

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

DATE: February 11, 2010

TIME: 8:30 a.m. to 10:05 a.m.

MEMBERS PRESENT: Sam McClure, Chair
Randolph Cotten, Vice-Chair
Steve Enos, Secretary/Treasurer
Harvey Price, Member
Leon Russell, Member
Dale Jenkins, Associate Member – *arrived at 8:33 a.m.*

OTHERS PRESENT: Brent Reavis, District Conservationist, NRCS
Andrea Jones, District Secretary
Alvin Foster, Engineering Aide
Jami McVeigh, Soil Conservationist, NRCS
O.B. Boyd, Soil Technician, NRCS
Michael Vance, Unallocated Other

NOT PRESENT: None

(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 1:30 p.m. on Monday, February 8, 2010, at the front entrance of the District office.

(2) Approval of Minutes of the January 14, 2010 Regular Meeting.

Mr. Price made a motion, seconded by Mr. Cotten to approve the minutes of the January 14, 2010 regular meeting as corrected. Aye votes: Mr. Enos, Mr. Russell, 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 January 2010.

The Directors reviewed employee time sheets and leave records for the month of January on Andrea Jones, Alvin Foster and Michael Vance.

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

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

Mr. Enos reviewed the financial records, bank statements and other accounts payable, such as the telephone bill, for period ending January 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. Russell, 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 January on: AT&T Mobility, City of Holdenville, David's Mini Mart, Hooten Oil, OG&E, OK Auto Parts, Oklahoma Natural Gas and Wal-Mart.

Mr. Enos made a motion, seconded by Mr. Cotten to pay the District bills. Aye votes: Mr. Cotten, Mr. Russell, 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) 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 January with the board.

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

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(b) Review and/or Approve Sprig Bids.

Mr. McClure opened the single sprig bid from Wilson & Wilson LTD Partnership for \$1.10/bushel.

Mr. Cotten made a motion, seconded by Mr. Price to approve the sprig bid: Aye votes: Mr. McClure, Mr. Russell, Mr. Cotten, Mr. Price and Mr. Enos. Nay votes: None. Motion carried.

(c) Review and/or Approve 2010 Custom Services & Equipment Rental Prices.

The Board reviewed last year's prices with Mr. Foster. He suggested no changes.

Mr. Cotten made a motion, seconded by Mr. Russell to have all 2009 Custom Services and Equipment Rental prices stay the same for 2010. Aye votes: Mr. Cotten, Mr. Russell, Mr. McClure, Mr. Price and Mr. Enos. Nay votes: None. Motion carried.

(d) Review and/or Approve Term of Appointment – S. Enos.

Mr. Cotten made a motion, seconded by Mr. Price to approve Mr. Enos for Reappointment. Aye votes: Mr. Cotten, Mr. Russell, Mr. Enos, Mr. McClure and Mr. Price. Nay votes: none. Motion carried.

(e) Review and/or Approve Watershed O&M.

The Board reviewed the watershed operations & maintenance (O&M) funds received in the amount of \$14,850 from the Commission. Ms. Jones noted that no action was needed.

(f) Review and/or Approve Inclement Weather Guidance.

Ms. Jones reviewed the e-mail from OCC dealing with the recent storms and office closures.

Mr. Cotten made a motion, seconded by Mr. Price to go along with NRCS/FSA office closures and to contact at least one directly in this order: Mr. McClure, then Mr. Cotten and then Mr. Enos in order to notify them of closure: Aye votes: Mr. Russell, Mr. Cotten, Mr. McClure, Mr. Enos and Mr. Price. Nay votes: None. Motion carried.

(g) Review and/or Approve Request for Funding for OK Youth Forestry & Wildlife Camp.

Ms. Jones the request from the Oklahoma Forestry Service asking that conservation districts consider sponsoring a camper from our district. They ask that if anyone is interested in attending from Hughes County that the District considers paying \$50 which the Forestry Department will match, leaving the camper with the remainder of \$75.

