

**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

**October 4, 2023**

**IN ATTENDANCE**

District Supervisors

Kayleen Hart, Chair  
Craig Holman, Board Supervisor  
Beth Williams, Board Supervisor

Natural Resource Conservation Service (NRCS)

Arthur Franke, District Conservationist

Steuben County Soil & Water Conservation  
District (SWCD)

Janel Meyer, Administrative Coordinator

Absent

Chuck Howard, Board Supervisor  
David Perkins, Board Supervisor  
Aimee Wentworth, Steuben County SWCD Resource Conservationist

**I. CALL TO ORDER**

Steuben County SWCD Board Chair Kayleen Hart called the meeting to order at 5:00 p.m. Administrative Coordinator Janel Meyer advised Steuben County SWCD Resource Conservationist Aimee Wentworth was attending the Indiana District Employee Association (IDEA) Annual Meeting in French Lick and would not be available for the Board meeting. Janel will report for Aimee.

**II. MINUTES OF THE LAST MEETING (7-12-23; 9-13-23 staff update report)**

Board Chair Hart asked the Supervisors to consider the minutes of the July 12, 2023 meeting. There being no further additions or corrections, she requested a motion to approve.

*A motion to approve the minutes of the July 12, 2023 Steuben County Soil & Water Conservation District (SWCD) Board meeting, as presented, was made by Craig Holman. Seconded by Beth Williams. Motion carried.*

Board Chair Hart advised approval for the September 13, 2023 Board Meeting staff update report that Janel provided was not necessary. Due to the lack of a quorum at the beginning of the meeting, no substantive business was considered. Board Chair Hart advised she asked NRCS District Conservationist Arthur Franke and Steuben County SWCD staff to provide updates on non-actionable agenda items as the last time the SWCD Board met was July 12, 2023.

**III. TREASURER'S REPORT**

Janel provided financial reports for July 1 – July 31, 2023, August 1 – August 31, 2023, and September 1 – September 30, 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 July 31, 2023:*

<u>General Fund - All Accounts</u>			
Checking	\$ 68,204.16		
Statement Savings	<u>42,012.20</u>		
Total	\$110,216.36		
<i>Checking account</i>		<i>Savings account</i>	
<i>balance 6/30/23</i>	<i>\$ 65,648.11</i>	<i>balance 6/30/23</i>	<i>\$ 41,997.93</i>
<i>Receipts</i>	<i>\$ 8,197.85</i>	<i>Receipts</i>	<i>\$ 14.27</i>
<i>Disbursement</i>	<i><u>(\$5,641.80)</u></i>	<i>Disbursement</i>	<i><u>(\$ 0.00)</u></i>
	<i>\$68,204.16</i>		<i>\$42,012.20</i>

Janel shared July checking account receipts totaled \$8,197.85 (R3595 – R3599). This included 2023 Affiliate Memberships, July 11, 2023 Conservation Camp registrations, the second half of the SWCD operating budget from Steuben County Government, and a Key Bank adjustment/refund for the disputed charge of \$132.85 (for Amazon order #111-9266865-8645851 – the Steuben SWCD checking account was charged twice, on 5/12/23, and 5/15/23, in the amount of \$132.85 for this same order number).

Disbursement was \$5,641.80 (Claim #6051 - #6066). This included conservation education expenses [June 15, 2023 YMCA Conservation Camp materials; July 11, 2023 Steuben County SWCD Conservation Camp materials/ program fees/refreshments; and the Water Quality Billboard Campaign sponsorship with the City of Angola/Trine University MS4], dues and subscriptions, insurance expenses, office supplies, operating expenses, postage [2 rolls forever stamps and 2023 Indiana Master Naturalist postage], and travel expenses [Aimee Wentworth travel expenses for the June 19 – 23, 2023 Natural Resources Institute and June 27, 2023 Indiana District Employee Association (IDEA) Career Development Program; registration fees for staff to attend the July 27, 2023 Maumee Watershed Alliance State of the Lake Luncheon; and registration fees for Janel Meyer to attend the August 11, 2023 Indiana Water Summit].

