

**PIATT COUNTY SOIL AND WATER
CONSERVATION DISTRICT**

MONTHLY BOARD MEETING MINUTES

MARCH 16, 2010

Chairman, Bruce Stoddard called the monthly Board Meeting, of the Piatt County Soil and Water Conservation District, to order at 7:00 p. m. on March 16, 2010. The meeting was held at the USDA Building, Conference Room in Monticello, IL. Those present were:

DIRECTORS PRESENT:

Chairman, Bruce Stoddard; Vice Chairman, John Beckhart: and Bill Meyer

ASSOCIATE DIRECTORS PRESENT:

NONE

DIRECTORS & ASSOCIATE DIRECTORS ARRIVING LATE:

None

DIRECTORS & ASSOCIATE DIRECTORS ABSENT:

Directors Derrick Bruhn and Loyd Wax; Associate Directors Kurt Robson, Doug Gucker & Dylan Gallagher

NRCS PERSONNEL:

District Conservationist, Michelle Lewis

DISTRICT PERSONNEL:

Terre Zeigler, CREP Assistant
Jonathon Manuel, Resource Conservationist,
Phyllis Muse, Adm. Coordinator,

GUEST: Joe Bybee, IDOA, Regional Representative for Region II

Joe talked about the budget. The 1st and 2nd quarters of the Operations fund vouchers are at the Comptroller's office but don't know when the deposits will be made to the SWCD accounts.

The 3rd and 4th quarters are not in the works yet. 5% will be held for reserve for FY 2010.

There has been no talk about the 2nd half of the Partners for Conservation funds and nothing on the Capital funds.

RE-ORGANIZATION OF THE BOARD:

Chairman, Bruce Stoddard opened the floor for nominations for Chairman of the Board.

John Beckhart motioned to nominate Bruce Stoddard for Chairman of the Board. Motion seconded by Bill Meyer. Motion Carried. Bruce Stoddard will remain as Chairman of the Board.

Chairman of the Board Bruce Stoddard opened the floor for nominations for Vice Chairman.

Bill Meyer motioned to nominate John Beckhart for Vice Chairman of the Board. Motion seconded by Bruce Stoddard. Motion Carried. John Beckhart will remain as the Vice Chairman of the SWCD Board.

Chairman of the Board Bruce Stoddard opened the floor for nominations for Secretary-Treasurer.

Bill Meyer motioned to nominate Derrick Bruhn for Secretary/Treasurer. Motion seconded by John Beckhart. Motion carried. Derrick Bruhn will remain as the Secretary/Treasurer of the SWCD Board.

MINUTES:

Chairman, Bruce Stoddard asked if there were any additions or corrections to the February 2010 Board meeting minutes. There being no further additions or corrections to the minutes, The Chairman entertained a motion to approve the minutes as presented.

John Beckhart made a motion to approve the minutes as presented. Motion seconded by Bill Meyer. Motion carried.

TREASURER'S REPORT:

The Treasurer's Report for February, 2010.

The first page of the Balance Sheet report was missing from the Directors' handbooks. Phyllis will make sure it gets put in the books. The first page was in Joe Bybee's report so he passed it around to those that wanted to see it.

Motion made by John Beckhart to accept the Treasurer's reports & bank statements as presented. Motion seconded by Bill Meyer. Motion carried.

Derrick will be in to sign the Bank Statements for February.

OLD BUSINESS:

Election Update:

The Piatt SWCD Election of Directors was held on February 2, 2010. Phyllis still needs signatures from Bill Meyer and Loyd Wax on certain forms.

Contractors Meeting Update:

The Macon-Moultrie-Piatt Contractors meeting was canceled and rescheduled for March 11 @ Laplace. Several contractors were present.

SWCD Resolutions for LUC 6 Update:

Jonathon wanted to let the Board know that Champaign Co. SWCD also approved the two Resolutions for the Advisory Board and the Websites.

Quickbooks 2009 Pro:

Phyllis has purchased the Quickbooks 2009 Pro and it has been installed. No Problems with it at all. The cost was \$161.97 from Amazon.com.

External Hard Drives:

The District purchased two external hard drives for backing up the SWCD computers. The cost for both was \$259.98.

Economic Interest Forms:

Phyllis still needs Economic Interest Forms filled out for Loyd, Kurt, Dylan, Allen and Doug. She will mail the forms to them to be filled out and sent to the County Clerk.

NEW BUSINESS:

Quarterly Board / Budget

John reported that the AISWCD board met by teleconference rather than a regular meeting in Springfield. The Comptroller's office is 105 days behind sending out funds.

