



ROCK ISLAND COUNTY SOIL AND WATER CONSERVATION DISTRICT

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RISWCD Board Meeting Minutes Tuesday December 10, 2019 5:00 p.m.

PRESENT

Dawn Temple, AC
Gary Blanchard, Chair
Sally Ferguson, Treasurer/Secretary
Brian Parkinson, Director
Rich Stewart, RC
Twila Cederstrom, Director
Julie Voelker, Public/Director
Joe Gates, Conservation Specialist

ABSENT

Marty McManus, IDOA R.R.
Bob Westfahl, RI County Board Rep.
Jason Hessman, NRCS DC
Nathan Oak, Director

1. Call to Order

Vice-Chairman Brian Parkinson called the meeting to order at 5:17 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. Ferguson reviewed minutes and financial packet. She stated everything looked in order after several changes were made. Both September and October statements were provided since there was no meeting in November. Ferguson is still working on a quarterly report synopsis for FY20 1st quarter. Temple provided a quarterly budget to actual report and currently have a \$3,000 deficit, but projections show that we are still on track for a positive year. Ferguson made a motion to approve the consent agenda items. Cederstrom seconded. **MOTION PASSED.**

3. Timesheets & Bills

There were no bills to be paid. One check was presented for a transfer between accounts to reallocate funds to IDOA FY18 account. Timesheets were reviewed and signed by Ferguson. Temple asked about ordering some pens as giveaway marketing materials. Ferguson made a motion to allow staff to order marketing supplies as needed. Parkinson seconded. **MOTION PASSED.** Board agreed to contribute \$775 again for FY20 to NACD. Temple reported that the policy premium for the insurance policy on the trailer is going up from \$112 to \$250 for coming year. The agent didn't recommend keeping since the value is only \$1500. She suggested that we investigate adding it to the Inland marine policy we have on drill & gator. Parkinson and Ferguson

concluded. Liability on the trailer will remain in place regardless. Temple will look into it and report back at the next meeting (renewal is not until February). Temple asked if she could be reimbursed for a portion of her Amazon prime membership since she's been using the account to order supplies to get free shipping. The total annual cost of the membership is \$119. Ferguson made a motion to reimburse \$80 to Temple and Temple will provide a receipt. Parkinson seconded. **MOTION PASSED.** Ferguson made a motion to approve Bills and Timesheets as presented. Cederstrom seconded. **MOTION PASSED.**

4. Treasurer's Report

Ferguson had nothing more to add.

5. Public Participation

None

6. UNFINISHED BUSINESS

1. PFC Program

Stewart did not have anything to present since he had not heard back from IDOA. Gates did not have anything for approval either. All FY18 money must be spent by end of December. Projects pending should utilize all remaining funds.

2. FY19 Audit

Temple reported that the audit is in review stage now, and we should have it for the next Board meeting to be approved. Auditor stated we will have a clean opinion and he is thrilled with the progress we have made over the past year.

3. FY20 Budget Review

Discussed previously. No further discussion on this. (Skip to New Business #1)

4. Copperas Creek ILEPA Grant

Temple presented the IL EPA 319 Copperas Creek grant to Blanchard for signature in order to execute the agreement.

7. NEW BUSINESS

1. Credit Card Payment Processing

After looking at multiple options, Temple suggested that we use IHMVCU's credit card payment processing unit. The fees are reasonable \$99 for security, \$5/month (offered seasonally) for desktop processor, \$10/month for website. [Blanchard entered meeting.] Also, \$.10 transaction fee and .4% of total dollar volume. Short discussion regarding other options. Ferguson made a motion to use IHMVCU's program presented by Temple without adding any customer processing fees. Parkinson seconded. **MOTION PASSED.**

2. Appointment of Replacement Director & Associate Director

Ferguson resigned as Treasurer/Secretary from the Board due to moving outside of Rock Island County boundaries per SWCD Act residency requirements. She requested to stay on the Board as Associate Director. Parkinson made a motion to Appoint Ferguson as an Associate Director and Julie Voelker as replacement Director. Cederstrom seconded. **MOTION PASSED. Voelker accepted the appointment.**

3. Establishment of Nominating Committee for 2020 Election & Date of Election

Temple reported that we need at least 3 non-Board members to serve as the nominating committee for the 2020 Board election. Stewart and Temple determined it would be the 3 prior Board members no longer serving – Bill Parchert, Sally Ferguson, and Jim Mueller. Blanchard, Parkinson and Cederstrom will be up for re-election. Voelker's position will also be up for a 1-year term since Ferguson resigned mid-term. Ferguson will serve and follow up with the other nominating committee members. Temple proposed that the date of the election be Friday 2/28. Parkinson made a motion to approve the nominating committee and the date of the election. Voelker seconded. **MOTION PASSED.**

4. Creation of Finance Committee

Ferguson proposed forming a finance committee. Participants would be Temple, Ferguson, Voelker and Treasurer when that position is filled. Focus will be primarily on budget creation, monitoring & review, and reporting.

