

**MINUTES
OKMULGEE COUNTY CONSERVATION DISTRICT
BOARD OF DIRECTORS REGULAR SCHEDULED MEETING**

TIME: 8:30 A.M.

DATE: August 5, 2009

PLACE: 719 East 8th Street, Suite B
Okmulgee, OK 74447

Present: Dwane Thompson, Chair
Janet Koziol, Vice Chair
Tom Porter, Secretary-Treasurer
Robert Pinkston, Member (Arrived 8:34 a.m.)
Elmer Burgess, Member

Absent: None

Others Present: Rhnea Stoy, District Secretary
Bill Grammer, Equipment Manager
Ron Goedecke, District Conservationist
Watson Langford
Dwain Phillips, Oklahoma Conservation Commission
James Stoy, STEPS/Workforce Oklahoma (Arrived 8:35 a.m.)
Phillip Ward, Cooperator
Frank Scott, Mvskoke Food Sovereignty Initiative (Arrived 9:30 a.m.)

1. Meeting Called to Order

The Chairman, Dwane Thompson, called the meeting to order at 8:30 a.m. He noted that this was a regular scheduled meeting and it had been properly posted on the front door of the office 24 hours in advance and at the courthouse in compliance with the open meeting law.

3. Approval of Minutes of the July 1, 2009 Regular Meeting

Koziol moved to approve the minutes of the July 1, 2009. Burgess seconded. Aye vote: Thompson, Koziol, Porter, and Burgess. Nay vote: None. Motion carried.

4. Consideration of and Possible Action on employee Timesheets and Leave Records for the month of July, 2009

Burgess moved to approve the timesheets and leave records for Grammer, Stoy, Fain and Dean. Koziol seconded. Aye vote: Thompson, Koziol, Porter, Pinkston and Burgess. Nay vote: None. Motion carried.

5. Consideration of and Possible Action on Financial Statement and Allocation register for Period Ending July 31, 2009

Koziol moved to approve the financial statement and allocation register. Burgess seconded. Aye vote: Thompson, Koziol, Porter, Pinkston and Burgess. Nay vote: None. Motion carried.

6. Consideration of and Possible Action on District Reimbursement Claim and Payment of Bills for July, 2009

Porter moved to approve the reimbursement claims and payment of bills for the month of July, 2009. Koziol seconded. Aye vote: Thompson, Koziol, Porter, Pinkston and Burgess. Nay vote: None. Motion carried.

7. Discussion and Possible Action on approval of Performance Worksheets: Porter moved to approve the Performance Worksheets for July, 2009. Burgess seconded. Aye vote: Thompson, Koziol, Porter and Burgess. Nay vote: None. Motion carried.

8. Consideration and possible action on new district cooperators.

No new cooperator agreements were presented.

9. Communications

Stoy presented the letter she had been asked by Robert Toole to write to Ron Hilliard the NRCS State Conservationist requesting an evaluation of the Dripping Springs dam.

10. Reports

A. District Directors:

Burgess reported that he had attended the staff meeting at the conservation district on July 20 and had attended the Cross Timbers RC&D meeting held in Okmulgee at the OSUIT campus on July 24. He reported that the RC&D board had an area coordinator from Nevada observing how a board of 45 functions. He reported that the RC&D had made a couple of loans out of their loan fund.

Thompson reported that he had attended the staff meeting at the conservation district on July 20.

There were no other reports

B. Conservation District Staff:

Bill Grammer presented his written report for July, 2009. Grammer's written report for July, 2009 is attached.

District Secretary, Rhnea Stoy presented her report for July, 2009. Stoy's written report for July, 2009 is attached.

C. NRCS Personnel:

Okmulgee County District Conservationist, Ronald Goedecke presented his report for July, 2009. Goedecke's written report for July, 2009 is attached.

