



Ford County Soil and Water Conservation District

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

MINUTES OF BOARD MEETING

April 12, 2021

I. CALL TO ORDER

The monthly board meeting of the Ford County Soil and Water Conservation District was held via zoom and was called to order by Kenny Hawthorne at 8:33 a.m. Member's present were: Kenny Hawthorne, Adam Thorndyke, Brent Hewitt, Jerry Oyer, and Kurt Edwards. District employee's: Sarah Earles and Brandi Williams. Guests: Dennis Vollmer-NRCS.

II. REPORT OF COOPERATING AGENCIES

NRCS – **See attached page**

As of 04/12/21, Ford/Iroquois will begin to allow limited producers in the office at a time by appointment only. Doors to the office will remain locked.

FSA- N/A

AFT- **See attached page**

PF-N/A

III. APPROVE MINUTES

It was moved by Edwards, and seconded by Oyer to approve March 2021 Board Meeting minutes as mailed. Status of Motion: carried at 8:40 a.m. with 5 Directors present

IV. APPROVE TREASURER'S REPORT

The Treasurer's report was given with the following balances as of March 31, 2021

See attached page

It was moved by Thorndyke and Seconded by Hewitt to approve the treasurer's reports from 03/01/2021 to 03/31/2021, as presented by AC/RC, Sarah Earles and Brandi Williams. Motion carried with 5 directors present at 8:37 a.m.

A. Approve Bills

Date	Memo	Amount
03/04/21	Federal Liabilities	\$933.88
03/04/21	State Liabilities	\$201.02
03/04/21	SWCD Insurance Group (March Health Ins. Sarah)	\$367.00
03/04/21	Pheasants Forever (P202120513, P202120490, P202120489, P202120491, P202120472, P202120413)	\$2456.10
03/04/21	ISWCDEA (2021 RC/AC Dues for Brandi)	\$10.00
03/04/21	Verizon Wireless (MiFi Service)	\$40.03
03/04/21	Dennis Webster (FY20 PFC Cover Crop Cost Share)	\$1439.40
03/04/21	Jason Webster (FY20 PFC Cover Crop Cost Share)	\$287.88
03/04/21	Mike Frame (FY20 FPC Cover Crop Cost Share)	\$287.88
03/04/21	Bonita Moore (FY20 PFC Cover Crop Cost Share)	287.88
03/18/21	University of Illinois (Level 2 contributor to Extension for Ag in the classroom)	\$50.00
03/18/21	The News Gazette (Election Notice)	\$15.50

Thorndyke made a motion to approve Pending Bills. Seconded by Edwards. Motion carried with 5 directors present at 8:42.

B. Company Credit Card

March 2021 Credit Card Statement

Intuit Quickbooks Subscription _____ \$299.95

Motion made by Edwards to approve Credit Card payment, and seconded by Thorndyke. Motion carried with 5 directors present at 8:44.

C. Approve Staff Time Sheets

It was moved by Oyer, seconded by Hewitt to approve staff time sheets for the following positions: AC/RC

03/04/21 Sarah Earles _____	\$1086.12
03/04/21 Brandi Williams _____	\$955.80
03/18/2021 Sarah Earles _____	\$1086.13
03/18/2021 Brandi Williams _____	\$927.02

Status of Motion: carried at 8:46 a.m. with 5 directors present.

V. OLD BUSINESS- UPDATES

- Electronic Recycling Event – Set for Saturday, April 24, 2021 from 9 a.m. to 1 p.m. Anyone available to help should contact Sarah or Brandi. Anyone volunteering must complete a liability waiver (parents must complete for those <18 years of age)
- Goals of SWCD – Discussion held regarding pursuit of additional funding opportunities through grants
- NRI Rate – N/A

VI. NEW BUSINESS

- Upcoming events –
SWCD Legislative Day - Monday, April 26, 2021. Pre-Resister and mark your calendar
<https://www.eventbrite.com/e/2021-swcd-legislative-day-for-members-friends-tickets-147004292797>
- Affiliate Member letters were mailed the first week of March and trickling back into the office.
- 27 Tree Customers and 19 Fish Customers purchased through the 2021 Tree and Fish Sales. There are 16 bundles of white pines remaining for sale which will be advertised on Facebook and SWCD website.
- Discussion held regarding board notification and approval policy for submitting a Press Release to the media. Motion made by Edwards and seconded by Oyer with all 5 directors present at 8:55.

VII. DISTRICT EMPLOYEE REPORTS

AC/RC's REPORT –

- Sarah Earles reported that she has been working on CSP/EQIP Payments and Applications, PRS Reporting CRP as well as Tree and Fish Sale Orders.
- Brandi Williams reported that she has been keeping Recons current, updating and organizing SWCD website, becoming more familiar with office functions, and working in AgLearn.

VIII. CORRESPONDENCE/MISCELLANEOUS –

- Reminder to board members to complete OMA training if you haven't already.
<http://foia.ilattorneygeneral.net/Default.aspx>
- Removal of Dallas Glazik from checking account – Discussion held.

It was moved by Edwards and 2nd by Thorndyke to approve the removal of former Ford County SWCD employee, Dallas Glazik from The Frederick Community Bank, Checking account. Status of Motion: Carried at 9:06 a.m. with 5 directors present.

- IX. **PLAN NEXT MEETING** – Monday May 10, 2021 at 8:30 a.m.
- X. **ADJOURN**- motion made to adjourn by Oyer and seconded by Edwards with 5 directors present at 9:09 a.m.