

ALLEN COUNTY CONSERVATION DISTRICT BOARD MINUTES

202 W. MILLER RD., IOLA, KANSAS

- September 4, 2007 -

1. Meeting was called to order by Chairman, Craig Mentzer, at 8:00 PM, and was held in the USDA Service Center Building, Iola, Kansas, 66749.
2. **ALSO PRESENT:**
DeWayne Jarred, Vice-Chairman
Donna Beebe, Member
Ryan Garrett, Treasurer
Kelli Kramer, District Manager
Tim Michael, Soil Conservation Technician, NRCS
3. **APPROVAL OF MINUTES OF PREVIOUS MEETING:** A Motion was made by DeWayne and seconded by Ryan to accept the minutes of August 7, 2007 as written.
4. **TREASURER'S REPORT:** Treasurers Report – Expenses for Operations Account \$2694.78, Enterprise Account \$0.00, Petty Cash \$20.00, and Buffer Account \$77.57. A motion was made by DeWayne and seconded by Donna to approve the Treasurers report. Motion passed.
5. **CORRESPONDENCE RECEIVED:**
 1. 8-6-07: Kansas Water Authority is looking for citizens to work serve on the Kansas Water Authority Neosho Basin Advisory Committee. Go to website, www.kwo.org to apply or nominate someone.
 2. 8-13-07: The National Arbor Day Foundation is having a Restoring Native Ecosystems conference on October 8-9 in Nebraska City, NE.
 3. 8-14-07: National Association of Conservation Districts News & Views.
 4. 8-14-07: Email from Warren Bell, Received survey on the Lower Neosho WRAPS. Filled out and returned, needed them back by 8/20/07.
 5. 8-16-07: Email from Cathy Greene, need to fill out a survey on how the district is going to use extra funds from state;
 6. 8-16-07: KPERS: Designated Agent Workshops. Meetings will be from 9:00 am to 4:30 pm. The sessions that are close to Iola are being held at the same time as Quickbooks training. Kelli would like to attend meeting in October in Olathe or Lenexa;
 7. 8-16-07: Email from Yolanda Torres, NPS forms and Water Quality Coordinator contracts need to be signed and returned;
 8. 8-16-07: Email from Cathy Greene, need to fill out a survey on if the SCC should offer disaster cost share. Need to get board consensus and return.
 9. 8-22-07: Rex Getz, comedian and magician is booking annual meetings. Cost is \$350+mileage to and from Manhattan;
 10. 8-22-07: Sheri Riebel, County Clerk, returned Certification to Conservation District showing that our budget has been approved at \$20,000 for next year. Need to sign and send to SCC;
 11. 8-22-07: Pat Lehman, there will be a conference call on Aug 22 at 8:00 pm from the NACD going over programs;
 12. 8-22-07: Farm Show Committee: Reno County Conservation District is looking for donations and pictures to take to the Wichita Farm and Ranch Show in November. Also, looking for volunteers to work.

13. 8-23-07: Kansas Department of Health and Environment Kansas Environmental News (newsletter)
14. 8-24-07: K-State Extension Agriculture Newsletter;
15. 8-24-07: Second installment payment received from state for: \$7747.00;
16. 8-24-07: Email from Pat Lehman, Kansas Bankers Association has added three new awards for this year, Energy Conservation, Water Quality, and Water Conservation. Nominations are due by December 1, 2007.
17. 8-27-07: See-Kan RC&D will be producing Noxious Weed Calendars again in 2008. They are seeking \$50 donations to cover the printing which will give the district 10 calendars to pass out along with a discounted price of \$3 on any other calendars;
18. 8-27-07: We received our 2008 Seed Dealer permit from the State of Kansas;
19. 8-27-07: SCC paid us \$81.00 for NRCS Contribution Agreement for working on EQIP files in the 3rd quarter.
20. 8-28-07: Kansas Renewable Energy & Energy Efficiency Conference '07 will be September 25 & 26 in Topeka, KS. Will be talking a lot about wind energy and ethanol.
21. 9-4-07: National Woodlands Summer 2007 Magazine

6. NATURAL RESOURCES CONSERVATION SERVICE REPORT: Matt Powe's is on vacation so Tim Michael gave report. A copy of the report is attached

7. CONSERVATION DISTRICT REPORT:

1. Sent out approved state cost share applications for signatures. All have been returned except Brett Curry, Eugene Sloan, and James Jarred. Work has been completed on Drennon Tolle's terraces. New applications received in August are Rick Clabaugh, terraces, and Craig Mentzer, erosion control structures.
2. Sent out practice reminder letters on 24 EQIP contracts.

