

**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

September 11, 2024

IN ATTENDANCE

District Supervisors

Kayleen Hart, Chair

Chuck Howard, Vice Chair

Beth Williams, Secretary

Brad Hamlin, Board Supervisor

Natural Resource Conservation Service (NRCS)

Arthur Franke, District Conservationist

Public Attendees

Adam DeLucenay, Indiana Dept. of Natural Resources-Division
Fish & Wildlife

Steuben County Soil & Water
Conservation District (SWCD)

Janel Meyer, Administrative Coordinator

Absent

Bailey Temple, Resource Conservationist

Craig Holman, Board Supervisor

CALL TO ORDER

- I. Steuben County SWCD Board Chair Kayleen Hart called the meeting to order at 5:30 p.m.

II. MINUTES OF THE LAST MEETING (7-10-24)

Board Chair Hart asked the Supervisors to consider the minutes of the July 10, 2024 Steuben County SWCD Board meeting. There being no further additions or corrections, she requested a motion to approve.

Chuck Howard motioned to approve the minutes of the July 10, 2024 Steuben County Soil & Water Conservation District (SWCD) Board meeting, as presented. Seconded by Brad Hamlin. Motion carried.

III. TREASURER'S REPORT

Administrative Coordinator Janel Meyer provided financial reports for July 1 – July 31, 2024, and August 1 – August 31, 2024. The 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, 2024:

General Fund - All Accounts

Checking \$ 70,220.01

Statement Savings 42,181.05

Total \$112,401.06

Checking account

balance 6/30/24 \$ 63,989.95

Receipts \$ 8,865.00

Disbursement (\$ 2,634.94)

\$ 70,220.01

Savings account

balance 6/30/24 \$ 42,166.72

Receipts \$ 14.33

Disbursement (\$ 0.00)

\$ 42,181.05

July checking account receipts totaled \$8,865.00 (R3712-R3714) which included a platinum level Affiliate Membership, the second half of the SWCD operating budget from Steuben County Government, and a Watershed Land Treatment Project (WLTP) grant cost-share payment for a 5.0-acre forage/biomass planting in the Snow Lake sub-watershed of Fawn River. Savings account interest totaled \$14.33.

Disbursement was \$8,865.00 (Claim #6189 - #6198). This included conservation education expenses [*Seed Packets for Steuben County 4-H Fair, June 15, 2024 Indiana Master Naturalist (IMN) Supplies, and July 16, 2024 Steuben County SWCD Conservation Camp expenses (supplies/refreshments)*], operating expenses, and travel expenses (*registration fees for Resource Conservationist Bailey Temple to attend the August 6, 2024 "Day at the Lake" Program on Lake Erie and for Administrative Coordinator Janel Meyer to attend the August 21-22, 2024 Indiana Water Summit*).

Report for period ending August 31, 2024:

	<u>General Fund - All Accounts</u>
Checking	\$ 68,060.24
Statement Savings	<u>42,195.38</u>
Total	\$110,255.62

<i>Checking account</i>		<i>Savings account</i>	
<i>balance 7/31/24</i>	\$ 70,220.01	<i>balance 7/31/24</i>	\$ 42,181.05
<i>Receipts</i>	\$ 166.00	<i>Receipts</i>	\$ 14.33
<i>Disbursement</i>	<u>(\$ 2,325.77)</u>	<i>Disbursement</i>	<u>(\$ 0.00)</u>
	\$ 68,060.24		\$ 42,195.38

August checking account receipts totaled \$166.00 (R3715-R3716) which included a bronze level Affiliate Membership and a refund from Indiana Farm Bureau Insurance for an incorrect insurance invoice. Savings account interest totaled \$14.33.

Disbursement was \$2,325.77 (Claim #6199 - #6209). This included conservation education expenses [July 16, 2024 Steuben County SWCD Conservation Camp expenses (Pokagon Nature Center Program Fees, Saddle Barn Fees), Supplies for the Steuben SWCD-City of Angola MS4 Rain Barrel Project (pond pump and PVC vinyl tube), September 10, 2024 4th Grade Youth Conservation Field Day Materials (booklets and backpacks), and 2024 IMN Administrative Fees], office supplies (copy paper), operating expenses, travel expenses (registration fees for Resource Conservationist Bailey Temple to attend the August 20, 2024 Indiana Association of Soil and Water Conservation Districts' (IASWCD) NNE Summer Summit), and the WLTP grant cost-share payment for the 5.0-acre forage/biomass planting in the Snow Lake sub-watershed of Fawn River.

