

**MINUTES OF THE
OKLAHOMA COUNTY CONSERVATION DISTRICT
BOARD OF DIRECTORS MEETING
4850 N. Lincoln Blvd, Ste B, Oklahoma City, OK**

Date and Time: Wednesday, February 4, 2015, 1:30 p.m.

Members Present: Richard Parker, Chair
Rick Godfrey, Treasurer
Mark Moehle, Member

Member Absent: Jan Kunze, Vice Chair
Debbie Straughn, Member

Others Present: Rebecca Inmon, District Secretary
Don Bartolina, District Manager
D’Ann Peterson, District Conservationist, NRCS
Josh McNeff, Conservation Technician, NRCS
Mae Denton, District Cooperator

CALL TO ORDER:

Chair Parker called the meeting to order at 1:30 p.m., noting that a quorum was present and business could be conducted. Chair Parker noted this was a regular meeting of the Board of Directors, and notice of the meeting was sent to the Oklahoma County Clerk’s office within the time specified by the law. The agenda was posted on the district’s website: www.okcountyconservation.com and at the entrance to the district office, 4850 N. Lincoln Blvd, Ste B, Oklahoma City, Oklahoma, at 10:30 a.m. on February 3, 2015. This meeting was held in compliance with the Oklahoma Open Meeting Act, Title 25 of the Oklahoma Statutes, Section 301 and the following as amended.

REVIEW/APPROVAL DISTRICT MINUTES:

Minutes of January 7, 2015, Regular Meeting:

Board members received a copy of the minutes for review. Inmon noted there was a typing error on the bottom of page 4 of the minutes which needed corrected. The minutes should have stated that Inmon would be assisting Shawnee Conservation District in January not October. Godfrey made a motion to approve the minutes as corrected. Moehle seconded the motion. Aye votes: Moehle, Godfrey, and Parker. Nay votes: none. Motion passed 3-0. Inmon will send a corrected copy to the Conservation Commission for their records.

CONSIDERATION OF AND POSSIBLE ACTION ON DISTRICT FINANCIAL ITEMS:

Financial Statement for Period Ending January 31, 2015:

The Board reviewed the financial statement including the accounts payable and receivable for the period of January 1-31, 2015. (Attachment 1) Moehle made a motion to approve the January financial statement as presented. Godfrey seconded the motion. Aye votes: Moehle, Godfrey, and Parker. Nay votes: none. Motion passed 3-0. The Board also reviewed a copy of the January bank statement from Bank of Oklahoma.

Employee Payroll Sheet and Time and Leave Records for Month Ending January 31, 2015:

The payroll sheets and time and leave records for district manager Don Bartolina and district secretary Rebecca Inmon were reviewed. Moehle made a motion to approve the employee payroll sheets and time and leave records for January. Godfrey seconded the motion. Aye votes: Moehle, Godfrey, and Parker. Nay votes: none. Motion passed 3-0.

District's Monthly Reimbursement Claim:

The Board reviewed the district's monthly claim for reimbursement to the Conservation Commission. Moehle made a motion to approve the District's reimbursement claim to OCC for \$4,078.80. Godfrey seconded the motion. Aye votes: Moehle, Godfrey, and Parker. Nay votes: none. Motion passed 3-0. The district currently has \$407.81 remaining in its operating expense account.

CONSIDERATION OF AND POSSIBLE ACTION ON DISTRICT OPERATION ITEMS:**Monthly NRCS Performance Worksheet:**

The Board reviewed the NRCS Performance Worksheet for the month of January. Moehle made a motion to approve the worksheet. Godfrey seconded the motion. Aye votes: Moehle, Godfrey, and Parker. Nay votes: none. Motion passed 3-0. Worksheet was also approved by D'Ann Peterson.

