

**WHITE COUNTY SOIL AND WATER
CONSERVATION DISTRICT**

MONTHLY BOARD MEETING MINUTES

October 31, 2023

The regular monthly board meeting of the White County Soil and Water Conservation District was called to order at 7:21 a.m., October 31, 2023, rescheduled from October 10, 2023, by Chairman Bryan Tomm in the conference room of the USDA building.

DIRECTORS PRESENT: Bryan Tomm, Brandon Barbre and Kent Williams.

DIRECTORS ABSENT: Mark Colbert, and Laura Whitsitt.

DISTRICT PERSONNEL: Jewel Brooks, Administrative Coordinator, and Heidi Uselton, Resource Conservationist.

NRCS PERSONNEL: Rhonda Cox, District Conservationist.

MINUTES:

Motion was made by Kent Williams, seconded by Brandon Barbre, to approve September 12, 2023, board meeting Minutes as printed. Motion carried.

TREASURER'S REPORT:

Motion was made by Brandon Barbre, seconded by Kent Williams, to approve the Treasurer's Reports for August (corrected), September, and October (prior to 10/31/23 interest and reconciliation). Motion carried.

SWCD STAFF REPORTS:

ADMINISTRATIVE COORDINATOR'S REPORT: Jewel Brooks, Administrative Coordinator, presented a report as attached. Chairman Tomm indicated he may know someone to assist with an annual financial records review. Kent Williams made a motion, seconded by Brandon Barbre, to approve the report; motion carried.

RESOURCE CONSERVATIONIST'S REPORT: Heidi Uselton, Resource Conservationist, presented a report as attached. Brandon Barbre made a motion to approve the report, seconded by Kent Williams; motion carried.

NRCS REPORT: Rhonda Cox, District Conservationist, presented an oral report. CSP renewal, WRP and IRA applications are currently being worked on; update was provided on staffing positions. NRCS is working under a Continuing Resolution with use of IRA funds. Compliance Status Reviews were discussed; updated provided on new NRCS State Conservationist.

EMPLOYEE TIME SHEETS / TRAVEL REPORTS:

Motion was made by Kent Williams, seconded by Brandon Barbre, to approve employee timesheets, including pay rate increase for Heidi Uselton effective 9/28/2023 per hiring agreement. Motion carried.

CORRESPONDENCE:

- Tammy Willis, NRCS State Conservationist, letter to Heidi Uselton, RC, congratulating her on achieving Level I Conservation Planner status.
- NACD Dues request; motion to pay \$501 made by Kent Williams, seconded by Brandon Barbre. Motion carried.
- IDOA Nursery Dealer License Registration – motion was made by Brandon Barbre, seconded by Kent Williams, to renew the registration; motion carried.

OLD BUSINESS:

- NRCS Administrative invoice for September work, CRP invoice, and the 2024 CRP preproposal was reviewed. Motion was made by Kent Williams, seconded by Brandon Barbre; motion carried.
- TNC Grant 4947-0006 – An update of work completed by SWCD staff on the Lower Wabash WREP was provided.
- Motion was made by Brandon Barbre, seconded by Kent Williams, to approve Heidi Uselton's TNI; motion carried.

NEW BUSINESS:

- IDOA Quarterly Operating Reports for FY'22 and FY'23 were reviewed. Motion was made by Brandon Barbre, seconded by Kent Williams to approve; motion carried.
- PFC-CPP claims for payment on Kevin Winter and Cole Fechtig were reviewed. Motion was made by Brandon Barbre, seconded by Kent Williams, to approve payments. Motion carried.
- Updated SWCD Freedom of Information policy was reviewed. Kent Williams made a motion, seconded by Brandon Barbre, to approve the FOIA policy update; motion carried.
- Motion was made by Brandon Barbre at 8:10, seconded by Kent Williams, to enter Executive Session as suggested by Chairman Tomm to discuss staff. Motion was made by Brandon Barbre, seconded by Kent Williams, at 8:35 to exit Executive Session; motions carried.

NEXT BOARD MEETING:

The next board meeting will be held on November 14, 2023, at 7:15 a.m., in the conference room of the USDA Service Center building.

ADJOURNMENT:

Without further business, motion was made by Kent Williams, seconded by Brandon Barbre, to adjourn. Motion carried; meeting adjourned at 8:38 a.m.