

Jennings County Soil & Water Conservation District
January 17, 2017
Board Minutes

The regular meeting of the Jennings County Soil & Water Conservation District was held at the USDA Service Center in North Vernon, Indiana. Matt Branham called the meeting to order at 6:02pm. Brad Ponsler arrived a short time later to take over.

Board Members

Matt Branham

Brad Ponsler

Tom Schneider

Bob Steiner

Jerry St. John

Staff

Andy Ertel

Kelly Kent

NRCS

Reading of the Minute

Jerry St. John made a motion to accept the November 2016 minutes as submitted, with a second from Tom Schneider.

Financial Report

Tom Schneider made a motion to accept the financial report as submitted, with a second from Jerry St. John.

Correspondence

- IDEA 2017 Dues – Matt Branham made a motion to pay the \$25 per district staff for the annual dues to the Indiana District Employees Association with a second from Tom Schneider. All in favor.
- Rural Urban Dinner – Jerry St. John made a motion to be a Gold Sponsor at \$250 for the 2017 Rural Urban Dinner with a second from Matt Branham. All in favor. At this time Tom, Brad and Bob will be attending.
- Crop Production Workshop – After some discussion the board decided not to sponsor this event in Jackson Co. The board stated that if anyone on the staff or board would like to attend the district would cover the registration cost.
- National Earth Team Volunteer – The district received notification that the Pollinator Committee was selected as the 2016 National Earth Team Volunteer Partnership Award. This award along with the District Showcase Award and the Indiana Earth Team Volunteer Award will be presented at the IASWCD Annual Conference on January 24, 2017.

Agency & Committee Reports

Rule 5 – Andy updated the board with the Rule 5 projects of LP Investments, MPG, Casey's General Store and a private landowner pond.

Jenny Vogel – NRCS (Not present)

Written Report

Andy Ertel – SWCD

Written Report

Andy also shared information from Jenny Vogel about the Client Gateway service for NRCS

Kelly Kent – SWCD

Written Report

Old Business

Outlook Meeting

Andy reported that Dr. Chris Hurt has been contacted and will be speaking at our Economic Outlook Meeting November 16, 2017

Internal Control Webinar

Kelly emailed each of the board members a link to watch the Internal Control Webinar that the Jennings County Government showed to each County Employee. The board members were required to watch this video and then sign a statement saying they had done so to keep the district in compliance with the State Board of Accounts guidelines. Each board member has completed this.

Annual Meeting – Pollinator Committee Meals

The district staff asked the board to cover the meal cost for any members of the Pollinator Committee. Jerry St. John made a motion to cover the cost for those committee members who want to attend with a second from Tom Schneider. All in favor.

The board members also ask Kelly to mail out letters to the Commissioners and County Council members and invite them to our Annual Meeting. Those tickets will be covered by the district.

CWI'14 Payment

The district has completed the CWI'14 and Kelly has submitted the final claim voucher for \$37,500 to the State for reimbursement.

New Business

Change/Cash Fund

The district staff asked the board to allow them to have a change/cash fund of \$100 in small bills to have the ability to make change for purchase made at the office by customers for plat books, flags, fabric, drill rental, etc. Jerry St. John made a motion to allow the staff to have a change/cash fund of \$100 with a second from Matt Branham. All in favor.

Adopt Policy

The board adopted a change/cash fund policy effective January 17, 2017.

Annual Report Update

Kelly advised the board that the Annual Financial Report has been submitted to the State Board of Accounts on Gateway along with all other required information.

Plat Book Update

Andy reported to the board that we have around 170 of the 2013 Plat Books left to sale and that is about 45% of what we started with. Kelly is receiving phone calls from plat book publishers inquiring if we are going to do a new book. The board asked for some cost and details of their publishing cost for a new book. Kelly will get this information and share that at the next board meeting. In the meantime the board decided to sell the remaining 2013 Plat Books for \$10 each. Kelly will update the website and place on our Facebook page.

Meeting Time

Matt asked if our meetings were going back to 7pm. The board had voted to hold our meetings in November – March at 6pm and the April – October meetings at 7pm. Matt has difficulty arriving by 6pm so our February meeting will be held at 6:30 pm.

Claims

Claims were submitted to the board and signed.

Adjournment

Motion to adjourn the meeting was made by Jerry St. John with a second by Tom Schneider 7:03 pm

Minutes submitted by Kelly Kent, Administrative Assistant

Minutes approved by:

Chairman

Vice-Chairman

Member

Member

Member