

**Minutes**  
**Marion Soil and Water Conservation District (MSWCD)**  
**Regular Board Meeting**

**CALL IN NUMBER: (515) 604-9578**

**ACCESS PIN: 633286**

May 12, 2020

9:30 AM

PLEASE NOTE: Individuals wishing to address the Board will need to sign in. A three-minute time limit will be administered to each of these individuals. PLEASE MUTE ALL PHONES. Thank you.

**Call to Order**

The meeting was called to order by Secretary Vivi Serena at 9:40 AM.

**Roll Call**

- Justin Albright, Chairman; arrived at 10:14 AM
- Vivi Serena, Secretary
- Tom Cartwright, Treasurer
- Brent London, Supervisor

**Absent**

- Richard McGinley, Vice-Chairman

**Others in Attendance**

- Ann Bishop, MSWCD Staff

**Proof of Publication**

- Star-Banner – Sent via email, May 5<sup>th</sup>, and the yearly schedule on December 9<sup>th</sup>
- Florida Administrative Weekly – It was posted by AFCD in FL Admin Weekly, they were sent the info on December 20<sup>th</sup>.
- Ocala Service Center's Front Window – Posted, January 2<sup>nd</sup>
- Marion County Board of County Commissioners – Sent via email, May 5<sup>th</sup>, and posted, yearly schedule on January 2<sup>nd</sup>

**Chairman's Comments Regarding the Agenda**

**Public Comments on the Agenda Items Only**

**CONSENT AGENDA**

(A motion to approve the items on the consent agenda is to approve items if unanimous consent from last workshop meeting.)

1. MSWCD Board Minutes
2. MSWCD Board Financial Report

**PROPOSED MOTION:** Tom Cartwright moved that the MSWCD consent agenda be approved as presented. Brent London seconded; all were in favor.

**Action Items**

1. Tom Cartwright to research grants for septic tanks and to speak with Clegg Hooks
2. Vivi Serena to take a one-hour course for Ameris ACH
3. Richard McGinley and/or Justin Albright to speak with Growth Services
4. Richard McGinley and Brent London to speak to school official(s) and the School Board, regarding the SC Farm Bureau Book Club
5. Justin Albright to speak with Junior Achievement regarding Farm Inc
6. Supervisors and staff to attend the Annual AFCD Meeting, September 9<sup>th</sup> thru the 11<sup>th</sup>
7. The Board to reach out to Farm Bureau to speak at a workshop about partnering locally
8. The Board to evaluate the contests next year to see which ones should be eliminated
9. The Board to develop a pamphlet or brochure with pictures of what we offer to the constituents
10. The Board to grant \$100 stipend to the Speech winner for travel to the Area II Meeting Competition
11. The Board to look into other book options for the local schools
12. The Board to look into the cost of licensing and bonding
13. The Board to speak with our local Senators and Representatives regarding what the Board offers
14. Ann Bishop to reach out to other districts regarding the ADA Compliance templates
15. Ann Bishop to update the website
16. Ann Bishop to purchase auctions items for the annual AFCD meeting, not to exceed \$100

## AGENDA

### 1) Financials

- **Update**

Tom Cartwright gave an update.

- **Licensing & Bonding**

Licensing and Bonding was discussed. Once Ann Bishop gets the quote from the local agent, she will send it to the Board. After the Board reviews the additional quotes, they will determine which agency to use.

### 2) MCBCC

- **Year in Review**

**PROPOSED MOTION: Tom Cartwright moved that MSWCD accept the Year-In-Review as presented. Brent London seconded; all were in favor.**

- **Commissioners Meetings**

Ann Bishop gave an overview of what the County is currently doing regarding their meetings. Ann was not given any information on if the Commissioners are doing one-on-ones. Ann suggested emailing or calling them instead. Once Ann is given the District's budget presentation date, she will let the Board know.

### 3) NRCS Report

- **Program Update**

Ann presented the NRCS update.

- **MSWCD Monthly Activities Report**

Reviewed.

#### 4) FDACS Report

- **Technician Performance Monitoring**

Reviewed.

- **Cost Share Update**

The techs are attending another teleconference for FDACS. Ann stated that the techs have one more cost share project that needs to be completed, which is Dale Wright's. Once he is complete, the Board will have \$5402.39 remaining this fiscal year. (This includes the administrative fees.)