Review Agenda, Discuss Events and Attendance for 2015 OACD State Meeting:

- ✚ Directors reviewed the agenda for the upcoming annual meeting being held at the Reed Center in Midwest City on February 22-24. The Youth Awards Program will be at 4:00 p.m. on Sunday afternoon. Oklahoma County has three students that will receive awards at the program. They have all been invited to attend. Bartolina and Inmon will participate in a panel discussion on the State Cost-Share Program during the concurrent sessions starting at 10:45 a.m. Monday morning. District Director Service awards will be presented at 1:30 p.m. following the luncheon. Moehle will receive a 25 year service award and Godfrey will receive a 20 year service award.
- ✚ The Legislative Banquet will be on Monday evening. OACD has invited all the legislators but each district has been asked to follow-up with an invitation from the local board. Bartolina and Inmon are planning to visit the Capitol before the meeting and invite legislators from Oklahoma County.
- ✚ OACD and OACDE will again sponsor the Live and Silent auctions during the meeting. Districts are encouraged to bring items for the auctions.
- ✚ OACDE will be sponsoring the *Games for Guns* social on Sunday evening. While there is no charge to attend Game Night, OACDE needs those attending to register so they will have a head count for ordering food.
- ✚ After reviewing the Annual Meeting information, Moehle made a motion to pay registration for board members and staff wanting to attend. Godfrey seconded the motion. Aye votes: Moehle, Godfrey, and Parker. Nay votes: none. Motion passed 3-0.

Approval New District Agreements for Dal Campbell and Oklahoma Baptist Homes for Children:

The Board reviewed the new district agreements for Dal Campbell #2806 and the Oklahoma Baptist Homes for Children. Mr. Campbell is a new cooperator making application for cost-share assistance. The Oklahoma Baptist Homes for Children (OBHC), formerly known as Boys Ranch Town, is an updated cooperative agreement with Neal Wooldridge who manages the OBHC property. Godfrey made a motion to approve the cooperative agreements with Dal Campbell and Oklahoma Baptist Homes for Children. Moehle seconded the motion. Aye votes: Moehle, Godfrey, and Parker. Nay votes: none. Motion passed 3-0.

Cost Share Program Year 15 Update:

There is only one contract remaining to be completed for Year 15 of the State Cost-Share Program. Phyllis Webb needs to complete her grass planning. Bartolina contacted Ms. Webb and she still plans to complete the practice this spring.

Cost-Share Program Year 16: Review Applications, Select Successful Applicants, Establish Maximum Cost-Share Payments for Each Applicant, and Establish Completion Dates for Practices:

Directors reviewed the applications made for Year 16 of the Oklahoma State Cost-Share Program. There were a total of 14 applications received during the sign-up period. The NRCS staff concentrated their efforts on applications with the District’s highest priority ranking practice, brush management (removal of cedars). Bartolina reviewed all the cedar removal applications and made the following recommendations to the Board based on the \$18,750 in cost-share monies available to the District for allocation. (Ranking criteria for priority practice is attached.)

Participant Name	Agreement Number	Approved Practice	Completion Date	CS Rate	Maximum Amount
Dal Campbell	56-016-101	314-Brush Management	Sept 30, 2015	75%	\$5,000
Earl Davis	56-016-102	314-Brush Management	Sept 30, 2015	75%	\$5,000
3-R Farms LLC	56-016-103	314-Brush Management	Sept 30, 2015	75%	\$5,000
Mae Denton	56-016-104	314-Brush Management	Sept 30, 2015	75%	\$1,210
Robert Phillips	56-016-105	314-Brush Management	Sept 30, 2015	75%	\$2,540
Alternates					
Kenneth Weathers	56-016-106	314-Brush Management			
Stephen Bradley	56-016-107	314-Brush Management			
				Total	\$18,750

Godfrey made a motion to approve the five applications for Dal Campbell, Earl Davis, 3-R Farms LLC, Mae Denton, and Robert Phillips, and the two alternates Kenneth Weathers and Stephen Bradley. Moehle seconded the motion. Aye votes: Moehle, Godfrey, and Parker. Nay votes: none. Motion passed 3-0. The remaining applications were not approved due to lack of available funds.

Update on Planning for Women in Ag Meeting on March 24:

The Board reviewed the tentative agenda for the upcoming Women in Ag Meeting scheduled for March 24 at the Redland Community College Conference Center in El Reno. Speakers have been contacted and confirmed. Registration information for individuals and vendors has been posted on-line. Staff will be working to develop a flyer to promote the meeting and making contacts for additional sponsors.