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 Report for period ending August 30, 2023:

	<u>General Fund - All Accounts</u>
Checking	\$ 65,640.10
Statement Savings	<u>42,026.48</u>
Total	\$107,666.58

<i>Checking account</i>		<i>Savings account</i>	
<i>balance 7/31/23</i>	\$ 68,204.16	<i>balance 7/31/23</i>	\$ 42,012.20
<i>Receipts</i>	\$ 0	<i>Receipts</i>	\$ 14.28
<i>Disbursement</i>	<u>(\$2,564.06)</u>	<i>Disbursement</i>	<u>(\$ 0.00)</u>
	\$65,640.10		\$42,026.48

Janel advised no income was received and disbursement was \$2,564.06 (Claim #6067 - #6075). This included conservation education expenses [July 12, 2023 Western Lake Erie Basin Educational Tour refreshments; August 2, 2023 Agronomy Field Day sponsorship; September 12, 2023 4<sup>th</sup> Grade Youth Conservation Field Day (YCFD) educational conservation booklets and backpacks; and Steuben County SWCD conservation education signage for workshops/events], operating expenses, postage [2023 Steuben County SWCD Summer Newsletter Postage], and travel expenses [registration fees for Aimee Wentworth to attend the IDEA 2023 Fall Conference].

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 Report for period ending September 30, 2023:

	<u>General Fund - All Accounts</u>
Checking	\$ 64,793.29
Statement Savings	<u>42,040.30</u>
Total	\$106,833.59

<i>Checking account</i>		<i>Savings account</i>	
<i>balance 8/30/23</i>	\$ 65,640.10	<i>balance 8/30/23</i>	\$ 42,026.48
<i>Receipts</i>	\$ 1,600.00	<i>Receipts</i>	\$ 13.82
<i>Disbursement</i>	<u>(\$2,446.81)</u>	<i>Disbursement</i>	<u>(\$ 0.00)</u>
	\$64,793.29		\$42,040.30

Janel shared September checking account receipts totaled \$1,600.00 (R3600 – R3621) which included 2023 Steuben County Life program registrations.

Disbursement was \$2,446.81 (Claim #6076 - #6088). This included conservation education expenses [July 11, 2023 Steuben County SWCD Conservation Camp refreshments; July 21–27, 2023 Steuben County 4-H Fair supplies/ materials; July 27, 2023 State of the Lake Luncheon parking fees; September 12, 2023 4<sup>th</sup> Grade YCFD Dumpster Drummer performance; 2023 Steuben County Life materials/supplies and Port-A-John rental for September 19, 2023 Steuben Life Session #1 ], office supplies, operating expenses, printing/reproduction [2023 Steuben County SWCD Summer Newsletter Printing], and travel expenses [Janel Meyer travel expenses for the August 11, 2023 Indiana Water Summit and September 7, 2023 St. Joseph River Basin Commission Meeting; Steuben SWCD staff travel expenses for the August 16, 2023 IDEA Region Meeting; Indiana Association of Soil and Water Conservation Districts (IASWCD) September 7, 2023 Summer Summit Region Meeting registration fees for Steuben SWCD staff, Board Chair Hart, and Board Supervisor Williams; and additional registration fees for Aimee Wentworth for the Environmental Education Association of Indiana (EEAI) Fall Conference].

Additional information provided with the monthly claims for Board review and verification included: 1. July, August, and September 2023 checking & savings account bank statements and reconciliations; 2. July, August, and September 2023 deposit/check detail and general ledger reports; 3. Staff payroll approval form, time sheets, compensatory time logs (7/28, 8/11, 8/25, 9/8, 9/22, and 10/6/23 pay periods); and 4. July, August, and September 2023 vehicle logs.

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.