Janel was advised by Insurance Agent Tyler Benner that Indiana Farm Bureau's new auto-renewal process had system errors and the SWCD was overcharged. There was a premium increase due to Farm Bureau's loss-experience on auto 2023-2024 policies (10% more in claims were paid than premiums collected).

Additional information provided with the monthly claims for Board review and verification included: 1. July and August 2024 checking & savings account bank statements and reconciliations; 2. July and August 2024 deposit/check detail and general ledger reports; 3. Staff payroll approval form, time sheets, compensatory time logs (7/26, 8/9, 8/23, 9/6, and 9/20/24 pay periods); and 4. July and August 2024 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.

Chuck Howard moved to approve the Steuben County Soil and Water Conservation District (SWCD) Treasurer's Report for the period ending July 31, 2024 and August 31, 2024, as presented. Seconded by Brad Hamlin. 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.
2. District Conservationist Arthur Franke shared he will begin contacting individuals that expressed an interest in the Environmental Quality Incentives Program (EQIP). He is waiting until the first week of October to see whether Congress passes an additional Continuing Resolution under the current Farm Bill or new Farm Bill.

Kayleen Hart, Farm Service Agency (FSA) County Executive Director (CED), reported she officially began in her new role as CED on August 11, 2024. Her former Program Analyst (PA) position will be opened for applications, shortly. FSA is also in the middle of organic cost-share sign up with an October 30 deadline.

ii. Watershed Projects and Organizations/SWCD

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

Sub-watersheds:

1. Pigeon Creek

- a. The Board was presented with a 5.8-acre Tree/Shrub Establishment application in the Long Lake sub-watershed of Pigeon Creek. Arthur and Resource Conservationist Bailey Temple performed a site visit on July 26. The landowner would like to convert a portion of his property into a more productive habitat for wildlife. The property is a former gravel pit tied with mining and the Boy Scout property in Pleasant Lake. Mining was discontinued on the property in the 1940's. The addition of the tree planting will work toward improving/restoring natural diversity and help with long-term erosion control and water quality improvement. The Board discussed the tree/shrub establishment practice, project

location, tree species for the predominantly sandy soil, and the benefits of adding this conservation practice to the property. Arthur advised the landowner plans to conduct invasive species control/management on his property.

Brad Hamlin moved to approve the 5.8-acre Tree/Shrub Establishment project in the Long Lake sub-watershed of Pigeon Creek using the Steuben County Soil and Water Conservation District (SWCD) 2024 Pigeon Creek Lake and River Enhancement (LARE) Watershed Land Treatment Project (WLTP) Grant. Seconded by Beth Williams. Motion carried.

- a. A 205-acre Cover Crop application in the Otter Lake and Silver Lake sub-watershed of Pigeon Creek was presented to the Board for consideration. Janel advised the WLTP grant can be used for landowners that have not tried cover crops on their own or through other conservation programs. Janel advised the crop species available for planting per NRCS seeding window guidelines are limited and fields could not be planted until row crops are harvested. Arthur recommended cereal rye for the fields currently planted to corn going to soybeans next year and a cover crop mix for fields currently planted to soybeans going to corn next year. Since it's not recommended to plant cereal rye before a corn crop (*decaying rye may tie up soil nitrogen and the presence of rye mulch on the soil surface alters the soil environment which inhibits corn growth*), Arthur recommended planting the cover crop mix in late winter/early spring (2025); dormant seeding is allowed by NRCS seeding guidelines. The Board discussed the project and benefits of adding cover crops.

Beth Williams moved to approve the 205-acre Cover Crop planting in the Otter Lake and Silver Lake sub-watersheds of Pigeon Creek using the Steuben County Soil and Water Conservation District (SWCD) 2022 and 2024 Pigeon Creek Lake and River Enhancement (LARE) Watershed Land Treatment Project (WLTP) Grants, Seconded by Brad Hamlin. Motion carried.

