

**STEUBEN COUNTY
SOIL AND WATER CONSERVATION DISTRICT**

Peachtree Plaza 200 – 1220 N 200 W STE L – Angola, IN 46703

260-665-3211, Ext. 3 - www.steubenswcd.org

MINUTES

STEUBEN COUNTY SWCD BOARD MEETING

Angola USDA Service Center • 1220 N 200 W, Suite L, Angola, Indiana 46703

July 13, 2022

IN ATTENDANCE:

District Supervisors

Kayleen Hart, Chair
Chuck Howard, Vice Chair
Craig Holman
Beth Williams

Natural Resource Conservation Service (NRCS)

Arthur Franke, District Conservationist

Guests

Dan Oberst, Associate Supervisor

Steuben County Soil & Water Conservation District (SWCD)

Janel Meyer, Administrative Coordinator
Aimee Wentworth, Resource Conservationist

Absent

David Perkins, Board Supervisor

I. CALL TO ORDER

Steuben County SWCD Board Chair Kayleen Hart called the meeting to order at 5:00 p.m.

II. MINUTES OF THE LAST MEETING (6-8-22)

Board Chair Hart asked the Supervisors to consider the minutes of the June 8, 2022 meeting. There being no further additions or corrections, she requested a motion to approve.

Chuck Howard moved to approve the minutes of the June 8, 2022 Steuben County Soil & Water Conservation District Board meeting, as presented. Seconded by Craig Holman. Motion carried.

III. TREASURER'S REPORT

Administrative Coordinator Janel Meyer provided the financial report for June 1 – June 30, 2022. Financial reports were sent to the Board Supervisors for review in advance of the meeting. A hard copy was also provided in the Supervisors' folders.

Report for period ending June 30, 2022:

<u>General Fund - All Accounts</u>			
Checking	\$ 61,977.02		
Statement Savings	<u>41,881.57</u>		
Total	\$103,858.59		
<i>Checking account</i>		<i>Savings account</i>	
<i>balance 5/30/22</i>	<i>\$ 66,563.27</i>	<i>balance 5/30/22</i>	<i>\$ 41,881.23</i>
<i>Receipts</i>	<i>\$ 1,116.94</i>	<i>Receipts</i>	<i>\$.34</i>
<i>Disbursement</i>	<i><u>(\$ 5,703.19)</u></i>	<i>Disbursement</i>	<i><u>(\$ 0.00)</u></i>
	<i>\$61,977.02</i>		<i>\$41,881.57</i>

Additional information provided with the monthly claims for Board review and verification included: 1. June 2022 checking & savings account bank statement and reconciliation; 2. June 2022 deposit/check detail and general ledger reports; 3. Staff payroll approval forms, time sheets, compensatory time logs and 4. June 2022 vehicle log.

Janel shared checking account receipts totaled \$1,116.94 which included affiliate memberships, conservation education (*Conservation Camp & Steuben County Life registrations*), flag and rain barrel sales, sponsorship of Stewardship Week materials by the Steuben County Lakes Council (SCLC), and a Fawn River Lake and River Enhancement (LARE) Watershed Land Treatment Project (WLTP) cost-share payment for a 1.0-acre Windbreak/Shelterbelt Establishment in the Snow Lake sub-watershed.

Disbursement was \$5,703.19; this included conservation education expenses [*Stewardship Week Poster Contest supplies; Indiana Master Naturalist Program materials; Augmented Reality Sandbox (ARS) Unit supplies; Conservation Tour hats; July 12, 2022 Conservation Camp at Pokagon; Steuben County 4-H Fair booth rental & pass*], dues and subscriptions, operating expenses, Steuben Co. SWCD 2022 Spring newsletter printing, and cost-share payments for the 1.0-acre Windbreak/Shelterbelt Establishment (Fawn River LARE WLTP) and a 2,400 ft.² Heavy Use Protection Area (Pigeon Creek LARE WLTP).

Board Chair Hart asked whether there were any questions or comments regarding the Treasurer's report. Hearing none, she called for a motion to approve.

Chuck Howard moved to approve the Treasurer's Report for the period ending June 30, 2022 as presented. Seconded by Beth Williams. Motion carried.

