

MONTHLY BOARD MEETING MINUTES

- I. CALL TO ORDER - On Tuesday August 18, 2020, at 9:07 am a regular meeting of the Board of Supervisors of the St Joseph County SWCD at the North Liberty Park Pavilion, 308 Jefferson St., North Liberty, IN 46554 was called to order by John Dooms, Chairman.**

PRESENT – SWCD

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

PRESENT – SWCD/NRCS

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

Present - EX-OFFICIO

Erica Wyss, Marshall
Co SWCD

PRESENT – Public

ABSENT – SWCD

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

- i. Proposed 319 Grant** – Wyss went over the details of the grant proposal and what the St Joseph County will receive and provide throughout the grant period. After some discussion, a motion (Burkholder, Craft) was made to approve the grant proposal. Motion carried. The motion provides that our district shall provide:

- Cash Match - \$3,000 per year for a total of \$9,000
- In-Kind education assistance – 100 hours over 3 years, valued at \$2,000
- In-Kind technical assistance – 200 hours over 3 years, valued at \$4,000
- In-kind support from board supervisors and staff promoting relevant events, workshops, and field days and In-kind support and cooperation from our staff to communicate and work with our local landowners to install BMP's within the critical areas of the Yellow River Watershed – 62.5 hours over 3 years, valued at \$1,250
- In-kind administration assistance – 62.5 hours over 3 years, valued at \$1,250
- 1 member for the Steering Committee

- c. Minutes: June 16, 2020 board meeting** – Minutes were reviewed and approved as presented (Vandewalle/Burkholder).

- d. Treasurer's Report: (6/12/2020-8/13/2020)** – The treasurer's report was reviewed and approved as submitted by motion (Craft/Vandewalle). Motion carried.

- e. Approval of Claims (6/12/2020-8/13/2020d)** –A motion (Craft/Burkholder) was made to approve Claim Nos. 11554-11568 for a total of \$6,521.05. 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. Annual Meeting** – Dooms discussed the possibilities of not being able to have the 2021 annual meeting due to the COVID-19 pandemic. Hoffarth has been in contact with the state association and they are still looking into the legalities for holding an election outside of a face to face meeting. More details are expected in early fall. The election committee has been in contact with possible candidates for the election ballot. They are still looking and talking with more possibilities for the appointment as well.

- c. CWI** – A motion (Burkholder/Craft) was made to approve the application for 200 acres of cover crops in the amount of \$4,000. Motion carried. After some discussion, a second application for 200 acres of no-till in the amount of \$3,000 was decided to be held until we know if there will be enough grant funds available next spring when this practice could be paid for. Hoffarth and Buchanan attended a training with Jennifer Thum (District Support Specialist) on the new Grant Management System. During this session, Thum encouraged us if we had at least 66% of our current grant spent or allocated to put in a proposal for a CWI 2021 grant. A motion (Burkholder/Vandewalle) was made to submit a 2021 CWI grant proposal to mirror our current grant changing our district funds to \$2,000 per year for a total of \$6,000. Motion passed.

d. **COVID-19, re-opening office procedures, current stat of things, issues, etc.** – Knepp discussed during the talking points that we are still in phase 1 which means we are still maximizing telework, and no visitors are allowed in the building.

V. NEW BUSINESS

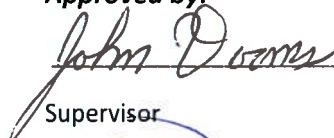
a. **Schedules/ Upcoming Events / Any Related Claims** - calendars were handed out explaining upcoming special events & holiday schedules on the back of the agenda. Hoffarth reminded the board to pay attention to their email as important virtual trainings and workshops from IASWCD are available in August and September. It was also announced that the IASWCD Annual Conference for 2021 will be virtual. More details to come later.

VI. PRIVILEGE OF FLOOR – Straughn informed the board that the Mishawaka Park Board is changing their wetland plans. They are keeping their raingarden plans. This came about after the public comment period.

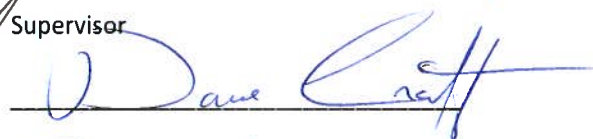
VII. ADJOURNMENT – The board meeting adjourned at 10:07 am.

