

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

**DATE:** August 13, 2009

**TIME:** 8:30 a.m. to 10:03 a.m.

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

**OTHERS PRESENT:** Andrea Jones, District Secretary  
Alvin Foster, Engineering Aide  
Brent Reavis, District Conservationist, NRCS  
Jami McVeigh, Soil Conservationist, NRCS  
O.B. Boyd, Soil Technician, NRCS  
Jamey Wood, NRCS Asst St Con for Field Operations  
Scott Pace – Ouachita Mtns RC&D Coordinator – *arrived at 8:43 am*

**NOT PRESENT:** Leon Russell, Member  
Dale Jenkins, Associate 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 2:15 p.m. on August 11, 2009, at the front entrance of the District office.

***(2) Approval of Minutes of the July 9, 2009 Regular Meeting.***

Ms. Jones noted that there were mistakes on Page 2 and 4. On page 2 section 4, change Mr. Enos reviewed the financial records to Mr. Cotten reviewed. On Page 4 sections f and g, change Aye votes from Mr. Enos to Mr. Russell.

Mr. Cotten made a motion, seconded by Mr. Price to approve the minutes of the July 9, 2009 regular meeting with corrections. Aye votes: Mr. Mr. Enos, Mr. Cotten, Mr. McClure and Mr. Price. Nay votes: none. Motion carried.

***(3) Consideration of and Possible Action on District Employee Timesheets and Leave Records for the Month of July, 2009.***

The Directors reviewed employee time sheets and leave records for the month of July on Andrea Jones and Alvin Foster. Mr. Cotten found where an action had not been assigned to an employee. Ms. Jones noted that Mr. Foster had performed that duty.

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

***(4) Consideration of and Possible Action on Financial Statement for Period Ending July 31, 2009.***

Mr. Enos reviewed the financial records, bank statements and other accounts payable, such as the telephone bill, for period ending July 31, 2009. 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. Price, Mr. McClure, Mr. Enos and Mr. Cotten. 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 June on: AT&T, AT&T Mobility, City of Holdenville, OG&E, OK Auto Supply and Oklahoma Natural Gas.

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

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

***(a) 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 July with the board.

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

***(b) Introduce NRCS Assistant State Conservationist for Field Operations, Jamey Wood and Discuss NRCS operations.***

Mr. McClure introduced Mr. Wood who began summarizing NRCS programs and activities. He noted that his area would cover all of southeast Oklahoma. He said he had worked for NRCS for 21 years in the same position in northwest Oklahoma for the last 8 years and that he'd grown up in Spiro. Mr. Wood said he believes strongly in the partnership and that he looked forward to working with the district.

Mr. Wood reported that Hughes County had several contracts under the 2008 Farm Bill. He noted that seven of these were in grazing lands and one in Quail habitat. He stated that the Environmental Quality Incentives Program (EQIP) hadn't changed much, but how Oklahoma handles the funds had changed. He also announced that the District had one contract waiting on the Wetlands Reserve Program (WRP) on restoration and construction.

He notified the Board that the Conservation Stewardship Program (CSP) started this week and that this was an entirely different program and that the agency was still getting information out to the people. Mr. Wood concluded that districts with high hazard watersheds were eligible for additional stimulus funds and that the District was in this category.

***(c) Introduce Ouachita Mountains RC&D Coordinator, Scott Pace and Discuss RC&D Operations.***

Mr. McClure introduced Scott Pace who began to summarize the Resource, Conservation and Development (RC&D) programs. He noted that he covered the eight counties in southeast Oklahoma with a total of ten conservation districts combined. He stated that he had grown up in Lafayette, Louisiana and had worked for the Department of Commerce. He reported that Ouachita Mountains RC&D also had hired Kasey Smith as the new Administrative Officer.

Mr. Scott announced that the RC&D councils had begun in 1962, and that they had many partners including Ducks Unlimited, Quail organizations, and wildlife organizations. He further noted that of these only one was a statutory partner and that was the conservation districts. He stated that RC&D wore two hats, that of Community Development and of Natural Resource Conservation. He remarked that Ouachita Mountains RC&D had two exceptionally successful programs: the Timber Conference which is in its 14<sup>th</sup> year and the Women in Agriculture program which is in its 4<sup>th</sup> year.

He ended by reminding the Board that the annual banquet would be held on October 15<sup>th</sup>.

***(d) Review and/or Approve Longevity – A. Foster.***

Ms. Jones noted that Mr. Foster was due his longevity on September 1, 2009 for 20 years of service.

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

***(e) Review and/or Approve Audit Bids.***

Mr. McClure opened the audit bids which are as follows: David Hedges \$2,195; Dennis & Company \$2,500; Finley & Cook \$6250; Cox, Holsted & Associates \$4,500; and Guerrant & Guerrant \$790.

Mr. Cotten made a motion, seconded by Mr. Price to approve Guerrant and Guerrant providing that they meet all requirements met by the state on performing audits: Aye votes: Mr. Cotten, Mr. Enos, Mr. Price and Mr. McClure. Nay votes: None. Motion carried.

***(f) Review and/or Approve Possible Participation in Oklahoma Wildlife Expo.***

Ms. Jones reviewed the request for workers for the Oklahoma Wildlife Expo. The Board discussed sending Ms. Jones.

This item was tabled until the September Meeting.

