

# WARREN COUNTY SOIL AND WATER CONSERVATION DISTRICT

January 20, 2015

**REGULAR:** The regular monthly meeting of the Warren County SWCD board was held January 20, 2015 at the district office. Terry called the meeting to order at 1:07 p.m.

## PRESENT

Terry Davis, ch  
Jule Allaman, sec.-treas.  
Jamie Martin, director

Cathy Olson, district conservationist, NRCS  
Wendy Brokaw, administrative coordinator, SWCD

**ABSENT** - Wood Stortzum, director; Matt Dutton, v ch, and Rick Winbigler, RC

**MINUTES and FINANCE:** Jule moved the December minutes, December treasurer reports, time sheets, employee sec. 105 payments (\$3900) and the following bills be approved:

Cardmember Services: internet, QuickBooks payroll updates	398.99
Prairie Hills RC&D, dues	225.00
Turner-Vermont Agency, D&O insurance	<u>837.00</u>
TOTAL BILLS (less personnel expenses)	\$1,460.99

seconded by Jamie; motion passed unanimously. Jule reviewed the bank statements before the meeting.

**REPORTS:** Cathy has submitted four EQIP applications: two general; one CNMP; and one grazing (Jensen on CCCA pasture). She is waiting to hear if any are funded. Wendy has completed all end of year taxes and has updated the newsletter mailing list. There will be a Land Use Council 4 annual meeting on February 26. Hopefully enough directors will attend so past business actions can be approved and the by-laws can be amended.

Email communications from AISWCD were forwarded and reviewed. Summer conference Terry feels Myron Kirby, president, has been doing a good job. So far the personnel changes at AISWCD have been running smoothly. Phil Nelson, past Illinois Farm Bureau president, was named the new Director of the Illinois Department of Agriculture. There was no IDOA-BLWR regional rep. report.

**COMMITTEES: PERSONNEL** – Jamie moved 6-month employee evaluations be cancelled; seconded by Jule; motion carried unanimously. **FINANCE – LEGISLATIVE** – There will be a AISWCD legislation day on March 10. **EDUCATION/ INFORMATION** – No report. **CEDAR CREEK CONSERVATION AREA** – See Old Business.

## **OLD BUSINESS:**

Re: timber settlement: The case will be heard by Illinois Supreme Court on January 21<sup>st</sup> in Springfield. Rick plans to attend. There is no word on EQIP or cropping. Directors signed a petition to hold an election for IDOA. The general election for two SWCD directors is February 17, 2015. Jamie agreed to run for another 2-year term. Merrill Martin has agreed to run for a director position. Petitions have been received both individuals wanting to be on the ballot. A brief discussion was held on developing a Long Range Plan. A hand out was given to each director. Please bring top five priorities next month. There was no other old business.

**NEW BUSINESS:**

The closed meeting minutes were reviewed. No action was taken. A speaker at winter training suggested changing employee contracts to match the district's fiscal year. Jule moved to leave contracts as is until the state requires the change; seconded by Jamie; motion carried unanimously. Rick will order 250 trees for the county's 4<sup>th</sup> graders. The district will not donate to the Illinois Envirothon. The LUC will. Jule moved to allow Wendy vacation from February 1-9<sup>th</sup>; seconded by Jamie; motion carried unanimously. The next board meeting will be held the same day as the director general election – February 17.

The **NEXT SCHEDULED BOARD MEETING** will be Tuesday, February 17 at 1:00 pm. Lunch will be served. There being no further business, Terry adjourned the meeting at 2:15 pm.

**COMING EVENTS:**

CCCA Timber Case to Illinois Supreme Court - January 21 at Springfield  
Presidents Day, Office Closed – February 16, 2015  
General Election of Directors – February 17, 2015, 6:30 am – 5:30 pm  
Next Board Meeting – February 17 at 1:00 pm. Lunch will be served  
Land Use Council 4 – February 26 at Macomb  
Legislative Day – March 10 at Springfield

Minutes taken and transcribed by Wendy Brokaw, administrative coordinator

# WARREN COUNTY SOIL AND WATER CONSERVATION DISTRICT

February 17, 2015

**REGULAR:** The regular monthly meeting of the Warren County SWCD board was held February 17, 2015 at the district office. Terry called the meeting to order at 12:50 p.m.

## PRESENT

Terry Davis, ch

Matt Dutton, v ch

Jule Allaman, sec.-treas.

Wood Stortzum, director

Linda McGuire, associate director

Cathy Olson, district conservationist NRCS

Wendy Brokaw, administrative coordinator, SWCD

Rick Winbigler, resource conservationist, SWCD

**ABSENT** - Jamie Martin, director

**MINUTES and FINANCE:** Jule moved the January minutes, January treasurer reports, time sheets and the following bills be approved:

CreditCard, internet, QuickBooks payroll	398.99
Printer ink, internet, directors plaque, cons seminar reg.	195.60
GateHouse Media, election notice	22.40
Kellogg Printing, newsletter	<u>908.04</u>
TOTAL BILLS (less personnel expenses)	\$1,525.03

seconded by Matt; motion passed unanimously. Matt reviewed the bank statements before the meeting.

**REPORTS:** Cathy did not have a NRCS report. There is no new news. Rick asked to submit a farm family entry to AISWCD this year. Wendy completed the winter newsletter. The next Land Use Council meeting will be February 26 at Macomb. Legislative Day is March 10 at Springfield. AISWCD quarterly board will meet March 11. Copies of AISWCD email communications were forwarded and reviewed. There was not an IDOA-BLWR regional rep. report. There will be a transect survey training on March 16.

**COMMITTEES:** PERSONNEL – No report. FINANCE – No report. LEGISLATIVE – AISWCD sponsored Legislative Day is March 10. Sen John Sullivan is now chairman of senate ag committee and Don Moffitt of minority leader of the rep. ag committee. We need to be in contact with new Rep. Randy Friese. EDUCATION/ INFORMATION – 3<sup>rd</sup> Grade Ag Day will be March 26. Shannon (Henderson RC) will be helping Rick give the pollution session. CEDAR CREEK CONSERVATION AREA – See Old Business.

## **OLD BUSINESS:**

DeJoode presented the district's timber case at the Illinois Supreme Court in response to Walters' request for a new trial due to lack of representation. Judges will rule in a few weeks or so. NRCS has not heard any information on EQIP funding. Rick has not contacted anyone on the CCCA cropland. He was waiting to hear about the EQIP project. Rick will get bids to remove trees on CRP/crop ground. Long range plan priorities were discussed. Directors reviewed Knox County's plan and felt it was similar to what they were thinking. Staff will develop a plan similar to Knox County's but with some changes in some of the priorities. There was no other old business.

**NEW BUSINESS:**

New associate directors were discussed. Andy Smalshof of Avon has agreed. Contacts will be made to Evan Shike of Alexis and Richard Youngquist of Cameron. There was no other new business.

As this is Wood Stortzum's last meeting as a director, Terry Davis presented Wood with a plaque and thanked him for his service to the district.