NRI Report:

Jonathon had one NRI report to complete for Sonia Carlton. She wants to build a house. It is close to Flood plains but Jonathon thinks her location will be ok.

NRCS/SWCD Contribution Agreement:

The Board signed off on the NRCS/SWCD Contribution Agreement.

John Beckhart motioned that the District sign off on the NRCS/SWCD Contribution Agreement. Motion seconded by Bill Meyer. Motion carried.

Training Needs Inventory:

Jonathon and Phyllis both filled out the Training Needs Inventory form for Michelle. The Board approved the training for the employees.

Bill motioned to approve the TNIs for the staff. Motion seconded by John Beckhart. Motion Carried.

Tree Sale – Truck:

Jonathon asked if he could use someone's truck to go to Elwin's tree farm to pick up the trees for the SWCD Tree Sale. He would like to pick up the trees on March 30. Bruce Stoddard will have a truck available for the tree pick up.

Rain Barrels:

Jonathon asked the board if he could purchase an additional 3-4 rain barrels to take to the Monticello May Celebration and try to sell them. The Board did not approve the extra barrels. It will cost more for the space to set them up than the District would make in profit.

Annual Report:

Phyllis completed the SWCD 67th Annual Report and asked for the Board to approve it.

John Beckhart motioned to approve the 67th Annual Report. Motion seconded by Bill Meyer. Motion Carried. Chairman, Bruce Stoddard signed the report.

CREP Expansion Proposal Letter of Support:

The District received a letter from IDNR wanting the District to sign off on it for supporting the expansion of CREP to all of the Kaskaskia River Basin.

John Beckhart motioned that the District sign off on the letter of support. Motion seconded by Bill Meyer. Motion Carried.

Region II Meeting – Morris:

Jonathon and Phyllis asked for permission to attend the Region II meeting to be held in Morris on April 12. Jonathon will be helping with the GIS session.

John Beckhart motioned to approve for staff to attend the Region II meeting in Morris. Motion seconded by Bill Meyer. Motion carried.

Audit FY '10:

The District audit has been performed by Gorenz & Associates in the past few years. The estimate for the FY 2010 audit is not to exceed \$2195.00. The cost last year was \$2150.00.

John Beckhart motioned to pay Gorenz & Associates again this year for the Audit report for the District. Motion seconded by Bill Meyer. Motion carried.

IAAP Membership Renewal:

The renewal fee this year for the IAAP membership for Phyllis is \$ 105.00.

John Beckhart motioned that the District pay for the IAAP membership dues of \$105.00. Motion seconded by Bill Meyer. Motion carried.

BILLS: Paid and unpaid:

Motion made by Bill Meyer and seconded by John Beckhart to approve all bills paid & unpaid. Motion carried.

NRCS DISTRICT CONSERVATIONIST REPORT:

Michelle Lewis, District Conservationist submitted her written report as attached.

SWCD STAFF REPORTS:

CREP Assistant's Report:

Terre Zeigler, CREP Assistant gave her report.

Terre reported on the progress of CREP. She has been meeting with EPA, IDNR & the AISWCD to discuss strategies to reopen CREP. CREP will open up in the Kaskaskia & Illinois River basin. They are looking at current personnel and where to place them.

Terre is working as the liaison between EPA, IDNR & AISWCD plus she will still be working in the field.

The Districts' will still be receiving \$5,000.00 per permanent easement and \$ 2,500.00 for easement extensions.

Resource Conservationist's Report:

Jonathon Manuel, Resource Conservationist, submitted his report as attached.

Administrative Coordinator's Report:

Phyllis Muse, Administrative Coordinator, submitted her report as attached.

Bill Meyer made a motion to approve the staff reports. Motion seconded by John Beckhart. Motion carried.

TIME SHEETS & EXPENSE REPORTS:

Motion made by John Beckhart and seconded by Bill Meyer that the Board signs off on the time sheets and expense reports. Motion carried.

Next Board Meeting:

The next Board meeting is scheduled for Tuesday, April 20, 2010 at 7:00 p.m. at the USDA office in Monticello.

ADJOURNMENT:

There being no further business, Chairman, Bruce Stoddard entertained a motion to adjourn the meeting.

Motion was made by John Beckhart and seconded by Bill Meyer to adjourn the meeting. Motion carried. Meeting adjourned at 9:05 p.m.

Minutes taken and transcribed by:
Phyllis Muse, Administrative Coord.

Approved by:
Bruce Stoddard, Chairman

Signature

Date

H/my doc/minutes
March 16, 2010 mins.doc.