***(g) Review and/or Approve Possible Actions on Big Wewoka Creek Site #42 – Richard McLean.***

Mr. Foster addressed the Board as Mr. McLean did not attend the meeting. He said that Mr. McLean owns the lake, but had sold property by sections that adjoin the lake. Mr. Foster noted that Mr. McLean and another property owner were arguing because Mr. McLean has been draining the lake and that the other land owner was in the process of suing Mr. McLean. This item was discussed and the Board noted that there was nothing that the District could do about it.

***(h) Review and/or Approve Reimbursement for Poster Supplies & Youth Contest Expenditures.***

Ms. Jones noted that the poster board was in and the District needed to reimburse Mr. Cotten for the \$102.52 he spent on that order.

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Ms. Jones also noted that if all categories were filled on the contests the total cash out would be as follows: posters \$140; Essays \$75 and Speech contests \$80 for an estimated total of \$295.00

Mr. Foster reported that Visual Lease Services had the ability to cut the poster boards down to the required size.

Mr. Enos made a motion, seconded by Mr. Price to approve up to \$500 for the youth contest expenditures. Aye votes: Mr. Cotten, Mr. Enos, Mr. Price and Mr. McClure. Nay votes: None. Motion carried.

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

Mr. Foster reported that he was ready to drill.

***(j) Review and/or Approve Travel Claim – A. Jones.***

The board reviewed the travel claim for Ms. Jones in the amount of \$60.50. Mr. Price noted that all future travel needed to be in a district vehicle.

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

***(k) Review and/or Approve Possible Attendance to State Sponsored Watershed Workshop.***

The board reviewed the \$250 Registration for the Watershed Workshop for Mr. Foster.

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

***(7) Reports:***

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

Mr. Cotten reported that annual RC&D Banquet would be held on October 15<sup>th</sup>. He also noted that he had fallen ill at the State RC&D Meeting. He suggested that next years Cedar Conference be held in Stuart.

Mr. Price noted that several accounts were past due.

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Mr. Enos remarked that he'd missed last months meeting. He also notified the board that he had sent Mr. Alvin Curtis up to the district to see about advertising his diving services with the other districts and that he was very pleased with Ms. Jones for her assistance.

Mr. McClure had nothing further to add except that he enjoyed the good rain.

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

Mr. Foster had nothing further to report.

Ms. Jones provided a written report documenting her activities (See Attachment A – Page 9).

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

Brent Reavis, District Conservationist (D.C.), was not present but had left his written report (See Attachment B – Page 10).

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

Jami McVeigh, Soil Conservationist (S.C.), informed the board that he had spent a week at the Poteau Field Office (FO) with the CSP audit and had been the Action D.C. at the Ada FO.

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

O.B. Boyd, Soil Technician (S.T.), reported that he worked on the final state Cost-Share ponds and helped out at the Wewoka FO.

***(8) Correspondence Reviewed***

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

The Board reviewed the NRCS Monthly Activities Reports. Ms. Jones noted that she had submitted an article with pictures for that months issue.

***(b) Thank You – Shaina Azlin.***

Ms. Jones read the thank you note from Holdenville Scholarship winner Shaina Azlin.

*(c) Thank You – Heather Jones.*

Ms. Jones read the thank you note from the Calvin Scholarship winner.

*(d) Congressman Frank Lucas – Town Hall Visits.*

The Board reviewed e-mail regarding the town hall visits scheduled for Congressman Lucas.

*(e) Lisa Knauf – Open Meeting Act Seminars.*

The Board reviewed the e-mail regarding the statewide seminars for the Open Meeting Act requirements.

*(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, September 10, 2009 at 8:30 a.m. There being no further business, Mr. McClure adjourned the meeting.

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Sam McClure, Chairman

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Date

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

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

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

**Attachment "A"**

***DISTRICT SECRETARY'S REPORT***

**Projects in Process:**

State Cost-Share Program – 4.5 hours worked

- Updated Reports
- Finalized applications
- 2 remaining applications

Updates to Webpage

- Minutes & updated agenda
- Blue Thumb Article

Preparations for Annual Audit/Compilation

Blue Thumb Program

- Set up site folders
- Set up Earth Team Volunteer Folders for Monitors
- Reported Hours on State Website
- Working on presentation

Poster, Essay & Speech Contest

- Finalizing powerpoint presentation
- Working on rules
- Preparing letters to schools

**Completed Projects:**

Summer Macroinvertebrate Collections & QA Session for Blue Thumb

**Upcoming Events:**

8/13/2009 – HCCD Board Meeting

8/21/2009 – Alvin Foster Birthday

9/7/2009 – Labor Day – Office Closed

9/10/2009 – HCCD Board Meeting

9/28/2009 – Deadline Round 2 State Cost-Share Program

Attachment "B"

***DISTRICT CONSERVATIONIST'S REPORT***

***CONSERVATION PLANNING***

- 7 EQIP = \$85,379
- 2 WHIP = \$25,000

***CONSERVATION PRACTICES***

- Brush Management – 240 acres – 2 jobs
- Firebreaks – 10,258 Linear Feet – 1 job
- Ponds Staked – 4 on State Cost-Share Program
- Ponds Completed – 4 on State Cost-Share Program
- Pond Repair – 1

***CSP***

August 10 – September 10  
News Article published - \$40,000 Annual Limit  
Open to all eligible producers – 12,000,000 acres annually

***PROVIDE TRAINING TO NORMAN SOIL CONSERVATIONIST***

7/21 – 7/23/09

***WRP SITE SHOWING***

7/24/09 – Solicitation cancelled for a later date

***EVENTS ATTENDED***

7/16/09 – Quarterly RC&D Meeting