The **NEXT SCHEDULED BOARD MEETING** will be Tuesday, March 17 at 1:00 pm. There being no further business, Jule moved to adjourn the meeting at 2:07 pm; seconded by Matt; motion carried.

**COMING EVENTS:**

- President's Day, office closed – February 16
- General Election of Directors – February 17
- Land Use Council 4 Meeting – February 26 at 10:00 am at Macomb
- Legislative Day – March 10 at Springfield
- Next Board Meeting – March 17 at 1:00 pm
- LUC 4 Envirothon – April 8 at Lewistown

Minutes taken and transcribed by Wendy Brokaw, administrative coordinator

# WARREN COUNTY SOIL AND WATER CONSERVATION DISTRICT

March 17, 2015

**ORGANIZATIONAL:** The organizational meeting of the Warren County SWCD board was held March 17, 2015 at 1:10 p.m. at the district office. The general election resulted in Jamie R Martin and Merrill Martin getting the most votes for two 2-year terms. The Acceptance of Office forms were signed. Matt nominated the same officers as last year: Terry Davis as chairman; Matt Dutton as v. chairman; and Jule Allaman as secretary/treasurer. Matt moved to close nominations; seconded by Jamie; motion carried unanimously. Matt moved to cast a unanimous ballot; seconded by Jamie; motion carried unanimously.

**REGULAR:** The regular monthly meeting of the Warren County SWCD board was held March 17, 2015 at the district office. Terry called the meeting to order at 1:16 p.m. New associate director, Rich Youngquist, was introduced.

## PRESENT

Terry Davis, ch

Matt Dutton, v ch (departed 2:54)

Jamie Martin, director

Merrill Martin, director

Rich Youngquist, assoc. director

Cathy Olson, district conservationist, NRCS

Rick Winbigler, resource conservationist, SWCD

Wendy Brokaw, administrative coordinator, SWCD

**ABSENT** – Jule Allaman, sec.-treas.

**MINUTES and FINANCE:** Matt moved the February minutes, February treasurer reports, time sheets and the following bills be approved:

Cardmember Services: internet, director plaque, printer ink, conservation cropping seminar registration	195.60
Postmaster, bulk permit	220.00
Gatehouse Media, election results printed	9.80
TOTAL BILLS (less personnel expenses)	<u>\$425.40</u>

seconded by Jamie; motion passed unanimously. Jamie reviewed the monthly bank statements for all accounts.

**REPORTS:** Three EQIP applications and one CSP application have been funded. They are waiting for fields to dry out to begin survey work. The changes to the district conservationist position have not been completed yet. Rick and Wendy completed FOIA and Open Meetings. Rick developed a spreadsheet categorizing tours, annual meetings, education, etc. back 20+ years. He is working on a farm family entry and has updated the district's web site. Fish sales are April 14. Rick reminded everyone the district's 75<sup>th</sup> anniversary will be in 2017. Wendy worked on the district's long range plan and the upcoming Envirothon.

Land Use Council will meet on March 23. Terry attended the AISWCD quarterly board. He is on the Association's task force on Nutrient Reduction Loss Strategy. Summer Conference is scheduled for July 27-28, 2015 at the Northfield Inn in Springfield. AISWCD is encouraging districts to submit a Farm Family entry. There was no Regional Rep/BLWR Report, but Marty is planning new director and chairman training.

**COMMITTEES: PERSONNEL** – Employees did not request any training through NRCS this year. **FINANCE** – Don't know if districts will receive 2<sup>nd</sup> half of allocations this year. AISWCD and Farm Bureau are working on this. **LEGISLATIVE** – Terry, Wendy and Rick attended Legislative Day. It was very well attended. Terry felt meetings with legislators went very well. IL Environmental Protection Agency is about ready with their Nutrient Loss Reduction Strategy to reduce losses by 15% by 2020. **EDUCATION/ INFORMATION** – United is not participating in the Envirothon this year; hopefully next year. Rick and Cathy are presenting at 3<sup>rd</sup> Grade Ag Day on March 26, using the district's Envirocape model. 4<sup>th</sup> grade trees will be packaged April 20 with the help of the Warren-Henderson Farm Bureau Ag in the Classroom Committee. **CEDAR CREEK CONSERVATION AREA** – See Old Business.

**OLD BUSINESS:**

The district is waiting for a decision from the Illinois Supreme Court of whether the defense is eligible for a new trial due to lack of legal representation in the CCCA timber loss case. A draft on the EQIP supplemental contract between Jeff Jensen and the district was passed around. Some verbiage needs to be corrected. Matt moved the chairman and vice chairman be authorized to approve the final contract and sign it; seconded by Jamie; motion carried unanimously. The CCCA cropland has lots of trees that need to be removed. Rick was directed to get bids on tree removal.

The new Long Range Plan was passed out for review. The LRP will be voted on at the next board meeting. Associate directors were briefly discussed. Richard Youngquist and Andy Schmalshof agreed to serve. We have not heard anything back from Evan Shike. There are enough associates for now. There was no other old business. Matt departed at 2:54pm.

**NEW BUSINESS:**

The directors were reminded to fill out Statements of Economic Interest by May 1. Summer Conference is scheduled for July 27-28. Terry will check with Dekalb for seed corn for the AISWCD auction. Review of NRCS civil rights was tabled. The district's Gift Ban/Ethics Policy was reviewed. The meeting will be Tuesday in April 21<sup>st</sup> at 7:30.

The **NEXT SCHEDULED BOARD MEETING** will be Tuesday, April 21 at 7:30 pm. There being no further business, adjourned the meeting at 3:06 pm.

**COMING EVENTS:**

- Land Use Council 4 Meeting – March 23 at 10:00 at Roseville
- 3<sup>rd</sup> Grade Age Day – March 26 at Monmouth
- Envirothon – April 8 at Lewistown
- Fish Sale – April 14 at 12:00 noon
- Next Board Meeting – April 21 at 7:30 pm

Minutes taken and transcribed by Wendy Brokaw, administrative coordinator

# WARREN COUNTY SOIL AND WATER CONSERVATION DISTRICT

April 21, 2015

**REGULAR:** The regular monthly meeting of the Warren County SWCD board was held April 21, 2015 at the district office. Matt called the meeting to order at 7: 30 p.m.

## PRESENT

Terry Davis, ch (arrived 7:54)

Matt Dutton, v ch

Jule Allaman, sec-treas

Merrill Martin, director

Rich Youngquist, assoc. director

Gary Gaskill, assoc. director

Linda McGuire, assoc. director

Rick Winbigler, resource conservationist, SWCD

Wendy Brokaw, administrative coordinator, SWCD

ABSENT – Jamie Martin, director

**MINUTES and FINANCE:** Jule moved the March minutes, March treasurer reports, time sheets and the following bills be approved:

Cardmember Services: internet, filter fabric, fish sale license, fuel, LUC mtg meals, Envirothon mtg meals	2,027.57
Logan Hollow Fish Farm, fish	6,834.75
Land Use Council 4, dues	50.00
AISWCD, partial dues	<u>252.57</u>
TOTAL BILLS (less personnel expenses)	\$9,203.20

seconded by Merrill; motion passed unanimously. The district received operation funds from IDOA for \$8,419 and CCCA pasture rent of \$10,666.20. Jule reviewed the monthly bank statements for all accounts.

