

WARREN COUNTY SOIL AND WATER
CONSERVATION DISTRICT

A G E N D A

DATE: The board will meet on **Tuesday, January 21, 2014 at 1:00 p.m.** at the district office.

- Call To Order: 1:00 pm
- Approval:
1. December Meeting Minutes
 2. December Finance Reports
 3. Expenses –
 - A. Frontier, internet – 62.45
 - B. Prairie Hills RC&D, dues – 225.00
 - C. Gatehouse Media, legal notice – 24.00
 - D. Cardmember Services, LUC 4 meals – 34.75
 - E. Turner-Vermont Agency, O&D insurance – 837.00TOTAL BILLS (less personnel): \$1183.20
 4. Time Sheets
 5. Review Bank Statements
- Staff/Agency Reports:
1. SWCD/NRCS Team Report
 2. Marty McManus, BLWR
 3. AISWCD – Legislative Day
 4. Correspondence, if any
- Committee Reports:
1. Personnel – 6-month Employee Reviews??
 2. Finance – Direct Deposit Payroll
 3. Legislative – AISWCD Legislative Day
 4. Education/ Information – No Report
 5. Cedar Creek Conservation Area – See Old Business
- Old Business:
1. CCCA Timber Settlement Update
 2. CCCA Pasture Bids
 3. County Tax Levy
 4. Office Closure Policy
 5. General Election – February 18, 2014
 6. Other Old Business
- New Business:
1. Approve Direct Deposit for Payroll/Mileage
 2. Locked File Cabinet
 3. 4th Grade Trees
 4. Vacation – Wendy
 5. Next Board Meeting – February 18, 2014
 6. Other New Business
- Coming Events:
1. Presidents Day, office closed – February 17
 2. General Election of Directors – February 18
 3. Next Board Meeting – February 18
 4. Legislative Day – February 25 at Springfield

WARREN COUNTY SOIL AND WATER
CONSERVATION DISTRICT

A G E N D A

DATE: The board will meet on **Tuesday, February 18, 2014 at 1:00 p.m.** at the district office.

GENERAL ELECTION OF DIRECTORS – DON'T FORGET TO VOTE!!

- Lunch: 12:00 noon – PIZZA
- Call To Order: 1:00 p.m.
- Approval:
1. January Minutes
 2. January Finance Reports
 3. Approve Bills:
 - A. Frontier, internet – 62.45
 - B. GateHouse Media, election notice, pasture ads – 62.50
 - C. Kellogg Printing, newsletter – 849.70TOTAL BILLS (less Personnel): \$974.65
 4. Time Sheets
 5. Review Bank Statements
- 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 – AISWCD Legislative Day, Springfield
 4. Education/ Information – 3rd Grade Ag Day – March 25
 5. Cedar Creek Conservation Area – See Old Business
- Old Business:
1. CCCA Timber Settlement Update
 2. CCCA Pasture Bids
 3. Locked File Cabinet
 4. Direct Deposit for Director Mileage
 5. Other Old Business
- New Business:
1. Associate Directors
 2. Other New Business
- Coming Events:
1. President's Day, office closed – February 17
 2. Land Use Council 4 Meeting - March 13 at 10:00 am at Roseville
 3. Next Board Meeting – March 18 at 1:00 pm
 4. LUC Envirothon – April 8 at Lewistown
 5. Fish Sales – April 15 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 18, 2014 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 – 220.00
 - C. Cardmember Services (2), payroll updates – 349.00
employee/director meals, flags – 358.02
 - D. Gatehouse Media, election results – 9.60
 - E. Rick Winbigler, reimburse fire-proof file cabinet – 500.00
 - F. IAAP, dues – 160.00TOTAL BILLS (less Personnel): \$1,659.07
4. Time Sheets
5. Review Bank Statements

Staff/Agency Reports:

1. SWCD/NRCS Team Report
2. Land Use Council 4 – Terry
3. AISWCD & Legislative Day – Terry
4. Marty McManus, BLWR Report – Chairman/New Director Training
5. Correspondence

Committee Reports:

1. Personnel – No Report
2. Finance – No Report
3. Legislative – No Report
4. Education/ Information – Envirothon – April 8
3rd Grade Ag Day – March 25th; 4th Grad Trees – wk of April 21
5. Cedar Creek Conservation Area – See Old Business

Old Business:

1. CCCA Timber Settlement Update
2. CCCA Pasture Rent
3. Director Deposit for Directors
4. Associate Directors
5. Other Old Business

New Business:

1. Statements of Economic Interest
2. Envirothon Donation
3. Review Personnel Policies
4. Review NRCS Civil Rights
5. Soil Health Soils Test
6. Next Board Meeting
7. Other New Business

Coming Events:

1. Land Use Council 4 Meeting – March 20 at 10:00 am at Roseville
2. 3rd Grade Ag Day – March 25 at Monmouth
3. Envirothon – April 8 at Lewistown
4. Fish Sale – April 15 at 12:00 noon
5. Next Board Meeting – ???

