

# **JUNE BOARD MEETING AGENDA**

## **KANKAKEE COUNTY SOIL & WATER CONSERVATION DISTRICT**

Monday, June 12, 2023 at 7:00 PM

Approval of Agenda

Public Comment

Consent Agenda

Secretary's Report

1. Minutes of May 8, 2023 Board Meeting

Treasurer's Report

2. Approve Time and Travel
3. Approve Financial Report
4. Bill Approval

Correspondence:

NARP Meeting Invitation  
Agriculture and Conservation Advisory Council Meeting Invitation  
STAR Employee Panel

FSA Report

NRCS Report

Unfinished Business:

Partners for Conservation (PFC) Cost-Share  
Grants  
Education & Outreach  
Transect Survey  
Employee Evaluations  
FY24 Budget

New Business:

Staff Training Needs

Reports – in addition to printed reports, if necessary

Resource Conservationist – Crystal Sauder  
Administrative Coordinator – Linda Settle  
Grants Coordinator & Special Projects – Emilie Watkins  
Conservation Coordinator – Matt Raymond  
Outreach Intern – Halie Kohl

Adjournment

Date and time of next Board Meeting  
**July 10, 2023 at 7:30 AM**

## KANKAKEE COUNTY SOIL AND WATER CONSERVATION DISTRICT

### **Minutes June 12, 2023**

The Kankakee County Soil and Water Conservation District held its regular monthly board meeting on Monday, June 12, 2023. Chairman Jeff O'Connor called the meeting to order at 7:32 AM. Present were Directors Jeff O'Connor, Larry Kirchner and Ed Brown, Associate Director John Settle, Resource Conservationist Crystal Sauder, Conservation Coordinator Matt Raymond, Outreach Intern Halie Kohl, Grants & Projects Coordinator Emilie Watkins (via phone) and Administrative Coordinator Linda Settle. Absent was Directors Jim Frogge, Alan Wissmiller and District Conservationist Trenton Rader.

**APPROVAL OF AGENDA:** O'Connor made and Kirchner seconded a motion to approve the agenda with the addition of Watkins Annual Leave Payout and NRI Update under New Business. Motion passed three to zero.

**CONSENT AGENDA:** Brown made and O'Connor seconded a motion to approve the consent agenda as presented. Motion passed three to zero.

#### SECRETARY'S REPORT:

Minutes of May 8, 2023 Board Meeting

#### TREASURER'S REPORT:

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

#### **CORRESPONDENCE:**

Sauder presented the correspondence –

NARP meeting will be held June 14<sup>th</sup>, 10am – 12pm at the County Administration Board Room. Sauder and Raymond will be attending.

Jackie Haas will be hosting an Ag and Conservation Advisory Council Meeting June 26<sup>th</sup>, 2pm at the Monee Village Hall.

STAR training session being held at the AISWCD Summer Conference. Raymond is on the employee panel.

## **OLD BUSINESS:**

**PFC Cost Share** – Raymond stated that the US Department of Agriculture has implemented a new program, RCPP AFA to be used for ranking cost share applications in conjunction with the state guidelines for ranking. It will require additional paperwork to be completed to qualify.

Raymond stated he is contacting the 9 applicants on the waiting list to see if they are still interested since the FY23 funds have been received. They will all have to complete the new RCPP AFA requirements to receive payment.

**Grants** – Watkins shared the grant overview with the board again. The Gaylord and Dorothy Donnelly grant final report is due July 31, 2023. She is planning the Conservation Collaborative and working behind the scenes. Sauder and Raymond will lead the in-person meetings

Raymond reported that the Soil on Demand project under the Compeer Grant now has 2 sensors sites have been installed in Ganeer and Pilot Townships with 4 sensor sites have been prepped in Otto, Pembroke, Sumner and Rockville Township. The website is being updated as the sensors come on line.

Raymond stated he is prepping for the event being held in August. It will be held on August 10<sup>th</sup> or 11<sup>th</sup> with Value Partners Seed Services as the host. He is looking at having demonstration of a drone and a robot doing seeding. The cost of a drone is \$500, the budget has \$200 set for a speaker that can be used for the drone. He asked if the District would want to cover the remainder of the cost. Consensus was to get the drone for the demonstration.

**Education & Outreach** – Sauder reviewed the future events being planned. The Cover Crop demonstration is set for August 10<sup>th</sup> or 11<sup>th</sup>. There is an event on Grass Waterways with NRCS and FSA on September 8<sup>th</sup>. The Soil Judging contest will also be in September. A Wildlife Habitat event will be on November 16<sup>th</sup> with USFWS, PF, WI and IRAP. A Prescribed Fire or Specialty Crops demonstration is being discussed possibly for mid-January 2024.

**Transect Survey** – Sauder stated that the transect survey was completed and presented the results with comparison to previous surveys.

**Employee Evaluations** – Employee evaluations were completed prior to the board meeting. O'Connor made and Kirchner seconded a motion to approve the recommended new salaries for the employees. Motion passed three to zero. Sauder will prepare the new contracts for signing.

**FY24 Budget** – Sauder presented the new budget for approval. Kirchner made and O'Connor seconded a motion to approve the new budget with the updated salary and related labor costs approved in the employee evaluations. Motion passed three to zero.

**FY23 IDOA Grant Agreement** – Sauder reported that the operations and cost share funds were deposited in the bank on June 5<sup>th</sup>.

## **NEW BUSINESS:**

**Staff Training Needs** – Sauder stated that she was looking at possibly taking an online course at KCC, Accounting Fundamentals. Some discussion was held and consensus was that this would not be beneficial for her and she should look into something else.

Watkins is currently taking to free courses as time allows. Project Management for Beginners and Business Continuity.

**Annual Leave Payout** – Watkins is requesting payout of 62.5 hours of her accumulated annual leave to bring her accumulated time down to 56 hours. O'Connor made and Kirchner seconded a motion to approve the payout. Motion passed three to zero.

**NRI Update** – Sauder stated that she had spoken to Grant with the AISWCD about the change in NRI requirements for wind and solar projects after the passing of HB4412. He shared that he has asked for clarity from IDOA but thinks we need a legal opinion/consultation to explore our issue. He is working to obtain one. He states that we would be able to exercise our authority to require NRI reports on wind and solar projects but thinks that would instantly trigger a civil lawsuit. Sauder stated she would let the board know when she hears back from Grant.

## **REPORTS – in addition to printed reports, if necessary**

**RC Report** – Sauder reported that she will be off on June 23<sup>rd</sup> and will be on vacation December 20<sup>th</sup> – 30<sup>th</sup>.

**AC Report** – Nothing additional

**Grant Writer** – Nothing additional

**Conservation Coordinator** – Nothing additional

**DC Report** – Nothing new

**FSA Report** – Nothing

## **Committee Reports –**

The next regular District Board meeting will be held on July 10, 2023 at 7:30 AM.

Brown made and Kirchner seconded a motion to adjourn. The motion passed three to zero. The meeting adjourned at 8:45 PM.