

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

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

**ACCESS PIN: 633286**

October 13, 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 Chairman Justin Albright at 9:34 AM.**

**Roll Call**

- Justin Albright, Chairman
- Richard McGinley, Vice-Chairman
- Vivi Serena, Secretary
- Tom Cartwright, Treasurer

**Absent**

- Brent London, Supervisor (absent)

**Others in Attendance**

- Nick Godano, MSWCD Staff
- Ann Bishop, MSWCD Staff
- Doug Shearer, Citizen

**Proof of Publication**

- Star-Banner – Sent via email, October 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, October 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
3. MSWCD motioned to proceed with Pria’s insurance proposal
4. MSWCD motioned to table an active motion: supervisors should have the option to attend a meeting by calling in, and their votes over all phone should be valid.
5. MSWCD motioned to cancel the workshop scheduled for September 22<sup>nd</sup>.

**PROPOSED MOTION: Richard McGinley moved that the MSWCD consent agenda be approved as presented. Tom Cartwright 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 Brent London to speak to school official(s) and the School Board, regarding the SC Farm Bureau Book Club
4. Justin Albright to speak with Junior Achievement regarding Farm Inc.
5. Supervisors and staff to attend the Annual AFCD Meeting
6. The Board to reach out to Farm Bureau to speak at a workshop about partnering locally
7. The Board to look into other book options for the local schools
8. The Board to speak with our local Senators and Representatives regarding what the Board offers
9. Ann Bishop to reach out to other districts regarding the ADA Compliance templates
10. Ann Bishop to update the website
11. Ann Bishop to purchase auctions items for the annual AFCD meeting, not to exceed \$100
12. Lida Iravani and Ann Bishop to further develop their idea on compost buckets
13. The Board to revisit the rain barrel contest in 2021

#### **AGENDA**

##### **1) Financials**

###### **◆ Finances (Update)**

Tom Cartwright gave an overview of the District's finances.

**PROPOSED MOTION: Tom Cartwright moved that MSWCD approve the proposed 2020-2021 budget and the actual budget for 2019-2020. Richard McGinley seconded; all were in favor.**

##### **2) MSWCD Meetings**

The Board review the tabled motion.

###### **◆ TABLED MOTION:**

**PROPOSED MOTION: Vivi Serena motioned that the supervisors should have the option to attend a meeting by calling in, and their votes cast over the phone should be valid. Tom seconded. Discussed.**

**PROPOSED MOTION: Tom Cartwright motioned that the active motion be tabled until the October 13<sup>th</sup> meeting. Richard McGinley seconded. All were in favor.**

Tom Cartwright stated that he cannot find any bylaws for the District, but he found Seminole's, and a voice vote is allowed via their bylaws. Tom concluded that Vivi's motion was okay and the District is able to move forward. Justin Albright called for discussion, and the Board discussed the tabled motion. Richard McGinley asked if a roll call would be necessary, if a supervisor called in their vote; Tom stated that this is not necessary unless the vote did not have a clear majority. **Justin called for a vote and all were in favor.**

###### **◆ Workshops**

**PROPOSED MOTION: Tom Cartwright moved that MSWCD cancel the October and November workshops. Seconded by Richard McGinley. Discussed: Tom asked if the Board had any pressing issues; Ann Bishop stated nothing currently. All were in favor.**

### 3) District Insurance

Ann Bishop stated that she sent the insurance proposal via email.

**PROPOSED MOTION: Tom Cartwright moved that the insurance should not be modified and that MSWCD pay the annual, insurance premium in the amount of \$8,291.<sup>00</sup>. Vivi Serena seconded. All were in favor.**

Tom asked the Board to review this policy next year when he and Richard will not be around to see if everything is still relevant, particularly the vehicle liability. Ann Bishop reminded Vivi Serena that she can now move forward with ACH since she is covered.

### 4) Membership Dues

Ann gave an overview of the membership dues.

