

Plymouth USDA Service Center ● 2903 Gary Dr ● Plymouth, IN 46563 ● Phone: 574-936-2024x4 Fax: 855-496-7861 ● Email: info@stjosephswcd.org ● Website: www.stjosephswcd.org

MONTHLY BOARD MEETING MINUTES

I. <u>CALL TO ORDER - On Tuesday September 20, 2016, at 7:05 pm a regular meeting of the Board of Supervisors of the St Joseph County SWCD at the Plymouth USDA Service Center was called to order by John Dooms, Chairman.</u>

PRESENT – SWCD
John Dooms, Chair/Supervisor
Jeremy Cooper, Vice-Chair/Supervisor
Dave Vandewalle, Supervisor
Stacey Silvers, Supervisor
Dale Stoner

PRESENT – SWCD/NRCS Rick Glassman, SWCD EEC Sarah Longenecker, SWCD CC Sandra Hoffarth, SWCD AA Present - EX-OFFICIO
Jennifer Thum
Leah Harmon
PRESENT - Public
David Straughn

Mike Burkholder, Supervisor Dave Craft Randy Matthys Arlene Schuchman Richard Schmidt Chuck Lehman Joe Long Dru Wrasse

ABSENT - SWCD

Debbie Knepp, NRCS DC

II. ADDITIONS TO AGENDA - n/a

III. REGULAR BUSINESS

Carole Riewe

Jan Ivkovich

Jim LaFree

- a. Legislative Updates -n/a
- b. Indiana Conservation Partnership Updates Jamie Scott is the new President of the IASWCD Board.
- c. Minutes: August 16, 2016 board meeting—The minutes were reviewed and approved as presented.
- d. Treasurer's Report: (8/17/2016-9/20/2016) The treasurer's reports were both reviewed and approved as submitted.
- e. Approval of Claims (8/17/2016-9/20/2016) –A recommendation (Riewe, LaFree) & motion (Cooper, Silvers) was made to approve Claim Nos. 11142-11151 for a total of \$2,772.88 as presented. Both carried

IV. OLD BUSINESS

a. St. Joseph Co. Soil & Water Conservation Partnership Staff Written Reports – The field office & Education reports were presented to the board and reviewed. (Attached). There weren't any NRCS talking points.

b. Committee Reports

- i. Annual Meeting Hoffarth updated the board on the plans so far, waiting to hear back from possible entertainment options, she is hoping to have that information for the October board meeting. The committee recommends ticket prices being kept at \$15 like last year, Silvers seconded. A motion (Vandewalle, Silvers) was made. Both carried.
- ii. Education Ivkovich informed the board that Rick has been requested for 3 Marshall Co School programs (1 swamp stomp, 1 RES field trip, 1 in school program at Culver) and 3 LaPorte Co School programs (2 in school programs at Knapp & Boston schools, and 1 swamp stomp). Glassman has permission from Marshall Co to do programs in their county with their employee attending if her schedule allows. LaPorte hasn't responded yet. The committee and Silvers recommends and a motion (Silvers, Vandewalle) that he goes ahead with Marshall Co. but wait to hear from LaPorte Co. Both carried. Glassman has 11 Owl Prowls scheduled so far. Oct 1st Glassman has been asked to do a program for the Notre Dame Family Day, a recommendation by the committee & Riewe was made and carried to do this program. Glassman asked for a couple volunteers to help with set up at the St Joseph River Expedition September 29th & 30th.
- iii. Marketing Cooper passed around samples of the pen and lip balm the marketing committee would like to purchase for upcoming events. The pens are \$275 for 500 and the lip balm is \$99 for 100. The committee and Vandewalle recommends and a motion (Vandewalle, Silvers) was made to release no more than \$500 for the pens & lip balm including set up and shipping. Both carried. Cooper also showed the board a sample of the new legislative notebook style. The new style will be able to be printed in house on 11x14 paper in full color and will include the leveraging sheets, photos of practices implemented in 2016, the CWI grant information with photos, and the 2016 youth education accomplishments. The committee feels this will streamline the information and be better understood by the legislators in the few moments they have to discuss it.
- c. NRCS Women's Circle Workshop (Flyer attached) Longenecker updated the board on the planning of this workshop. So far between the three counties we have 6 participants (2 from our county, 1 from Marshall and 3 from Elkhart). We still don't know the expenses but Cooper gave us the contact information to reach out to Farm Credit for a sponsorship.