**REPORTS:** The changes to the district conservationist position have not been signed off by Washington yet. Mary has been surveying and working on CRP. Rick has been out with Mary surveying. Rick is working on a farm family entry and the corrections for the EQIP contract between Jeff Jensen and the district. The sale of filter fabric (rolls) has been strong. Fish sales were very good. Rick and Wendy attended a pond/fish training session and the LUC meeting in March. Wendy worked on paperwork in preparation of the LUC 4 Envirothon. She applied for a grant, requesting \$4,000 for well sealing. Won't know the results until after June. She is helping to organize a tractor drive with the Maple City Antique Tractor Club on June 6<sup>th</sup>. All proceeds will go to ag education.

Terry arrived at 7:54. Terry attended the AISWCD quarterly board. He was asked to serve on the Nutrient Loss Reduction Strategy taskforce. The taskforce has so far met with Illinois Farm Bureau to discuss implementation methods for NLRs. NRCS has asked the AISWCD to administer a program for SWCD's to earn money to work on CRP contracts and to enter data into the new Client Gateway. There is a problem concerning districts that are not current with their dues. There will be a webinar training April 30. There was no Regional Rep/BLWR Report.

**COMMITTEES:** PERSONNEL – No report. FINANCE – Don't know if districts will receive the rest of our allocations this year. LEGISLATIVE – Wendy had submitted information to AISWCD to pass on to legislators about district finances. Directors are encouraged to contact their legislators about funding. EDUCATION/ INFORMATION – Rick and Cathy presented at

3<sup>rd</sup> Grade Ag Day on March 26, using the district's Enviroscape model. Wendy also helped that day. Rick and Wendy packaged 4<sup>th</sup> grade trees on April 20 with the help of the Warren-Henderson Farm Bureau Ag in the Classroom Committee. CEDAR CREEK CONSERVATION AREA – See Old Business.

**OLD BUSINESS:**

The district is still waiting for a decision from the Illinois Supreme Court of whether the defense is eligible for a new trial due to lack of legal representation in the CCCA timber loss case. Terry and Jeff Jensen signed the corrected EQIP supplemental contract and one year rental extension. Rick has taken Flatt's and McDonough Power to the pasture to establish a well site and hook up for power. He talked to Illinois Dept. of Transportation and received verbal approval to go through the highway fence to enter the pasture. We are waiting for an official permit application.

The CCCA cropland has lots of trees that need to be removed. Rick was directed to get bids on tree removal. One bid has been received so far. The proposed Long Range Plan was reviewed one last time. Under financing on the last page, Number 5 was added: Grants. Merrill moved the long range plan be approved as amended; seconded by Jule; motion carried unanimously. There was no other old business.

**NEW BUSINESS:**

Summer Conference is scheduled for July 27-28. Terry and maybe Matt will attend summer conference. Terry has gotten Monsanto to donate seed corn for the AISWCD live auction. Plans are underway for the district's annual meeting and pond tour. The directors set the date on Thursday, August 27. Rick is planning on contacting ponds in the Kirkwood area. The district's Investment Policy was reviewed. Wendy would like to change her summer work hours so she works only four days per week. Although this depends on her kids schedule also. Jule moved for Wendy to change her schedule if possible; seconded by Merrill; motion carried unanimously. There will be no May meeting unless business needs taken care of.

The **NEXT SCHEDULED BOARD MEETING** will be Tuesday, June 16 at 7:00 pm. There being no further business, adjourned the meeting at 9:05 pm.

**COMING EVENTS:**

- Memorial Day, office closed – May 25
- Next Board Meeting – June 16 at 7:00 pm
- Land Use Council 4 Meeting – June 18 at 10:00 at Roseville
- Summer Conference – July 27-28 at Springfield
- Annual Meeting/Pond Tour – August 27

Minutes taken and transcribed by Wendy Brokaw, administrative coordinator



# WARREN COUNTY SOIL AND WATER CONSERVATION DISTRICT

June 11, 2015

**REGULAR:** The regular monthly meeting of the Warren County SWCD board was held June 11, 2015 at the district office. Terry called the meeting to order at 7:05 p.m.

## PRESENT

Terry Davis, ch	Gary Gaskill, assoc. director
Matt Dutton, v ch	Rick Winbigler, resource conservationist, SWCD
Jule Allaman, sec.-treas.	Wendy Brokaw, administrative coordinator, SWCD
Merrill Martin, director	Cathy Olson, district conservationist, NRCS

**ABSENT** - Jamie Martin, director

**MINUTES and FINANCE:** Matt moved the April minutes, April and May treasurer reports, time sheets and the following bills be approved:

Cardmember Service, internet, filter fabric	1999.99
Kellogg Printing, print/mail newsletter	909.91
Prairie Hills Forestry, 4 <sup>th</sup> grade trees	145.00
Secretary of State, trailer licenses (2)	36.00
Thomas Peake Memorial, past director	10.00
RW Troxell & Co, surety bond	100.00
McDonough Power Coop, service to CCCA well	400.00
Employee Mileage (RC)	522.10
Director/Assoc. Mileage	<u>369.15</u>
TOTAL BILLS (less personnel expenses)	\$4,492.15

seconded by Jule; motion passed unanimously. Jule reviewed the bank statements. The sub-accounts under District Checking (general funds and tax levy funds) will be deleted.

**REPORTS:** NRCS - Warren County only has a few status reviews to complete. There were no new CSP/Grazing/EQIP projects approved in Warren County. Quite a few surveys were completed. Illinois is going from 5 Areas down to 4 Areas. Warren will likely go south to Springfield area, instead of staying with the north area. NRCS is planning to change the district conservationist position to a multi-county position. Warren/Henderson/Knox may be a group. Current DCs will be renamed as soil conservationists. Mary has been working on the CCCA's EQIP pipeline and animal trail designs.

The Warren-Henderson Farm Bureau assisted with packaging 4<sup>th</sup> grade trees. Rick delivered the trees and gave presentations. A farm family entry, Gaskill Farms, was submitted to AISWCD. A boy scout completed an Eagle Project by replacing a bridge on the CCCA trail. Looks great! Ken Russell has serious health problems. Rick has scheduled Rob Hilsabeck to give the program at pond tour. The fall fish order form is completed. The aerway went out a few times. Rick and Wendy completed the "T" transect. They were happy to report more no-till, then last time.

Wendy completed the spring newsletter. She did not change her work schedule as approved at the last board meeting. The entire office staff attended the Nutrient Management Roadshow at Galesburg. It was interesting.

Terry attended the AISWCD quarterly board. There were 3 resolutions and one by-law change presented to the AISWCD. The IDOA-BLWR regional rep. report was reviewed. Correspondence was a letter from AISWCD thanking the district for paying its dues.

