

STATE SOIL AND WATER CONSERVATION COMMISSION MEETING

Friday, January 6, 2012

Nice Room, Chateau Élan, Braselton, GA

8:00 a.m.

1. Call to Order – Garland Thompson, Chairman
2. Invocation – Brent Dykes, Executive Director
3. Approve Minutes of October 20, 2011 meeting, as previously Provided **(APPROVED)**
4. Act on Supervisor Resignations **(APPROVED)** and Appointments **(APPROVED)**
 - a) Elected Supervisor Vacancies
5. Executive Director's Report – Brent Dykes
 - a) Personnel Update
 - b) Status of District Financial Reports **(APPROVED Letters to Districts)**
 - c) Consider Approval of Revised Employee Handbook **(APPROVED)**
 - d) State Budget Update
 - e) Watershed Rehabilitation Program
 - f) Plans for 2012 DC Trip
6. Deputy Executive Director's Report – Dave Eigenberg
 - a) Meter Reading and Maintenance Report
 - b) Mobile Irrigation Lab Agreement with NRCS
 - c) Regional Water Council Plans
7. Consider Approval of City of Milton M.O.A. **(APPROVED)**
8. Election of Officers **(Chairman—Garland Thompson; Vice-Chair—Dennis Brown)**
9. Public Comments
10. Upcoming Board Meetings
 - a) Thursday, March 15, 2012
11. Adjourn

Connie C. Wiggins
85 Whitehead Road
P O Box 1146
Buford, Georgia 30515

November 16, 2011

Mr. Garland Thompson
Chairman
Georgia Soil and Water Conservation Commission
P. O. Box 2703
Douglas, GA 31534

Dear Chairman Thompson,

I have enjoyed my involvement with the State and local Soil and Water Conservation District. Due to my work commitments, I am not able to participate and be a contributing Supervisor. Please accept my request to resign from my appointed position as a Gwinnett County Soil and Water Conservation District Supervisor effective immediately.

I have enjoyed serving on the Board and wish the Commission well in all future endeavors.

Respectfully submitted,



Connie C. Wiggins

cc: Ellis Lamme, Gwinnett County SWCD Chairman
Russell Toning, GSWCC Regional Representative

**NOMINEES FOR THE POSITION OF DISTRICT SUPERVISOR
TO BE APPOINTED BY GEORGIA SOIL and WATER CONSERVATION COMMISSION**

REGION	DISTRICT	COUNTY	NAME	CITY	%	FUTURE TERM WILL EXPIRE	
I	Blue Ridge	Rabun	1. James Neely	Tiger	*50%	07/09/13	
			2. Beverly Mason				
			3. Robert Mitchen				
	Coosa River	Bartow	1. Davis Nelson	Cartersville	60%	10/30/13	
			2. Dean Bagwell				
			3. Billy Cox				
		Chattooga	1. James Parker	Lyerly	80%	10/30/13	
			2. Wayne Hurley				
			3. Mike Hutchin				
		Dade	1. Thomas Black	Trenton	95%	10/30/13	
			2. Verdea Boydston				
			3. Larry Williams				
		Gordon	1. Milton Stewart	Calhoun	80%	10/30/13	
			2. Michael Smith				
			3. Joe Powell				
	Paulding	1. Jim Smith	Hiram	90%	10/30/13		
		2. Billy Auston					
		3. John Vaughn					
	Polk	1. John Groover	Cedartown	90%	10/12/13		
		2. Clinton Lester					
		3. Van Powell					
	Walker	1. Roger Neal	Summerville	75%	10/30/13		
		2. Charles Gilbreath					
		3. Wesley Butler					
	Roosevelt	Troup	1. Morris Jones	LaGrange	83%	01/24/14	
			2. Henry Jones				
			3. Ricky Wolfe				
	West Georgia	Douglas	1. M. Claude Abercrombie	Douglasville	100%	10/30/13	
			2. Dan Brantley				
			3. Freddie Waldrop				
		Heard	1. Denney Rogers	Ephesus	88%	01/24/14	
			2. Benjamin Hyatt				
			3. Alvin Ginn				
II	Broad River	Hart	1. Charles Brown	Canon	91%	01/24/14	
			2. Morris King				
			3. Kenny York				
			Oglethorpe	1. Russ Yeany	Crawford	91%	10/30/13
				2. Mike Whitehead			
3. Jimmy Yarboro							
	Hall County	Hall	1. Sewell Blackstock	Talmo	100%	11/09/13	
			2. Charles Adams				
			3. Cecil Blackstock				