Mr. Cotten made a motion, seconded by Mr. Price to approve \$50 for any Hughes County youth interested in attending: Aye votes: Mr. Cotten, Mr. Russell, Mr. McClure, Mr. Enos and Mr. Price. Nay votes: None. Motion carried.

(h) Vote in open session on whether to enter executive session as authorized by Title 25 Sec. 307(B)(7) to discuss, approve and/or review Employee Reviews.

Mr. McClure asked to address the final two items on the agenda and then come back to this item.

(i) Review and/or Possible Funding on Water Quality Equipment for UMBC#26 – M. Ingram.

Mr. Foster reported that Mr. Ingram had come into the District office to discuss water quality issues in the watershed located on his property, Upper Muddy Boggy Creek Site #26. Mr. Foster told the Board that he and NRCS had visited with Mr. Ingram who suggested that the water in this site could be helped by the purchase of a SolarBee circulator. Mr. Foster noted that a used system cost approximately \$25,000 of which Mr. Ingram would be happy to spend \$10,000 of his own money to help in the installation of this product. The Board discussed it with NRCS.

Mr. Cotten asked Mr. Foster to refer Mr. Ingram to the Ouachita Mountains Resources, Conservation and Development (RC&D) council and to contact him on this matter. No action was taken on this item.

(j) Review and/or Approve Equipment Supply and Needs.

Mr. Foster had nothing further to add.

The Board returned to Item (h) ***Vote in open session on whether to enter executive session as authorized by Title 25 Sec. 307(B)(7) to discuss, approve and/or review Employee Reviews.***

Mr. Cotten made a motion, seconded by Mr. Russell to enter into executive session at 8:57 a.m. with all Directors, Associate Directors and NRCS Personnel in attendance with Mr. Cotten taking notes and District Personnel to wait to be called in for their review: Aye votes: Mr. Cotten, Mr. Russell, Mr. McClure, Mr. Price and Mr. Enos. Nay votes: None. Motion carried.

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The Board reconvened into open session at 9:40 a.m.

Mr. Cotten made a motion, seconded by Mr. Price to require all District employees to fill in a sign-in sheet when entering or leaving the premises and to note if leaving is work related. Aye votes: Mr. Cotten, Mr. Russell, Mr. McClure, Mr. Price and Mr. Enos. Nay votes: None. Motion carried.

(7) Reports:

(a) Conservation District Directors

Mr. Cotten said he was sorry that he couldn't make it to last month's meeting. He said he hadn't forgotten about the Cedar Conference and that we would be piggybacking it with the OSU Extension.

Mr. Price said he would be double glad when winter is over.

Mr. Jenkins said it was a busy time for him and talked about the spring livestock show.

Mr. Enos had nothing further to add.

Mr. Russell reported that they had moved his wife out to Sterling House and that she had not been doing well at Rehab over the last 6 weeks. He said she'd had a major stroke and that his kids were helping him out. He also stated that they would be doing a concert at Calvin.

Mr. McClure said he was sick and tired of all this nonsense and was ready for summer. He reported that the District had ordered flowers for Wandine and asked all Directors to pay for their part before leaving today.

(b) Conservation District Staff

Mr. Foster had nothing further to add.

Mr. Vance didn't have much to add. He did say that being from Mississippi he was used to weather like this but that Oklahoma had the worst roads he'd ever seen.

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

(c) NRCS District Conservationist

Brent Reavis, District Conservationist (D.C.), brought the Board up-to-date on NRCS activities (See Attachment B – Page 10).

(d) NRCS Soil Conservationist

Position is vacant.

(e) NRCS Soil Technician

O.B. Boyd, Soil Technician (S.T.), reported that it was very wet. He reported that they had sent out a lot of letters on a lot of programs and he was trying to look at stuff to evaluate when it was dry enough to go out and look at sites and he was also trying to rank cost-share applications.

(8) Correspondence Reviewed

(a) NRCS Monthly Activities Report.

Ms. Jones noted that a copy would be available soon for anyone interested in reviewing it.

(b) Clay Pope – State Legislative Alert.

The board reviewed the e-mail regarding the Governor Henry's proposed consolidation of the Oklahoma Conservation Commission with the Oklahoma Department of Agriculture, Food & Forestry.