2. Friends of the St. Joseph River (FotSJR)
 - a. Resource Conservationist Bailey Temple will be the SWCD representative on the FotSJR. She'll attend monthly meetings as her schedule allows.
3. St. Joseph River Basin Commission (SJRBC)
 - a. Janel didn't attend the September 5, 2024 Quarterly Meeting due to a scheduling conflict. She was assisting with water quality data collection for the Steuben County Strategic Water Quality Monitoring Program (SWQMP) to ensure the last sample of the year was completed.
 - b. The next SJRBC Quarterly Meeting is scheduled for December 5, 2024.

-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. A summary of the July 24, 2024 Agronomy Field Day survey results was presented.
 - b. An erosion control structure application on Ball Lake (Lane 201) was presented to the Board for consideration. Arthur was contacted by Ben Taylor, ACRES Land Trust, regarding erosion on a drainage easement owned by ACRES on Ball Lake. The site is a narrow channel with a culvert under the road then runs a couple hundred feet into the lake. The Steuben Highway Department upsized the culvert; however, the increased water velocity moving through Robb Hidden Canyon is eroding the banks. ACRES is looking for technical guidance and funding assistance to stabilize the stream bank and decrease the amount of sediment entering Ball. The NRCS Albion Technical Team and the LARE grant administrator have assessed the project. The DNR was also contacted regarding required permits – no DNR permits will be required; however, the IDEM Isolated Wetland and/or Clean Water Act Section 401 authorizations will be required. The Board discussed the project and reviewed the site map, Ball Lake watershed map, and topo maps. Janel provided information about the cost-share amount for grade stabilization structures. The Board approved the application with the cost-share amount to be determined once the Tech Team finalizes a design.

Chuck Howard moved to approve the Erosion Control/Grade Stabilization Structure (s) on the ACRES Land Trust Ball Lake easement located on Lane 201 using the Steuben County Soil and Water Conservation District (SWCD) 2024 Upper St. Joseph River (OH) Lake and River Enhancement (LARE)

Watershed Land Treatment Project (WLTP) Grant with the cost-share amount To be determined by the Albion Technical Team project design. Seconded by Brad Hamlin. Motion carried.

iii. Entire County

1. Janel reported she did not complete a Clean Water Indiana (CWI) Grant application for urban conservation practices due to her current workload (and completing educational events planned by the former Resource Conservationist (RC) along with the hiring and training of a new RC). Janel suggested the Board consider designating funds from the CWI matching grant for urban conservation practices.
2. Steuben County Lakes Council (SCLC)

Janel and Bailey briefly attended the SCLC’s 2024 Annual Meeting on August 3 due to a scheduling conflict with Splash of Color-Steuben County Rain Barrel Revival Initiative event. The keynote speaker was Indiana State Representative David Abbott who discussed water quality and wakeboard legislation. Janel offered to email a recording of the keynote address to the Supervisors if they had an interest.

Janel attended the September 7, 2024 SCLC Board Meeting and provided a brief report, including: (1) The last round of water quality and eDNA sampling was completed. Many Pigeon Creek and Fish Creek sites had *E. coli* results that exceeded the Indiana Department of Environmental Management’s (IDEM) 235 Colony Forming Units (CFU) standard. Twenty-five out of twenty-nine eDNA sampling sites also had high *E. coli* levels. The eDNA analysis indicated high bovine counts on Black Creek. (2) The Public Policy Committee reported on the Toledo Blade and WTOL11 news stories featuring Ohio CAFO farms. They also reported a public records request was submitted for information related to a recent fish kill on N 950 E. A discussion on the number of complaints that have been filed with EPA, IDEM, and Steuben County Building Department occurred. (3) The July 30 DNR Public Hearing for the proposed public pier on the third basin of Crooked Lake drew a crowd of 300; all who spoke were against the project. (4) The Lake George dam repair will be completed in October. (5) Hamilton Lake received a \$40,000 LARE grant for a comprehensive lake study.
3. Steuben County/Urban (IDEM Construction Stormwater Inspection Permit (CSCP), MS4)
 - a. Janel reported 150 people entered the Splash of Color rain barrel raffle and 238 people voted for the “People’s Choice” award – announced at the August 3 Angola Arts Festival. Legends Running Shop won the “People’s Choice”. Janel advised the rain barrel display will need a few modifications for the new pond pump and fine-tuning to address leaks and improving the display’s appearance. A photo of the barrel Maria Davis (Folia Nova, LLC) painted for the display was provided. Maria donated her time and talents to the project.
 - b. Janel requested approval for the Steuben SWCD to provide funding for the breakfast refreshments for the December 6, 2024 Contractor Workshop with cost to be split between the SWCD and City of Angola MS4.

