

OCTOBER BOARD MEETING AGENDA

KANKAKEE COUNTY SOIL & WATER CONSERVATION DISTRICT

Monday, October 17, 2022 at 7:30 AM

Approval of Agenda

Public Comment

Consent Agenda

Secretary's Report

1. Minutes of September 12, 2022 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
District Sales
NRI Report
2023 Intern Job Posting

New Business:

CREP
Website Design Contract Work
Will-South Cook SWCD Website Build
Annual Financial Report
Winter Training

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

Adjournment

Date and time of next Board Meeting
November 14, 2022 at 7:30 AM

KANKAKEE COUNTY SOIL AND WATER CONSERVATION DISTRICT

Minutes October 17, 2022

The Kankakee County Soil and Water Conservation District held its regular monthly board meeting on Monday, October 17, 2022. Vice Chairman Jim Frogge called the meeting to order at 7:34 AM. Present were Directors Jim Frogge, Larry Kirchner, and Alan Wissmiller, Resource Conservationist Crystal Sauder, Grants & Special Projects Coordinator Emilie Watkins (via phone), Conservation Coordinator Matt Raymond, and District Conservationist Trenton Rader. Absent were Directors Jeffrey O'Connor and Ed Brown, Associate Director John Settle, and Administrative Coordinator Linda Settle.

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

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

SECRETARY'S REPORT:

Minutes of September 12, 2022 Board Meeting

TRERASURER'S REPORT:

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

CORRESPONDENCE: none

OLD BUSINESS:

PFC Cost Share – Raymond shared he is waiting to hear back from the IDOA about fund reallocations. The unfunded applicants are on a waitlist.

Grants – Watkins shared the grant overview is updated with current grants and nothing new has been added.

Raymond shared he will be going out to the four farmer champion's fields and gathering their soil sensors for the winter and will pause the website. He is currently working with the farmers on figuring out next year's site locations.

Raymond is planning the Conservation Tour for later in November. He has four different farmers/landowners interested in being locations for the tour to stop at. Raymond will promote the Conservation Tour at the next NARP stakeholder meeting on October 27th.

Watkins shared we were rewarded the Compeer Financial “MORE for Ag” grant. The grant has a two-year timeline, starting January 1, 2023 through December 31, 2024. Dustin Wright from Compeer will be attending the November 14th Board meeting at 8AM for a photo. Compeer is releasing a press release about the grant being awarded.

Watkins shared the District received the final Gaylor and Dorothy Donnelly Foundation grant payment. There was not enough interest in an in-person Conservation Collab meeting in October, so she is going to start planning a Zoom meeting by the end of the year. The Pembroke Soil Health event was a success.

Watkins shared there is an IN-IL Kankakee River Basin RCPP Zoom meeting on October 26th if ay Director would like to attend. She and Sauder are planning on attending.

Watkins contacted the ILEPA if there is a watershed plan for the Kankakee River Watershed on the IL side. The ILEPA noted there are no watershed plans. Watkins connected with the IL Sec319 program manager and inquired about watershed plan examples and planning resources. When she receives those documents, she will send them to the board.

Education & Outreach – Sauder shared the Livingston County Ag Expo was a hit at the end of September. Raymond and she saw around 100 4th grade students during the course of the day. Sauder has a STEM conference at the Moraine Valley Community College on November 12th.

Raymond co-hosted the FFA Soil-Judging Competition in Iroquois County at the end of September. There were four different schools that attended. Raymond attended the Soil Health Field Training in Sheffield at the beginning of October with other NRCS and SWCD staff members across the state.

District Sales – Sauder shared the tree sale pick up will be on October 20th.

NRI Report – Sauder shared there is one NRI report to be reviewed. NRI #2022-15 NPF Racing Stables, LLC is requesting to rezone from Special Use Permit to C2 and maintain the use of property as rural equestrian business. The recommendation is a letter of no objection. Kirchner made and Wissmiller seconded a motion to provide a letter of no objection. Motion passed three to zero.