**COMMITTEES:** PERSONNEL – No report. FINANCE – The board reviewed the current FY 2015 budget. LEGISLATIVE – The state has cut all SWCDs' final payment of \$18,000. Continue to contract legislators. EDUCATION/ INFORMATION – Wendy reported that there have been a couple of fund raisers for Ag Education: one was a half hog raffle, and the other was a tractor ride with the Maple City Antique Tractor Association. CEDAR CREEK CONSERVATION AREA – See Old Business.

**OLD BUSINESS:**

The Illinois Supreme Court's decision on Walters' petition was to return the case back to the Circuit Court in Warren County. We are waiting for a court date. Rick contacted IDOT to obtain a permit to cut the fence on US Route 34 to gain access for the well driller, electric company and water pipe line layers. The district was required to obtain a surety bond (\$100) before a 90-day permit was approved. The well has been dug at a depth of 173 feet. The power company has set a new pole for electrical hook up, which the district had to pay for up front (\$400). Rick will check on how much insurance we need for the well and pipeline. Rick received one bid for dozing trees on the CRP acres (\$8,500).

AISWCD Annual Meeting/Summer Conference is July 27-28. Terry will be attending. Gaskill Farms were submitted for AISWCD Farm Family. The district's Annual Meeting and pond tour will be Aug 27. Stops will be at Gary Sandberg's and Ron Nelson's ponds with the meal served at Young's Lake, Kirkwood. Wendy reviewed the FY 2015 expenses vs. budget. There a few income and expense item estimates to change to better show the true budget for FY 2015. Matt moved to change the budget for the identified items Wendy has marked; seconded by Jule; motion carried unanimously. There was no other old business.

**NEW BUSINESS:**

Cathy and Wendy put together a workload for the sub-agreement with AISWCD (for NRCS work). Wendy estimated the district could earn \$20,000 for administrative work and \$13,000 for technical work. The board discussed reduction of employee hours for the summer. With the funds from AISWCD, the directors did not feel it necessary to reduce hours. Jule moved to pass the prevailing wage ordinance for 2016; seconded by Matt; motion carried unanimously. Jule moved to approve vacations for Rick and Wendy for the summer; seconded by Matt; motion carried unanimously.

The Land Use Council 4 meeting is scheduled for June 18. Terry and Wendy will attend. The July meeting date is a conflict for several people. The July meeting is set for Tuesday, July 14 at noon.

The **NEXT SCHEDULED BOARD MEETING** will be Tuesday, July 14 at 12 noon. There being no further business, meeting adjourned at 9:45 pm.

**COMING EVENTS:**

Land Use Council 4 – June 18 at Roseville  
4<sup>th</sup> of July Holiday, office closed – July 3  
Next Board Meeting – July 14 at 1:00 pm  
AISWCD A.M./Summer Conference – July 27-28 at Springfield

Minutes taken and transcribed by Wendy Brokaw, administrative coordinator

# WARREN COUNTY SOIL AND WATER CONSERVATION DISTRICT

July 14, 2015

**REGULAR:** The regular monthly meeting of the Warren County SWCD board was held July 14, 2015 at the district office. Terry called the meeting to order at 1:00 p.m.

## PRESENT

Terry Davis, ch	Gary Gaskill, associate director
Matt Dutton, v ch	Rick Winbigler, resource conservationist, SWCD
Jule Allaman, sec.-treas.	Wendy Brokaw, administrative coordinator, SWCD
Jamie Martin, director	
Merrill Martin, director	

**MINUTES and FINANCE:** Jule moved the June minutes, June treasurer reports, time sheets and the following bills be approved:

Cardmember Service, internet, filter fabric, LUC 4 meals	2,021.19
Postmaster, general postage	200.00
Wendy Brokaw, mileage	34.50
AISWCD, summer conference meals & registration	<u>144.00</u>
TOTAL BILLS (less personnel expenses)	\$2,399.69

seconded by Jamie; motion passed unanimously. Gary reviewed the bank statements.

**REPORTS:** Rick is working on the pond tour and has worked with Flatt's for the CCCA. He has updated the order form for fall fish sales. Rick has talked to Regional Office of Education to see if they wanted the district to make maps of the school districts in Knox County. More information later. Wendy is working with NRCS to complete administration work for CRP sub-agreement contracts. She is working on the ads and directory for the newsletter.

Land Use Council 4 met at Roseville on July 18. Resolutions were discussed and Envirothon income/expenses were approved. Districts are discouraged with the AISWCD on the NRCS sub-agreement contracts. The AISWCD does not have the technical knowledge to develop contracts efficiently. Maybe districts could assistance with this.

Terry reported he did not think the resolution to change when the AISWCD dues are paid will be clearer than the current wording. SWCDs are in the FY 2016 budget at the same rate as last year. The nutrient loss reduction strategy was discuss. Should the AISWCD handle the grants monies coming from several organizations? Ex. Corn Growers, Soybean Assoc., etc. There was no IDOA-BLWR regional rep. report.

**COMMITTEES:** PERSONNEL – Terry and Jule scheduled employee evaluations for August 18<sup>th</sup> at 10:30 am. FINANCE – The Illinois Funds will be changing banks next February to US Bancorp. LEGISLATIVE – SWCD's have been notified they will not be receiving state funds for an indefinite period of time. Ways need to be found to come up with replacement funds. EDUCATION/ INFORMATION – The district will continue to support Farm Bureau's Farm Safety Day by having Wendy assist with the program, scheduled for Aug. 11. The Farm Bureau's Ag Day will be Aug. 10. CEDAR CREEK CONSERVATION AREA – See Old Business.

**OLD BUSINESS:**

We have received no news on the CCCA timber law suit. The well is dug and completely installed on the CCCA pasture. Also the pipeline and waterers have been installed. Their cost for installation is considerably higher than the amount EQIP pays. The district will need to pay \$5486 towards the bill. AISWCD Annual Meeting/Summer Conference is July 27-28. Terry was directed to vote as he saw fit, according to information presented at Annual Meeting. Dekalb Seed is donating 6 bags of seed corn for the AISWCD auction

The Annual Meeting/Pond Tour is scheduled for August 27<sup>th</sup>. Matt moved to approve the updated FY 2015 budget for the end of the fiscal year; seconded by Jamie; motion carried. There was no other old business.

**NEW BUSINESS:**

The district's FY 2015 financial report was tabled until next month. Matt moved to approve the state's average FY 2016 cost share practices and rates with the exception of not offering the practices of no-till, strip-till, mulch till, rain gardens, nutrient management, erosion control blankets and high capacity well decommissioning; seconded by Jule; motion carried unanimously.

Matt moved to support a 319 planning grant being submitted to IEPA for the Mississippi drainage area in Warren, Henderson and Knox Counties; seconded by Merrill; motion carried. The August meeting is set for Tuesday, August 18 at 1:00 p.m.

Directors voted to go into executive session to discuss personnel. Directors voted as follows: Jule - yes; Merrill - yes; Jamie - yes; Matt - yes; and Terry - yes. They went into executive session at 3:43 and returned to regular session at 4:06

The **NEXT SCHEDULED BOARD MEETING** will be Tuesday, August 18 at 1:00 pm. There being no further business, Terry adjourned the meeting at 4:08 pm.

