

**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

April 12, 2023

IN ATTENDANCE

District Supervisors

Kayleen Hart, Chair
Chuck Howard, Vice Chair
Craig Holman

Natural Resource Conservation Service (NRCS)

Arthur Franke, District Conservationist

Steuben County Soil & Water Conservation District (SWCD)

Janel Meyer, Administrative Coordinator
Aimee Wentworth, Resource Conservationist

Absent

David Perkins, Board Supervisor
Beth Williams, Board Supervisor

I. CALL TO ORDER

Steuben County SWCD Board Chair Kayleen Hart called the meeting to order at 5:05 p.m.

II. MINUTES OF THE LAST MEETING (3-8-23)

Board Chair Hart asked the Supervisors to consider the minutes of the March 8, 2023 meeting. There being no further additions or corrections, she requested a motion to approve.

Chuck Howard moved to approve the minutes of the March 8, 2023 Steuben County Soil & Water Conservation District (SWCD) Board meeting, as presented. Seconded by Craig Holman. Motion carried.

III. TREASURER'S REPORT

Administrative Coordinator Janel Meyer provided the financial report for March 1 – March 31, 2023. 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 March 31, 2023:

	<u>General Fund - All Accounts</u>		
Checking	\$ 77,284.00		
Statement Savings	<u>41,956.07</u>		
Total	\$119,240.07		
<i>Checking account</i>		<i>Savings account</i>	
<i>balance 2/28/23</i>	\$ 73,226.75	<i>balance 2/28/23</i>	\$ 41,941.82
<i>Receipts</i>	\$ 17,878.65	<i>Receipts</i>	\$ 14.25
<i>Disbursement</i>	<u>(\$13,821.40)</u>	<i>Disbursement</i>	<u>(\$ 0.00)</u>
	\$77,284.00		\$41,956.07

Additional information provided with the monthly claims for Board review and verification included: 1. March 2023 checking & savings account bank statement and reconciliation; 2. March 2023 deposit/check detail and general ledger reports; 3. Staff payroll approval form, time sheets, compensatory time logs (3/24, 4/7, and 4/21/23 pay periods); and 4. March 2023 vehicle log.

Janel shared checking account receipts totaled \$17,878.65 (R3561 – R3577) which included 2023 Affiliate Membership donations, 2023 Clean Water Indiana Income (FY23 Matching Grant; FY23 one-time District Capacity Payment; and FY23 Supervisor/Staff Training Reimbursement), Native Plant Sales, and a Steuben County Community Foundation Education Grant.

Disbursement was \$13,821.40 (Claim #5984, #5985, #5988 - #6001); this included annual meeting expenses (*Steuben SWCD 75th Anniversary Celebration Tote Bags*), conservation education expenses [*Angola Middle School Earth Friends materials/supplies; IMN Program Workshop materials/supplies (Field Guides – Kaufman Nature of the Midwest & Newcomb's Wildflower Guide, etc.); Northwest Indiana Solid Waste Management District 4-22-23 Earth Day materials/supplies (wildflower seed); Steuben County SWCD 7-11-23 Conservation Camp (Pokagon Shelter Rental); and Tri-State Regional Science Fair Conservation Award Sponsorship*], office supplies, operating expenses, printing (*Steuben SWCD 2022 Annual Report*), promotional materials (*Steuben SWCD pens for events*), travel expenses/reimbursements (*IDEA 1-14-23 meeting expenses for Resource Conservationist*) and a Watershed Land Treatment Project (WLTP) Grant cost-share payment for the 2,720 ft. Fence Project in the Town of Orland

