

---

## MONTHLY BOARD MEETING MINUTES

### **I. CALL TO ORDER - On Tuesday November 16, 2021, at 7:04 pm a zoom meeting of the Board of Supervisors of the St Joseph County SWCD was called to order by John Dooms, Chairman.**

**PRESENT – SWCD**

John Dooms, Chair/Supervisor  
Sam James, Supervisor  
Mike Burkholder, Supervisor  
David Straughn

**PRESENT – SWCD/NRCS**

Sarah Longenecker, SWCD CC  
Sandra Hoffarth, SWCD AA  
Ally Pudlo, SWCD EEC  
Debbie Knepp, NRCS DC

**Present - EX-OFFICIO****PRESENT – Public****ABSENT – SWCD**

Chris Matthys, Supervisor  
Dave Vandewalle, Supervisor  
Dave Craft  
Chuck Lehman  
Dru Wrasse  
Richard Schmidt  
Randy Matthys

### **II. ADDITIONS TO AGENDA – old business item d. CWI**

### **III. REGULAR BUSINESS**

- a. **Legislative Updates** – n/a
- b. **Indiana Conservation Partnership Updates** – Rachel Rawls, Purdue Ag & Natural Resources Educator has taken a job outside of Extension and her last day will be November 30<sup>th</sup>.
- c. **Minutes October 19, 2021 board meeting** – Board Minutes were reviewed and approved as presented. (Burkholder/James)
- d. **Treasurer's Report: (10/18/2021-11/15/2021)** – A motion (James/Burkholder) was made to approve the treasurer's report as submitted. Motion carried.
- e. **Approval of Claims (10/18/2021-11/15/2021)** – A motion (James/Burkholder) was made to approve Claim Nos. 11658-11668 for a total of \$8,663.45. Motion carried.

### **IV. OLD BUSINESS**

- a. **St. Joseph Co. Soil & Water Conservation Partnership Staff Reports**
  - i. **Field Office Report** – The field office report was presented to the board, reviewed & discussed. (Attached)
  - ii. **NRCS Talking Points** – Knepp presented the report to the board, reviewed & discussed (attached).
- b. **Committee Reports**
  - i. **Annual Meeting** – Hoffarth presented the list of possible speakers, some of which haven't called back to give availability and fees. Board tabled decision to next month. Discussion about silent auction resulted in the board deciding to move forward and have a silent auction at this years' annual meeting.
  - ii. **Election** – Dooms reported that the election committee is working on election nominees. Election nominees will be confirmed through email before December 1<sup>st</sup>.
- c. **RCPD letter of support** – (attached), a motion (Burkholder/James) was made to approve the letter of support for the RCPD project. Motion carried.
- d. **CWI** – a motion (James/Burkholder) was made to approve the payment of 189.1 acres of cover crops with \$1,500 from district funds and \$2,282 from CWI funds for a total of \$3,782. Motion carried.

### **V. NEW BUSINESS**

- a. **Schedules/ Upcoming Events / Any Related Claims** - calendars explaining upcoming special events & holiday schedules on the back of the agenda.
  - i. **Staff Comp Time Requests** – Pudlo would like to hold adult workshops in January teaching homeowners recycling, rain barrels, composting and having a more natural landscape. Board approved.
- b. **2022 Science Alive** – Pudlo announced that the library is hosting science alive in person this year on February 5<sup>th</sup> from 10am-4pm. She is requesting volunteers to assist with the booth again this year.
- c. **2022 Budget** – Hoffarth went over the proposed changes for the 2022 budget (attached). Board is asked to look over the budget and contact Hoffarth with any questions. Budget will be approved at the December board meeting.
- d. **2022 Annual Plan of Work** – Dooms went over the proposed plan of work. Board is asked to look it over and will approve at the December board meeting.
- e. **IASWCD Business Meeting resolution** – Dooms went over the resolution that was submitted for the IASWCD business meeting. Board is asked to look it over and will discuss again at December's board meeting. John Dooms will be the delegate for the meeting and Sam James will be the alternate.

- f. **Replacement River Friendly Farmer sign** – Longenecker informed the board that a past winners' sign was stolen from his property. A motion (James/Burkholder) was made to release \$50 for the cost of a replacement sign. Motion carried.

**VI. PRIVILEGE OF FLOOR** – Pudlo announced that the scholarship for the Indiana Watershed Leadership Academy was denied. The cost will be \$750. Dooms informed the board that the county approved raises for the staff for 2022. Dooms thanked Burkholder, Matthys and James for taking time and advocating for our staff.

**VII. ADJOURNMENT** – The board meeting adjourned at 8:40 pm.

*Respectfully submitted,*

**Sandra Hoffarth**

**Administrative Assistant**

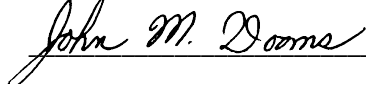
**St. Joseph County Soil & Water Conservation District**

2903 Gary Drive, Plymouth, IN 46563

Email: [Sandra.hoffarth@in.nacdnet.net](mailto:Sandra.hoffarth@in.nacdnet.net)

[www.stjosephswcd.org](http://www.stjosephswcd.org)

**Approved by:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Supervisor

**Field Office Report**  
**October 18 – November 12, 2021**

**General/Miscellaneous**

Office Work

- Develop Individual Employee Development Plan
- 2021 Annual Report
- 2022 Budget
- 2022 Donor Program
- 2022 Plan of Work

Field Work

Landowner site visit with Mandi Glanz, invasive species regional specialist

**EQIP- Environmental Quality Incentive Program**

Office Work

- Processed payments for 6 producer/landowners – 4 Wildlife Habitat monitoring, 1 cover crops, 1 windbreak, 1 native grass planting
- Process termination of 2 contracts
- Process cancellation of 1 contract
- Process adjust and approval change of practices within a contract

Field Work

- 

**WRE- Wetland Reserve Program**

Office Work

Modify restoration/construction contracts - 2

Field Work

- Site visit with contractor to explain what is needed in preparation for sedge meadow planting

**CSP- Conservation Stewardship Program**

Office Work

- Collect signatures/process payments – 10 contracts
- Process assessment and ranking of 4 Re-enroll applications
- Complete 2 status reviews
- Verify cover crop mix planted (4 mixes – 5 species each on 500 acres)

Field Work

- 

**CRP-Conservation Reserve Program**

Office Work

- Develop assessment and job sheet for a Forest Management Initiative contract
- Verify species and numbers of trees in windbreak for FSA
- Planning documents for 3 new offers

Field Work

**CWI- Clean Water Indiana**

Office Work

- Verified seed mix and completed practice completion form for cover crop contract

