

**Kankakee County Soil and Water Conservation District  
Tuesday, November 13, 2018 7:30 AM**

Approval of Agenda

Public Comment

Secretary's Report  
Minutes of September 10, 2018 Board Meeting

Treasurer's Report  
Approve Time and Travel  
Approve Financial Report  
Bill Approval

Correspondence

FSA Report – Ed Brown, CED  
NRCS Report – Trenton Rader

Old Business:  
NRI Approval  
SWCD Conservation Survey  
Partners for Conservation Cost-Share  
Educational Grant  
Warner Diefenbach Memorial  
Scarecrow Festival  
Fish/Tree Sale Recap

New Business  
Winter Training: 12/4-12/5  
Compensatory time policy change  
NRI approval policy change  
Budget update  
LUC3 funding dispersal plan  
Communityworks Grant  
Spring Intern  
Projector  
Nominating Committee – 2 Directors up for re election  
Jeff & Tim

Reports – in addition to printed reports, if necessary  
RC - Emilie Janes  
AC - Linda Settle

Adjournment  
Date and time of next Board Meeting  
**Monday, December 10, 2018 at 7:30 AM**

## KANKAKEE COUNTY SOIL AND WATER CONSERVATION DISTRICT

### Minutes November 13, 2018

The Kankakee County Soil and Water Conservation District held its regular monthly meeting Monday November 13, 2018. Chairman Jeff O'Connor called the meeting to order at 7:35 am. Present were Directors Jeff O'Connor, Larry Kirchner, Alan Wissmiller, Dave Peters, and Resource Conservationist Emilie Janes, Associate Director Jim Frogge, NRCS District Conservationist Trenton Rader, and FSA County Executive Director Ed Brown.

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

**SECRETARY'S REPORT:** Minutes of September 10, 2018 Board Meeting: O'Connor made and Wissmiller seconded a motion to approve the minutes. Motion passed four to zero.

**TREASURER'S REPORT:** Approval of Time and Travel: O'Connor made and Wissmiller seconded a motion to approve time and travel reports. Motion passed four to zero.

Approval of Financial Report: O'Connor made and Kirchner seconded a motion to approve the financial report. Motion passed four to zero.

Approval of Bills: Wissmiller made and Peters seconded a motion to approve the paying of bills for October and November as presented. Motion passed four to zero.

**CORRESPONDENCE:** None.

### **OLD BUSINESS:**

**NRI** – Since the beginning of the calendar year, Janes has received 49 NRI applications, completed 47 NRI reports for solar, and written two letters of “no effect”. She will be attending at least three more ZBA meetings by the end of the year. Janes stated that in October, an NRI committee meeting was held to approve five NRI reports (2018-040, 2018-041, 2018-042, 2018-043, and 2018-044) with no objection.

Five additional reports are up for approval:

**NRI 2018-045** is for Sunrise Energy Development, LLC's 35-acre solar garden located in Aroma Township. The LESA score for this project is 224.6 out of 300, a moderate rating for protection. O'Connor made and Peters seconded a motion to approve NRI 2018-045 with no opposition. Motion passed four to zero.

**NRI 2018-046** is for USS St. Anne Solar, LLC's 25-acre solar garden located in Aroma Township. The LESA score for this project is 178.7 out of 300, a low rating for protection. O'Connor made and Wissmiller seconded a motion to approve NRI 2018-046 with no opposition. Motion passed four to zero.

**NRI 2018-047** is for USS Lehigh Solar, LLC's 39-acre solar garden located in Pilot Township. The LESA score for this project is 223.8 out of 300, a moderate rating for protection. Wissmiller made and O'Connor seconded a motion to approve NRI 2018-047 with no opposition. Motion passed four to zero.

**NRI 2018-048** is for USS Goodrich Solar, LLC's 32.5-acre solar garden located in Pilot Township. The LESA score for this project is 220.9 out of 300, a moderate rating for protection.

O'Connor made and Kirchner seconded a motion to approve NRI 2018-048 with no opposition. Motion passed four to zero.

**NRI 2018-049** is for USS Campbell Solar, LLC's 37-acre solar garden located in Yellowhead Township. The LESA score for this project is 187 out of 300, a low rating for protection. Peters made and O'Connor seconded a motion to approve NRI 2018-049 with no opposition. Motion passed four to zero.

**SWCD Conservation Survey** – None.

**Cost-Share** – Janes stated that she still has four producers signed up for cover crop cost-share, for a total of 148 acres. 1 well has been sealed. Janes will continue to work on cost-share paperwork and implementation. All four producers stated that their cover crops are growing well and are interested in participating in the cover crop sampling program.

