

**MINUTES  
BOARD OF DIRECTORS  
HUGHES COUNTY CONSERVATION DISTRICT  
419 EAST HIGHWAY  
HOLDENVILLE, OKLAHOMA 74848**

**DATE:** April 8, 2010

**TIME:** 8:30 a.m. to 9:26 a.m.

**MEMBERS PRESENT:** Sam McClure, Chair  
Randolph Cotten, Vice-Chair  
Steve Enos, Secretary/Treasurer  
Harvey Price, Member  
Dale Jenkins, Associate Member

**OTHERS PRESENT:** Brent Reavis, District Conservationist, NRCS  
Andrea Jones, District Secretary  
Alvin Foster, Engineering Aide  
O.B. Boyd, Soil Technician, NRCS

**NOT PRESENT:** Leon Russell, Member

***(1) Call Meeting to Order – Chair.***

The meeting was called to order by Sam McClure, Chairman of the Board. He noted this was a regular scheduled meeting in compliance with the Open Meeting Act, Title 25 of the Oklahoma Statutes, Section 301 and following. Notice of this meeting was posted at 4:05 p.m. on Friday, April 2, 2010, at the front entrance of the District office.

***(2) Approval of Minutes of the March 11, 2010 Regular Meeting.***

Mr. Cotten made a motion, seconded by Mr. Price to approve the minutes of the March 11, 2010 regular meeting as presented. Aye votes: Mr. Enos, Mr. Cotten, Mr. Price and Mr. McClure. Nay votes: none. Motion carried.

***(3) Consideration of and Possible Action on District Employee Timesheets and Leave Records for the Month of March 2010.***

The Directors reviewed employee time sheets and leave records for the month of March on Andrea Jones and Alvin Foster.

Mr. McClure read an e-mail from Lisa Knauf of the Oklahoma Conservation Commission regarding Comp Time for Ms. Jones.

Mr. Price made a motion, seconded by Mr. Cotten to table this item until further into the meeting to allow Ms. Jones to correct her timesheet to meet the timekeeping requirements. Aye votes: Mr. Price, Mr. McClure, Mr. Enos and Mr. Cotten. Nay votes: none. Motion Carried.

***(4) Consideration of and Possible Action on Financial Statement for Period Ending March 31, 2010.***

Mr. Enos reviewed the financial records, bank statements and other accounts payable, such as the telephone bill, for period ending March 31, 2010. The financial statement is attached hereto as Exhibit A.

Mr. Enos made a motion, seconded by Mr. Cotten to approve the financial statement as presented. Aye votes: Mr. Cotten, Mr. Price, Mr. McClure and Mr. Enos. Nay votes: none. Motion carried.

***(5) Consideration of and Possible Action on District Reimbursement Claim and Payment of Bills Owed by District***

Ms. Jones reviewed the bills for the month of March on: AT&T, AT&T Mobility, City of Holdenville, David's Mini Mart, OG&E, OK Auto Supply, Oklahoma Natural Gas, Quill and Wal-Mart. Ms. Jones also noted that the District needed to reimburse Mr. Cotten for him room for the state meeting.

Mr. Cotten made a motion, seconded by Mr. Enos to pay the District bills. Aye votes: Mr. Cotten, Mr. Enos, Mr. Price and Mr. McClure. Nay votes: none. Motion carried.

***(6) Consideration of and Possible Action on the Following District Operations Items:***

***(a) Administer Loyalty Oath and Oath of Office to S. Enos.***

Ms. Jones administered the Loyalty Oath and Oath of Office to Mr. Enos.

***(b) Review and/or Approve NRCS/OCC Agreements.***

Ms. Jones reviewed the Natural Resources Conservation Service/Oklahoma Conservation Commission (NRCS/OCC) agreement for the month of March with the board.

Mr. Cotten made a motion, seconded by Mr. Price to approve the NRCS/OCC agreement as presented: Aye votes: Mr. McClure, Mr. Russell, Mr. Cotten, Mr. Price and Mr. Enos. Nay votes: None. Motion carried.

