recommendation as presented and the hiring of Mr. Tyler Rankin for the Forest Health Specialist Position as outlined above. Mike Wilson seconded the motion. All were in favor, motion passed.
  - b. Land Use Update (Equipment, insurance, survey, utilities, signage, property taxes etc.) – Mark Jacobs gave an update and presented immediate needs as follows:

1. Property and structure insurance with KACo Insurance – acreage is already covered by BCCDKY current policy, structure insurance is an additional \$38. Mike Wilson made a motion to add structure insurance by KACo, Kevin Bond seconded the motion. All were in favor, motion passed.
  2. Property survey – Mark Jacobs presented quotes for property survey. Jeff Thomas made a motion to award the job to Viox and Viox, Debra Waller seconded the motion. All were in favor, motion passed.
  3. 2023 Property Taxes – Mark Jacobs presented the 2023 Property Tax Bill. As agreed in the purchase agreement, BCCDKY is responsible for the full amount of 2023 property taxes. Jeff Thomas made a motion to approve the payment of the invoice, Mike Wilson seconded the motion. All were in favor, motion passed.
- c. KACD Meeting Report – Mark Jacobs gave a report.
  - d. DIGS Report Appeal Update – Mark Jacobs gave an update. BCCDKY Board of Supervisors was not satisfied with the response received from Johnna McHugh and will follow up further.

**VI. NEW BUSINESS:**

- a. OKI Tour Recap – Mark Jacobs gave a recap.
- b. Open Records and Open Meeting Guide – Pavla Link provided BCCDKY Board of Supervisors with an updated copy. Matt Wooten signed receipt acknowledgement on behalf of BCCDKY Board of Supervisors.

**VII. PUBLIC COMMENTS:** None received.

**VIII. REMINDERS:**

- a. Salt Fest – October 20-22, 2023, Big Bone Lick State Park
- b. Ohio River Way Summit – October 25-26, 2026, Madison, Indiana
- c. BCORI Community Meeting – November 8, 2023, 6pm, Rabbit Hash
- d. BCORI Community Meeting – November 9, 2023, 6pm, Petersburg

**IX. COMMITTEE MEETING DATES:**

- a. Land Use Committee
- b. Education Committee
- c. HR Committee
- d. Budget Committee
- e. Executive Committee Meeting
- f. Government Affairs Committee Meeting

**X. ADJOURN:** Debra Waller made a motion to adjourn. Mike Wilson seconded the motion. All were in favor, motion passed. Meeting Adjourned at 6:37pm.