



Dearborn County Soil and Water Conservation District
10729 Randall Avenue, Suite 2 – Aurora, IN 47001 – Phone (812) 926-2406, Ext. 3

MINUTES – REGULAR BOARD MEETING
January 9, 2020

Supervisor

John Kruse – Chair
Eric Callahan – Vice Chair
Darla Alford
Mr. Pat Holland
Ken Gunkel

Associate Supervisors

Brad Dawson – Not present
Tom Klump

SWCD Staff

Jessica Rayburn
Vickie Riggs
Jennifer Hughes
Watershed – Heather Wirth

NRCS – Matt Jarvis

Ben Zuercher

Extension – John Hawley

FFA – East Central – not present

South Dearborn – not present

ISDA – Tara Wessler

The board meeting was called to order by John Kruse, Chairman, at 8:00 AM.

Minutes

Minutes from previous meeting, December 12th, were reviewed, motion to approve was made by Ken Gunkel, seconded by Mr. Pat Holland, motion carried.

Financial Report

The QuickBooks report for December and claims voucher were presented to the Board for review. A motion to approve the claims voucher was made by Eric Callahan, seconded Darla Alford, motion carried.

Extension

- John Hawley gave an update and passed out flyers for programs and meetings that are already scheduled for 2020. He provided the following upcoming events:
 - January 28 - Sheep and Goat webinar
 - January 29 – Local Government Finance Workshop, Seymour, IN
 - February 11-13 – Indiana Hort Conference & Expo, Indianapolis, IN
 - March 5-7 – Annual Small Farm Conference, Danville, IN
 - March 20-21 – Llama/Alpaca Conference, Seymour, IN

He said the benefits from attending the events outweigh cost and travel. Please reach out to the Dearborn County Extension office for additional information.

FFA

- Neither East Central or South Dearborn was present.



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ISDA

- Tara Wessler was present and provided some information to the new board members about her position. After annual meetings, she plans to set up a time to meet with the new board members for training and invited other board members to attend as well. Tara plans to be involved in the business plan meeting and assisted in giving input for the annual plan of work that was presented.

NRCS

- Ben Zuercher was present and introduced himself. He is the new Planning Team Leader for the area. Matt is still working on learning the new desktop program that NRCS will be moving to. EQIP is at the Federal level waiting for sign up information and cutoff dates to be released. Matt said they are running about 2-3 months behind on getting the information out to the area offices. The budget did pass and NRCS did not have any cuts to their programs. Since there were no cuts in the budget, they expect the CRP technical assistance to increase to help with the program load increase. EWP work is done and the 2nd payment was made. Matt plans to attend either the February or March Commissioners meeting to give an EWP update and answer any questions. Matt said that Ohio County Soil and Water Conservation District is still planning and working to hire a part time employee.

Old Business

- Plan of Work- Chapter 8 of the District Operations Manual was presented and discussed. The Business Plan meeting is scheduled for February 14, 2020 9am-1pm. Jennifer will check to see if the Lawrenceburg Library has an available room. If the library is booked, then she will contact John at Purdue Extension to see if their conference room is available. A draft copy of the Internal Annual Plan of Work was presented. The Board and Staff first reviewed the dates listed to complete the task and adjusted those dates as needed. Next, the objectives were reviewed, and Ken suggested moving bullet points 3 and 4 from objective 1 to objective 5. He, also, suggested moving bullet point 4 from objective 3 to objective 1. Then, the objectives/bullet points were reviewed. Staff and Board members made suggestions to changing some wording of the task to better line up with the goals. The Staff and Board, also, reviewed the different committees and made the needed changes to add and remove board members. Last the staff time, workload, and budget pages were reviewed. It was agreed that the missing items for the budget sheet would be completed after Jessica Rayburn could complete the Annual Financial Report, she is waiting on bank statements to get this process started. Also, the budget chart listed will be changed to a pie chart and no numbers will be listed in the Internal Annual Plan of Work. Tara mentioned that the budget isn't usually listed in the



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Internal Annual Plan of Work document and could be used as a separate document for the Internal Annual Plan of Work Budget Committee.