*Craig Holman moved to approve the Steuben County Soil and Water Conservation District (SWCD) Treasurer's Report for the period ending July 31, August 31, and September 30, 2023, 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' folders. NRCS District Conservationist Arthur Franke reported Indiana announced December 8, 2023 as the application deadline for FY24 Environmental Quality Incentive Program (EQIP) and Conservation Stewardship Program (CSP) Farm Bill program funding. He has 30 individuals on his EQIP/CSP interest list who he will be contacting to complete an application. Steuben County has two new Wetland Reserve Easement (WRE) applications; one >100-acre property and one 15-acre parcel. Eligible entities must submit applications for WRE's FY24 funding pool on or before November 17, 2023. Congress averted a government shut down on September 30, passing a measure that extends government funding until November 17. For agriculture, this means work on a new farm bill can continue. Arthur also advised IASWCD Urban Soil Health Specialist Jamie Perry has accepted the NRCS Resource Specialist position in Steuben County. He will begin in his new role on October 23.
2. Kayleen Hart, Farm Service Agency (FSA) Program Technician, reported there are no 2022 Agricultural Risk Coverage (ARC) or Price Loss Coverage (PLC) payments for Steuben County; ARC/PLC payments are subsidy payments made to producers if markets and yields are poor for the applicable year. She is also completing processing the organic certification cost-share program (OCCSP) applications (October 31, 2023 deadline) and processing wheat loans.

##### ii. Watershed Projects and Organizations/SWCD

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

##### Sub-watersheds:

##### 1. Fawn River

- a. Janel and Art presented a 3.0-acre tree/shrub establishment Watershed Land Treatment Project (WLTP) grant application in the Tamarack Lake sub-watershed of Fawn River. Art advised the property was recently purchased and is currently being row-cropped. The landowner would like for Forester Tom Crowe to perform the work. While the project could be run through EQIP, the landowner does not want to wait since Indiana State Tree Nurseries are running low on various species due to the 2023 drought. Using the Lake and River Enhancement (LARE) WLTP grant would allow the landowner to order trees as soon as possible. Art advised the soil is gravel/sand; however, there are softwood and hardwood tree species available through the State Nurseries appropriate for these soil types. The Board discussed the benefits of adding this conservation practice to the property and approved the project.

*Beth Williams moved to approve the 3.0-acre Tree/Shrub Establishment/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.*

##### 2. Friends of the St. Joseph River (FotSJR)

- a. Aimee was unable to attend the September in-person meeting.
- b. The next FotSJR Board and Watershed Council meeting is scheduled for October 26, 2023 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. Janel advised all 2021 Upper St. Joseph River WLTP grant funding has been obligated.
- b. A WLEB Stakeholder Partnership Meeting has been scheduled for September 28, 2023. It will be held virtually. Janel advised Steuben County SWCD staff were also invited to attend an October 12, 2023 meeting to introduce a new NRCS/Allen County SWCD Contribution Agreement (referred to as the "On Farm Demos"). The agreement is for the 5 counties in the WLEB. Janel and Aimee plan to attend. Art advised he was already aware of this agreement, which has resulted in some push back since many WLEB counties are fatigued with receiving additional projects which they did not request, organize, nor develop yet are expected to execute.

iii. Entire County

1. Steuben County District Cost-Share

- a. Janel presented a request to modify District Cost-Share Contract 2023-1 for a septic tank inspection and pumping to a septic tank pumping and tank decommissioning as the landowner is replacing the existing system.

*Beth Williams moved to approve amending the original August 10, 2022 motion [i.e., approve \$500 for the inspection/pumping of a septic system for a door prize at the Steuben County Soil and Water Conservation District (SWCD) September 22, 2022 Septic Workshop using the Steuben County SWCD District Cost-Share funding] to approve \$500 for the pumping and tank decommissioning of a septic system. Seconded by Craig Holman. Motion carried.*

- b. Janel requested a Board motion to set an upper cost-share limit for District Cost-Share Contract 2023-2 (grassed waterway in the Hamilton Lake sub-watershed of Fish Creek), approved at the July 12, 2023 Steuben SWCD Board Meeting.

