

**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

June 14, 2023

IN ATTENDANCE

District Supervisors

Kayleen Hart, Chair
Chuck Howard
Beth Williams

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

Craig Holman, Board Supervisor
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 (5-10-23)

Board Chair Hart asked the Supervisors to consider the minutes of the May 10, 2023 meeting. There being no further additions or corrections, she requested a motion to approve.

A motion to approve the minutes of the May 10, 2023 Steuben County Soil & Water Conservation District (SWCD) Board meeting, as presented, was made by Chuck Howard. Seconded by Beth Williams. Motion carried.

III. TREASURER'S REPORT

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

<u>General Fund - All Accounts</u>	
Checking	\$ 69,735.83
Statement Savings	<u>41,984.13</u>
Total	\$111,852.81
<i>Checking account</i>	<i>Savings account</i>
<i>balance 4/30/23</i>	<i>balance 4/30/23</i>
<i>Receipts</i>	<i>Receipts</i>
<i>Disbursement</i>	<i>Disbursement</i>
<i>\$69,735.83</i>	<i>\$41,984.13</i>

Additional information provided with the monthly claims for Board review and verification included: 1. May 2023 checking & savings account bank statement and reconciliation; 2. May 2023 deposit/check detail and general ledger reports; 3. Staff payroll approval form, time sheets, compensatory time logs (6/2 and 6/16/23 pay periods); and 4. May 2023 vehicle log.

Janel shared checking account receipts totaled \$130.00 (R3584 – R3587) which included 2023 Affiliate Memberships and July 11, 2023 Conservation Camp registrations. She advised R3586 was a voided receipt.

Disbursement was \$5,218.11 (Claim #6019 - #6033; #6035; #6045). This included conservation education expenses [Augmented Reality Sandbox (ARS) Unit supplies (additional buckets/lids for sand transport and a heavy-duty cart/dolly); 2023 Soil and Water Stewardship Week Booklets (printing expenses); 2023 Poster Contest supplies (participation and 1st, 2nd, and 3rd place prizes); 2023 Steuben County 4-H Fair (booth rental and weekly pass); 2023 Indiana Master Naturalist Administrative Fees], contract services (Associate Supervisor Tim Groosbeck tree pickup donation payment), office supplies (shirts for Resource Conservationist Aimee Wentworth), operating expenses, postage (Steuben SWCD 2023 spring newsletter mailing), Steuben County Strategic Water Quality Monitoring Project support, and travel expenses (Chuck Howard food plot seed pickup mileage reimbursement).

Janel advised the SWCD was charged twice for Amazon order #111-9266865-8645851 (poster contest participation prizes) in the amount of \$132.85 per the Steuben County SWCD public sector checking account statement. The \$132.85 amount was deducted from our account on 5/12/23, then again on 5/15/23. Amazon Customer Service was contacted; however, Amazon refused to take any action, stating it was a matter that would need to be rectified with our local bank. Janel shared she has disputed the duplicate charge with Key Bank. She also stated a claim was created for the second charge for the account to reconcile correctly.

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.

Beth Williams moved to approve the Steuben County Soil and Water Conservation District (SWCD) Treasurer's Report for the period ending May 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. NRCS District Conservationist Arthur Franke reviewed the USDA's Civil Rights and Equal Opportunity Memorandum of Understanding (MOU) between NRCS and the Steuben County SWCD. Board Chair Hart signed the Affirmation of Review.
2. Talking points and a May 25, 2023 article from Bloomberg Green regarding the US Supreme Court and the new Clean Water Act limits were provided in the Supervisors' folders. Arthur shared the final numbers for Steuben County's Environmental Quality Incentive Program (EQIP) signup. Twenty applications were received; fifteen were funded covering a total of 2,118.4 acres. One was not approved due to eligibility issues and four were not chosen for funding. Art advised he was able to get three of the four approved through the Conservation Stewardship Program (CSP). Steuben has ten pre-approved CSP applications (9 forestry and 1 cropland). He is also working on the Conservation Reserve Program (CRP); continuous signup ends August 6, 2023. Eighteen general CRP offers have been accepted.

Kayleen Hart, Farm Service Agency (FSA) Program Technician, reported (1) crop, CRP, and perennial forage certification is ongoing (July 17 deadline); (2) Program Technician Kathy Allen is still assisting DeKalb and LaGrange counties; (3) Kayleen is processing organic cost-share program applications; and (4) the Emergency Relief Program Phase Two (ERP 2) and the Pandemic Assistance Revenue Program (PARP) application deadline has been extended to July 14.

