

WARREN COUNTY SOIL AND WATER
CONSERVATION DISTRICT

A G E N D A

DATE: The board will meet on **Tuesday, January 15, 2013 at 1:00 pm** at the district office.

Call To Order: 1:00 p.m.

- Approval:
1. December Minutes
 2. December Finance Reports – Note Balances
 3. Expenses –
 - A. Frontier, internet – 62.45
 - B. Prairie Hills RC&D, dues – 225.00TOTAL BILLS (less personnel): \$287.45
 4. Time Sheets
 5. Review Bank Statements
- Staff/Agency Reports:
1. SWCD/NRCS Team Report
 2. Marty McManus, BLWR
 3. Land Use Council 4 – Terry
 4. AISWCD
 5. Correspondence – N/A
- Committee Reports:
1. Personnel – No Report (Set Personnel Reviews)
 2. Finance – IDOA Finance Management Report Approved
 3. Legislative – Open Meeting Act Training
 4. Education/ Information – No Report
 5. Cedar Creek Conservation Area – See Old Business
- Old Business:
1. Cedar Creek Conservation Area – Timber & Pasture
 2. PFC Cost-Share Program Update
 3. Director General Election Petitions
 4. Other Old Business
- New Business:
1. Tires for Aerway
 2. Transfer Funds
 3. Next Board Meeting – February 19
 4. Other New Business
- Coming Events:
1. ML King Birthday, Office Closed – January 21
 2. Presidents' Day, Office Closed – February 18
 3. General Election of Directors – February 19
 4. Next Board Meeting – February 19

WARREN COUNTY SOIL AND WATER
CONSERVATION DISTRICT

A G E N D A

DATE: The board will meet on **Tuesday, February 19, 2013 at 12:00 noon** at the district office.

- Call To Order: 12:00 noon - LUNCH
- Approval:
1. January Minutes
 2. January Finance Reports
 3. Bank Balance/Funds Transfer
 4. Approve Bills:
 - A. Frontier, internet – 62.45
 - B. GateHouse Media, election notice – 51.20
 - C. Kellogg Printing, newsletter – 857.18
 - D. Cardmember, luc 4 meals, plaque, office supplies – 119.54TOTAL BILLS (less Personnel): \$1090.37
 5. Time Sheets
- Staff/Agency Reports:
1. SWCD/NRCS Team Report
 2. AISWCD
 3. Marty McManus, BLWR – Review Report
 4. Correspondence, if any
- Committee Reports:
1. Personnel – No Report
 2. Finance – No Report
 3. Legislative – Open Meetings Act Training passed
 4. Education/ Information – 3rd Grade Ag Day – March 20
 5. Cedar Creek Conservation Area – See Old Business
- Old Business:
1. Timber Settlement Update
 2. Open Meetings Act Training
 3. Approve Signatures for Banking Cards
 4. Associate Directors
 5. Other Old Business
- New Business:
1. Pond Tour/Annual Meeting
 2. Envirothon Donation
 3. Director Award
 4. NACD Dues
 5. Other New Business
- Coming Events:
1. President's Day, office closed – February 18
 2. Land Use Council 4 Meeting - March 14 at 10:00 am at Roseville
 3. Next Board Meeting – March 19 at 1:00 pm
 4. LUC Envirothon – April 19 at Lewistown
 5. Fish Sales – April 9 at 12:00 noon

WARREN COUNTY SOIL AND WATER
CONSERVATION DISTRICT

A G E N D A

DATE: The board will meet on Tuesday, March 19, 2013 at 1:00 pm at the district office.

- Organizational Meeting: 1:00 pm
Election Results – Acceptance of Office – Election of Officers
- Call To Order: 1:15 pm
- Approval:
1. February Minutes
 2. Finance Reports
 3. Approve Bills:
 - A. Frontier, internet – 62.45
 - B. Postmaster, bulk permit – 200.00
 - C. IAAP, dues – 110.00TOTAL BILLS (less Personnel): \$372.45
 4. Time Sheets
 5. Review Bank Statements
- Staff/Agency Reports:
1. SWCD/NRCS Team Report
 2. Land Use Council 4 – Terry
 3. AISWCD – Terry
 4. Marty McManus, BLWR Report – Chairman/New Director Training
 5. Correspondence
- Committee Reports:
1. Personnel – No Report
 2. Finance – 2nd & 3rd Quarter Allocations Coming Soon
 3. Legislative – Legislative Day – March 6
 4. Education/ Information – Envirothon – 1 School – United
3rd Grade Ag Day – March 20st; 4th Grade Trees
 5. Cedar Creek Conservation Area – See Old Business
- Old Business:
1. Timber Settlement Update
 2. Approve Signatures for Banking Cards
 3. Associate Directors
 4. Other Old Business
- New Business:
1. Statements of Economic Interest
 2. CRP Contract Renewal
 3. Memorandum of Understanding/Cooperative Working Agreement
 4. Carroll County SWCD Legislative Letter
 5. Review NRCS Civil Rights
 6. Next Board Meeting
 7. Other New Business
- Coming Events:
1. Envirothon – April 9 at Lewistown
 2. Fish Sale – April 9 at 12:00 noon
 3. Next Board Meeting – ??