Beth Williams moved to support up to \$500 for refreshments/food for the December 6, 2024 Contractor Workshop as this event furthers the mission of the Steuben County Soil and Water Conservation District (SWCD). Seconded by Chuck Howard. Motion carried.

b. District Operations/Marketing

Chuck Howard, Chair

i. New Employee Motion

The new employee motion was completed at this meeting as it was inadvertently overlooked the last time the SWCD Board met in July.

Chuck Howard made a motion to hire Bailey Temple as the new Resource Conservationist. Seconded by Beth Williams. Motion carried.

ii. Steuben County Performance Evaluation Requirements

A copy of the Performance Evaluation Requirements memo from the Steuben County Commission Board and new evaluation forms were provided in the Supervisors’ folders. Janel advised per HR Administrator Erin Schiffli, the SWCD would not have to redo the staff evaluations completed April 17, 2024 with the new forms. If a department/office has their own forms, they are welcome to use those, for now.

iii. Steuben County SWCD Materiality Policy and District Capitalization Policy

Janel questioned whether new Board Supervisors would be required to sign the Materiality Policy and District Capitalization Policy, both signed more than five years prior with individuals no longer on the Board

- or whether our Internal Controls policy covers it. Janel will check with Indiana State Department of Agriculture (ISDA) District Support Specialist Sandra Hoffarth and provide a report at the next meeting.
- iv. SWCD Training/Public Relations, etc.
1. Field Visits/Trainings
 - a. Soil Guardians of DeKalb-Steuben • July 11 & August 15, 2024. The Steuben SWCD and Purdue Extension are moving forward with launching the new Soil Guardians of DeKalb-Steuben. A planning meeting was held with Extension on July 11 and a soil testing training was held on August 15 for individuals interested in learning more about the volunteer duties. Janel advised DeKalb SWCD has expressed they are no longer interested in participating; they believe interest will be low in DeKalb. This would require the Steuben SWCD to resign an MOU with the Urban Soil Health Program as the primary working group point of contact and organization responsible for finances.
 - b. Steuben County SWCD Conservation Camp • July 16, 2024. The youth really enjoyed the horseback riding.
 - c. North Northeast IDEA Region Meeting • July 25, 2024. Staff attended the NNE Indiana District Employee Association (IDEA) region meeting where proposed dues increases, the 2024 fall conference, and the Career Development Program were discussed. Janel requested approval for staff to register/attend the October 23-25, 2024 IDEA Fall Conference in Michigan City and stay overnight for 2 nights, separate rooms.

Beth Williams moved to approve registration expenses, \$150/person, and travel expenses (separate hotel rooms for October 23 and 24, 2024, at \$107 + taxes/night plus per diem) for Administrative Coordinator Janel Meyer and Resource Conservationist Bailey Temple to attend the October 23-25, 2024 Indiana District Employee Association (IDEA) Fall Conference in Michigan City. Seconded by Brad Hamlin. Motion carried.
 - d. Steuben County Strategic Water Quality Monitoring Program (SCSWQMP) Committee Meeting • August 5, 2024 (virtual). Janel shared that Steuben SWCD staff were assisting with water quality sampling since the AmeriCorps students were no longer available. The Health Department and City of Angola MS4 were also assisting. Janel asked the Board to approve paying the second half of the FY24 cash in-kind support for the SCSWQMP.