***(c) Judge and Select Scholarship Winners for 2010.***

Ms. Jones distributed copies of the scholarship applications to the members by school. Ms. Jones noted that a total of 12 applications had been received: Calvin 2; Dustin 2; Holdenville 6; Moss 1 and Wetumka 1.

Mr. Cotten made a motion, seconded by Mr. Price to approve the following scholarship winners from each area school: Calvin: Ashlan M. Wilson – winner, Christopher R. Hoover – Alternate; Dustin: Christina E. Holt – Winner, Marissa Mott- Alternate; Holdenville: Cheyenne Reavis – Winner, Elizabeth Hightower – Alternate; Moss: Bailee Cartwright – Winner; Wetumka: Laramie Krigbaum – Winner. Aye votes: Mr. Cotten, Mr. McClure, Mr. Price and Mr. Enos. Nay votes: None. Motion carried.

***(d) Review and/or Approve Oklahoma Forestry Services Website – Eastern Red Cedar Market.***

Ms. Jones noted that the Oklahoma Forestry Service had a website that listed a monthly updated directory with current cedar Producers and Harvesters.

***(e) Review and/or Approve Ouachita Mountains RC&D Youth Scholarship Contribution Request.***

Ms. Jones noted that she had received a request from Ouachita Mountains Resources, Conservation and Development (RC&D) asking for sponsors for their annual Southeast District Forestry and Land Judging contests. Ms. Jones noted that the total for the Forestry Contest was \$135.00 and \$160.00 for the Land Judging Contest for a total of \$295.00.

Mr. Cotten made a motion, seconded by Mr. Price to approve sponsoring both scholarships as presented. Aye votes: Mr. Cotten, Mr. Enos, Mr. McClure and Mr. Price. Nay votes: none. Motion carried.

**Page 4**  
**Hughes County Conservation District**  
**April 8, 2010**

***(f) Review and/or Approve Notice of Personnel Actions and Terms of At-Will Employment – J. Lysinger.***

Ms. Jones reviewed the Notice of Personnel Action and Terms of At-Will Employment forms for James “Andy” Lysinger. Mr. Lysinger will be the District’s new part-time Engineering Aide.

Mr. Cotten made a motion, seconded by Mr. Price to approve the forms as presented: Aye votes: Mr. Cotten, Mr. McClure, Mr. Enos and Mr. Price. Nay votes: None. Motion carried.

***(g) Review and/or Approve 2010 OACD Dues.***

Ms. Jones reported that the 2010 dues for the Oklahoma Association of Conservation Districts totaled \$400.00.

Mr. Cotten made a motion, seconded by Mr. Enos to approve 2010 dues as presented: Aye votes: Mr. Cotten, Mr. McClure, Mr. Enos and Mr. Price. Nay votes: None. Motion carried.

***(i) Review and/or Approve Equipment & Supply Needs.***

Mr. Foster reported that he was ready to go.

The board returned to Item (3)

***(3) Consideration of and Possible Action on District Employee Timesheets and Leave Records for the Month of March 2010.***

Mr. Cotten made a motion, seconded by Mr. Price to approve employee time sheets as presented. Aye votes: Mr. Cotten, Mr. McClure, Mr. Price and Mr. Enos. Nay votes: none. Motion carried.

***(7) Reports:***

***(a) Conservation District Directors***

Mr. Cotten stated that was working with Aubie Keese of OSU Extension on the Cedar Conference.

Mr. Price said that where we cleaned the dam off on his place, he was beginning to see a lot of little elms coming up.

**Page 5**  
**Hughes County Conservation District**  
**April 8, 2010**

Mr. Jenkins noted that he had gone to the Capital for the Retired Teachers Association but had also visited with the legislators about the Conservation Districts. He also reported that the carcass auction was a big success. He informed the board that the Chamber of Commerce would be having another booth at the Oklahoma City Fair if we wanted to place any items on their table.

Mr. Enos had nothing further to report.

Mr. McClure said he was busy putting in onions. He also reported for Mr. Russell that his wife Wandine was not doing well.

***(b) Conservation District Staff***

Mr. Foster reported that he had 5 lakes to work on and was waiting for it to dry and warm up.