*Craig Holman moved to approve amending the original July 12, 2023 motion [i.e., approve using the Steuben County Soil and Water Conservation District (SWCD) District Cost-Share Program to assist with providing additional monies for the Grassed Waterway project in the Hamilton Lake sub-watershed] to approve up to \$6,500 using the Steuben County SWCD District Cost-Share Program to assist with providing additional monies for the Grassed Waterway project in the Hamilton Lake sub-watershed of Fish Creek. Seconded by Beth Williams. Motion carried.*

- c. The Steuben County SWCD Board discussed an application for the installation of a Heavy Use Area Protection (HUAP) in the Hamilton Lake sub-watershed of Fish Creek. Janel shared the landowner received cost-share for the installation of a 16'x40' HUAP in 2022 through the 2021 Upper St. Joseph River WLTP grant. Art requested the HUAP application be placed on the agenda; however, he advised an EQIP application was being completed for the construction of a manure storage building and HUAPs. The Board did not consider the application because other funding was available.

2. Steuben County Lakes Council (SCLC)

- a. Janel attended the October 7, 2023 monthly board meeting and provided meeting highlights, including water quality testing results. The third round of water quality testing was completed; fourteen sites had E. coli results greater than the 235 Colony Forming Units (CFUs) standard and the eDNA sampling was completed on July 12. The results/report have been posted on the SCLC website.

Janel provided the Supervisors with two SCLC water quality articles printed in the Herald Republican which reference “runoff carrying human waste” and “one hot spot sending water contaminated with human waste to Crooked.” She advised there has been no definitive proof regarding failing septic systems and cautioned using the SCLC’s eDNA results as the only evidence as eDNA sampling/analysis is complex – eDNA can be any genetic material that an organism sheds or excretes into its environment (e.g., skin cells, hair, mucus, and waste products).

- b. The next SCLC Water Quality Committee has been scheduled for October 20, 2023 at the Community Center to discuss 2023 results and 2024 sampling plans.

3. Steuben County/Urban (IDEM CSGP/MS4)

- a. The Contractor Workshop, sponsored by the City of Angola MS4 and Steuben County SWCD, has been scheduled for December 1, 2023. Janel advised lunch is being sponsored by the City of Angola-Trine University MS4. She requested approval to also provide SWCD lunch and morning refreshment sponsorship to offer participants an alternative to the boxed lunch normally provided.

*Beth Williams moved to support up to \$350 for refreshments/food for the December 1, 2023 Contractor Workshop as this event furthers the mission of the Steuben County Soil and Water Conservation District (SWCD). Seconded by Craig Holman. Motion carried.*

**b. District Operations/Marketing**

**Chuck Howard, Chair**

**i. SWCD Training/Public Relations, etc.**

**1. Field Visits/Trainings**

- a. Angola Middle School Water Quality Field Day • September 14, 2023. Steuben County SWCD staff, with assistance from DeKalb County SWCD (Bill Ward and Cameron Straw), held a water quality field day for 8<sup>th</sup> grade Angola Middle School students, walking them through an introduction into Hoosier Riverwatch water quality testing protocols. Janel requested an official Board motion to support providing refreshments for volunteers that assisted.

*Beth Williams moved to support up to \$35 for refreshments/food for volunteers that assisted with the September 14, 2023 Angola Middle School Water Quality Field Day as this event furthers the mission of the Steuben County Soil and Water Conservation District (SWCD). Seconded by Craig Holman. Motion carried.*

- b. Steuben County Life Session 1 (Soil Health at Waite Farms) • September 19, 2023. This session featured soil health presentations and demonstrations with District Conservationist Arthur Franke, Urban Soil Health Specialist Jamie Perry, and producer Ryan Waite.
- c. ILMS 2024 Conference, Board & Education/Outreach Committee Meetings • September 20, 2023 and October 2, 2023 (virtual). Janel reported the Indiana Lakes Management Society (ILMS) Annual Meeting Committee continues to finalize details for the March 21-22, 2024 conference. The Education/Outreach Committee is planning to host a winter webinar on dam liability and dam law changes.
- d. IMN Planning Meeting • September 20, 2023. Aimee met with Pokagon State Park Interpretive Naturalist Sarah VanHoosier to begin planning for the 2024 Indiana Master Naturalist (IMN) program. Sessions will begin on Saturday, April 27, with 10 sessions scheduled on Saturday's from 8:30 a.m. to noon, with a possible bonus Hoosier Riverwatch program session at the end. Janel asked for an official Board motion to support the 2024 IMN program.