Respectfully submitted,
Sandra Hoffarth
Administrative Assistant
St. Joseph County Soil & Water Conservation District
2903 Gary Drive, Plymouth, IN 46563
Email: Sandra.hoffarth@in.nacdnet.net
www.stjosephswcd.org

Approved by:



Supervisor



Supervisor



Supervisor

Supervisor

August 13, 2020

Re: Yellow River Headwaters 319 Grant Proposal
Watershed Management Plan


To Whom It May Concern,

I am pleased to inform you that at the **August 21st, 2018** board meeting of the St Joseph County Soil and Water Conservation District, a motion was presented and passed to support the above-mentioned grant proposal from the Marshall County Soil and Water Conservation District. The motion provided that our district shall provide:

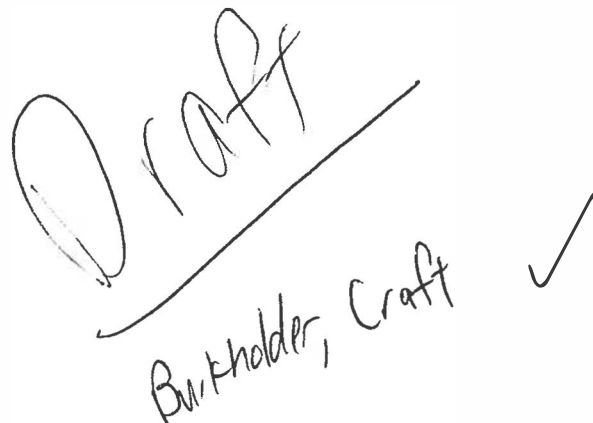
- Cash Match - \$3,000 per year for a total of \$9,000
- In-Kind education assistance – 100 hours over 3 years, valued at \$2,000
- In-Kind technical assistance – 200 hours over 3 years, valued at \$4,000
- In-kind support from board supervisors and staff promoting relevant events, workshops, and field days and In-kind support and cooperation from our staff to communicate and work with our local landowners to install BMP's within the critical areas of the Yellow River Watershed – 62.5 hours over 3 years, valued at \$1,250
- In-kind administration assistance – 62.5 hours over 3 years, valued at \$1,250
- 1 member for the Steering Committee

If you have any questions or need further information, please contact the office staff at the above phone number.

Sincerely,



John Doms, Chairman
St. Joseph County Soil and Water Conservation District



Burkholder, Craft ✓

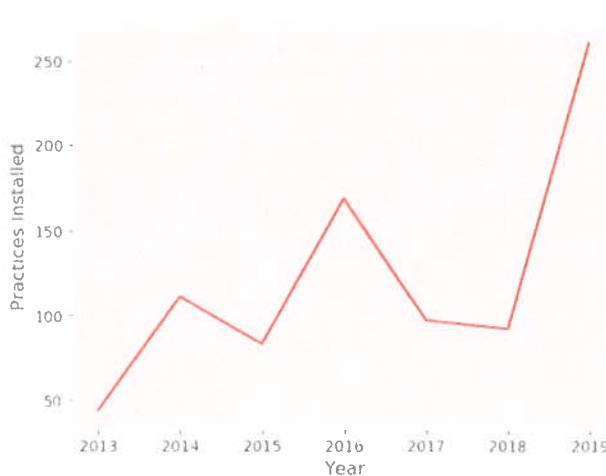
Saint Joseph County Nutrient and Sediment Load



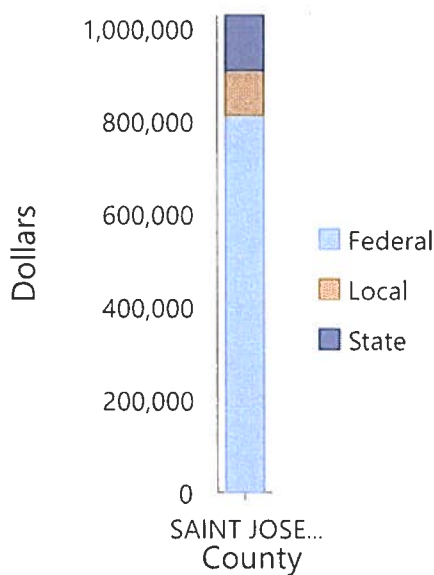
Accomplished By Private Landowners
and the Indiana Conservation Partnership



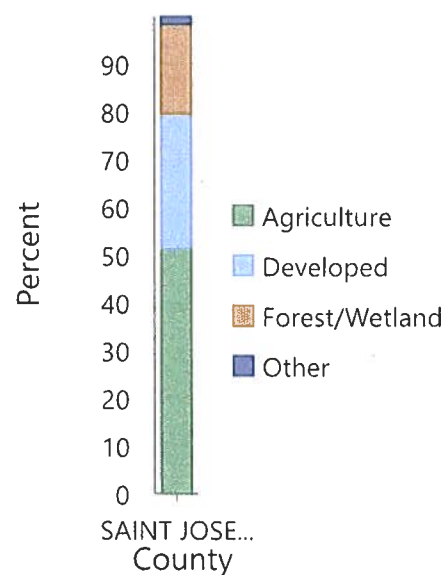
Practices Installed Over Time



Conservation Funding Percentage by Source



Comparison of Land Use Across County



Sediment Reduced 57,324,695 lbs.
Enough to fill 287 train cars.