Peters made and Kirchner seconded a motion to approve final cost-share payments for projects 091-00500, 091-00501, 091-00503, and 091-00504. Motion passed four to zero. Janes will send in all documentation and forms to the IDOA for approval to release payments to participants. Checks have been signed and will be awarded upon approval from the IDOA. Janes stated the District will have \$18,000 in cost-share to spend for FY2019.

**Educational Outreach & Grants** – Janes stated that she and Frogge had met to discuss ideas for the Communityworks Grant and the Kankakee County SWCD Educational Grant, formulating ideas for both. The Community Foundation of the Kankakee River Valley's Communityworks Grant application will be released in January, with a mandatory workshop in February and a due date in March/April. For this grant, Janes and Frogge are working to form partnerships to establish a small prairie to be used as an outdoor classroom. So far, Frogge has contacted the Limestone Park District and Herscher High School, while Janes has connected with the Native Plant Society, Pheasants Forever, and the USFWS. The Board is supportive of moving forward with the outdoor classroom/prairie project, and more discussion will take place at the next meeting.

**Scarecrow Festival** – Janes stated that the scarecrow festival was a success. For around \$130 in supplies, plus \$20 registration fee, the District was able to promote the SWCD to the community. The theme of the scarecrow was "Bee a Friend to Pollinators". Next year, Janes will focus more on promotional ideas for the event. Janes stated that the festival is a great way to get our name out to the public and promote conservation.

## **NEW BUSINESS:**

**Winter Training** – Janes stated that winter training this year will be December 4-5 in Springfield. Peters made and Kirchner seconded a motion to approve Janes attending winter training, and to cover the cost of registration and a hotel. Motion passed four to zero.

**Comp Time Policy** – Janes stated that the compensatory time policy has been reworked. It now states:

*"Hours worked beyond 40 hours per week will be compensated on a compensatory time basis at a rate of one and one-half hours (1.5) of comp time for every one (1) hour of overtime worked. All overtime must be approved by the employee's supervisor and/or board. The employee is responsible for keeping a list of activities completed during the comp time accrued. This list will be turned in to the board at the board meeting following its completion and kept*

*on file for reference. If there is not work to be done, employees are encouraged to use any earned comp time within the next two pay periods. At any given time, the employee may not accrue more than 40 hours of total comp time. At monthly board meetings, the employee may request the Board to pay any/all compensatory time down to zero at the Board's discretion. The Board also has the option, when comp time is above 30 hours, to pay down comp time to the 30 hour level."*

O'Connor made and Peters seconded a motion to approve changes to the comp time policy. Motion passed four to zero.

**NRI Policy** – Janes stated that the policy for approving NRI reports was reworked. It now states: *"Staff will schedule a meeting of the committee to review the NRI. If it is impossible to meet in the office due to other obligations, staff will schedule the meeting at a location more appropriate for the committee. If it is impossible for the committee to meet, staff will meet with the individual committee members to review the NRI. Staff will share the opinions of the committee members with the chairman to enable the District to determine its opinion."*

O'Connor made and Peters seconded a motion to approve the changes to the NRI policy. Motion passed four to zero.

**LUC3 Funding Dispersal Plan** – Janes stated that changes were made to the FY18 LUC3 Funding Dispersal Plan for FY19. The council mission and goals were altered, excluding points about educational outreach as directed. Additional criteria were included to determine the dispersal of funds between Districts, including watershed cost-share practices and projects, cover crop practice implementation, and urban soil erosion sediment control technical assistance. For FY2019, our District is to receive \$11,950.47. Peters made and Kirchner seconded a motion to approve the FY2019 LUC3 Funding Dispersal Plan as presented. Motion passed four to zero.

**Spring Intern** – Janes stated that she is seeking board approval to hire a paid spring intern in 2019. Janes stated that she will reach out to KCC and JJC directly and advertise the position in the Farm Bureau paper and elsewhere. Wissmiller made and O'Connor seconded a motion to approve seeking a paid spring intern. Motion passed four to zero. Janes will release a job posting and solicit resumes for Board input and approval at a future meeting.

**Nominating Committee** – Postponed until December meeting.

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

**RC REPORT** – Nothing additional.

**AC REPORT** – Nothing additional.

**DC REPORT** – Rader stated that without a Farm Bill, programs such as EQIP are on hold. CSP may be eliminated and consolidated with EQIP.

**FSA REPORT** – CRP is still on hold, with no revisions allowed. Brown stated that Market Facilitation Program (MFP) is ongoing, and producers have been reporting their yields to FSA. Paperwork for the program is to be signed by January 15<sup>th</sup> of 2019. Brown stated that farmers need to certify wheat by December 15<sup>th</sup> of this year.

**COMMITTEE REPORTS** – None.

O'Connor stated that the next meeting will be held on December 10, 2018, time to be determined. O'Connor made and Peters seconded a motion to adjourn. Motion passed four to zero. The meeting adjourned at 9:45 am.