Field Work

-

## **Wetland Determinations / Highly Erodible Land Determinations**

### **Office Work**

- 3 potential violation requests

### **Field Work**

## **Rule 5/ Rule 13**

### **Office/Field Work**

- Reviewed 2 SWPPPs

## **Education**

<b>Age</b>	<b>Total # Programs/ Hours</b>	<b>Total # People</b>
Youth Education	<ul style="list-style-type: none"><li>• Indiana Wildlife 4<sup>th</sup> grade Program (Mishawaka School Corp.)</li><li>• Treats On The Trail (Pinhook Park)</li><li>• Creatures Of The Night (Snite Fall Family Night)</li><li>• Hibernation Celebration (North Liberty Library Storytime)</li><li>• Autumn Colors And Trees (Potato Creek)</li><li>• Owl Prowl (Potato Creek)</li></ul>	<ul style="list-style-type: none"><li>• 16 adults, 40 students</li><li>• ~1100 people total</li><li>• 60 adults, 48 children</li><li>• 8 adults, 5 children</li><li>• 1 adult, 7 children</li><li>• 10 adults, 14 children</li></ul>
Adult Education	<ul style="list-style-type: none"><li>• Indiana Master Naturalists Soils Presentation</li></ul>	<ul style="list-style-type: none"><li>• 8 adults</li></ul>
<ul style="list-style-type: none"><li>• Prepping for upcoming programs</li><li>• Finished Project Learning Tree classes</li><li>• Networking</li><li>• Creating new program for school-aged children</li></ul>		

## **Meetings & Trainings**

Staff Meeting or TEAMS – 2 Tree/Shrub ID HEL/wetland Tracker LRA (approving non-govt clients who need access to the computer) Program/Technology update – 1 Soil Health Team meeting Electronic Records DSS changes information	AgLearn – Economics of Conservation – Part2 Vehicle Maintenance Tool Accident Form Urban Specialist Teams meeting Carbon Markets NRCS COVID Town Hall County virtual health fair Indiana Envirothon Meeting EAC Meeting CISMA Lunch and Learn
<b>Webinars</b>	<b>Dates</b>
	November 11 – Office Closed – Veterans Day

## **Comments from the Community**



# DC Talking Points

November 2021

---

## FARM BILL

### **Agricultural Conservation Easement Program (ACEP)**

Funds are available to help landowners protect and restore key farmlands, grasslands and wetlands across Indiana. ACEP applications for the current funding round must be submitted on or before the closing dates:

Wetland Reserve Easements: November 15, 2021

Agricultural Land Easements: January 18, 2022

### **Conservation Stewardship Program (CSP) Payments**

Most CSP contracts (CSP-Renewal, CSP-Classic, and CSP-GCI), must have the payments approved by November 5, 2021. For CSP active contracts obligated in FY 2019, 2018, and 2017, participants can elect to receive payment in calendar year 2022.

### **Environmental Quality Incentives Program (EQIP)**

Indiana's agricultural producers who want to improve natural resources and address concerns on their land are encouraged to sign up for the first round of funding by December 17. Applications are taken on a continuous basis. Any applications received after December 17 will be considered in future announced application rounds.

This funding period includes two new options: Conservation Incentive Contracts (CIC) and Climate Smart Agriculture and Forestry. CIC enhances resource benefits for producers through incentive conservation practices such as cover crops, transition to resource conserving crop rotations, and precision agriculture technologies along with a similarly broad suite of incentive practices for pastureland and nonindustrial private forest operators. Climate Smart Agriculture and Forestry is a sub-set of practices that help reduce greenhouse gas emissions, sequester carbon and ultimately mitigate the impacts of climate change.

### **Wetland Reserve Enhancement Program (WREP)**

The Wetland Reserve Enhancement Program (WREP) is a voluntary program through which NRCS signs agreements with eligible partners to leverage resources to carry out high priority wetland protection, restoration and enhancement and to improve wildlife habitat. The Nature Conservancy WREP proposal for \$3.5 million in ACEP-WRE financial assistance was approved. This is a multi-state, 3-year project in Illinois and Indiana. Indiana counties include Posey, Gibson and Knox. There are also four counties in Illinois.

## **SPECIAL PROJECTS AND INITIATIVES**

A new, updated special projects and initiatives map can be found on SharePoint here: [NRCS Indiana - Administrative Maps - All Documents \(sharepoint.com\)](#)

### **Western Lake Erie Basin Regional Conservation Partnership Program (RCPP)**

Dollars are available for farmers through the Tri-State Western Lake Erie Basin Collaboration Regional Conservation Partnership Program. The partnership is driven by the Indiana State Department of Agriculture, which joins forces with more than 30 partners to help participating farmers improve soil health, reduce phosphorus and sediment loading, and prevent harmful algal

blooms in the Western Lake Erie basin. The goal of the program is to work towards a 40% reduction of dissolved phosphorus by using a suite of conservation practices. The partnership targets the Maumee watershed within the Western Lake Erie basin and covers acres in northeastern Indiana which includes portions of Steuben, DeKalb, Noble, Wells, Allen and Adams counties. Applications are accepted on a continuous basis, but all applications for this round of funding consideration must be received by December 17.

#### **National Water Quality Initiative (NWQI)**

We have two new NWQI projects and one continuing project:

- New: Black River Implementation in Posey County (EQIP FA), \$168,254
- New: Lake Wawasee Planning in Kosciusko County (CTA for an Assessment Plan)
- Continuing: Upper Blue Sinking in Washington County (a little in Harrison and Floyd, EQIP FA), \$274,174

#### **Mississippi River Basin Initiative (MRBI)**

Continuing Implementation MRBI Projects (EQIP FA):

- Middle Wabash Deer (Tippecanoe, Carroll, Cass, Miami, Howard Counties), \$381,794
- Big Walnut (Putnam, Hendricks, Boone Counties), \$171,430
- Treaty Creek, (Miami, Wabash Counties), \$429,448

#### **NATURAL RESOURCE INVENTORY DATA COLLECTION**

The National Resources Inventory (NRI) is a statistical survey of land use and natural resource conditions and trends on U.S. non-Federal lands. Indiana's NRI data collection will begin in early October and run through the end of January 2022. The NRCS soils staff at the state office will collect the data. Field office staff and FSA may be contacted to provide producer-specific information, such as, tillage practices, conservation plans, cropping history, etc. If you have any comments or questions, please contact John Allen, Assistant State Soil Scientist at [john.allen@usda.gov](mailto:john.allen@usda.gov).

#### **VACCINATION FOR PARTNERS AND CONTRACTORS**

Many USDA agencies work alongside partners in USDA offices across the country. The Department continues to finalize guidance on impacts to partners working in USDA space. We anticipate all employees working in USDA space will be required to be vaccinated under the Presidential Executive Order or have an approved accommodation, but more information will be coming very soon.

#### **GOVDELIVERY FIELD OFFICE ADMINISTRATORS**

General NRCS articles can be found on SharePoint here: [Public Affairs - GovDelivery - All Documents \(sharepoint.com\)](#).

