

MONTHLY BOARD MEETING MINUTES

- I. CALL TO ORDER - On Tuesday November 19, 2019, at 7:07 pm a regular meeting of the Board of Supervisors of the St Joseph County SWCD at the Centre Township Branch of the St Joseph County Public Library, South Bend, IN 46614 was called to order by John Dooms, Chairman.**

PRESENT – SWCD

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

PRESENT – SWCD/NRCS

Sarah Longenecker, SWCD CC
Jane Sablich, SWCD EEC
Sandra Hoffarth, SWCD AA

Present - EX-OFFICIO

PRESENT – Public

ABSENT – SWCD

Debbie Knepp, NRCS DC
David Straughn
Jim LaFree
Dru Wrasse
Richard Schmidt
Randy Matthys
Chuck Lehman

- II. ADDITIONS TO AGENDA – n/a**

III. REGULAR BUSINESS

- a. **Legislative Updates** – n/a
- b. **Indiana Conservation Partnership Updates** – n/a
- c. **Minutes: 9/17/2019 board meeting** – Minutes were reviewed and approved as presented (Vandewalle/Cooper).
- d. **Treasurer’s Report: (9/18/2019-11/19/2019)** – The treasurer’s report was reviewed and approved as submitted by motion (Cooper/Vandewalle). Motion carried.
- e. **Approval of Claims (9/18/2019-11/19/2019)** –A motion (Cooper/Vandewalle) was made to approve Claim Nos. 11494-11510 for a total of \$11,333.88. 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)
- b. **Committee Reports**
 - i. **Annual Meeting** – A motion (Burkholder/Craft) was made to retain Chad Pregracke as our annual meeting speaker. Motion passed with one vote abstained. As of this meeting, we have \$3,566 in speaker sponsorships. After some discussion, a motion (Burkholder/Craft) was made to reserve a 1 night stay on January 31 at the Holiday Inn for \$150.61 plus applicable fees, for Chad Pregracke. Motion passed with one vote abstained. Tickets are available and already being sold from the office. Advertisements are on our website and Facebook/Twitter. Staff is working on an article to give to local newspapers. Staff will also be reaching out to groups who would be interested in hearing Chad speak. After some discussion on giveaways, Red Hen Turf Farm offered to sponsor notebooks with the 60th Celebration and logo. A motion (Burkholder/Cooper) was made to not do a silent auction this year. Motion passed. A motion (Cooper/Burkholder) was made to allow Chad Pregracke to sell his books at the meeting. Motion passed.
 - ii. **Election** – The committee doesn’t have a name for the election as of the meeting.
- c. **CWI** – A motion (Cooper/Craft) was made to release \$6,816.00 for 340.8 acres of cover crops to be paid through the Clean Water Indiana Grant. Motion passed. Longenecker informed the board of two applications that would be outside the CWI grant. A motion (Cooper/Vandewalle) was made to release a max of \$3,000 for raingardens at Edison Middle School to be paid with district funds. Motion passed. A motion (Cooper/Burkholder) was made to release a max of \$3,750 for pollinator habitat at Darden Primary to be paid with district funds. Motion passed.
- d. **Landfill Inspection** – Craft informed the board that they visited the landfill on October 9th. A few days prior there had been a 5-inch rain event which had caused some damage to the slopes and newly shaped berms. They were actively working to repair the damage and get vegetation established. Longenecker let the board know that the manager of the landfill, Mike, has transferred to the landfill by Monticello.
- e. **Fireproof File Cabinet** – Hoffarth informed the board that we have received a check from our insurance for \$2,046.99. A motion (Cooper/Burkholder) was made to order a replacement cabinet from Amazon and to dispose of the old cabinet. Motion passed.
- f. **2019 Annual Report Update** – Hoffarth updated the board that we have all the advertising spots filled. Articles are coming in from partners as well as staff. Will be in the Farmers Exchange December 13.
- g. **2020 Meeting Location** – Hoffarth updated the board that March is already booked for the Centre Township Library, and she has set (tentatively) to have the meeting at Farm Credit. April is reserved at Centre Township Library. Board input to have a list of the following locations: Centre Township Library, North Liberty Library, Red

Hen Turf Farm, Farm Credit or our office as a last resort. Hoffarth will set dates and times 180 days prior to the meeting date due to the new library reservation website.

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. **Christmas Party** – board decided to have a lunch at Logan’s Roadhouse on December 17 with the board meeting prior to eating lunch.
 - ii. **2020 IASWCD Annual Conference Jan. 13-14** – a motion (Cooper/Burkholder) was made to release the funds for 3 registration & hotel fees as well as per diem for staff and/or board members to attend. Motion passed.
 - iii. **Delegate for IASWCD Conference/Annual Meeting** – Dooms volunteered to be the delegate this year.
- b. **2020 Annual Plan of Work** – Dooms went over the purpose of the plan and told the board to look it over and let the staff know of any questions or comments. This will be approved at December’s board meeting.
- c. **2020 Budget** – Hoffarth went over the changes made and answered questions. Board is to look this over as well and will be approved at the December’s board meeting.
- d. **Urban Grant with Marshall County** – Longenecker informed the board that Marshall County SWCD is looking into an Urban grant and is seeking us as a partnering county. Board gave the approval to move forward.

VI. PRIVILEGE OF FLOOR – Jane Sablich gave her official resignation to the board. Her last day will be November 22, 2019. We wish her well in her future adventures. Dooms read a thank you letter from the Hospice Foundation for the donation from the supervisors account in memory of Bernie Byrd (attached).

VII. ADJOURNMENT – The board meeting adjourned at 8:13 pm.

Respectfully submitted,

Sandra Hoffarth

Administrative Assistant

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Approved by:

Supervisor

Supervisor

Supervisor