

DEKALB COUNTY SWCD
Minutes from January 21, 2021 Board Meeting

Supervisors:

Jeff Conrad, Chairman
Sarah Delbecq, Vice Chair
Steve Provines
Steve Watson
Judy Strock, via teleconference

ISDA:

Kate Sanders

SWCD:

Nellie Peffley
Julie Knudson
Cameron Bell

NRCS:

Derek Thompson

Absent:

Bill Ward, SWCD

Chairman Jeff Conrad called the January 21, 2021 board meeting to order at 7:00p.m. (This meeting was held at the County Courthouse Annex conference room due the Covid 19 pandemic and to easily comply with social distancing rules. In addition masks were made available.)

DISTRICT BUSINESS

Minutes: Chairman Jeff Conrad asked if there were any additions or corrections to the December 2020 minutes that had been provided to the board members. With no additions or corrections the December 17, 2020 minutes are approved as written.

Financial Report: Jeff Conrad asked for approval of claims 8428-8437 and deposits D668-D670. The board reviewed all claims and deposits. No corrections were made. Jeff Conrad moved to approve claims 8428 through 8437 and deposits 668-6670 as presented. Steve Watson seconded the motion. Vote was unanimous. Motion passed.

REPORTS AND UPDATES

District Director: Nellie Peffley

- Updates/Requests:
 - Nellie reported she has attended multiple meetings and met many partners since she started on January 4th.
 - Nellie asked the board about changing the office hours to 7:30am-3:30pm with the option to make appointments to be more consistent with the staff's schedules. She noted a decision did not need to be made at the moment but requested the board members think about the idea.
- Other Business: no other business reported

District Coordinator: Julie Knudson activity report as sent.

- Contracts/payments: District Cost Share Program (DCSP)
 - No applications or requests for payment received.
- Updates/requests:
 - Annual Meeting: Julie reported the County Annex conference room is not available on March 18th. After checking with the board members she reserved the conference room for Tuesday March 16, 2021. She will start to compose a letter/invitation explaining the reason for an altered meeting format.
 - Julie presented a spreadsheet requesting updated computers, monitors and desk chairs for the board to review. She explained during a staff meeting it was discussed that with the potential of working from home during the pandemic it would be difficult only having one laptop available. Julie had contacted the County IT Dept. to get some prices on laptop and docking stations as well

as larger dual monitors. The desk chairs that are currently being used are well over 15 years old and could use updating. The board reviewed the spreadsheet and discussed the costs. Jeff Conrad moved to approve the purchase of the laptops with docking stations, dual monitors and desk chairs as presented. Steve Watson seconded the motion. Vote was unanimous. Motion passed.

- Julie informed the board she was contacted about continuing to participate in the Regional Science Fair held at Trine University, if it is held this year. The board agreed that if the Fair is held DeKalb SWCD would continue to participate and contribute to the cost of awards.
- Judy Strock asked Julie about having a legislative breakfast this year. It was agreed to wait until later in the year, possibly spring or summer to see if the pandemic restrictions are lifted somewhat.

○ Other Business:

- Julie had an updated copy of the District's Internal Controls. She made a few changes with the creation of the new District Director's position. The board reviewed the updated document. Jeff Conrad moved to approve the updated 2021 Internal Controls document as presented. Steve Provines seconded the motion. Vote was unanimous. Motion passed. Chairman Jeff Conrad signed the document.
- Julie asked the board to approve the District's depository for 2021. Jeff Conrad moved to approve The Hicksville Bank as the DeKalb SWCD's depository for 2021. Steve Watson seconded the motion. Vote was unanimous. Motion passed.

Conservation Technician: Bill Ward was absent.

- Contracts/payments: Clean Water Indiana (CWI); Lake And River Enhancement (LARE); DCSP
 - Since Bill was absent, District Director Nellie Peffley presented two DCSP applications for participation. The first was from T. Schiffli to remove and replace 2 invasive tree species. The second was from C. Jack to install a windbreak. The board reviewed both applications along with documentation. Sarah Delbecq moved to approve applications from T. Schiffli and C. Jack for participation in the DeKalb Cost Share Program. Steve Watson seconded the motion. Vote was unanimous. Motion passed.
- Updates/requests: Nothing to report
- Other Business: No other business reported.

District Technician: Cameron Bell activity report as sent.

- Updates/requests: Nothing to report
- Other business: No other business reported.

NRCS District Conservationist: Derek Thompson gave the following report.

- Updates:
 - Derek reported he attended the IASWCD Annual Conference as well as the No-Till Conference. Both conferences were presented virtually.
 - Derek reported he has done some tile camera activity but realized some sites he will not return to until there's a good rain event. He will keep the board updated on any results.
 - Derek reported the EQIP deadline has passed. He received approximately 50-55 applications he is now working on.
 - Derek reported the CSP deadline for applications has also passed. He received approximately 20 new applications and is now working on them.
- Other Business:
 - Derek reported NRCS has hired new staff for the area.

ISDA: Kate Sanders, RS

○ Updates:

- Kate reported she is entering the District's cost share program information into Conservation Link. This will help show additional conservation practices being implemented in the County.
- Kate reported any new staff or supervisors need to view and complete the internal controls and sexual harassment training videos. We are to contact Jennifer Thum to set up the trainings.
- Kate reported Jennifer Thum, District Support Specialist, is now holding online office hours. On specified days and times she will be available on Teams to answer any questions District staff or supervisors may have.

OTHER ITEMS NOT ON AGENDA

No other business was presented. Jeff Conrad moved to adjourn the meeting. Steve Provines seconded. Vote was unanimous. Motion passed. Meeting adjourned at 7:52pm.

Chairman: Jeff Conrad_____

Judy Strock _____

Sarah Delbecq_____

Steve Provines _____

Steve Watson_____

Recorder_____

Date: _____