October 25, 2021

Jennifer B. Thum  
Deputy Director, Division of Soil Conservation  
Indiana State Department of Agriculture  
One North Capitol Avenue, Suite 600  
Indianapolis, IN 46204

RE: RCPP – Kankakee River Basin Collaboration Project # \_\_\_\_\_

Dear Mrs. Thum,

On behalf of the St. Joseph County SWCD, I am writing to express our support of the Kankakee River Basin proposal for the Regional Conservation Partnership Program (RCPP). The St. Joseph County SWCD supports the desire of the Kankakee River Basin Steering Committee (KRBSC) to develop conservation practices designed to reduce excess water, reduce non-point source pollutants from the Gulf of Mexico and its tributaries throughout our portions of the Mississippi Watershed. We have worked closely with the Indiana State Department of Natural Resources and Indiana State Department of Agriculture, and we all share the goal to mitigate excess water via conservation cover development while reducing sediment and nutrient loading from the Kankakee watershed to the Gulf of Mexico. In addition, the St. Joseph County SWCD supports the desire of the (KRBSC) group to reduce non-point source pollutants from entering the Kankakee and Illinois and its tributaries throughout the watershed.

After reviewing their proposal, we believe that this project meets the goals of the RCPP program to implement effective conservation practices, while addressing two of the more serious threats to the Gulf, both nitrogen and total suspended solids (TSS), which is known to cause a Gulf Hypoxia. We believe this project, to promote and install best management practices (BMPs) throughout the watershed, to mitigate excess water, to improve water quality and build community involvement in the conservation and wise use of our natural resources and increase the enjoyment of the waterways for residents.

Refer to the following table for details on the type of support we can offer.

Type of Support	Anticipated Value					
	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Total
<b>Technical</b> Please indicate a value and what your time will be spent on, communication with landowners, personnel, modeling, water sampling, education, and outreach.	*40 hrs conservation planning - \$800 *35 staff hrs Producer's Meeting - \$700 *15 hrs direct farmer contact and outreach - \$300 *Newsletter article/mention (4 times), social media, website outreach \$1000	*40 hrs conservation planning - \$800 *35 staff hrs Producer's Meeting - \$700 *15 hrs direct farmer contact and outreach - \$300 *Newsletter article/mention (4 times), social media, website outreach \$1000	*40 hrs conservation planning - \$800 *35 staff hrs Producer's Meeting - \$700 *15 hrs direct farmer contact and outreach - \$300 *Newsletter article/mention (4 times), social media, website outreach \$1000	*40 hrs conservation planning - \$800 *35 staff hrs Producer's Meeting - \$700 *15 hrs direct farmer contact and outreach - \$300 *Newsletter article/mention (4 times), social media, website outreach \$1000	*40 hrs conservation planning - \$800 *35 staff hrs Producer's Meeting - \$700 *15 hrs direct farmer contact and outreach - \$300 *Newsletter article/mention (4 times), social media, website outreach \$1000	\$14,000

We encourage a favorable review of the Kankakee River Basin Steering Committee proposal for the RCPP.

Sincerely,

John Dooms, Chairman  
St. Joseph County Soil and Water Conservation District



## Clean Water Indiana 2019-2021

**Payments needing official approval:**

Cover Crops                      189.1                      \$3,782

<b>Total:</b>	<b>189.1 Acres</b>	<b>\$3,782.00</b>
	<b>2021 District Matching Funds</b>	<b>\$1,500.00</b>
	<b>CWI payout</b>	<b>\$2,282.00</b>

Total Paid out 1-1-2019 to present without the above:

St Joseph County	\$24,719.49
Marshall County	\$33,767.04
<b>Total</b>	<b>\$58,486.53</b>
<b>Grant Total</b>	<b>\$65,000.00</b>
<b>Remaining Amount</b>	<b>\$6,513.47</b>

St Joseph County Pending approved applications:

Cover Crops	16 acres	\$320
Cover Crops	6.2	\$124
Cover Crops	200	\$4,000
Pollinator Habitat	4.8	\$3,600
Cover Crops	200	\$4,000
<b>Total</b>		<b>\$12,044.00</b>

Marshall County Pending approved applications:

Pollinator Habitat	\$2,250
Pollinator Habitat	\$1,500
Pollinator Habitat	\$750
Pollinator Habitat	\$375
Cover Crops	\$1,894
Pollinator Habitat	\$750
<b>Total</b>	<b>\$7,519</b>
<b>2021 District Matching Funds</b>	<b>\$1,500</b>
<b>CWI Funds</b>	<b>\$6,019</b>



(Draft)



# 2022 ANNUAL BUDGET





Summary: 2021 Budget, by Fund					
		2021 Budget	2021 Actual	2021 Budget vs. Actual	2022 Budget
TAX	Sales Tax Payable	7% of Sales	7% of Sales	7% of Sales	7% of Sales
INCOME	Education Fund	\$7,000.00	\$415.00	\$6,585.00	\$7,000.00
EXPENSE	Education Fund	\$18,877.50	\$3,430.35	\$15,447.15	\$17,777.50
NET	Education Fund	(\$11,877.50)	(\$3,015.35)	(\$8,862.15)	(\$10,777.50)
INCOME	2019CWI Grant Fund	\$ 65,000.00	\$ 56,486.53	\$8,513.47	\$ 65,000.00
EXPENSE	2019CWI Grant Fund	\$ 65,000.00	\$ 58,486.53	\$6,513.47	\$ 65,000.00
NET	2019CWI Grant Fund	\$0.00	(\$2,000.00)	\$2,000.00	\$0.00
INCOME	Clean Water Indiana (CWI) \$10K Grant Fund	\$ 10,000.00	\$ 10,000.00	\$0.00	\$10,000.00
EXPENSE	CWI \$10K Grant Fund	\$10,000.00	\$5,749.69	\$4,250.31	\$10,000.00
NET	CWI \$10K Grant Fund	\$0.00	\$4,250.31	(\$4,250.31)	\$0.00
INCOME	District Operations Fund	\$ 2,100.00	\$12,438.66	(\$10,338.66)	\$3,700.00
EXPENSE	District Operations Fund	\$12,697.25	\$11,439.80	\$1,257.45	\$15,932.25
NET	District Operations Fund	(\$10,597.25)	\$998.86	(\$11,596.11)	(\$12,232.25)
INCOME	Memorial Funds	\$0.00	\$0.00	\$0.00	\$0.00
EXPENSE	Memorial Funds	\$676.80	\$0.00	\$676.80	\$676.80
NET	Memorial Funds	(\$676.80)	\$0.00	(\$676.80)	(\$676.80)
INCOME	MS4 Fund	\$4,750.00	\$4,749.96	\$0.04	\$4,750.00
EXPENSE	MS4 Fund	\$0.00	\$0.00	\$0.00	\$0.00
NET	MS4 Fund	\$4,750.00	\$4,749.96	\$0.04	\$4,750.00
INCOME	Vehicle Fund	\$0.00	\$0.00	\$0.00	\$0.00
EXPENSE	Vehicle Fund	\$4,930.00	\$1,499.41	\$3,430.59	\$4,930.00
NET	Vehicle Fund	(\$4,930.00)	(\$1,499.41)	(\$3,430.59)	(\$4,930.00)
INCOME	All Funds	\$88,850.00	\$27,603.62	\$61,246.38	\$90,450.00
EXPENSE	All Funds	\$112,181.55	\$22,119.25	\$90,062.30	\$114,316.55
NET	All Funds	(\$23,331.55)	\$5,484.37	(\$28,815.92)	(\$23,866.55)
		Projected per 2020 Budget for 12/31/21	2021 Actual for 12/31/21		Projected per 2022 Budget for 12/31/22 *
	CHECKING & MONEY MARKET ACCT & CASH BOX: ENDING BALANCE on 12/31	\$117,005.11	\$140,336.66		\$116,470.11



