



## PUTNAM SOIL AND WATER CONSERVATION DISTRICT

111 Yelvington Road, Suite 4, East Palatka, FL 32131

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### Regular Board Meeting Minutes

**Date:** April 19, 2018

**Present:** Theo Siehler, Chairman  
Albert Stoddard, Supervisor  
Doug Duran, Supervisor  
J. R. Newbold, Supervisor  
Katrina Pace, FDACS  
Stacey Simmons, FDACS  
Lakeisha Barber, NRCS  
Gina Allen, Secretary

Meeting called to order at 8:35 a.m.  
Minutes from the previous meeting were approved.  
Bank balance as of 4-1-18 - \$30,068.93

#### **Old Business:**

No old business to discuss at this time.

#### **New Business:**

Katrina Pace was introduced to the Board.

Simmons informed the Board the FDACS contract will be amended to include FY19. The advance of \$100,000.00 will remain in the account as of now. Siehler requested clarification for accounting purposes. Simmons will report back to the Board at a later date.

Vacancy of seat 5 was next for discussion. A motion was made by Newbold to replace seat 5 with Steve Singleton. Duran seconded the motion. Motion passed unanimously.

Duran, Stoddard and Singleton will be up for the general election this year. Stoddard stated that he would not run again this year and stated that he knew someone who might be interested in taking his place on the Board. Lisa Hinrichs, Soil Scientist in the Environmental Resource Regulations department at the St. Johns River Water Management District. He will contact her and let the Board know at a later date.

Simmons suggested to the Board to sponsor a meal for the TCAA meeting held in March and October each year. It would give some exposure to the Board.

Pace presented the Board with a packet explaining how invoices are submitted for payment to the State. She suggested the Board set up ACH payment to the producers with the District's checking account. This would save time for the field staff and the producers would get a direct deposit into their account electronically. Simmons would have the producers fill out a voluntary consent form with a voided check to get the process started. A motion was made by Stoddard to enact the ACH disbursement of funds for the next fiscal year starting at the end of June. Newbold seconded the motion. Motion passed unanimously.

Pace informed the Board of the upcoming North Florida Annual Cost Share Partners meeting. The meeting is tentatively going to be held on Thursday, May 17<sup>th</sup> in Live Oak. A Supervisor from each Board and Administrative staff are encouraged to participate.

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The District checking account was next for discussion. Siehler made a suggestion to have Newbold on the signature card. Stoddard made a motion. Duran seconded the motion. Motion passed unanimously.

**DC Report: LaKeisha R. Barber**

**ADJOURNMENT:** There was no further discussion, meeting adjourned at 9:30. The next regular board meeting will be held on May 17, 2018.