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 presented an 815' Grassed Waterway and Grade Stabilization application in the Green Lake sub-watershed of Pigeon Creek for consideration. The Board discussed the benefits of adding this conservation practice to the property and approved the application.
Beth Williams moved to approve the Grassed Waterway and Lined Waterway Outlet/Grade Stabilization project in the Green Lake sub-watershed of Pigeon Creek using the Steuben County Soil and Water Conservation District (SWCD) 2022 Pigeon Creek Lake and River Enhancement (LARE) Watershed Land Treatment Project (WLTP) Grant. Seconded by Chuck Howard. Motion carried.
- b. Janel presented a 3-acre Tree/Shrub Establishment application in the Turkey Creek sub-watershed of Pigeon Creek for consideration. Janel advised the landowner is converting former pasture ground to trees. A site visit will still be required. The Board discussed the benefits of adding this conservation practice to the property and approved the application.
Beth Williams moved to approve the 3-acre Tree/Shrub Establishment project in the Turkey Creek sub-watershed of Pigeon Creek using the Steuben County Soil and Water Conservation District (SWCD) 2022 Pigeon Creek Lake and River Enhancement (LARE) Watershed Land Treatment Project (WLTP) Grant. Seconded by Chuck Howard. Motion carried.

Janel advised the Steuben SWCD received the cost-share funds for the 600 Linear Foot Grassed Waterway in the Otter Lake sub-watershed of Pigeon Creek. She will be issuing the payment.

2. St. Joseph River Basin Commission (SJRBC)

- a. Aimee attended the SJRBC May 12, 2023 Symposium. She provided a brief review of the event. Janel advised she was unable to attend due to illness.

- b. Janel attended the SJRBC June 1, 2023 meeting. She reported: (1) she will be serving on the SJRBC Committee charged with developing a policy/formal process for partner financial requests. (2) an update on the SJRBC Water Monitoring Program (12 biological monitoring locations) was provided by Kate Barrett – the Steuben County SR327 site (Pigeon) invertebrate community index (ICI) rated as exceptional in 2021 and very good in 2022. The sampling location was adjusted in 2022 (further downstream compared to 2021), which could account for the differences between years. Samplers were deployed at the end of May and will be collected in 6-weeks. Kate plans to add weather data in the analysis to determine whether influences on biological communities/diversity is occurring. (3) Matt presented the SJRBC offer regarding the Monsanto Settlement to the Steuben County Commissioners, receiving their approval. Steuben County Council support will be required. Matt will present the request at the next Council meeting. The offer is for the SJRBC to leverage funds in counties that received settlement monies. The Basin Commission would purchase additional flow gauges and pay for maintenance with the settlement funds being used for the required in-stream hydrological study. (4) HB 1639 Watershed Development Commissions is now public law and gives the SJRBC the ability to transform into a watershed commission. A watershed commission could provide new funding mechanisms by charging a special assessment on landowners. Funding could be used for drain maintenance, floodplain management, green infrastructure, etc. – a way to generate additional funds to help alleviate flooding. All SJRBC member counties (i.e., County Commissioners/Councils) would need to approve changing into a watershed development commission. Matt advocated for HB 1639 to add water quality and recreation into the bill. Much discussion around raising taxes occurred as several County Commissioners are members of the SJRBC. (5) The FY24 budget proposal, work plans, and special projects were discussed. No significant changes were made to the budget other than the addition of planning/resource development under special projects to fund the development of a strategic plan. The resource development would include studying water use, water quality, flood hazard mitigation, and performing drainage, stormwater, and flooding management audits in the basin. Currently, there are funds available from the Indiana Finance Authority to complete a regional water study. Matt's priority is an implementation plan to help identify costs and primary areas for green infrastructure investments (e.g., floodplain reconnections, wetland establishment, soil health, etc.).
- c. The next SJRBC quarterly meeting is scheduled for September 7, 2023.

-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 asked the Board to consider what process they would like to utilize for Upper St. Joseph River (USJR) WLTP application/project approval since we are on a short timeline (grant ends December 31, 2023).

Chuck Howard moved to authorize Steuben County Soil and Water Conservation District (SWCD) staff with the ability to approve Upper St. Joseph River Watershed applications/projects using the 2021 Upper St. Joseph River Lake and River Enhancement (LARE) Watershed Land Treatment Project (WLTP) Grant if Steuben County SWCD staff and Natural Resource Conservation Service (NRCS) District Conservationist Arthur Franke deem the project (1) feasible and (2) valuable. Seconded by Beth Williams. Motion carried.

