

Agenda

Vermillion Co. Soil and Water Conservation District Monthly Meeting

April 14, 2026

6:00 PM

SWCD Office Conference Room, VC Annex

- I. Call to order
- II. Approval of minutes
- III. Financial report
- IV. Approval of Claims
- V. Staff reports – *when in attendance*
 - i. NRCS
 - ii. ISDA
 - iii. FSA
 - iv. Purdue Extension
 - v. IASWCD
 - vi. Conservation Resource Technician
 - vii. Director
- VI. Old business
- VII. New business
 - Records Retention Policy
 - Current Records to be destroyed
 - 319 Watershed Practices
 - 4-H Fair Booth Event Nights
 - Platbooks
 - Pollinators Coloring Book for K-Day
 - Lapel Pins
- VIII. Other Business and Announcements
- IX. Public Comments

April

Coordinate Annual Field Day – planning
File NRCS Contribution Agreement Invoice
Submit monthly conservation column to the Vermillion Parke On The Level online news outlet
Coordinate Kindergarten Day – finalize plans
Begin planning fair exhibit
Attend Reuse Authority meeting
Coordinate Poster Contest – Judging and returning posters to classrooms
Water Quality Topic Workshop Planning
Coordinate Roller Crimper use
Coordinate IDEM 319 Steering Committee
Coordinate CISMA Steering Committee
Coordinate Weed Wrangle in County
Provide soil testing for non-farm landowners in cooperation with CARP and IASWCD/USH
Coordinate well water testing program – advertise
Publicize monthly board meeting
Promote Soil and Water Stewardship Week

Conduct surface water testing at determined locations
Annual Employee/ED Evaluation
Prepare monthly financial statement
Balance SWCD books
Prepare monthly Activity Report
Set the board meeting Agenda
Prepare the previous month's minutes for review
Review Annual Plan of Work
Review the Annual Budget
Pay IASWCD dues
Upload signed minutes, bank reconciliation and monthly P&L statement to Gateway

May

Host Kindergarten Day at Cayuga Fairgrounds
Prepare 2027 Budget for County Appropriation
Submit monthly conservation column to the Vermillion Parke On The Level online news outlet
Coordinate Annual Field Day – planning

Fund Vermillion Co. Purdue Extension's Conservation Days, Wetland Days and 4H Awards
Develop Fair exhibit
Attend Reuse Authority meeting
Host Water Quality Topic Workshop
Coordinate Roller Crimper use
Coordinate Poster Contest – Pick up poster for local judging
Coordinate IDEM 319 Steering Committee
Coordinate CISMA Steering Committee
Provide soil testing for non-farm landowners in cooperation with CARP and IASWCD/USH
Coordinate well water testing program – mailing to previous participants and distribute bottles
Review Plat book stock levels
Publicize monthly board meeting
Coordinate Woodland/Timber Stand workshop – preliminary planning
Conduct surface water testing at determined locations
Prepare monthly financial statement
Balance SWCD books
Prepare monthly Activity Report
Set the board meeting Agenda
Review Annual Plan of Work
Prepare the previous month's minutes for review
Prepare the budget
Upload signed minutes, bank reconciliation and monthly P&L statement to Gateway

June

Perform a Tillage Transect
Approve 2027 Budget for County Appropriation
Coordinate Annual Field Day – finalize details
Coordinate Ground Water/ Well Testing Informational Event – County Fair
Fund Woodland Steward mailing to all county woodland owners
Submit monthly conservation column to the Vermillion Parke On The Level online news outlet
Submit an article quarterly to the Extension Express
Participate in Vermillion Co. Fair
Attend Reuse Authority meeting
Coordinate IDEM 319 Steering Committee
Coordinate CISMA Steering Committee
Evaluate CWI Grant
Provide soil testing for non-farm landowners in cooperation with CARP and IASWCD/USH
Coordinate well water testing program – collect samples
Complete CWI Grant Reporting in GMS
Conduct surface water testing at determined locations
Review River Friendly Farmer Candidates and Make Recommendation for Nomination
Prepare and send Quarterly SWCD/NRCS Newsletter
Monitor Butterfly Garden, Beechwood Rain Garden, & Visitor's Center Bioswale sites
Finalize Crimper use data and invoices

Publicize monthly board meeting
Prepare monthly financial statement
Balance SWCD books
Prepare monthly Activity Report
Set the board meeting Agenda
Review Annual Plan of Work
Prepare the previous month's minutes for review
Submit the budget to the county
Upload signed minutes, bank reconciliation and monthly P&L statement to Gateway

July

Coordinate Annual Field Day – mailing
File NRCS Contribution Agreement Invoice
Submit monthly conservation column to the Vermillion Parke On The Level online news outlet
Attend Reuse Authority meeting
Coordinate IDEM 319 Steering Committee
Coordinate CISMA Steering Committee
Provide soil testing for non-farm landowners in cooperation with CARP and IASWCD/USH
Coordinate well water testing program test results disbursement
Conduct surface water testing at determined locations
Mail Local Led Meeting invitations and put announcement of meeting in Vermillion Parke On The Level online news outlet
Publicize monthly board meeting
Prepare monthly financial statement
Balance SWCD books
Prepare monthly Activity Report
Set the board meeting Agenda
Review Annual Plan of Work
Prepare the previous month's minutes for review
Upload signed minutes, bank reconciliation and monthly P&L statement to Gateway