**NOMINEES FOR THE POSITION OF DISTRICT SUPERVISOR
TO BE APPOINTED BY GEORGIA SOIL and WATER CONSERVATION COMMISSION**

	Oconee River	Oconee	1. Bernard Garrett	Statham	100%	09/20/13
			2. Charles Osborn			
			3. Bobby Sanders			
		Jackson	1. Tony Michael Embrick	Commerce	71%	11/09/13
			2. Daryl Williamson			
			3. Joel David			
	Stephens	Stephens	1. Jeanette Jamieson	Toccoa	71%	11/21/13
			2. Cathey Camp			
			3. Neal Sheppard			
			1. Willard Kimsey	Toccoa	71%	10/30/13
			2. Roger Camp			
			3. Neal Sheppard			
	Upper Chatt River	Dawson	1. Charlie Tatum	Dawsonville	87%	09/20/13
			2. Jerry Smith			
			3. Greg Gilreath			
		Forsyth	1. Edmond Reid	Cumming	100%	11/09/13
			2. Emory Martin			
			3. David Stanford			
		Habersham	1. Gilbert Barrett	Demorest	70%	09/20/13
			2. Roy Jamieson			
			3. Wayne Franklin			
		Lumpkin	1. Kenneth Beasley	Dahlonega	100%	09/20/13
			2. John Benjamin Fields			
			3. Bobby Pittman			
III	Gwinnett County	Gwinnett	1. Jim Steele	Lawrenceville	100%	11/09/13
			2. Louis Young			
			3. Carla Carraway			
	Rockdale County	Rockdale	1. Fox McCarthy	Conyers	84%	02/12/14
			2. Elaine Nash			
			3. Gil Pallen			
IV	Central Georgia	Bleckley	1. Paul English	Cochran	63%	10/30/13
			2. David W. Dykes, Jr.			
			Bob Brockman			
		Dodge	1. James McCranie	Dodge	67%	10/30/13
			2. Caly McCranie			
			3. D. W. Linder			
		Johnson	1. Ralph Veal Jr.	Wrightsville	92%	10/30/13
			2. Franklin Cobb			
			3. Mathew Waters			
		Laurens	1. Harry David Green	Montrose	58%	08/13/13
			2. Johnnie B. Hall			
			3. Stephen L. Barfoot			

**NOMINEES FOR THE POSITION OF DISTRICT SUPERVISOR
TO BE APPOINTED BY GEORGIA SOIL and WATER CONSERVATION COMMISSION**

		Twiggs	1. Alton White 2. Clay Ford 3. Felix Foyd	Dry Branch	71%	10/30/13
		Washington	1. Wendall Glenn Waller 2. Robbie Lindsey 3. Willis Hartley	Harrison	92%	10/30/13
	Upper Ocmulgee	Jasper	1. Charlie Lane 2. Roger Bell 3. Paul Kelly	Monticello	84%	09/20/13
		Newton	1. Phillip Standard 2. Ray Fuss 3. Aaron Varner	Covington	84%	09/20/13
	Walton County	Walton	1. Cristina Carrell 2. John Redding 3. Cheryl Brady	Monroe	91%	11/11/13
			1. Howard Turner 2. John Redding 3. Cheryl Brady	Monroe	91%	11/09/13
V	Alapaha	Berrien	1. Carlos Vickers 2. Joe Dixon 3. Brian Akins	Nashville	62%	10/30/13
		Clinch	1. Marvin Smith 2. Wiley Henson 3. Chester Mattox	Homerville	92%	10/30/13
		Cook	1. Harold Simpson 2. Tommy Daughtrey 3. Derrell Bennett, Jr.	Adel	78%	08/10/13
		Lanier	1. William Darsey 2. Kevin Shaw 3. Tommy Simpson	Lakeland	84%	10/30/13
		Lowndes	1. Johnny Swilley 2. Tim Swilley 3. David Pike	Valdosta	82%	12/02/13
	Flint River	Calhoun	1. Graham Ginn 2. Tom Jackson 3. Chris Kendrick	Edison	65%	10/30/13
		Decatur	1. Pete Miller, Jr. 2. Kevin Rentz 3. Andy Bell	Bainbridge	54%	10/30/13
		Dougherty	1. Doug Wilson 2. Jacob Pascal 3. Justin Wilkerson	Albany	87%	10/30/13
		Early	1. Hal Haddock 2. Teddy Miller 3. Tommy Davis	Damascus	83%	01/14/14
		Miller	1. Billy Roland 2. Rick Laguardia 3. Dole Cook	Colquitt	95%	10/30/13