sub-watershed of Fawn River. 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 Steuben County Soil and Water Conservation District (SWCD) Treasurer's Report for the period ending March 31, 2023, as presented. Seconded by Chuck Howard. 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' folders. Highlights included Farm Bill Program reviews for the Inflation Reduction Act (IRA funds) and Post-Inflationary Supplemental Payments (PISPs) which provides additional Natural Resource Conservation Service (NRCS) financial assistance to Environmental Quality Incentive Program (EQIP) participants with contracts containing practices most affected by higher commodity prices. The additional payments will help reduce the impacts of inflation on participants and ensure contracts can be promptly implemented.
2. District Conservationist (DC) Arthur Franke reviewed a new cover crop program through the University of Michigan School for Environment and Sustainability. Their Soil & Agroecosystems Lab is seeking farmers to participate in a citizen science study to understand variation in cover crop growth across different farming conditions. Art contacted individuals with EQIP cover crop contracts to advise them of this program. Art also advised he continues working on getting FY23 EQIP contracts signed. The Steuben County EQIP applications that were not funded this year will defer FY24 sign-up.

Kayleen Hart, Farm Service Agency (FSA) Program Technician, reported the Conservation Reserve Program (CRP) General Signup closed on April 7th. FSA is now accepting offers for specific conservation practices under the CRP Continuous Signup. Applications will be accepted through August 6, 2023. FSA opened two new programs which may offer farmers financial assistance. This includes the Emergency Relief Program Phase Two (ERP 2; disaster funds) and the Pandemic Assistance Revenue Program (PARP; last of the COVID-19 pandemic assistance programs). Kayleen advised letters were sent to producers advertising both programs. The application deadline is June 2, 2023.

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 advised a Heavy Use Area Protection (HUAP) application in the Mud Creek sub-watershed of Pigeon Creek was added to the agenda. The landowner approached the SWCD about funding availability to extend a HUAP, installed in 2021 [using the 2020 Pigeon Creek Watershed Land Treatment Project (WLTP) grant]. She shared the Steuben SWCD also provided funding for the addition of three HUAPs on the same tract using the same grant. Janel stated the Lake and River Enhancement (LARE) grant administrator would approve the project only if the HUAP extension was necessary to decrease erosion and protect waterbodies. The Board discussed the benefits of adding this conservation practice to the property; however, did not approve the project. The Board agreed 2022 Pigeon Creek WLTP grant funds should be allocated to other projects/landowners, but the request could be revisited next year if any grant monies remained. Janel shared the Indiana Department of Natural Resources (IDNR) LARE program added cover crops back into their list of eligible cost-share practices. Cost-sharing for cover crops can't be used for land users who tried this practice either on their own or through other conservation programs and is available for a maximum of two years.
2. Fawn River Watershed
 - a. Janel and Art presented a 0.5-acre Tree/Shrub Planting + 0.5-acre Wildlife Habitat/Pollinator Planting application in the Tamarack Lake sub-watershed of Fawn River for consideration. Art completed a site visit and presented project information. The landowner has two parcels and plans to reforest areas on both, totaling 0.5-acres. Site preparation would be required this year for the pollinator planting; seeding would be completed this winter (2023-2024). The Board discussed the benefits of adding these conservation practices to the property and approved the project.

Chuck Howard moved to approve the 0.5-acre Tree/Shrub Planting + 0.5-acre Wildlife Habitat/Pollinator Planting project in the Tamarack Lake sub-watershed of Fawn River using the Steuben County Soil and Water

Conservation District (SWCD) 2022 Fawn River Lake and River Enhancement (LARE) Watershed Land Treatment Project (WLTP) grant. Seconded by Craig Holman. Motion carried.

