

# MINUTES

Wednesday, November 19, 2019

**IN ATTENDANCE:**

Supervisors: Keith McConnell, Ryan Conway, Georgia Davis, Dallas Conder, Whitney Schlegel, Cara Bergschneider and Martha Miller

Guests: None



## REGULAR BUSINESS

**Motion by GD to approve the October 2019 minutes as presented | 2<sup>nd</sup> by RC | Motion Passed**

**Motion by KM to approve financials as presented and pay claims 3141 - 3154 | 2<sup>nd</sup> by WS | Motion Passed**

**Note:** Martha will check on claims 3144 & 3145 to Rachel Byers and Jonas Carpenter and see why they did not appear on the monthly report.

### NRCS Update – provided after the meeting

- Insert

### **Annual Conference**

**Motion by RC to pay for: (Estimated Total Cost \$2534.80)** all will pay for any food on their own outside of the meals provided. / 2<sup>nd</sup> by GD / Motion Passed

- 5 full conference registration
  - Martha Miller, Keith McConnell, Whitney Schlegel, Dallas Conder and Georgia Davis
- 6 nights for hotel rooms
  - 2 – Martha, 2 – Whitney, 1 – Georgia and 1 – Keith & Dallas
- Reimburse parking @ estimated at \$50 a day or less for:
  - Martha – 2 nights, Whitney – 2 nights, Keith – 1 night and Georgia – 1 night
- Reimburse mileage @ 41.60 each (this is round trip cost from the office) for:
  - Martha, Keith, Whitney and Georgia

### **IASWCD Business Meeting Delegate and Alternate Delegate**

Whitney Schlegel will be the Monroe County Delegate

Dallas Conder will be the Monroe County Alternate Delegate

### **IASWCD Resolutions**

- Conservation Plan Requirement to Receive USDA subsidized – Yes
- Establishment of legislative task force to consider states role in addressing invasive plants on private land – Yes
- State and County Soil & Nutrient Loss Estimate Reporting – Undecided will listen to discussion

### **Annual Meeting**

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**Motion by GD to allow Martha to handle annual meeting details, charging \$10 a person for the event, securing Chef Jeff for the breakfast, working to secure a location, begin promotion and not spend anything more than has been spent in years past with out seeking board input. / 2<sup>nd</sup> RC / Motion Passed**

## Bank Deposit Authority Change

**Motion by KM to close the Mutual Bank Checking Account and open an account at Old National. Removing funds from TrustIndiana in order to maintain a minimum balance of \$25,000 for the next 60 calendar days (approximately mid-late February). All Board of Supervisors plus District Manager will be signature authority on this new account. / 2<sup>nd</sup> by Georgia / Motion Passed**

### Martha will need to open the new account:

EIN; Articles of Incorporation; SS# and DL Copies of all Board Members

Closing Mutual Account will need to leave \$10,000 to cover outstanding checks.

**Motion by WS to open a District General Credit Card at the same time of opening the new bank account with the following policy and guidelines / 2<sup>nd</sup> KM / Motion Passed**

Signature authority of this account will be all Supervisors and District Manager.

Request of 1 card, which will be kept in the office.

\$5000 maximum credit line

Make Credit Card have tax exempt status if possible

The District Credit Card Policy Will be as follows:

- The Monroe County Soil & Water Conservation District shall have an office credit card for making allowable purchases not to exceed \$250 without board approval.
- The card will be used for such purchases as lodging, meals, registrations for trainings and conferences; authorized office purchase from online vendors and any purchase the board would approve prior to the purchase.
- There will be one card issued which shall remain in the Office under lock.
- All board members and the District Manager will have signature/charging authority.
- All credit card receipts must be kept and turn into the office as soon as possible.
- The statement must be reconciled properly each month.
- No card requiring an annual fee will be used.
- The bill is to be paid off monthly.
- This policy is subject to change or adjustment at the discretion of the seated Board of Supervisors, if the board feels an amendment is needed.

## Mini Grants and Stormwater Funding

**Motion by DC to approved Travis Dicks Mini Grant for a HUAP / 2<sup>nd</sup> KM / Motion Passed**

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**Motion by GD for Martha to start the book publishing process and spend up to a maximum of \$10,000 on the purchase of books for distribution to all Monroe County 4<sup>th</sup> grades and others as deemed by the board. / 2<sup>nd</sup> by RC / Motion Passed with 4 yes votes and 1 abstained.**

**Motion by WS to look into other educational options for the remainder of the funding that would be in the best interested of the SWCD and Stormwater Education before the next board meeting / 2<sup>nd</sup> by RC / Motion Passed**

**Request for purchase of** New Yard/Event Signs GD will check with Graphic Vision to see what they can do for us and WS suggested Signs Now as another option.

**PSS Contribution Agreement Coming To A Close on December 31, 2019.**

**Motion by WS to continue to support NRCS and the local customers in a positive way to the best of the SWCD's ability regarding Program Support Administration even after the funding stops 12/31/19 / 2<sup>nd</sup> by RC / Motion Passed**

### Hay Crop Nutrient Article

KM brought it to the attention of the board that there is a growing concern for the quality of the nutrients of the hay crop this year due to the weather conditions in the spring/early summer. Discussion was had about the SWCD beginning to offer this testing through A&L Great Lakes Labs and also about purchasing the sampling tools for use by land owners. Lawrence County recently has done a workshop on this issue and a possible good speaker would be Keith Johnson. Martha will be more information – Item Suspended until December Meeting.

### Legislative District House Visit

Connor would like to set up a State House Visit for the Board through the IASWCD's assistance. The board all agreed this did sound like a good idea, so Connor will get some potential dates for the board.

**Due to the end of the year and tight deadlines to meet the December meeting was moved from the 17<sup>th</sup> to the 10<sup>th</sup> – Pizza will be provided**

### Items for December Agenda

- Soil Testing Advance Services Options and Consideration
- Hay Nutrient Testing
- Stormwater Education Supplies and Funding
- Grazing Conference

Minutes approved by the board on December 10, 2019

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