

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

DATE: October 8, 2009

TIME: 8:30 a.m. to 10:06 a.m.

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

NOT PRESENT: Michael Vance, Unallocated Other

(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 9:30 a.m. on October 6, 2009, at the front entrance of the District office.

(2) Approval of Minutes of the September 10, 2009 Regular Meeting.

Mr. Russell made a motion, seconded by Mr. Cotten to approve the minutes of the September 10, 2009 regular meeting. Aye votes: Mr. Enos, Mr. Price, Mr. McClure, Mr. Cotten and Mr. Russell. Nay votes: none. Motion carried.

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

The Directors reviewed employee time sheets and leave records for the month of September 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 September 30, 2009.

Mr. Enos reviewed the financial records, bank statements and other accounts payable, such as the telephone bill, for period ending September 30, 2009. The financial statement is attached hereto as Exhibit A.

Mr. Enos made a motion, seconded by Mr. Price to approve the financial statement as presented. Aye votes: Mr. Price, Mr. McClure, Mr. Russell, 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 September on: AT&T, AT&T Mobility, City of Holdenville, David's Mini Mart, OG&E, OK Auto Supply, Oklahoma Farm Bureau, Oklahoma Natural Gas and Wal-Mart.

Mr. Cotten made a motion, seconded by Mr. Enos to pay the District bills. Aye votes: Mr. Enos, Mr. Russell, Mr. Price, Mr. McClure and Mr. Cotten. 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 September with the board. She noted that there were several changes, which had already been made to the original.

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

(b) Review and/or Approve Area V Meeting Expenses.

The Board reviewed the registration form for the Area V Meeting, but Ms. Jones noted that she did not have the Area V poster and essay winners as yet, so was unable to give an exact amount.

Mr. Russell made a motion, seconded by Mr. Cotten to table this item until next month's meeting: Aye votes: Mr. McClure, Mr. Price, Mr. Cotten, Mr. Enos and Mr. Russell. Nay votes: None. Motion carried.

(c) Review and/or Approve Ouachita Mountains RC&D Banquet Expenses.

Auction items have been purchased; all directors will pay their own way in. No Action taken on this item.

(d) Review and/or Approve State Cost-Share Program Year 11.

The Board reviewed all the practices available for the Cost-Share Program Year 11 (C/S PY11). They discussed cost-share rates, eligibility, ranking, the application period, guidelines, and payment amounts. They asked that the staff rank the approved practices following the meeting.

Mr. Cotten made a motion, seconded by Mr. Price to approve the following: that the District participate in the C/S PY11; that no board members are allowed to participate; that Randolph Cotten serve as the authorized District Representative and Brent Reavis serve as the Technical Representative; that the approved practices will include: Pasture & Hay planting (512) combined with Nutrient Management (590); Pond (378); Critical Area Planting (342); Grade Stabilization Structure (410); Fencing (382); Grassed Waterways (412); Diversion (362); Range Planting (550); Streambank & Shoreline Protection (580); Terrace (600) and Obstruction Removal (500); and that all above practices will be at a cost-share rate of 75% with a minimum payment of \$300 and a maximum payout of \$2,000 per cooperator which covers any practice or combination of practices; that eligible applicants MUST be either a district cooperator or in the process of becoming a district cooperator, must have or be in the process of developing a conservation plan; must own or operate at least 20 acres of land from which more than \$1,000 of soil-dependant products are sold annually; that the allocation period will extend from today's date until December 31, 2009 with applications to be taken at the district office; that the District will advertize in the 3 local papers until that time; and that the District reserves the right to reopen the allocations period prior to August 1, 2010. . Aye votes: Mr. Price, Mr. McClure, Mr. Cotten, Mr. Enos and Mr. Russell. Nay votes: None. Motion carried.

(e) Review and/or Approve Leave Request – A. Jones.

The Board reviewed a leave request for Ms. Jones for December 23rd – 24th and December 28th – 31st, 2009.

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

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

Mr. Foster discussed several topics including: purchasing diesel, truck and equipment repairs, hauling fees for out of county jobs, and current drilling jobs.

Mr. Cotten made a motion, seconded by Mr. Price to have truck aligned and to purchase diesel with a maximum of \$1,000 and to repair the bearings and discs on the drill with a maximum of \$600. Aye votes: Mr. Cotten, Mr. McClure, Mr. Enos, Mr. Price and Mr. Russell. Nay votes: None. Motion carried.