3. Friends of the St. Joseph River (FotSJR)
 - a. Resource Conservationist Aimee Wentworth attended the FotSJR March 23, 2023 virtual Board meeting. She reported new Board of Directors were elected. President Matt Meersman also discussed a surprise amendment to Senate Bill 414 which is related to on-site sewage treatment. The unrelated amendment was recently added, and would further remove wetland protections by changing how Class II and Class III wetlands are classified.
 - b. The next FotSJR virtual meeting is scheduled on April 27, 2023.
 - c. The FotSJR Watershed Celebration is scheduled May 12, 2023. It will be held in conjunction with the St. Joseph River Basin Commission (SJRBC) Annual Symposium at Pinhook Park Community Center in South Bend. The Symposium will be from 1 – 4 pm and will feature keynote speakers discussing 2-state ditches, controlled tile drainage, flood plain reconnection, etc. The FotSJR Watershed Celebration will follow with a welcome message and dinner at 5:30 p.m. Staff advised they did not plan on attending the evening event.
4. St. Joseph River Basin Commission (SJRBC)
 - a. Janel provided additional information from the SJRBC March 2, 2023 meeting. She reported: (1) The Commission received a request from the Indiana Lake Association for water quality testing funds. Their request was denied last year because the group did not submit a formal request. Although a formal request was submitted this time, it was denied because *E. coli* has already been identified by Elkhart County as the problem. When the Lake Association was approached by the sewer district, they received backlash from the lake residents. The SJRBC membership felt the issue was already identified and didn't believe further testing would tell a different story. (2) A discussion was held about the lack of a Standard Operating Procedure (SOP) when the SJRBC receives funding requests. An advisory/working committee will be formed to develop an SOP. Janel was asked to serve on the committee. (3) The Commission approved hiring Tritium, Inc. to quantify stream discharge in the North Branch Elkhart River and Fawn River. Three sites will be monitored on the North Branch and one site on Fawn River at Nevada Mills. This information will assist the City of Angola with the Interra water availability study.

-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. Janel requested Board approval to complete a mass postcard mailing to agricultural landowners located in the Upper St. Joseph River WLTP grant priority areas. She estimated the cost would be around \$400, based upon what the SWCD paid in 2019 for a mass Pigeon Creek postcard mailing. She shared the landowners planning to use the 2021 Upper St. Joseph River WLTP grant for grassed waterways no longer wanted to proceed due to rising costs. Adding this funding to the two cancelled contracts leaves a considerable amount of funding available.

Chuck Howard moved to approve the Steuben County Soil and Water Conservation District (SWCD) completing a postcard mailing to agricultural producers in the Upper St. Joseph River Watershed to promote the Steuben SWCD's 2021 Upper St. Joseph River Lake and River Enhancement (LARE) Watershed Land Treatment Project (WLTP) grant. Seconded by Craig Holman. Motion carried.
 - b. Janel participated in the March 22 and 28, 2023 WLEB Regional Conservation Partnership Program (RCPP) Partner and Technical Committee virtual meetings. The meetings were held to provide partner updates and discuss questions/ranking points each State uses. Indiana is still in the process of developing questions/points. Indiana did not offer a 2022 sign-up due to software issues. Michigan's first sign-up occurred in December 2022; 5 applications were received. Ohio received 15 applications last year. All states agreed the economy is impacting producers/landowners' ability to install conservation practices. Meeting participants also discussed concerns with allowing only certain practices which could also limit participation. Indiana will be using the Soil and Water Assessment Tool (SWAT) to help prioritize conservation practices. Indiana, Michigan, and Ohio will all be scheduling legislative educational tours. The proposed Indiana tour date is July 12, 2023.

iii. Entire County

1. District Cost Share

- a. Janel and Art presented a 150-acre Conservation Tillage + 150-acre Cover Crop application in the Headwaters of Prairie Creek. Janel advised the bulk of the properties fall within the Prairie Creek watershed; however, some tracts/fields may be within Fawn River. Art presented project information. The producer is interested in converting his farming operation to no till and adding cover crops. Art shared he would like to get him started this year through SWCD programs then move him into EQIP. The Board discussed the benefits of adding these conservation practices and current LARE cost-share rates, and approved the project (project approved to use the Steuben SWCD District cost-share program and the 2022 Fawn River WLTP grant, if applicable).