- Annual Meeting- Jessica informed everyone the two comedians were both booked for March 12th. She did present information on Chip Ayers, Indiana State Police, and will see if either him or Dr. Larry DeBoer, Purdue University Dept. of Ag Economics, is available to speak. Jessica provided each Board Member with 40 tickets for Annual Meeting, 20 were regular tickets and 20 were discount tickets. She gave an update on the Annual Report and said that she has a good start, just waiting for a few articles to finish. The Annual Meeting program has also been started.

New Business

- Jessica passed out an IASWCD Legislative training flyer. John and Mr. Pat Holland both mentioned being interested in attending the training and will let Jessica know if they are available. Jessica updated the Board that the SAM would be expiring soon, and she has started the processes of getting it updated. She drafted a letter to submit to add her on the SAM system. The letter had to be signed by the Chair, John, and notarized for submission to the Federal Service Desk.

Staff Reports

- Vickie Riggs sent her report. She also sent her year-end report for the CWI Grant to ISDA and uploaded necessary documents to SharePoint. Vickie also sent a copy of the CWI Grant report to the SWCD Board. In 2020, she would like to have a Honey Bee field day and possible a Hemp field day, if she can find a producer that has planted hemp. In 2019, she had 65 landowners and 298 samples submitted for soil testing. For 2020, Vickie asked if the Board would like to continue offering the free soil testing to Dearborn County landowners. The Board agreed they would like to continue this service and will allow \$2,000 to be budgeted for soil testing.
- Heather Wirth emailed her report before the meeting and discussed it. She said the Whitewater River Watershed Grant will be extended until November 2020 and the new grant will start in February. She said Salt-Pipe Watershed is going very well, and she has conducted many field visits. She also mentioned she is working on articles for the Annual Report.
- Jennifer emailed her report and discussed it. She informed the Board that Samantha Wickizer, Storm Water Specialist, from IDEM has accepted a new position and her last day will be January 17th. Jennifer said that Ronnie Boehm, IDEA Storm Water Specialist, will most likely be acting until the position is filled. She has worked with Ronnie before and does not feel this will cause any trouble. She gave an update on the permit rule and the base permit will be changing. When the new MS4 changes take place, she said that Aurora and Dearborn County have already agreed to work with her. Jennifer is still working on booking the needed speakers for the Backyard program sessions.



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- Jessica emailed her board report. She informed the Board that the SBOA billed for the audit and she will get that paid. She updated the Board to let them know the credit card did arrive. Jessica told the Board she is waiting on bank statements so she can reconcile and start on the Annual Financial Report to have ready for the Annual Meeting. She has already contacted Kim Jolly at Ripley County SWCD to help her complete the Annual Financial Report, 1099s, and any other end of year budget requirements. Once all year-end budget requirements are completed, Jessica will provide the Board with budget details, she hopes to have all of this put into a document by March. She was able to get the Dearborn Savings Bank account closed and the new savings account at Friendship State bank opened. Since she was the only one present at the time of opening the account, she is the only signatory and asked if any board members would like to be added. Ken and Eric both agreed to be added to the account. A motion was made by Mr. Pat Holland to add Ken Gunkel and Eric Callahan to The Friendship State Bank savings account 980334, Darla seconded, motion carried.

Other

- Heather mentioned that the poster printer would not work when she tried to use it. It was discussed if the district should buy a new poster printer or if it would be better to just outsource the poster printing. After discussion it was agreed that outsourcing needs to be considered. Jennifer stated that Planning and Zoning has a poster printer and the Board asked that she see if they would be willing to negotiate a contract to print any posters needed. Heather stated that Historic Hoosier Hills also has a poster printer but is older.

Adjourn

Motion made by Ken, seconded by Darla, motion carried.

The next meeting will be held on **Thursday, February 13, 2020 at 8:00 AM** at the USDA Aurora Service Center.

Jessica Rayburn
Treasurer

Approved:





