

MONTHLY BOARD MEETING MINUTES

I. CALL TO ORDER - On Tuesday December 8, 2020, at 9:00 am a zoom meeting was started and at 9:16am a regular meeting of the Board of Supervisors of the St Joseph County SWCD was called to order by John Dooms, Chairman.

PRESENT – SWCD

John Dooms, Chair/Supervisor
Dave Vandewalle, Supervisor
Dave Craft, Supervisor
Mike Burkholder, Supervisor
Jeremy Cooper, Vice-Chair/Supervisor

PRESENT – SWCD/NRCS

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

Present - EX-OFFICIO

Rachel Rawls, Extension
ANR Educator

PRESENT – Public

ABSENT – SWCD

David Straughn
Chuck Lehman
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. **319 Grant** – Marshall County unavailable to join our zoom meeting, this is tabled to next meeting.
- d. **Minutes: September 29, 2020 board meeting** – Minutes were reviewed and approved as presented (Craft/Vandewalle).
- e. **Treasurer’s Report: (9/26/2020-12/2/2020)** – The treasurer’s report was reviewed and approved as submitted by motion (Cooper/Craft). Motion carried.
- f. **Approval of Claims (9/26/2020-12/2/2020)** –A motion (Cooper/Craft) was made to approve Claim Nos. 11577-11593 for a total of \$13,215.11. 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 had to name a new nominee for the appointed position due to dual office holding of the previous nominee. The new nominee is Sam James. The nominating committee also had to rename 1 election nominee for the same reason. The new nominee is Marty Lappin. Chris Matthys is still the second nominee for the ballot. A motion (Craft/Cooper) was made to accept Marty Lappin and Chris Matthys for the election ballot and Sam James for the appointed nominee. Motion carried. After some discussion, a motion (Cooper/Burkholder) was made to mail out ballots using the list of landowners of St Joseph County (list includes 2,288 landowners) and putting in ads or articles in the South Bend Tribune and Farmers Exchange and posting on our website and social media. Motion carried. Hoffarth will get the ballots in the mail the week of December 17.
 - ii. **Annual Meeting** – After some discussion, it was decided to coordinate with IASWCD for the last week of February or first week of March to host our zoom annual meeting. Staff is also working on the 2020 Annual Report and still needs advertisers which helps cover the cost of printing and mailing the report. The report will be printed and mailed the first week of February.
- c. **Clean Water Indiana Grant** – A motion (Cooper/Craft) was made to release \$5,176 to pay for 258.8 Acres of Cover Crops. Motion carried.

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.
- b. **2021 IASWCD Annual Conference (Virtual, Jan 11-13)** – After some discussion, a motion (Cooper/Craft) was made to release up to \$200 for registration for staff and supervisors wanting to attend. Motion carried.
- c. **2021 State Soil Conservation Board meeting delegates** – Dooms volunteered to be the 2021 delegate.
- d. **2021 Budget** – was reviewed and approved as submitted by motion a motion (Craft/Cooper). Motion carried.
- e. **2021 Annual Plan of Work** - was reviewed and approved as submitted by motion a motion (Craft/Burkholder). Motion carried.

VI. PRIVILEGE OF FLOOR –

VII. ADJOURNMENT – The board meeting adjourned at 9:55 am by motion (Craft/Cooper). Motion carried.

Respectfully submitted,

Sandra Hoffarth

Administrative Assistant

St. Joseph County Soil & Water Conservation District

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Zoom Board Meeting

1-19-2021

Approved by:

John M. Dorns _____

Supervisor

Ms. [Signature] _____

Supervisor

Dail Craft _____

Supervisor

Field Office Report

Sept 14 – Dec 4, 2020

General/Miscellaneous

Office Work

- Compliance Reviews – 7
- Work and preparation on Annual Plan of Work, 2021 budget, Annual Report, 2021 Donor Program and SWCD newsletter
- Preparation for Locally led Meeting
- Performance documentation and review
- Develop cover crop mix for grazing
- Develop FY21 Employee Development Plan