Craig Holman moved to approve the 150-acre Conservation Tillage + 150-acre Cover Crop project in the Headwaters of Prairie Creek and Fawn River, if applicable, using the Steuben County Soil and Water Conservation District (SWCD) District Cost-Share Program and 2022 Fawn River Lake and River Enhancement (LARE) Watershed Land Treatment Project (WLTP) grant (if Transects/Fields fall within the Fawn River Watershed). Seconded by Chuck Howard. Motion carried.

2. Steuben County Lakes Council (SCLC)

- a. Janel attended the March 24, 2023 Water Quality Committee meeting. The meeting was held to discuss their 2023 water quality sampling. SJRBC Aquatic Ecologist Kate Barrett presented information about the Water Monitoring Strategic Planning Committee proposal. There was also a discussion about the Steuben Lakes Regional Waste District water quality sampling proposal. Meeting participants were confused since three different programs were being discussed. Janel compiled a document outlining each sampling program to help guide future water quality sampling discussions. She advised the document was provided to attendees at the SCLCs April meeting; however, it would not be forwarded to their membership until the SCLC finalized their 2023 sampling locations. A copy was provided in the Supervisors' folders.
- b. Janel attended the April 1, 2023 SCLC Monthly Board Meeting and provided meeting highlights, including: (1) The SCLC public policy committee continues to meet with Angola Mayor Hickman to discuss Northwood septic issues. The committee advised they had a meeting scheduled on March 16; however, no report/update was provided. The committee also provided an update on their work with the Socially Responsible Agricultural Project (SRAP) organization. (2) Vicky Lamb shared handouts about the Indiana legislature (i.e., schedule, legislative contact sheets, how a bill becomes law, who to contact, and an example of a contact letter). Not all attendees were interested in the information. (3) A motion to approve withdrawing the \$10,000 Community Foundation Grant appropriation, designated for the wetlands project, was approved since the project has been cancelled. (4) The SCLC is forming a committee to update their outdated bylaws. (5) There was a discussion about the special exemption for a farm confinement feeding operation on 800 South. The variance request was for 13.71 acres, rather than the required 40 acres; a road setback of 229 feet, rather than the 300 ft. requirement.; and rear yard setback of 20 feet, rather than the required 300 ft.
- c. The next SCLC board meeting is scheduled for May 6, 2023 (in-person and virtual option).

3. Steuben County/Urban (IDEM Construction Stormwater General Permit (CSGP), MS4)

- a. Janel provided an update from Kris Thomas, City of Angola/Trine University MS4 Coordinator, on the Steuben County Judicial Center construction. Kris contacted the SWCD to discuss our concerns with the contractor using the southwest Martha/Wall Street rain garden as a dewatering basin. Kris advised the contractor plans on refurbishing the garden at the end of the construction. A brief discussion ensued on potential sediment impacts to the native vegetation.

- b. **District Operations/Marketing**

Chuck Howard, Chair

- i. SWCD Training/Public Relations, etc.

1. Field Visits/Trainings

- a. Indiana Lakes Management Society (ILMS) Education and Outreach Committee Meeting • March 13 & April 10, 2023 (*virtual*). Janel participated in both meetings to assist with planning summer training workshops. ILMS will be cosponsoring a Healthy Shoreline Workshop with The Watershed Foundation at Winona Lake Senior Center on June 1st. A Forestry Management Workshop is scheduled at Morgan-Monroe State Forest on June 28th from 9 – 12. The group discussed holding an additional Aquatic Plant ID Workshop in the fall – location TBD. An in-person board meeting is scheduled for April 19, 2023 in

Indianapolis to establish executive and other board committees. Janel will attend virtually. Janel also requested Board approval to pay her FY23 \$25 membership dues.

Craig Holman moved to support 2023 Indiana Lakes Management Society (ILMS) membership dues for Steuben County Soil and Water Conservation District (SWCD) Administrative Coordinator Janel Meyer at \$25 since Janel Meyer serves as a Board member and this organization furthers her professional development. Seconded by Chuck Howard. Motion carried.