IV. COMMITTEE REPORTS

a. Natural Resources/Technical Assistance

Beth Williams, Chair

i. Agricultural Improvement Act of 2018 (Farm Bill) / NRCS / FSA

1. Talking points were provided in the Supervisors packets. District Conservationist Arthur Franke reviewed highlights:
 - Local SWCD's will take the lead on the Local Working Group meetings to select the priority resource concerns for their counties. Art recommended keeping the priority resource concerns/rankings the same as FY22 due to the high acceptance of Steuben County Environmental Quality Incentives Program (EQIP) applications compared to other counties. Janel will schedule the Local Working Group meeting for September 14, 2022.
 - NRCS will collaborate with other members of the Indiana Conservation Partnership (ICP) to staff the Pathway to Water Quality (PWQ) exhibit and soil health demonstration area during the 2022 Indiana State Fair. Art advised he will be working at PWQ on August 5.
2. Art advised he will be assisting Jennifer Walker, LaGrange County District Conservationist (DC), one day/week while she is the acting NRCS NE Indiana Planning Team Leader.

Kayleen Hart, Farm Service Agency (FSA) Program Technician, reported the FSA Angola office is continuing crop certifications. She also shared information about the USDA Emergency Relief Program (ERP). If a producer received a crop insurance payment in 2020, 2021, or 2022 (wheat), they may be eligible for an additional payment if the payment was received because of a qualifying event.

ii. Watershed Projects and Organizations/SWCD

-Southeastern Lake Michigan Basin: St. Joe River West (HUC 8) (Lake Michigan)

Sub-watersheds:

1. Pigeon Creek Watershed
 - a. Janel reviewed the Steuben County Commissioners' memo regarding the repurposing of rain garden plants. The SWCD will need to coordinate with Community Center Maintenance Supervisor Gary Fair and the Commissioners on a date for plant removal. The groundbreaking date has not been set for the Judicial Center.
 - b. Janel provided 2020 Pigeon Creek WLTP grant updates:
 - All outstanding contracts/projects have been completed, inspected, and the State invoiced – with the exception of a 1.3-acre pasture planting and a 1.0-acre pasture planting + 1.0-acre tree/shrub planting project. She advised the 1.3-acre pasture planting will be completed in August/early September; landowners were unable to plant in the spring due to wet site conditions. The 1.0-acre pasture planting + 1.0-acre tree/shrub planting project has been completed; a site visit will need to be scheduled.
 - Grant balance is \$1,379. All grant funding had been obligated; however, two contract cancellations (2.1-acre wildlife habitat planting and 14.0-acre pasture planting) leaves \$1,379 available.
2. Fawn River Watershed
 - a. Janel provided 2020 Fawn River WLTP grant updates:
 - All outstanding contracts/projects have been completed, inspected, and the State invoiced – with the exception of a fencing project and an 18.3-acre pasture planting. She advised the fencing project is moving forward; landowner reported he is experiencing material shortages and lack of contractor availability. The 18.3-acre pasture planting is a contract where the contractor holder recently passed away (note: this contract was inadvertently reported/recorded under the Pigeon Creek WLTP updates in the June 8, 2022 Steuben SWCD Board minutes). Janel will be contacting the family about proceeding with the planting.
3. Friends of the St. Joseph River (FotSJR)
 - a. Staff did not participate in the June 16, 2022 meeting.
 - b. The next FotSJR meeting is scheduled for August 25, 2022. The meeting will be held at Conservation Park in Three Rivers, Michigan.

-Western Lake Erie Basin (WLEB): St. Joe River East (HUC) (Lake Erie).

Sub-watersheds:

