

Will-South Cook Soil and Water Conservation District  
1201 S. Gougar Road, New Lenox, Illinois  
Regular Board Meeting Minutes  
Wednesday, April 14th, 2010

Meeting called to order at 7:00pm.

Directors Present: Dick Smerz, Everett Moeller,  
Burton Barr, Barry Tyler

Associate Directors Present: Roger Galas, Diana Galas,  
George Johnson, Harold Liberman, Marlene Liberman,  
Curt Paddock, Cathy Ruchaj, Wayne Wagner

Staff Present: Neil Pellmann, Bob Jankowski, Keith Eichorst, Kim Mitchell

The meeting was opened with the Pledge of Allegiance at 7:00 pm. Chairman Smerz followed by identifying the minutes to be reviewed.

-January 13, 2010 minutes were addressed and approved with a correction requested by Kim. Burton made a motion to accept the minutes with the last paragraph removed. Barrie seconded the motion and the motion carried.

-The March 10, 2010 minutes were approved by a motion from Everett with a second by Barrie and the motion carried.

-February 11<sup>th</sup> 2009 Annual Meeting minutes indicated that only one Director was elected. Both Director Moeller and Director Deutsche were elected. Minutes were approved, with correction, by a motion from Barrie that was seconded by Everett. The motion carried.

Financial Reports: Kim made a presentation reviewing the structure of the Financial Reports for new Board members. March reports were approved as follows:

- YTD Profit & Loss - accepted with a motion from Everett and a second from Barrie. The motion carried.

- YTD Balance Sheet- accepted with a motion from Everett and a second from Barrie. The motion carried.

- March Bills were approved with a motion by Everett and a second by Barrie. The motion carried.

Staff Reports from Bob, Keith and Kim were accepted as written with additions by Neil as follows:

-will cancel training for Cultural resources due to travel expense, time and pre-requisite requirements

-update on T-Survey, requested assistance on data entry (temp help); motion made by Dick and seconded by Barrie. The motion carried.

Committee Reports:

-Wayne submitted a Will County Stormwater Management Committee report. Both Dick and Everett thanked Wayne for his input as well as his efforts representing the SWCD.

Old Business:

-5 NRIs were presented as follows: Wesley Twp, 15 acre E1-A1; Gas pipeline project, Crete Twp A1-SUP and Var. for a dam issue, Troy and Channahon Twp property being developed by the WC Forest Preserve District and a small parcel in Wilmington.

-Neil advised the Board that the Army Corp has been requesting assistance with SESC projects within the District. Neil has provided inspection support on six projects to date. He will keep the Board informed as the inspections continue.

-CPP project requests were presented by Neil. Approval for cost share assistance was requested for the following projects; SSRP for Joe Downs, CPP for John Moore, Melvin Olendorph, Danny Ragian, Frank Pillotte and Gary Janney. Burton made a motion to approve the projects with a second by Barrie. The motion carried. Neil also requested guidance on a request by Steve Gallagher for cost share funding of a tile repair that surfaced during the installation of a new waterway constructed using CPP funding. Due to the age of the tile, and the fact that its purpose is to drain the field, not just support the waterway, there was a discussion regarding SWCD liability with regard to the tile repair. It was determined that a policy is required regarding tile repair associated with future CPP projects. After a lengthy discussion, Burton made a motion that for this case the SWCD would assist with a cost share amount not to exceed \$4600. Everett seconded the motion and the motion carried. Future cases will be determined based on a policy that will be adopted at a future meeting. Neil will present a draft policy at the May meeting.

-Barrie reviewed a previous request for approval of updates to the budget in order to balance several expense accounts. The report was distributed with the January Board packet. A motion to accept mid-year budget revisions was made by Barrie and seconded by Everett. The motion carried.

-Kim gave a review of the proposal for internet, fax and backup support from Cygnus that was presented at the March meeting. NRCS will only provide 1 seat per SWCD on their server after October. Each additional seat will be billed at \$3200 per year. The Cygnus bid to replace the server access is \$90 per month. A motion to accept the bid was made by Barrie and seconded by Everett. The motion carried.

-Kim advised the Board that the SWCD reply for the extension of the FSA lease has been submitted. Consideration for an increase of approximately \$400 per month is being requested. This increase is for operating expenses only. An increase in floor rent is not being requested.

-Kim reminded the Board of the New Director training that will be held by Joe Bybee, here at the SWCD, prior to the May 12<sup>th</sup> meeting. The training will start at 4:30 and dinner will be provided.

-A discussion of committees was continued from the March meeting and it was requested that Kim send out a draft for review and approval at the May meeting.

-Kim provided an update on the finalized plans for the 4/16 Envirothon, FOIA training requirements and a new IDNR CREP program that was presented at the 4/12 IDOA region meeting. Set-up arrangements for the 4/20 Conservation Night were also discussed.

New Business:

-Earth Day Celebration requests for attendance by the SWCD have been received by the Forest Preserve Dist., The Joliet Library Dist., CARE of Lockport, Plainfield Park Dist. and Four Rivers Environmental. Harold has offered seedlings for distribution. Anyone interested in participating should let Kim know.

-Tree & Fish Sale volunteers were identified; Barrie, Roger, Harold and Cathy will help out.

-A request for input to the APO update was requested by Neil. A draft was distributed to all in attendance.

- Travel Approval was requested by Kim and Neil to obtain the NRCS LincPass id card. It will require two trips to Chicago. One trip is for a photo and the other is to pick up the card. It is required for all employees in buildings occupied by USDA. A motion to approve the expense was made by Everett. A second was made by Barrie and the motion carried.

-Staff has been working with Will County Land Use, by providing input, in updating their Property Maintenance Ordinance. Plan approval and inspection of complaints may be a service that could ultimately be provided by the SWCD. After a discussion which included input from new Associate Director and Will County Land Use Director, Curt Paddock, it was agreed to continue in the process.

-A Partnership request from Marcia DeVivo (FPDWC) for a Lower DesPlaines Ecosystem Partnership IEPA 319 grant has been received. Keith suggested that we refer them to the RC&D if they are trying to find an agency to administer the disbursement of the grant.

-A Spring Prairie Tour is tentatively scheduled for George Johnsons at 2:30 pm on Tuesday, May 18<sup>th</sup>. The follow-up tour will be Tuesday, September 21<sup>st</sup> at 2:30 pm.

-A tour of John Moore's High Hoop Tunnel is scheduled for 5/25 at 2:30 pm. A Flyer will be distributed at the next Board Meeting.

Other:

-New Associate Director, Diana Gallas gave an update on her attendance at the RC&D meeting. She advised that future meetings will be every other month with conference calls in between. She talked about the status of the logo patches that are being designed for sale. She explained that future projects that could be considered for support by the RC&D are currently being reviewed. She advised that Steve Lazzara has presented quite a few projects in Will County. Some discussion time was given to SWCD participation at upcoming events sponsored by the RC&D.

-Kim advised the board that the insurance bill (\$588) for the truck has been received. It was furthered discussed that the truck is presently not being used. Dick asked that the May agenda include consideration for the sale of the truck.

-Kim explained to the board that there are several "restricted" accounts that have been inactive for some time that can be transferred into the operations account. The transfer request will be on the May agenda.

-A photo of the new Board of Directors will be taken at the May Board meeting.

A motion to approve timesheets was made by Barrie and seconded by Burton. The motion carried.

A motion to adjourn was made by Everett.

Minutes Respectfully Submitted by,

Burton Barr, Secretary