Nitrogen Reduced 48,374 lbs.
Enough to fill 48 8' truck beds.



Phosphorus Reduced 24,229 lbs.
Enough to fill 24 8' truck beds.



Calendar Year	Practices Installed	Active Practices	Sediment Reduction (lbs)	Phosphorus Reduction (lbs)	Nitrogen Reduction (lbs)
2013	44	44	9,453,750	4,104	8,200
2014	111	134	32,814,220	14,250	28,470
2015	83	120	24,902,575	10,711	21,394
2016	169	219	26,402,550	11,277	22,520
2017	97	204	26,014,410	11,503	22,971
2018	92	232	17,383,600	7,954	15,874
2019	261	405	57,324,695	24,229	48,374

The "practices installed" column indicates the number of newly installed best management practices within a given calendar year, while the "active practices" column indicates the number of best management practices that are actively reducing sediment, nitrogen, and phosphorus loading regardless of the year of installation. Practices do not include the many unassisted practices designed and installed by private landowners without ICP assistance. Nutrient estimates only consider sediment bound N and P, not dissolved components. Load reductions are calculated using the EPA's Region 5 Load Reduction Model, and rounded to nearest integer for display.

Data provided by: Indiana State Department of Agriculture, Indiana Department of Natural Resources, Indiana Department of Environmental Management, Indiana Soil and Water Conservation Districts, and the USDA Natural Resource Conservation Service.

Field Office Report
July 20 – August 14, 2020

General/Miscellaneous

Office Work

- Update computer/iPhone with new GIS/GPS tools
- Vehicle Inspection
- NRCS vehicle Oil Change
- September/October Newsletter

EQIP- Environmental Quality Incentive Program

Office Work

- Processed payments for 3 clients for: Invasive Species Control, Nutrient Management, No-till, Warm Season Grass Plantings and Tree/shrub plantings.
- 10 EQIP applications were approved – letters, contracts and job sheet development. Working on getting signatures.
- Modified contract
- Developed payment documents for advance payment for a Seasonal High Tunnel
- Phone discussions with 3 clients explaining job sheets and contract documents

Field Work

- Met 2 clients in the field to explain the documents and get payment documents signed.
- Met with 1 client in the field to explain documents and get new contracts signed

CRP-Conservation Reserve Program

Office Work

- Processing 21 accepted offers. Developing conservation plans, contracts and job sheets. Working on getting signatures.
- Processed and sent wetland as built to FSA

Field Work

- Continued with field work on accepted offers
- Met with landowner to explain documents and get signatures

CWI- Clean Water Indiana

Office Work

- Did conservation planning on 1 new application
- Processed 2 new applications

Rule 5/ Rule 13

Office/Field Work

- 2 SWPPP reviews
- 2 NOTs approved

Education

- | | |
|--|---|
| <ul style="list-style-type: none">• Updates to district education web page<ul style="list-style-type: none">○ Added individual links to educational videos○ Uploaded and added links to educational presentations• Continued work on Darden Elementary nature trail and trail-related curriculum<ul style="list-style-type: none">○ Signs of fall hike○ Sensory hike○ Trail walk-through | <ul style="list-style-type: none">• Establishment/reestablishment of education loaner kits<ul style="list-style-type: none">○ Mammals kit○ Watershed game○ Water cycle model• Presentation, video, and related links for upcoming St. Mary's classes |
|--|---|

Meetings & Trainings

Getting Little Feet Wet virtual training (project WET early childhood course) Forest School virtual workshop New 052 form Completing Individual Development Plan Overview of mobile GPS Grants Management System	Farm Bill Programs State Conservationist Teleconference Conservation Reserve Program Joint Meeting with FSA COVID19 Flexibilities after Phase 3 New Performance Policy 052 GIS tool Collector Tool Trimble Unit
Webinars	Dates
Diversity – Unconscious Bias 1 st Generation Symposium <ul style="list-style-type: none">• SWCS International Conference• Soil Health Institute Conference• Cover Crop Management Tips• Wait on Cover Crop Burn Down• Soil Health Conversations #4	

Comments from the Community

--

DC Talking Points

AUGUST 2020

UNSOLICITED SEEDS

Indiana offices are reporting that clients have received unsolicited seeds in the mail from foreign countries. There are also reports from other states with similar occurrences. It was determined that USDA APHIS PPQ would be the lead agency responsible for collecting the seed packets from China. Please advise your clients to send the seeds to the address below.