WARREN COUNTY SOIL AND WATER
CONSERVATION DISTRICT

A G E N D A

DATE: The board will meet on **Monday, April 15, 2013 at 7:00 pm** at the district office.

NOTE DATE CHANGE: **Monday, April 15 at 7:00pm**

Call To Order: 7:00 pm

Approval:

1. March Minutes
2. March Finance Reports
3. Approve Bills:
 - A. Frontier, internet – 62.45
 - B. Land Use Council 4, dues – 50.00
 - C. Logan Hollow Fish Farm – 2016.20
 - D. Secretary of State, trailer licenses – 36.00TOTAL BILLS (less Personnel): \$2,164.65 approx.
4. Time Sheets
5. Review Bank Statements

Staff/Agency Reports:

1. SWCD/NRCS Team Report
2. Ecosystem Partnerships – No Report
3. AISWCD – Terry
4. Marty McManus, BLWR Report
5. Correspondence, if any

Committee Reports:

1. Personnel – Set Committee Members
2. Finance – Review FY 2013 budget
3. Legislative – Prevailing Wage
4. Education/ Information – Envirothon Results, 4th Grade Trees
5. Cedar Creek Conservation Area – See Old Business

Old Business:

1. CCCA Timber Settlement Update
2. Pond Tour
3. Associate Directors
4. Review NRCS Civil Rights
5. Other Old Business

New Business:

1. Summer Conference – attendees, hotel and auction item July 22-23
2. Repay easement fee (CPP) – Clear Out Account
3. Approve Employee Training Needs Inventory
4. Change Summer Hours - Wendy
5. Approve Vacation - Rick
6. Next Board Meeting
7. Other New Business

Coming Events:

1. IAAP Meeting – April 24 at Springfield
2. Memorial Day, office closed – May 27
3. Land Use Council 4 – June 6 at Roseville
4. Next Board Meeting – June??

WARREN COUNTY SOIL AND WATER
CONSERVATION DISTRICT

A G E N D A

DATE: The board will meet on **Tuesday, June 18, 2013 at 7:00 pm** at the district office.

- Call To Order: 7:00 pm
- Approval:
1. April Minutes
 2. April and May Finance Reports
 3. Approve Bills:
 - A. Frontier, internet (2 months) – 130.90
 - B. Cardmember Services, battery/fuel for mule, trailer repair
fish sales license – 129.93
 - C. Kellogg Printing , print/ mail newsletter – 857.41
 - D. NACD, final dues – 375.00
 - E. Director Mileage – 428.55
 - F. Employee Mileage – 428.96TOTAL BILLS (less Personnel): \$2,250.75
 4. Time Sheets
- Staff/Agency Reports:
1. SWCD/NRCS Team Report
 2. AISWCD – Terry
 3. Marty McManus, BLWR Report
 4. Correspondence, if any
- Committee Reports:
1. Personnel – No Report
 2. Finance – Review FY 2013 Budget
 3. Legislative –
 4. Education/ Information – No Report
 5. Cedar Creek Conservation Area – See Old Business
- Old Business:
1. CCCA Timber Settlement Update
 2. Summer Conference – July 23-24
 3. Pond Tour/Annual Meeting – August 22
 4. Associate Directors
 5. Review NRCS Civil Rights
 6. Other Old Business
- New Business:
1. Prevailing Wage Ordinance
 2. Budget FY 2014
 3. Land Use Council 4 – June 27
 5. Next Board Meeting – July 16??
 6. Other New Business
- Coming Events:
1. Land Use Council 4 (Rescheduled) – June 27
 2. 4th of July, office closed – July 4
 3. Next Board Meeting – July 17 at 1:00 pm
 4. AISWCD A.M./Summer Conference – July 23-24

WARREN COUNTY SOIL AND WATER
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DATE: The board will meet on **Thursday, July 18, 2013 at 1:00 pm** at the district office.