*Beth Williams motioned to approve hosting an Indiana Master Naturalist (IMN) class with Pokagon State Park in 2024 (spring) as this educational program furthers the mission of the Steuben County Soil and Water Conservation District (SWCD). Seconded by Craig Holman. Motion carried.*

- e. Grow More Conservation Outreach Workshop • September 21, 2023. Janel and Aimee attended this workshop which provided information on how to implement outreach and messaging that more effectively engages hard to reach producers. Janel provided a copy of the Grow More Engaging New Agricultural Audiences Training Workbook for review.
- f. Women4theLand Learning Circle • September 21, 2023. Janel and Aimee were two of the eight women that participated in the learning circle that featured building soil health discussion and offered peer to peer learning. Aimee would like to attend another meeting at a different county/region to see how they conduct their meetings.
- g. Steuben County Life Session 2 (Natural History of Steuben County and Invasive Species) • September 26, 2023. This session featured presentations by Nate Simons and John Brittenham of Blue Heron Ministries.
- h. Indiana Statewide Wildlife Action Plan (SWAP) – Great Lakes and Kankakee Regional Workshop • September 26-27, 2023. Janel has been participating in the revision of the Statewide Wildlife Action Plan (SWAP) – a 10-year vision for conservation in the state. The DNR is seeking to re-work the format and functionality of this next plan. The 2025 SWAP will focus on implementation-ready planning. Janel shared she was the only SWCD participating in the Great Lakes workshops and reported the Indiana Conservation Partnership Coordinator thanked her for the SWCD's willingness to assist and ensure the new plan represents all conservation priorities. The remote sessions focused on narrowing down ecosystems, habitats, and species and identifying/prioritizing threats. The in-person sessions focused on identifying key ecosystem services and human well-being benefits, what drives the key threats, and define who is doing what. Participants were introduced to diagramming assumptions and situation modeling.
- i. Steuben County Strategic Water Quality Monitoring Program (SCSWQMP) • September 28, 2023. Janel reported Kate Barrett of the St. Joseph River Basin Commission (SJRBC) drafted an additional Steuben County Community Foundation Impact Grant proposal for

additional funding to support the SCSWQMP. The group has been meeting to discuss the draft application and provide edits. Janel presented a draft Memorandum of Understanding (MOU)/letter of agreement between the SCLC and County and Regional Partner Agencies. The purpose of the document is to establish a framework of cooperation among project partners for supporting the implementation of the SCSWQMP. The MOU is a requirement of the application process. The Board agreed to have Board Chair Hart review and provide the approval for Janel to sign.

