

AUGUST BOARD MEETING AGENDA

KANKAKEE COUNTY SOIL & WATER CONSERVATION DISTRICT

Monday, August 14, 2023 at 7:30 AM

Approval of Agenda

Public Comment

Consent Agenda

Secretary's Report

1. Minutes of July 10, 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
Grants
Education & Outreach
AISWCD Dues

New Business:

Sales
FY24 Internal Control Questionnaire
NRI #2023-03
Additional Google Storage
Social Media Policy

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
September 11, 2023 at 7:00 PM

KANKAKEE COUNTY SOIL AND WATER CONSERVATION DISTRICT

Minutes August 14, 2023

The Kankakee County Soil and Water Conservation District held its regular monthly board meeting on Monday, August 14, 2023. Chairman Jeff O'Connor called the meeting to order at 7:36 AM. Present were Directors Jeff O'Connor, Jim Frogge, Larry Kirchner, Ed Brown, Associate Director John Settle, Resource Conservationist Crystal Sauder, Conservation Coordinator Matt Raymond, Grants & Project Coordinator Emilie Watkins(via phone for a few minutes), District Conservationist Trenton Rader and Administrative Coordinator Linda Settle. Absent was Director Alan Wissmiller. Guest in attendance was Valerie Thompson.

APPROVAL OF AGENDA: O'Connor made and Brown 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 as presented. Motion passed four to zero.

SECRETARY'S REPORT:

Minutes of July 10, 2023 Board Meeting

TREASURER'S REPORT:

Approval of Time and Travel

Approval of Financial Report

Approval of Bills

CORRESPONDENCE: None

OLD BUSINESS:

PFC Cost Share – Raymond stated that all applicants on the wait list have agreed to continue with the program now that the FY23 funds have been received. All agreements are signed. There will be another sign up to use any remaining funds.

Grants – Raymond stated that the August event with the drone and robot seeding demonstration a success. Raymond also stated he is prepping for the September event under the Soil on Demand project. The program will be on Carbon, Covers & Conservation. There will be presenters from STAR and SWOF.

Raymond reported that World Sports is out and Soil Scout is in for supplying the equipment for the Soil on Demand project. He is still troubleshooting equipment issues.

Watkins stated she has submitted the final grant report for the Gaylord & Dorothy Donnelly grant. She has submitted an application for the 2023 GDDF Chicago Region Land Conservation grant.

The final report is due July 31st and the grant application is due August 4th. Watkins will complete both and send them to the Board for review prior to submitting.

Watkins reported that the Fund RCPP is hiring a liason to work with Pembroke farmers through USDA planning, contracting, implementation and payment. Discussion was held on the District soliciting a contract to be the liason for \$100 per hour for 10-15 hours per week. O'Connor made and Kirchner seconded a motion to approve the contract with Emy Brawley subject to review of the contract when received. Motion passed four to zero.

Education & Outreach – Raymond reviewed the future events being discussed/planned.

September 7th will be a program on Carbon, Cover & Conservation at the Extension office. The Soil Judging Contest will be September 20th. A program on Habitat/Farming is being planned with the new Pheasants Forever Farm Bill Biologist.

AISWCD Annual Dues – O'Connor reported that he had attended the Summer Conference and talked to several people about the effectiveness of the AISWCD. The current Executive Director is resigning at the end of the year. His stated the consensus is that they are doing a good job.

O'Connor made and Frogge seconded a motion to approve paying the AISWCD Annual dues.

Motion passed four to zero.

NEW BUSINESS:

Sales – Sauder stated that the Fish and Tree sale has started. Fish sale orders are due September 11th with pick up on October 6th. Tree sale orders are due September 22nd with pick up on October 12th.

FY24 Internal Control Questionnaire – Approval of the FY24 ICQ is needed. Per Watkins it is identical to the FY23 ICQ, it was reviewed by Kirchner and AC Settle and approved by board. Kirchner made and O'Connor seconded a motion to approve the FY24 ICQ. Motion passed four to zero.

NRI #2023-03 – Sauder presented an NRI for a rezoning that was needed for a parcel that had not been properly rezoned when the parcel was originally split. The owner is building a garage on the side of the house. Recommendation is to send a letter of no objection. O'Connor made and Kirchner seconded a motion to approve the recommendation of sending a letter of no objection. Motion passed four to zero.

Additional Google Storage – Sauder stated that 90% of the storage on Google has been used. Currently the District has 15GB. 100GB for \$1.99 per month is available. Kirchner made and Frogge seconded a motion to get the 100GB for \$1.99 per month. Motion passed four to zero.

Social Media Policy – Sauder stated that she had been looking into whether the District should have a social media policy. The District has a presence on Facebook, Instagram, X & Kankakee Co. Wildlife group. Discussion was held and the consensus is to create a policy for the District.

REPORTS – in addition to printed reports, if necessary

RC Report – Sauder reported that she will be in Texas August 23rd – August 28th.

AC Report – Nothing additional.

Grant Writer – Nothing additional

Conservation Coordinator – Nothing additional

DC Report – Rader stated that he is wrapping up a lot of programs.

FSA Report – Nothing

Committee Reports –

The next regular District Board meeting will be held on September 11, 2023 at 7:30 AM.

Frogge made and Kirchner seconded a motion to adjourn. The motion passed four to zero. The meeting adjourned at 9:08 AM.