Beth Williams made a motion to pay the second half of the Steuben County Soil and Water Conservation District (SWCD) support for the Steuben County Strategic Water Quality Monitoring Program (SCSWQMP) for FY24 (\$1,250.00). Seconded by Brad Hamling. Motion carried.
 - e. Indiana Lakes Management Society (ILMS) Outreach Committee Meeting • August 19 & September 9, 2024 (virtual). Janel reported ILMS provides two \$500 student scholarships and two \$950 scholarships for the 2025 Indiana Watershed Leadership Academy.
 - f. IASWCD Meeting with Executive Director Rice • August 19, 2024 (virtual). Janel met virtually with IASWCD Executive Director Liz Rice to discuss Purdue Extension's reevaluation of their Ag & Natural Resources and Community Development Extension Educator positions. The SWCD Board discussed sending a letter stating our support to keep these county positions.
 - g. IASWCD Summer Summit • August 20, 2024. Bailey attended the Summer Summit. No report provided as Janel had a scheduling conflict with the Indiana Water Summit.
 - h. Indiana Water Summit • August 21-22, 2024. Janel attended this annual forum – developed by The White River Alliance to examine the complex interests and issues that face our water supply. This year's topics focused on the current water needs and challenges facing all sectors of water users. A copy of the recently released Indiana Chamber of Commerce's "Water Policy and Planning in Indiana: A 10-year Update" was provided in the Supervisors' folders.
 - i. Pay Dirt Field Day • August 22, 2024. Bailey attended the field day which demonstrated erosion control best management practices and discussed ways the ag and construction communities can continue to work together to improve water quality.
 - j. SCSWQMP Sampling Assistance • August 26 & 29 and September 5, 2024.
 - k. Olive B. Cole Foundation Collaboration Meeting • August 9 & 29, 2024. The Steuben SWCD is working with DeKalb & LaGrange County SWCD's on brainstorming grant
 - l.

application ideas for the Olive B. Cole Foundation. Larry Clemens, Indiana State Director for The Nature Conservancy (TNC), approached the SWCD's as he is now on the Foundation Board. A meeting was held with Larry to gain insight into the Foundation. The group is scheduled to meet October 30 to further discuss project ideas.

- m. IDNR Lake and River Enhancement (LARE) Program Tour • September 6, 2024. Janel and Arthur provided a half-day tour to LARE Grant Administrator Steven Vaughn of conservation practices installed throughout the county with Steuben LARE WLTP grants.
- n. 4th Grade Youth Conservation Field Day • September 10, 2024. Two hundred seventy-six backpacks with educational booklets were provided to Fremont Elementary and the MSD of Steuben County Elementary schools.
- o. *2025 Indiana Watershed Leadership Academy* The Board discussed the opportunity for Bailey to attend the Indiana Watershed Leadership Academy (IWLA) and the IDEA Career Development Program. The Board felt two trainings may be overwhelming and agreed IWLA would be more beneficial for Bailey.

Chuck Howard moved to approve registration expenses, \$950, for Resource Conservationist Bailey Temple to attend the 2025 Indiana Watershed Leadership Academy. Seconded by Brad Hamlin. Motion carried.

- 2. Copies of the May and June 2024 tally sheets were provided in the Supervisors' folders. July through September will be available for the next meeting.

v. Indiana Association of Soil and Water Conservation Districts (IASWCD)

- 1. The IASWCD Annual Conference has been scheduled for January 27-28, 2025. Janel shared the keynote speakers are Jimmy Emmons (farmer and Trust in Food's Senior Vice President of Climate-Smart Programs), and Erin Martin (Gerontologist and Director of FreshRx Oklahoma) who will discuss the essential relationship between soil health and human well-being.
- 2. IASWCD 2025 annual business meeting resolution requests are due September 16.

vi. Indiana State Department of Agriculture (ISDA)

