

WARREN COUNTY SOIL AND WATER CONSERVATION DISTRICT
BOARD OF DIRECTORS
January 15, 2019

The Warren County Soil and Water Conservation District Board of Directors met in regular session on Tuesday, January 15, 2019 at the Warren County USDA Service Center in Monmouth, starting at 1 p.m. pursuant to due notice given. The meeting was called to order and presided over by Chairman Terry Davis. Other board members present were Thadd Tharp, Merrill Martin, Richard Youngquist, and Matt Dutton. Associate Directors present were Ben Sanberg, and Ron Moore. Also present was Marty McManus Region One IDOA Representative, Conservation Technician Keely Egelhoff and Natural Resource Conservation Service District Conservationist Cathy Froelich.

Correspondences: Peoria and Knox County Newsletter. Letter from Wendy Brokaw was read to the board. The board acknowledged her years of service and thanks her for her 30+ years of dedication to the district.

Matt Dutton moved to executive session at 1:13 pm. Motion seconded by Merrill Martin. Motion carried

Richard Youngquist moved to reconvene the regularly scheduled business meeting at 1:45. Seconded by Merrill Martin. Motion Carried.

Matt Dutton moved to recognize Wendy Brokaw's resignation on December 21, 2018. Motion seconded by Merrill Martin. Motion carried

Secretary's Report: The minutes from the December meeting were mailed and emailed out before the meeting for the board members to read. **Matt Dutton moved, and Richard Youngquist seconded to put the minutes from the December 18, 2019 meeting on file. Motion carried.**

- **Thadd Tharp abstained from voting.**

Treasurer's Report: Financial Statements were not presented. The board was working to change information at the bank and the changes had not gone through yet.

Approve Bills: Keely Egelhoff discussed bills that needed to be paid by the district. **Matt Dutton moved, and Merrill Martin seconded the motion.**

- **Thadd Tharp abstained from voting.**

Staff Reports:

- **NRCS Report** – CSP payments went out in December and another in January. Has stayed busy with the government shutdown.
- **Keely Egelhoff** –Worked on EQIP applications, promotion activities, training more on waterway designs.
- **Land Use Council** –Next meeting will be lunch on March 7th.
- **AISWCD** – executive director has seen no real movement on money. They are planning summer conference. Legislative day is March 5th.
- **Marty McManus, BLWR Report** – CPP guidance, SSRP funding and guidelines. Vegetative filter strip report forms due, Election instructions and materials, Conservation Cropping seminar, Freedom of information act requirements

Committee Reports:

- **Personnel** – Personnel committee met with Wendy Brokaw. Terry Davis is to be Keely Egelhoff supervisor during her time in Warren County. Keely's calendar will be shared with Terry Davis.
- **Finance** – Waiting on FY 2019 funds- Money has not been sent to comptroller's office
- **Legislative**- New Governor started in January, New Bureau Chief, New Director of Agriculture.
- **Education/ information**- Contractor meeting, trees have been ordered, Envirothon LUC 4 April 2nd
- **Cedar Creek Conservation Area**- No Report

Old Business:

- **Merrill Martin moved to take from the table** the motion to table Tax Levy discussions until further information could be gathered about the amount the District should request. **Motion seconded by Richard Younquist.**
 - **Matt Dutton moved to request \$4,900 for the tax levy. Motion seconded by Richard Youngquist. Motion passed.**
- CCCA Timber Settlement Update- Sent an email to DeJoodde. Had not heard back yet.
- CCCA Pasture – EQIP- Thadd Tharp did not have a report
- General Director Election- Feb. 19, 2019 7:00-5:30 pm at the USDA Service Center in Warren County. Need to talk to Gina the Warren Henderson Farm Bureau Manager about using the building as a backup in case of a shut down.
- Hiring a bookkeeper- Tegeler Accounting service will charge \$42 and hour to complete payroll duties and W-2/1099 tax forms. 95\$ and hour to complete a scan of QuickBooks and tidy up any issues found.
 - **Richard Younquist moved to hire Tegeler to do all activities. Seconded by Matt Dutton. Motion Passed.**
- Discussion on the NRCS Contribution agreement.
- S.T.A.R- Licenses has been approved the form needed to be signed and sent back.

New Business:

- Fish prices were discussed.
 - **Merrill Martin moved to approve the list of fish prices. Matt Dutton seconded the motion. Motion passed.**
- Organization of the board will be filled out in the next month after elections.
- FOIA Officer- Terry Davis offered to be the FOIA officer
- Record Retention information was released and talked about. Will be investigated at a later date.
- **Merrill Martin moved to purchase the new website name. Seconded by Matt Dutton. Motion carried.**
- **Merrill Martin moved to change the passwords. Seconded by Matt Dutton. Motion carried.**
- Discussion was held about having absentee voting abilities for the upcoming elections. Marty McManus showed in the rules and regulations that the board would have to wait until the following year.

Richard Youngquist moved to executive session at 3:05 pm. Motion seconded by Merrill Martin. Motion carried

Richard Youngquist moved to reconvene the regularly scheduled business meeting at 3:15. Seconded by Merrill Martin. Motion Carried.


Matt Dutton moved to keep the envelope of executive session minutes sealed for another six months. Richard Youngquist seconded the motion. Motion carried.

- Next meeting will be February 15th, 2019 starting at 1:00 p.m.
 - Ron Moore will be gone
 - Conservation Cropping Seminar – Matt Dutton will go to Mendota and Terry Davis to Springfield.
- **Matt Dutton moved to adjourn, and Merrill Martin seconded to adjourn. Motion carried.**
The meeting adjourned at 3:27 p.m.

Respectfully Submitted,

Keely Egelhoff, Conservation Technician


Keely Egelhoff
Conservation Technician

, presiding officer
Terry Davis
Warren Co. Chairman Vice - Chairman

