

*Fayette County Soil and Water Conservation District  
Director's Meeting  
June 22, 2010*

**Directors Present:**

Jake Hortenstine  
Susan Holdeman  
Matthew Runge  
Gale Meseke

**Others Present:**

Tony Pals, RC  
Karen Sanders, AC  
Mary Ann Hoeffliger, DC  
Angela Biggs, NRCS, Asst. State Conservationist

**Absent:**

Elizabeth Heinzmann

Chairman, Jake Hortenstine called the June 22, 2010 meeting to order at 8:00 a.m.

Roll call was taken.

Agenda considerations were discussed:

**Angela Biggs, NRCS, Asst. State Conservationist** - Angela was here to review the Memorandum of Understanding. The Mutual Agreement outlines the foundation of how our organizations will be working together. The Cooperative Working Agreement is a supplement to the Mutual Agreement and specifies what each organization will be responsible for.

Board meeting minutes were reviewed.

Susan moved to approve board meeting minutes from the May 27, 2010 meeting, seconded by Gale. Motion carried.

Treasurer's report was reviewed. Matt moved to approve the June treasurer's report as printed; seconded by Susan. Motion carried.

June pending bills were reviewed and a motion to approve was made by Gale, seconded by Susan. Motion carried.

June Pending Bills Total \$389.93

- Credit Card Charges/Credits - \$178.62
- Harmon's IGA - Board Meeting Snack - \$5.20
- Harmon's Market - Education in classroom - \$10.41
- Harmon's Market - Education in classroom - \$6.90
- Harmon's IGA - Education in Classroom - \$14.34
- U. S. Postal Service - Stamps - \$52.80
- Quill Corp. - Printer Ink - \$88.97

Gale moved to approve employee time sheets for June; seconded by Matt. Motion carried.

**Employee Reports:**

Tony gave the RC report. Report is on file.

Karen gave the AC report. Report is on file.

Susan moved to approve AC and RC reports; seconded by Gale. Motion carried.

Mary Ann gave the DC report. Report is on file.

Matt moved to approve DC report; seconded by Susan. Motion carried.

### **Old Business:**

1. Award pictures for First National Bank of Vandalia - We are still organizing and preparing the pictures and frame. Tabled until July meeting.
2. Board Evaluation Meeting - tabled until August meeting.

### **New Business:**

#### Correspondence:

1. Resolutions - Resolutions were handed out for each director to read before the Council 10 Meeting
2. Contribution Agreements for 2010 - Bill Gradle, NRCS - Letter is on file.

**CREP Meeting** - Tony and Karen will be attending a CREP Meeting in Greenville from 1:00-3:00 on June 23<sup>rd</sup>. We received a contract and information in the mail to explain some of the basics of the programs. The following letter was written for Jake to sign: "The SWCD Board gives the Authority to sign all documents dealing with the CREP Program to Tony Pals, RC. In his absence, that authority goes to Karen Sanders, AC. If you have a problem with this arrangement please contact us at your earliest convenience." A motion was made by Matt to approve the letter; seconded by Susan. Motion carried. Jake signed the letter giving Tony authority to sign documents pertaining to the CREP Program

**Local Work Group Meeting Update** - A meeting was held on June 17<sup>th</sup> with local producers to develop conservation priorities for the county. Mary Ann will put all of the information together and send it to the NRCS State Office.

**Annual Plan of Work** - Tabled until July Meeting to enter DC additions.

**Council 10 Meeting - July 13<sup>th</sup>** - The Council 10 Meeting will be held on July 13<sup>th</sup> at the Ballard Nature Center in Altamont, with registration at 6:00 and the meeting/meal beginning at 6:30. Gale, Jake and Liz will be attending

**Grant Writing Workshop - June 23<sup>rd</sup>, 2010** - Tony won't attend the meeting due to the conflict of time with the CREP Meeting.

**2011 Annual Meeting?** - A motion was made by Gale not to have the 2011 Annual Meeting due to budget constraints; seconded by Matt. Motion carried.

**CP33 Update** - All of the fields are seeded. Not all fields were able to be sprayed due to the wind and rain. Because of the danger of harming emerging seedlings, it was decided not to attempt to spray the remaining fields. Tony sent a letter to all the producers that didn't get sprayed to ask them to watch the fields for excessive weeds. If that happens they are to report it, the field will be checked and producer may be given permission to mow the field high. All seeding and spraying bills are paid.

**CPP Update** - By June 30<sup>th</sup> all of the money for FY09 must be under contract and all of ours is committed. We just received confirmation that we will be getting an additional \$20,000 for CPP work.

A motion was made by Matt and seconded by Susan to go into closed session to discuss employee actions at 10:00 am.

A motion was made by Gale and seconded by Susan to go back into open session at 11:15 am.

A motion was made by Matt and seconded by Susan to approve the minutes of the closed session at 11:20 am.

**Employee Evaluation** - Liz and Susan will meet with Tony and Karen on an individual basis to discuss their evaluations that were done by the board. A motion was made by Gale to accept the employee evaluations as approved by the board in closed session; seconded by Matt. Motion carried.

**Employee Contracts** - It was decided that Tony and Karen would each receive a 1.5 % raise for FY11. A motion was made by Gale to approve the Employee Contracts as presented with a 1.5% raise for both Tony and Karen; seconded by Matt. Motion carried.

**Other** – No other items

**Adjournment** - Motion made by Susan; seconded by Liz. Motion carried.

Meeting adjourned at 11:30 a.m.

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Gale Meseke, Secretary