

March 24, 2017

Supervisors Present: Kyler Laird, Derek Luchik, Mark Kingma, and Mark Jordan

Supervisors Absent: Lana Zimmer

Staff Present: Dan Perkins and Leslie Davisson

Associates Present:

Partners Present: Kevin Shide

Citizens Present:

I. Call to Order

Chairman Kyler Laird called the meeting to order at 8:00am CST.

II. Minutes from Previous Meeting

The minutes from the February meeting were presented for review and approval. Mark K motioned to approve and Mark J seconded. Minutes approved.

III. Treasurer's Report, Claims (on back)

The treasurer's report and claims in the amount of \$3,601.98 for February were presented for review and approval. After some discussion, Mark J motioned to approve and Mark K seconded. Report and claims approved. They will be filed for audit.

IV. Correspondence

Correspondence was reviewed via email and no action or questions were presented.

V. Standing Committee Reports

A. Land Use & Non-Farm Programs (Jim, Kyler)

B. Information and Outreach (Mark J, Kyler)

- Derek and Leslie went to the Region Meeting and reported on a DNR initiative to allow the public to hunt game birds on private lands.
- DNR also has a program called CORRIDERS to encourage warm season grass plantings along state roads to avoid mowing. Mark K motioned and Mark J seconded on providing a letter of support for their program. Leslie will contact DNR for more information. Motion carried.
- Electronics Recycling Day- Mark J motioned and Mark seconded to financially supporting this event at the \$250 level. Motion approved.

C. Administrative (Jim, Lana)

The Food and Materiality policies were presented for review and approval. Mark K motioned and Mark J seconded to approve both policies. Motion carried. Both policies will be filed with these minutes.

D. Farm Programs (Mark J, Kyler, Mark K)

- N Study with Dr. Shalimar from Purdue and Gary Cooper is ongoing. Looking for straight cereal rye field ahead of corn that has not been grazed-having a hard time.
- Trying to sort out the right cover crops for the N needed for the cash crop.
- Interseeding trials will occur at Mark K's, Steinke's, and looking for one more field-need 105 day corn or less. Mark J might have a field that will work. Canopy of the cash crop and shading/sunlight are primary factors to success or failure of the interseeded cover crop.

- Bus Tour got canceled due to Brandt field day filling up quickly.
- Spring soil pits? Dan thinking of doing those on a one on one basis with guys on the fence. He's gotten away from them, but thinks they are valuable.
- Dan went down to Clinton Co with Cody Styck in a CC Champion capacity. CC Champs also visited Tri-County and KV FFA programs to discuss soil health, cover crops, and their stories. Still need to visit RCHS.

E. Grants (Lana)

- LARE funds for Carpenter Creek-targeting first time CC users
- Big Red (roller crimper) has arrived at the Laird farm, but does need to be assembled. Dan is hoping to get sponsorships to place on the crimper to help cover the cost of our cash match. He presented some initial thoughts of decal locations and pricing. Reflective decals might work best.
- We will get the crimper assembled and get a better idea of where sponsor decals will work best. There was a bit of discussion about the rental fees, if any. If we charge a fee in the beginning, it will be nominal. Daily or per acre? Collect deposit for scheduling. We can return their deposit if we are allowed to use it for social media and other promotion. Dan will flush that out a bit more.
- Mark J went to the NWF training in Madison. He felt that it was worth it for the soft skills. The last couple webinars have been helpful. Next NWF events are 3/27 and 3/28.

F. UIWI

- The water quality workgroup met this week to discuss our 5 year report and see the graphs our St Joe intern, Allison Z, has been working on.
- Due to the closing of St Joe, we are losing our access to their lab and students. There is a possibility of continuing to use their spectrophotometer, but won't know for certain until end of the school year.
- Leslie is investigating private labs to send our collected samples to for processing. The costs may be too expensive. She is also looking into finding a local student who might be able to continue the lab work, if we have access to that machine.

VI. Other Committee Reports

A. Education Center Report

Leslie will call Dirk, Kyler's guy, for door sealing....Let Jim continue to lead the kitchen project.

B. Annual Meeting Committee

- Overall the reviews from the Annual Meeting were positive. We will keep it at eMbers for next year, but will need to make some setup modifications for the sound system and screen viewing.
- Too many door prizes? A suggestion was made to give out Conservation gift bags for all. It might cost a bit more, but also avoids the ticket calling at the end when everyone is ready to leave.
- FFA was big hit. We want to continue to involve them in our efforts and invite them to attend our meeting.