1. Upper St. Joe River – Includes Fish Creek, Nettle, and West Branch Sub-Watersheds
 - a. Agronomy Field Day is scheduled for July 27, 2022 at The Andersons in Waterloo.
 - b. Supervisors received a flyer for the August 11, 2022 Tri-State Soil Health Conference in Camden, MI and Montpelier, OH. The Board discussed staff and Supervisor interest in attending. The Steuben SWCD provided a \$500 sponsorship for this workshop/field day.
- iii. Entire County
 1. DeKalb, Steuben and LaGrange County SWCDs held a Clean Water Indiana (CWI) grant planning meeting on June 29, 2022. The goal of the meeting was to determine each SWCD’s commitment for a recycling and education CWI grant application [in partnership with the Northeast Indiana Solid Waste Management District (NISWMD)]. The current application proposal includes conducting one tire amnesty event in each county (every year of the CWI grant); hosting an educational workshop on recycling in each county (every year of the CWI grant); and promoting recycling in each county. The group will be meeting in August to further discuss/refine the grant application.
 2. Steuben County Lakes Council (SCLC)
 - a. Janel attended the SCLC’s July 2, 2022 meeting and reported meeting highlights:
 - (1) The SCLC was one of the 30 Steuben County-based public charities that received a \$10,000 unrestricted operating grant from the Community Foundation. The Council plans to use the funding for water quality monitoring or the installation of a conservation best management practice to improve water quality; (2) eDNA testing has been scheduled for the week of July 4th; (3) The SCLC Public Policy Committee met with the Steuben County Health Department regarding the high E. coli levels and human eDNA markers identified from the SCLC’s water quality sampling in Carpenter Ditch. The Health Department believes E. coli is coming from the Wohlert Street/Center Lakes area rather than Northwood subdivision since nearly 70% of the homes in Northwood have completed septic upgrades. The SCLC plans to move forward with a wetland project to mitigate the high E. coli levels in Carpenter; the suggested location is near Peachtree Plaza.

Janel shared information with the SWCD Board about the City of Angola’s Municipal Separate Storm Sewer System (MS4) water quality sampling data. Higher E. coli levels are found in samples from their Mill and Wohlert Street sites; however, E. coli levels are significantly reduced in samples collected from Carpenter Ditch after being filtered in the Center Lakes. Janel reported additional water quality sampling on W. Boyer legal drain would be helpful to determine E. coli levels in the ditch prior to its confluence with Carpenter Ditch on 100 N.
 - b. The SCLC’s Annual Business Meeting & 50th Anniversary Celebration are scheduled for August 13, 2022. The Business Meeting will be held at Lake James Christian Camp & Retreat Center at 8:00 a.m.; the 50th Anniversary Celebration will be held at Selman Timber Frame in Commons Park beginning at 2:00 p.m. The Board discussed and approved donating the office rain barrel for the SCLC’s 50th Anniversary Celebration silent auction.
 3. Steuben County/Urban (IDEM Construction Stormwater General Permit (CSGP), MS4, etc.)
 - a. The following IDEM June 9, 2022 Steuben County Stormwater Inspection Reports were provided for review:
 - Ramsey Ventures (SR 120 Storage Units, Fremont): Violations identified/corrective actions required.
 - Construction at 135 Ln 850: Violations identified/corrective actions required.
 - Cardinal IG West Expansion: Deficiencies and recommendations identified; not violations of CSGP but warrant action.
 - Steuben County Highway Department Advisory Letter.

Janel shared a combined sewer overflow (CSO) event of 210,000 gallons occurred at the Angola Wastewater Treatment Plant on July 5th/6th when 2.48 inches of rain was received (peak precipitation intensity of 2.56 inch/hour).

b. District Operations/Marketing

Chuck Howard, Chair

i. SWCD Training/Public Relations, etc.

1. Field Visits/Trainings
 - a. Indiana Lakes Management Society (ILMS) • June 13, 2022 & July 11, 2022 (*virtual*): Janel participated in the June 13th Education and Outreach Committee Meeting; the July 11th meeting was cancelled.
 - b. Urban Soil Health (Working Group Discussion) • June 20, 2022: Agenda item was tabled to the August meeting.

- c. Self-Guided Conservation Practice Tour (set-up) • June 20, 2022: Janel and Indiana State Department of Agriculture (ISDA) Resource Conservationist (RS) Kate Sanders installed the signage at the 10 conservation practice tour sites. Resource Conservationist Aimee Wentworth launched the tour on the SWCD website June 21st.
 - d. LaGrange Co. SWCD Conservation Camp • June 23, 2022. Janel assisted at the LaGrange SWCD Conservation Camp.
 - e. 2022 HABs Forecast • June 30, 2022 (*virtual*). Janel participated in this Ohio Sea Grant and Stone Laboratory webinar where NOAA (and their governmental and academic partners) discussed the 2022 Lake Erie season forecast of harmful algal blooms (HABs). They predicted a smaller than average bloom of 3.5 on the 10-point ranking scale. Last year was ranked a 6. The webinar was recorded and can be found by performing an internet search on “Ohio Sea Grant HAB Forecast 2022”.
 - f. NRCS and Streambank Soil Bio-Engineering • June 30, 2022 (*virtual*): Janel participated in this webinar that provided an overview of the use of stream bank soil bio-engineering practices used as part of NRCS conservation work. Both plant based and structural based practices were discussed. Janel has the webinar materials (NRCS National Engineering Handbook chapters relevant to soil bio-engineering and additional technical supplements) downloaded for anyone that has an interest.
 - g. Steuben Co. SWCD Conservation Camp • July 12, 2022. Aimee reported a total of 20 youth and 10 volunteers (includes Aimee and Interpretive Naturalist Nicky Ball). It went well; the kids (and adults) had a fun experience.
2. June tally sheets were provided in the Supervisors folders.