Place all contents in a zip-top bag, then place the bag in an envelope or small box and mail it to:

USDA APHIS PPQ
State Plant Health Director
Nick Johnson
3059 N. Morton St.
Franklin, IN 46131

If you cannot mail the items, do not dispose of them. Keep the seeds, packaging and mailing label and contact the Indiana Department of Natural Resources Division of Entomology & Plant Pathology at 866-663-9684 or DEPP@dnr.IN.gov.

Never plant seeds of unknown origin. Anyone has already planted seeds should not dispose of the plants or soil. Contact the Indiana DNR Division of Entomology & Plant Pathology at the phone number and email address above.

FARM BILL PROGRAMS

Indiana landowners have shown great interest in NRCS Farm Bill programs this year, which has far outreached the initial allocation of funds. In an effort to address our conservation needs, Indiana NRCS has requested and received additional funds for the EQIP, CSP Classic and ACEP totaling \$8.8 million dollars. Thank you to NRCS employees and partners for your commitment to putting conservation on the ground.

BOX/ONESPAN FOR PRODUCERS

Producers with approved EQIP and CSP contracts will be notified soon that signatures are needed on contract documents. Producers now have another option in signing documents that can save a drive to the service center. Box/One Span provides an electronic signing option for documents. The Farm Bill Specialist servicing your county has been trained to assist producers with this option. They can have a discussion with the producer about the mobile device/personal computer used and how the security authentications will work. A test email/text will be sent prior to sending the documents to sign. USDA has given NRCS a waiver to sign 40 plus financial assistance documents. This list and additional resources can be found on our myFPAC site. [Learn More](#).

COVID-19 OFFICE STATUS

USDA is continuing to take proactive protective measures to help prevent the spread of COVID-19. As you know, FPAC's approach to reopening offices includes three phases, with detailed criteria to reopen a facility. Most of our offices are currently in stage two of the reopening phase and because of the recent surge of COVID cases, we anticipate that we will stay in this stage for a while longer. We are asking SWCD Boards and FSA County Committees to continue to meet offsite as necessary. The Leadership Team will

continue to keep you updated as we hear from our National Office. Updated information related to the coronavirus and current status of USDA Service Centers, temporary service center closures, and online options for farmers can also be found by visiting: <https://www.farmers.gov/coronavirus>.

FSA's CORONAVIRUS FOOD ASSISTANCE PROGRAM (CFAP)

Agricultural producers can now apply for USDA's Coronavirus Food Assistance Program (CFAP), which provides direct payments to offset impacts from the coronavirus pandemic. The application and a payment calculator are now available online, and USDA's Farm Service Agency staff members are available via phone, fax and online tools to help producers complete applications.

USDA is accepting applications now through August 28, 2020. Producers should apply through the Farm Service Agency at their local USDA Service Center. Producers in search of one-on-one support with the CFAP application process can call 877-508-8364 to speak directly an FSA employee ready to offer assistance. More information can be found by visiting <https://www.farmers.gov/cfap> or visiting your local FSA office (<https://offices.sc.egov.usda.gov/locator/app>)

FSA's CONSERVATION RESERVE PROGRAM (CRP) – CLEAR30

Farm Service Agency (FSA) will open signup this summer for CLEAR30, a new pilot program that offers farmers and landowners an opportunity to enroll in a 30-year Conservation Reserve Program (CRP) contract. This pilot is available to farmers and landowners with expiring water-quality practice CRP contracts in the Great Lakes regions. The program signup period is July 6 to Aug. 21, 2020.

Eligible producers must have expiring Clean Lakes, Estuaries and Rivers (CLEAR) initiative contracts, including continuous CRP Cropland contracts with water-quality practices or marginal pasturelands CRP contracts devoted to riparian buffers, wildlife habitat buffers or wetland buffers. The longer contracts will help ensure that practices remain in place for 30 years, which will help reduce sediment and nutrient runoff and help prevent algal blooms.

Annual rental payment for landowners who enroll in CLEAR30 will be equal to the current Continuous CRP annual payment rate plus an inflationary adjustment of 27.5 percent, since CLEAR30 contracts will be for 30 years – much longer than the 10 to 15-year contracts for Continuous CRP offers.