11. DISTRICT OPERATIONS

- A. Swearing in of re-elected board member:** Stoy administered the loyalty oath to Janet Koziol.
- B. Discussion and possible approval of a bond user agreement between the Conservation Commission and the Okmulgee County Conservation District regarding the utilization of bond funds.** Dwain Phillips reviewed the items involved in the Conservation Bond, including Watershed Rehabilitation, Watershed Operation and Maintenance and Conservation Cost Share. The \$8,800,000 set aside for Watershed Rehabilitation covers the 35% required local sponsor funding with the NRCS providing the remaining 65%. This will result in over \$25 million of watershed rehabilitation construction in Oklahoma. The Watershed Operation and Maintenance \$7,100,000 funds will be made available to conservation districts for use in addressing their high priority watershed operation and maintenance needs. Phillips stated that conservation districts should put in requests for these O&M funds as the needs arise. Conservation Cost Share funds of \$2,100,000 will be directed to conservation districts that have been in a federally flood disaster over the past several years. Funds will be used to provide cooperators with cost share money to repair damaged conservation practices. Goedecke asked of roadside erosion was included. Phillips stated that he would bring that up as a possibility but later located in the agreement that roadside erosion is included in the program.
- C. Discussion and possible action to enter into an agreement with the NRCS Field Office to assist in the delivery of the federal Farm Bill conservation programs.** Phillips reviewed the NRCS Contributions Agreement for Farm Bill Conservation Program Delivery, highlighting the \$387,500 that the NRCS is providing the Commission and Conservation Districts. Phillips then turned the floor over to Goedecke to review the Local Operational Agreement For Technical Assistance in Support of Conservation Program Delivery. Koziol moved to approve the Local Operational Agreement For Technical Assistance in Support of Conservation Program Delivery. Porter seconded. Aye vote: Thompson, Koziol, Porter, Pinkston and Burgess. Nay vote: None. Motion carried.
- D. Review and discussion of the Commission's Fiscal Year 2010 District Allocation and an overview of the state budget picture for the coming year.** Phillips reviewed the Conservation District and Commission Budget Overview.
- E. Discussion and possible action on participation in STEPS program.** Rhnea Stoy introduced James Stoy from the Services, Training & Educational Partnership Strategies, Inc., a Workforce Oklahoma partner. Rhnea Stoy stated that this program sought out employers willing to train and use youth as part of their work force. She stated that STEPS provides the salary and all related costs for the employee. She stated that if the board approves participating in the program that she see the opportunity to possibly utilize two individuals – one for office work and one for grounds maintenance. James Stoy reviewed the program details with the board. He stated that the workplace agreement required two supervisors, one primary and one

- alternate. Koziol asked if Rhnea would be able to supervise the grounds maintenance employee since Grammer and Fain are mainly out in the field. James Stoy stated that he did not see a problem with Rhnea Stoy supervising since this is not a large campus. Burgess asked Rhnea Stoy if these youth would be able to work here without training and knowledge of the programs. Stoy stated that the tasks that she has in mind for the office personnel mainly includes filing, sorting and organizing, tasks that can be learned with minimal training time. Pinkston asked James Stoy who paid the workers compensation on the youth. James Stoy answered that STEPS paid for it. Koziol asked how much paperwork was involved for the district employees. James Stoy stated that there is minimal paperwork, mainly just a timesheet and brief evaluation to be filled out twice each month. Porter moved to approve participating in the STEPS youth program. Koziol seconded. Aye vote: Thompson, Koziol, Porter, Pinkston and Burgess. Nay vote: None. Motion carried.
- F. Review of Cost Share Program Year 10 monthly report.** Stoy reported that several participants had completed their cost share practices. She stated that there were a few that were completed but not reflected on the report because the completion paperwork is in progress.
- G. Review of Fiscal Year 2009 DEQ Annual Report.** Stoy presented the DEQ Annual Report to the board.
- H. Discussion and possible action on equipment rates charged to DEQ.** Stoy presented a spreadsheet reflected the fuel and manpower costs incurred in operating the district and the DEQ owned tractors and comparisons to prices charged. Pinkston asked Grammer to check with Marvin Boatright on a recent equipment rate sheet and check with Cotton County on the prices they charged for their custom equipment work. Item tabled pending additional information.
- I. Discussion and possible action on approval of Fiscal Year 2009 Annual Report.** Stoy presented the Annual Report for Fiscal Year 2009. Porter moved to leave the board structured as it is. Pinkston seconded. Aye vote: Thompson, Koziol, Porter, Pinkston and Burgess. Nay vote: None. Motion carried
- J. Discussion and possible action on signatures on bank accounts and appropriate bonds on signers.** Stoy informed the board that her research into the surety bond issue on the board members had revealed that they have been purchasing the wrong kind of surety bond and that they actually have some of that coverage paid through the commission. The bond the conservation district needs to carry is one covering theft. She stated that for \$172.10 the bond would cover any five district employees and directors. Pinkston stated that he would remove himself as a signee from the checking accounts. Porter moved to change surety bond coverage to cover theft only in the amount of \$25,000 and to cover Rhnea Stoy, Thompson, Koziol, Porter and Burgess. Pinkston seconded. Aye vote: Thompson, Koziol, Porter, Pinkston and Burgess. Nay vote: None. Motion carried
- K. Discussion and possible action on term of appointment for associate director Watson Langford appointed May 7, 2008.** Stoy stated that after discussing the issue with Lisa Knauf, it appears that the board has the option of end-dating

