

NOVEMBER BOARD MEETING AGENDA

KANKAKEE COUNTY SOIL & WATER CONSERVATION DISTRICT

Monday, November 18, 2019 at 7:30 AM

Approval of Agenda

Public Comment

Consent Agenda

Secretary's Report

Minutes of October 21, 2019 Board Meeting

Treasurer's Report

Approve Time and Travel

Approve Financial Report

Bill Approval

Correspondence:

FSA Report – Shannon Camfield

NRCS Report – Trenton Rader

Unfinished Business:

NRI Recommendation

Partners for Conservation Cost-Share

Grants

Education & Outreach

Sales

Peotone Airport

Annual Financial Report

New Business:

Appointment of Nominating Committee – 3 Directors

Approval of Employee Training and Events

Employee Titles

+ **Employee Evaluation Meeting**

Reports – in addition to printed reports, if necessary

RC - Emilie Janes

AC - Linda Settle

Conservation Assistant – Crystal Sauder

Conservation Assistant – Dakota Behrends

Adjournment

Date and time of next Board Meeting

Monday, December 9, 2019 at 5:30 pm

KANKAKEE COUNTY SOIL AND WATER CONSERVATION DISTRICT

Minutes November 18, 2019

The Kankakee County Soil and Water Conservation District held its regular monthly board meeting on Monday, November 18, 2019. Vice Chairman Jim Frogge called the meeting to order at 7:36 AM. Present were Directors Alan Wissmiller, Larry Kirchner, and Jim Frogge, Associate Director Ed Brown, Resource Conservationist Emilie Janes, and Conservation Assistants Crystal Sauder and Dakota Behrends. Absent were Directors Jeff O'Connor and Dave Peters, Administrative Coordinator Linda Settle, Associate Director John Settle, and District Conservationist Trenton Rader.

APPROVAL OF AGENDA: Kirchner made and Wissmiller seconded a motion to approve the agenda with the addition of Employee Evaluation and the Government Shutdown in New Business. Motion Passed three to zero.

CONSENT AGENDA: Wissmiller made and Kirchner seconded a motion to approve the consent agenda. Motion passed three to zero.

SECRETARY'S REPORT:

Minutes of October 21, 2019 Board Meeting

TREASURER'S REPORT:

Approval of Time and Travel
Approval of Financial Report
Approval of Bills

CORRESPONDENCE: None

OLD BUSINESS:

NRI Approval – Janes stated there were three NRI applications submitted for review. Janes recommended a letter of no effect to be written for NRI case #2019-007. Kirchner made and Wissmiller seconded a motion to approve a letter of no effect for NRI case #2019-007, a request for a Special Use Permit to build a small family home on R-1 zoned parcel at N 4000E Rd, Kankakee. Motion passed three to zero. Janes recommended a letter of no effect to be written for NRI case #2019-008. After a discussion about the property, and the business that has been on the property, Wissmiller made and Kirchner seconded a motion to prepare a full NRI report on case #2019-008. NRI case #2019-008 is a request for a Special Use Permit to continue the asphalt and concrete recycling business on S 5000W Rd, Kankakee. Motion passed three to zero. Janes recommended a letter of do not oppose to be written for NRI case #2019-009. Kirchner made and Wissmiller seconded a motion to approve a letter of do

not oppose for NRI case #2019-009, the rezoning of four acres from ag land into rural estate at E9000N Rd, Grant Park. Motion passed three to zero. Janes stated there were no other NRI applications to be stated for review.

PFC Cost Share – Behrends stated the cost share checks for FY2019 have been distributed to all 17 participants. \$1,370.20 from FY2018 was combined with \$13,987.30 from FY2019 to cover \$15, 357.50 in cost share this year. There is still \$4,000 from FY2019 to utilize within the next two years.

Grants – Behrends stated the Cover Crop Champions grant application is due on Friday, November 22. The grant provides funding for workshops, with the recipient expected to reach at least 150 farmers and 10 Certified Crop Advisors. The main events Kankakee County SWCD would be focusing on for the grant would be a Female Farmer Program, Heritage FS CCA CEU's, and a Benoit Aerial Spraying field day.

Sauder stated there are four main educational outreach grants the district will be applying for. The Communityworks Grant, through the Community Foundation of Kankakee River Valley, is due in March 2020 and will be used for funding at Hawkins Park in Limestone. The K-12 Pollinator Schools Grant is due January 16, 2020, through Illinois Clean Energy Community Foundation, and will be used to create a pollinator habitat for the Bourbonnais Elementary School District. A Greenhouse Matching Grant, through the Greenhouse Megastore, will be used to cover half the cost of a greenhouse for the Bourbonnais Elementary School District with the application period opening in March 2020. The NACD Urban Agriculture Conservation Initiative is due on January 10, 2020 and provides technical assistance funding for Conservation Districts. The funds will allow the district to provide more technical assistance in the community for different projects.