- d. IDEA Fall Conference Hoffarth updated the board on the planning for the conference. She informed the board that we have been asked to help sponsor since it is in our area this year. Marshall and DeKalb counties have already sent money in to sponsor. A recommendation (Cooper, Vandewalle) and motion (Cooper, Vandewalle) was made to release \$100 to sponsor the conference. Both carried.
- **e.** Landfill Inspection Longenecker informed the board it is time to complete this inspection again and asked who would like to go along. Silvers volunteered and Longenecker will be in contact with her on a date and time.
- **f. Christmas Party** Dooms asked the board if they would like to have a party this year. It was decided to arrive early at the December board meeting and have refreshments then.
- g. Headwaters of the Yellow River Steering Committee Meeting Hoffarth informed the board that the next meeting will be Friday September 30th at 10:30 am at the Plymouth Library. That is the day of the St Joseph River Expedition and she will be unable to attend and Cooper is unavailable as well. Silvers, Dooms or Longenecker will attend if possible.

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.
 - i. Indiana Watershed Leadership Academy Longenecker explained this training and asked if the board would like her to attend. The cost is \$700 which includes any overnight training dates and food. She is able to apply for a scholarship which would cover the total cost of the training. A recommendation (lvkovich, Silvers) was made to apply for the scholarship and carried. If she doesn't receive the scholarship she will bring it back up to the board to approve the \$700 cost.

Approved by:

- b. Indiana Woodland Steward Hoffarth received in the mail a request to contribute towards printing costs for the Woodland Steward Newsletter to St Joseph County landowners. Currently there are 271 landowners who receive this newsletter at a cost of \$373.98. It was tabled until the October board meeting so more research can me be made.
- VI. PRIVILEGE OF FLOOR Thum reminded the election committee of the Dec 1st deadline for any elected supervisor. She also informed the board the next area meeting will be mid-late November or early December, more information will come via e-mails. Straughn informed the board that he was at a function with Commissioner Deborah Fleming and she had only praises to say about our board and the positive things we are doing for St. Joseph County.
- VII. ADJOURNMENT The board meeting adjourned at 7:59 pm.

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

Supervisor

Supervisor

Supervisor

Supervisor

Supervisor

Supervisor

Supervisor

St. Joseph County Soil & Water Conservation District Profit & Loss

August 17 through September 20, 2016

	Aug 17 - Sep 20, 16
Ordinary Income/Expense	
Income R122 State Funds for Soil/Wate R423 Other Charges for Services Education Program Income	10,590.00 472.00
	472.00
Total R423 Other Charges for Services	472.00
R902 Earnings on Investments Interest on Savings/MoneyMarket	12.57
Total R902 Earnings on Investments	12.57
Total Income	11,074.57
Gross Profit	11,074.57
Expense D202 Operating Supplies Postage & Delivery Expenses Newsletter Mailing	187.15
Total Postage & Delivery Expenses	187.15
Youth Ed Materials/Supplies Animal Care Youth Ed Materials/Supplies - Other	20.18 184.16
Total Youth Ed Materials/Supplies	204.34
Total D202 Operating Supplies	391.49
D302 Travel Expense Lodging	224.76
Staff Lodging	221.76
Total Lodging	221.76
Meals Meals - Staff	26.26
Total Meals	26.26
Staff/Sup TrainRegistrationExp Registration/Staff	250.00
Total Staff/Sup TrainRegistrationExp	250.00
Trailblazer - Gas	85.25
Total D302 Travel Expense	583.27
D303 Printing and Advertising Advertising (Newspaper etc) Newsletter - Printing/Advertisi	7.67 433.40
Total D303 Printing and Advertising	441.07
D304 Insurance D312 Other Services and Charges Subscriptions	1,045.00 32.05
Workshop/FieldDay Expense	280.00
Total D312 Other Services and Charges	312.05

