

MAY BOARD MEETING AGENDA

KANKAKEE COUNTY SOIL & WATER CONSERVATION DISTRICT

Monday, May 8, 2023 at 7:30 AM

Approval of Agenda

Public Comment

Consent Agenda

Secretary's Report

1. Minutes of March 13, 2023 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
Education & Outreach
Grants
Sales

New Business:

NRI #2023-02
Transect Survey
FY24 Annual Plan of Work
Long Range Plan
FY23 IDOA Grant Agreement
FY24 Budget
AISWCD Summer Training
Employee Name tags
Employee Evaluations

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
June 12, 2023 at 7:00 PM

KANKAKEE COUNTY SOIL AND WATER CONSERVATION DISTRICT

Minutes May 8, 2023

The Kankakee County Soil and Water Conservation District held its regular monthly board meeting on Monday, May 8, 2023. Chairman Jeff O'Connor called the meeting to order at 7:40 AM. Present were Directors Jeff O'Connor, Jim Frogge, Alan Wissmiller and Larry Kirchner, 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. Conservationist Trenton Rader briefly attended to give his report. Absent was Director Ed Brown.

APPROVAL OF AGENDA: Kirchner made and O'Connor seconded a motion to approve the agenda as presented. Motion passed four to zero.

CONSENT AGENDA: O'Connor made and Frogge seconded a motion to approve the consent agenda with two additions to the bills for approval. Motion passed four to zero.

SECRETARY'S REPORT:

Minutes of March 13, 2023 Board Meeting

TREASURER'S REPORT:

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

CORRESPONDENCE: Nothing

OLD BUSINESS:

PFC Cost Share – Raymond stated that the ranking for the Spring 23 enrollment has been completed. There are 6 applicants that were approved using the remaining FY22 funds and selection letters have been sent (See Exhibit A). 9 other applicants are on a list waiting for the FY23 funds to be distributed.

The FY23 grant agreement has been received. The District's allocation has been increased from \$24,383 to \$29,973.

Grants – Watkins stated that she will be scheduling a phone call with Rebecca Judd, grant officer for the Donnelly grant to discuss any future options that might be available. The final report is due July 31, 2023.

Watkins also stated she is communicating with Jennifer Thum, the lead for the IN-IL RCPP, concerning quarterly reports, SWCD outreach funds and the steering committee. She will report back to staff and directors.

Raymond reported that the Conservation Bus Tour has been completed. There have been 2 sensor sites installed, one in Ganeer Township and one in Pilot Township. 4 sensor sites have been prepped. They are in Otto Township, Pembroke Township, Sumner Township and Rockville Township.

Watkins stated that she is reviewing strategic plans and RFP for possible future grants with the IL Soybean Association, Fishers & Farmers and NACD Urban AG. The emphasis will be on staff/operations funding & bolstering project “research” outcomes.

Education & Outreach – Sauder gave a recap on the education and outreach programs that have happened since last meeting. Kids Day at the Farm had approximately 900 students attend, the Drainage District meeting had 65 attendees, there were 12 students at the soils presentation she gave at KCC, the Ag Conservation/Bus tour had 31 attendees and the Conservation presentation she made at Herscher High School was to 22 students.

Sauder stated that she has been discussing and planning topics for future events with the other staff. Ideas and dates are Cover Crops in August, Grass Waterways in September, Soil judging contest the end of September, Wildlife Habitat in November and Prescribed Fire or Specialty Crops in mid-January 2024.

Sales – Sauder stated that the sales went well. Tree Sale profit was \$1,259.09 and Fish Sale profit was \$2,203.75.

NEW BUSINESS:

NRI-2023-02 – Sauder presented NRI 2023-01 with a recommendation to send a letter of no objection. The request is to rezone from R-2 to C-2 allowing for the property to be used to build a museum and event rental space. O’Connor made and Kirchner seconded a motion to accept the staff recommendation of sending a letter of no objection. Motion passed four to zero.

Transect Survey – Kohl stated that IDOA has no plans to conduct a transect survey but there is going to be one done by the District staff. The plan is to do it in late May or early June.

FY24 Annual Plan of Work – Sauder stated that the FY24 Annual Plan of Work was sent to everyone with the updates that had been discussed at the March Committee meeting. Kirchner made and Frogge seconded a motion to approve the FY24 Annual Plan of Work with the updates as presented. Motion passed four to zero.

Long Range Plan – Sauder stated that the last long range plan was from 2015 -2020. She and Watkins are beginning to create an updated Long Range Plan.

FY23 IDOA Grant Agreement – Sauder stated that the FY23 IDOA Grant Agreement has been received and needs signed by the Chairman. Operations allocation is the same as FY22 but the cost share has increased.

FY24 Budget – Sauder stated that the FY24 budget is being worked on and will need to be reviewed. She asked if the Board wanted to schedule a budget committee meeting. Consensus is that the Employee Evaluations need to be done first so the budget meeting will be held June 12th at 5:30PM prior to the June Board meeting.

Employee Evaluations – Sauder stated that employee evaluations need to be completed. May 23rd at 7:00am was set as the date and time for the employee evaluations.

AISWCD Summer Training – Sauder stated that Summer Training is July 16 – 18 in Springfield. She and Raymond will be attending and she inquired if any Directors wanted to attend. O'Connor stated that he may go.

Employee Name Tags – Sauder stated that PuterPros will be making magnetic name tags for staff and will include "Kankakee SWCD" under the names. Asked if any of the Directors would like one.

REPORTS – in addition to printed reports, if necessary

RC Report – Nothing additional

AC Report – Nothing additional

Grant Writer – Nothing additional

Conservation Coordinator – Nothing additional

DC Report – Rader briefly appeared to report that there are several programs that have final reporting dates. He is extremely busy trying to meet all the deadlines.

FSA Report – Sauder reported that Shannon is out of the office. The office lease is up this year and the State Office is working on the renewal.

Committee Reports –

The next regular District Board meeting will be held on June 12, 2023 at 7:00 PM.

Kirchner made and Frogge seconded a motion to adjourn. The motion passed four to zero. The meeting adjourned at 9:22 AM.