

**(Virtual) Board Meeting Minutes
December 16, 2025**

Call the Meeting to Order

The Hamilton County Conservation District Board of Supervisors met virtually on December 16, 2025, via Microsoft Teams.

Steven R. Korte called the meeting to order and invited everyone to say the Pledge of Allegiance at 4:01 pm.

Steven R. Korte requested a roll call.

Chairperson	Laura Boyd (absent)
Vice-Chairperson	Steven R. Korte
Treasurer	Lisa Soper
Secretary	Kenneth Petren
Program Chairperson	Jane Wittke (absent)

The following individuals were in attendance: Sara Fehring, Executive Director, and Melinda Hartley, Business Service Officer.

Agenda Changes /Approvals

Approval: Lisa Soper moved that the board approve the agenda. Kenneth Petren seconded the motion. A roll call vote approved the motion: Laura Boyd, (absent); Steven R. Korte, yes; Lisa Soper, yes; Kenneth Petren, yes; and Jane Wittke, (absent).

Audience to Visitors

Audience to Visitors: All Hamilton County Conservation District Board meetings are open to the public. The District policy is that anyone wishing to speak during an open board meeting must sign up ten (10) minutes before the start of the meeting. The Board may limit visitor comments to five (5) minutes per speaker and/or topic to ensure adequate time to conduct all business on the agenda.

New Business

1. Approve the slate of vacation leave payout for Sara Fehring, Chey Alberto, and Aaron Habig - 920017/920027.

Lisa Soper moved that the board approve the slate of vacation leave payout for Sara Fehring, Chey Alberto, and Aaron Habig - 920017/920027. Kenneth Petren seconded the motion. A roll call vote approved the motion: Laura Boyd, (absent); Steven R. Korte, yes; Lisa Soper, yes; Kenneth Petren, yes; and Jane Wittke, (absent).

Laura Boyd arrived at 4:04 pm.

2. Approve the slate of compensatory time payout for staff 920017/920027.

Laura Boyd moved that the board approve the slate of compensatory time payout for staff 920017/920027. Lisa Soper seconded the motion. A roll call vote approved the motion: Laura Boyd, yes; Steven R. Korte, yes; Lisa Soper, yes; Kenneth Petren, yes; and Jane Wittke, (absent).

Adjournment

Adjournment: Laura Boyd moved that the board members adjourn the board meeting at 4:06 pm. Kenneth Petren seconded the motion. A roll call vote approved the motion: Laura Boyd, yes; Steven R. Korte, yes; Lisa Soper, yes; Kenneth Petren, yes; and Jane Wittke, (absent).

Respectfully submitted,



Laura Boyd, Chairperson



Kenneth Petren, Secretary



Melinda Hartley, Business Service Officer