5. 2020 Board Meeting Schedule

Temple passed around a 2020 meeting schedule. No change in schedule from prior year. December will once again be held on the 2nd Tuesday due to winter training. May meeting time will be TBD based on farm schedules. Cederstrom made a motion to accept the meeting schedule. Parkinson seconded. **MOTION PASSED.**

6. IDOA Health Insurance Program

Temple reported that IDOA will start reimbursing the districts for health insurance provided to employees beginning January 1st. Temple would like to be added to the policy beginning January 1st. Ferguson stated that she reviewed the plans offered and since Temple would be taking the lowest policy with a cheaper premium, she suggested that the remaining funds (\$124) be put into Temple's HSA program fund. She would also get dental and vision on that policy. Parkinson made a motion to allow Temple to participate in the group insurance plan. Cederstrom seconded. **MOTION PASSED.**

7. Christmas Dinner for Board & Staff

Stewart asked the Board if they would like to go out for a holiday dinner sometime after new year for Board and staff. Ferguson also suggested that the staff be given a holiday gift such as a gift card of \$40-\$50. Parkinson made a motion to do gift cards for staff of \$50 for full and part-time employees. Cederstrom seconded.

MOTION PASSED. The next meeting will be held at River House prior to the Board & staff dinner.

8. CRP Sign-Ups

Stewart reported sign-ups started on Monday. Anyone up for renewal can now re-enroll or any new ground can now apply. He doesn't know a lot of the rules yet of the program, but there is a training the following week on 12/18.

9. Catch the Latest on Pond Clinics

Temple passed out the pond clinic flyer. Pond clinic will be held at Western Illinois University-Quad Cities on Saturday February 1st from 8 to Noon. Cost will be \$5. Speaker will be Dave Wyffels with IDNR. Good place to advertise spring fish sale.

8. OTHER BUSINESS

1. AC Report

Temple gave a brief verbal and full written report highlighting work and activities/projects during October & November and upcoming events. She reviewed the tree and fish sale profit & loss reports. Trees profited \$1,068 even though sales were down from prior year. Fish sales were up from prior year and we profited \$1,500 on those. Temple reported that she advertised both sales on facebook. This seems to increase traffic to our page. Temple reported that the new education guy has started and has been coming in weekly to help us. His name is Ross Smith. Eco-Camp went pretty well at new venue (Illiniwek). The Stormwater conference will be February 11th.

2. RC Report

Stewart provided a brief verbal and full written report highlighting work and activities/projects during October & November and upcoming activities. Mostly working on CRP reviews around the county. Looking to do a media campaign in January for Copperas Creek. Need to do a committee meeting and possibly a stakeholder public forum for media. Surveys were done at Parkinson's property for the constructed wetland being done by the Wetland Initiative. Stewart will be attending the AISWCD quarterly Board meeting on Thursday 12/13 and will be staying overnight for a dinner. He is participating on a soil health committee run by Extension. Farm show is coming up from 1/19-21st. He will be a moderator on a panel for small farm film showing at the Figge on February 2nd.

3. Conservation Specialist Report

Gates provided a brief verbal and full written report highlighting work and activities/projects during October & November as well as upcoming activities. Assisted all counties in district group for EQIP marketing for forestry plan utilizing GIS to create lists of landowners of 15 acres or more of woodland. 9 new applications so far. [Temple exited meeting]. Also worked on designing a pond and pre-construction for Steve Layer. Worked with Temple to complete the NACD grant report. Also doing all the Administrative Agreement tasks for NRCS programs.

4. DC Report

Jason Hessman provided a written report for current and upcoming activities. He also provided an annual review of NRCS programs. Stewart reported that NRCS will be requiring a Local Area Workgroup meeting. The Districts will be asked to chair the meeting and invite local agencies/organizations and stakeholders and partners to discuss resource concerns within the county/area. A new Memorandum of Understanding between NRCS and IDOA/SWCDs will be coming out soon.

9. Next Board Meeting

The next meeting is scheduled for Tuesday January 7th, 2019 at 5:00 pm at River House Bar & Grill, Moline.

10. Adjourn

A motion was made by Cederstrom and seconded by Parkinson to adjourn at approx. 6:56 pm. MOTION CARRIED.

Respectfully Submitted,

Gary Blanchard, Chairman