- b. LaGrange County Parks Maple Days • March 14 & 21, 2023. Aimee assisted the LaGrange County Parks Department with their school Maple Days. She provided a photosynthesis and maple syrup lesson, teaching approximately 180 students and teachers/chaperones from the MSD of Steuben County (Carlin Park 5th graders and Angola Middle School 6th graders).
- c. Marketing Workshop Part 1: Effective Storytelling • March 15, 2023. Janel participated in this workshop which focused on an organization's story and how best to connect with audiences and inspire action. Janel provided a report on the key takeaways. The next workshop in this free series from the Steuben County Community Foundation is Digital Engagement: Effective Strategies for Building a Strong Online Presence scheduled May 17, 2023.
- d. Angola American Legion Post 31 • March 15, 2023. Janel and Board Chair Kayleen Hart attended the Angola American Legion's 105-year celebration dinner. As part of this celebration, the SWCD and several community organizations received donations. Janel advised the SWCD received \$1,000. A follow-up thank you note was sent to the Angola Legion for the generous donation.
- e. Envirothon • March 16, 2023. Staff assisted with the NE Indiana Envirothon Contest. Winning teams included first place, Warsaw Seniors; second place, Warsaw Juniors; and third place, Adams Central. Janel advised the SWCDs goal has always been to get Steuben County participation. She advised this goal has been added to the SWCD Annual Plan.
- f. Northeastern Indiana Tri-State Regional Science Fair • March 18, 2023. This year's special Conservation Awards were awarded to: First Place, Isabella Budak (12th Grade), Angola High School, "*The Analysis of Microplastics within Local Waterways*"; Second Place, Stella Steury (8th Grade), Eastside Junior-Senior High School, "*Creek Catastrophe*"; Third Place, Abigail Todd (5th Grade), James R. Watson Elementary School, "*From Table to Farm: Looking for low cost, high efficient composting*".
- g. McClish Lake Association Water Quality Meeting • March 20, 2023. Janel and Art met with Steve McElhoe and Thelma Knowles of the McClish Lake Association to discuss high *E. coli* levels and the potential presence of human eDNA, based upon water quality results from the SCLC (Site #44 – a tributary to McClish on east/southeast side of lake).
- h. Beating the Weeds Without Herbicides Webinar • February 22, 2023. Aimee participated in this training where they discussed how weeds are the primary challenge in organic farming. She reviewed the challenges for weed management and the recommended weed control steps.
- i. Climate, Water & Resilience Project Wet Workshop • March 30, 2023. Aimee attended this training and was informed about education/tools available to use to counter dis-information and myths about climate change.
- j. Angola Middle School Earth Friends Club • April 3 & 10, 2023. Aimee began the Earth Friends on April 3. The program will be held every Monday, at 2:30 p.m., through May 15, 2023. Each session runs approximately 35 minutes. A total of eight students are participating.
- k. IASWCD Lunch 'n Learn • April 5 & 12, 2023 (*virtual*). Staff are participating in these trainings as schedules allow. Four are being offered (Source Water Protection and the Farm Bill; NACD Advocating for Districts; Resources & Assistance for Woodland Owners; and Invasive Species GIS Tool).
- l. Steuben County Strategic Water Monitoring Committee meeting • April 12, 2023. Janel provided an update on the project status: (1) The Steuben County Community Foundation grant application the Committee submitted will be reviewed this cycle. The group should know by mid-May whether the grant application received funding (\$5,000 maximum funding available). Letters of intent for the next grant cycle are due in August. The committee may/may not be invited to submit an application (\$50,000 maximum funding available); (2) The Health Department received approval to purchase the Hydrolab Sonde (total cost of \$20,000); (3) The SJRBC/Michiana Area of Council of Governments

(MACOG) will support two students to perform the sampling, at no cost to the Committee, through August. Costs will be covered through AmeriCorp/SJRBC. After August, Trine University Professor Sam Drerup will be offering a fall course and will supply the workforce (September and October); (4) There is enough funding available to begin the program. The Steuben SWCD will be invoiced by the SCLC for the first half of the funding we committed to this project (\$1,250). The next \$1,250 invoice will be received as soon as the status of the current grant application is known. Funding sources: The City of Angola/MS4 (\$1,000), SWCD (\$2,500), Steuben County Health Department (\$2,500 & the Sonde purchase), SCLC (\$3,000), and the Pleasant Township Trustee (\$1,000).