**COMING EVENTS:**

AISWCD A.M./Summer Conference - July 27-28 at Springfield

Next Board Meeting - August 18 at 1:00 pm

SWCD Annual Meeting/Pond Tour - August 27 at 4:30 pm

Minutes taken and transcribed by Wendy Brokaw, administrative coordinator

July 14, 2015

The directors went into executive session at 3:40 pm to discuss guidelines for the personnel performance evaluations. Directors present were Terry Davis, Matt Dutton, Jule Allaman, and Merrill Martin. The directors came out of executive session at 4:10 pm.

Secretary, Jule Allaman

A handwritten signature in cursive script that reads "Jule Allaman".

# WARREN COUNTY SOIL AND WATER CONSERVATION DISTRICT

August 20, 2015

**REGULAR:** The regular monthly meeting of the Warren County SWCD board was held August 20, 2015 at the district office. Terry called the meeting to order at 9:08 a.m.

## PRESENT

Terry Davis, ch

Matt Dutton, v ch

Jule Allaman, sec.-treas.

Rick Winbigler, resource conservationist, SWCD

Wendy Brokaw, administrative coordinator, SWCD

**ABSENT:** Jamie Martin, director; Merrill Martin, director

**MINUTES and FINANCE:** Matt moved the July minutes, July treasurer reports, time sheets and the following bills be approved:

Cardmember Service, internet, filter fabric,	1,549.98
Kellogg Printing, newsletter	1,027.04
Flatt's Pump & Well Service, well hookup/pipeline/waterers	<u>5,486.20</u>
TOTAL BILLS (less personnel expenses)	\$8,063.22

seconded by Jule; motion passed unanimously. Matt reviewed the bank statements.

**REPORTS:** Warren County is now in NRCS's Area 2. The Assistant State Conservationist is now Annette Holmes. Rick is working on the pond tour. Wendy is working on the ads and directory for the newsletter. The staff is working on CRP/EQIP for the AISWCD sub-agreement contract for NRCS. Terry reported on AISWCD Annual Meeting and Summer Conservation. No major issues. The donated seed corn did not sell well. SWCDs have been removed from the FY 2016 proposed state budget. There was no IDOA-BLWR regional rep. report. Reg. reps are being laid off by IDOA on September 30.

**COMMITTEES: PERSONNEL** – Terry and Jule met before the meeting and completed employee evaluations. Staff received a satisfactory and more than satisfactory rating. **FINANCE** – There are no state funds available. **LEGISLATIVE** – There are no funds for employee health insurance after September 30. **EDUCATION/ INFORMATION** – Farm Bureau's Farm Safety Day is scheduled for September 11. **CEDAR CREEK CONSERVATION AREA** – See Old Business.

## **OLD BUSINESS:**

DeJoode sent word a court date will be set for the CCCA timber theft. He suggests getting a title search completed on the area where trees were removed prior to the court date. He thinks it will reinforce the district's ownership position. Cost for the search would be approximately \$125. Jule moved to contact Bi-County Title and have a title search completed; seconded by Martt; motion carried. Work on the CCCA pasture will stop until next spring. Hopefully funds will be available then to continue improvements. CCCA cropland was discussed. There are quite a few trees to be removed, making bulldozing expensive. The board directed Rick to get bids to have chemicals sprayed on the area by plane.

The Annual Meeting/Pond Tour is scheduled for August 27<sup>th</sup>. Staff and directors will meet at Young's Lake near Kirkwood at 4:00 pm. The menu has been changed to make the evening go a little smoother and be a little cheaper. Matt moved to approve the FY 2015 finance report as presented; seconded by Jamie; motion carried.

District finances were discussed. The district will not have enough funds to pay for taxes and payroll after the end of the month. Discussion continues in new business. Matt moved to approve the FY 2016 budget as presented; seconded by Jule; motion carried. There was no other old business.

At 11:05 Jule, Matt and Terry all voted yes to go into closed session to review minutes from a closed session dated 8-19-13. Jule, Matt and Terry all voted yes to end closed session at 11:09. The minutes remained sealed.

**NEW BUSINESS:**

Jule moved to sign employee contracts, using the same figures as the last contracts; seconded by Matt; motion carried. Two certificates of deposit come due on Sept. 4. Jule moved to not renew the CDs and move the funds into interest bearing money market type accounts (keeping funds separate) and transfer \$5000 from CREP funds to district operations; seconded by Matt; motion carried. The agenda item on building partnerships was tabled.

FSA and NRCS are putting up a new sign for the building. Does the district want to be on the sign for 1/4 the cost of the sign? Jule moved to include the district on the new sign for a cost of \$381.25 and add the cost to the district's FY 2016 budget; seconded by Matt; motion carried. Jule moved to set the date of the general election of SWCD directors on February 17, 2016, directors will be elected by petition and there will be not absentee voting; seconded by Matt; motion carried unanimously.

The **NEXT SCHEDULED BOARD MEETING** will be Tuesday, September 15 at 7:00 pm. There being no further business, Terry adjourned the meeting at 11:50 am.

**COMING EVENTS:**

SWCD Annual Meeting/Pond Tour – August 27 at 4:30 pm

Labor Day, Office Closed – September 7

W-H Farm Bureau Farm Safety Day – September 11 at Stronghurst

Next Board Meeting – September 15 at 7:00 pm

Minutes taken and transcribed by Wendy Brokaw, administrative coordinator



# WARREN COUNTY SOIL AND WATER CONSERVATION DISTRICT

September 15, 2015

**REGULAR:** The regular monthly meeting of the Warren County SWCD board was held September 15, 2015 at the district office. Matt called the meeting to order at 7:12 p.m.

## PRESENT

Terry Davis, ch (arrived 7:45)

Matt Dutton, v ch

Jule Allaman, sec.-treas.

Merrill Martin, director

Rick Winbigler, resource conservationist, SWCD

Wendy Brokaw, administrative coordinator, SWCD

**ABSENT:** Jamie Martin, director

**MINUTES and FINANCE:** Jule moved the August minutes, August treasurer reports, time sheets and the following bills be approved:

Rick Winbigler, reimburse for fish for pond tour 175.00

(Does not include personnel expenses)

seconded by Merrill; motion passed unanimously. Jule reviewed the bank statements.

**REPORTS:** Warren County is now in NRCS's Area 2. The Assistant State Conservationist is now Annette Holmes. Rick worked on the pond tour and sent out thank you notes to ponds owners, speakers and donators. Wendy completed the financial management paperwork and comptrollers report for IDOA. Bob Shimmin reviewed the finances for FY 2015. All records were found to be in order. Wendy is changing her hours to 9:00-3:30 so she can take her son to school. FY 2014 PFC been contracted to seal three abandoned wells. Probably have enough funds to 1-2 more wells. The staff is working on CRP/EQIP for the AISWCD sub-agreement contract for NRCS. SWCDs have been removed from the FY 2016 proposed state budget.