WARREN COUNTY SOIL AND WATER
CONSERVATION DISTRICT

A G E N D A

DATE: The board will meet on **Thursday, April 10, 2014 at 7:00 pm** at the district office.

- NOTE DATE CHANGE:** **Thursday, April 10 at 7:00pm**
- Call To Order: 7:00 pm
- Approval:
1. March Minutes
 2. March Finance Reports
 3. Reciepts:
 - A. IDOA, final FY 2014 operations payment – 25,485.00
 - B. IDOA, all FY 2014 state cost-share – 2800.00
 - C. Warren County Pheasants Forever – 250.00
 4. Approve Bills:
 - A. Frontier, internet – 211.89
 - B. Postmaster, mail fish orders – 41.17
 - C. Roseville Lanes, LUC meals (4) – 45.00
 - D. AISWCD, final dues – 764.55

TOTAL BILLS (less Personnel): \$1,062.61
 5. Time Sheets
 6. Review Bank Statements
- 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 – No Report
 3. Legislative – No Report
 4. Education/ Information – Envirothon Results, 4th Grade Trees
 5. Cedar Creek Conservation Area – See Old Business
- Old Business:
1. CCCA Timber Settlement Update
 2. CCCA Fencing Bids
 3. Associate Directors
 4. Soil Health Soils Test – Gary
 5. Review NRCS Civil Rights
 6. Other Old Business
- New Business:
1. Summer Conference – attendees, hotel and auction item July 28-29
 2. Annual Meeting/Conservation Tour
 3. Approve Employee Training Needs Inventory
 4. Change Summer Hours - Wendy
 5. Next Board Meeting
 6. Other New Business
- Coming Events:
1. 4th Grade Trees – week of April 20
 2. Memorial Day, office closed – May 26
 3. Next Board Meeting – June 17

WARREN COUNTY SOIL AND WATER
CONSERVATION DISTRICT

A G E N D A

DATE: The board will meet on **Tuesday, June 17, 2014 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. Cardmember Services (3 mo.), fuel and tire repair for mule, supplies, fish license, tile probes, printer ink, internet – 737.11
 - B. Kellogg Printing , print/ mail newsletter – 849.70
 - C. Logan Hollow Fish Farm, fish – 4,895.25
 - D. Land Use Council 4, dues – 50.00
 - E. RW Troxell & Co, inland marine insurance – 66.00
 - F. Prairie Hills Forestry, 4th grade trees – 37.50
 - G. NACD, final dues – 375.00
 - H. Director Mileage – up to \$409.25
 - I. Employee Mileage – 335.32TOTAL BILLS (less Personnel): \$7,853.69
 4. Time Sheets
 5. Review Bank Statements
- Staff/Agency Reports:
1. SWCD/NRCS Team Report
 2. AISWCD – Terry
 3. Marty McManus, BLWR Report
 4. Correspondence – AISWCD
- Committee Reports:
1. Personnel – Performance Evaluations
 2. Finance – Review FY 2013 Budget
 3. Legislative – Update of Bills Passed
 4. Education/ Information – No Report
 5. Cedar Creek Conservation Area – See Old Business
- Old Business:
1. CCCA Timber Settlement Update
 2. CCCA Pasture Improvement (fencing,etc)
 3. Summer Conference – July 28-29
 4. Conservation Tour/Annual Meeting – August 21?
 5. Update Budget FY 2014
 6. Other Old Business
- New Business:
1. Review Closed Meeting Minutes 8/19/13
 2. Prevailing Wage Ordinance
 3. Budget FY 2015
 4. Employee Contracts
 5. Summer Conference Resolutions
 6. Staff Vacations
 7. Well Testing Program
 8. Next Board Meeting – July 15
 9. Other New Business
- Coming Events:
1. 4th of July, office closed – July 4
 2. Land Use Council 4 (Rescheduled) – July 8
 3. Next Board Meeting – July 15 at 1:00 pm
 4. AISWCD A.M./Summer Conference – July 28-29