Field Work

- Site visit with 2 landowners regarding programs and pollinator habitat

EQIP- Environmental Quality Incentive Program

Office Work

- Processed payments for 16 producers – Cover crops (6), Invasive Species Control, Forest Stand Improvement, Forage planting (2), Pollinator Habitat monitoring (3), Rotational Grazing, Hoop House (2)
- 13 contract reviews
- Send Forestry certification information to DNR for 2 Forestry Practice reviews (Inv species control, Forest Stand Improvement)

Field Work

- Field check cover crops, Forage plantings, Hoop House, Rotational Grazing
- Field visit for 2 new applications – tree planting, pollinator habitat, Invasive Species Control

WRE- Wetland Reserve Program

Office Work

- Process payment for completion of tile investigation and tile breaks and 2 macrotopography areas.
- Develop restoration plans for wetland sites – 35 ac and 15 ac.
- Assist Marshall County with payment document signatures.
- Develop enhancement contract for Invasive Species Control
- Landowner contacts for monitoring - 5

Field Work

- Site visit – inspect completed restoration and discuss the next phase
- Site visits for monitoring – 3
- Site visit with landowner to discuss accepted easement acres

CSP- Conservation Stewardship Program

Office Work

- Send 8 maps and job sheets to DNR for field inspection
- Develop enhancement map for participant
- Completed 12 contract review
- Completed documentation for 12 payments
- Assist Elkhart County with cover crop certification

Field Work

- Field check of enhancements – 2
- Field check 714 acres of cover crop mixes

CRP-Conservation Reserve Program

Office Work

- Provided information to Kosciusko Co SWCD for inspection of filter strips for 4 landowners on 6 tracts.
- Review species selection for 3 projects – windbreak, wetland buffer and a firebreak
- Process payment for buffer seeding around wetland

Field Work

Inspect practices for status reviews - 6
Field visit to complete feasible and suitable determination for prairie strips

CWI- Clean Water Indiana

Office Work

- Completed planning on 3 cover crop applications and 3 completion certifications

Field Work

- 3 field checks for planted cover crops

Wetland Determinations / Highly Erodible Land Determinations

Office Work

- Wetland - 1; Highly Erodible - 1

Education

Age	Total # Programs/ Hours	Total # People
Youth Education	<ul style="list-style-type: none"> • Bioblitz w/Marshall County • Rum Village Treats on the Trail, 8 hrs total • Darden 3rd grade photosynthesis program, 1 hr 	<ul style="list-style-type: none"> • 1 child, 7 adults • ~450 children • 11 children, 2 adults
Adult Education	<ul style="list-style-type: none"> • St. Mary's College "enviro ed in the classroom", 1.5 hrs 	<ul style="list-style-type: none"> • 13 adults
<ul style="list-style-type: none"> • 3 lesson plans uploaded to district website <ul style="list-style-type: none"> ○ Recycling relay ○ Soil composition test ○ Water filtration • 3 presentations uploaded to district website <ul style="list-style-type: none"> ○ Recycling and composting ○ Cover crops basics ○ Common Indiana Wildlife 		

Meetings & Trainings

St. Joseph County Economic Development Dept/ Wildlife Council CRP – Joint NRCS/FSA NRCS Programs – 8 Grassland Conservation initiative Local Registration Authority FAC Area Meeting CRP Joint Training Cover Crop Summit 3-part Social Media Training (virtual) CWI meeting with Marshall County & Jennifer Thum Department Head Meeting Teleconference w/ Marshall County SWCD and Izaak Walton League re: partnering on Soil Health Webinar	PSS Agreement NRCS State Conservationist Teleconference Highly Erodible/Wetland Tool Nutrient Management Training Easement Program Rollout Advanced Cover Crop Training Fleet Card Training SWCS Pollinators IDEA Meeting Conservation Link Training NAAEE Conference EEAI Conference CISMA State Board of Accounts Annual Training IASWCD training on virtual annual meetings and Elections during COVID
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Webinars	Dates
USDA Security Awareness Cover Crops in Specialty Crops Managing Pest Populations with Cover Crops Soil health Motivates Conservation Practices Forestry for Wildlife: Wetlands and Conservation of Rare/Endangered Species Pollinator Plantings (SWCS) Tribal lands Beneficial Insects Woods for Wildlife: Birds and Herbicides	Federal Holiday – Oct 12 County Holiday – Nov 3 Office Closed – Nov 11, 26, 27

<u>Comments from the Community</u>