

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

DATE: March 11, 2010

TIME: 8:30 a.m. to 9:23 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

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

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 3:16 p.m. on Tuesday, March 9, 2010, at the front entrance of the District office.

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

Mr. Cotten made a motion, seconded by Mr. Russell to approve the minutes of the March 11, 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 February 2010.

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

Mr. Price asked questions regarding the change in timekeeping. Mr. McClure noted that it was to reflect the time of the sign in sheets.

Mr. Cotten made a motion, seconded by Mr. Price 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 February 28, 2010.

Mr. Enos reviewed the financial records, bank statements and other accounts payable, such as the telephone bill, for period ending February 28, 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 February on: AT&T, AT&T Mobility, City of Holdenville, OG&E, OK Auto Parts and Oklahoma Natural Gas.

Mr. Cotten made a motion, seconded by Mr. Enos 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 February with the board.

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

(b) Review and/or Approve Mileage Requests.

The Board reviewed four mileage requests. Three requests were for travel to the State Meeting: S. Enos, R. Cotten and A. Foster for \$90.00 each. The fourth request was for travel to area schools to distribute posters, essays and awards for A. Jones at \$28.10.

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

(c) Review and/or Approve District Director Election – Position #3.

Ms. Jones discussed the timeline for publication of the Notice of District Director Election in April.

Mr. Cotten made a motion, seconded by Mr. Price to follow guidelines for Election as outlined by OCC. Aye votes: Mr. Cotten, Mr. Russell, Mr. McClure, Mr. Price and Mr. Enos. Nay votes: None. Motion carried.

(d) Review and/or Approve Electronic Funds Transfer Form.

Ms. Jones reviewed the Electronic Funds Transfer form needed for the District to continue to receive reimbursement funds from the state.

Mr. Enos made a motion, seconded by Mr. Cotten to approve Electronic Funds Transfer form as presented. Aye votes: Mr. Cotten, Mr. Russell, Mr. Enos, Mr. McClure and Mr. Price. Nay votes: none. Motion carried.

(e) Review and/or Approve Travis Gammill – Youth Forestry Camp.

Ms. Jones noted that she had received a notice from Shellie Gammill that her son Travis wanted to attend the Youth Forestry Camp. Mr. Price asked about additional campers.

Mr. Cotten made a motion, seconded by Mr. Price to approve sponsoring up to 4 applicants at \$50 each. Aye votes: Mr. Cotten, Mr. Russell, Mr. Enos, Mr. McClure and Mr. Price. Nay votes: none. Motion carried.

(f) Review and/or Approve Contribution Request – National Land & Range Judging Contest.

Ms. Jones reviewed the request from the Oklahoma Association of Conservation Districts (OACD) for \$100.00 sponsorship of the 2010 National Land & Range Judging Contest scheduled for May in Oklahoma City.

Mr. Cotten made a motion, seconded by Mr. Enos to approve the \$100.00 contribution to the National Land & Range Judging Contest: Aye votes: Mr. Russell, Mr. Cotten, Mr. McClure, Mr. Enos and Mr. Price. Nay votes: None. Motion carried.

(g) 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 Cost-Share applications for Program Year 11 (PY11) on: Jack Jensen – Lola Marie Margerum Irrevocable Trust (LMMIT), Gary Gray, Quinton Yarbrough, Gus Bowie, Alvin Albin, Kel Galbraith, Robert E. Anderson, Andy Massey, Ryan Mims and Ronnie Sanders; and on Cost-Share Applications for Program Year 12 (PY12) on: Jack Jensen – LMMIT, Gary Gray, Gus Bowie, Jerry Davis, Kel Galbraith, Gene Shed and Johnny Mayfield; and on conservation plan and Cooperators Agreement for: Robert N. Benham.

The Board decided not to go into executive session as no monetary amounts would be discussed.

Staff noted that three late applications had been received: 2 from Jim Anderson and 1 from Brian Arthur. Mr. Reavis also noted that Mr. Jensen would not be able to complete his practices until next year.

Mr. Cotten made a motion, seconded by Mr. Price to approve all applications including late applications: Aye votes: Mr. Russell, Mr. Cotten, Mr. McClure, Mr. Enos and Mr. Price. Nay votes: None. Motion carried.

Mr. Cotten made a motion, seconded by Mr. Price to approve the conservation plan and Cooperators Agreement for Robert N. Benham: Aye votes: Mr. Russell, 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 had fixed the fuel pump on the blue pickup but that the water pump was now leaking.

The Board discussed trying to find a new pickup for the Districts use. The asked that Mr. Foster be in charge of contacting Oil Companies to see if they would be interested in donating a used vehicle to the district as a tax break.

(7) Reports:

(a) Conservation District Directors

Mr. Cotten stated that Conservation Day at the State Capital had a really good turnout with over 40 directors. He also discussed the Cedar Conference reporting that he had not gotten together with Aubie Keesee of OSU Extension as Mr. Keesee has been very busy with the Cattleman's Association and the Carcass Sale.

