

*Fayette County Soil and Water Conservation District
Director's Meeting
October 21, 2008*

Directors Present:

Susan Holdeman
Steve Henna
Matthew Runge

Others Present:

Tony Pals, RC
Karen Sanders, AC
Mary Ann Hoeffliger, DC
Joe Barth, CPA

Absent:

Gale Meseke
Jake Hortenstine

Vice Chairman, Susan Holdeman called the October 21, 2008 meeting to order at 8:00 a.m.

Roll call was taken. Jake Hortenstine and Gale Meseke were absent. .

Agenda considerations were discussed:

Winter Training Expenses
Newsletter Articles published in Vandalia Leader Union
Tree Sale

Audit Results - Joe Barth reviewed the audit as presented by Luallen Cearlock and Barth. The district fund balance decreased approximately \$30,000; it was a combination of a couple of different things: there was not as much rental income and we had to pay back some grant funds that were received in FY07. Page 1 shows the restricted and unrestricted funds accounts. Joe stated those are the numbers that really need to be watched, and there is \$109,521 in unrestricted funds, which is very good. Page 4 has a snapshot of the expenditures and revenues of the district. The district has no debt obligation. Page 16 shows the budget as compared to the actual expenses. There were two items that we do need to address. First, the petty cash in the office, even though it is a very small amount, needs to be tracked in Quickbooks. Karen is starting to put it into an account. Second, in the past the board has paid a portion of Tony's Auto Insurance, but really it is something that should be run through payroll. Joe recommended that the board pay Tony a stipend or bonus that nets that same amount (\$520.00 year).

Matt moved to pay Tony a bonus that nets \$520.00 for auto insurance as recommended by Joe Barth; seconded by Steve. Motion carried.

Susan reviewed, filled out, and signed the Internal Control Worksheet for IDOA as the Vice-Chairman. A copy is on file in the office and a copy was sent to IDOA.

Board meeting minutes were reviewed.

Matt moved to approve board meeting minutes from the September 25, 2008 meeting; seconded by Steve. Motion carried.

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

September pending bills were reviewed and a motion to approve was made by Steve, seconded by Matt. Motion carried.

October Pending Bills: Total \$3,598.94

Credit Card Charges/Credits - \$169.18

Wal-Mart - Conservation Field Day - \$43.84

Wal-Mart - Conservation Field Day - \$63.75

Wal-Mart - Paper Shredder - \$39.97

Wal-Mart - Return paper Shredder - {- \$39.97}

Harmon Market - Conservation Field Days - \$53.79

Harmon Market - Board Meeting Snack - \$7.80

Luallen Cearlock & Barth - Audit - \$2,550.00

Ad Works - District Newsletter - \$590.00

Ad Works - Letterhead - \$145.00

Something Special - Kaskaskia River Showcase Center Pieces - \$91.27

Truax Drill - Return Postage for repair parts - \$53.49

Steve moved to approve employee time sheets for September and October; seconded by Matt. Motion carried.

Employee Reports:

Tony gave the RC report. Report on file.

Karen gave the AC report. Report is on file.

Matt moved to approve AC and RC reports; seconded by Steve. Motion carried.

Mary Ann gave a written DC report. Report is on file.

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

Old Business:

Non Disclosure Statement - Tabled until next month

County Board Proposal - Property Taxing - Tabled until next month

New Business:

Correspondence:

1. Director Insurance - Director Insurance is due. This is a \$1,000,000 liability policy. The premium is \$830.00 a year. Steve moved to pay the premium; seconded by Matt. Motion carried.
2. FNB Grant - We received a \$600.00 from the Hazel Kelly Foundation. We are going to use this money to help pay for Conservation Field Days and the Birds of Prey Presentations for the 5th and 6th Graders.
3. Health Insurance? - The employees insurance is paid through the end of November, as of that date if there is no decision made on the budget then district will have to make the decision as to whether to pay for employee insurance. Tony has checked into getting onto his wife's insurance, which is the same as what we have now, and all that will need to be done is for the board to send a letter that states they are no longer paying his insurance. But Tony's wife's employer will need to have the letter 30 days in advance. We will continue discussion at the November Board Meeting after the Veto session. Attached to the minutes is a copy of an email that states the cost of the monthly rates for this year.
4. Information Needed - AISWCD - The association formed a committee to help market the district better. They want the districts input on how each of the districts market themselves to each of the various outside groups, agencies and government agencies. Is there any information that we can share with the committee? Tony informed the board that we write letters to legislators when it is appropriate but we don't bug them. The board brought it up about Tony going to the county board meeting on a regular basis and Tony told the board that he used to go but he was told that it really wasn't necessary for him to be there, unless he really had a good reason. The decision was made for Tony to fill out the survey and tell them what we do to promote the office.

5. Rich Nichols Weekly Report - Senate Bill 1103 restoring the \$3.5 for SWCD Operations was sent to the Governor along with Senate Bill 790 which authorizes \$221 million of sweeps that will help pay for Senate Bill 1103. The Governor signed Senate Bill 790 but has not signed Senate Bill 1103. He has 60 days to sign Senate Bill 1103. But no one knows if or when that will happen.

Status of IDOA Grant - We have not received any of the FY09 funds as of today.

CPESC Dues - (Certified Professional in Erosion and Sediment Control) Tony took the course at the district expense and now its time for the yearly dues. The reason for taking the course originally was IEPA is paying some districts on a trial basis to monitor storm water runoff management plans on construction sites. RC's need CEPSC accreditation to do this. So, if IEPA starts this program in all the counties, the district could make some money from this. The dues are \$100. Steve moved to pay the dues; seconded by Matt. Motion carried.

IAAP Dues - Karen informed the board that at this time she thinks it would be something that could be cut due to the budget. So, the dues could be renewed at a later time if the board wished to pay them when and if the budget is settled.

Soil Judging - September 30th - We had 15 schools attend. The difference this year from past years is that this was also the Section 19 Contest for Fayette, Shelbyville, Bond and Montgomery schools but the practice contest for Effingham and Marion. Tony made arrangements with Gene Schwarm to use one of his fields; the county highway dept. dug and filled the pits.

Cost Cutting Discussion - Karen got an email from Green Way Supply about selling Rain Barrels for the District. She is to save the information until later.

CPP Update - Received authorization to pay Howard Blomberg. FY07 funds are spent. Working on FY08 funds but haven't received any of the FY09 funds. Tony is stopping construction of waterways, it is too late.

Other business:

Newsletter Articles published in Vandalia Leader Union - Since the last newsletter has been sent out, Karen and Tony contacted the Vandalia Leader Union to see if they would be able to assist with getting articles to the producers on a regular basis. We would be possibly providing them with articles to put on their farm page every two weeks. This would be a way to keep the farmers informed, without costing the district anything.

Winter Training Expenses - Tony and Karen discussed Winter Training at the September meeting but no motions were made to pay the expenses. The mileage, per diem, hotel fees, registration fees are expenses that need to be approved at the November meeting. Tabled until November

Tree Sale - The tree sale order will have to be placed shortly. Discussion was held with the directors as to what should be ordered. Directors decided Tony and Karen should make the decision what to buy.

Adjournment - Motion made by Steve, seconded by Matt. Motion carried.

Meeting adjourned at 9:45 a.m.

Gale Meseke, Secretary