- j. Steuben County Life Session 3 (Foods Alive) • October 3, 2023. This session featured a presentation by CEO/Founder Michael Moor who discussed the company and what health food items they produce.
2. A copy of the July and August 2023 tally sheets were provided in Supervisors' folders.
- ii. Indiana Association of Soil and Water Conservation Districts (IASWCD)
  1. The 2024 Annual Conference has been scheduled for January 8 – 9, 2024. Janel inquired whether any Supervisor planned to attend the conference; each county typically sends a delegate. Supervisor Williams expressed an interest in attending and serving as the Steuben SWCD delegate, pending family approval. Janel advised she will need a decision by the next Board meeting as early bird registration ends November 16. Janel reported staff did not have an interest in attending.
- iii. Indiana State Department of Agriculture (ISDA)
  1. No District Support Specialist (DSS)/Resource Specialist (RS) update was provided.
  2. State Soil Conservation Board (SSCB) correspondence (i.e., Budget Hearing Guidance Memo, Supervisor Recruitment Memo, and 2024 CWI Grant Cycle Information), an ISDA Capacity Payment Memo, and a link to the July 11, 2023 ICP Leader Seminar were provided in the Supervisors' folders.
  3. Board Chair Hart volunteered to Chair the Election Committee. Board Supervisors Chuck Howard and David Perkins will also serve on the Committee. Craig Holman's term expires in 2024. He expressed interest in re-running. Janel advised nominees for election are due in SharePoint by December 1.
  4. The Board members were asked to consider Supervisor Beth Williams as the recommendation for Supervisor Appointment. Beth expressed an interest in being re-appointed.  
*Kayleen Hart moved to recommend reappointing Beth Williams to serve an additional term in the appointed supervisor position on the Steuben County Soil and Water Conservation District Board. Seconded by Craig Holman. Motion carried.*
  5. Steuben SWCD Annual Meeting Planning: Janel shared LaGrange County SWCD has an interest in partnering for a joint annual meeting to be held near the LaGrange/Steuben County line in 2024. The Board discussed potential venues and presenters. Janel advised LaGrange SWCD would like to have a Dumpster Drummers presentation/performance. The Board was supportive of the Dumpster Drummers if their presentation was tailored for an adult audience.
  6. State Board of Accounts Financials Training has been scheduled for Thursday, December 7, 2023. Janel advised she planned to attend either in-person or virtually, if offered.
- c. Budget and Finance **Kayleen Hart, Chair**
  - i. Indiana Woodland Steward Indiana Woodland Steward sent a request to support the printing of the Woodland Steward Newsletter for Steuben County landowners for FY23-24.  
*Craig Holman made a motion to contribute \$400 toward FY23-24 printing costs for the Indiana Woodland Steward Newsletter. Seconded by Beth Williams. Motion carried.*
  - ii. Canva Pro Purchase Janel requested approval for a one-year subscription to Canva Pro for \$119.99. Canva is a free-to-use online graphic design tool Steuben SWCD staff use to create social media posts, presentations, flyers, and more. The free version offers limited template and graphic options.  
*Craig Holman moved to approve the purchase of a one-year \$119.99 subscription for Canva Pro for the Steuben County Soil and Water Conservation District (SWCD) office. Seconded by Beth Williams. Motion carried.*
  - iii. Conflict of Interest Statements Conflict of Interest statements were discussed by the Board. The only Supervisors requiring a 2023-2024 form is Chuck Howard and David Perkins.  
*Craig Holman motioned to approve Conflict of Interest Statements for Steuben County Soil and Water Conservation District (SWCD) Board Supervisor Chuck Howard and Board Supervisor David Perkins. Seconded by Beth Williams. Motion carried.*  
The Conflict-of-Interest statement for Chuck Howard and David Perkins will be completed the next Board meeting they are available.
  - iv. Business Plan Update Janel advised she will be completing a draft of the FY24-26 Steuben County SWCD Business Plan and will present it at the next meeting.

**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. Janel reported: (1) The County Highway requested and received DB approval to discharge into the Alvah Carpenter Drain for the CR 100 N & 200 W roundabout scheduled for 2024/2025 construction; (2) The developer of the Shawnee Trails sub-division in Fremont did not install a retention pond, as required. The developer was under the impression the pond was required only if there were water/drainage issues, an agreement he had with former Surveyor Larry Gilbert. DB Attorney reviewed 2018 DB minutes when they approved a variance request; she reported the minutes clearly indicated the requirement for a retention area and the DB will not honor an agreement Larry may have made outside of the DB. The retention pond was constructed. (3) A maintenance hearing is scheduled for the Weaver-Grove Regulated Drain (Fremont) on October 16.

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

Aimee report:

- The LaGrange County Parks Naturalist asked Aimee to fill-in for a preschool program in Howe, IN. The Naturalist resigned and needed assistance to fulfill the commitment.
- The first IMN Alumni Group meeting is scheduled for October 21, 2023 at 6:30 p.m. at Pokagon Nature Center. The Interpretive Naturalist will provide a presentation about bats and other nocturnal animals.
- The final Indiana District Employee Association (IDEA) Professional Career Development Pilot Training Program meeting is scheduled for Thursday, November 2, 2023. Aimee requested approval for overnight travel on Wednesday, November 1.