#### ◆ AFCD

**PROPOSED MOTION: Tom Cartwright moved that MSWCD pay \$350.<sup>00</sup> towards AFCD for their annual membership dues. Vivi Serena seconded. Discussed. Tom asked that his motion be revised. REVISED MOTION: Motion to include an additional \$100 towards the Ellis Putnal Fund for AFCD State Contests. Vivi Serena seconded. All were in favor.**

#### ◆ NACD

**PROPOSED MOTION: Tom Cartwright moved that MSWCD pay \$100.<sup>00</sup> towards NACD for their annual membership dues. Vivi Serena seconded; all were in favor.**

### 5) NRCS Report

### 6) FDACS Report

#### ◆ Vehicle Signage

**PROPOSED MOTION: Richard McGinley moved that the MSWCD update the vehicle door logos with the new phone number and replace the new truck's logo on the driver's door. Tom Cartwright seconded. All were in favor.** Discussed; a clarification was made that it is not the logo, that is changing, but only the number.

#### ◆ Cost Share (Update)

Nick Godano gave an overview of the Cost Share. Nick stated that they are working on nutrient reports and now can proceed with cost share. Stacey Simmons replaced Jody Lee in the managing position and is now overseeing the District's cost share. Richard McGinley asked when the cutoff deadline is for cost share; Nick stated the end of May.

#### ◆ Technician Activity Logs

Reviewed.

## 7) Staff Report & Recap

### ◆ AFCD Strategic Plan/Bylaws

Ann Bishop gave an overview and stated that this will be discussed at the annual AFCD meeting.

### ◆ FED Signage

**PROPOSED MOTION:** Tom Cartwright moved that the MSWCD purchase stickers to cover the old number on the FED signs. Vivi Serena seconded. Tom asked that his motion be revised. **REVISED MOTION:** Motion to include that the cost should not exceed \$500. Vivi seconded the revision. Discussed. The Board agreed that stickers should be sent to those producers who have a sign. All were in favor.

### ◆ Evaluation

Ann Bishop mentioned that her evaluation is due by November 4<sup>th</sup>. The Board agreed to email Justin their completed evaluations, and he will compile and forward them to Robyne Fraize in Human Resources. Ann will send Brent London this information.

### ◆ District (Update)

#### ● FCDEA Midyear

March 9<sup>th</sup> and 10<sup>th</sup> is the FCDEA midyear in coordination with Farm Bureau's Tallahassee Trek.

#### ● SECDEA Virtual

November 4<sup>th</sup> is a virtual conference for the SECDEA, if anyone wants to attend it is free.

#### ● Education

Ann Bishop mentioned that she has been attending classes for IAAP and the County. She is also attending the WaterSmart Innovations Conference, learning ideas from other agencies regarding water efficiency and how to target citizens. Ann mentioned that if the Board would like they can build a partnership with EPA regarding water sense.

#### ● Reporting

Ann Bishop gave an overview of all the reporting she has done for the month.

#### ● Contests

Ann Bishop gave an update on the contests.

#### ● Website

Ann Bishop gave an update on the District's website and mentioned that she assisted Katrina Pace with hers.

#### ● News Articles

Ann Bishop sent the Board two articles: one from DEP which is a list of Spring Projects and the other on districts involvement in the State.

## 8) Upcoming Events

- ◆ FDACS Reporting Due – October 15
- ◆ MSWCD Workshop – October 27
- ◆ Quarterly Central District BMP Meeting – November 4
- ◆ SECDEA Virtual Conference – November 4
- ◆ AFCD Annual Meeting – November 4-7
- ◆ MSWCD Meeting – November 10
- ◆ Veteran’s Day – November 11  
Office Closed – November 11
- ◆ Poster/Found Art Registration Due – November 12
- ◆ CLT Registration Due – November 13
- ◆ FDACS Reporting Due – November 15
- ◆ MSWCD Workshop – November 24
- ◆ Thanksgiving – November 26  
Office Closed – November 26-27

## 9) General Public Comments

### 10) Supervisor Comments

The Board welcome Doug Shearer on the call. Vivi Serena asked Ann Bishop to include him on the emails when we send out an agenda. Doug stated that he is interested in being appointed to the Board.

Vivi Serena asked that we establish District bylaws. Tom stated that he printed Seminole’s and can share a copy for next meeting, to discuss it on the agenda. Ann stated that she retrieved a copy and will send it to the Board.

### 11) Meeting Adjournment

**With no other business needing to be addressed, Justin Albright adjourned the meeting at 10:22 AM, until our next meeting.**

Our next board meeting is scheduled for November 10, 2020 at 9:30 AM at Growth Services, unless the Board cannot meet at this location 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 in Growth Services, located at 2710 E. Silver Springs, Ocala, FL 34470. For more information, call (352) 438-2475.