Janel informed the Board 325 postcards were mailed to USJR agricultural producers to market the 2021 WLTP grant.
 - b. Janel and Arthur participated in the May 23, 2023 WLEB Regional Conservation Partnership Program (RCPP) virtual meeting where the group finalized the Tri-state WLEB Project Application Ranking Sheet.
2. Maumee River Basin Commission
 - a. No update was provided for the June 8, 2023 meeting. Chuck was unable to attend.

iii. Entire County

1. District Cost-Share
 - a. Janel provided an update on the 3.0-acre Tree/Shrub Establishment contract in the Mud Lake and Long Lake sub-watersheds of Pigeon Creek (2022 Steuben SWCD District Cost-Share Program). While the planting was completed in 2022, cost-share funding was still available (\$623.69) for the tree planting to cover the required one-year herbicide treatment.

The landowner was contacted as a reminder; landowner already reached out to Forester Tom Crowe to perform the work.

2. Steuben County Lakes Council (SCLC)
 - a. Janel attended the June 3, 2023 monthly board meeting and provided meeting highlights, including: (1) the first round of water quality sampling was completed; a small number of sites had *E. coli* levels greater than the 235 colony forming units/ml standard (535 highest result). Those sites included Croxton Ditch, Pigeon Lake, Lake Arrowhead, Fish Creek at Metz, and Black Creek. The SCLC is still working on setting up the eDNA analysis; 35 total sites will be sampled. The first sample will be collected after July 4, following a rain event. They will post the eDNA report to their website beginning this year, as opposed to posting just the data. Their biggest challenge is posting the data in an understandable format. (2) The Public Policy Committee asked how to share/report violations and what agencies to contact. There was much discussion with the group recommending anyone seeing a violation first contact the Steuben County SWCD who will provide guidance. Janel advised the SWCD is happy to route the information to the correct entity; however, the individual making the complaint will also be responsible to file a report. (3) Several fish kills have occurred on area lakes, a common spring occurrence as area waterbodies begin to warm and experience low oxygen levels. (4) Crooked Lake Association advised the DNR will not issue a permit for a proposed silt trap since it would impede fish movement. (5) Purdue Forestry and Natural Resources Grad students have deployed a thermistor string on Lake Gage to measure temperatures at various depths. (6) Little Long Lake advised the Amish community & farmers surrounding the lake are aware of their water quality program. Michigan's Environment, Great Lakes, and Energy (EGLE) will also be collecting water quality data on the Michigan side. The Association believes there have been positive behavior changes because of this monitoring program. (7) The Steuben SWCD and SCLC will need to sign an updated Memorandum of Understanding (MOU) as the current agreement expires this year.
 - b. The next SCLC meeting is scheduled for July 1, 2023 (in-person and virtual options).
3. Steuben County/Urban (IDEM CSGP/MS4)
 - a. City of Angola/MS4 Updates
At the request of Kris Thomas, Arthur and the SWCD performed two Wohlert Street site visits to assess the planting and provide management guidance. Follow-up letters were forwarded describing the proposed management discussed on-site (e.g., control invasives, not mowing the planting, leaving the vegetation on the eastern bank/eastern edge of the Wohlert Street roadside ditch, and the recommendation to use an environmental company familiar with warm season grass plantings). Janel presented the final billboard design. She advised the design was changed to a simpler message. A copy of MS4's new Stormwater booklet for children titled "Sprinkle's Journey to the Lake & Back, One Water Droplet's Stormwater Adventure" was provided for review. This is the new booklet the City will provide for the Steuben SWCD 4th Grade Youth Conservation Field Day.

b. District Operations/Marketing

Chuck Howard, Chair

i. SWCD Training/Public Relations, etc.

1. Field Visits/Trainings

- a. Earth Friends Club • May 15, 2023. This was the final meeting where Resource Conservationist Aimee Wentworth provided each student with a participation certificate.
- b. SSCB Meeting • May 16, 2023. Janel participated in this virtual meeting where the State Soil Conservation Board discussed the increased statewide Clean Water Indiana (CWI) funding. She provided the Steuben SWCD Board Supervisors with a copy of her notes and a link to the meeting recording.
- c. Emerging Midwest Invasives – Poison Hemlock & Teasels • May 16, 2023. Janel participated in this virtual training which reviewed poison hemlock and teasel management techniques.
- d. Digital Engagement: Effective Strategies for Building a Strong Online Presence • May 17, 2023. Aimee and Janel attended this workshop which focused on ensuring an organization's story reaches the right audience. Aimee provided a report on the key takeaways. The workshop also led her to install Google Analytics on the Steuben SWCD website. The last session in this free series from the Steuben County Community Foundation is Media Relations: Telling Your Story via Earned Digital, Broadcast, and Print scheduled June 21, 2023.