The Land Use Council 4 met for an emergency meeting at Macomb on September 10. The meeting covered a proposal submitted by Terry Davis which all present disagreed with. There was major discussion on SWCD finances and why districts had been removed from the state's budget. A motion at the LUC was voted on to maintain districts as they currently are. Terry said the quarterly AISWCD board meeting was very good with lots of discussion. Terry says districts need to realize no one can save the day. He thinks IDOA wants to regulate nutrient loss program so they can make money. There was no IDOA-BLWR regional rep. report. Reg. reps are being laid off by IDOA on September 30.

**COMMITTEES:** PERSONNEL – No Report. FINANCE – There are no state funds available. Wendy moved funds from the two CDs into interest bearing checking accounts at Midwest Bank. Illinois Funds are moving to a new bank after the first of the year. It sounds like there will be more expenses for using accounts and writing checks. LEGISLATIVE – There are no funds for employee health insurance after September 30. HB 4282 has been introduced in Springfield to fund SWCDs. Currently the bill is in committee. The AISWCD is sponsoring a legislative call day for 10:00 am on Sept. 22. Everyone is encouraged to call their state legislators as well as Governor Rauner, Rep. Madigan, and Sen. Cullerton. EDUCATION/ INFORMATION – The pond tour went very well. Rob Hilsabeck, IDNR, was the featured speaker. There was a good

turn out and free will donations were generous. CEDAR CREEK CONSERVATION AREA – See Old Business.

**OLD BUSINESS:**

Rick received the title search completed by Bi-County Title. It was not what he had requested and cost over \$100 more than was quoted. Rick will send to DeJoode to make sure. Work on the CCCA pasture will stop until next spring. Hopefully funds will be available then to continue improvements. CCCA cropland was discussed. Rick is waiting for bids to have chemicals sprayed on the trees on the field by plane.

District finances were discussed. With the changes being made to Illinois Funds, Jule moved to close all accounts at Illinois Funds and move the money to Midwest Bank; seconded by Matt; motion carried. The interest in the Program account will be transferred to the district checking account. Two new accounts will need to be opened for the Program account and the Land Use Council 4 account.

If the state does not provide any funding to the district, there is not enough money in the CREP account to cover its loss in the district's FY 2016 budget. Funds will need to be found to cover liability, workers' comp and inland marine insurance. Individual district policies will be higher than AISWCD's group policies. The district includes these expenses in the tax levy request. Employee health insurance expires Sept. 30. Rick's insurance runs \$834/month. Wendy has insurance through her husband's policy. No one likes the idea of laying off personnel, but expenses will rapidly out pace income. The only major income will be from the sub-agreement district has through AISWCD from NRCS and it is not as much as first thought, about \$2500 for the CRP portion and \$4600 in administration funds. Fish sales are currently going on and will profit around \$600.

The district still has money in the SOA account to use when closing down the district. Employee vacations would need to be bought out, using about \$8000. Matt moved to continue running the district as is through December 31<sup>st</sup>, using CREP funds as necessary; seconded by Jule; motion carried. There was no other old business.

**NEW BUSINESS:**

Rick's health insurance expires September 30 if not paid. Matt moved the district pay his health insurance for three months and continue to pay disability insurance; seconded by Jule; motion carried. FY 2016 employee evaluation standards are not completed; tabled until next board meeting. Matt moved to authorize Terry to sign the "Acknowledgment of Section 1619 Compliance" with NRCS; seconded by Jule; motion carried unanimously. NRCS Civil Rights were tabled until the next board meeting. The directors gave Rick permission to put an ad for the aerway in the W-H Farm newsletter for \$35.

The **NEXT SCHEDULED BOARD MEETING** will be Tuesday, November 17 at 1:00 pm. There being no further business, Terry adjourned the meeting at 10:00 pm.

**COMING EVENTS:**

- Last Day of State Paid Employee Insurance – September 30
- Last Day of AISWCD Group Insurance for the District – September 30
- IDOA-BLWR Regional Representatives Laid Off – September 30
- Columbus Day, Office Closed – October 12
- Next Board Meeting – November 17 at 1:00 pm
- Veteran's Day, Office Closed – November 11
- Director Election – February 17, 2016

Minutes taken and transcribed by Wendy Brokaw, administrative coordinator

# WARREN COUNTY SOIL AND WATER CONSERVATION DISTRICT

September 15, 2015

**REGULAR:** The regular monthly meeting of the Warren County SWCD board was held September 15, 2015 at the district office. Matt called the meeting to order at 7:12 p.m.

## PRESENT

Terry Davis, ch (arrived 7:45)

Matt Dutton, v ch

Jule Allaman, sec.-treas.

Merrill Martin, director

Rick Winbigler, resource conservationist, SWCD

Wendy Brokaw, administrative coordinator, SWCD

**ABSENT:** Jamie Martin, director

**MINUTES and FINANCE:** Jule moved the August minutes, August treasurer reports, time sheets and the following bills be approved:

Rick Winbigler, reimburse for fish for pond tour 175.00

(Does not include personnel expenses)

seconded by Merrill; motion passed unanimously. Jule reviewed the bank statements.

**REPORTS:** Warren County is now in NRCS's Area 2. The Assistant State Conservationist is now Annette Holmes. Rick worked on the pond tour and sent out thank you notes to ponds owners, speakers and donators. Wendy completed the financial management paperwork and comptrollers report for IDOA. Bob Shimmin reviewed the finances for FY 2015. All records were found to be in order. Wendy is changing her hours to 9:00-3:30 so she can take her son to school. FY 2014 PFC been contracted to seal three abandoned wells. Probably have enough funds to 1-2 more wells. The staff is working on CRP/EQIP for the AISWCD sub-agreement contract for NRCS. SWCDs have been removed from the FY 2016 proposed state budget.

The Land Use Council 4 met for an emergency meeting at Macomb on September 10. The meeting covered a proposal submitted by Terry Davis which all present disagreed with. There was major discussion on SWCD finances and why districts had been removed from the state's budget. A motion at the LUC was voted on to maintain districts as they currently are. Terry said the quarterly AISWCD board meeting was very good with lots of discussion. Terry says districts need to realize no one <sup>else</sup> can save the day. He thinks IDOA wants to <sup>generate revenue</sup> regulate nutrient loss program so they can make money. There was no IDOA-BLWR regional rep. report. Reg. reps are <sup>to be</sup> laid off by IDOA on September 30.

**COMMITTEES:** PERSONNEL – No Report. FINANCE – There are no state funds available. Wendy moved funds from the two CDs into interest bearing checking accounts at Midwest Bank. Illinois Funds are moving to a new bank after the first of the year. It sounds like there will be more expenses for using accounts and writing checks. LEGISLATIVE – There are no funds for employee health insurance after September 30. HB 4282 has been introduced in Springfield to fund SWCDs. Currently the bill is in committee. The AISWCD is sponsoring a legislative call day for 10:00 am on Sept. 22. Everyone is encouraged to call their state legislators as well as Governor Rauner, Rep. Madigan, and Sen. Cullerton. EDUCATION/ INFORMATION – The pond tour went very well. Rob Hilsabeck, IDNR, was the featured speaker. There was a good

turn out and free will donations were generous. CEDAR CREEK CONSERVATION AREA – See Old Business.

