



# **BCCDKY**

Boone County Conservation  
District, Kentucky

## **Board Meeting Minutes**

**August 20, 2024, 6:00 p.m.**

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

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

**Present:** Board Supervisors: Mike Wilson, Debra Waller, Jeff Thomas, Kevin Bond, Kathy King, John Stork. Staff members: Mark Jacobs, Susan Brown, Pavla Link, Jasper Stevenson. Guests: Austin Clark (Jefferson County Conservation District Board Member), Sarah Beth Sammons (Jefferson County Conservation District Board Chair)

- I. CALL TO ORDER:** Mike Wilson called the meeting to order at 6:03pm.
- II. MINUTES:**
  - a. July 16, 2024, 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. Jeff Thomas presented July 2024 Treasurer’s Report – Kevin Bond made a motion to accept the report, Kathy King seconded the motion. All were in favor, motion passed.
  - b. Per Diem – Jeff Thomas presented Per Diem summary. Kathy King made a motion to approve August Per Diem, Kevin Bond seconded the motion. All were in favor, motion passed. Pavla Link presented an overpayment summary caused by accountant’s error requesting the Board’s decision to either return overpaid amount or prorate future Per Diem as necessary. Kathy King made a motion to prorate future Per Diem until the overpaid amount is exhausted, Debra Waller seconded the motion. All were in favor, motion passed.
- IV. DISTRICT REPORTS:**
  - a. Division of Conservation (DOC) Reports – presented by Mike Wilson.
  - b. NRCS Report – presented by Jasper Stevenson.
  - c. District Staff Report – read independently.
- V. UNFINISHED BUSINESS:**
  - a. Land Use Update – Mark Jacobs gave an update on recent improvements, public programs and future plans, with a request for permission to seek quotes for additional barn improvement – concrete floor. Quotes are to be presented at the September 17, 2024, Board Meeting.
- VI. NEW BUSINESS:**
  - a. FY 2023-2024 Annual Report – Pavla Link presented BCCDKY FY 2023-2024 Annual Report. Debra Waller made a motion to approve the report as presented, Kevin Bond seconded the motion. All were in favor, motion passed. Austin Clark requested an electronic copy of the report.

- b.** DIGS Report Appeal – Mike Wilson presented the appeal letter draft. Kevin Bond made a motion to submit BCCDKY FY 2023-2024 DIGS Report appeal letter as presented; Kathy King seconded the motion. All were in favor, motion passed.
- c.** State Cost Share Extension Request – Pavla Link and Jasper Stevenson presented a request by Tom Huey and Chris Blake for a second extension of their State Cost Share contract. John Stork made a motion to approve the extension, Kathy King seconded the motion. All were in favor, motion passed.
- d.** Kentucky Ohio River Regional Recreation Authority (KORRRA) Update – Mark Jacobs gave an update – Boone County Fiscal Court approved a Resolution for Boone County to join KORRRA. Pavla Link offered to send Sarah Beth Sammons and Austin Clark additional information.
- e.** Open Records Policy – Pavla Link provided resources for additional information.
- f.** Soil and Water Conservation Commission (SWCC) Update / Area 5 Vacancy – Mike Wilson provided information regarding the now vacant position of the Area 5 SWCC Commissioner and voiced his interest in the position. Kathy King made a motion to nominate Mike Wilson for the position of the SWCC Area 5 Commissioner and the submission of a letter to SWCC/DOC requesting information regarding the nomination / appointment procedure. Kevin Bond seconded the motion. All were in favor, motion passed.
- g.** Travel and Training Request / Expense Reports Reminder – Pavla Link reminded the Board and Staff to keep and submit all receipts for accounting purposes. Susan Brown requested authorization for lodging/transportation expenses to attend a 5-day Bat and Conservation Management seminar in Cave City, KY. Discussion led by Kathy King was held regarding the benefits of and the productivity during events attended by BCCDKY staff. Debra Waller made a motion to authorize requested travel expenses for Susan Brown not to exceed \$1,000, in addition to the registration fee cost; Kevin Bond seconded the motion. Mike Wilson, Jeff Thomas, Kevin Bond, Debra Waller and John Stork voted in favor; Kathy King voted against. Motion passed 5-1. Susan is to give an overview of the workshop with her staff report at the October Board meeting.
- h.** FY 2023-2024 Audit Information – Pavla Link presented information regarding the FY 2023-2024 special audit and requested permission to request quotes for the cost of the audit.
- i.** 2024 Legal Notice – Pavla Link presented a copy of the published Legal Notice.

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

**VIII. REMINDERS:**

- a.** ORW Annual Summit – September 11-12, 2024 – Maysville
- b.** OKI RCC Annual Conservation Tour – September 13, 2024, Hamilton County
- c.** Salt Fest – October 18-20, 2024 – Big Bone Park

**IX. COMMITTEE MEETING DATES:**

- a.** Land Use Committee – 1/12/24, 4/5/24, 7/12/24, 10/11/24
- b.** Education Committee
- c.** HR Committee
- d.** Budget Committee
- e.** Executive Committee Meeting
- f.** Government Affairs Committee

**X. ADJOURN:** Debra Waller made a motion to adjourn. Jeff Thomas seconded the motion. All were in favor, motion passed. Meeting Adjourned at 7:51pm.