WARREN COUNTY SOIL AND WATER
CONSERVATION DISTRICT

A G E N D A

DATE: The board will meet on **Tuesday, July 22, 2014 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 – \$1500.00
 4. Approve Bills:
 - A. Cardmember Services, internet, LUC 4 meals – ~~84.55~~ ^{49.28}
 - B. AISWCD, summer conference – 318.00TOTAL BILLS (less Personnel): ~~\$402.55~~ ^{367.28}
 5. Time Sheets
 6. 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
 5. Correspondence, if any
- Committee Reports:
1. Personnel – Performance Evaluations
 2. Finance – No Report
 3. Legislative – No Report
 4. Education/ Information – Support 5th Grade Farm Safety
 5. Cedar Creek Conservation Area – See Old Business
- Old Business:
1. CCCA Timber Settlement Update
 2. CCCA Pasture Improvement (fencing, etc)
 3. Summer Conference (Resolutions)
 4. Conservation Tour/Annual Meeting – August 28
 5. Approve Budget FY 2015
 6. Other Old Business
- New Business:
1. Approve FY 2014 Financial Report
 2. Approve FY 2015 Cost-Share Rates
 3. New Laptop Computer
 4. Associate Directors
 5. Next Board Meeting
 6. Other New Business
- Coming Events:
1. AISWCD A.M./Summer Conference – July 28-29
 2. Allison Farm Field Day – August 14
 3. Next Board Meeting – August 19 at 1:00 pm
 4. Conservation Tour/Annual Meeting – August 28

WARREN COUNTY SOIL AND WATER
CONSERVATION DISTRICT

A G E N D A

DATE: The board will meet on **Tuesday, August 19, 2014 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. Kellogg Printing, print & mail newsletter – 995.46
 - B. Monmouth Township, prevailing wage renewal – 12.53
 - C. Jerry Hendel, computer work – 60.00
 - D. Cardmember Services, summer conference, internet,
LUC meals, computer – 343.24++TOTAL BILLS (less Personnel): \$1,411.23 ++
 4. Time Sheets
 5. Review Bank Statements
- 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 – WH Farm Bureau Safety Day – Sept. 18
 5. Cedar Creek Conservation Area – See Old Business
- Old Business:
1. CCCA Timber Settlement Update
 2. CCCA Pasture Fencing
 3. CCCA Cropland
 4. Conservation Tour/Annual Meeting – August 28
 5. Associate Directors
 6. Other Old Business
- New Business:
1. Approve Employee Contracts for FY 2015
 2. Review Certificate of Deposit at Midwest Bank (2) – 9/5/12
 3. Set General Election date – Tuesday, Feb. 17, 2015
 4. Next Board Meeting – Sept. or Oct.
 5. Other New Business
- Coming Events:
1. Conservation Tour/Annual Meeting – August 28
 2. Labor Day, Office Closed – Sept. 2
 3. W-H Farm Bureau Farm Safety Day – Sept. 18 at Stronghurst
 4. Next Board Meeting – September 15 or October 21?

WARREN COUNTY SOIL AND WATER
CONSERVATION DISTRICT

A G E N D A

DATE: The board will meet on **Tuesday, September 16, 2014 at 7:00 pm** at the district office.

- Call To Order: 7:00 pm
- Approval:
1. August Minutes
 2. August Finance Reports
 3. Approve Bills:
 - A. Cardmember Services, internet, filter fabric, supplies, printer ink, tour – 2,553.7++
 - B. Jerry Hendel, computer work – 380.00TOTAL BILLS (less Personnel): \$2,933.7 ++
 4. Time Sheets
 5. Review Bank Statements
- 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 – CD Renewal Rates
 3. Legislative – No Report
 4. Education/ Information – Review Conservation Tour/Annual Meeting – Aug. 21; WH Farm Bureau Safety Day – Sept. 18
 5. Cedar Creek Conservation Area – See Old Business
- Old Business:
1. CCCA Timber Settlement Update
 2. CCCA Pasture Fencing
 3. CCCA Cropland
 4. Associate Directors
 5. Other Old Business
- New Business:
1. IDOA Grant Agreement
 2. FY 2015 Employee Evaluation Standards
 3. IDOA – RCPP Grant Pre-Proposal
 4. NRCS 1619 Compliance
 5. Norene Hammond Newsletter
 6. Aerway Ad in Farm Bureau Newsletter
 7. Next Board Meeting – Oct/Nov.??
 8. Other New Business
- Coming Events:
1. W-H Farm Bureau Farm Safety Day – Sept. 18 at Stronghurst
 2. Columbus Day, Office Closed – Oct. 13
 3. IAAP Meeting – October 15 at Springfield
 4. Veteran’s Day, Office Closed – November 11
 5. Next Board Meeting – November 18??