**OLD BUSINESS:**

Rick received the title search completed by Bi-County Title. It was not what he had requested and cost over \$100 more than was quoted. Rick will send to DeJoode to make sure. Work on the CCCA pasture will stop until next spring. Hopefully funds will be available then to continue improvements. CCCA cropland was discussed. Rick is waiting for bids to have chemicals sprayed on the trees on the field by plane.

District finances were discussed. With the changes being made to Illinois Funds, Jule moved to close all accounts at Illinois Funds and move the money to Midwest Bank; seconded by Matt; motion carried. The interest in the Program account will be transferred to the district checking account. Two new accounts will need to be opened for the Program account and the Land Use Council 4 account.

If the state does not provide any funding to the district, there is not enough money in the CREP account to cover its loss in the district's FY 2016 budget. Funds will need to be found to cover liability, workers' comp and inland marine insurance. Individual district policies will be higher than AISWCD's group policies. The district includes these expenses in the tax levy request. Employee health insurance expires Sept. 30. Rick's insurance runs \$834/month. Wendy has insurance through her husband's policy. No one likes the idea of laying off personnel, but expenses will rapidly out pace income. The only major income will be from the sub-agreement district has through AISWCD from NRCS and it is not as much as first thought, about \$2500 for the CRP portion and \$4600 in administration funds. Fish sales are currently going on and will profit around \$600.

The district still has money in the SOA account to use when closing down the district. Employee vacations would need to be bought out, using about \$8000. Matt moved to continue running the district as is through December 31<sup>st</sup>, using CREP funds as necessary; seconded by Jule; motion carried. There was no other old business.

**NEW BUSINESS:**

Rick's health insurance expires September 30 if not paid. Matt moved the district pay his health insurance for three months and continue to pay disability insurance; seconded by Jule; motion carried. FY 2016 employee evaluation standards are not completed; tabled until next board meeting. Matt moved to authorize Terry to sign the "Acknowledgment of Section 1619 Compliance" with NRCS; seconded by Jule; motion carried unanimously. NRCS Civil Rights were tabled until the next board meeting. The directors gave Rick permission to put an ad for the aerway in the W-H Farm newsletter for \$35.

The **NEXT SCHEDULED BOARD MEETING** will be Tuesday, November 17 at 1:00 pm. There being no further business, Terry adjourned the meeting at 10:00 pm.

**COMING EVENTS:**

Last Day of State Paid Employee Insurance – September 30

Last Day of AISWCD Group Insurance for the District – September 30

IDOA-BLWR Regional Representatives Laid Off – September 30

Columbus Day, Office Closed – October 12

Next Board Meeting – November 17 at 1:00 pm

Veteran's Day, Office Closed – November 11

Director Election – February 17, 2016

Minutes taken and transcribed by Wendy Brokaw, administrative coordinator

# WARREN COUNTY SOIL AND WATER CONSERVATION DISTRICT

November 17, 2015

**REGULAR:** The regular monthly meeting of the Warren County SWCD board was held November 17, 2015 at the district office. Terry called the meeting to order at 1:03 p.m.

## PRESENT

Terry Davis, ch	Rich Youngquist, assoc. director
Matt Dutton, v ch	Rick Winbigler, resource conservationist, SWCD
Jule Allaman, sec.-treas.	Wendy Brokaw, administrative coordinator, SWCD
Merrill Martin, director	
Jamie Martin, director	

**MINUTES and FINANCE:** Matt moved the September minutes, September and October treasurer reports, time sheets and the following bills be approved:

Cardmember Services, internet, fuel, storage shed	607.29
RW Troxell, inland marine insurance	350.00
Logan Hollow Fish Farm, fish – 4,084.75 & 390.00	4,474.75
Western Illinois Title Company, CCCA title search	150.00
AISWCD, summer conference tour	30.00
RW Troxell, district insurance & worker comp (quarterly)	180.90
AISWCD, employee health, disability, and life insurance	<u>848.76</u>

(Does not include personnel salaries, retirement or taxes) 6,641.70

seconded by Jule; motion passed unanimously. The district received funds from county taxes of \$3,000, plus \$386.66 from AISWCD for subcontract work. Wendy transferred funds from CREP on 9/10/15 and 10/14/15. Jamie reviewed the bank statements.

**REPORTS:** Cathy has been selected as the new District Conservationist of Knox, Warren and Henderson Counties. Rick updated the district web site; helped NRCS with investigations and surveys; put the highway fence back up at the CCCA; and scheduled the rent of the aerway. Remaining FY 2014 PFC funds were given to other counties. Wendy completed the district's quarterly newsletter and had it sent out. She and Cathy attended the NLRS meeting hosted in Carthage. It was disappointing. There was poor attendance and the message given was the same as the meeting last spring in Galesburg. The staff is working on CRP/EQIP for the AISWCD sub-agreement contract for NRCS.

There is a Land Use Council meeting on November 19 at Roseville Lanes. Terry said AISWCD President and staff met with Illinois Farm Bureau the previous week. One report received from an Area Vice-President, reported the meeting went very poorly. After talking to Pres. Myron Kirby, Terry reported IL Farm Bureau is willing to assist soil & water districts with possible funding and/or whatever process the districts need to do to be more efficient. The Governor wants to reduce the number of units of government. He has mistakenly thrown 97 soil and water districts in with 9,000 drainage districts. The state doesn't want to fund SWCDs anymore and if it did, the Governor wants districts to restructure. Reg. reps were not laid off by IDOA as expected. They will continue in their positions indefinitely. The IDOA-BLWR newsletter was reviewed.

**COMMITTEES:** PERSONNEL – No Report. FINANCE – SWCDs funding has been suspended in the FY 2016 Governor’s proposed state budget. Wendy has permission to completely close the Program account at Illinois Funds and not open a new account at Midwest Bank until funds are received for the program. LEGISLATIVE – No news EDUCATION/ INFORMATION – No Report. CEDAR CREEK CONSERVATION AREA – See Old Business.

**OLD BUSINESS:**

Rick received the title search on CCCA completed by Bi-County Title and forwarded it to Jeff DeJoode to make sure. Jeff said it was great and will be waiting for the courts to contact him. Results of soils test on the CCCA pasture has been received. Ph is low. Jensens are responsible for seeding/fertilizer. The district will help facilitate access as needed. The directors reviewed NRCS’s civil rights. FY 2016 employee evaluation standards were presented. Jule moved to accept the standards as presented; seconded by Matt; motion carried unanimously.

District finances was discussed. Reducing staff hours was discussed. Possible income was discussed. The board wants to keep the district office open for as long as possible. The board directed Rick to get certified to write nutrient management plans.