- e. ILMS 2024 Conference & Education/Outreach Committee Meetings • May 17 & June 12, 2023 (*virtual*). Janel participated in both meetings. The 2024 Indiana Lakes Management Society (ILMS) Conference Committee met to discuss the conference budget and keynote speaker ideas. The Education/Outreach Committee met to plan a summer invasive species workshop.
 - f. EEAI Planning Meeting • May 18, 2023 (*virtual*). Aimee provided a brief update on the planning meeting and asked the Board for permission to attend the Environmental Education Association of Indiana (EEAI) Annual Conference, scheduled November 10 – 12, 2023. She advised (1) November 10, 2023 is a County Holiday; (2) No registration fee would be required with a minimum \$250 sponsorship, not including meal costs; (3) the registration fee without a sponsorship is \$100 for members or \$140 for non-members [total conference cost would be \$128, which includes the annual membership renewal fee, Saturday dinner, and the discounted early registration fee]; and (4) she is giving the conference welcome and leading an ice breaker to open the conference. Aimee provided an overview of the relevant sessions.

Beth Williams moved to approve a \$500 Steuben County Soil and Water Conservation District (SWCD) sponsorship and registration expenses for Resource Conservationist Aimee Wentworth for the November 10-12, 2023 Environmental Education Association of Indiana (EEAI) Conference at Pokagon State Park. Seconded by Chuck Howard. Motion carried.
 - g. Veterinary Pharmaceuticals in Lake Erie Tributaries Webinar • May 23, 2023. Janel participated in this training webinar to learn what antibiotics have been detected in WLEB rivers and streams. All sampling sites included in the study were based in Ohio.
 - h. Hamilton Water Field Day Meeting • May 24, 2023 (*virtual*). Art and Janel participated in this field day planning meeting.
 - i. Indiana Master Naturalist (IMN) • May 24 & 31 and June 7 & 10, 2023. The final IMN session was Saturday, June 10. Aimee advised she has a waiting list started for future IMN programs. Evaluations she received were all positive.
 - j. Steuben Co. Strategic Water Quality Monitoring Program • May 25 and June 2, 2023. Janel provided an update on the project status: (1) The Steuben County Community Foundation awarded the Strategic Water Quality Monitoring Program \$24,250; (2) The Committee toured the proposed sites to determine sampling feasibility and discuss whether any modifications in site selection were necessary. Janel volunteered to send landowner notification letters regarding the project.
 - k. Current Look at Climate Change & Water in IN: Science/Solutions Virtual Forum • June 6, 2023. Janel participated in this forum which featured presentations on Global-to-Local-Global Analysis of Climate, Water, and Sustainability and a report from the Indiana Climate Change Impacts Assessment.
 - l. Native Plant Kit Pickup/Distribution • June 6 & 7, 2023. Staff completed the native plant pickup and distribution.
 - m. 4-H Camp at Epworth Forest • June 9, 2023. Staff set up the Augmented Reality Sandbox (ARS) Unit for the 4-H campers; however, the ARS computer program would not run, and staff were unable to fix the problem.
- 2. A copy of the May 2023 tally sheet was provided in Supervisors' folders.
 - ii. Indiana Association of Soil and Water Conservation Districts (IASWCD)
 - 1. The Steuben SWCD received the annual IASWCD statement for FY23 membership dues (\$2,000). A copy of the IASWCD FY22 accomplishment report was provided for review. The Board Supervisors tabled the membership dues discussion to the next SWCD Board meeting.
 - 2. Janel reported the required River Friendly Farmer (RFF) forms were completed/submitted for our RFF nominee, Tim Groosbeck.
 - iii. State Department of Agriculture (ISDA)
 - 1. No District Support Specialist (DSS)/Resource Specialist (RS) update was provided.
- c. Budget and Finance **Kayleen Hart, Chair****
- i. 2024 Budget Request & Budget Worksheets

The SWCD FY24 appropriation request was submitted. Janel presented the request to the Commissioners at their June 5, 2023 meeting. She reviewed the SWCD budget worksheet and salary/wage information for the two staff positions. Janel advised County Council may offer guidance for 2024 wage requests; however, at

the present time, no official recommendations were provided. The Board agreed to ask for a 5% Cost-of-Living-Adjustment (COLA) for both the Administrative Coordinator and Resource Conservationist positions.

ii. Laptop Purchase Request

Janel requested Board approval to purchase a new laptop to replace the current district laptop which is slow and outdated. She also requested the approval to purchase QuickBooks and Microsoft 365.

