

## MONTHLY BOARD MEETING MINUTES

- I. **CALL TO ORDER** - On Tuesday September 29, 2020, at 9:58 am a regular meeting of the Board of Supervisors of the St Joseph County SWCD at the North Liberty Fire Department, 305 S State St., North Liberty, IN 46554 was called to order by John Dooms, Chairman.

**PRESENT – SWCD**

John Dooms, Chair/Supervisor  
Dave Vandewalle, Supervisor  
Dave Craft, Supervisor  
David Straughn

**PRESENT – SWCD/NRCS**

Sandra Hoffarth, SWCD AA  
Sam Buchanan, SWCD EEC  
Debbie Knepp, NRCS DC

**Present - EX-OFFICIO**

**PRESENT – Public**

**ABSENT – SWCD**

Sarah Longenecker, SWCD CC  
Mike Burkholder, Supervisor  
Jeremy Cooper, Vice-Chair/Supervisor  
Chuck Lehman  
Jim LaFree  
Dru Wrasse  
Richard Schmidt  
Randy Matthys

- II. **ADDITIONS TO AGENDA** – n/a

III. **REGULAR BUSINESS**

- a. **Legislative Updates** – n/a
- b. **Indiana Conservation Partnership Updates** n/a
- c. **Minutes: August 18, 2020 board meeting** – Minutes were reviewed and approved as presented (Craft/Vandewalle).
- d. **Treasurer’s Report: (8/14/2020-9/25/2020)** – The treasurer’s report was reviewed and approved as submitted by motion (Vandewalle/Craft). Motion carried.
- e. **Approval of Claims (8/14/2020-9/25/2020)** –A motion (Craft/Vandewalle) was made to approve Claim Nos. 11569-11576 for a total of \$4,672.48. Motion carried.

IV. **OLD BUSINESS**

- a. **St. Joseph Co. Soil & Water Conservation Partnership Staff Reports**
  - i. **Field Office Report** – The field office report was presented to the board & reviewed. (Attached)
  - ii. **NRCS Talking Points** – Knepp presented the NRCS talking points (attached).
- b. **Committee Reports**
  - i. **Election** - Dooms reported that the nominating committee has 2 names for the election ballot and 1 name for the appointed nominee. A motion (Craft/Vandewalle) was made to accept Shane Whitmer and Chris Matthys for the election ballot and Scott Laidig for the appointed nominee. Motion carried.
- c. **Indiana Woodland Steward** – After some discussion, a motion (Craft/Vandewalle) was made to provide \$250 again this year towards printing cost of the newsletter. Motion carried.
- d. **CWI** – Hoffarth informed the board that an applicant finally submitted all the needed documentation of cover crops planted in 2019. This application was approved in July 2019 and Longenecker confirmed it was planted in 2019 but she didn’t have the seed tags, bills and other documentation to complete the verification. After some discussion a motion (Vandewalle/Craft) was made to approve the 200 acres of cover crops utilizing \$4,000 of CWI funds. Motion carried. A motion (Craft/Vandewalle) was made to approve 187.3 acres of cover crops application utilizing \$3,746 in CWI funds. Motion carried. Discussion on another application for a client who applied for EQIP but was not yet funded. They have received 3 years of CWI payments, but this field has not been paid on yet. A motion (Craft/Vandewalle) was made to approve the application for 20 acres of cover crops utilizing \$400 of CWI funds. Motion Carried. Another application came in for 10 acres of pollinator habitat for a beekeeper who lost their bees. They are wanting to get started this winter with a dormant seeding. After some discussion, it was decided to use CWI funds if available and use budgeted district funds for the remaining amount. Actual amounts will be brought to the next board meeting.
- e. **Civil Rights Responsibility** – Knepp went over the attached responsibilities. Supervisors in attendance signed this agreement.

V. **NEW BUSINESS**

- a. **Schedules/ Upcoming Events / Any Related Claims** - calendars were handed out explaining upcoming special events & holiday schedules on the back of the agenda. Discussion was made on where to hold future board meetings since the weather is making outdoor meetings impractical and COVID-19 still has the libraries closed for meetings. Ideas were heated farm shops, North Liberty Community Building, etc. Staff will look into some possibilities and get with the supervisors to determine the best location until the library is accessible again. After

some discussion, it was decided to not have both October and November board meetings. Our next board meeting will be held December 8, 2020, at 9am, location TBA.

**VI. PRIVILEGE OF FLOOR –**

- a. Hoffarth informed the board that Theresa Matthys, Randy’s wife, passed away on September 24<sup>th</sup> from cancer.
- b. A motion (Craft/Vandewalle) was made to release \$65 for Buchanan to attend 2 virtual conferences. Motion passed.

**VII. ADJOURNMENT – The board meeting adjourned at 10:53 am.**

*Respectfully submitted,*  
**Sandra Hoffarth**  
**Administrative Assistant**  
**St. Joseph County Soil & Water Conservation District**  
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**Zoom board meeting  
December 8, 2020; John  
Dooms, Jeremy Cooper,  
Mike Burkholder, Dave  
Craft & Dave Vandewalle**

**Approved by:**

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Supervisor

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Supervisor

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Supervisor