



# Clinton County Soil & Water Conservation District

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## Minutes of the Board of Directors Meeting

March 15<sup>th</sup>, 2024

The Board of Directors of the Clinton County Soil and Water Conservation District met for their monthly meeting on March 15<sup>th</sup>, 2024 at 8:00 a.m. at the Breese USDA Building.

Chairman, Tim Wesselmann, called the meeting to order at 8:02 a.m. Those present for the meeting were:

### Clinton County SWCD Directors:

Tim Wesselmann  
Cliff Schuette  
Paul Hustedde

### Clinton County SWCD Staff:

Administrative Coordinator: Emily Gaddis  
Survey Aide: Olivia Walker  
Resource Conservationist: Leann Singer-German

### Clinton County SWCD Associate Director(s):

Ken Knolhoff

### Area Representative:

Deborah Gray

Absent from the meeting: Director: Brent Kalmer, Clinton Michael; Associate Directors: Ray Krausz; District Conservationist: Gary Gaubatz

Paul Hustedde made a motion to approve the minutes for March's meeting and Cliff Schuette seconded the motion. Motion carried.

The Treasurer's reports, bills, and timesheets were reviewed. Cliff Schuette 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 her report and discussed the attached activities.

RESOURCE CONSERVATIONIST REPORT: Singer-German's report was shared with the group. New PFC Application #472 for FY23 funding was presented to the Board. Hustedde made a motion to accept the application, Schuette seconded the motion. Motion carried; application accepted.

SURVEY AIDE REPORT: Walker went over her report and discussed the attached activities.

OLD BUSINESS: Fish sale was a success with the exception of 4 orders that will have replacements, fall pickup or refund pending customer choice.

### NEW BUSINESS

1. **Dropbox:** staff will be installing a dropbox to accept applications and payments pending landlord approval re: placement.
2. **Annual report signatures:** The board of directors reviewed, approved and signed the annual report.
3. **Election Packet Signatures:** Schuette and Hustedde signed the relevant paperwork. The board kept the same organization as the previous year. Kalmer will sign paperwork by the end of the month.
4. **GTSB Signatures:** Attending board members signed bank paperwork to give Gaddis signature authority

for all GTSB accounts.

5. **NACD Urban Ag and Community Grant Resolution:** The board made a resolution to apply for the grant, however with two directors absent it is unclear if this will affect the application. Gaddis contacted the grant administrator and is waiting to hear a response.
6. **Economic Interest Disclosure:** Gaddis reminded the board of directors to complete the EID by 5/1. Tim Wesselmann and Paul Hustedde have completed EID to date.
7. **Outreach Event:** Fun Day at Whispering Pines and NLRS Field Day will be split shift for staff to attend both events 10-12 NLRS. 1-4 Whispering Pines
8. **Arbor Trees Giveaway:** Gaddis provided an update that native fruit, nut and oak trees have been ordered and over 20 requests have been made. A resource on rain gardens and food forests with native trees will be included to recipients along with information on fall leaf cleanup for NLRS urban stormwater management.
9. **PFC Practice Component List:** The board agreed to offer all PFC practices but to highlight practices of focus. Hustedde made a motion to accept and Schuette seconded the motion. Motion passed.
10. **POS:** Gaddis provided an update of a new automation operation via free software tool (Square) for sales that serves as a POS, integrates with QuickBooks and allows for inventory tracking that will save substantial administrative time and provide better records.
11. **State Technical Committee Meetings:** Update of meeting being held.

Schuette made a motion to adjourn the meeting at 10:57 a.m. and Hustedde seconded the motion. Motion carried. The next Board meeting is scheduled for April 9<sup>th</sup> at 8:00 a.m. at the Breese USDA Service Center.

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**Brent Kalmer, Secretary**