09/20/16

St. Joseph County Soil & Water Conservation District Profit & Loss

August 17 through September 20, 2016

	Aug 17 - Sep 20, 16	
Total Expense	2,772.88	
Net Ordinary Income	8,301.69	
Net Income	8,301.69	

12:31 PM 09/20/16 Cash Basis

St. Joseph County Soil & Water Conservation District Balance Sheet

As of September 20, 2016

	Sep 20, 16
ASSETS	
Current Assets	
Checking/Savings	
Cash Change Box	40.00
Checking - PNC	3,001.97
Money Market (Savings) - PNC	148,408.69
Total Checking/Savings	151,450.66
Total Current Assets	151,450.66
TOTAL ASSETS	151,450.66
LIABILITIES & EQUITY Equity	
Opening Bal Equity	114,968.59
Retained Earnings	-3,516.13
Net Income	39,996.70
Total Equity	151,449.16
TOTAL LIABILITIES & EQUITY	151,449.16

ACCOUNTS PAYABLE VOUCHER REGISTER

St. Joseph County	
Governmental Unit	NOTES: (1) Use both sides of form if needed. Signatures of governing board should appear only on the final page of each meeting in which accounts payable
SWCD	vouchers are allowed. (2) The Memorandum column is for entering action on accounts payable vouchers if disallowed in whole or part, if continued to a later
Agency	meeting of governing board, or for other pertinent information.

For Period August 17, 2016 - September 20, 2016

Prescribed by State Board of Accounts

General Form No. 364 (1997)

			Office,		=	Check/	
	Voucher		Department,	Amount	Amount	Warrant	Memorandum (See
Date Filed	Number	Name of Claimant	or Fund	of Voucher	Allowed	Number	Note (2) Above)
							Special Event accident
		Nationwide Innovative					insurance policy - St Joseph
8/19/16	11142	Solutions	Youth Ed	\$225.00	\$225.00	11142	River Expedition
							Liability Policy - St Joseph Rive
8/19/16	11143	Smith Sawyer Smith Inc	Youth Ed	\$820.00	\$820.00	11143	Expedition
							IDEA Conference
							registration for
8/29/16	11144	IDEA	Adult Ed	\$250.00	\$250.00	11144	Hoffarth & Glassman
8/29/16	11145	Postmaster	CWI 10K	\$187.15	\$187.15	11145	Sept/Oct Newsletter
8/29/16	11146	Exchange Publishing	CWI 10K	\$433.40	\$433.40	11146	Sept/Oct Newsletter
							1 year subscription
9/6/16	11147	Indiana Prairie Farmer	Dist Ops	\$32.05	\$32.05	11147	renewal
							2016 Poster Contest
9/7/16	11148	Rylie Nellans	Youth Ed	\$100.00	\$100.00	11148	Winner Grade 6
							Youth ed program
			Youth Ed,				supplies, Trailblazer
			District Ops,				gas, Sarah training
9/8/16	11149	PNC	Vehicle	\$437.61	\$437.61	11149	lodging & meals
9/15/16	11150	South Bend Tribune	Dist Ops	\$7.67	\$7.67	11150	legal ad for board mtg
		Indiana Natural Resources					Flying Wild Workshp
9/19/16	11151	Foundation	Youth Ed	\$280.00	\$280.00	11151	Fees
	Ž						
		Total		\$2,772.88	\$2,772.88		

I hereby certify that each of the above listed vouchers and invoices or bills attached thereto, are true and correct and I have audited same in accordance with IC-5-11-10-1.6

ALLOWANCE OF VOUCHERS

(IC-5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing.)

