

# **AUGUST BOARD MEETING AGENDA**

KANKAKEE COUNTY SOIL & WATER CONSERVATION DISTRICT

Monday, August 12, 2024 at 7:30 AM

Approval of Agenda

Public Comment

Consent Agenda

Secretary's Report

1. Minutes of July 8, 2024 Board Meeting

Treasurer's Report

2. Approve Time and Travel
3. Approve Financial Report
4. Bill Approval

Correspondence: None

FSA Report

NRCS Report

Unfinished Business:

Rock Creek Watershed Plan with Ted Gray, Living Waters Consultants  
Partners for Conservation (PFC) Cost-Share  
Grants  
Education & Outreach Events  
Contract Work  
Sales

New Business:

FY25 Internal Control Questionnaire (ICQ)  
NRI 2024-09

Reports – in addition to printed reports, if necessary

Resource Conservationist – Crystal Sauder  
Administrative Coordinator – Linda Settle  
Grants & Special Projects – Emilie Watkins

For the Good of the Order

Adjournment

Date and time of next Board Meeting  
**September 9, 2024 at 7:30 AM**

## KANKAKEE COUNTY SOIL AND WATER CONSERVATION DISTRICT

### Minutes August 12, 2024

The Kankakee County Soil and Water Conservation District held its regular monthly board meeting on Monday, August 12, 2024. Chairman Jeff O'Connor called the meeting to order at 7:30 AM. Present were Directors Jeff O'Connor, Jim Frogge, Larry Kirchner and Ed Brown (left 8:30), Associate Directors John Settle and Cody Rollins, Resource Conservationist Crystal Sauder, Grants & Project Coordinator Emilie Watkins and Administrative Coordinator Linda Settle. Absent were Director Alan Wissmiller, District Conservationist Trenton Rader and Soil Conservationist Matt Raymond. Guest in attendance was Ted Gray of Living Waters Consultants.

**APPROVAL OF AGENDA:** O'Connor made and Kirchner seconded a motion to approve the agenda as presented. Motion passed four to zero.

**PUBLIC COMMENT:** None

**CONSENT AGENDA:** O'Connor made and Frogge seconded a motion to approve the consent agenda as presented. Motion passed four to zero.

**SECRETARY'S REPORT:**

Minutes of July 8, 2024 Board Meeting

**TREASURER'S REPORT:**

Approval of Time and Travel  
Approval of Financial Report  
Approval of Bills

**CORRESPONDENCE:** None

### **OLD BUSINESS:**

**Section 604(b) Rock Creek Watershed Plan** – Ted Gray explained the difference between a Section 319 and Section 604(b). Section 319 is the project implementation and Section 604(b) is the watershed planning. There are nine minimum elements of a watershed plan. Possible stakeholders have been identified. The planning and implementation overview has 5 steps, Outreach, Plan Development, Reviews, Implementation and Evaluation. The funding would all be federal source dollars without any local match. Kankakee SWCD would be the Grant Applicant/Administrative Agent for the plan. The next step would be for the SWCD to do a contract with Living Waters. Board discussion followed. Frogge has been appointed to the Kankakee River Subcommittee who held their first meeting July 26<sup>th</sup> with the next one being August 22<sup>nd</sup>.

**PFC Cost Share** – Sauder reported that the contracts have been sent out for signatures. One of the applicant cancelled their contract due to being in a NRCS program. That opens up the ability to fund the last applicant upon approval of the contract. O'Connor made and Kirchner seconded a motion to approve the contract as submitted. Motion passed three to zero.

Sauder also stated she will be hosting a second round of applications from August 19<sup>th</sup> – 30<sup>th</sup>.

**Grants** – Sauder stated there will be a Soil on Demand Round Table on August 21<sup>st</sup> at 6pm at Brickstone Brewery. Dinner will be provided. Discussion will be on the Soil on Demand project, the web page and cost-share.

Sauder also stated that there will be an event in early September at one of the SOD farmer's farm. The subject will be the Soil Health Buckets.

Watkins reported that the Soil on Demand webpage is live. The project and web page will be brought to the SOD/cost-share round table for in-put. The web page developer has signed a new agreement to provide web development services supporting our Soil on Demand project through December 31, 2024.

**Education & Outreach** – Sauder reported that she has been asked to participate in the Livingston County Expo to be held on October 2<sup>nd</sup> and the STEM Conference on November 16<sup>th</sup>. Discussion was held and board elected to not approve Sauder participating in these events due to her workload at the District.

**Sales** – Sauder reported that the deadline for the tree sale orders is October 4<sup>th</sup> with pickup on October 17<sup>th</sup>. The fish sale order deadline is September 16<sup>th</sup> for Grass Carp and September 23<sup>rd</sup> for all other orders with pickup October 11<sup>th</sup>. Order forms are on the website.

## **NEW BUSINESS:**

**FY25 Internal Control Questionnaire** – Watkins presented the FY25 Internal Control Questionnaire for review and approval for the Illinois Grant Accountability and Transparency Act (GATA) grantee portal. Kirchner made and Frogge seconded a motion to approve the FY25 Internal Control Questionnaire. Motion passed three to zero.

**NRI 2024-09** – Sauder stated that NRI 2024-09 is for a rezoning from A1 to A2. They are separating the homestead from farmland within the parcel. The LESA score is low and her recommendation is to send a letter of no objection. O'Connor made and Kirchner seconded a motion to approve the recommendation of a letter of no objection. Motion passed three to zero.

## **REPORTS – in addition to printed reports, if necessary**

**RC Report** – Sauder reported that she will be out of the office the afternoon of September 11<sup>th</sup> and the morning of September 12<sup>th</sup>

**AC Report** – Nothing additional

**Grant Writer** – Nothing additional

**Conservation Coordinator** – Nothing additional.

**DC Report – Nothing**

**FSA Report – Nothing**

**Committee Reports –**

**Good of the Order –** O'Connor .stated he would not be here for the next meeting. Kirchner commented about Watkins working on the Compeer Grant report

The next regular District Board meeting will be held on September 9, 2024 at 7:30 AM.

Frogge made and Kirchner seconded a motion to adjourn. The motion passed three to zero. The meeting adjourned at 8:52 AM.