7462150712H	746254A431	7462154A428
7462155A486	7462154A427	7462155A690
74621507246	7462150723K	7462150723E
7462154A430	7462155A666	7462150724C
7462150724F	7462150724V	7462152A003
7462156C169	7462156A766	7462154A421
7462156C214	7462154A422	7462154A420
7462156A813	7462150724P	7462154A439

3. Helped organized KACD Area V fall meeting by getting doughnuts, making tea and coffee, and helping with sign in sheet.
4. Ordered Quickbooks 2007 from Sams and had installed on computer by area computer guy.
5. Filled out WRAPS survey questionnaire from Warren Bell.
6. Applied for FY 2009 Buffer Coordinator Funds from WRAPS.
7. Started work collecting materials for annual meeting. (program and door prizes) Do we want entertainment? Kelly Lenz from Ag report on radio is \$250 + mileage. Getting someone from the school would be a small donation or free. No entertainment would also be free. We only have 20 pens left over, would like to order new pens from NACD for \$.65 each with a 300 minimum. Would cost \$195, and look like example pen.
8. Is the district interested in putting together a website? It would be a good use of extra funds and the NACD does website hosting. We can either hire it done or I can work on it. Would need to research software to put together the site.

9. Question on maternity leave: I am planning to take a 6 week maternity leave, if I have board approval. What does the board want to do about having someone cover the office, we can ask Ann or will we need to hire someone? I would like to continue to do state cost share work and anything else that is Internet work from home, leaving the phone to be covered.
8. NPS POLLUTION REPORT: We are still waiting on cost share applications to be returned, so far, no one has turned in bills on work completed.
9. OTHER REPORTS: Dan McCall gave his notice that he will be quitting as Buffer Coordinator in two weeks. We are waiting for the board meeting in Bourbon County before we take steps to hire anyone.
10. REVIEW AND APPROVAL OF CONSERVATION PLANS: Only one change to be signed, Virginia Larson.
11. UNFINISHED BUSINESS: The board has decided to purchase the drill from J&W Equipment and to hire Jeff Sellman as the operator. Ryan made a motion and DeWayne seconded to purchase the drill using available funds and to contract the rest through Great Plains. Jeff Sellman will work off of the contract discussed at the last meeting.
12. NEW BUSINESS:
 1. The annual meeting was discussed and it was decided not to bring anyone in for entertainment and to use the budget to get giveaways and door prizes. A motion was made by DeWayne and seconded by Donna to order the custom pens printed by the NACD for a cost of \$.65 each with the minimum order of 300.
 2. Maternity leave for Kelli Kramer was discussed. It was decided to take to Ann Houk to see if she could come in to cover part time and to allow Kelli to continue with state-cost share and Internet work from home while gone. The board also decided to pay Kelli's insurance while she is gone. A motion was made by Craig and seconded by Donna to do the above.
 3. The 2008 Work Plans was reviewed and discussed. A motion was made by DeWayne and seconded by Donna to approve the plan as written and submit it to the state.
 4. Kelli is going to be attending Designated Agent training for KPERS on October 24 in Olathe KS. A motion was made by Ryan and seconded by Donna to pay for her gas and lunch while in attendance.
 5. The board decided to donate the \$50 to See-Kan RC&D for noxious weed calendars and to potentially order more to give out at the annual meeting. The motion was made by DeWayne and seconded by Donna to order the calendars.
 6. The board completed the survey for the SCC on State Cost-Share Proposal for Disaster Cost-Share Assistance Policy. Results have been forwarded to the state.
 7. The meeting was adjourned at 9:30 and the next meeting will be October 2, 2007 at the Iola Service Center at 8:00 pm.

MINUTES APPROVED

DATE

CHAIRMAN

DISTRICT MANAGER

Continuation – to September 2007 minutes concerning the purchase of the grass drill -
The lease agreement to purchase the Great Plains Grass Seeding Drill will be made by the Citizens Bank, Iola. The
percentage for the lease agreement has been set @ 4.55 percent, and the total of the loan will be \$18,000.00. The
lease agreement will be for 5 years. The grass drill was delivered on December 3, 2007.

APPROVED APPENDUM:

CHAIRMAN

DISTRICT MANAGER