

**WHITE COUNTY SOIL AND WATER  
CONSERVATION DISTRICT**

**MONTHLY BOARD MEETING MINUTES**

**February 7, 2023**

The regular monthly board meeting of the White County Soil and Water Conservation District was called to order at 7:17 a.m., February 7, 2023, by Chairman Bryan Tomm in the conference room of the USDA building. Motion was made by Brandon Barbre, seconded by Laura Whitsitt, to enter Executive session to discuss personnel issues; motion carried. Laura Whitsitt motioned at 7:50 a.m. to close Executive session, seconded by Kent Williams, and resume regular meeting; motion carried.

***DIRECTORS PRESENT:*** *Brandon Barbre, Bryan Tomm, Kent Williams and Laura Whitsitt.*

***DIRECTORS ABSENT:*** *Mark Colbert.*

***DISTRICT PERSONNEL:*** *Jewel Brooks, Administrative Coordinator; Tenley Wessel, departing Resource Conservationist.*

***NRCS PERSONNEL:*** *None.*

**MINUTES:**

Motion was made by Kent Williams, seconded by Brandon Barbre, to approve January 24, 2023, board meeting Minutes as printed. Motion carried.

**TREASURER'S REPORT:**

Motion was made by Brandon Barbre, seconded by Kent Williams, to approve the Treasurer's Report for January. Motion carried.

**SWCD STAFF REPORTS:**

**ADMINISTRATIVE COORDINATOR'S REPORT:**

Jewel Brooks, Administrative Coordinator, presented a report as attached. Kent Williams made a motion, seconded by Brandon Barbre, to approve the report; Motion carried.

**RESOURCE CONSERVATIONIST'S REPORT:**

Tenley Wessel, Resource Conservationist, presented an Exit report as attached.

**NRCS REPORT:** None.

**EMPLOYEE TIME SHEETS / TRAVEL REPORTS:**

Motion was made by Brandon Barbre, seconded by Kent Williams, to approve travel/expense reports for Jewel Brooks and Tenley Wessel; time sheets for Jewel Brooks and Tenley Wessel, with final vacation payout and time at the increased rate for Tenley’s attainment of Level I Conservation Planner. Motion carried.

**CORRESPONDENCE:**

- AISWCD – Soil Health Lobby Day information was reviewed.
- IDOA-BLWR January-February report was presented.

**OLD BUSINESS:**

- NRCS Administrative invoice for December work was reviewed.
- Motion was made by Brandon Barbre, seconded by Kent Williams, to approve Rita Becker’s WREP report and payment to her per Agreement; motion carried.
- Final Annual Meeting plans were reviewed. Directors will try to assist with setup on February 23.

**NEW BUSINESS:**

- Employee matters: Motion was made by Brandon Barbre, seconded by Kent Williams, to enter Executive session at 8:05 a.m. to discuss Tenley Wessel’s resignation and employee hiring; motion carried. Motion was made by Laura Whitsitt, seconded by Kent Williams, to leave Executive session at 8:25 a.m. and increase the hourly pay rate of Jewel Brooks, Administrative Coordinator, by \$1; motion carried.

**NEXT BOARD MEETING:**

The next board meeting will be held on March 14, 2023, at 7:15 a.m., in the conference room of the USDA Service Center building.

**ADJOURNMENT:**

Without further business, motion was made by Brandon Barbre, seconded by Kent Williams, to adjourn. Motion carried; meeting adjourned at 8:30 a.m.

**Minutes prepared by Jewel L. Brooks:**

**Jewel L. Brooks, Administrative Coordinator**

Jewel L. Brooks  
Signature

**Approved by:**

**Brandon Barbre, Secretary-Treasurer**

Brandon Barbre  
Signature