Summary: 2021 Budget, by Line Item					
TAX		2020 Budget	2020 Actual	2020 Difference	2021 Budget
INCOME	R122 State Funds for Soil/Water	\$10,000.00	\$10,000.00	\$0.00	\$10,000.00
INCOME	R134 Federal & State Grants	\$ 65,000.00	\$ 6,125.00	\$ 58,875.00	\$0.00
INCOME	R423 Other Charges for Services	\$6,750.00	\$6,649.96	\$100.04	\$8,350.00
INCOME	R902 Earnings on Investments	\$100.00	\$22.74	\$77.26	\$100.00
INCOME	R905 Sale of Capital Assets	\$ -	\$ -	\$ -	\$ -
INCOME	R906 Refunds and Reimbursements	\$0.00	\$0.00	\$0.00	\$0.00
INCOME	R908 Donations, Gifts, & Bequests	\$7,000.00	\$2,289.00	\$4,711.00	\$7,000.00
INCOME	R913 Other Receipts	\$0.00	\$2,516.92	(\$2,516.92)	\$0.00
<b>TOTAL INCOME</b>		<b>\$88,850.00</b>	<b>\$27,603.62</b>	<b>\$61,246.38</b>	<b>\$25,450.00</b>
EXPENSE	D101 Salaries and Wages	\$2,100.00	\$665.00	\$1,435.00	\$2,100.00
EXPENSE	D201 Office Supplies	\$1,000.00	\$1,155.91	(\$155.91)	\$1,000.00
EXPENSE	D202 Operating Supplies	\$7,425.00	\$4,830.87	\$2,594.13	\$3,250.00
EXPENSE	D204 Purchase for Resale	\$0.00	\$0.00	\$0.00	\$0.00
EXPENSE	D301 Contractual Services	\$0.00	\$0.00	\$0.00	\$0.00
EXPENSE	D302 Travel Expense	\$9,325.00	\$1,483.89	\$7,841.11	\$9,325.00
EXPENSE	D303 Printing and Advertising	\$4,461.00	\$6,041.29	(\$1,580.29)	\$4,221.00
EXPENSE	D304 Insurance	\$1,710.00	\$1,700.32	\$9.68	\$1,710.00
EXPENSE	D306 Repairs and Maintenance	\$1,500.00	\$87.83	\$1,412.17	\$1,500.00
EXPENSE	D307 Rent	\$1,100.00	\$0.00	\$1,100.00	\$1,100.00
EXPENSE	D312 Other Services and Charges	\$10,983.75	\$3,904.51	\$7,079.24	\$10,983.75
EXPENSE	D505 Machinery Equipment Vehicle Purchase	\$0.00	\$0.00	\$0.00	\$0.00
EXPENSE	D703 Distributions to other Gov. Entities	\$32,900.00	\$0.00	\$32,900.00	\$400.00
EXPENSE	D707 Other Disbursements	\$39,676.80	\$2,249.63	\$37,427.17	\$8,876.80
<b>TOTAL EXPENSE</b>		<b>\$112,181.55</b>	<b>\$22,119.25</b>	<b>\$90,062.30</b>	<b>\$44,466.55</b>
<b>TOTAL NET</b>		<b>(\$23,331.55)</b>	<b>\$5,484.37</b>	<b>(\$28,815.92)</b>	<b>(\$19,016.55)</b>

## Education Fund Budget - 2021 - SUMMARY

		2017 Actual	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2021 Actual	2022 Budget
INCOME	R423 Other Charges for Services	\$1,590.00	\$2,197.04	\$2,071.03	\$3,064.30	\$2,000.00	\$300.00	\$2,000.00
INCOME	R906 Refunds and Reimbursements	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
INCOME	R908 Donations, Gifts, & Bequests	\$3,563.25	\$2,347.41	\$6,521.59	\$2,515.00	\$5,000.00	\$115.00	\$5,000.00
INCOME	R913 Other Receipts	\$0.00	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	<b>TOTAL INCOME</b>	<b>\$8,541.55</b>	<b>\$4,644.45</b>	<b>\$8,592.62</b>	<b>\$5,579.30</b>	<b>\$7,000.00</b>	<b>\$415.00</b>	<b>\$7,000.00</b>
EXPENSE	D202 Operating Supplies	\$403.26	\$352.82	\$1,874.02	\$549.58	\$5,000.00	\$2,281.20	\$3,900.00
EXPENSE	D204 Purchase for Resale	\$1,859.07	\$628.54	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
EXPENSE	D302 Travel Expense	\$3,514.27	\$1,289.05	\$1,395.00	\$1,166.11	\$5,625.00	\$435.00	\$5,625.00
EXPENSE	D303 Printing and Advertising	\$643.80	\$478.65	\$35.88	\$673.33	\$205.00	\$24.64	\$205.00
EXPENSE	D307 Rent	\$0.00	\$500.00	\$804.50	\$350.00	\$1,100.00	\$0.00	\$1,100.00
EXPENSE	D312 Other Services and Charges	\$3,835.95	\$2,849.86	\$4,418.76	\$10,668.36	\$6,947.50	\$689.51	\$6,947.50
EXPENSE	D703 Distributions to other gov	\$0.00	\$187.10	\$90.94	\$0.00	\$0.00	\$0.00	\$0.00
	<b>TOTAL EXPENSE</b>	<b>\$8,397.28</b>	<b>\$6,286.02</b>	<b>\$8,619.10</b>	<b>\$13,407.38</b>	<b>\$18,877.50</b>	<b>\$3,430.35</b>	<b>\$17,777.50</b>
	<b>NET</b>	<b>\$ (744.46)</b>	<b>\$144.27</b>	<b>(\$26.48)</b>	<b>(\$7,828.08)</b>	<b>\$ (11,877.50)</b>	<b>(\$3,015.35)</b>	<b>(\$10,777.50)</b>