Review Changes to Financial Disclosure Reporting Requirements:

Directors were provided information on new requirements for financial disclosure reporting for county officials and district board members that went into effect on January 1, 2015. The new rules require all elected and appointed board members to file a financial disclosure form by May 15th each year. Previously, the financial disclosure only had to be reported every other even numbered year by April 30. Forms will now be filed with the County Election Board.

Discuss Payment of Annual NACD Dues:

Godfrey made a motion to table discussion on payment of the NACD annual dues until March since only three board members were able to attend the February meeting. Moehle seconded the motion. Aye votes: Moehle, Godfrey, and Parker. Nay votes: none. Motion passed 3-0. Discussion tabled.

Education Programs Update:

- **ScienceFest 2015:** Inmon and Bartolina met with Karla Beatty, Conservation Commission Education Coordinator, to discuss ScienceFest Activities for 2015. The group agreed to submit two ideas for educational activities. One activity entitled 'Soil-It's Alive' will feature a compost dig and edible soils. The other activity 'Soil-Life Depends on It' will feature the rainfall simulator and a 'grab bag' with different items that can be traced back to the soil. With ScienceFest moving to the Fairgrounds this year, presenters are being asked to keep students at their activity stations for longer periods of time. Both activities being submitted should take about 40 minutes. Staff will be looking for some extra volunteers to help at the activity stations if both proposals are approved.
- **Oklahoma Christian Academy:** Kim Crawford, 4th grade teacher at Oklahoma Christian Academy in Edmond, invited the District to present an educational program to her fourth grade students on January 27. Bartolina and Inmon led the students through the Project WET activity *Incredible Journey*. Students also received copies of the Project WET booklet *The Water Story*. There were 25 students that participated.
- **National Land and Range Judging Contest:** Early registrations are coming in for the National Land and Range Judging Contest. To date, 15 FFA teams have registered.

CORRESPONDENCE:**Conservation Commission:**

Governor Fallin has appointed Deanna LeGrand to the Oklahoma Conservation Commission. She succeeds Dean Graumann who recently resigned. She will serve the remainder of his five-year term which expires in June 2019. She is a board member of the Upper Washita Conservation District in Roger Mills County. Deanna and her husband Roy own LeGrand Farms in Reydon.

REPORTS:**NRCS District Conservationist:**

Report presented by D'Ann Peterson. (Report attached to original minutes.)

Conservation Technician Josh McNeff also reported on an outreach program with the Edmond High School FFA. McNeff and a group of NRCS engineers from the Perry Technical staff worked with students to help them improve general surveying techniques.

District Directors:

Moehle reported that he called and visited with former Executive Director Mike Thralls. They had a nice visit and Thralls seemed to be in good spirits.

District Staff:

(Report attached to original minutes.)

- Bartolina thanked the NRCS staff, D'Ann Peterson and Josh McNeff, for their hard work since being assigned to work in the Oklahoma City office. They have done a good job in promoting programs in the county and in servicing the applications received.
- Bartolina also reported that former Executive Director Mike Thralls had received the prestigious Olin Sims Conservation Leadership Award from NACD during the National meeting in New Orleans. Thralls could not attend so his wife and son accepted the award on his behalf. Sims was a former NACD President from Wyoming tragically killed in an accident while working in his saw mill.

NEW BUSINESS:

None.

ANNOUNCE NEXT BOARD MEETING AND ADJOURN:

Chair Parker announced the next Board Meeting would be Wednesday, March 4, 2015, 1:30 p.m. There being no further business, Godfrey made a motion to adjourn the meeting. Moehle seconded the motion. Aye votes: Moehle, Godfrey, and Parker. Nay votes: none. Motion passed 3-0. The meeting was adjourned at 2:40 p.m.

Cc: Oklahoma Conservation Commission
Mike Rooker, Area II Commissioner
Kim Farber, President, OACD
Dan Herald, Vice President, OACD
Everett Wollenberg, Area II Director, OACD
Gary O’Neill, State Conservationist, NRCS
Stacy Riley, NRCS, ASTC Field Operations, Zone 1
Honorable James Inhofe, U. S. Senator
Honorable James Lankford, U. S. Senator
Honorable Steve Russell, U. S. Congressman

Approved as Written: _____
Chair

Date: _____