- Call To Order: 1:00 pm
- Approval:
1. June Minutes
 2. June Finance Reports
 3. Income – Warren County Tax Levy Payment - \$2,000
IDOA, Grant – \$11,367.00
 4. Approve Bills:
 - A. Frontier, internet – 62.45
 - B. Cardmember Services, trailer tire repair,
Garmin aerial maps – 70.98
 - C. AISWCD, summer conference – 204.00
 - D. Keister’s Tire Service, airway tires – 598.00TOTAL BILLS (less Personnel): \$935.43
 5. Time Sheets
- Staff/Agency Reports:
1. SWCD/NRCS Team Report
 2. Land Use Council 4 - Terry
 3. AISWCD – Terry
 4. Marty McManus, BLWR Report
 5. Correspondence, if any
- Committee Reports:
1. Personnel – No Report
 2. Finance – No Report
 3. Legislative – No Report
 4. Education/ Information – No 6th Grade Conservation Day
 5. Cedar Creek Conservation Area – See Old Business
- Old Business:
1. CCCA Timber Settlement Update
 2. Summer Conference – July 23-24
 3. Pond Tour/Annual Meeting – August 22
 4. Approve Budget FY 2014
 5. Other Old Business
- New Business:
1. Approve FY 2013 Financial Report
 2. Approve FY 2014 Cost-Share Rates
 3. Vacation – Wendy
 4. Next Board Meeting
 5. Other New Business
- Coming Events:
1. AISWCD A.M./Summer Conference – July 23-24
 2. Next Board Meeting – August 20 at 1:00 pm
 3. Pond Tour/Annual Meeting – August 22

WARREN COUNTY SOIL AND WATER
CONSERVATION DISTRICT

A G E N D A

DATE: The board will meet on **Monday, August 19, 2013 at 1:00 pm** at the district office.

Call To Order: 1:00 pm

Approval:

1. July Minutes
2. July Finance Reports
3. Approve Bills:
 - A. Frontier, internet – 62.45
 - B. Kellogg Printing, print & mail newsletter –
 - C. Monmouth Township, prevailing wage renewal – 14.40
 - D. Cardmember Services, summer conference – 1,601.96TOTAL BILLS (less Personnel): \$1,678.81 ++
4. Time Sheets

Staff/Agency Reports:

1. SWCD/NRCS Team Report
2. AISWCD A.M./Summer Conference –Terry/Rick
3. Marty McManus, BLWR Report
4. Correspondence, if any

Committee Reports:

1. Personnel – Results of Personnel Evaluations
2. Finance – No Report
3. Legislative – No Report
4. Education/ Information – No 6th Grade Conservation Day;
WH Farm Bureau Safety Day – Sept. 26
5. Cedar Creek Conservation Area – See Old Business

Old Business:

1. CCCA Timber Settlement Update – Court Date 9/5
2. CCCA Pasture Rental Agreement
3. Pond Tour/Annual Meeting – August 22
4. Other Old Business

New Business:

1. Approve Employee Contracts for FY 2014
2. Renew CREP Certificate of Deposit at Midwest Bank – 9/5/12
3. Set General Election date – Tuesday, Feb. 18, 2014
4. Next Board Meeting – Sept. or Oct.
5. Other New Business

Coming Events:

1. Pond Tour/Annual Meeting – August 22
2. Labor Day, Office Closed – Sept. 2
3. Land Use Council 4 – Sept. 5 at Roseville Lanes at 10:00 am
4. W-H Farm Bureau Farm Safety Day – Sept. 26 at Stronghurst
5. Next Board Meeting – October 15?

WARREN COUNTY SOIL AND WATER
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A G E N D A

DATE: The board will meet on **Tuesday, September 17, 2013 at 7:30 pm** at the district office.

- Call To Order: 7:30 pm
- Approval:
1. August Minutes
 2. August Finance Reports
 3. Approve Bills:
 - A. Frontier, internet – 62.45
 - B. Cardmember Services, pond tour, filter fabric – 1527.25
 - C. Rick Winbigler, fish (Papa Joe's House) – 201.50
reimbursement; did not accept credit cardTOTAL BILLS (less Personnel): \$1,701.20
 4. Time Sheets
 5. Review Bank Statements
- Staff/Agency Reports:
1. SWCD/NRCS Report
 2. Land Use Council 4 – Sept. 5 – Cancelled
 3. AISWCD – Terry
 4. Marty McManus, BLWR Report (NONE)
 5. Correspondence, if any (NONE)
- Committee Reports:
1. Personnel – No Report
 2. Finance – Certificate of Deposit Renewed, Records Review
 3. Legislative – No Report
 4. Education/ Information – Pond Tour results
WH Farm Bureau Safety Day – Sept. 26
 5. Cedar Creek Conservation Area – See Old Business
- Old Business:
1. CCCA Timber Settlement Update – Court Date 10/22 (changed)
 2. CCCA Pasture Rental Agreement
 3. Other Old Business
- New Business:
1. Employee Evaluation Standards
 2. IDOA FY 2014 Grant Agreement
 3. Proposed FY 14 Annual Plan of Work
 4. Review Investment Policy
 5. Review NRCS 1619 Compliance
 6. NACD Presidents' Foundation Grant
 7. Approve Aerway Ad in Farm Bureau Newsletter
 8. Next Board Meeting – Oct. or Nov.
 9. Other New Business
- Coming Events:
1. W-H Farm Bureau Farm Safety Day – Sept. 26 at Stronghurst
 2. Columbus Day, Office Closed – Oct. 14
 3. IAAP Meeting – October ??
 4. Veteran's Day, Office Closed – Nov. 11
 5. Next Board Meeting – November 19??