ii. Indiana Conservation Partnership (ICP)

- 1. Staff participated in the June 14, 2022 ICP webinar which focused on ICP’s history, accomplishments, and upcoming training opportunities. A link to the meeting recording was provided in the Supervisors packets. Janel shared the July 28, 2022 ISDA/NRCS/SWCD Partnership Meeting was changed to virtual due to the unexpected increase in COVID cases. National NRCS staff have requested all meetings over 50 people in attendance be cancelled.
- 2. Art, Kate and Janel completed the Steuben spring tillage transect on July 7-8. Art shared preliminary information about the data collected. Acres planted to soybeans had a similar no-till rate compared to the 2021 winter-spring data; the no-till rate for acres planted to corn decreased compared to the winter-spring survey since most fields planted to corn were noted as having a reduced tillage pass prior to planting. It was difficult determining cover crops unless the soybean/corn crop was planted directly into the cover crop. Most likely the number of acres with cover crops planted declined due to the wet fall of 2021 in which timely planting of cover crops was difficult due to extensive rainfall.

iii. State Department of Agriculture (ISDA)

- 1. No District Support Specialist/Resource Specialist update was provided.

c. Budget and Finance

Kayleen Hart, Chair

i. Vehicle Maintenance

Janel advised staff will be scheduling maintenance for the district vehicle at Lonsbury Garage (oil change, tire rotation and an assessment of the front-end scraping noise).

d. Information and Education

David Perkins, Chair

i. Drainage Board

Staff are attending the twice-monthly county Drainage Board (DB) meetings as schedules allow. Janel provided an update to the ongoing Fred Emerson/Hammond Greeno, CR 800 W drainage obstruction complaint. She also discussed the George Shrimplin Regulated Drain-Cedar Swamp complaints of the State restricting water for irrigation and adjacent properties being flooded because of the State holding water back. Greg Knauer is the new Deputy Surveyor.

ii. Steuben County SWCD 2022 Summer Newsletter

The SWCD 2022 summer newsletter will be completed/mailed in early August.

iii. 4-H/Purdue Extension/SWCD/Other Educational and SWCD Projects

Aimee Wentworth reported:

- The Indiana Master Naturalist (IMN) workshop is finished. The evaluations and comments were very positive. She currently has a wait list with 6 individuals for a future workshop.
- There are discussions about hosting an IMN 20th Anniversary workshop on October 8th, featuring two of the most popular presenters from the 2022 workshop from 8:30 a.m. to noon. More details TBD.

- Two individuals completed the conservation tour and claimed their hats. Aimee is promoting the tour on the Steuben SWCD 4-H fair display.
- Staff will be setting-up the Augmented Reality Sandbox (ARS) Unit at the Steuben County 4-H Fair on Tuesday, July 19, 2022 for Family Fun Day.
- Purdue Extension Educator Reba Wicker used the pollinator lesson kit for a presentation with 18 preschoolers. Reba advised the kit was very helpful.
- She is collecting cost estimates from various local and online vendors for an SWCD banner.

Janel shared staff are preparing for the July 29, 2022 Clear Lake Township Land Conservancy Knee-High Naturalist Program. No update on the required amount of funding for materials/supplies was provided. She shared a copy of "Creating and Maintaining a Prairie Booklet" by Hamilton County SWCD. The booklet was designed as a resource to guide property owners in the planning, site prep, installation, and maintenance of native gardens and prairies. The project was funded by a CWI grant with the intention to allow other SWCDs to adapt it for their use. Janel provided cost estimates from KPC Media to print 25, 50 and 100 copies; she requested a motion to support printing the booklet for the Steuben SWCD.

