

SEPTEMBER BOARD MEETING AGENDA

KANKAKEE COUNTY SOIL & WATER CONSERVATION DISTRICT

Monday, September 8, 2025 at 7:30 AM

Approval of Agenda

Public Comment

Consent Agenda

Secretary's Report

1. Minutes of August 18, 2025 Board Meeting

Treasurer's Report

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

Correspondence: None

FSA Report

NRCS Report

Unfinished Business:

Partners for Conservation (PFC) Cost-Share
Grants
Education & Outreach Events
Sales

New Business:

FY25 AFR
NRI #2025-05
NRI #2025-06
NRI #2025-07
Soil Judging Contest
CD Renewal
AC Job Posting
Hiring

Reports – in addition to printed reports, if necessary

Resource Conservationist – Crystal Sauder
Administrative Coordinator – Linda Settle
Grants & Special Projects – Emilie Watkins

For the Good of the Order

Adjournment

Date and time of next Board Meeting
October 20, 2025 at 7:30 AM

KANKAKEE COUNTY SOIL AND WATER CONSERVATION DISTRICT

Minutes September 8, 2025

The Kankakee County Soil and Water Conservation District held its regular monthly board meeting on Monday September 8, 2025. Chairman Jeff O'Connor called the meeting to order at 7:33 AM. Present were Directors Jeff O'Connor, Jim Frogge, Alan Wissmiller and Ed Brown (left at 8:30AM), Associate Director John Settle, Cody Rollins, Resource Conservationist Crystal Sauder, Grants & Project Coordinator Emilie Watkins, Administrative Coordinator Linda Settle and Soil Conservationist Matt Raymond. Absent was District Conservationist Trenton Rader.

APPROVAL OF AGENDA: Wissmiller made and Frogge seconded a motion to approve the agenda as presented. Motion passed three to zero.

PUBLIC COMMENT: None

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

SECRETARY'S REPORT:

Minutes of August 18, 2025 Board Meeting

TREASURER'S REPORT:

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

Chairman O'Connor made a motion to move to a short Executive session at 7:35 AM. Motion seconded by Wissmiller. Motion passed 3 to zero. Director Brown joined the Executive session at 7:38 AM.

Executive session ended at 7:45 AM with a motion by O'Connor and seconded by Frogge. Motion passed 4 to zero.

CORRESPONDENCE: None

OLD BUSINESS:

PFC Cost Share – Sauder reported that the 3rd round of applications are due September 30th.

Grants – Compeer Grant – Sauder reported Watkins had assembled 10 Soil Health Buckets. They will be buying more supplies to finish the remaining buckets. There will be 25 buckets in total.

Watkins stated she will be putting together a contract for a contract worker to assist with the Soil on Demand project this fall. The contract worker will communicate with farmers to determine project locations and place the sensors in the fields.

Watkins reported that the Website Developer is working through the end of the year on an interactive map (current project), Mobile Soil on Demand Webpage, update the existing table, simplify code, training with herself and Sauder and other mobile webpages (if time allows)

Section 604B Rock Creek Watershed Plan – Watkins reported that no signed agreement or proposal is needed for the application phase of the project. The grant application will be completed by September 19th. A special meeting must be scheduled to review and approve the final grant application and budget. It was decided the best date for the meeting will be September 26th.

Education & Outreach – Nothing.

Sales – Sauder stated that the fish sale pick up is Friday, September 26th at 11:30 AM.

NEW BUSINESS:

FY25 AFR – Following a review of the FY25 AFR, O'Connor made and Frogge seconded a motion to approve the FY25 AFR. Motion passed four to zero.

NRI – Sauder stated that there are three NRI's to approve –

NRI 2025-05 – The first NRI is for rezoning from A1 to A2 allowing them to build a house on a portion of the land. Her recommendation is a letter of now objection.

NRI 2025-06 – The second NRI is for rezoning from A1 to SUP for building a solar farm. Her recommendation is a letter of no objection due to the low LESA score.

NRI 2025-07 – The third NRI is for rezoning from A1 to A2. This is a zoning change only. Recommendation is a letter of no objection.

Frogge made and Wissmiller seconded a motion to approve letters of no objection for all three NRI's. Motion passed 4 to zero.

Soil Judging Contest – Sauder stated that the Soil Judging Contest is October 1st. She stated that the site needs to be in southern Kankakee County and asked if there were any suggestions.

CD Renewal – Sauder reported that one of the District CD's matures on September 23, 2025. It is currently a 5 month CD. She has checked with the bank on current rates. If it is kept at 5 months it will renew in February at the same rate and we already have a CD expiring in February. There is also a 9 month option at the current rate and a 12 month option at a lesser rate. Wissmiller made and Brown seconded a motion to renew the CD for 9 months at the current rate.