Langford's term as associate director immediately or to set a future end date. Porter moved to re-appoint Langford to one additional year as associate director with term of appointment being August 5, 2009 to August 4, 2010. Burgess seconded. Aye vote: Thompson, Koziol, Porter, Pinkston and Burgess. Nay vote: None. Motion carried.

- L. Submit name of individual to present as recommendation to fill directors position set to expire August 12, 2009.** Porter moved to submit Dwane Thompson for reappointment to district director. Koziol seconded. Aye vote: Thompson, Koziol, Porter, Pinkston and Burgess. Nay vote: None. Motion carried

M. Proposed Executive Session

- a. Vote in open session on whether to enter executive session as authorized by Title 25 O. S. Section 307 (B) (7) to review conservation plans and EQIP contracts for Charles Bass, Glenda Barnes Revocable Trust, Clifford Harris, C.V. Ledbetter & Son, Inc. James & Rhnea Stoy and WHIP contracts for Pete Rogers. If executive session is approved, designation in open session of person to keep minutes in executive session.** Koziol moved to enter executive session as described in article a. with Rhnea Stoy taking minutes. Porter seconded. Aye vote: Thompson, Koziol, Porter, Pinkston and Burgess. Nay vote: None. Motion carried
- b. Executive session to discuss conservation plans and personnel matters as described in item a.** Entered Executive Session at 10:18 a.m.
- c. Return to open session and re-establish quorum.** Returned to open session and re-established quorum at 10:30 a.m.

N. Discussion and Possible Action in open session to approve, revise, or cancel conservation plans and contractual documents. Koziol moved to approve conservation plans and contracts for Charles Bass, Glenda Barnes Revocable Trust, Clifford Harris, C.V. Ledbetter & Son, Inc., James & Rhnea Stoy and Pete Rogers. Burgess seconded. Aye vote: Thompson, Koziol, Porter, Pinkston and Burgess. Nay vote: None. Motion carried

12. Public Comments

There were no public comments

13. New Business

Grammer presented information about a Watershed workshop to be held in Oklahoma City on September 15 – 17. Koziol made motion to authorize Grammer to attend workshop. Porter seconded. Aye vote: Thompson, Koziol, Porter, Pinkston and Burgess. Nay vote: None. Motion carried

14. Adjournment

There being no further business the meeting was adjourned at 10:43 a.m. Pinkston moved to adjourn, Porter seconded. Aye vote: Thompson, Koziol, Pinkston and Burgess. Nay vote: None. Motion carried.

15. DATE OF NEXT MEETING

The next regularly scheduled meeting of the Okmulgee County Conservation District will be held September 2, 2009 at 8:30 a.m. in the District office.

cc: OCC
OCCD Board
NRCS State Office
OACD Executive Board