Education Fund Budget - 2022 - DETAILS				
Education & Outreach				
INCOME	R423 Other Receipts	Annual Meeting - Receipts (Ticket Sales)	\$2,000.00	Jan
INCOME	R423 Other Charges for Services	Youth Education Program Income	\$0.00	
INCOME	R908 Donations, Gifts, & Bequests	Donors & Sponsorships for workshops, tours, producers, contractors & annual mtg	\$3,500.00	
INCOME	R908 Donations, Gifts, & Bequests	Donor Program - Youth Education	\$500.00	
INCOME	R908 Donations, Gifts, & Bequests	Annual Meeting - Silent Auction Receipts	\$1,000.00	Jan
Adult Education & Outreach Total Income			\$7,000.00	
Staff & Board Training & Development				
INCOME	R906 Reimbursements & Refunds	Reimbursement for trainings or refunds for cancelled workshops already paid for	\$0.00	
Staff & Board Training & Development Total Income			\$0.00	
TOTAL INCOME			\$7,000.00	
Education & Outreach				
EXPENSE	D303 Printing and Advertising	Legal Ad for Annual Meeting (2 runs)	\$ 30.00	Jan
EXPENSE	D307 Rent	Annual Meeting - Hall Rental - deposit paid when hall rented	\$500.00	Aug
EXPENSE	D312 Other Services & Charges	Annual Meeting - Awards	\$200.00	Jan -
EXPENSE	D312 Other Services & Charges	Annual Meeting - Catering/meal costs	\$2,200.00	Jan -
EXPENSE	D312 Other Services & Charges	Annual Meeting - Entertainment/speakers	\$500.00	Jan -
EXPENSE	D312 Other Services & Charges	Annual Meeting - Security Guard	\$100.00	Jan -
EXPENSE	D312 Other Services & Charges	Annual Meeting - Supplies (tablecloths, decorations, etc.)	\$200.00	Jan -
EXPENSE	D202 Operating Supplies	Contractors Breakfast - postage	\$100.00	Marc
EXPENSE	D307 Rent	Contractors Breakfast - Venue	\$500.00	Marc
EXPENSE	D312 Other Services and Charges	Contractors Breakfast - Catering/meal costs	\$637.50	Marc
EXPENSE	D202 Operating Supplies	Producers Workshop - postage	\$100.00	Feb
EXPENSE	D312 Other Services and Charges	Producers Workshop - Catering/meal costs	\$2,625.00	Feb
EXPENSE	D312 Other Services and Charges	Producers Workshop - Speakers fees/milage	\$300.00	Feb
EXPENSE	D202 Operating Supplies	Field Tours - Workshop/Field Day Expense (Other - e.g. Speakers, Mileage, postage)	\$150.00	
EXPENSE	D303 Printing and Advertising	Field Tours - Advertising & Printing	\$175.00	
EXPENSE	D307 Rent	Workshop/Field Days - Other: Hall Rental	\$100.00	
EXPENSE	D202 Operating Supplies	Outreach supplies & Community Programs supplies	\$2,600.00	
EXPENSE	D202 Operating Supplies	Augmented Reality Sandbox Maintenance	\$150.00	
EXPENSE	D202 Operating Supplies	Special Events - supplies (2 @ \$150/ea)	\$300.00	
EXPENSE	D202 Operating Supplies	Poster Contest Prizes (200 @ \$1/ea)	\$200.00	Dec
EXPENSE	D202 Operating Supplies	Ag Days tables and chairs rental	\$200.00	
EXPENSE	D202 Operating Supplies	Youth Education Postage	\$100.00	
EXPENSE	D312 Other Services and Charges	Dues (EEAI, NAAEE, NAI)	\$185.00	
Adult Education & Outreach Total Expenses			\$ 12,152.50	
Staff & Board Training & Development				
EXPENSE	D302 Travel Expense	IASWCD Annual Conference - Lodging - Board (3 @ \$300)	\$900.00	Jan
EXPENSE	D302 Travel Expense	IASWCD Annual Conference - Lodging - Staff (2 @ \$300)	\$600.00	Jan
EXPENSE	D302 Travel Expense	IASWCD Annual Conference - Registration - Board (3 @ \$315)	\$945.00	Nov
EXPENSE	D302 Travel Expense	IASWCD Annual Conference - Registration - Staff (2 @ \$315)	\$630.00	Nov
EXPENSE	D302 Travel Expense	IDEA Annual Conference - Lodging - Staff (3 @ \$275)	\$825.00	Sept
EXPENSE	D302 Travel Expense	IDEA Annual Conference: Registration - Staff (3 @ \$125)	\$375.00	Aug
EXPENSE	D302 Travel Expense	Leadership Institute: Registration - Board (3 @ \$70)	\$210.00	
EXPENSE	D302 Travel Expense	Leadership Institute: Registration - Staff (3 @ \$70)	\$210.00	
EXPENSE	D302 Travel Expense	Other Trainings & Workshop Lodgings	\$250.00	
EXPENSE	D302 Travel Expense	Registrations - Other	\$300.00	
EXPENSE	D302 Travel Expense	Meals @ Trainings: Staff & Board	\$300.00	
EXPENSE	D302 Travel Expense	Parking: Staff & Board	\$80.00	
Staff & Board Training & Development Total Expenses			\$5,625.00	
TOTAL EXPENSE			\$ 17,777.50	
EDUCATION FUND NET			(\$10,777.50)	

### District Operations Fund - 2021 - SUMMARY

		2017 Actual	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2021 Actual	2022 Budget
INCOME	R134 Federal & State Grants	\$ 12,477.76	\$ 19,086.13	\$ 11,973.01	\$ 7,362.01	\$ -	\$ 6,125.00	\$0.00
INCOME	R423 Other Charges for Services	\$14.02	\$15.12	\$1,700.00	\$320.00	\$0.00	\$1,600.00	\$1,600.00
INCOME	R902 Earnings on Investments	\$116.33	\$593.64	\$1,384.60	\$301.26	\$100.00	\$22.74	\$100.00
INCOME	R906 Refunds and Reimbursements	\$216.41	\$0.00	\$2,046.99	\$0.00	\$0.00	\$0.00	\$0.00
INCOME	R908 Donations, Gifts, & Bequests	\$0.00	\$1,160.00	\$910.00	\$2,474.00	\$2,000.00	\$2,174.00	\$ 2,000.00
INCOME	R913 Other Receipts	\$0.00	\$0.00	\$33.84	\$0.00	\$0.00	\$2,516.92	\$0.00
	<b>TOTAL INCOME</b>	<b>\$ 12,824.52</b>	<b>\$ 20,854.89</b>	<b>\$ 18,048.44</b>	<b>\$ 10,457.27</b>	<b>\$ 2,100.00</b>	<b>\$ 12,438.66</b>	<b>\$3,700.00</b>
EXPENSE	D101 Salaries and Wages	\$1,190.00	\$175.00	\$1,295.00	\$1,400.00	\$2,100.00	\$665.00	\$2,100.00
EXPENSE	D201 Office Supplies	\$462.93	\$333.12	\$3,506.42	\$1,336.30	\$1,000.00	\$1,155.91	\$1,000.00
EXPENSE	D202 Operating Supplies	\$395.41	\$444.91	\$1,317.62	\$621.50	\$1,185.00	\$1,242.81	\$1,750.00
EXPENSE	D302 Travel Expense	\$334.08	\$1,735.72	\$893.69	\$809.55	\$1,200.00	\$563.55	\$1,200.00
EXPENSE	D303 Printing and Advertising	\$304.70	\$513.28	\$2,003.43	\$409.24	\$496.00	\$2,123.45	\$516.00
EXPENSE	D304 Insurance	\$749.59	\$779.18	\$779.30	\$779.29	\$780.00	\$774.08	\$780.00
EXPENSE	D312 Other Services and Charges	\$3,379.50	\$2,960.00	\$3,310.00	\$3,062.23	\$4,036.25	\$3,215.00	\$4,036.25
EXPENSE	D703 Distributions to other Govt Entities	\$0.00	\$0.00	\$573.00	\$0.00	\$400.00	\$0.00	\$400.00
EXPENSE	D707 Other Disbursements	\$2,500.00	\$2,500.00	\$2,000.00	\$1,500.00	\$1,500.00	\$1,700.00	\$3,200.00
	<b>TOTAL EXPENSE</b>	<b>\$9,316.21</b>	<b>\$9,441.21</b>	<b>\$15,678.46</b>	<b>\$9,918.11</b>	<b>\$12,697.25</b>	<b>\$11,439.80</b>	<b>\$14,982.25</b>
	<b>NET</b>	<b>\$3,508.31</b>	<b>\$11,413.68</b>	<b>\$2,369.98</b>	<b>\$539.16</b>	<b>(\$10,597.25)</b>	<b>\$998.86</b>	<b>(\$11,282.25)</b>