A copy of the Steuben County Strategic Water Quality Monitoring Program grant proposal/application was provided to the Supervisors for review.

SJRBC Aquatic Ecologist Kate Barrett has offered to conduct a Hoosier Riverwatch Training for Steuben/LaGrange Counties this summer. More details TBD.

2. A copy of the March 2023 tally sheet will be provided at the next SWCD Board meeting.

ii. Indiana Conservation Partnership (ICP)

1. Art, Kate and SWCD staff completed part of the Steuben County Winter-Spring Tillage Transect on April 11th. They will finish on April 14th. Janel asked the Board to consider what type of data they have an interest in seeing.

iii. State Department of Agriculture (ISDA)

1. Aimee provided a summary the Steuben SWCD 2023 Annual Meeting evaluations. Most attendees rated the meal, meeting location, and speaker's presentation as "excellent." Attendees listed pollution in Fish and Black Creek, *E. coli*, septic issues, large water withdrawals from our aquifers, and CAFO's as the most significant local resource concerns not being adequately addressed. Most attendees were lake residents, followed by rural, farm, then residential residents. All evaluations answered "yes" to the question whether the meeting met their expectations.

2. No District Support Specialist (DSS)/Resource Specialist (RS) update was provided.

c. Budget and Finance

Kayleen Hart, Chair

i. April 11, 2023 Steuben County Council Meeting

Janel attended the Steuben County Council Meeting to explain the SWCD appropriation request to pay the SWCD's part-time administrative/clerical position. The request was approved.

ii. Annual & Business Plans

Each Supervisor was mailed a copy of the Annual Plan prior to the meeting for review. Janel provided a brief review of the sections she updated and asked the Board to provide feedback prior to the May meeting to finalize the document.

The Board reviewed the Steuben County SWCD Chair, Vice Chair, and Secretary assignments. They also reviewed the Steuben SWCD Committee assignments.

A motion was made by Craig Holman to keep the Steuben County Soil and Water Conservation District (SWCD) Chair, Vice Chair and Secretary positions the same as 2022 (Kayleen Hart, Chair; Chuck Howard, Vice Chair; Beth Williams, Secretary). Seconded by Chuck Howard. Motion carried.

Chuck Howard made a motion to keep the Steuben County Soil and Water Conservation District (SWCD) Committee Assignments the same as 2022: Beth Williams, Chair of the Natural Resources Committee with Member Chuck Howard; Chuck Howard, Chair of District Operations with Member Kayleen Hart; Kayleen Hart, Chair of the Budget and Finance Committee with member Craig Holman; and David Perkins, Chair of the Information and Education Committee with member Craig Holman. Seconded by Craig Holman. Motion carried.

Janel advised the Steuben SWCD needs to review our 2020 – 2023 Business Plan and update for the next 3-year cycle (2024-2027). The Board will need to meet and review our current goals and priorities and identify future goals/priorities, events/projects, resources, Supervisor/staffing needs, partnerships, budgetary needs, etc. Janel and Art can summarize what conservation was implemented from 2020 to 2023, but Supervisor/Board input is necessary to determine our long-term plans. The Board tabled this discussion for the May Board meeting.

iii. Steuben SWCD Ford Expedition Maintenance

Janel advised the district vehicle shakes when driven at speeds >55 mph. The air conditioning also stopped functioning during the first day of the Transect Survey. She requested approval to have both issues addressed when the vehicle is being serviced (oil change and tire rotation). The Board approved the repairs and asked staff to provide updates to Board Chair Hart.

