

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

TIME: 8:30 A.M.

DATE: October 7, 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
Elmer Burgess, Member

Absent: Bill Grammer, Equipment Manager

Others Present: Rhnea Stoy, District Secretary
Ron Goedecke, District Conservationist
Watson Langford
Dwain Phillips, Oklahoma Conservation Commission
Kevin Varner, Oklahoma Conservation Commission
James Stoy, STEPS/EWIB Youth Program

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.

2. Approval of Minutes of the September 2, 2009 Regular Meeting

Koziol moved to approve the minutes of the September 2, 2009 meeting. Burgess seconded. Aye vote: Thompson, Koziol, Porter, and Burgess. Nay vote: None. Motion carried.

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

Koziol moved to approve the timesheets and leave records for Grammer, Stoy, Fain and Dean but with clarification on Grammer's comp time. Porter seconded. Aye vote: Thompson, Koziol, Porter, and Burgess. Nay vote: None. Motion carried.

4. Consideration of and Possible Action on Financial Statement and Allocation register for Period Ending September 30, 2009

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

5. Consideration of and Possible Action on District Reimbursement Claim and Payment of Bills for September, 2009

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

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

7. Consideration and possible action on new district cooperators.

Goedecke presented a cooperator agreement from Charles Bass for 200 acres. Koziol moved to approve Bass as a new district cooperator. Burgess seconded. Aye vote: Thompson, Koziol, Porter, Pinkston and Burgess. Nay vote: None. Motion carried.

8. Communications

No communications were presented

9. Reports

A. District Directors:

Koziol reported that she had attended the Natural Resource Day at Kiddy Lake. She stated that it appeared to be running smoothly.

Burgess reported that he also had attended the Natural Resource Day at Kiddy Lake. He stated that it looked like everyone was having a good time.

B. Conservation District Staff:

Equipment Manager, Bill Grammer was absent. No report was presented for September, 2009.

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

C. NRCS Personnel:

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

10. DISTRICT OPERATIONS

- A. Review Cost Share Program Year 10 monthly report:** Stoy presented the September, 2009 report for Cost Share Program Year 10. Stoy reported that there have been \$10,883.52 in completed cost shares and another \$12,533.74 are in obligated funds with \$582.73 in unobligated funds.
- B. Discussion and possible action on payment of longevity for Bobby Fain and Rhnea Stoy.** Porter moved to pay the longevity for Fain and Stoy. Burgess seconded. Aye vote: Thompson, Koziol, Porter, Pinkston and Burgess. Nay vote: None. Motion carried.
- C. Discussion and possible action to determine participation in Cost-Share Program Year #11B.** Porter moved to rescind the decision made on September 2, 2009 to purchase bond that would cover only Stoy, Thompson, Koziol, Porter and Burgess. Pinkston seconded.
- D. Discussion and possible action on signatures on bank accounts and appropriate bonds on signers.** Porter moved to participate in Program Year 11B. Burgess seconded. Aye vote: Thompson, Koziol, Porter, Pinkston and Burgess. Nay vote: None. Motion carried.
- 1. Discussion and Possible Action on allowing board members to make application in Cost Share Program Year #11B.** Burgess moved to allow director participation. Porter seconded. Aye vote: Thompson, Koziol, Porter, Pinkston and Burgess. Nay vote: None. Motion carried.
 - 2. Designate the authorized district and the technical representative for Cost-Share program.** Thompson and Goedecke both indicated that they were willing to be the designated representatives again.
 - 3. Discuss and select conservation practices for Cost Share program year 11B.** Koziol moved to select all the approved practices. Porter seconded.
 - 4. Establish cost share average costs and cost share rates for Program year 11B.** Koziol moved to approve the state average costs provided by the commission. Porter seconded. Aye vote: Thompson, Koziol, Porter, Pinkston and Burgess. Nay vote: None. Motion carried. Burgess moved to approve a 75% cost share rate. Pinkston seconded. Aye vote: Thompson, Koziol, Porter, Pinkston and Burgess. Nay vote: None. Motion carried.
 - 5. Establish minimum and maximum cost share payment amount.** Burgess moved to establish a minimum payment of \$100, a maximum payment of \$1,500 per practice, with a maximum pay out of \$5,000 per individual. Porter seconded. Aye vote: Thompson, Koziol, Porter, Pinkston and Burgess. Nay vote: None. Motion carried.
 - 6. Establish eligibility and selection criteria/priority system to be used to select applicants.** Koziol moved to establish eligibility and selection criteria according to NRCS guidelines. Porter seconded. Aye vote: Thompson, Koziol, Porter, Pinkston and Burgess. Nay vote: None. Motion carried.
 - 7. Determine dates for advertising cost share program and establish application period.** Koziol moved to set advertising period as October 19 – 30, 2009 and application period as November 2 – 20, 2009 with the exception of November 11, on which the office will be closed to honor Veteran's Day. Porter seconded. Aye

vote: Thompson, Koziol, Porter, Pinkston and Burgess. Nay vote: None. Motion carried.

E. Proposed Executive Session

- a. Vote in open session on whether to enter executive session as authorized by Title 25 O. S. Section 307 (B) (1) to discuss performance and employment of the district equipment manager and as authorized by Title 25 O.S. section 307 (B) (7) to review conservation plans for Tim Williams and James Hall, Sr..**

Koziol moved to enter executive session as described in article a. with Rhnea Stoy taking minutes during the discussion of the conservation plans only then with Koziol taking remaining 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 10:53 a.m.

- a. Return to open session and re-establish quorum.** Returned to open session and re-established quorum at 11:30 a.m.

I. Discussion and Possible Action in open session to approve, revise, or cancel conservation plans. Koziol moved to approve conservation plans and contracts for Tim Williams and James Hall, Sr. Burgess seconded. Aye vote: Thompson, Koziol, Porter, Pinkston and Burgess. Nay vote: None. Motion carried.

J. Discussion and possible action in open session on performance and employment of the district equipment manager. Pinkston moved to place Equipment Manger Bill Grammer on administrative leave with pay. Burgess seconded. Aye vote: Thompson, Koziol, Porter, Pinkston and Burgess. Nay vote: None. Motion carried. Porter moved to have Chairman, Dwane Thompson to speak to district attorney as soon as possible. Koziol seconded. Aye vote: Thompson, Koziol, Porter, Pinkston and Burgess. Nay vote: None. Motion carried. Porter moved to allow Chairman Dwane Thompson to talk to Grammer and Fain as soon as possible. Pinkston Seconded. Aye vote: Thompson, Koziol, Porter, Pinkston and Burgess. Nay vote: None. Motion carried. Phillips recommended that Thompson write a formal letter to Grammer as soon as possible notifying him of the terms of his administrative leave.

12. Public Comments

Burgess asked STEPS Youth case manager, James Stoy if he was satisfied with the outcome. James Stoy stated that he wanted it on the record that he appreciated the support of the Conservation District board of directors in working toward providing a positive work experience for the youth. He stated that he was not quite sure what administrative leave was and whether Grammer would be on the premises. He stated that it was necessary for Grammer to be removed as back-up supervisor and depending upon the final outcome depends on whether the youth would remain at the worksite.

13. New Business

There was no new business

14. Adjournment

There being no further business the meeting was adjourned at 11:45 a.m. Burgess 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 November 4, 2009 at 8:30 a.m. in the District office.

cc: OCC
OCCD Board
NRCS State Office
OACD Executive Board