



Board Meeting Minutes

December 19, 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, Shannon Galbraith-Kent, Ph.D. Staff members: Mark Jacobs, Pavla Link, Susan Brown, Jasper Stevenson.

- I. CALL TO ORDER:** Matt Wooten called the meeting to order at 6:04pm.
- II. MINUTES:**
 - a. November 21, 2023, Board Meeting Minutes to Approve – Jeff Thomas made a motion to approve, Mike Wilson seconded the motion. All were in favor, motion passed.
- III. TREASURER’S REPORT:**
 - a. Mike Wilson presented November 2023 Treasurer’s Report – Debra Waller made a motion to accept the report, Kathy King 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 December Per Diem, Kathy King seconded the motion. All were in favor, motion passed.
- IV. DISTRICT REPORTS:**
 - a. Division of Conservation (DOC) Reports – presented by Matt Wooten.
 - b. NRCS Report – presented by Jasper Stevenson.
 - c. District Staff Report - read independently, no questions.
- V. UNFINISHED BUSINESS:**
 - a. Land Use Update – Mark Jacobs gave an update. Survey by Viox and Viox is in progress, tractor with bush hog and finishing mower have been delivered, Gator will be delivered in January. Staff and intern have been conducting wildlife surveys using acoustic equipment and wildlife cameras. MOA is pending Fiscal Court approval.
- VI. NEW BUSINESS:**
 - a. Meeting with SWCC Commissioner Kilmer – Matt and Mark gave a report on their meeting with Commissioner Kilmer. KACD Legislative Reception is coming up January 16, 2024. It would be beneficial for the BCCDKY Board and staff to attend. Mike Wilson made a motion to pre-approve Per Diem, mileage, and lodging cost

- reimbursement within the available budget amount for anyone interested in attending. The list of attendees will be finalized at the January Board Meeting. Jeff Thomas seconded the motion. All were in favor, motion passed. Considering the Legislative Reception falls on the same day as BCCDKY January Board Meeting, Kathy King made a motion to move January Board Meeting from January 16, 2024, to January 9, 2024. Debra Waller seconded the motion. All were in favor, motion passed.
- b.** Jim Claypool Art and Writing Contest - Susan Brown presented entries received with the Education Committee recommendation of Carly Wilson as the award recipient. Jeff Thomas made a motion to accept the committee's recommendation, Mike Wilson seconded the motion. All were in favor, motion passed.
 - c.** Office Lease – Mark Jacobs presented concerns regarding future office space. BCCDKY Board is to consider alternate location and associated cost.
 - d.** KACD Legislative Priorities – Mark Jacobs presented 2024 KACD Legislative Priorities. KACD Legislative Reception will be held on January 16, 2024.
 - e.** BCPC 2045 Plan Comments – Mark Jacobs presented opportunity for BCCDKY to comment on the proposed plan. Deadline for comments is January 9, 2024.
 - f.** Background Checks – Susan Brown presented a request for a background check procedure for BCCDKY staff and Board. Following discussion and concerns regarding lack of procedure being in place prior to requesting background checks, Kathy King made a motion to use BCPS background check form immediately following the meeting with BCCDKY covering the cost of background checks. BCCDKY Board is to draft a procedure to follow. Mike Wilson seconded the motion. Mike Wilson, Kathy King, Matt Wooten and Shannon Galbraith-Kent, Ph.D. voted in favor, Jeff Thomas and Debra Waller were opposed. Motion passed 4-2.
 - g.** NACD Annual Meeting – Debra Waller withdrew her request to attend.
 - h.** Matt Wooten submitted his resignation from the BCCDKY Board of Supervisors. Jeff Thomas made a motion to accept Matt's resignation, Mike Wilson seconded the motion. All were in favor, motion passed. Matt's resignation date is effective December 31, 2023. His term expires December 31, 2026.

VII. PUBLIC COMMENTS: None received.

VIII. REMINDERS:

- a.** Audubon Christmas Bird Count – December 16, 2023, Burlington
- b.** KACD Legislative Reception – January 16, 2024, Frankfort

IX. COMMITTEE MEETING DATES:

- a.** Land Use Committee – Schedule quarterly meetings
- b.** Education Committee - Jim Claypool Art and Writing Contest
- c.** HR Committee
- d.** Budget Committee – Schedule Meeting after January Board Meeting
- e.** Executive Committee Meeting – Schedule Reviews
- f.** Government Affairs Committee Meeting

X. ADJOURN: Jeff Thomas made a motion to adjourn. Mike Wilson seconded the motion. All were in favor, motion passed. Meeting Adjourned at 7:45pm.