Chuck Howard made a motion to repair the Steuben County Soil and Water Conservation District (SWCD) Ford Expedition (air conditioning and drivability) when performing our regular vehicle

maintenance (oil change and tire rotation/balance), requiring staff to provide a summary of the additional maintenance requirements to Board Chair Hart. Seconded by Craig Holman. Motion carried.

d. Information and Education **David Perkins, Chair**

- i. Drainage Board (DB)
Staff are attending the twice-monthly county Drainage Board (DB) meetings as schedules allow. No update was provided.
- ii. Steuben County July 11, 2023 Conservation Camp
Janel requested an official Board motion to support the 2023 Steuben County SWCD Conservation Camp. Aimee advised this year's theme will be "water."
Chuck Howard made a motion to support refreshments/food and approve the purchase of materials/supplies for Steuben County Soil and Water Conservation District (SWCD) Conservation Camp on July 11, 2023 since this event furthers the mission of the Steuben County SWCD. Seconded by Craig Holman. Motion carried.
- iii. Steuben County September 12, 2023 4th Grade Youth Conservation Field Day
Janel requested an official Board motion to support the 4th Grade Youth Conservation Field Day educational event. She also asked the Board to consider the current field day format. Discussion on the field format was tabled to the May meeting.
Craig Holman made a motion to (1) approve the purchase the educational materials and bags/backpacks, (2) support refreshments/food for the presenters and volunteers working the September 12, 2023 4th Grade Youth Conservation Field Day, and (3) approve the Dumpster Drummers performance as this event furthers the mission of the Steuben County Soil and Water Conservation District (SWCD). Seconded by Chuck Howard. Motion carried.
- iv. 2023 Steuben County Life
Janel reviewed the 2023 Steuben County Life schedule and requested an official Board motion to support the educational program.
Chuck Howard made a motion to (1) support refreshments and approve the purchase of materials/supplies for the 2023 Steuben County Life class; (2) approve the \$50 registration fee for all participants; and (3) exempt speakers and Steuben County Life planners from paying the registration fee as this event furthers the mission of the Steuben County Soil and Water Conservation District (SWCD). Seconded by Craig Holman. Motion carried.
- v. Steuben County SWCD 2023 Spring Newsletter
Janel advised she will be working on the spring newsletter at the beginning of May. She requested an FSA update from Board Chair Hart.
- vi. 4-H/Purdue Extension/SWCD/Other Educational and SWCD Projects
Aimee Wentworth reported:
 - The native species video is finished and posted. A watershed video is next in production.
 - The 2023 Indiana Master Naturalist (IMN) workshop begins on April 19.
 - She was asked to be a presenter at the Panache Salon Charity Water Event on April 23 for Earth Day. The event will be held at The Mill District in Fremont. She will present the "Drop in the Bucket" demonstration and discuss what individuals can do on their properties to conserve water.
 - She was invited to be a part of the Environmental Education Association of Indiana (EEAI) Fall Conference planning committee. It will be held on November 10-12, 2023 at Potawatomi Inn. Janel asked the Board to consider providing sponsorship for the conference. The Board tabled the sponsorship discussion to the May meeting.
 - She was accepted into the Natural Resources Teacher Institute, scheduled June 19-23, 2023 at Morgan-Monroe State Forest. A total of 16 educators were chosen.Janel Meyer reported:
 - She will be attending the Northeast Indiana Solid Waste Management District Earth Day Event on April 22. Janel invited Kris Thomas to share booth space and focus on stormwater management. She advised attendees will have an opportunity to make a pollinator seed ball to take home.
 - A copy of the Wood-Land-Lakes RC&D Land Trust March 2023 newsletter was provided to the Supervisors for review.
- vii. Upcoming Regional / National Events
 1. Steuben County SWCD Tree Pickup • April 17, 2023 (*Angola USDA Service Center*)
 2. Steuben County SWCD Indiana Master Naturalist Workshop • April 19 – June 10, 2023
 3. Northeast Indiana Solid Waste Management District Earth Day Celebration • April 22, 2023 (*Ashley, IN*)
 4. FotSJR Riverbank Cleanup • April 22, 2023 (*South Bend, IN*)
 5. Arbor Day • April 28, 2023