### District Operations Fund - 2021 - DETAILS

INCOME	R134 Other Charges for Services	NRCS Contribution Contract (PSS, PSS QA & CRP)	\$0.00	
INCOME	R423 Other Charge for Services	Advertisement Receipts	\$1,600.00	Oct. - Dec.
INCOME	R902 Earnings on Investments	Savings / Money Market	\$100.00	
INCOME	R908 Donations, Gifts, & Bequests	Donor Program - general donations	\$ 2,000.00	
	<b>TOTAL INCOME</b>		<b>\$3,700.00</b>	
EXPENSE	D101 Salaries and Wages	Supervisor Salary (Per Diem)	\$2,100.00	Jan.
EXPENSE	D201 Office Supplies	General Office Supplies	\$1,000.00	Jan - Dec
EXPENSE	D202 Operating Supplies	Postage	\$500.00	
EXPENSE	D202 Operating Supplies	Bulk Mail Permit Renewal	\$250.00	Jul
EXPENSE	D202 Operating Supplies	Donor Program - Postage	\$200.00	Nov
EXPENSE	D202 Operating Supplies	Annual Report: Postage	\$800.00	Jan.
EXPENSE	D302 Travel Expense	Mileage Reimbursement: Staff	\$1,000.00	Jan - Dec
EXPENSE	D302 Travel Expense	Mileage Reimbursement: Board	\$200.00	Jan - Dec
EXPENSE	D303 Printing and Advertising	Annual Report: Printing	\$950.00	
EXPENSE	D303 Printing and Advertising	Giveaways	\$150.00	
EXPENSE	D303 Printing and Advertising	Advertising (monthly legal ad for board meetings)	\$96.00	Jan-Dec
EXPENSE	D303 Printing and Advertising	Webhost Fees	\$270.00	Jan
EXPENSE	D304 Insurance	Bond Insurance	\$200.00	Oct.
EXPENSE	D304 Insurance	Office Insurance	\$580.00	Nov
EXPENSE	D312 Other Services and Charges	Dues: IASWCD	\$2,000.00	May
EXPENSE	D312 Other Services and Charges	Dues: IDEA (3 @ \$25)	\$75.00	Sept
EXPENSE	D312 Other Services and Charges	Dues: NACD	\$775.00	Dec
EXPENSE	D312 Other Services and Charges	Dues: Other (Nature Conservancy, Soil & Water Conservation Society, etc.)	\$265.00	Jan - Dec
EXPENSE	D312 Other Services and Charges	Subscriptions (approved at Sept 2019 board meeting)	(\$671.25)	
EXPENSE	D312 Other Services and Charges	Other (Indiana Woodland Stewardship)	\$250.00	
EXPENSE	D703 Distributions to other gov entities	State Board of Accounts Audit	\$400.00	*
EXPENSE	D707 Other Disbursements	Conservation Cost Share	\$1,500.00	CWI grant
EXPENSE	D707 Other Disbursements	Urban Soil Health Program (Year 2 of 5, 2021-2025)	\$1,700.00	
	<b>TOTAL EXPENSE</b>		<b>\$15,932.25</b>	
<p>*SBOA audit once every 4 years. 2015 audit completed cost just under \$1,600.</p> <p>**No-Till Farmer Magazine to producers who are in their first or second years of cover crops and/or no-till at a cost of \$26.85/subscription with a cap of 25 subscriptions per year.</p>				
		<b>DISTRICT OPERATIONS FUND NET</b>	<b>(\$12,232.25)</b>	

done  
need for

Clean Water Indiana \$10K Grant Fund - 2021 - SUMMARY								
		2017 Actual	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2021 Actual	2022 Budget
INCOME	R906 Reimbursements & Refunds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
INCOME	R122 State Funds for Soil/Water	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00
	<b>TOTAL INCOME</b>	<b>\$10,000.00</b>	<b>\$10,000.00</b>	<b>\$10,000.00</b>	<b>\$10,000.00</b>	<b>\$10,000.00</b>	<b>\$10,000.00</b>	<b>\$10,000.00</b>
EXPENSE	D202 Operating Supplies	\$938.53	\$1,174.05	\$1,250.98	\$1,236.75	\$1,240.00	\$1,306.86	\$1,500.00
EXPENSE	D303 Printing and Advertising	\$3,065.15	\$3,544.19	\$4,034.89	\$2,803.32	\$3,760.00	\$3,893.20	\$3,500.00
EXPENSE	D707 Other Disbursements	\$0.00	\$1,750.38	\$200.00	\$0.00	\$5,000.00	\$549.63	\$5,000.00
	<b>TOTAL EXPENSE</b>	<b>\$4,003.68</b>	<b>\$6,468.62</b>	<b>\$5,485.87</b>	<b>\$4,040.07</b>	<b>\$10,000.00</b>	<b>\$5,749.69</b>	<b>\$10,000.00</b>
	<b>NET</b>	<b>\$5,996.32</b>	<b>\$3,531.38</b>	<b>\$4,514.13</b>	<b>\$5,959.93</b>	<b>\$ -</b>	<b>\$4,250.31</b>	<b>\$0.00</b>