We have examined the vouchers listed on the foregoing accounts payable voucher register, consisting of pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed			
in the total amount of	\$2,772.88		
Dated this 20th Day of	September, 2016		
	SIGNATURES OF GOVERNING BOARD		

Field Office Report August 15 – September 16, 2016

Environmental Quality Incentive Program

2 additional contracts funded – High Tunnel System (2) and Roof Runoff structures (4) – developed contracting documents and job sheets, obtained signatures

Cancel contract due to illness – 1

Design of 4 heavy use areas

Wetland Reserve Program/Wetland Reserve Easement program

Developed location maps for 2 applications for Easement Specialist

Payment made for restoration work completed - 2 sites

Compatible use requests – assisted state office with information from 5 landowners requests

Conservation Reserve program

Field visits - 1 (St Joseph), 2 (LaPorte)

Developed contracts documents and job sheets for 5 sites (1 St Joseph, 2 LaPorte, 2 Marshall)

Conservation Stewardship program

2 Contract reviews by Area Office

Create location maps for producer (identifying location of enhancement sites)

Regional Conservation Partnership program

Document in-kind numbers

Clean Water Indiana Grant

3 applications processed

3 conservation plans developed

Rule 5/13

SWPP review - 1

Wetlands – 4 wetland determinations (St Joseph)

Process 3 potential violation reports

Converted wetland - Good faith exemption, begin restoration process

Highly Erodible land –6 determinations (St Joseph)

Inspection and Investigation – Site visit with landowner for Warm Season Grass planting

Site visit with landowner for pollinator habitat around a pond

Re-visit gully erosion site that has worsened

Flooding issues on Layton Road

Yellow River Grant - potential demonstration site

Forestry Field Day walk through

Conduct soil conservationist exit interview

Client gateway

Newsletter - articles, lay out

NRCS progress reporting update

Performance write-up

Oil change in NRCS vehicles

Field Office Report (Cont.) August 15 – September 16, 2016

Meetings:

Staff Meetings – 5 Ag101 – Sandra, Rick IDEA planning meeting – Sandra Soil health – Sarah

Conservation Stewardship program Teleconference

Women's Learning Circle teleconference

Performance management Training

NRCS Area Meeting

AgLearn - WebTA

Webinars – Watershed Tool

Wind Erosion Tool Winter Forages PLANTS database Irrigation safety

Office Closed - Sept 5

Education Report August 15 – September 16, 2016 Rick Glassman

Meet with Audubon to discuss potential invasive species workshop.

Ag 101 workshop

Kosciusko Freshman raft expedition – 5 days.

School program scheduling

St. Joseph County Rafting Expedition prep

Flying WILD workshop prep

Arrowhead County High School rafting expedition – 6 days

Clay High School – 5 Wildlife Dynamic presentations.

Flying WILD workshop at IUSB – 17 participants.

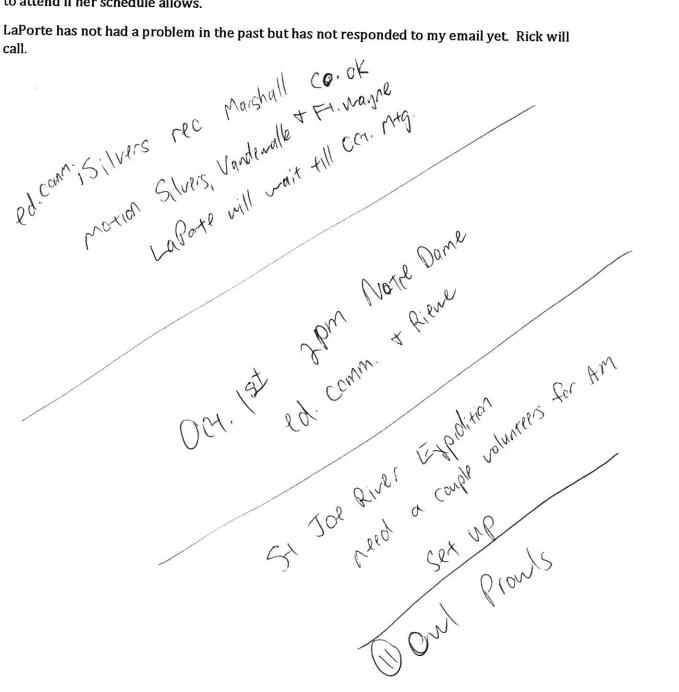
OUT OF DISTRICT PRESENTATIONS FOR APPROVAL

9/23	Bremen High School - Swamp stomp. They will be paying \$1 per student
10/11	Culver 3rd grade has scheduled a RES tour - cost is \$10 for field trips
11/29 per student	Knapp – Michigan City – has scheduled an in-school program day Cost \$0.60
3/23	Culver – in-school program day – cost \$0.60 per student
5/9	St. Johns - Fort Wayne - Swamp stomp - Cost - \$1 per student
5/16-17	Boston - LaPorte- Swamp stomp- Cost \$1 per student
11/8	Boston - Bats/Owls of Indiana - Cost \$50

