

April 8, 2016

The Clark County Soil and Water Conservation District Board of Supervisors held their regular board meeting on Thursday, April 7, 2016, at 7:30 p.m. Those present were Sam Hagest, Dana Coots, Loren Christman, Carolyn Clark, Luanne Stahly, Tami Kruer, Laura Fribley, Mike Johnson, and Melanie Davis.

Sam asked for additions or corrections to the March minutes. Loren moved to approve the minutes as written. Luanne seconded and motion carried.

Sam asked for questions on the Financial Report. Dana moved to approve the report. Dana seconded and motion passed.

OLD BUSINESS

Grant updates: 319 14 Mile Creek – Work continues on addressing comments received on the WMP. Target date for completion is on or before 4/30. The 2017 solicitation announcement for 319 grants was released this week by IDEM. A Notice of Intent to apply must be made by June 1, 2016; applications are due September 1, 2017; project start dates would be the last quarter of 2017. CWI 2015 – no updates. CWI 2017 – Guidance has been released. Carolyn stated that specifics were discussed at the recent Region meeting, and she suggested pursuing a grant. Laura stated that districts do not have to partner, but can apply individually if a valid reason is given for them doing so. Staff will review the guidance.

Supervisors commented that the Region Meeting held on 3/17/16 was very informative and well attended.

4H Fair – Purchasing a new building to replace the existing storage shed was discussed. Sam received a quote from an Amish contractor of \$3800 to build a 10x16 building with a porch, and \$400 to pour a concrete pad to set it on if we desire to do that. Luanne suggested looking at the buildings that The Feed Store has on display to determine the size we want. Staff will measure how much space is available in the Exhibit Area to set the building. It was also suggested making a lean-to off one side of the building instead of a porch on the front. Options for repairing the fish tank were discussed. Melanie plans to contact Kopp's Lake for suggestions, but has not had the opportunity to do so yet. Removing the tank, pond liners, and swimming pool inserts were discussed, but no decision was made.

No other old business.

NEW BUSINESS

The SBOA mandate to establish internal control measures was discussed. Laura summarized that SWCDs need to establish guidelines to address five components of internal controls. She stated that many districts are probably already addressing them in some fashion but do not have them written down. Certification of addressing the components is to be filed with the 2016 Annual Financial Report, which is due 3/1/2017. Resources and trainings are available to help districts with this process: SBOA manual describes internal controls in detail and provides examples; 27 minute YouTube Internal Controls webinar gives an overview and supplements the manual; and there are upcoming workshops hosted by ISDA that will offer group discussion and exchange of ideas. In addition, ISDA is working on a generic template that may be used by districts to

assist them in writing their guidelines. Staff and supervisors will view the webinar video at the May board meeting.

Laura noted that the Daviess County resolution concerning Districts purchasing food for events passed. She encouraged the board to develop a meal purchase policy. Use of funds must be tied to the District's mission and/or business plan, and expenditures and their purpose must be recorded in the board minutes.

Mowing/Exhibit Area – Loren moved to accept Mark Johnson's bid of \$599 to mow the Exhibit Area. Luanne seconded and motion carried. Melanie will prepare and forward a contract to Mark for signature.

Tami reported that she has been in contact with Brian Dixon, County engineer, regarding a drainage issue that Darrell Summers has at his property on High Jackson. Brian informed her that Mr. Summers' property was not within the County's jurisdiction, but in that of Charlestown. Tami spoke with Tony Jackson, at the City of Charlestown, and he informed her that a drainage problem at NIBCO has affected nearby Woodford Farms subdivision and Mr. Summers' property. Representatives of Charlestown, NIBCO, and the developer of the subdivision have been consulting regarding the problem, and hope to have it resolved soon. Mr. Summers was referred to the County Drainage Board, and then on to the City, regarding an issue he has with the location of the entrance to Woodford Farms, but that will likely not be resolved in his favor.

Tami contacted Brian Dixon regarding the billing of Lynn's inspections of the Star Hill Road project. She was advised to invoice the Commissioners. Lynn has done five inspections to date.

Issues at the county landfill were discussed. IDEM has not notified Lynn of their next inspection. Consensus of supervisors was to contact Jack Coffman, County Commissioner, as he has been involved in meetings regarding the landfill. He may be able to assist in scheduling an inspection.

No other New Business.

STAFF REPORTS

Jennifer Kipper, NRCS District Conservationist, was not present for a report, but submitted a written report of her activities.

Tami Kruer, Executive Director/Education Coordinator, presented a written report of her activities.

Melanie Davis, Administrative Coordinator, presented a written report of her activities.

Lynn Miller, Urban Resources Technician, was not present for a report.

CORRESPONDENCE/ANNOUNCEMENTS

None.

With no further business, Sam adjourned the meeting at 8:50 p.m.
Melanie Davis, Secretary