Clean Water Indiana \$10K Grant Fund - 2021 - DETAILS				
INCOME	R122 State Funds for Soil/Water	State Funds for Soil/Water	\$10,000.00	July
		<b>TOTAL INCOME</b>	<b>\$10,000.00</b>	
EXPENSE	D202 Operating Supplies	Postage - Newsletter - Bulk Mail Postage, Bimonthly	\$1,500.00	Bimonthly
EXPENSE	D303 Printing and Advertising	Printing - Annual Report	\$500.00	Jan
EXPENSE	D303 Printing and Advertising	Newsletter - 4 Page	\$3,000.00	Bimonthly
EXPENSE	D707 Other Disbursements	Contractual & Cost Share Exp	\$5,000.00	
		<b>TOTAL EXPENSE</b>	<b>\$10,000.00</b>	
		<b>CWI \$10K FUND NET</b>	<b>\$0.00</b>	

### Clean Water Indiana 2019-2021 Grant Fund St. Joseph Co. lead

		2019-2021 Actual	notes	2019-2021 Budget
INCOME	R134 State Funds for Soil/Water	\$ 32,500.00	received in 2019 for first 1/2 of grant	\$ 32,500.00
INCOME	R134 State Funds for Soil/Water	\$ 23,986.53	request reimbursement from state after 1st 1/2 used	\$ 32,500.00
	<b>TOTAL INCOME</b>	<b>\$ 56,486.53</b>		<b>\$ 65,000.00</b>
EXPENSE	D703 Distributions to other gov - Marshall County cost share	\$ 33,767.04		\$ 32,500.00
EXPENSE	D707 Other Disbursements - St Joseph County Cost Share	\$ 24,719.49		\$ 32,500.00
	<b>TOTAL EXPENSE</b>	<b>\$ 58,486.53</b>		<b>\$ 65,000.00</b>
	<b>NET</b>	<b>\$ (2,000.00)</b>		<b>\$ -</b>

### Clean Water Indiana 2021-2023 Grant Fund St. Joseph Co. lead

		2021-2023 Actual	notes	2021-2023 Budget
INCOME	R134 State Funds for Soil/Water	\$ -	received in 2021 for first 1/2 of grant after 2019 grant is spent	\$ 32,500.00
INCOME	R134 State Funds for Soil/Water	\$ -	request reimbursement from state after 1st 1/2 used	\$ 32,500.00
	<b>TOTAL INCOME</b>	<b>\$ -</b>		<b>\$ 65,000.00</b>
EXPENSE	D703 Distributions to other gov - Marshall County cost share	\$ -		\$ 32,500.00
EXPENSE	D707 Other Disbursements - St Joseph County Cost Share	\$ -		\$ 32,500.00
	<b>TOTAL EXPENSE</b>	<b>\$ -</b>		<b>\$ 65,000.00</b>
	<b>NET</b>	<b>\$ -</b>		<b>\$ -</b>

### Memorial Funds - 2021 - SUMMARY

			2018 Actual	2019 Actual	2020 Budget	2020 Actual	2021 Budget
INCOME	R908 Donations, Gifts & Bequests (Dale Stoner)		\$646.80	\$0.00	\$0.00	\$0.00	\$0.00
INCOME	R908 Donations, Gifts & Bequests (Stacey Silvers)		\$30.00	\$0.00	\$0.00	\$0.00	\$0.00
	<b>TOTAL INCOME</b>		<b>\$676.80</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
EXPENSE	D707 Contractual/Cost Share		\$0.00	\$0.00	\$676.80	\$0.00	\$676.80
	<b>TOTAL EXPENSE</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$676.80</b>	<b>\$0.00</b>	<b>\$676.80</b>
	<b>NET</b>		<b>\$676.80</b>	<b>\$0.00</b>	<b>(\$676.80)</b>	<b>\$0.00</b>	<b>(\$676.80)</b>

### Memorial Funds - 2021 - DETAILS

INCOME	R908 Donations, Gifts & Bequests	Dale Stoner Memorial Fund	\$ -	
INCOME	R908 Donations, Gifts & Bequests	Stacey Silvers Memorial Fund	\$ -	
INCOME		<b>TOTAL INCOME</b>	<b>\$0.00</b>	n/a
EXPENSE	D707 Contractual/Cost Share	Funds to be used to implement conservation practices	<b>\$676.80</b>	Jan - Dec
		<b>TOTAL EXPENSE</b>	<b>\$676.80</b>	
		<b>NET</b>	<b>(\$676.80)</b>	



### MS4 Fund - 2021 - SUMMARY

		2017 Actual	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2021 Actual	2022 Budget
INCOME	R423 Other Charges for Services	\$4,749.96	\$4,749.96	\$4,750.00	\$4,750.04	\$4,750.00	\$4,749.96	\$4,750.00
	<b>TOTAL INCOME</b>	<b>\$4,749.96</b>	<b>\$4,749.96</b>	<b>\$4,750.00</b>	<b>\$4,750.04</b>	<b>\$4,750.00</b>	<b>\$4,749.96</b>	<b>\$4,750.00</b>
EXPENSE	D301 Contractual Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	<b>TOTAL EXPENSE</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
	<b>NET</b>	<b>\$4,749.96</b>	<b>\$4,749.96</b>	<b>\$4,750.00</b>	<b>\$4,750.04</b>	<b>\$4,750.00</b>	<b>\$4,749.96</b>	<b>\$4,750.00</b>

### MS4 Fund - 2021 - DETAILS

INCOME	R423 Other Charges for Services	MS4 Contract: General Reimbursement (Office Supplies, Operating Expenses, Training and Travel Reimbursement, etc.) - \$7500 max/year	\$0.00	Jan-Dec
INCOME	R423 Other Charges for Services	MS4 Contract: Mileage Reimbursement - \$300 max/year	\$0.00	Jan-Dec
INCOME	R423 Other Charges for Services	MS4 Contract: Program Implementation and Michiana Stormwater Partnership Programs/Events - \$10,000 max/year	\$0.00	Jan-Dec
INCOME	R423 Other Charges for Services	MS4 Contract: County Conservationist Office Space Reimbursement @ \$395.83/month - \$4,750 max/year	\$4,750.00	Jan-Dec
		<b>TOTAL INCOME</b>	<b>\$4,750.00</b>	
EXPENSE	D301 Contractual Services	MS4 Contract: General Reimbursement: Office Supplies	\$0.00	Jan-Dec
EXPENSE	D301 Contractual Services	MS4 Contract: Program Implementation and Michiana Stormwater Partnership Programs/Events - \$10,000 max/year	\$0.00	Jan-Dec
EXPENSE	D301 Contractual Services	MS4 Contract: General Reimbursement: Travel	\$0.00	Jan-Dec
EXPENSE	D301 Contractual Services	MS4 Contract: General Reimbursement: Printing and Advertising	\$0.00	Jan-Dec
EXPENSE	D301 Contractual Services	MS4 Contract: General Reimbursement: Staff Trainings	\$0.00	Jan-Dec
		<b>TOTAL EXPENSE</b>	<b>\$0.00</b>	
		<b>NET</b>	<b>\$4,750.00</b>	