VII. Old Business

- Vehicle policy: Why pursue a vehicle? Professionalism, fringe benefit to employees, lowering costs, and equipment/water testing need
- Options: District Purchase, Vehicle allowance, pay more per mile. Mark K makes a motion to purchase a vehicle primarily for the District Director, and available for other staff. Derek L seconds. No more than 10% personal use of the vehicle. Leslie needs to look into insurance for vehicle and benchmark for personal use of district vehicles.

After much discussion, Staff will find out more info and dispense via email. Motion amendments and voting can occur via email. Motion carried.

- Mark J motions that we adjust the mileage pay rate annually to the federal pay rate and Derek L seconds. Motion carried.
- PSS Agreement with NRCS was signed and will be forwarded to IASWCD for final approval.

VIII. New Business

A. Next meeting – **April 28th, 2017**

B. Tablets, Consent Agendas, Standing Committees?

- Kyler will look into various tablets and continue to pursue the consent agenda and ridding ourselves of the big binders/paper use.
- Leslie reminded the board that we do have \$1000 in county appropriations to purchase equipment, and tablets for supervisors would be a reasonable use of those funds.
- It was determined that we no longer need our standing committees to structure the agenda. We will use our APOW, Long Range Plan, and current projects to dictate the agenda. We will keep the administrative committee. Board members will head up committees for current projects to sort out the minutia before gathering at a board meeting for final discussion.

C. Tree Planter

- Barney brought the tree planter back. Kyler says he will store it and all were OK with that. Vision Ag might be able to take it and spruce it up, as they did the last one.

IX. Agency Reports

A. NRCS

Kevin will try to present a written report ahead of time for the board’s consumption. RCPP signups are ongoing-deadline is 4/21. CRP offers still being accepted for contracts for fiscal year 2018, which starts October 2017.

B. ISDA-No report

C. Office-No report

Chairman Kyler Laird adjourned the meeting at 10:59am CST.

Minutes approved

Respectfully submitted _____ Leslie Davisson



JASPER COUNTY
Soil and Water
Conservation District

211 East Drexel Parkway
Rensselaer, IN 47978
219-866-8008 ext. 3
855-496-7863 Fax
www.jaspercountyswcd.org

March 13, 2017

Jasper County SWCD Materiality Threshold Policy

1. Purpose

The Jasper CO SWCD recognizes that they may be required to deal with irregular variances, losses, shortages, and /or theft of funds. This policy will outline the procedure for handling such incidents.

2. Variances, Losses, and Shortages under \$500

Any variances, losses, or shortages under \$500 will be researched by the individual(s) responsible for the transaction. It will be the personal responsibility of the individual(s) to adequately reconcile and correct the discrepancy. Any missing funds will be reimbursed by the responsible party.

3. Theft under \$500

Should there be a theft under \$500, the SWCD Board of Supervisors will make a unanimous decision as to the course of action.

4. Variances, Losses, Shortages, and Theft over \$500

Any variances, losses, shortages, and/or theft over \$500 will immediately be reported to the State Board of Accounts via website, email, telephone, or in person.

5. Resolution of incidents that do not meet the Materiality Threshold

If and when an incident occurs that falls below the \$500 threshold, the specific incident and resolution should be documented and filed with the minutes of the board meeting following the resolution.

Adopted March 24, 2017



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Jasper County SWCD Food Use Policy

In general, the District does not allow the use of public funds to purchase food for meetings or events. However, some clarifications may be needed:

1. The District will adhere to statutory and prescribed procedures for the receipt and disbursement of funds.
2. District funds cannot be used for personal expenditures. So, for example, two employees cannot use District funds to pay for their personal lunches using the explanation of “discussing district business.”
4. Meal costs, and what activities are eligible for the SWCD to purchase meals, will be **approved in advance**. Eligible activities might include the District’s Annual Meeting, field days, workshops and other similar events geared to the general public. When approved, the District will clearly state in the minutes that the activity furthers the mission of the District, and state how it does so.
5. If feasible, the District may charge a registration fee to events, and/or **utilize sponsors/donations** (obtained without exactions or persuasions) to help defray meal costs. When utilizing sponsorship or donation dollars to purchase food, the district may pay the food costs upfront and make a notation when the sponsorship dollars are received.
6. Expenditures will be reasonable.
7. If the District provides meals at no cost to certain participants, or if different rates are charged to different classes of participants, the District will develop a written policy that includes the methodology used to determine which participants are provided meals at no cost, or are charged different rates for meals.
8. This policy will be reviewed annually during the March SWCD board meeting.

This policy was adopted on March 24, 2017 by the Jasper County SWCD.