AC Job Posting & Hiring – Discussion was held on posting for an AC position to have someone full time to assist RC Sauder. AC Settle would still do what she currently does with a change in job title. Decision was made to post now with applications due October 31st. Interviews would be done in November & December with starting date of January 1st.

REPORTS – in addition to printed reports, if necessary

RC Report – Nothing additional

AC Report – Nothing additional

Grant Writer – Watkins stated she will be on a camping trip September 11th to September 24th. She will be using some vacation time and will be working if able.

NRCS Report – Soil Con Raymond reported that NRCS is helping to wrap up CRP. They are also finalizing other programs for the end of fiscal year.

FSA Report – Nothing.

Committee Reports –

Good of the Order – Wissmiller asked Raymond if he had heard of Steward Link consultants.

The next regular District Board meeting will be held on October 20, 2025 at 7:30 AM.

O'Connor made and Wissmiller seconded a motion to adjourn. The motion passed three to zero. The meeting adjourned at 8:48 AM.

SEPTEMBER COMMITTEE MEETING AGENDA

KANKAKEE COUNTY SOIL & WATER CONSERVATION DISTRICT

Friday, September 26, 2025 at 7:30 AM

Approval of Agenda

Correspondence: None

Unfinished Business:

Section 604b

New Business:

CRP Sub-Agreement

Reports – in addition to printed reports, if necessary

Resource Conservationist – Crystal Sauder

Administrative Coordinator – Linda Settle

Grants & Special Projects – Emilie Watkins

For the Good of the Order

Adjournment

Date and time of next Board Meeting

October 20, 2025 at 7:30 AM

KANKAKEE COUNTY SOIL AND WATER CONSERVATION DISTRICT

Minutes September 26, 2025

The Kankakee County Soil and Water Conservation District held a special meeting on Friday, September 26, 2025. Vice-Chairman Jim Frogge called the meeting to order at 7:30 AM. Present were Directors Jim Frogge, Larry Kirchner, Alan Wissmiller, and Ed Brown, and Resource Conservationist Crystal Sauder, and Grants & Special Projects Coordinator Emilie Watkins (via Zoom). Absent were Director Jeff O'Connor, Assistant Directors John Settle and Cody Rollins, and Administrative Coordinator Linda Settle.

APPROVAL OF AGENDA: Frogge made and Kirchner seconded a motion to approve the agenda with the addition of PFC Cost-Share to New Business. Motion passed four to zero.

CORRESPONDENCE: None

PUBLIC COMMENT: None

UNFINISHED BUSINESS:

Section 604b – Watkins shared the timeline of the Section 604b Grant project. The application is due October 8th and Living Water Consultants are submitting the application upon approval. Discussion was had over past letters of support needing updated, watershed surveys being completed by Olivet Nazarene University, and the timeline of the grant period. The budget the Kankakee SWCD is requesting was adjusted to fit the website fee for creating and hosting a separate website for the watershed plan. Watkins also shared the goals and the roles the Kankakee SWCD has in this Section 604b grant. Brown made and Kirchner seconded a motion to apply for the Section 604b Grant with the current working, seeking to change the project timeline to one year instead of two years, and to add separate website to host the watershed plan. The District will still move forward with the application of the Section 604b Grant in the event the changes are unattainable. Motion passed four to zero.

NEW BUSINESS:

CRP Sub-Agreement – Sauder shared that the updated CRP Sub-Agreement was released and needs approved. She reviewed the sub-agreement and did not notice any changes from the previous year. Sauder recommended to move forward with the CRP sub-agreement. Brown made and Wissmiller seconded a motion to approve the CRP Sub-Agreement. Motion passed four to zero.

PFC Cost-Share – Sauder shared she received a strip-till cost-share application via email. She shared there are still FY25 and FY26 funds to spend for PFC and can cover the estimated cost of this project. Kirchner made and Alan seconded a motion to approve the PFC cost-share application received for J. Sikes. Motion passed four to zero.

REPORTS – in addition to printed reports, if necessary

RC Report – Shared the soil judging contest will be on October 1st at one of Jeff O'Connor's fields. Should have around 70 students total.

AC Report – Nothing additional

Grant Writer – Nothing additional

Committee Reports – Nothing additional

Good of the Order – Frogge shared an update on the Waterways Committee. Scott O'Brian put a proposal together to secure reliable funding for waterway work with the equipment the city owns. There is a meeting on the following Thursday to discuss the proposal for reliable funding and the need for those funds.

ADJOURNMENT: The next regular District Board meeting will be held on Monday, October 20, 2025, at 7:30 AM. Kirchner made and Frogge seconded a motion to adjourn. The motion passed four to zero. The meeting adjourned at 8:21 AM.