

August 5, 2005

The Clark County Soil and Water Conservation District Board of Supervisors held their regular board meeting on Thursday, August 4, 2005.

Those present were Sam Hagest, Amil Kleinert, Peg Wright, Joe Madison, Tami Kruer, Pat Larr, Jared Sawin, Steve Hall, and Melanie Davis.

Sam Hagest called the meeting to order at 7:30 p.m. Sam asked for additions or corrections to the July minutes. Hearing none, Amil Kleinert moved to approve minutes as written; Joe Madison seconded, and motion carried.

Melanie Davis presented a 6-month financial report of the District's bank account activity, a Year to Date Balance report of the District's County budget for 2005, and a copy of the submitted 2006 County budget, in addition to the monthly financial report. All were reviewed and discussed. Peg Wright moved to approve the monthly financial report; Amil Kleinert seconded. Motion passed.

#### OLD BUSINESS

Pat Larr stated that the deadline to apply 319 funds for watershed projects is October 1. She asked the board if they were interested in pursuing a project. Steve Hall stated that some of the local communities have expressed interest in partnering with the District on a water quality grant project. Pat suggested having a meeting of herself, SWCD staff, Steve Hall, and any available supervisors to brainstorm ideas to present at the September board meeting. Meeting date was set for Thursday, August 18, at 9 a.m.

#### NEW BUSINESS

Melanie asked the Board how they would like to dispose of the two computer systems and one tower that District staff is not using now. The two complete systems are loaded with Windows NT and need to have District files removed from them. After discussion, Amil Kleinert moved to give the computers away to whomever wants them; Joe Madison seconded and motion carried.

Melanie presented a letter from Gail Peas, Director, Division of Soil Conservation, concerning the restructuring of the Division of Soil Conservation. Guidance is given in the letter as to where to direct questions and gain assistance for the LARE program, and how to handle Rule 5 construction plan reviews. SWCDs presently reviewing plans are encouraged to continue to do so; those not reviewing plans are asked to respond to developers in writing stating that the plan

will not be reviewed within the 28-day review period. After discussion, supervisors felt that the District should continue to review plans, with Jared Sawin taking over responsibility for reviews and Melanie and Tami assisting him with administrative and educational tasks.

Copies of the new Clark County Employee Handbook were distributed to supervisors. Tami Kruer noted that the handbook was in effect as of January 1, 2005, but not received by employees until July 2005. The office was also given a Personnel Policy Form Manual. Changes to the handbook included: the eleven personal days are now designated as 8 sick days/3 personal; employees are now allowed to carryover 5 days of vacation into the next year, but those days must be used by July 1; and, office hours for county offices have been set as 8:30 a.m.-4:30 p.m., with changes to schedule at the discretion of the office holders. Employees are to review the manual and sign the Employee Acknowledgement Form; Acknowledgement Forms are to be kept on file in their respective offices.

## STAFF REPORTS

Pat Larr, NRCS District Conservationist, reported that the reorganization of the Division of Soil Conservation is being implemented, and that reorganization of NRCS is also ongoing. ISDA employees such as Mike Johnson will be providing technical assistance based on the boundaries of the NRCS technical resources teams. Those employees will cover a larger area of assistance and will not be providing direct assistance to the SWCDs. SWCDs will rely on Program Specialists for that help. Pat stated that her job responsibilities have been expanded to include Scott County. She will be dividing her time between Clark and Scott counties. She has been busy over the last month working on EQIP plans, doing highly erodible land determinations, and working on plans for grass waterways.

Jared Sawin, Urban Conservation Specialist, reported that many of the tasks required in the urban Phase II program are complete. Jared met with the County Commissioners and briefed them on his activities; he will be meeting with Clarksville and Sellersburg soon. Jared noted that Floyd County SWCD recently hired an Urban Specialist, which should complement his position and as a result, strengthen the Phase II program in this area. Jared is planning a program to train qualified professionals on what the Phase II program is about and how to troubleshoot construction-related problems, such as failing silt fences. A school curriculum is also being developed with Tami Kruer's assistance. He hopes that this curriculum will allow the schools to receive discounts on their stormwater fees.

Tami Kruer, Education Coordinator, presented a written report of her activities. She judged 4-H projects again this year during the Fair, has been working on programs for the school year, and preparing her brochures and flyers. Tami has also been gathering resources for Phase II educational material.

Melanie Davis, Administrative Coordinator, reported that she had worked on Fair activities, developed the framework for the Floyd County stormwater web site, and researched grant possibilities, over the past month.

## CONSERVATION PLANS FOR BOARD APPROVAL/SIGNATURES

Conservation plan for Martin Schwartz was approved and signed.

## CORRESPONDENCE/ANNOUNCEMENTS

There will be an audit/financial/bookkeeping training session offered September 1 at North Vernon and led by Larry Tippin, Indiana State Board of Accounts. The training session will last from 1-5 p.m. (slow time), a dinner break will be taken, and then the session will resume with a Partnership Leaders Forum from 7-9 p.m. The forum will address the changes and strategies within the Indiana Conservation Partnership.

Districts should be receiving claim forms during August that need to be filled out and returned to the State Office in order to receive Clean Water Indiana funds.

With no further business, Sam Hagest adjourned the meeting at 9:00 p.m.

Melanie Davis  
Secretary