Ms. Jones provided a written report documenting her activities (See Attachment A – Page 8).

***(c) NRCS District Conservationist***

Brent Reavis, District Conservationist (D.C.), brought the Board up-to-date on NRCS activities (See Attachment B – Page 9).

***(d) NRCS Soil Conservationist***

Position is vacant.

***(e) NRCS Soil Technician***

O.B. Boyd, Soil Technician (S.T.), reported that he had tried to get several people to start on their projects.

***(8) Correspondence Reviewed***

***(a) NRCS Monthly Activities Report.***

There was not a report this month.

***(b) Clay Pope – Legislative Update.***

Ms. Jones noted that parts of HB3173 discussed moving the Scenic Rivers Commission under OCC.

***(c) OCC – Success Story 319.***

Ms. Jones provided a copy of the success story on the Little Wewoka Creek Watershed being removed from the Federal 303(d) list of impaired waters.

***(d) Mark Harrison – Matt Gard Update.***

Ms. Jones noted that Mr. Gard continued to improve and had attended Ag Day at the Capital.

***(e) Mark Harrison – George Stunkard Update.***

Ms. Jones reported that Mr. Stunkard was recovering from a broken leg while working cattle.

***(f) Scott Pace – Farm School Flyer.***

Ms. Jones noted that the “Hands on seedling germination and transplant workshop” would be held in Okmulgee.

***(g) Mike Thralls – New Area V Commissioner, Jim Grego.***

Ms. Jones informed the Board that Mr. Jim Grego of the Latimer County Conservation District would be replacing Ms. Virginia Kidd as the OCC Area V Commissioner beginning July 1, 2010.

***(9) Public Comments***

There were no public comments at this time.

***(10) New Business***

There was no new business at this time.

***(11) Adjournment***

The next scheduled meeting of the Hughes County Conservation District will be held on Thursday, May 13, 2010 at 8:30 a.m. There being no further business, Mr. McClure adjourned the meeting.

---

Sam McClure, Chairman

---

Date

**Page 7**  
**Hughes County Conservation District**  
**April 8, 2010**

Copy:           ***Oklahoma Conservation Commission***  
Mike Thralls, Executive Director  
Virginia Kidd, Area V Commissioner

***Natural Resources Conservation Service***  
Jamey Wood, Asst. State Conservationist Zone 4, Field Operations

***Oklahoma Association of Conservation Districts***  
Trey Lam, President  
Joe Parker, Vice President  
Randolph Cotten, Area V Director

**Attachment "A"**

***DISTRICT SECRETARY'S REPORT***

Ms. Jones noted that she had been ill for the previous two days

**Projects in Process:**

Cost-Share Program Year 11 and Year 12

- Made files and mailed letters

Blue Thumb

- Working on Macroinvertebrate subsampling for the end of April

Conservation Education

- Scheduling stations for Thomas Outdoor classroom set for May 14, 2010
- Received completed scholarship applications from schools

Reports

- Updating Annual Work Plan & Annual Report

**Completed Projects:**

District Webpage Updates

- Updated Agenda & Minutes
- Working on adding new part-time employee

**Upcoming Events:**

4/8/2010 – HCCD Board Meeting

4/28/2010 – Blue Thumb Macroinvertebrate Subsampling

**Attachment "B"**

***DISTRICT CONSERVATIONIST'S REPORT***

**CONSERVATION PLANNING**

Environmental Quality Incentives Program (EQIP) Hughes County Grazing Lands \$85,065 – 8 contracts

EQIP - Tri-county Lagoon Cleanouts \$67,721 – 5 contracts

EQIP – Quail Habitat \$9,172 – 1 contract; \$161,958 – 14 contracts

CSP - \$133,050 annually for 5 years – 6 contracts

**CONSERVATION PRACTICES**

Ponds Staked – 1

Pond Centerline – 1

Fence Check – 2

Brush Management Measurement – 1

Prescribed Burning – 91 acres

Manure Transfer – 1

**INCOMING STUDENT TRAINEE VISITED FIELD OFFICE**

Erik Shaw

**UPCOMING EVENTS**

RC&D Quarterly meeting at Broken Bow – 4/15/2010