Mr. Price said he had enjoyed the state meeting.

Mr. Jenkins noted that he had gone up Sunday to the State Meeting for the speech contests. He reported that while he had been concerned before on the quality of judges, he was no longer concerned. He stated that they had excellent judges who were well qualified. He noted that our contestant had placed 5th or 6th out of 10 entries.

Mr. Enos said he had enjoyed the state meeting as well, but had missed Leon this year. He was happy to see that Mr. Price had gotten his cap collection.

Mr. Russell reported that they had been on the road quite a bit. He informed everyone that his wife Wandine was not doing so well over the last two weeks. He stated that his kids had been helping him out.

Mr. McClure said he was tired of fighting the mud.

(b) Conservation District Staff

Mr. Foster reported that his daughter Jamie was leaving for the Neatherlands and would be gone a few weeks visiting a pen pal. Mr. McClure asked about Mr. Vance and Mr. Foster noted that his helper had quit and was looking for another replacement and that he had talked to 2 or 3 already.

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 he was looking at all the applications to rank for the cost-share programs. He said he had quite a bit to do with just the Cost-Share alone but also had Environmental Quality Incentives Program (EQIP) and Wildlife Habitat Incentives Program (WHIP) projects to work on as well.

(8) Correspondence Reviewed

(a) NRCS Monthly Activities Report.

Ms. Jones noted that a copy is available for anyone interested in reviewing it.

(b) Watershed e-News.

Ms. Jones noted that a copy is available for anyone interested in reviewing it.

(c) Lisa Knauf – Financial Management of Conservation Districts.

Ms. Jones provided a copy for all the directors. Mr. Enos noted that the only thing not being done was that he was not initialing the original bank statement each month.

(d) Clay Pope – Memo from Trey Lam.

The Board reviewed the memo from Trey Lam, OACD President on the possible effects of consolidating OCC with the Oklahoma Department of Agriculture, Food & Forestry. Mr. Cotten reported that it is his understanding that this will most likely not be happening, but that they still need to contact their legislators on two issues.

(9) Public Comments

There were no public comments at this time.

(10) New Business

There was no new business at this time.

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(11) Adjournment

The next scheduled meeting of the Hughes County Conservation District will be held on Thursday, April 8, 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 - can fully fund all eligible applications received

- PY11 and PY12 – put in ranked order, prepared letters

NRCS & FSA

- Assist FSA with Mortgage paperwork and notarized mortgage
- Talked to individuals about EQIP and WHIP programs – sent applications

Blue Thumb

- Delivered waders to Moss School, to Jean Lemmon to Holdenville sites
- Waiting for Water Body ID# for Gobbler Creek site

Conservation Education

- Scheduling stations for Thomas Outdoor classroom set for May 14, 2010
- Receiving completed scholarship applications from schools – deadline is set for April 5th
- Took posters, essays, awards and plaques to schools

Directors

- Finalized Financial Disclosure statements for Ethics Commission for 2010 – next due 2012, Finalized mileage requests, Prepared Notice of Filing Period for District Director Position #3 on Mr. Cotten

Oklahoma Youth Forestry Camp Request

- Received one request from Shellie Gammill for her son Travis

Miscellaneous

- Assist Census worker with road maps, Pull aerial photos for individuals
- Assist Cooperators with updates to land ownership at FSA
- Assist Okfuskee County on No-Till Drilling prices & answered questions regarding in house expenses, Mailed letters to legislators regarding proposed consolidation of OCC with OK Department of Ag, Redo calendars to correctly figure time entered by hours/minutes

Reports

- Updating Annual Work Plan & Annual Report

Completed Projects:

District Webpage Updates

- Home Page with Current Programs
- About Us – with History of Conservation Districts
- Meetings – current agendas, updated minutes, vacant positions
- Programs – removed double entry on cost-share program year 12 – updated 2010 Rental/Custom Prices
- Upcoming Events – redo all months with 2010 events as currently known

Upcoming Events:

3/11/2010 – HCCD Board Meeting

4/8/2010 – HCCD Board Meeting

Attachment "B"

DISTRICT CONSERVATIONIST'S REPORT

CONSERVATION PLANNING

Ranking on 26 Hughes County Grazing Land EQIP applications
Ranking on 8 Tri-county Lagoon Cleanouts for EQIP
Ranking on 10 Manure Transfers EQIP applications
Ranking on 1 Grassland Reserve Program (GRP)
Ranking on 11 WHIP applications
State Cost-Share Ranking Program Years 11 & 12

CONSERVATION PRACTICES

Pipeline Survey – 1
Fence Completed – 1,293 l.f.
Irrigation Pivet Survey – 1

NEWS ARTICLES

1 – EQIP Organic Sign-Up period – 3/10/10

EVENTS ATTENDED

EQIP Organic Teleconference – 2/18/10
OACD State Meeting – 2/22/10 – 2/23/10