



Ford County Soil and Water Conservation District

1380 W. OTTAWA, PAXTON, IL 60957 Phone (217) 379-4388

MINUTES OF BOARD MEETING May 13, 2019

I. CALL TO ORDER

The monthly board meeting of the Ford County Soil and Water Conservation District was held at the USDA Building, Paxton, IL and was called to order by Lee at 6:00 p.m. Members present were: Todd Lee, Kurt Edwards, and Adam Thorndyke. District employee: Sarah Earles.

II. REPORT OF COOPERATING AGENCIES

NRCS-Emailed Report

FSA- NA

PCM- NA

III. APPROVE MINUTES

It was moved by Thorndyke, and seconded by Edwards to approve 4/8/2019 Board Meeting minutes as mailed.

Amendments: None

Status of Motion: carried at 6:08 p.m. with 3 Directors present

IV. APPROVE TREASURER'S REPORT

The Treasurer's report was given with the following balances as of April 30, 2019

****See attached pages****

It was moved by Edwards and Seconded by Thorndyke to approve the treasurer's reports from 4/1/2019 to 4/30/2019, as presented by AC/RC, Sarah Earles. Motion carried with 3 directors present at 6:12p.m.

A. Approve Bills

- 4/2/2019 SWCD Insurance Group(Health Ins, Short/long Dis, 2018 Admin Fee)_____ \$1,280.16
- 4/3/2019 State Liabilities_____ \$130.68
- 4/3/2019 Federal Liabilities_____ \$631.92
- 4/9/2019 Mike Bleich (Building 2 Bluebird Houses)_____ \$50.00
- 4/9/2019 IDES(Late File Fee)_____ \$50.00
- 4/19/2019 Pheasants Forever (4 Seed Orders)_____ \$430.17
- 4/30/2019 Logan Hollow Fish Farm_____ \$10,211.70
- 4/30/2019 Verizon Wireless (MiFi)_____ \$40.01
- 4/30/2019 Blackburn Mfg Co (Flags)_____ \$212.00
- 4/30/2019 Winding Creek Nursery_____ \$1,315.15
- 4/30/2019 Iroquois SWCD (Gas for Tree pick up)_____ \$54.50
- 4/30/2019 McLean SWCD IGA_____ \$12,427.28
- 4/30/2019 Macon SWCD IGA_____ \$11,489.54
- 4/30/2019 Moultrie SWCD IGA_____ \$10,551.80
- 4/30/2019 Piatt SWCD IGA_____ \$10,864.38
- 4/30/2019 Logan SWCD IGA_____ \$11,176.96
- 4/30/2019 DeWitt SWCD IGA_____ \$11,176.96
- 4/30/2019 Intuit (Payroll Subscription 2019)_____ \$500.00

B. Company Credit Card

- 4/2/2019 Fish License, QuickBooks subscription, Items for Display board, donuts and water for HHW Recycling day, and LUC lunch during meeting_____ \$348.51

It was moved by Thorndyke and 2nd by Edwards to pay pending bills
Status of Motion: Carried at 6:21 p.m. With 3 directors present

C. Approve Staff Time Sheets

It was move by Edwards, seconded by Thorndyke to approve staff time sheets for the following positions: AC/RC –Earles
4/4/19 Sarah Earles_____ \$1039.68
4/18/19 Sarah Earles_____ \$1039.68

Status of Motion: carried at 6:27 p.m. with 3 directors present

V. OLD BUSINESS- UPDATES

- Electronic Recycling-Sarah Has been in contact with the EPA to get a other company names, She has contacted ERI to get a quote, they are working on that.
- Tree and Fish sales were really good this year. Edwards made a motion to give Sarah 10% bonus of the profit made from each sale. Thorndyke 2nd. Status of motion: Carried at 6:32pm with 3 directors present.

VI. GRANTS AND FUNDING UPDATES**VII. NEW BUSINESS**

- Sarah presented Russ Leigh audit information. Thorndyke made a motion to hire Russ Leigh for the audit of \$1600. Edwards 2nd. Status of motion: Carried at 6:39pm with 3 directors present.
- Updated employee policy hand book to include texting all board directors to let them know of time off work PTO/sick leave. Motion made by Thorndyke, 2nd Edwards. Status of Motion: carried at 6:51pm with 3 directors present.
- SWCD Insurance group is going up starting July 1st by \$147, for a total of \$1,178.00 a month. Edwards made a motion to keep paying insurance for Sarah. Thorndyke 2nd. Status of Motion: carried at 6:56pm with 3 directors present. As time allows Sarah will call IPG to get a quote for insurance comparable to what she has now.
- Edwards made a motion to pay \$75 to Ford County Fair to set up our fair booth again this year. Thorndyke 2nd, Status of Motion: carried with 3 directors present at 6:58pm.

VIII. DISTRICT EMPLOYEE REPORTS**A. AC/RC's REPORT –****IX. COMMITTEE REPORTS –****X. CORRESPONDENCE/MISCELLANEOUS –**
N/A**XI. PLAN NEXT MEETING –June 10, 2019 at 6:00pm****XII. ADJOURN-** motion made to adjourn by Thorndyke and seconded by Edwards with 3 directors present at 7:02 p.m.