

# MARCH BOARD MEETING AGENDA

## KANKAKEE COUNTY SOIL & WATER CONSERVATION DISTRICT

Monday, March 9, 2026 at 7:30 AM

Reorganization of the Board –  
Directors Election of Officers  
Appointment of Associate Directors  
Restructure of Committees

Approval of Agenda

Public Comment

Consent Agenda

Secretary's Report

1. Minutes of February 9, 2026 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:

Agriculture Programs  
Grants  
Events  
Sales  
SESC Reviews  
CRP

New Business:

Conservation Planner Level 2 Training

Reports – in addition to printed reports, if necessary

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

For the Good of the Order

Adjournment

Date and time of next Board Meeting  
**April 13, 2026 at 7:30 AM**

## KANKAKEE COUNTY SOIL AND WATER CONSERVATION DISTRICT

### **Minutes March 10, 2025**

The Kankakee County Soil and Water Conservation District held its regular monthly board meeting on Monday March 9, 2026. Vice Chairman Jim Frogge called the meeting to order at 7:39 AM. Present were Directors Larry Kirchner, Jim Frogge and Ed Brown, Associate Directors John Settle and Cody Rollins, Resource Conservationist Crystal Sauder, Grants & Project Coordinator Emilie Watkins (by phone), Administrative Coordinator Monica Hernandez and Administrative Coordinator Linda Settle. Guest in attendance was Adam Wagner. Absent were Directors Jeff O'Connor, Alan Wissmiller, District Conservationist Trenton Rader and Soil Conservationist Matt Raymond.

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

### **REORGANIZATION OF BOARD:**

**Election of Officers:** Kirchner made and Frogge seconded a motion to approve the slate of officers to remain the same, which are as follows - O'Connor Chairman, Frogge Vice Chairman, Kirchner Treasurer and Wissmiller Secretary. Motion passed three to zero.

**Appointment of Associate Directors:** Frogge made and Kirchner seconded a motion to continue the appointment of John Settle and Cody Rollins as Associate Directors with the additional appointment of Adam Wagner as an Associate Director. Motion passed three to zero.

**Restructure of Committees:** Frogge made and Brown seconded a motion to add Rollins and Wagner to the Education Committee and Wagner to the Outreach Committee in place of Kirchner. The remaining committee assignments will stay the same. Motion passed three to zero.

**PUBLIC COMMENT:** None

**CONSENT AGENDA:** Kirchner made and Brown seconded a motion to approve the consent agenda as presented. Motion passed three to zero.

### **SECRETARY'S REPORT:**

Minutes of February 9, 2026 Board Meeting

### **TREASURER'S REPORT:**

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

**CORRESPONDENCE:** None

### **OLD BUSINESS:**

**Agriculture Programs – CRPG -** Sauder reported that she has submitted acreage verifications to IDOA on February 27 for the Climate Pollution Reduction Grant (CPRG). She is using FSA

documents for the information needed. Now she is waiting for the next steps from IDOA. The District will receive \$25 per farm number per county and \$.54 per acre selected per county. 66 farms submitted for \$1,650 and 5,789.27 acres for \$3,126.21 totaling \$4,776.21. A new line item in QuickBooks under CPP payments out will be created.

**Cost Share** – Sauder reported that she is submitting a cost-share contract for cover crops to IDOA. A PFC application period needs to be held before May 1<sup>st</sup>. Cover Crops, No Till/Strip Till, Conservation Cover and Critical Area Planting must be offered. Frogge made and Kirchner seconded a motion to use FY25 Practice Component list as there have been no updates for FY26 yet. Motion passed three to zero.

**Grants** – Section 604B Rock Creek Watershed Plan – Watkins stated that the grant has been submitted and awaiting EPA review. She has created a presentation for the Drainage District meeting giving an overview of the Rock Creek Watershed Plan. It includes how the drainage districts can be a part of it and the potential benefits to the drainage districts.

**Bi-State Kankakee Watershed RCPP** – Watkins stated that the Bi-State Kankakee Watershed RCPP was proposed in 2021-2022 by the Indiana Department of Agriculture. The primary goal is to address excess water as a resource concern through conservation and voluntarily establishing wetland easements. The key conservation practices would be drainage water management, soil health, nutrient management practices and wetland restoration. Watkins stated she had a meeting with Jennifer Thum (ISDA) and Indiana NRCS Conservation Program Specialist. They are seeking a partner to take on some paid TA work to support the Kankakee County NRCS EQIP-CIC by doing field visits and verification, farmer communication, recommending BMP's and outreach. Watkins has requested additional details on the RCPP project and goals, the Kankakee County SWCD letter of support, activities and reporting as well as the potential TA funds scope of work, time commitment and payments.

**Events** – Drainage District Meeting – Hernandez reported that the Drainage District meeting is set for March 11, 2026, 8 AM at the Knights of Columbus. RSVPs are due by March 9, 2026.

**Local Work Group & Conservation Collaborative Meeting** – Hernandez stated that the LWG meeting is set for April 2, 2026 at Willowhaven. Crème of the Crop will be catering. The first email invitation has been sent out with reminders to RSVP as the event approaches.

**Habitat Tour** – The habitat tour is still up in the air.

**Sales** – Hernandez reported that the fish sale orders are due March 18<sup>th</sup> with pickup on April 17<sup>th</sup> at 11:30 AM. The tree sale orders are due March 31<sup>st</sup> with pickup on April 10<sup>th</sup> from 8 AM – 4 PM.

**SESC Reviews** – Sauder reported there is a new process for vetting and approval implemented. All new or updated agreements are put through the ringer before officially approved by the Colonel. There is no end date but hopefully within the next few months.

**CRP** – Sauder reported that Ashley from the AISWCD is still scheduling. She is hoping for the week after next or the next week. Sauder said that Ashley is sending the presentation to her.

## **NEW BUSINESS:**

**NRI #2026-01** – Sauder stated that the NRI needing approval is for rezoning of 1.42 acres on State Route 102, Bourbonnais from A1 to RE to construct a single-family residence. Her recommendation is to send a letter of no objection due to a low LESA score. Kirchner made and Frogge seconded a motion to follow the recommendation of sending a letter of no objection. Motion passed three to zero.

**Conservation Planner Training** – Sauder reported that the training for Level 2 Conservation Planner certification will be in East Peoria April 13-17. She is currently working to complete Level 1 online training courses that need to be completed before going to Level 2. She has booked a hotel for April 13-17.

**Revised FY26 Budget** – Sauder presented the revised FY26 budget with updated staffing numbers for review. It will be approved at the April meeting.

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

**RC Report** – Nothing additional

**AC Report** – Nothing additional

**Grant Writer** – Nothing additional

**NRCS Report** – Sauder shared that ranking is being completed. RCPP deadline was last week.

**FSA Report** – Nothing

### **Committee Reports –**

**Good of the Order** – Rollins stated that he will be working on the Soil Sensors. He will be burying those needing to be buried.

The next regular District Board meeting will be held on April 13<sup>th</sup>, 2026 at 7:30 AM.

Kirchner made and Brown seconded a motion to adjourn. The motion passed three to zero. The meeting adjourned at 8:44 AM.