**NOMINEES FOR THE POSITION OF DISTRICT SUPERVISOR
TO BE APPOINTED BY GEORGIA SOIL and WATER CONSERVATION COMMISSION**

		Mitchell	1. David Holton	Camilla	72%	10/30/13
			2. Janet Stallings			
			3. Charles Stripling			
		Seminole	1. Greg Mims	Donalsonville	91%	10/30/13
			2. Raymond Thompson			
			3. Kevin Lewis			
	Lower Chatt	Quitman	1. Ralph Balkcom	Georgetown	74%	11/25/13
			2. Frank Redding			
			3. Matthew Self			
		Randolph	1. Hiram Bo Beard	Shellman	70%	11/25/13
			2. Terry Torbet			
			3. Stewart Arnold			
		Schley	1. Bert Strange	Ellaville	NEW	11/25/13
			2. Samuel Lee			
			3. Kenneth Brown			
		Stewart	1. Richard Morrison	Lumpkin	NEW	11/25/13
			2. Sib Fort			
			3. Shaun Harris			
		Sumter	1. Bill Bowen	Americus	91%	11/13/13
			2. Merle Smith			
			3. Tony Norman			
	Ocmulgee	Bibb	1. Donald Newberry	Lizella	74%	10/30/13
			2. Phillip Ivey			
			3. Jimbo Hatcher			
		Crawford	1. Jimmy Moncrief	Roberta	100%	10/30/13
			2. Larry Spillers			
			3. Larry Cooley			
		Houston	1. David Muse	Perry	74%	10/30/13
			2. Robert Thompson			
			3. Wayne Talton			
		Pulaski	1. Robert Lancaster	Hawkinsville	92%	10/30/13
			2. Bobby Carter			
			3. Doyle Simmons			
		Taylor	1. Jack McGlaun	Butler	96%	01/24/14
			2. Chris Walker			
			3. Willie Payne			
		Wilcox	1. Leon Arrant	Pitts	95%	10/30/13
			2. David Self			
			3. Marty Bloodworth			
VI	Satilla River	Atkinson	1. James Grantham	Willacoochee	75%	01/08/14
			2. Mark Tucker			
			3. Jim Paulk			

October 19, 2011

Mr. James 'Les' Neely
P. O. Box 218
Tiger, GA 30576

Mr. Garland Thompson
Chairman
Georgia Soil and Water Conservation Commission
P.O. Box 8024
Athens, Georgia 30603

Dear Chairman Thompson;

I am aware that I have not met the Georgia Soil and Water Conservation Commission yearly average of at least 50% attendance for reappointment.

I enjoy serving on the Blue Ridge Mountain Soil and Water Conservation District Board, but due to my job it had taken away time from reaching the attendance required of the District meetings. I spoke to my supervisor and he's willing to grant me the needed time off to attend the monthly District meetings.

I believe in the need to be involved in conservation. I do want to continue to serve on the Board and represent the District to the best of my ability and plan to improve my attendance for this reason.

Please consider my reappointment request from the Blue Ridge Mountain Soil and Water Conservation District Supervisors.

Thank you for your time and consideration of my request.

A handwritten signature in cursive script that reads "James Les Neely". The signature is written in black ink and is positioned below the typed text of the letter.

DATE: December 19, 2011

MEMO

TO: GSWCC Board Members

CC: GSWCC Staff Supervisors

FROM: Brent Dykes, Executive Director

SUBJECT: Employee Handbook Changes

Please find attached the proposed revisions to the GASWCC Employee Handbook. All changes have been underlined. If the changes (listed below) are approved by the board at its January 6, 2012 meeting, they will take effect in January 2012.

Proposed Changes to Employee Handbook:

P13- Drug and Alcohol Free Workplace

P14- added statement Compensatory leave can be earned at the discretion of the non-exempt employee's supervisor up to a maximum of 24 hours.

P15, paragraph 8- Compensatory time for whole days cannot be used in the final two weeks of employment for **exempt** employees after notice of resignation is given unless approved by the Director or Deputy Director. Compensatory time of increments less than a whole day for **exempt** employees must be documented with reason on timesheet with prior approval by the Director or Deputy Director.

P18- added statement Upon employment, new employees' immigration status will be verified by eVerify.

P22- Staff should store their work on either their local server or local Network Attached Storage server (NAS) depending on location. You should store your work in the "My Documents" folder which is redirected to your personal folder (P: drive) on the Server/NAS.

P24,25- For full-time temporary or other-funded employees, annual leave shall accrue at the following rates:

0 through 5 years of service 10 hours per month
6 through 10 years of service 12 hours per month
11 years of service and over 14 hours per month

The maximum accrued annual leave for full-time temporary or other-funded employees that may be carried from one calendar year to the next is 360 hours. Any amount above this is forfeited.

P26- 6. Military caregiver leave
7. Qualifying exigency leave

P28- 5. Adoption of a child

P30- added statement The office supervisor may supersede local university policy at his/her discretion.

P36- added link to monthly vehicle maintenance checklist

P42- added link to purchasing card manual

P52- replaced all travel policy information with link to state travel policy

Please contact me if you have any questions.

