

JUNE BOARD MEETING AGENDA

KANKAKEE COUNTY SOIL & WATER CONSERVATION DISTRICT

Monday, June 8, 2026 at 7:30 AM

Approval of Agenda

Public Comment

Consent Agenda

Secretary's Report

1. Minutes of May 11, 2026 Board Meeting
2. Minutes of May 27, 2026 Special Meeting

Treasurer's Report

3. Approve Time and Travel
4. Approve Financial Report
5. Bill Approval

Correspondence: None

FSA Report

NRCS Report

Unfinished Business:

Agriculture Programs
Grants
Events
Conservation Planner Training
FY27 APW & Budget
FY27 Employee Evaluations

New Business:

FY27 Personnel Policy
July Board Meeting

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
July 13, 2026 at 7:30 AM

KANKAKEE COUNTY SOIL AND WATER CONSERVATION DISTRICT

Minutes June 8, 2026

The Kankakee County Soil and Water Conservation District held its regular monthly board meeting on Monday June 8, 2026. Chairman Jeff O'Connor called the meeting to order at 7:34 AM. Present were Directors Jeff O'Connor, Larry Kirchner, Jim Frogge and Ed Brown (left at 8:30), Associate Directors John Settle, Cody Rollins (left at 8:30) and Adam Wagner, Resource Conservationist Crystal Sauder, Grants and Project Coordinator Emilie Watkins (by phone), Administrative Coordinator Monica Hernandez, Administrative Coordinator Linda Settle and District Conservationist Trenton Rader. Absent were Directors Alan Wissmiller and Soil Conservationist Matt Raymond. Guest in attendance was Kevin Ouyang, a graduate student from Northwestern University.

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

PUBLIC COMMENT: Kevin Ouyang introduced himself and explained that he works with a professor at Northwestern who is building soil monitors powered by microbes in the soil.

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

SECRETARY'S REPORT:

Minutes of May 11, 2026 Board Meeting
Minutes of May 27, 2026 Special 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 conducted spot checks. Next step is for applicants to complete STAR forms for every field entered.

Cost Share – Sauder reported that she is finalizing strip till paperwork to submit to IDOA for payment authorization.

SESC – Sauder stated that she has had no response from the Army Corps on SESC reviews.

Grants – 604b Rock Creek Watershed – Watkins reported that the EPA has provided the first draft of the 604b award exhibits. The final agreement will be created once the terms are agreed upon. Grant cannot be extended past August 30, 2028. The goal is to have the agreement in place by September 1, 2026, to allow for the entire 2-year grant term. Watkins also stated she is working

with Ted at Living Waters on the groundwork for the watershed plan. She is getting the GIS layers from the County and creating a contact list of potential stakeholders. She provided copy of the list for review and asked for suggestions for any additional stakeholders. When the final agreement is executed, contact with the stakeholder group will begin.

RCPP Technical Assistance – Watkins stated that there was an RCPP meeting with coordinators on 5/28. The next meeting will be on 6/11 at 1PM. Watkins is working on the RCPP staffing plan and estimated personnel costs, the TA-E (Technical Assistance Enhancement) supplemental agreement, TA-I (Technical Assistance Implementation) supplemental agreement with help from Sauder and Rader, event plan and associated costs and travel costs. Discussion was held on staffing plan and personnel costs. Kirchner made and Brown seconded a motion to approve sending a letter of intent detailing signature authority for a supplemental agreement. Motion passed four to zero.

Events – Prescribed Burn Association Meeting – Hernandez reported that the Prescribed Burn Association Meeting will be June 17th, 11:30 AM at Willowhaven. Lunch will be provided, courtesy of Field & Feather Habitat Solutions.

Conservation Planner Training – Sauder reported that she has completed all online courses for Level 1. She has 1 in-person course left that has been requested from the state. Rader will sign off on her completion when that is done. She has 1 online course and 1 in-person course left for Level 2. 3 online courses, 2 conservation plans and 1 in-person training for Level 3.

FY27 APW & Budget – O'Connor made and Frogge a motion to approve the FY27 APW as presented. Motion passed three to zero.

Sauder stated that the FY27 budget was posted on the website on May 28th. Budget can be approved after June 27th, it is due to IDOA by September 1st. A special meeting will be held on June 29th at 7:30 AM to approve the budget.

FY27 Employee Evaluations – Sauder reported that the yearly employee evaluations were completed on May 27th. O'Connor made and Kirchner seconded a motion to approve employee contracts for FY27. Motion passed three to zero. Sauder will update employee contracts for FY27 with any new information.

NEW BUSINESS:

FY27 Personnel Policy – Sauder stated she has updated the personnel policy with travel rates for lodging and meals with the current Federal Per Diem rates. Discussions were held and consensus was to enter that the policy state that rates will be the Federal Per Diem rates without a specific amount. This will prevent having to change the amount every year. Frogge made and Kirchner seconded a motion to approve the FY27 Personnel Policy. Motion passed three to zero.

July Board Meeting – Sauder stated that the July Board meeting needs to be rescheduled. Sauder and Hernandez will be in East Peoria for the AISWCD Summer Conference on July 13th. Consensus is to change the meeting to July 6th.

REPORTS – in addition to printed reports, if necessary

RC Report – Sauder stated she will be on vacation July 2–9 and July 30-August 3.
Summer Conference will be July 12-15

AC Report – Nothing additional

Grant Writer – Nothing additional

NRCS Report – District Conservationist Rader gave an update on EQIP. He stated that CSP ranking deadline is this week. RCPP update was also discussed.

FSA Report – CED Murphy stated they are updating FSA base acres. The Emergency Conservation Program (ECP) sign up is on-going.

Committee Reports –

Good of the Order –

The next regular District Board meeting will be held on July 6, 2026 at 7:30 AM.

Frogge made and Kirchner seconded a motion to adjourn. The motion passed three to zero. The meeting adjourned at 9:10 AM.