



Clinton County Soil & Water Conservation District

1780 N 4th St Breese IL 62230 Phone 618-526-7815, Ext. 3

Minutes of the Board of Directors Meeting

The Board of Directors of the Clinton County Soil and Water Conservation District met for their monthly meeting on July 9th, 2024 at 8:00 a.m. at the Breese USDA Building.

Chairman, Tim Wesselmann, called the meeting to order at 8:01 a.m. Those present for the meeting were:

Clinton County SWCD Directors:

Tim Wesselmann
Cliff Schuette
Paul Hustedde
Clinton Michael
Brent Kalmer

Guest(s)

Clinton County SWCD Associate Director(s):

Clinton County SWCD Staff:

Administrative Coordinator: Emily Gaddis

Absent from the meeting: Associate Director: Ken Knolhoff, Ray Krausz

Survey Aide: NA

Resource Conservationist: NA

NRCS District Conservationist: Gary Gaubatz

Cliff Schuette made a motion to approve the minutes for May's meeting and Brent Kalmer seconded the motion. Motion carried.

The Treasurer's reports and bills were reviewed. Brent Kalmer made a motion to approve the financials and Paul Hustedde seconded the motion. Motion carried.

NATURAL RESOURCES CONSERVATION SERVICE (NRCS) REPORT: NA

ADMINISTRATIVE ACTIVITIES REPORT: Gaddis went over the report and discussed the attached activities.

RESOURCE CONSERVATIONIST REPORT: NA

SURVEY AIDE REPORT: NA

OLD BUSINESS:

1. 15' Drill trade purchase requires more details re: when funds are available and and if the District can use existing drill until trade in date and what that date will be.

NEW BUSINESS

1. Gaddis provided an update the Conservation Summit/Local Led will be held on 11/8 at Kaskaskia College.
2. AISWCD Summer Training registration and resolution materials were distributed to Directors planning to

attend.

3. Gaddis provided an update that the Surface Mining Report is due on 8/1.

4. Clinton County Fair will be held starting 7/15. Gaddis provided an update that no staff could attend due to Summer Training and vacant positions.

5. Gaddis provided an update on the cost and benefits of implementing a POS system, however no action was taken by the board. Discussion of cost of cell service or internet to facilitate POS implementation required staff getting quotes on cell or internet service if necessary. Gaddis will conduct testing to determine if additional internet service is needed or if MIFI (portable WIFI used for SWCD computer service) is sufficient.

6. Gaddis provided an update on Operational Handbook Personnel recommendation to implement a Staffing Needs Inventory as workload for NRIs and increase need for grant writing is essential to fulfilling the mission of Clinton County SWCD and with 50% reduction to FY'25 Operational Grant. A review of RC/AC, ED and Survey Aide with contingency plans for reducing and reallocating duties pending grant funds was discussed. Gaddis reviewed the need to apply for grants due to the lack of applications since 2022. Gaddis suggested a new organizational structure for consideration in the new office staffing structure that offers greater flexibility and can be amended as funding concerns may be present with the Survey Aide grant terminating 8/31/25 and the NACD TA grant having terminated 6/30/24 with remaining in-kind and cash match providing the "compensation" for the position through 9/30/24. With only the IDOA Operations Grant funding the District, there is a critical need to secure new grant funds.

7. Clinton County SWCD Board of Director conducted employee interviews for Survey Aide and Resource Conservationist (AC/RC), develop Survey Aide and Resource Conservationist (AC/RC) employment contracts and approve vacation hours payout for recently departed staff. There was a reclassification of the current AC role to ED with collaborative duties reallocated between the RC/AC at the full-time employment level and transition the current AC role to a part-time Executive Director role. (See '23-'24 contract amendment and new '23-'24 contracts for further details). Micheal making a motion to approve contracts and Paul Hustedde seconded the motion. Motion passed with all ayes.

Kalmer made a motion to adjourn the meeting at 10:41 a.m. and Clinton Michael seconded the motion. Motion carried. The next Board meeting is scheduled for August 13th at 8:00 a.m. at the Breese USDA Service Center.



Brent Kalmer, Secretary