Chuck Howard motioned to approve up to \$4,000 for the purchase of a new Steuben County Soil and Water Conservation District (SWCD) laptop, and QuickBooks and Microsoft 365 software. Seconded by Beth Williams. Motion carried.

Janel received a letter regarding the Steuben SWCD Staples Commercial More Account. The account will be closed on July 31, 2023 as the Citibank, N.A. Card program with Staples will be ending. This decision was not based on any information regarding the SWCD credit account or credit standing.

iii. Staff Performance Reviews

Janel and Aimee's yearly employee performance reviews were scheduled for July 12, 2023 at 4:30 and 5:00 p.m. Janel will forward the appropriate forms/associated materials to the Board.

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. Information about the Dudley Gleason Maintenance Assessments (review proposed commercial rates) and a NIPSCO Utility Permit application was provided.

ii. Steuben County Stewardship Week & Poster Contest

The Steuben SWCD received 151 posters. All students that submitted a poster received a participation prize. There were two 1st Grade poster winners, four 2nd – 3rd Grade poster winners (1st – 3rd place plus an honorable mention), and three 4th – 5th Grade poster winners. First, second, third, and the honorable mention poster winners received a Freshwater Pond coloring book, coloring pencils, and a certificate. The 1st place winners also received a \$15 Walmart gift card. Several of the winning posters were displayed for review.

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

Aimee Wentworth reported:

- She began recording videos of producers in a new series titled "Conservation Farming Legacies" with first guests Ron and Ryan Waite. A draft of the interview video is out for review.

- The SWCD has started to receive conservation camp registrations; currently 9 youth are registered.

- Upcoming educational events include:

June 15 – Steuben YMCA summer camp presentations on pollination (Cheetos pollination activity)

June 19 – 23: Aimee will be attending the Natural Resources Teacher Institute at Morgan-Monroe State Forest.

June 19, 26 and July 3, 10 – ARS Unit at the Anthony Wayne Boy Scout Summer Camp at Pleasant Lake (with additional presentations to help scouts meet the requirements for the Soil and Water Conservation Merit Badge)

July 22 – ARS Unit at the Huntington County 4-H Fair

- Staff requested approval to attend the Indiana District Employee Association (IDEA) Fall Conference from October 4-6, 2023 in French Lick, IN. Room rates are \$98/evening. Rooms will be available on the evening of October 3rd. Conference registration fees will be \$150/person.

Beth Williams moved to approve registration expenses, \$150/person, and travel expenses (separate hotel rooms for October 3 – 5, 2023 at \$98 + taxes/night, plus, per diem) for Administrative Coordinator Janel Meyer and Resource Conservationist Aimee Wentworth to attend the Indiana District Employee Association (IDEA) 2023 Fall Conference from October 4 – 6, 2023 in French Lick. Seconded by Chuck Howard. Motion carried.

iv. Upcoming Regional / National Events

1. National Pollinator Week • June 19 – 25, 2023
2. NE Indiana Districts Conservation Day Camp • June 20, 2023 (*LaGrange, IN*)
3. ILMS Forestry Management Field Day • June 28, 2023 (*Martinsville, IN*)
4. Community Foundation Marketing Series: Media Relations • June 21, 2023 (*Angola, IN*)
5. **Independence Day Holiday • July 4, 2023***
6. NE Indiana Districts Conservation Day Camp • July 11, 2023
7. Steuben County SWCD Board Meeting • July 12, 2023 (*Angola, IN*)
8. Steuben County 4-H Fair • July 21 – 27, 2023 (*Angola, IN*)
9. NE Indiana Districts Conservation Day Camp • August 1, 2023 (*Columbia City, IN*)