*Beth Williams moved to approve overnight travel for Resource Conservationist Aimee Wentworth on Wednesday, November 1, 2023 for the Indiana District Employee Association (IDEA) Professional Career Development Pilot Training Program session scheduled on November 2, 2023. Seconded by Craig Holman. Motion carried.*

iii. Upcoming Regional / National Events

1. Steuben County Life Program • September 19 – October 24, 2023 (*Tuesday Evenings*)
2. 2024 Indiana Tree Seedling Ordering Opens • October 2, 2023
3. Indiana District Employee Association (IDEA) Fall Conference • October 4 – 6, 2023 (*French Lick, IN*)
4. **Columbus Day Holiday • October 9, 2023 (County Offices Closed)**
5. IMN Alumni Group Meeting • October 21, 2023 (*Angola, IN*)
6. Conservation Conversation: Pathways to Progress • October 26, 2023 (*Fort Wayne, IN*)
7. SCLC Monthly Board Meeting • November 4, 2023 (*Angola, IN*)
8. Steuben County SWCD Monthly Board Meeting • November 8, 2023 (*Angola, IN*)
9. **Veteran's Day Holiday • November 10, 2023 (County Offices Closed)**
10. EEAI Fall Conference • November 10–12, 2023 (*Angola, IN*)

**V. CLAIMS**

6086	Walmart (Supplies/Refreshments for Steuben Co. Life Program & 9/19 Session)	\$	45.60
6087	Dilts Port-A-John Rental, Inc. (Steuben Co. Life Program 9/19/23 Session)	\$	150.00
6088	Stroh Orchard (Refreshments for 9/26 Steuben County Life Session)	\$	17.50
6089	Timothy Groosbeck (815 LF Grassed Waterway – LARE, Green Lake-Pigeon)	\$	8,150.00
6090	Lona Antil (Septic Tank Pump and Tank Decommissioning)	\$	500.00
6091	SCLC (Strategic Water Quality Monitoring Program Sponsorship)	\$	1,250.00
6092	Aimee Wentworth (Reimbursement per SWCD SOP - 9/14/23 Refreshments)	\$	23.69
6093	Janel Meyer (Reimbursement per SWCD SOP-Supplies for 2023 Steuben Co. Life, etc.)	\$	357.03
6094	Ceres Solutions (Fuel for Expedition – October Statement)	\$	167.85

*Craig Holman made a motion to approve the claims for the Steuben County Soil and Water Conservation District (SWCD) October 4, 2023 Board meeting. Beth Williams seconded the motion. Motion carried.*

**VI. NEXT BOARD MEETING**

**November 8, 2023 – Board Meeting – 5:00 p.m.**

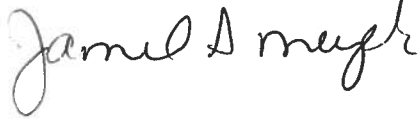
- Angola USDA Service Center, 1220 N 200 W, Suite L, Angola, IN 46703

**VII. ADJOURNMENT**

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

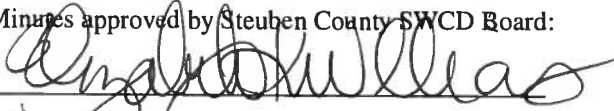


*Beth Williams moved to adjourn the October 4, 2023 Steuben County Soil and Water Conservation District (SWCD) Board meeting. Seconded by Craig Holman. Motion carried.*  
Meeting adjourned by Board Chair Hart at 6:30 p.m.

Minutes respectfully submitted by:



Janel S. Meyer, Administrative Coordinator

Minutes approved by Steuben County SWCD Board:

\_\_\_\_\_

\_\_\_\_\_

11/15/2023 \_\_\_\_\_

(Date)