2023 Intern Job Posting – Watkins sent out the 2023 Internship Job Posting for the board to review. She shared the tentative hiring plan for the intern. The Board reviewed the job posting and offered a couple changes to the job posting. Watkins will update the job posting with the Boards recommendations and will begin promoting the position.

NEW BUSINESS:

CREP – Raymond said he has three fields to monitor by the end of the year. He has already completed one field, another field is scheduled for the end of October, and he is contacting the other landowners to schedule the third field.

Will-South Cook SWCD Website Build – Sauder shared the Will-South Cook SWCD is redoing their website and asked our District for help and training. It will likely consist of Sauder spending a day training their staff with website design and then having the Will-South Cook SWCD staff maintaining the website. Sauder asked if the District would charge the Will-South Cook SWCD for the work she is completing for them. A rate of \$50 per hour, that factors in travel and an hourly pay rate, will be utilized. Kirchner made and Frogge seconded a motion to charge \$50 per hour to provide services to Will-South Cook SWCD on their website build. Motion passed three to zero.

Annual Financial Report – Sauder said she is still waiting on the completed Annual Financial Report from SKDO. When she receives a completed Annual Financial Report from SKDO, approval from the Board is needed on the completed Annual Financial Report, before she can get it notarized. The Board wants Sauder to reach out to the IDOA about an extension to get the report approved at the November Board Meeting.

Winter Training – Sauder shared winter training is taking place on December 6th and 7th in Springfield this year. It is \$25 per employee to attend. It was decided for both staff members to attend the winter training in Springfield.

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 shared he is working on CSP payments right now. There is a second RCPP sign-up in November, but no official review at the moment. Raymond is able to start assisting with CRP work.

FSA Report – Nothing additional

Committee Reports – Nothing additional.

The next regular District Board meeting will be held on Monday, November 14, 2022 at 7:30 AM. Wissmiller made and Kirchner seconded a motion to adjourn. The motion passed three to zero. The meeting adjourned at 8:30 AM.

KANKAKEE COUNTY SOIL AND WATER CONSERVATION DISTRICT

Minutes October 26, 2022

The Kankakee County Soil and Water Conservation District held a special meeting, through Zoom, on Wednesday, October 26, 2022. Chairman Jeff O'Connor called the meeting to order at 7:03 AM. Present on Zoom were Directors Jeff O'Connor, Alan Wissmiller, Larry Kirchner, Jim Frogge, and Ed Brown, Resource Conservationist Crystal Sauder, and Grants & Special Projects Coordinator Emilie Watkins. Absent were Associate Director John Settle, Administrative Coordinator Linda Settle, Conservation Coordinator Matt Raymond, and District Conservationist Trenton Rader.

APPROVA OF AGENDA: O'Connor made and Frogge seconded a motion to approve the agenda with the addition of "Agriculture Conservation Tour Budget" to be added to New Business. Motion passed five to zero.

CORRESPONDENCE: None

UNFINISHED BUSINESS:

ANNUAL FINANCIAL REPORT – Sauder stated the Annual Financial Report was completed by SKDO and sent to the Directors to review before the meeting. She read through the AFR, and completed another document for the IDOA with it, and the documents balanced out. She stated she is looking for board approval on the AFR in order to get the documents notarized and submitted to the IDOA. Kirchner made and O'Connor seconded the motion to approve the Annual Financial Report. Motion passed five to zero.

NEW BUSINESS:

AGRICULTURE CONSERVATION TOUR – Watkins shared she received a quote for a 24 mini passenger bus for the Agriculture Conservation Tour to be held next month. It has a day rate of \$1,000, 10-20% gratuity, coming in at around \$1,500. After some discussion, the Board decided it would be best to postpone the conservation Tour until next spring. This will allow the staff more time to promote the event, allow the cover crops more time to grow, and the District can use grant funds for the cost of the event.

The next regular District Board meeting will be held on Monday, November 14, 2022 at 7:30 AM. Frogge made and Brown seconded a motion to adjourn. The motion passed five to zero. The meeting adjourned at 7:15 AM.