- **Contract Amendment**

**PROPOSED MOTION: Brent London moved that MSWCD sign the amended contract. Tom Cartwright seconded. Discussed. All were in favor.**

- **Agreements**

- Everett "Arky" Rogers (\$21,206.25, approved via email: 3 in-favor, 2 no-response)
- Dale Wright (\$20,850, exceed his original amount by 13%)

**PROPOSED MOTION: Brent London moved that these Cost Share Agreements be approved. Tom Cartwright seconded. Discussed. All were in favor.**

#### 5) Staff Report & Recap

- **Associations**

- **NACD**

The NACD Technical Assistance Grant is due to the State for their approval by next week, so they can meet the June 1<sup>st</sup> deadline to NACD. The Board should have received an email regarding this. The Board decided not to pursue this.

- **AFCD**

AFCD has not announced yet what is transpiring with the Area Meetings nor the annual meeting. They plan to meet in June to discuss this further.

- **District Update**

- **Miscellaneous**

The Central District Ag BMP Meeting was held on May 6<sup>th</sup>, and the Board should have received the minutes for this meeting via email. The next meeting is on August 6<sup>th</sup>.

Ann ordered rain jackets for the Board and staff. Ann asked if the Board wanted polo shirts from Land's End. The Board all agreed that they would like to purchase one for each of the supervisor and asked Ann to send them the colors and verify their sizes.

Ann has taken a few classes and is scheduled to take some other classes through the County and IAAP.

The 2021 Stewardship Theme is "Healthy Forests – Healthy Communities" The Board at the next meeting will need to discuss if we are eliminating any District contests.

- **Supervisor of Elections**  
Brent London, Richard McGinley and Tom Cartwright were reminded that the qualifying period for their District Seats is June 8<sup>th</sup> thru the 12<sup>th</sup>.
- **MSWCD Awards**  
The plaques are ordered and should arrive this week or next. Ann will send the teachers' awards to their schools along with their check and letter. Ann will also send out the students' awards.
- **Financials**  
The District's audit and disclosure are due on June 30<sup>th</sup>. Ann is waiting to see what else the auditor needs. Tom Cartwright and Vivi Serena were reminded to keep an eye out for an email regarding the District's disclosure; it will probably be sent closer to the end of next month.
- **Travel**  
**PROPOSED MOTION:** Brent London moved that MSWCD adhere to the FDACS requirement and County policy, regarding travel during the Co-vid virus pandemic and require supervisors and staff to self-quarantine for 14 days upon returning from travel. (Work can still be done in self-quarantine, if permitted.) Tom Cartwright seconded. Discussed. All were in favor.
- **Workshop**  
**PROPOSED MOTION:** Brent moved that MSWCD cancel their workshop and combine the next two meetings on June 9<sup>th</sup>. Tom Cartwright seconded. All were in favor.

## 6) Upcoming Events

Reviewed.

- FDACS Reporting Due – May 15
- Memorial Day – Office Closed – May 25
- MSWCD Workshop – May 26 (Cancelled)
- NACD TA Grant Due – June 1
- Qualifying Period – June 8/12
- MSWCD Meeting – June 9
- FDACS Reporting Due – June 15
- MSWCD Workshop – June 23
- Financial Disclosure/Audit Due – June 30
- End of Fiscal (State) and Quarter (County) – June 30

## 7) General Public Comments

## 8) Supervisor Comments

## 9) Meeting Adjournment

**With no other business needing to be addressed, Vivi Serena adjourned the meeting at 10:17 AM, until our next meeting.**

Our next board meeting is scheduled for June 9, 2020 at 9:30 AM at the USDA Ocala Service Center, unless the Board cannot meet at the Service Center due to the pandemic; then, the meeting will be held via teleconference.

**MSWCD's regular meetings are held at 9:30 AM on the 2<sup>nd</sup> Tuesday of each month and their workshops are held the 4<sup>th</sup> Tuesday of each month at 9:30 AM. Both meetings are located at the USDA Ocala Service Center's Conference Room at 2441 NE 3<sup>rd</sup> St., Ste 204-2, Ocala, FL 34471 For more information, call (352) 414-7808.**