MEMORANDUM OF AGREEMENT
BETWEEN
THE FULTON COUNTY SOIL AND WATER CONSERVATION DISTRICT
AND
THE CITY OF MILTON OF FULTON COUNTY, GEORGIA

This Memorandum of Agreement entered into between the Fulton County Soil and Water Conservation District, hereinafter referred to as the "District" and the City of Milton, hereinafter referred to as the City.

WHEREAS, the City has adopted an erosion and sedimentation control ordinance governing land-disturbing activities, which ordinance meets or exceeds the standards, requirements and provisions of the Erosion and Sedimentation Act of 1975, Ga. Laws 1975, p. 994, as amended to date of execution of this agreement; and

WHEREAS, the City has been certified by the Director of the Environmental Protection Division as an issuing authority for purposes of the Erosion and Sedimentation Act of 1975, as amended; and

WHEREAS, the City has demonstrated to the District its capabilities to review and approve erosion and sediment control plans and has requested an agreement with the District to conduct such review and approval; and

WHEREAS, the District enters into this agreement with the intent of allowing the City to conduct the review and approval of erosion and sediment control plans without referring the applications and plans to the District, in compliance with Section 7(d) of the Erosion and Sedimentation Act of 1975, as amended; and

WHEREAS, both parties to this agreement, the District and the City, understand that this Agreement cannot be effective until the State Soil and Water Conservation Commission gives its written concurrence hereto, as indicated by execution of this document;

NOW THEREFORE, the parties to this Agreement, the District and the City, based on the mutual considerations as set forth below, hereby agree as follows:

- I. 1. The City shall conduct technical review and approval of erosion and sediment control plans in accordance with standards set forth in the ordinance of the City. The City shall take appropriate steps to assure that approved plans are properly installed and maintained and that all measures and practices are in compliance with the City's erosion and sedimentation control ordinance.

2. The City shall submit to the District on a quarterly basis a report of the erosion and sediment control program. The report shall contain the number of plans reviewed and the overall program status. The report shall be submitted on a timely basis and of a form and content that is acceptable to the District and to the City.

3. The City shall keep the District informed of land-disturbing plans that might affect soil and water conservation.

4. The City shall maintain a system of records, plans, applications, etc., of all actions taken under this Agreement, and shall make such records available to the District or its representative upon request.

II. 1. The District will allow the City to conduct the review and approval of erosion and sediment control plans without the necessity of referring the application and plan to the District, so long as the City complies with the conditions specified in this Agreement.

2. The District will review and carefully consider the reports submitted by the City and shall make recommendations with regard to the adequacy of the program and its compliance with the Erosion and Sedimentation Act of 1975, as amended.

3. The District shall provide the City with expertise available through the District and through memoranda of agreement between the District and other agencies.

4. The District assures that erosion and sediment control assistance shall continue to be a priority item of the District program.

5. The District shall, upon request, provide or conduct informational and educational programs to train individuals charged with review of erosion and sediment control plans, manpower and funding permitting.

6. The District shall provide to the City an annual evaluation of the effectiveness of its erosion and sediment control program.

III. It is mutually understood and agreed as follows:

1. This memorandum shall not be amended without consent of both parties and concurrence of the State Soil and Water Conservation Commission.

2. The City's files of erosion and sediment control plans and actions shall remain accessible to the District.

3. The District may secure additional review services before making recommendations on the adequacy of the program of the City.

4. This memorandum may be terminated at any time by either party, upon sixty (60) days written notice. It will terminate automatically and without written notice if the Environmental Protection Division revokes the certification of the City's program pursuant to Section 8 (c) of the Erosion and Sedimentation Act of 1975, as amended.

5. This memorandum will automatically expire after a period of 5 years unless renewed by both parties prior to the expiration date with concurrence of the Commission Board.

6. This memorandum shall be effective on the date of the concurrence herewith by the Georgia Soil and Water Conservation Commission.

Sworn to and subscribed before me
This 21ST day of Dec, 2011

Smyden
Notary Public

My commission expires:



City of Milton

By: [Signature]

Title: MAYOR

Sworn to and subscribed before me
This 15 day of December, 2011

Julie M. Murphy
Notary Public

My commission expires:



Fulton County Soil & Water Conservation District

By: [Signature]

Title: Chairman

This memorandum is hereby concurred in by the Georgia Soil and Water Conservation Commission this 6TH day of Jan, 2012.

Sworn to and subscribed before me
This 9th day of Jan, 2012

Karen D. Parson
Notary Public

My commission expires:

Georgia Soil and Water Conservation Commission

By: [Signature]

Title: Executive Director

NOTARY PUBLIC, BANKS COUNTY, GEORGIA
MY COMMISSION EXPIRES SEPTEMBER 8, 2012