



Logan County Soil and Water Conservation District

1650 5th Street - Lincoln, IL 62656 - Phone (217) 735-5508 Ext. 3

Logan County SWCD Board Meeting Minutes 8/25/2022

The July-August 2022 meeting of the Logan County Soil and Water Conservation District Board was held on August 25, 2022 in the Lincoln USDA Service Center at 1650 5th Street, Lincoln, Illinois.

Directors present: Doug Thompson-Chairman, Vice Chair Cheryl Baker, Secretary – Tres. Dean Sasse, Kent Kleinschmidt
Absent: David Allspach

District staff present: Steve Bracey, RC

NRCS staff: Jamie Thompson – Soil Conservationist (SC)

The meeting was called to order at 7:30 A.M. by Chairman Thompson.

Secretary Report: Board members reviewed the minutes from the June 22, 2022 board meeting. Cheryl Baker moved to approve the minutes. Kent Kleinschmidt seconded the motion. The motion was approved.

Treasurer's Report: Board members reviewed the balance sheet and general ledger for June, July and August to date. All financial statements were emailed previously. Kent Kleinschmidt moved to approve the treasurer's report as presented. Dean Sasse seconded. The motion was approved.

Staff reports:

Jamie Thompson, NRCS SC, reviewed her report. She informed the Board that the Area Quality Assurance Review team recently conducted a review for our district group of Logan, Menard and Sangamon. Area Specialists conducted the review to ensure staff were performing according to policy. Over 20 folders were checked spanning a variety of years. Items checked included conservation planning, engineering, folder management, civil rights, public outreach, office function, teamwork and public relations. Logan County received positive feedback for most of the items in review. A final report will be forthcoming.

She has also been busy with completing CRP conservation plans and job sheets for 2022 enrollment. All installed CRP practices must be certified by staff. 50 practices have been certified since November 2021.

The District Conservationist position has been filled. Andrew Fulton was selected and will begin his duties August 29th. His duty station will be in Springfield. The job posting for a Soil Conservationist position in Logan County has also been filled and Lukas Wright will begin working August 29th.

Avalon is the replacement contractor for LUSA and a new employee, Kathy Johnson, has started working and she will be stationed in the Lincoln field office. Kathy will work on scanning HEL/WC determinations and logging the sites in GIS. A copy of Jamie's report will be put on file.

Steve Bracey, RC, reviewed his written report with the Board. He reported that he has been working on waterway and structure designs for CRP and state cost share projects. He has prepared the Annual Financial Report, Comptroller's Report, IDOA's Financial Management Plan Part II, the FY23 budget, County Board Request, CRP plans for waterway producers, contribution agreement invoices and quarterly reports.

He also participated in the Quality Assurance Review. A copy of his written report will be put on file.

Correspondence: There was no correspondence to review.

Old Business:

- a. FY21 & FY22 State Cost Share Program Update – Steve informed the Board that Chris Cooper has cancelled his FY21 cost share application. Scott Wurth has made application for waterway work but Steve will not be able to survey it and prepare a cost estimate until the crop is harvested. Cheryl Baker moved to tentatively approve Scott Wurth's application until Steve is able to complete the field work. Dean Sasse seconded the motion. The motion was approved.
- b. Steve informed the board that Jo Ann Lauer's application was being transferred to her daughter, Karen Matson, as Mrs. Lauer passed away recently. Karen has signed an updated contract. Dean Sasse moved to approve the new contract. Kent Kleinschmidt seconded the motion. The motion was approved.
- c. Steve informed the Board that John Turner had withdrawn his FY22 cover crop application. Currently the FY22 ledger contains two water and sediment control basin applications for Rick McKown.

New Business:

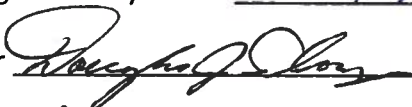
- a. Approve time sheets – Kent Kleinschmidt moved to approve Steve's time sheets that were checked by Cheryl. Dean Sasse seconded the motion. The motion was approved.
- b. Approve CRP contracts- Cheryl Baker moved to approve the CRP contracts as presented. Kent Kleinschmidt seconded the motion. The motion was approved.
- c. Approve Internal Control Checklist – The Board reviewed the District's Internal Control Checklist. Dean Sasse moved to approve the checklist. Kent Kleinschmidt seconded the motion. The motion was approved.
- d. FY22 Financial Report Review – The Board reviewed the financial report presented by Steve. Dean Sasse moved to approve the report. Kent Kleinschmidt seconded the motion. The motion was approved.
- e. Comptroller's AFR review and certified vote approval – The Board reviewed the Comptroller's report that Steve has prepared. Kent Kleinschmidt moved to approve the report. Dean Sasse seconded the motion. The motion was approved.
- f. FY22 IDOA FMP Part II – Steve presented the report. Dean Sasse moved to approve the report. Cheryl Baker seconded the motion. The motion was approved.

- g. FY23 budget – Steve provided the Board with the budget for FY23. The state allocation was omitted from the budget at this time until additional information is available. Cheryl Baker moved to approve the budget. Dean Sasse seconded the motion. The motion was approved. Discussion followed regarding possible funding for a no-till drill. Steve will check with Jerry Johnson and the State Habitat Stamp Fund for more information.
- h. RC contract – Steve’s contract expires September 30, 2022. Cheryl Baker moved to extend Steve’s contract to December 31, 2022. Kent Kleinschmidt seconded the motion. The motion was approved.

Adjournment: Kent Kleinschmidt moved to adjourn the meeting. Cheryl Baker seconded the motion. The motion was approved. The meeting was adjourned at 8:46AM by Chairman Thompson.

Minutes compiled by Steve Bracey, Resource Conservationist

Approved by Logan County SWCD 12/6/22

Presiding Officer 

Sec.-Treasurer 

