



MINUTES CONSERVATION BANK BOARD

May 24, 2022

Oconee County Administrative Offices, Council Chambers
415 S. Pine Street, Walhalla, SC 29691

MEMBERS

Mr. Andrew Smith, Chair, District II
Ms. Emily Hitchcock, At Large
Mr. Ryan Keese, Secretary, District, III
Ms. Laura Havran, Treasurer, District I

Mr. Nicholas Gambrell, District IV
Mr. Scuddy Walker, Vice Chairman, District V
Vacant, At Large
Ms. Jennifer C. Adams, Staff Liaison

The Oconee County Conservation Bank Board [OCCB] met at 9:00 a.m. in Council Chambers, 415 South Pine Street, Walhalla, SC with all members present [except Mr. Nick Gambrell] and Ms. Vivian Kompier, serving in place of Jennifer C. Adams, Clerk to Council, acting as staff liaison for this meeting.

Press: Pursuant to the Freedom of Information Act, notice of the meeting, date, time, place of meeting and agenda were posted on the bulletin board at the County Administrative Offices, 415 South Pine Street, Walhalla, SC, and the County Council website [www.oconeesc.com/council]. In addition, it was made available [*upon request*] to the newspapers, radio stations, television stations and concerned citizens.

No members of the media were present.

Call to Order

Mr. Smith called the meeting to order at 9:00 a.m.

Approval of Minutes

Ms. Havran made a motion, seconded by Mr. Keese, approved 5 – 0, to approve the February 8, 2022 meeting minutes as presented.

Treasurer's Report

Ms. Havran read the Treasurer's Reports for Community First Bank and the Local Government Investment Pool [State Pool] and noted they are accurate as presented. She further noted the balances on the reports are as follows:

Community First Bank for February 2022 is \$1,941.00, March 2022 is \$1,941.00, April 2022 is \$3,941.00; Local Government Investment Pool [State Pool] for February 2022 is \$279,216.58, March 2022 is \$279,296.03 and for April 2022 is \$279,415.97.

Mr. Keese made a motion, seconded by Ms. Hitchcock, to accept as presented the Treasurer's Report for Community First Bank for February, March, and April of 2022 and the Local Government Investment Pool [State Pool] for February, March, and April of 2022.

Mr. Smith noted the donation from Mr. Lombard and questioned if a thank you letter was sent.

Ms. Hitchcock stated that she believes that Jennifer Adams, staff liaison, takes care of thank you letters for all donations to OCCB.

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Mr. Smith questioned the board as to if they would like the donation from Mr. Lombard to stay in Community First Bank or be transferred to the Local Government Investment Pool account.

After a brief discussion by the board related to the Conservation Bank Board's bank accounts and funding, it was decided that the donation would remain in the Community First Bank account to avoid transfer fees.

Motion to accept the Treasurer's Reports as presented approved 5 – 0.

Fundraising & Public Relations Reports

Mr. Smith referenced a handout entitled "Conservation Bank Board Donations 2019 – Current" [copy filed in backup], that he and Ms. Hitchcock received at the meeting and made note of two grammatical errors that he would like corrected.

Mr. Smith requested that the staff liaison update this document and send to all board members for the August 2022 meeting.

Ms. Hitchcock clarified to the board that this handout was requested by her for a meeting she and Mr. Smith have with Upstate Forever regarding fundraising for the Conservation Bank, should Council approved an ordinance that permits the establishment of an endowment.

Ms. Hitchcock explained that some of the older records are somewhat hard to decipher as to who made certain donations but that she would meet with the staff liaison and try to confirm this information.

Mr. Smith noted that he has a total from 2012 to 2020 of individual donations, just not the individuals who made the donations.

Ms. Hitchcock also noted that she had mentioned to staff liaison, Jennifer C. Adams, about taking over the running report of Grants Dispersed by the Conservation Bank Board.

Mr. Smith made a motion, seconded by Mr. Keese, approved 5 – 0, to establish a process to keep a running total of individual donations to the Conservation Bank.

Mr. Smith made a motion, seconded by Ms. Havran, approved 5 – 0, to turn over the maintenance of the Grants Dispersed chart to the Conservation Bank Board staff liaison.