**NEW BUSINESS:**

Beginning January 10, 2016, Matt moved to reduce resource conservationist hours to 25 hours/week and reduce administrative coordinator hours to 18 hours/week; seconded by Jule; motion carried unanimously. The district will continue to pay RC insurance or \$834/month. AC will no longer be eligible for disability insurance. Based on the figures Wendy put together, Jamie moved to request \$5757 from the county in tax levy; seconded by Merrill; motion carried unanimously. Jule moved to allow both employees to attend Winter Training, sponsored by IDOA; seconded by Matt; motion carried unanimously. NACD dues were tabled. Matt moved the district pay a \$10 membership to the state employees’; seconded by Jamie; motion carried unanimously. Matt moved to give employees holiday pay for Thanksgiving and the Friday after; seconded by Jamie; motion carried unanimously.

The **NEXT SCHEDULED BOARD MEETING** will be Tuesday, December 15 at 1:00 pm with lunch being served at noon. There being no further business, Terry adjourned the meeting at 4:08 pm.

**COMING EVENTS:**

- Land Use Council 4 – November 19 at Roseville Lanes at 10:00 am
- Thanksgiving Holiday, Office Closed – November 26 & 27
- Employee Winter Training – December 1-2 at Springfield
- Next Board Meeting – December 15 at 1:00 pm; lunch at noon
- General Election of Directors – February 16, 2016

Minutes taken and transcribed by Wendy Brokaw, administrative coordinator



# WARREN COUNTY SOIL AND WATER CONSERVATION DISTRICT

December 17, 2015

**REGULAR:** The regular monthly meeting of the Warren County SWCD board was held Thursday, December 17, 2015 at the district office. Staff served a delicious lunch for the directors. Terry called the meeting to order at 1:03 p.m.

## PRESENT

Terry Davis, ch	Rich Youngquist, assoc. director
Matt Dutton, v ch	Rick Winbigler, resource conservationist, SWCD
Jule Allaman, sec.-treas.	Wendy Brokaw, administrative coordinator, SWCD
Merrill Martin, director	Mary Johnson, conservation technician, NRCS

**ABSENT:** Jamie Martin, director

**MINUTES and FINANCE:** Jule moved the November minutes, November treasurer reports, time sheets and the following bills be approved:

Cardmember Services, internet, aerway repairs	160.59
(2) internet, winter training, LUC 4 meal, aerway jack	352.50
Gatehouse Media, legal notices (election)	47.20
Director Mileage, July-Dec	667.58
Employee Mileage, July-Dec	96.61
AISWCD, employee health, disability, and life insurance	<u>848.76</u>
(Does not include personnel salaries, retirement or taxes)	2,173.23

seconded by Matt; motion passed unanimously. The district received funds from county taxes of \$1,461.80 (final payment of the year), plus two payments of \$386.66 and one for \$1849.00 from AISWCD for NRCS subcontract work. Wendy transferred funds from CREP on 11/18/15. Matt reviewed the bank statements.

**REPORTS:** Cathy started her new position as the District Conservationist of Henderson, Knox and Warren Counties. In Cathy's absence Mary reported on the CRP workload. There has been a lot of interest in pollinators. A general CRP sign up is being held until the end of February. Rick added CSP information to the district web site. Dates for the spring fish sales are set. He has been working on nutrient management planning. Wendy received her 35-year service plaque at winter training.

There is no Land Use Council meeting in December. Terry said AISWCD has a committee of 4 looking for a dedicated funding source. They are to report back at the next quarterly board meeting. The AISWCD seems to be slow to respond to situations. There is disagreement within the executive committee and the full board on whether AISWCD stands firm on not re-organizing or trying to modify what districts look like. Any proposals presented to the board were tabled. Right now Farm Bureau is taking the lead on nutrient loss.

Past director, John C. Huston, passed away last month. The staff did not know when his services were until after the fact. The district sends \$10 to director memorials. The staff did not know what that was. Directors decided a \$10 contribution to the AISWCD Foundation in John's name would be appropriate. There was no IDOA-BLWR newsletter for the month. Long-time IDOA-BLWR employee, Mike Rahe, is retiring at the end of December.

**COMMITTEES: PERSONNEL** – Jule will not run for re-election when her term expires in March 2016. Richard Youngquist agreed to run for a director position. **FINANCE** – Wendy has opened an account for Land Use Council 4 at Midwest Bank and will be closing the LUC 4 account at Illinois Funds. This was decided at the last LUC 4 meeting in November.

**LEGISLATIVE** – AISWCD legislative day will be held in March. The AISWCD legislative committee is planning to contact democratic legislators to get their position on funding for districts. **EDUCATION/ INFORMATION** – No Report. **CEDAR CREEK CONSERVATION AREA** – See Old Business.

**OLD BUSINESS:**

Jeff DeJoode is still waiting for the courts to contact him. Soil test results need to be given to Russ and Jeff Jensen. District finances were discussed. Wendy is transferring money from the CREP account to the district checking every month. The board wants to raise money by writing nutrient management plans. Setting a reserve was discussed with no action taken. Terry volunteered to assist Knox County SWCD to update the Spoon River Watershed Plan.

**NEW BUSINESS:**

There is another opportunity to offer a new plan of work to complete CRP work for NRCS. This agreement is Feb. 1 – June 1, 2016. Wendy completed a proposed plan of work to do partial CRP plans and do administrative work. This agreement would bring to the district a maximum of \$4713. Matt moved to approve the proposed plan of work as presented; seconded by Jule; motion carried unanimously. There was a discussion concerning holidays that fall on Mondays. With reduced hours beginning Jan. 10<sup>th</sup>, Rick will work Mon, Tues, and Thurs. Wendy will work Tues, Wed, and Fri. If holidays fall on a non-work day for an employee, the employee will take the holiday on the previous work day. Motion was made by Matt; seconded by Jule; carried unanimously. The district will pay the registration for Rick to attend a Conservation Cropping Seminar in January.

The district is running out of tile probes and marking flags. Sales bring in a little money for the district. Merrill moved to purchase a small quantity of each; seconded by Matt; motion carried unanimously. The Staff asked if the board would support a nutrient loss meeting with Henderson SWCD in February and discuss practical practices instead of just talking about nutrient loss in general. The board agreed and it was suggested to hold a contractor meeting to about building so newer practices, ex. bio-reactors.

The Warren-Henderson Farm Bureau filled out an application for grant funds from IL Farm Bureau. Wendy and Cathy offered assistance for a cost-share program on cover crops and for the purchase of water testing kits. The district and NRCS will be partners with the local Farm Bureau. Jule moved vacation for Wendy be allowed Feb 1-5, 2016; seconded by Matt; motion carried unanimously. The Christmas gathering (Dutch treat) for district directors and staff will be January 5<sup>th</sup> at Petey's.

The **NEXT SCHEDULED BOARD MEETING** will be Tuesday, January 19 at 1:00 pm. There being no further business, Terry adjourned the meeting at 3:15 pm.

**COMING EVENTS:**

Christmas, Office Closed – December 25  
New Year's Day, Office Closed – January 1, 2016  
Begin Reduced Employee Hours – January 10  
ML King Birthday, Office Closed – January 18  
Next Board Meeting – January 19 at 1:00 pm  
General Election of Directors – February 16, 2016

Minutes taken and transcribed by Wendy Brokaw, administrative coordinator