WARREN COUNTY SOIL AND WATER
CONSERVATION DISTRICT

A G E N D A

DATE: The board will meet on **Tuesday, November 18, 2014 at 7:00 pm** at the district office.

- Call To Order: 7:00 pm
- Approval:
1. September Minutes
 2. September and October Finance Reports
 3. Approve Bills:
 - A. Cardmember Services: internet, storage rent – 592.97
interenet, fuel, aerway & trailer repairs – 138.80
 - B. ISWCDEA, dues – 10.00
winter training registration – 20.00
 - C. Logan Hollow Fish Farm, fish – 9,496.00
 - D. Gatehouse Media, legal notice (budget) – 26.40
 - E. NACD, dues – 775.00
 - F. Kellogg Printing, fall newsletter – 849.85
 - G. W-H Farm Bureau, aerway ads (2 months) – 60.00
 - H. R.W. Troxall, inland marine insurance – 350.00TOTAL BILLS (less Personnel): \$12,319.02
 4. Fish Sales/ Current Bank Balance
 5. Time Sheets
 6. Review Bank Statements
- 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 – Finance Mgmt Plan Accepted
 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. CCCA Pasture Fencing/EQIP Project
 3. CCCA Cropland
 4. Approve FY 2015 Plan of Work
 5. Associate Directors
 6. Other Old Business
- New Business:
1. CREP Contract Renewal
 2. Cover Crop Grant Proposals
 3. Tax Levy Request
 4. Director General Election – February 17, 2015
 5. Approve Winter Training for Employees
 6. Day After Thanksgiving – State Holiday
 7. Christmas Gathering
 8. Next Board Meeting Scheduled – December 16
 9. Other New Business

WARREN COUNTY SOIL AND WATER
CONSERVATION DISTRICT

A G E N D A

DATE: The board will meet on **Tuesday, December 23, 2014 at 12:00 noon** at the district office.

- Lunch: 12:00 noon
- Call To Order: 1:00 pm
- Approval:
1. November Meeting Minutes
 2. November Finance Reports
 3. Income – \$25,526.00 (1/2 of state grant); \$1,357.95 (final tax levy check until next summer)
 4. Expenses –
 - A. QuickBooks, renewal payroll – 349.00
 - B. Credit Card; winter training ex, fuel, flags, internet
Land Use Council 4 meals – 416.69
 - C. AISWCD, 1/2 dues – 765.78
 - D. Director Mileage – 738.08
 - E. Employee Mileage – 248.64 & 358.40 (607.04)TOTAL BILLS (less personnel): \$2,876.59
 5. Employee Sec. 105 Payments – 1820.00 & 2080.00 (3900.00)
 6. Time Sheets
 7. Review Bank Statements
- Staff/Agency Reports:
1. SWCD/NRCS Team Report
 2. Land Use Council 4
 3. AISWCD – Terry
 4. Marty McManus, BLWR
 5. Correspondence, if any
- Committee Reports:
1. Personnel – No Report
 2. Finance – Put tax levy funds in separate sub-account
 3. Legislative – Leg. Day – March 10, 2015
 4. Education/ Information – No Report
 5. Cedar Creek Conservation Area – See Old Business
- Old Business:
1. CCCA Timber Settlement Update
 2. CCCA Pasture Fencing/EQIP
 3. CCCA Cropland
 4. Associate Directors
 5. Christmas Gathering
 6. Other Old Business
- New Business:
1. Begin Long Range Plan Development
 2. Approve Employee Christmas
 3. Approve Employee 105 Plans
 4. Attend Conservation Cropping Seminar (\$20) – Rick
 5. Next Board Meeting – January 20, 2015
 6. Other New Business
- Coming Events:
1. Christmas Holiday, Office Closed – December 25-26
 2. New Year's Day, Office Closed – January 1, 2015
 3. ML King Birthday, Office Closed – January 19
 4. Next Board Meeting – January 20
 5. General Election of Directors – February 17