- 1. No District Support Specialist report was provided.
- 2. Janel reviewed an ISDA memo regarding State Board of Accounts (SBOA) audits. Districts have been advised to pay attention to audit fees as SBOA has been charging a significantly higher rate than the non-federal taxing unit and SWCD rate of \$395.00/day.
- 3. Janel reviewed Election committee requirements per District Law which state the committee should be composed on one SWCD supervisor and two interested citizens. The Board will further discuss the election committee appointment at the next meeting. Election Committee information is due in SharePoint November 1.
- 4. Board Chair Hart's appointment and Board Supervisor Brad Hamlin's term expire this year. Both were asked to consider their interest in being re-appointed/running for election. Appointed Supervisor recommendations are due in SharePoint November 1. Elected Supervisor nominations are due in SharePoint December 1.

c. Budget and Finance

Kayleen Hart, Chair

i. District Cell Phone/Hotspot

Janel asked the Board to consider purchasing a cell phone and/or hotspot for the Steuben SWCD. She advised staff are using their personal cell phones to conduct SWCD business and prefer their phone numbers remain personal. Additionally, using their phones as personal hotspots counts towards their data plan. The Board was also asked to consider reimbursing Bailey for using her personal cell phone's hotspot (participating in webinars/trainings, accessing the SWCD's Gmail account, etc.) while waiting for Federal computer clearance. Board Supervisor Williams advised the SWCD had a cell phone when she was the RC. The Board agreed for Janel to work with Board Chair Hart to determine the best phone carrier and to reimburse Bailey.

Brad Hamlin motioned to approve the Steuben County Soil and Water Conservation District's (SWCD) purchase of a cell phone and cell phone plan and sign a contract, if required. Beth Williams seconded the motion. Motion carried.

Chuck Howard motioned to approve reimbursing Bailey Temple for the use of her personal cell phone for official Steuben County Soil and Water Conservation District (SWCD) business, based on her calling plan rate. Seconded by Brad Hamlin. Motion carried.

ii. Office Supplies/SWCD Apparel

Janel informed the Board the SWCD used all the workshop/field day promotional pens and asked to reorder from JY Design & Print. Board Supervisor Howard requested a variety of pen barrel colors rather than the one color.

Chuck Howard motioned to approve a reorder of the Starlight retractable pens with the Steuben County Soil and Water Conservation District (SWCD) white imprint from JY Design and Print, Inc., maximum spending limit of \$500. Seconded by Brad Hamlin. Motion carried.

The SWCD apparel discussion was tabled to the October Board meeting.

iii. Request for Additional Appropriation/Transfer of Funds

Janel advised additional appropriation requests for 2024 are due to the auditor by October 23, 2024. The Board discussed completing an appropriation request in 2024 or waiting until 2025. Janel will receive clarification from the Deputy Auditor on consequences/issues if the SWCD waits until next year for the additional appropriation.

d. Information and Education

Vacant, Chair

i. Drainage Board (DB)

Staff are attending DB meetings as schedules allow. Janel reported on the H. Wagler Regulated Open Drain/#525 Fish Creek #6 issue where the landowner hired a contractor to work on a regulated drain without DB approval. A larger tile was installed, without the required approved engineering plan, and 496’ was rerouted, which requires a DB reconstruction hearing. The DB approved County Surveyor Jim Slabaugh hiring an independent Engineer to review the work at the cost of the contractor and landowner. The contractor and landowner will also absorb the costs for any required modifications to meet engineering specifications.

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

Janel reported:

- A thank you note from the Clear Lake Township Land Conservancy (CLTLC) for the SWCD’s participation in the Knee-High Naturalist Program was provided for review.
- Bailey compiled a list of vendors that sell Augmented Reality Sandbox (ARS) units. A report will be provided at the next Board meeting.
- The first Steuben County Life Session is scheduled for September 17 at Stockwell Farms. A copy of the 2024 program agenda was provided in the Supervisors’ folders.
- An informational flyer about The Farm Advisors program launched at the Indiana State Fair on August 14 was provided in the Supervisors’ folders. It is a mentoring program to help farmers implement and learn from conservation practices in their operations.
- The Steuben SWCD will assist Sarah Koch, Angola Middle School 8th Grade Science teacher, with a Water Quality Field Day at Commons Park on September 19, 2024.
- Fremont Elementary School will be holding a “Touch a Truck” event on September 26, 2024 where students have an opportunity to interact with and learn about different work vehicles and careers that go with them. Janel asked the Board for contacts in the Ag community that may be available to participate in the event.
- Janel presented a picture of the SWCD road sign as motorists enter Indiana from Ohio on US 20. She asked the Board to consider replacing that well-worn sign, along with the others with new signs displaying the new logo. The Board requested quotes be presented to them at the October Board meeting.

