



ROCK ISLAND COUNTY SOIL AND WATER CONSERVATION DISTRICT

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RISWCD Board Meeting Minutes Tuesday, January 8th, 2019 4:30 p.m.

PRESENT

Dawn Temple, AC
Rich Stewart, RC
Gary Blanchard, Chair
Twila Cederstrom, Director
Nathan Oak, Director
Brian Parkinson, Vice Chair
Sally Ferguson, Associate Director
Jim Mueller, Public

ABSENT

Bill Parchert, Treasurer/Secretary
Marty McManus, IDOA R.R.
Bob Westpfahl, County Board Rep.

1. Call to Order

Chairman Gary Blanchard called the meeting to order at 4:30 PM at the Rock Island County Soil and Water Conservation District Office. Roll call was taken.

2. Consent Agenda

The previous meeting Minutes, Paid Bills, Financial Packet and Agenda had been sent out via email to all board members for review. Gary filled in to sign checks and timesheets since Parchert could not attend. Ferguson reviewed everything and other than a few minor things, everything looked in order. Temple added a new report to the financial packet called Statement of Cash Flows and she will be adding this every time. Parking made a motion to accept previous minutes, financial statements, and bills. Cederstrom seconded. **MOTION PASSED.**

3. Treasurer's Report – Nothing to report, Treasurer not in attendance

4. Timesheets

Timesheets were reviewed by Blanchard and everything was in order. Cederstrom made motion to accept timesheets. Parkinson seconded. **MOTION PASSED.**

5. Public Participation

None

6. UNFINISHED BUSINESS

1. Copperas Creek Project

Stewart passed out the final Copperas Creek grant report. Temple spent about 80

hours completing the report. The final invoice has also been approved and submitted. The Copperas Creek planning committee meeting will be held Wednesday, Jan 16th @ Buffalo Prairie Deli at noon.

Oak came to meeting late

The money remaining from the grant was primarily due to one project having permit issues (Calvert) and not able to get it done prior to the grant deadline. Stewart discussed the success rates and positive feedback we received from the IL EPA. Parkinson suggested possibly looking into facilitating outreach with other districts that do similar work to compare and contrast if that would be useful prior to the next round of grant funding (if we receive it). We are waiting to hear back on the next round of funding and should hear back sometime between Feb – April.

2. Audit Update

Still being worked on.

3. FY 19 Budget Review – Expenses

Temple has been reorganizing the Chart of Accounts and set up budget expense categories as follows:

1. Director's Expense
2. District Operations Expense
3. Educational Activities
4. Grant Expenses
5. Payroll Expenses
6. Risk Management

Ferguson suggested outsourcing education or developing partnerships on education if we receive additional grant funding which ties up our staff working on that. She suggested possibly Nahant Marsh. Parkinson pointed out the conflict of possibly working with an organization in Iowa, but everyone liked the idea of partnerships and coming up with potential organizations to work with on educational workshops and outreach. Idea is to spread more message with less demand on current staff.

4. NRCS Administrative Agreement

Temple presented the new agreement to be signed. Amount of payout for the Administrative Agreement has been substantially reduced along with a higher demand workload. This is a mandatory agreement that AISWCD negotiated with all SWCD District offices. Oak motioned to sign the agreement as necessary. Parkinson seconded. **MOTION PASSED.**

7. NEW BUSINESS

5. Zoning Report

Solar farm proposed just south of Quad City Airport by GEM Energy. Currently just a

grassy field butted up against farm ground. Requesting special use in order to be included in the solar farm lottery. Parkinson made a motion to approve the zoning report as is and everyone concurred. **MOTION PASSED.**

6. Farm Show Sign-Up

Sign-up sheet was passed around for volunteer slots at the QCCA Farm Show.

7. Job Position

Stewart proposed a job announcement for a new conservation specialist position to assist with NRCS Administrative Assistance & IL EPA construction site reviews. Also, could assist with Drill program, Cost-share programs, Tree & Fish sales, and education opportunities. For part-time up to 20 hours per week. Cederstrom motioned to approve Stewart to post the job position. Parkinson seconded. **MOTION PASSED.**

9. OTHER BUSINESS

1. AC Report

The AC gave a brief verbal and full written report highlighting work and activities/projects during December and upcoming activities. She asked Parkinson to clarify regarding cell phones and the prior meeting's discussion surrounding that. At prior meeting, Board requested that she find out what it would cost to add unlimited data to her plan. It will cost \$50 per month to add unlimited data. Both Stewart and Temple use their phones for work regularly. Temple suggested a cell phone stipend. Ferguson pointed out that it should be a business expense that would be a reimbursement to each employee outside of payroll. She suggested making a cell phone policy with a set amount determined.

2. RC Report

The RC gave a brief verbal and full written report highlighting work and activities/projects during December and upcoming activities. Stewart brought up the coming Board elections and what we need to do to get that ready. Need to set up an election date. Should be Nathan Oak and Bill Parchert up for re-election. Need to determine if Parchert will run or if not, finding someone else. It was suggested that perhaps Ferguson would be interested in stepping up and she will consider it. So we have enough time to legally post the elections, the date of Feb. 28th was chosen for this year's election. Reorganization of the Board will be at the March meeting.

3. DC Report

None

Jason Hessman has been named the acting District Conservationist.

4. Bureau Report

None

10. **Next Board Meeting**

The next meeting will be scheduled for Tuesday February 5th, 2019 at 5:00 pm.

11. **Adjourn**

A motion was made by Oak, seconded by Cederstrom to adjourn at 5:44 pm. **MOTION CARRIED.**

Respectfully Submitted,

Bill Parchert, Secretary/Treasurer