Chuck Howard moved to approve updating the Hamilton County Soil and Water Conservation District (SWCD) "Creating and Maintaining a Prairie" booklet with Steuben County SWCD information and printing 50 copies. Seconded by Beth Williams. Motion carried.

iv. Upcoming Regional / National Events

1. Steuben County 4-H Fair • July 15 – 21, 2022 (*Crooked Lake, Angola, IN*)
2. ILMS Aquatic Invasive Plant Workshop • July 18, 2022 (*Syracuse, IN*)
3. Pokagon SP Nature Center Exhibit Room Grand Opening • July 21, 2022
4. Agronomy Field Day • July 27, 2022 (*Waterloo, IN*)
5. Clear Lake Township Land Conservancy Knee-High Naturalist Program w/Steuben Co. SWCD • July 29, 2022
6. Whitley County SWCD Conservation Camp • August 2, 2022 (*Camp Whitley*)
7. Steuben Co. Lakes Council Annual Meeting & 50th Anniversary Celebration • August 13, 2022 (*Angola, IN*)
8. "2022 Day at the Lake" • August 16, 2022 (*Put-In-Bay, Ohio*)

V. **CLAIMS**

5887	Indiana University Press (101 Trees of Indiana for 2022 IMN Workshop)	\$ 65.80
5888	Walter Tresenriter (1.0-ac. Windbreak – LARE, Snow Lake-Fawn River)	\$ 417.34
5889	IASWCD (2022 IASWCD District Dues)	\$ 2,000.00
5890	Steuben Co. 4-H Fair Board (2022 Indoor Booth Space Rental & Fair Pass)	\$ 60.00
5891	Todd Schworm Jr. (2,400 ft ² HUAP – LARE, Mud Creek-Pigeon Creek)	\$ 1,500.00
5892	iPROMOTEu (48 Steuben SWCD Embroidered Hats for Conservation Tour)	\$ 500.00
5893	Amazon (July 12, 2022 Conservation Camp Craft Materials/Supplies)	\$ 75.37
5894	Amazon (July 12, 2022 Conservation Camp Craft/Activity Supplies)	\$ 14.79
5895	Amazon (July 12, 2022 Conservation Camp Lunch Supplies)	\$ 50.23
5896	Walmart (July 12, 2022 Conservation Camp Refreshments/Lunch Supplies)	\$ 35.29
5897	Walmart (July 12, 2022 Conservation Camp Lunch Sub Sandwich)	\$ 46.00
5898	Meijer (July 12, 2022 Conservation Camp Add. Refreshments)	\$ 28.57
5899	Indiana Master Naturalist Program (Admin. Fees for 17 Participants)	\$ 170.00
5900	Janel Meyer (Reimbursement for IMN Barnes & Noble Field Guides Purchase)	\$ 88.00
5901	Ceres Solutions (Fuel for Expedition – July 2022 Statement)	\$ 85.09

Chuck Howard moved to accept the claims for the July 13, 2022 Steuben County Soil and Water Conservation District; seconded by Craig Holman. Motion carried.

VI. **NEXT BOARD MEETING**

Wednesday, August 10, 2022 – 5:00 p.m.

- Angola USDA Service Center
1220 N 200 W, Suite L, Angola, 46703

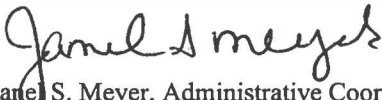
VII. **ADJOURNMENT**

There being no further business to come before the Steuben SWCD, Board Chair Hart called for a motion to adjourn.

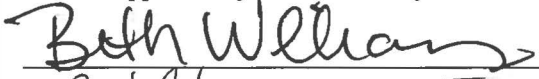
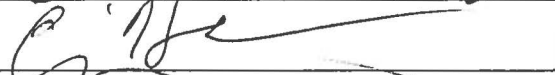
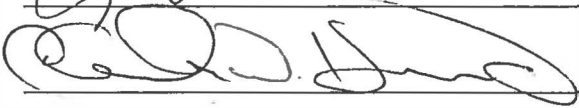
Chuck Howard moved to adjourn the July 13, 2022 Steuben County Soil and Water Conservation District (SWCD) Board meeting. Seconded by Beth Williams. Motion carried.

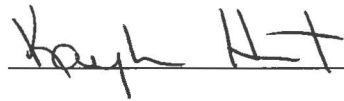
Meeting adjourned by Board Chair Hart at 6:01 p.m.

Minutes respectfully submitted by:


Jane S. Meyer, Administrative Coordinator

Minutes approved by Steuben County SWCD Board



____8/10/22____ (Date)