Boston is also planning on scheduling a few other all 6th grade programs - Cost \$50.

I have talked with Debbie from Marshall County and she does not have a problem and plans to attend if her schedule allows.

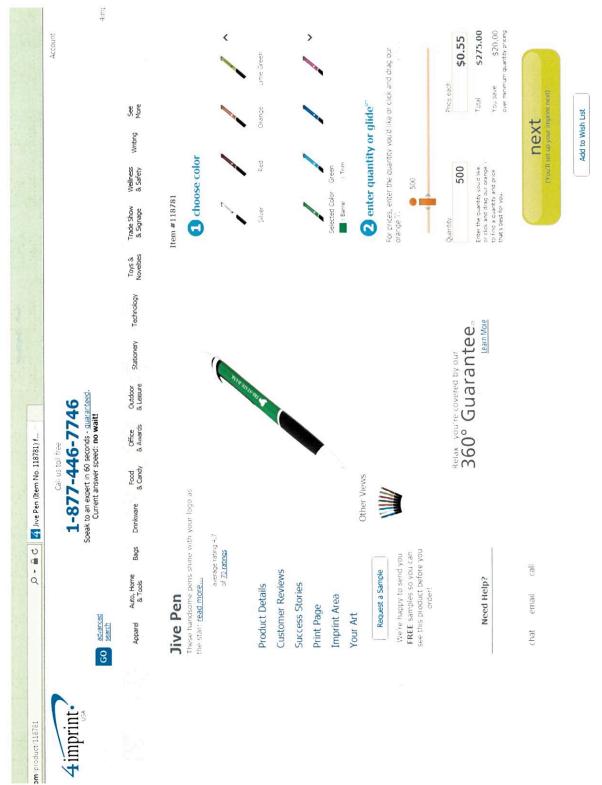
LaPorte has not had a problem in the past but has not responded to my email yet. Rick will



100 lip balms = \$99 (0.99/each)



500 Pens = \$275 (0.55/each)





Attention Women Landowners

Interested in maintaining productive land, while conserving your natural resources?

Join us for an event developed specifically for female landowners and farmers interested in learning more about conservation. This **Women's Conservation Learning Circle** is a women-only, peer-to-peer, informal discussion about conservation and individual land stewardship goals and information sharing. Female conservationists will be available to facilitate discussions and share resources.



October 25, 2016
9:00 am—3:00 pm
Nappanee Chamber of Commerce Building
302 W Market Street
Nappanee, IN 46550

We will provide lunch and an afternoon field tour which will allow participants to speak with a local producer and view conservation practices in the area.

Please RSVP at 574-936-2024 Ext 4 or info@stjosephswcd.org

This learning circle is a collaborative effort of the Soil & Water Conservation Districts of St. Joseph, Marshall, and Elkhart Counties and Women4theLand, and is modeled on the Women, Food and Agriculture Network's Women Caring for the Land Program.

Hoffarth, Sandra E. - NRCS, Plymouth, IN

From:

Matthew Linn < Matthew.Linn@cardno.com>

Sent:

Tuesday, September 13, 2016 9:37 AM

Subject:

Headwaters Yellow River Steering Committee Meeting

Hello everyone,

It is time for another steering committee meeting and we have some exciting information to cover. I have scheduled our next steering committee meeting for the Headwaters Yellow River Watershed for Friday September 30th at 10:30am. The meeting will take place at the Plymouth Public Library (201 N Center St, Plymouth, IN) in Laramore A. I will send a reminder email in a few weeks accompanied by a detailed agenda.