WARREN COUNTY SOIL AND WATER
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A G E N D A

DATE: The board will meet on **Tuesday, November 19, 2013 at 7:00 pm** at the district office.

Call To Order:

7:00 pm

Approval:

1. September Minutes and Special Meeting Minutes (10/5/12)
2. September and October Finance Reports
3. Income – Last CRP Payment - \$1,044.00
4. Expenses –
 - A. Frontier, internet (2 months) – 124.90
 - B. Credit Card (2 months) storage rental – 528.00
pond tour food, filter fabric – 1,555.24
 - C. R W Troxell & Co., equipment insurance – 250.00
 - D. Kellogg Printing, print newsletter & postage – 837.48
 - E. NACD, 1/2 dues – 400.00
 - F. ISWCDEA, dues – 10.00 ??
winter training registration (2) – 30.00
 - G Logan Hollow Fish Farm, fish sales – 2,960.75
 - H Gatehouse Media, legal notice (budget) – 27.20TOTAL BILLS (less personnel): \$6,723.57
5. Time Sheets
6. Review Bank Statements (2 months)

Staff/Agency Reports:

1. SWCD/NRCS Team Report
2. Marty McManus, BLWR
3. AISWCD – Member Discounts
4. Correspondence, if any

Committee Reports:

1. Personnel – No Report
2. Finance – No Report
3. Legislative – No Report
4. Education/ Information – No Report
5. Cedar Creek Conservation Area – See Old Business

Old Business:

1. CCCA Timber Settlement Update
2. NACD Presidents' Foundation Grant
3. Other Old Business

New Business:

1. Government Shutdown
2. Director General Election – February 18, 2014
3. Approve County Tax Levy Request
4. PFC Cost-Share Program Update
5. Approve Employees Attend Winter Training
6. QuickBooks Pro 2014
7. Renew Payroll Subscription (\$329)
8. Day After Thanksgiving – State Holiday
9. Christmas Gathering
10. Next Board Meeting – December 18
11. Other New Business

WARREN COUNTY SOIL AND WATER
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A G E N D A

DATE: The board will meet on **Tuesday, December 17, 2013 at 12:00 noon** at the district office.

- Lunch: 12:00 noon
- Call To Order: 12:30 pm
- Approval:
1. November Meeting Minutes
 2. November Finance Reports
 3. Income –
 4. Expenses –
 - A. Frontier, internet – 62.45
 - B. Credit Card; winter training ex,
QuickBooks Pro 2014, fuel – 465.99
 - C. AISWCD, 1/2 dues – 764.52
 - D. Director Mileage – 622.63
 - E. Rick Winbigler, reimburse for phone cord & printer ink – 69.98
 - E. Employee Mileage – 184.19TOTAL BILLS (less personnel): \$6,723.57
 5. Time Sheets
 6. Review Bank Statements
- Staff/Agency Reports:
1. SWCD/NRCS Team Report
 2. Land Use Council 4
 3. Marty McManus, BLWR
 4. AISWCD – Terry
 5. Correspondence, if any
- Committee Reports:
1. Personnel – No Report
 2. Finance – No Report
 3. Legislative – No Report
 4. Education/ Information – No Report
 5. Cedar Creek Conservation Area – See Old Business
- Old Business:
1. CCCA Timber Settlement Update/ Pasture
 2. General Election – February 18, 2014
 3. County Tax Levy
 4. Christmas Gathering
 5. Other Old Business
- New Business:
1. Approve Employee Christmas
 2. Approve Employee 105 Plans
 3. Next Board Meeting – January 21, 2014
 4. Other New Business
- Coming Events:
1. Christmas Holiday, Office Closed – December 25
 2. New Year's Day, Office Closed – January 1, 2014
 3. ML King Birthday, Office Closed – January 20
 4. Next Board Meeting – January 21
 5. General Election of Directors – February 18