

## MONTHLY BOARD MEETING MINUTES

- I. **CALL TO ORDER** - On Tuesday June 21, 2022, at 7:15 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.

II.

**PRESENT – SWCD**

John Dooms, Chair/Supervisor  
Dave Vandewalle, Supervisor  
Chris Matthys, Supervisor  
Marty Lappin, Supervisor  
Mike Burkholder, Assoc. Sup.

**PRESENT – SWCD/NRCS**

Sarah Longenecker, SWCD CC  
Ally Pudlo, SWCD EEC  
Debbie Knepp, NRCS DC  
Jorge Lozoya, NRCS

**PRESENT– EX-  
OFFICIO**

Ellie Blaine, IASWCD  
Urban Soil Health  
Program Manager

**ABSENT – SWCD**

Sam James, Supervisor  
Dave Craft  
Chuck Lehman  
Randy Matthys  
Richard Schmidt  
Dru Wrasse

III. **ADDITIONS TO AGENDA** –

IV. **REGULAR BUSINESS**

- a. **Legislative Updates** – None
- b. **Indiana Conservation Partnership Updates** – Ellie Blaine, IASWCD Urban Soil Health Program Manager, thanked the board for their financial contribution to the Urban Soil Health Program and spoke for a few minutes about what the programs goals are and some of what they have accomplished.
- c. **Minutes April 19, 2022 board meeting** – Board Minutes were reviewed and approved as presented
- d. **Treasurer’s Report: (4/20/22 – 6/21/22)** – Treasurer’s report was reviewed and approved as presented
- e. **Approval of Claims (4/20/22 – 6/21/22)** – **A motion was made and seconded (Lappin/Vandewalle) to approve claim numbers 11722-11735 in the amount of \$4,436.25.** Motion carried.

V. **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 & discussed. Dooms asked about the landfill inspection that was completed May 17<sup>th</sup> (Sarah forgot to add it to the report) (Attached)
  - ii. **NRCS Talking Points** – Knepp presented the report to the board, reviewed & discussed (attached).
- b. **Committee Sign Up** – Dooms referenced the committee list in the meeting packet and let the members know that if they would like to be on any committee, they are to let the office staff know.
- c. **CWI** – Longenecker presented an updated report on remaining grant funds and requested approval for an approximate 2-acre pollinator habitat application. Motion was made and seconded (Matthys/Lappin). Motion carried.

VI. **NEW BUSINESS**

- a. **Schedules/ Upcoming Events / Any Related Claims** –
  - i. **Staff Comp Time Requests** – Sarah requested comp time for 6/22, 6/23, and 6/28 for evening events. Ally requested comp time for 6/29, 7/29, 8/11 and potentially for some day camps in July. Board approved the requests.
- b. **Annual Meeting Minutes** – Dooms presented the 2022 annual meeting minutes for approval. A motion was made and seconded (Lappin/Vandewalle) to approve the minutes. Motion passed.
- c. **CISMA Weed Wrangle Recap** – Pudlo informed the board that while they only had 3 participants in the event they still managed to pull 5 50-gallon bags of garlic mustard. The CISMA plans to hold a fall Weed Wrangle in St. Joseph County and then another in Spring 2023 in Marshall County again.
- d. **Future Events Updates** – Longenecker gave a brief update on plans to hold an ag. Field day this fall or spring, a women’s learning circle this fall, and partner with Elkhart County SWCD on a forestry field day in October.
- e. **ISDA Legislative Tour** – Longenecker informed the board that ISDA and Rep. Maureen Bauer are hosting a tour for Ag Committee members, state agency members, and ag commodity groups on Thursday, June 23<sup>rd</sup> to the Ethanol Plant and Pure-Green Farms in South Bend followed by dinner at the Howard Park Public House. They have invited

the SWCD to dinner to talk about the work the district is doing and update on the needs of the district to meet the needs of local constituents. Longenecker will be attending and any board members who are able are encouraged to attend.

- f. **Admin. Assistant Position** – Dooms has instructed board members to give Knepp 5 or so names of applicants they would like to interview. Knepp will assemble the list and Longenecker will contact applicants to set up interviews on July 6<sup>th</sup>.

**VII. PRIVILEGE OF FLOOR –**

**VIII. ADJOURNMENT** – A motion was made to adjourn and seconded (Matthys/Lappin). Motion carried. Meeting adjourned at 8:20 pm.

*Respectfully submitted,*  
**Sarah Longenecker**  
**County Conservationist**  
**St. Joseph County Soil & Water Conservation District**  
2903 Gary Drive, Plymouth, IN 46563  
[www.stjosephswcd.org](http://www.stjosephswcd.org)

**Approved by:**

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Supervisor

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Supervisor

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