- 6. NACD Stewardship Week • April 30 – May 6, 2023
- 7. Steuben County Lakes Council Board Meeting • May 6, 2023 (Angola, IN)
- 8. Indiana Black Loam Conference • May 6, 2023 (Ft. Wayne, IN)
- 9. IDNR Free Fishing Day (Indiana Residents only) • May 7, 2023
- 10. Steuben County SWCD Board Meeting • May 10, 2023 (Angola USDA Service Center)
- 11. Steuben Co. Community Foundation Marketing Series: Digital Engagement • May 17, 2023 (Angola, IN)
- 12. *Memorial Day Holiday • May 29, 2023**
*Angola USDA Service Center closed

V. CLAIMS

5994	Amazon (2023 IMN Workshop: Newcomb’s Wildflower Guide; 16 copies)	\$	287.84
5995	Amazon (Conservation Education Materials/Supplies & Office Supplies)	\$	47.65
5996	Treasurer of Steuben County (Additional Appropriation for Part-Time/Clerical)	\$	1,000.00
5997	LaGrange SWCD (Conservation Education Materials/Supplies–Wildflower Seed)	\$	84.00
5998	LaGrange SWCD (2023 NE IN Regional Science Fair Award Sponsorship)	\$	50.00
5999	Oriental Trading Company (2023 IMN Workshop: Name Tags)	\$	1.99
6000	Walmart (Angola Middle School Earth Friends Club Materials/Supplies)	\$	39.51
6001	IDNR (July 11, 2023 Steuben SWCD Conservation Camp Shelter Rental Fee)	\$	56.00
6002	Amazon (Conservation Education Materials/Supplies – Earth Day Celebration)	\$	33.96
6003	Bon Appetit Management Co. (Steuben SWCD Annual Meeting Catering)	\$	1,052.70
6004	IFEF/PLT (Natural Resource Teacher Institute Registration for Aimee Wentworth)	\$	50.00
6005	USPS/Postmaster (2 Rolls of U.S. Flags Coil Forever Stamps)	\$	126.00
6006	Meijer (Angola Middle School Earth Friends Club Materials/Supplies)	\$	19.56
6007	Pokagon State Park (2023 IMN Workshop: Refillable PSP Water Bottles; 16 total)	\$	320.00
6008	Graphics 3, inc. (Steuben SWCD State Board of Account Approved Receipt Books)	\$	249.99
6009	USPS/Postmaster (Steuben SWCD Marketing Mail Permit; 5/30/23 – 5/29/24)	\$	290.00
6010	Janel Meyer (Reimbursement per SWCD SOP-2023 IMN Workshop Refreshments)	\$	253.59
6011	Ceres Solutions (Fuel for Expedition – April 2023 Statement)	\$	172.63

Chuck Howard made a motion to approve the claims for the Steuben County Soil and Water Conservation District (SWCD) April 12, 2023 Board meeting. Craig Holman seconded the motion. Motion passed.

VI. NEXT BOARD MEETING

Wednesday, May 10, 2023 – 5:00 p.m.

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

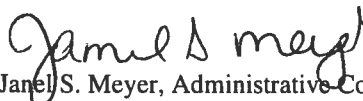
VII. ADJOURNMENT

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

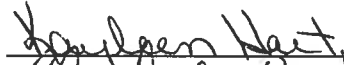


Craig Holman moved to adjourn the April 12, 2023 Steuben County Soil and Water Conservation District (SWCD) Board meeting. Seconded by Chuck Howard. Motion carried.

Meeting adjourned by Board Chair Hart at 6:45 p.m.

Minutes respectfully submitted by:


 Janel S. Meyer, Administrative Coordinator

Minutes approved by Steuben County SWCD Board:

05/10/2023 (Date)