Mr. Price made a motion, seconded by Mr. Cotten to set the equipment hauling fee for all out of county jobs at \$2 per mile both ways on all equipment and to contact the two remaining out of county drilling requests and tell them of this price change and to cancel any jobs which they do not agree to the hauling fee charges: Aye votes: Mr. Cotten, Mr. McClure, Mr. Enos, Mr. Price and Mr. Russell. Nay votes: None. Motion carried.

(7) Reports:

(a) Conservation District Directors

Mr. Cotten had nothing further to add.

Mr. Price noted that it was still very wet outside.

Mr. Jenkins reported that the cleanup on the pollution event at greasy creek was completed. He also reported talking to the schools about the contests.

Mr. Enos informed the board that his drilling had worked well.

Mr. Russell noted that he working on a CD.

Mr. McClure stated that it was a busy time and thanked Mr. Cotten for chairing the last meeting.

(b) Conservation District Staff

Mr. Foster said he had attended the Watershed Meeting.

Mr. Vance was not present.

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

(c) NRCS District Conservationist

Brent Reavis, District Conservationist (D.C.), was not present but had left his written report (See Attachment B – Page 9).

(d) NRCS Soil Conservationist

Jami McVeigh, Soil Conservationist (S.C.), notified the board that he had been busy with the Conservation Stewardship Program (CSP) mapping applications and figuring out how the ranking tool works.

(e) NRCS Soil Technician

O.B. Boyd, Soil Technician (S.T.), reported that he had been helping in the Wewoka Field Office. He also discussed dry fire hydrants including applications received and testing to be performed.

(8) Correspondence Reviewed

(a) NRCS Monthly Activities Report.

The Board reviewed the NRCS Monthly Activities Reports.

(b) Lynn Weldon – Option Period for District Directors.

Ms. Jones noted that if any directors were interested in insurance to contact Ms. Weldon at OCC.

(c) Mike Thralls – Budget Reduction Information.

The board reviewed the e-mail on the status of OCC's budget and possible cutbacks.

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(d) Mark Harrison – Jess Lam Jr.

The board reviewed the e-mail regarding the funeral services for Jess Lam Jr.

(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, November 12, 2009 at 8:30 a.m. There being no further business, Mr. Cotten 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:

State Cost-Share Program PY10

- Deadline for final applications has passed, working on final application
- Submitting final monthly report

State Cost-Share Program PY11

- Copied information for board packets, Begin setting forms up on computer

Annual Audit/Compilation

- Waiting to hear from auditor

Blue Thumb Program

- Setting up Quality Assurance (QA) session for November

Poster, Essay & Speech Contests

- Went to Moss School on September 22nd and gave presentation on Dig It! The Secrets of Soil to 144 students and 7 teachers
- 2 speech contestants – 2 schools (Holdenville & Wetumka)
- 190 poster entries – 3 schools (Moss, Calvin, Wetumka)
- 29 entries – 3 schools (Calvin, Holdenville, Wetumka)

Update Webpage

- Working on article for Cost-Share Program Year 11
- Updating About Us page to include stories, and history of conservation
- Replace Harold Wheeler with Michael Vance

Personnel

- Beginning to work on Insurance for employees – no meetings across the state

Notary Renewal

- Waiting on renewal from state, then go to Booth insurance for bond

Assist Call-in and walk-in with requests for:

- Pollution complaint, provided notary service, assist with contest information, no-till drilling orders, discussed EQIP WHIP & CSP programs, took CSP application, provided perc tester information, assist with finding legals

Upcoming Events:

10/8/2009 – HCCD Board Meeting

10/12/2009 – Columbus Day – Office Closed

10/12/2009 – working the Okmulgee County CDs Natural Resource Day

10/15/2009 – Ouachita Mountains RC&D Banquet

11/15/2009 – Veteran's Day – Office Closed

11/12/2009 – HCCD Board Meeting

11/19/2009 – Area V Meeting at Idabel

11/26-27/2009 – Thanksgiving – Office Closed

Attachment "B"

DISTRICT CONSERVATIONIST'S REPORT

CONSERVATION PLANNING

- CSP Participants – 8

CONSERVATION PRACTICES

- Nutrient Management – 1
- Ponds Staked – 2
- Ponds Completed – 1

CONSERVATION STEWARDSHIP PROGRAM (CSP)

Received 8 applications on 12,889 acres

ACTING ASSISTANT STATE CONSERVATIONIST

Reavis to serve for 3 months

EVENTS ATTENDED

- 9/10/09 – CSP training at McAlester (Reavis, McVeigh, Boyd)
- 9/16/09 – Nutrient Management Training at Tishomingo (Reavis, Boyd)
- 9/17/09 – CSP Meeting 3:00 pm @ First United Bank
- 9/30/09 – District Speech Contest 3:30 pm @ Vo-Ag Building