

ST. JOHNS SOIL AND WATER CONSERVATION DISTRICT

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

**Telephone: (386) 328-5051 (Ext. 3)**

**Regular Board Meeting Minutes**

**Date:** January 26, 2021

**Present:**

Chad Levrini, Supervisor

Nicole Crosby, Supervisor

Charles Owen, Supervisor

Mary Lawrence, Supervisor

Yesmarie-Chaparro-Feneque, USDA-NRCS

Charlene Meeks, AFCD

Richard Darby, AFCD, Clay SWCD

Gina Allen, Secretary

Levrini called the meeting to order at 9:10

Introductions were made to welcome the new Board members and guests.

Meeks presented a packet titled Open Government Overview to each Supervisor for viewing. The packet contained information on the Florida Sunshine Law, Board Meetings and Public Records Law. A discussion on emails followed. Emails among Board Members discussing District business is in violation of the Sunshine Law. Email containing meeting dates and times are acceptable. Board members can suggest items for the agenda without discussion.

Meeks informed the Board that St. Johns SWCD is now in Area 3. Areas have been amended as of the Annual AFCD Meeting that was held in November.

Meeks stated that all Special Districts are required to have a website. Websites must be in ADA (American Disability Accommodation) compliance.

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District Facebook page was discussed. Meeks stated Facebook page needs to be in compliance with the Sunshine and Public Records Law.

Minutes from the previous meeting were approved.

Treasurer’s report approved for the amount as of 12/31/20 - $6,587.54

**OLD BUSINESS:**

Purchasing atable runner with the SJSWCD logo for events was the first item discussed under old business. Purchasing the table runner was approved at the last Board meeting on February, 25, 2020. Levrini voted to table this item until the next Board meeting to discuss cost and availability. Crosby seconded. Board was in agreement.

**NEW BUSINESS:**

Election of Officers was the first item for discussion under new business. A motion was made by Crosby to elect Erica Connor to fill the Chairman position. Lawrence seconded the motion. Motion passed unanimously. A motion was made by Owen to elect Chad Levrini to fill the Vice Chairman position. Crosby seconded the motion. Motion passed unanimously.

Capital City bank card signature was the next item for discussion. A motion was made by Levrini to remove former Supervisors Craig Hartwig and Dave Rogers from the bank account signature card. Seconded by Crosby. Motion passed unanimously. A motion was made by Levrini to add Supervisors Erica Conner and Charles Owen to the bank account signature card. Seconded by Lawrence. Motion passed unanimously.

Speech and Poster contest will be tabled to next Board Meeting. This year’s topic is “Healthy Forests = Healthy Communities.

Hosting Area 3 meeting was discussed. It was decided at this time not to host the meeting this year due to Covid-19 virus. May consider hosting the meeting next year.

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**DC REPORT:**

Chaparro-Feneque presented the District Conservationist Report for St. Johns County to the Board for viewing and discussion. Copies of the Memorandum between USDA and the St. Johns Soil & Water Conservation District was presented to each Supervisor to view and email comments to Allen.

**OPEN FLOOR:**

Crosby discussed receiving phone calls related to soil and water issues being in violation to the Sunshine Law. Meeks suggested keeping a record of each phone call conversation in a file in case there is question or request for public records.

Making resolutions for environmental issues was discussed. Meeks suggested reaching out to other SWCDs in the Area to see what types of resolutions they have proposed at meetings and public events in the past.

Crosby informed the Board of environmental issues in the Marsh Landing subdivision in St. Johns County involving retaining ponds. Safety hazard and flooding was among some of the issues. St. Johns County Government is aware of the issues but have not responded to a solution. Crosby will give a presentation on the Marsh Landing subdivision environmental issues at the next Board meeting in February.

**ADJOURMENT:** No further discussion the meeting was adjourned at 10:55 a.m. A swearing in of the new Board Supervisors by Judge McGillin followed.  **The next Board Meeting scheduled for February 23, 2021.**