10. Agronomy Field Day • August 2, 2023 (Waterloo, IN)
 *Angola USDA Service Center closed

V. CLAIMS

6026	Amazon (Steuben Co. SWCD Poster Contest Participation Prizes; 151 students)	\$	132.85
6027	Amazon (Steuben Co. SWCD Poster Contest 1 st – 3 rd Place Prizes; 9 students)	\$	41.04
6028	USPS (Steuben Co. SWCD 2023 Spring Newsletter Postage)	\$	249.27
6029	Walmart (Steuben Co. SWCD Poster Contest 1 st Place Prizes; 3 students)	\$	49.40
6030	Hobby Lobby [Steuben Co. SWCD Poster Contest Participation Prizes (<i>late entries</i>)]	\$	5.75
6031	Walmart [Steuben Co. SWCD Poster Contest 1 st – 3 rd Place Supplies (<i>certificates</i>)]	\$	6.55
6032	Steuben Co. 4-H Fair Board (2023 Indoor Booth Space Rental & Fair Pass)	\$	60.00
6033	Menards [ARS Unit Materials/Supplies (<i>buckets and lids for sand</i>)]	\$	23.88
6034	USPS (USJRW Postcard Postage)	\$	56.01
6035	Amazon [ARS Unit Materials/Supplies (<i>heavy-duty cart/dolly</i>)]	\$	159.99
6036	Menards [Enviroscape and ARS Unit Materials/Supplies (<i>spray bottles, etc.</i>)]	\$	19.87
6037	Janel Meyer [Steuben Co. SWCD Poster Contest 1 st – 3 rd Place Prizes (<i>pond books</i>)]	\$	48.06
6038	Aimee Wentworth (Reimbursement per SWCD SOP-IDEA & SJRBC Travel)	\$	133.91
6039	Graphics 3, inc. (Steuben Co. SWCD 2023 Spring Newsletter Printing w/Mailing Services)	\$	933.55
6040	Indiana Natural Resources Foundation IMN Fund (Administrative Fees 2023 IMN Class)	\$	150.00
6041	Staples [Office Supplies (<i>clips, envelopes, paper, tape</i>) & IMN Supplies (<i>paper</i>)]	\$	151.25
6042	Graphics 3, inc. (USJRW Postcard Printing w/Mailing Services)	\$	308.80
6043	Ceres Solutions (Fuel for Expedition – June 2023 Statement)	\$	140.27
6044	Stantec Native Plant Nursery (Native Plant Kit Sale; 15 total)	\$	1,800.00
6045	Amazon [Duplicate Charge (Claim #6026); Dispute File w/Key Bank 6/12/23)	\$	132.85

Chuck Howard made a motion to approve the claims for the Steuben County Soil and Water Conservation District (SWCD) June 14, 2023 Board meeting. Beth Williams seconded the motion. Motion passed.

VI. NEXT BOARD MEETING

Wednesday, July 12, 2023 – Executive Session – 4:30- 5:30 p.m.

Purpose: to discuss job performance evaluations of individual employees of the Steuben County SWCD, per IC 5-14-1.5-6.1(b) – Public Meetings (Indiana Open Door Law).

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

Wednesday, July 12, 2023 – Board Meeting – 5:30 p.m.

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

VII. ADJOURNMENT

Janel advised Board Chair Hart approved staff’s request to offer a \$5.00 scholarship for Steuben County youth (ages 8-14) that would like to attend the July 11th or any of the NE Indiana Conservation Camps. Janel requested a formal Board motion approving this scholarship.

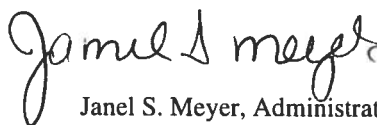
Beth Williams made a motion to support a \$5 scholarship for 8–14-year-old Steuben County Youth attending the July 11, 2023, or any of the 2023 NE Indiana Conservation Camps, making the total cost \$5/camp. Seconded by Chuck Howard. Motion carried.

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 June 14, 2023 Steuben County Soil and Water Conservation District (SWCD) Board meeting. Seconded by Beth Williams. Motion carried.

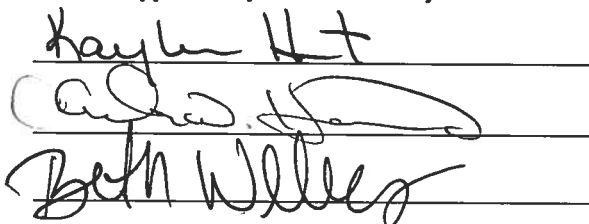
Meeting adjourned by Board Chair Hart at 6:56 p.m.


Minutes respectfully submitted by:



Janel S. Meyer, Administrative Coordinator

Minutes approved by Steuben County SWCD Board:





07/12/2023

(Date)