V. CLAIMS

August (August Board Meeting cancelled)

6193	Walmart (Materials/Supplies/Refreshments for 7/16/24 Steuben SWCD Camp)	\$	227.60
6194	Walmart (Ice for 7/16/24 Steuben SWCD Camp)	\$	6.46
6195	Charity Adair (7/16/24 Steuben SWCD Camp Registration Fee Refund)	\$	10.00
6196	Raven Harter (7/16/24 Steuben SWCD Camp Registration Fee Refund)	\$	10.00
6197	Allen County SWCD (“A Day at the Lake” Registration Fee for Resource Con.)	\$	75.00
6198	Indiana Farm Bureau Ins. (Commercial Auto Policy; 8/31/24-8/31/25)	\$	1,086.00
6199	Discovery Comics (Soil Educational Booklet for September 10, 2024 YCFD)	\$	210.90
6200	AnyPromo (Cinch Backpacks for September 10, 2024 YCFD)	\$	448.25
6201	Amazon [Office Supplies (copy paper), Rain Barrel Display Materials/Supplies]	\$	133.03
6202	Pokagon State Park (7/16/24 Steuben SWCD Camp Park Entry & Interpretive Program Fees)	\$	34.00
6203	Craig Burlingame (5.0-acre Forage/Biomass Planting– LARE, Snow/Fawn)	\$	750.00
6204	New Resources Group (Water Conservation Booklet for September 10, 2024 YCFD)	\$	252.00
6205	Amazon [Rain Barrel Display Materials/Supplies (Pond Boss Pond Pump)]	\$	7.98
6206	Keystone Cooperative (Fuel for Expedition – August 2024 Statement)	\$	59.61
6207	Janel Meyer (Reimbursement per Steuben SOP: 7/16/24 Steuben Camp Saddle Barn Fees)	\$	300.00
6208	Indiana Master Naturalist Program (Admin. Fees for 2024 IMN Class)	\$	110.00

September

6209	IASWCD (8/20/24 Summer Summit Meeting Registration for Resource Con.)	\$	20.00
6210	Walmart or Meijer (Supplies/Refreshments for 9/10/24 YCFD & Lesson Kits)	\$	54.07
6211	Dumpster Drummers (9/10/24 YCFD Performance)	\$	600.00
6212	Lakeside Meats (Lunch for Presenters and Volunteers for the 9/10/24 YCFD)	\$	384.00
6213	Bailey Temple (Reimbursement per Steuben SOP-8/20/24 Summer Summit Travel)	\$	18.22
6214	Janel Meyer (Reimbursement per Steuben SOP-IN Water Summit Travel)	\$	54.67
6215	Keystone Cooperative (Fuel for Expedition – September 2024 Statement)	\$	118.93

Chuck Howard motioned to approve the claims for the Steuben County Soil and Water Conservation District (SWCD) September 11, 2024 Board meeting. Brad Hamlin seconded. Motion carried.

VI. NEXT BOARD MEETING

October 9, 2024 – Board Meeting – 5:00 p.m.

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

Board Supervisor Williams advised she had a scheduling conflict with the October 9 Board meeting date. A different meeting date was discussed since other Board Supervisors could have a conflict with the date due to crop harvest.

The meeting was moved to Wednesday, October 2, 2024 at 5:00 p.m. at the Angola USDA Service Center.

VII. ADJOURNMENT

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

Chuck Howard moved to adjourn the September 11, 2024 Steuben County Soil and Water Conservation District (SWCD) Board meeting. Seconded by Beth Williams. Motion carried.

Meeting adjourned by Board Chair Hart at 7:48 p.m.

Minutes respectfully submitted by:



Janel S. Meyer, Administrative Coordinator

Minutes approved by Steuben County SWCD Board:



10/2/2024 (Date)