

January 26, 2017

The Clark County Soil and Water Conservation District Board of Supervisors held their regular board meeting on Thursday, January 26, 2017 at 10 a.m. Those present were Sam Hagest, Dana Coots, Carolyn Clark, Loren Christman, Tami Kruer, Jennifer Kipper, and Melanie Davis.

Sam asked for additions or corrections to the December minutes. Loren moved to approve the minutes as written; Dana seconded and the motion carried.

Sam asked for questions on the Financial Report. Carolyn moved to approve the report; Loren seconded and the motion carried. Melanie noted that she had included a copy of the December bank statement reconciliation in supervisors' binders for review.

#### Old Business

Annual Meeting preparations are complete.

Sam, Loren, and Dana gave a brief report of Annual Conference activities.

Exhibit Building: no further progress.

Jennifer gave a brief report on the InField Advantage Winter Meeting, which was held on 1/18/17. Several producers from Clark and Scott Counties attended, and shared information. She noted that Jefferson County may join the group. It was noted that more manpower is desired to process applications and do stalk testing.

Melanie reported that she received a call from Kathleen Hagan during the first week of January regarding the status of the Fourteen Mile Creek Watershed Plan. Kathleen informed her that she had basically placed our plan on hold while she worked on other projects with more immediate needs. She apologized for doing that, and stated she would have comments returned by the end of that week; that did not occur. An email from her the following week stated things had come up, but she would have the comments would done by the end of that week. Comments have not been received, and there has been no further communication from Kathleen.

#### New Business

Internal Controls: Melanie reminded supervisors and staff of the steps that need to be completed to satisfy SBOA's requirements for Internal Controls before certification is due on 3/1/17: adoption of minimum standards and training of personnel. The district has completed both. Supervisors and staff signed Training Certifications, which will be kept on file in the office. Melanie also presented information received this week from SBOAs regarding a materiality threshold policy that districts are required to establish as part of internal controls. SWCDs were inadvertently left off the mailing list

when the information was sent. SBOA has provided a sample policy to assist districts. Carolyn moved to establish a \$500 threshold, and to use the sample policy wording. Loren seconded, and motion carried.

The Regional Soil Health Workshop will be next Tuesday, January 31<sup>st</sup>, at Cornerstone Hall, Salem, IN. Cost is \$10 with breakfast and light lunch provided; PARP credits are an additional cost. Loren and Dana will attend.

No other New Business.

#### Staff Reports

Jennifer Kipper, NRCS District Conservationist, gave a brief report of her activities.

Tami Kruer, Executive Director, reported briefly on issues with some of the County's MS4 projects.

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

Lynn Miller, Urban Specialist, was not present for a report.

#### Correspondence/Announcements

None

With no further business, Sam adjourned the meeting at 11 a.m.

Respectfully submitted, Melanie Davis