(c) Holdenville Chamber of Commerce – Town Hall Meeting with US Senator Coburn.

The Board reviewed the e-mail informing the Chamber of an upcoming town hall meeting with US Senator Coburn at the First United Bank Building at 3:00 p.m. on Thursday, February 18, 2010.

(d) OCC – 4 Oklahoma Streams Removed from EPA 303(d) List.

The Board reviewed the information from the OCC website where Little Wewoka Creek was removed from the Environmental Protection Agency (EPA) 303(d) List of impaired waters. Little Wewoka Creek lays partly in Hughes County.

(e) Clay Pope – Events at State Capital.

The Board reviewed the e-mail from Mr. Pope giving more information on the proposed consolidation and on what it might cost Oklahoma in federal funding.

(f) Clay Pope – Consolidation of Districts Letter.

The Board reviewed the e-mail and proposed letter from Mr. Pope.

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(9) Public Comments

There were no public comments at this time.

(10) New Business

There will be a going away party for Mr. McVeigh at noon in the office.

(11) Adjournment

The next scheduled meeting of the Hughes County Conservation District will be held on Thursday, March 11, 2010 at 8:30 a.m. There being no further business, Mr. McClure adjourned the meeting.

Sam McClure, Chairman

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:

Cost-Share Program Year 11 and Year 12

- PY11 – Pulled information and gave to OB to rank
- PY12 – taking applications, pulling aerials, Farm/Tract #s, confirming ownership,

State Meeting

- Gave one room to Pittsburg County Conservation District
- Registration forms at OCC

Watershed Operations & Maintenance

- Received approval for O&M on all submitted proposals
- Helped Alvin make new watershed inspection book for 2010 and 2011

Blue Thumb

- Ordered additional Reagents
- Have had to reschedule winter macroinvertebrate collections twice – new date February 19, 2010
- Will be going out to Gobbler Creek site with Moss to gather site information – including latitude/longitude

Conservation Education

- Gave "Incredible Journey" presentation to a 4th Grade class at Thomas Elementary for 20 students
- Beginning to schedule stations for Thomas Outdoor classroom set for May 14, 2010
- Sent scholarship applications to schools.
- Will be taking posters and essays back to schools – dispensing awards funds
- Working on ideas for additional educational trunks for future use

Cleaning office

- Filing backlog of paperwork – preparing new entries as needed
- Preparing past fiscal years information for storage at District Yard
- Disposing of past years duplicate paperwork

Audit

- Faxed final requested materials to auditors
- Waiting on final report

Completed Projects:

- Finalized W-2's and mailed to employees. Will be submitting W-3 next month
- Update W-4 for 2010

Upcoming Events:

2/15/2010 – President's Day – Office Closed

2/19/2010 – Winter Macroinvertebrate collections and QA Session

2/21/2010 to 2/23/2010 – OACD State Meeting at Reed Center in Midwest City

3/11/2010 – HCCD Board Meeting

Attachment "B"

DISTRICT CONSERVATIONIST'S REPORT

CONSERVATION PLANNING

Conservation Stewardship program (CSP) applications – 8

CONSERVATION PRACTICES

Firebreaks – 18.6 ac.

Prescribed Burning – 640 ac.

Fence – 1,293 l.f.

Range Planting – 46.1 ac.

Brush Management – 50.1 ac.

Nutrient Management – 46.2. ac.

COST-SHARE APPLICATIONS FOR FY2010

Environmental Quality Incentives Program (EQIP) – Quail Habitat – 2 applications

EQIP – Manure Transfer – 10 applications

EQIP – Irrigation – 1 application

EQIP – Lagoon Cleanouts – 8 applications

EQIP – Hughes County Grazinglands – 26 applications

Wildlife Habitat Incentives Program (WHIP) – 11 applications

EQIP – Beginning Farmer – 1 application

EQIP – Socially Disadvantaged – 2 applications

WHIP – Socially Disadvantaged – 2 applications

EVENTS ATTENDED

Mentor Training @ Stillwater – 2/2/10 to 2/3/10