Discussion Items

Discussion and/or action regarding OCCB Revised Policy 0005

Mr. Smith gives the lead to Ms. Hitchcock on this matter.

Ms. Hitchcock noted to the board, in detail, the changes that were made to Policy 0005 and noted this policy has not yet been adopted.

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Ms. Hitchcock made a motion, seconded by Ms. Havran, approved 5 – 0, to approve the proposed Policy 0005 titled “Transfer of Property Interests” as presented, with three corrections as follows:

1. Insertion of May 24, 2022 as the effective date.
2. Addition of “Page 1” on the first page of the document.
3. In the first sentence under the paragraph entitled “Purpose”, the word “selling” replaced with the word “conveying”.

Discussion and/or action regarding OCCB Ordinance

Ms. Hitchcock noted to the board that the OCCB Ordinance, as presented at this meeting, has been approved by County Attorney, David Root and that the primary purpose for the revisions was to make it clear that the board has the power to enter into an endowment agreement.

Ms. Hitchcock proceeded to update the board, in detail, of the edits that were made to the OCCB Ordinance.

Ms. Hitchcock made a motion, seconded by Mr. Smith, approved 5 – 0, to approve the proposed amendments to the OCCB Ordinance.

Discussion and/or action regarding Notice of Award Letter

Ms. Hitchcock informed the board that the purpose of this “Notice of Award” letter is to notify applicants of award and to delegate to the OCCB staff liaison the task of sending out the letter to the applicant.

Mr. Keese made a motion, seconded by Mr. Walker, approved 5 – 0, to approve the “Notice of Award” letter and to delegate notification of award to the applicants to the OCCB staff liaison.

Update on Approved Projects

Mr. Smith provided an update on the William Lyles Estate, noting that there is movement and intent towards transferring the property by the Naturaland Trust to the U.S. Forrest Service.

Mr. Smith made a motion, seconded by Mr. Keese, approved 5 – 0, to approve the formation of a letter and a copy of the new OCCB Policy 0005 be sent to Naturaland Trust, so that they are aware of their responsibilities to OCCB related to the transfer of the William Lyles Estate from Naturaland Trust to the U.S. Forrest Service.

Short discussion between board members followed related to newly adopted Policy 0005, OCCB Ordinance, and Oconee County Council.

Mr. Smith noted that OCCB received a letter from Fidelity Charitable out of Cincinnati, Ohio stating a Fidelity Charitable donor has recommended a grant to OCCB but the request has been put on an inactive status, since Fidelity Charitable had not received any contact from OCCB.

Ms. Hitchcock made a motion, seconded by Mr. Keese, approved 5 – 0, to approve Mr. Smith, OCCB Chair, reach out to Fidelity Charitable in regards to the recommendation of a grant from a Fidelity Charitable donor.

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Discussion and/or action regarding OCCB Annual Report to Duke Power

Mr. Smith made a motion, seconded by Mr. Keese, approved 5 – 0, to amend the agenda to include the OCCB Annual Report to County Council as well.

Ms. Hitchcock made a motion to approve the board to delegate the Chairman the power to complete the Annual Report and to delegate the Chairman and one other board/staff member the power to complete the Annual Report to County Council.

Mr. Smith requested that the above motion include that the Chair and one board/staff member complete both reports.

Ms. Hitchcock withdrew her previous motion.

Ms. Hitchcock made a new motion, seconded by Ms. Havran, directing the board delegate to the Chairman and one other person for the Chairman to select, the power to complete and submit reports to Duke Power and County Council.

During discussion the board established that is no timeline needed for this motion.

Motion approved 5 – 0.

Next Meeting:

The next meeting will be held at 9:00 a.m., Tuesday, August 9, 2022, at the Oconee County Council Chambers, 415 South Pine Street, Walhalla, SC 29691.

Adjourn:

Ms. Hitchcock made a motion, approved unanimously, to adjourn the meeting at 9:43 a.m.

Respectfully Submitted:

Jennifer C. Adams
Clerk to Council & Staff Liaison

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