Regards,

Matthew Linn

SENIOR STAFF SCIENTIST ENGINEERING & ENVIRONMENTAL SERVICES DIVISION CARDNO



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November 3rd, 2016

(Rain Date Nov 4th)

9:00 a.m. - 3:00 p.m. Central Time 5400 East 1000 South, Brook, IN 47922

Come for just 20 minutes or stay all day!

RSVP to the Jasper County SWCD at 219.866.8008 x3,

jaspercountysoilandwater@gmail.com,

RSVP ONLINE HERE!























Organized by: Jasper, Newton, and Benton County SWCD's

HIGHLIGHTS

- -Dr. Tank of Notre
 Dame, 5 years of
 research on the impact
 of cover crops on
 Northern Indiana
 water quality
- -18 strips of different cover crops planted in August and September
- Farmer Speakers and Roundtables

Session topics

Species, termination, interseeding, roller crimping, air seeders for any equipment, variable rate and species seeding, mixes, and nitrogen from cover crops.

- Strip Till and Covers
- Soil Pit and Soil Cores
- Topic stations with tents
- -Tours will be running every 20 minutes
- -NO SALES PITCHES!
 Just good information
 and conversations

Lunch provided

RSVP Here for lunch.

Click here to see a map of the field day site!

Open House Style 9- 3pm Central Time Stop for 20 min or stay all day.

Main Sessions	Speaker (25 minutes each cycle)	<u>Topic</u>	Sponsor
1	Ron Althoff, Jamie Scott	Cover Crop Species and Plot 1 - Species	Saddle Butte
2	Jeremy Sweeten, Mark Perry	Cover Crop Species and Plot 2 - Termination	CISCO Seeds
3	Gary/Adam Fennig	Air Seeders for any Equipment	Fennig Equipment
4	Dan Sutton	Cover Crops Variable Rate and Species: CC Plot 3	Air Scout
5	Evan Click	High Clearance Seeding Success: CC Plot 4	Performance Farm Solutions
6	Wayne Kizer	Termination of CC and Annual Ryegrass	KB Seed Solutions
7	Stu Manchester, Dave Rodibaugh, etc.	Planting Brown and Green Into Cover Crop	Local Farmer Roundtables
Mini- Sessions	Speakers (10 Minutes each cycle)	<u>Topic</u>	Sponsor
Α	Tom Brooks, Jason Carlile, etc	Insect and Vole Control	Local Farmer Roundtable
В	Scott Wohltman	Nitrogen from Cover Crops	LaCrosse Seed
С	Will Gilzark: Farmer, CCA	Roller/Crimping Cover Crops and Organic Grains	BCS
D	Dan Towery, local farmers	Interseeding at V5 Corn	Soil Health Partnership
E	Hans Kok, Mike Wigginton, Scott Wilson	Soil Health Indicators in the Field/Soil Cores	Wilson Fertilizer
Lunch Time Talk	Dr. Jennifer Tank	Water Quality Impacts of Cover Crops in Northern Indiana	Notre Dame: Indiana Watershed Initiative

Equipment and vendors will also be available from Bane-Walker, Peterson Ag Service with Precision Technology, Environmental Tillage Systems, Salford with Valmar Air Seeder, Fertilizer spreader for cc seeding, sidedress bar with air seeder.

Thank you to McCullough Implement for tractor and drill for cover crop demo seeding.





Farming for the Future: What's Next?



Farming for the Future: What's N...

So I Health, cover props, and all the practical steps and tips all in one place. Come see touch hear and feet.

300 years.

- A Lichanges payed in Drive
- Add layer 💒 Share 💿 Preview
- ✓ Plots
 - ncrvidua styles
 - C Aug 15 Flut
 - Sept 10th Plot 2
 - 🤵 15 Cover Oropinis
 - 🥒 Cereal Rive after Corn
 - Mheat planted with Hadish
 - Weeting Pole Earn
 - 🏖 AirScout High Clearance
 - # High Clearance Flot 1
 - Sept * 0 Demc Flot
 - Aug 15 Flot 2









Click here for Map of Site