Education & Outreach – Behrends stated she was part of an Ag Career Night on November 12 at the Iroquois County Farm Bureau. She talked about her job, and what the District does, to high school students who attended. Behrends did a Farmer Spotlight at HWFarms this past month. She had a radio interview with Chad Miller from Farm Bureau on WKAN to promote the Winter Workshop and the District. Behrends stated herself, Janes, and Sauder met with Katelynn Ohrt, from KCC, on November 15 to discuss growing native plants in their greenhouse and starting to partner more often on projects. Behrends stated the Soil Health Winter Workshop will be on December 17 at KCC. There will be various presenters at the workshop. Certified Crop Advisors are able to earn 1.5 Soil Water CEU credits for attending the workshop.

Janes stated there will be a Drainage District Meeting with the IADD on March 26, 2020 from 8am until 12pm.

Sauder stated there are a couple events in the works. Janes and Sauder are planning a Community BioBlitz in late spring 2020 at Perry Farm Park and will be partnering with the ONU Zoology Club and ONU Animal Outreach. Janes and Sauder will be meeting with Bourbonnais Township park District to talk about partnering for the event and other educational outreach events. Sauder stated they will be partnering with Master Gardeners and possibly Sunrise Greenhouse to start offering the iPollinate Program citizen science program through the U of I. They will host workshops in the winter and start the program in early summer 2020.

Sales – Sauder stated that she and Janes met with Possibility Place on November 13 to finalize the Native Plant Sale list. They also will be offering Pollinator Pocket packages to go along with the Native Plant Sale. Sauder stated they would like to hang banners underneath the USDA Service Center Sign to advertise the sales the District puts on. Sauder is going to ask Shannon Camfield if they can hang a banner under the USDA sign. Kirchner made and Wissmiller seconded a motion for a budget up to \$150 to purchase banners from 4 Over or Adcraft printers, quality depending.

Peotone Airport – Janes stated there is no new information in regard to the Peotone Airport, but she is checking the website regularly.

Annual Financial Report – Janes stated she contacted Blanchette to do the Annual Financial report, but he is retiring and not accepting any work. She contacted SKDO and they are working on a quote which will be anywhere from \$800 to \$2,000. The Annual Financial report will need to be turned in by December 31st, but the District is able to ask for an extension to February.

NEW BUSINESS:

Appointment of Nominating Committee – Janes stated Kirchner, Wissmiller, and Peters are up for reelection and a nominating committee will need to be decided on. Janes will look into the requirements for becoming a Director, and if Brown is able to be nominated as a Director. Kirchner made and Wissmiller seconded a motion to appoint O'Connor as the Nominating Committee. Motion passed three to zero.

Approval of Employee Training and Events – Janes stated Behrends and Sauder will be attending the Winter Training in Springfield on December 3rd and 4th. Janes is looking into NACD Conservation Bootcamp for Behrends. She stated Behrends applied for the Agriculture Leaders of Tomorrow Program and the interviews will be in December. Janes stated she would like Sauder to take the Grant Writing Course II – Beyond the Basics from KCC starting in December. The cost is \$115 to register for the course but is highly likely to be covered by the IDOA. Frogge made and Kirchner seconded a motion for Sauder to take the online course. Motion passed three to zero.

Janes stated there are three events they would like to offer this upcoming year: a Native Plant workshop in January/February on Pollinator Pocket Gardening, a Prairie Walk at Shannon Bayou in August, and a Winterizing for Wildlife workshop next fall.

Employee Titles – Janes stated she would like to discuss new titles for herself, Behrends, and Sauder. This change would make it easier for other people to know who the correct person is to contact with a question or request. Janes stated the titles are based off what other Conservation Districts use. Discussion was tabled for a later date.

Employee Evaluation Meeting – Janes stated a date needs to be set for the Employee Evaluation Meeting in December. It was decided to have the Employee Evaluation Meeting before the Board Meeting on December 9th at 3:30pm.

Government Shutdown – Janes stated there is a possible government shutdown that will be decided on November 21st.

REPORTS – In addition to printed reports, if necessary

RC Report – Nothing additional

AC Report – Nothing additional

Cons. Asst. Reports – Nothing additional

DC Report – None.

FSA Report – None.

Committee Reports – None.

The next regular District Board meeting will be December 9, 2019 at 5:30 pm.

Kirchner made and Frogge seconded a motion to adjourn. The motion passed three to zero. The meeting adjourned at 9:10 am.