### Vehicle Fund - 2021 - SUMMARY

		2017 Actual	2018 Actual	2019 Actual	2020 Actual	2021 Budget	2021 Actual	2022 Budget
INCOME	R905 Sale of Capital Assets	\$ -	\$ 1,800.00	\$ -	\$ -	\$ -	\$ -	\$ -
INCOME	R906 Refunds and Reimbursements	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	<b>TOTAL INCOME</b>	<b>\$0.00</b>	<b>\$1,800.00</b>	<b>\$0.00</b>	<b>\$ -</b>	<b>\$0.00</b>	<b>\$ -</b>	<b>\$0.00</b>
EXPENSE	D202 Operating Supplies	\$0.00	\$39.92	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
EXPENSE	D302 Travel Expenses	\$887.33	\$846.48	\$1,034.06	\$346.61	\$2,500.00	\$485.34	\$2,500.00
EXPENSE	D304 Insurance	\$691.27	\$1,049.88	\$927.14	\$926.24	\$930.00	\$926.24	\$930.00
EXPENSE	D306 Repairs and Maintenance	\$3,454.61	\$2,708.47	\$176.02	\$87.83	\$1,500.00	\$87.83	\$1,500.00
EXPENSE	D505 purchase	\$0.00	\$24,173.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	<b>TOTAL EXPENSE</b>	<b>\$5,033.21</b>	<b>\$28,817.75</b>	<b>\$2,137.22</b>	<b>\$1,360.68</b>	<b>\$4,930.00</b>	<b>\$1,499.41</b>	<b>\$4,930.00</b>
	<b>NET</b>	<b>(\$5,033.21)</b>	<b>(\$27,017.75)</b>	<b>(\$2,137.22)</b>	<b>(\$1,360.68)</b>	<b>(\$4,930.00)</b>	<b>(\$1,499.41)</b>	<b>(\$4,930.00)</b>

### Vehicle Fund - 2021 - DETAILS

INCOME		<b>TOTAL INCOME</b>	<b>\$0.00</b>	n/a
EXPENSE	D302 Travel Expenses	Grand Caravan Fuel for General Use	<b>\$2,500.00</b>	Jan - Dec
EXPENSE	D304 Insurance	Grand Caravan Insurance	<b>\$930.00</b>	Dec
EXPENSE	D306 Repairs and Maintenance	Grand Caravan Repairs / Maintenance	<b>\$1,500.00</b>	Jan - Dec
		<b>TOTAL EXPENSE</b>	<b>\$4,930.00</b>	
		<b>NET</b>	<b>(\$4,930.00)</b>	

## Summary 2022 Annual Work Plan

January	February	March
<ul style="list-style-type: none"> <li>-Annual Financial Report (due 3/1) internal audit</li> <li>-IASWCD Annual Conference</li> <li>-SJC SWCD Annual Meeting                             <ul style="list-style-type: none"> <li>Order awards, Confirm count</li> <li>Supervisors election, Approve AFR</li> </ul> </li> <li>-Bi-monthly Newsletter</li> <li>-Board meeting – Designation of Depository, approve mileage reimbursement amount &amp; per diem</li> <li>-Producers Mtg –Advertise, confirm speaker(s)</li> <li>- Education Committee Mtg</li> </ul>	<ul style="list-style-type: none"> <li>-Recruit new board members                             <ul style="list-style-type: none"> <li>Focus on diversity of residents while still maintaining farmer focus</li> </ul> </li> <li>-Board meeting                             <ul style="list-style-type: none"> <li>Election of officers</li> <li>Committee review</li> </ul> </li> <li>- Science Alive</li> <li>- Field Day Planning</li> <li>- District Audit by SWCD Supervisors</li> <li>- Contact Non-Active Supervisors</li> <li>- Enter into Gateway by 3/1 AFR, 100R, Debt Management</li> <li>- Bi-county producers meeting</li> <li>- Quarterly Supervisors Meeting/staff reviews</li> <li>- Statehouse visit – deliver Legislative “Notebooks”</li> </ul>	<ul style="list-style-type: none"> <li>-Schedule Landfill inspection</li> <li>-Bi-monthly newsletter</li> <li>-Grant/Marketing Committee Mtg</li> <li>-Growing Summit/ Compost Seminars</li> </ul>
April	May	June
<ul style="list-style-type: none"> <li>- Education Committee Mtg</li> <li>- Urban Conservation Committee Mtg</li> </ul>	<ul style="list-style-type: none"> <li>-Bi-monthly newsletter</li> <li>-IASWCD Success Story (due in June)</li> <li>-River friendly farmer award (due early June)</li> </ul>	<ul style="list-style-type: none"> <li>-Annual Meeting Committee mtg                             <ul style="list-style-type: none"> <li>Location &amp; start looking for speaker/entertainment</li> </ul> </li> <li>-SJC Board Meeting – review AWP</li> <li>- Soil Health Field Day</li> <li><del>-Big Tree of SJC (2024)</del></li> <li>-Election Committee Mtg (form committee, reminder of who is up for election)</li> <li>- Quarterly Supervisors Meeting, county budget mtg prep</li> </ul>
July	August	September
<ul style="list-style-type: none"> <li>-Locally led meeting</li> <li>-Field tours - Urban/producers</li> <li>-2023 CWI grant application</li> <li>-District showcase award application</li> <li>-Bi-monthly newsletter</li> <li>-Education Committee Mtg</li> <li>-4-H week</li> <li>-Awards                             <ul style="list-style-type: none"> <li>Friends of Conservation</li> <li>Conservation Farmer of the year</li> <li>Supervisor of the year</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>-NRCS MOU review</li> <li>- SJC SWCD Annual Report</li> <li><del>-Big Tree (2024) – Measure trees</del></li> <li>-Quarterly Supervisors Meeting, staff reviews</li> <li>-Civil Rights Review</li> </ul>	<ul style="list-style-type: none"> <li>- Schedule Landfill inspection</li> <li>-IASWCD annual conference                             <ul style="list-style-type: none"> <li>Resolutions</li> </ul> </li> <li>-Bi-monthly newsletter</li> <li>-Forestry Field day</li> <li>-Donor program – revise</li> </ul>
October	November	December
<ul style="list-style-type: none"> <li>- Annual Meeting Committee Mtg                             <ul style="list-style-type: none"> <li>Confirm Speaker/Entertainment</li> </ul> </li> <li>-Election Committee Mtg                             <ul style="list-style-type: none"> <li>Appointed due 11/1</li> <li>Elected due 12/1</li> </ul> </li> <li>-2023 Budget</li> <li>-Producers meeting                             <ul style="list-style-type: none"> <li>Location</li> <li>Topics/speakers</li> </ul> </li> <li>- Christmas Party planning</li> <li>-Education Committee Mtg</li> </ul>	<ul style="list-style-type: none"> <li>-Develop Annual Work Plan</li> <li>-Donor Program                             <ul style="list-style-type: none"> <li>Mail letters</li> </ul> </li> <li>-Bi-monthly newsletter</li> <li>-Board Meeting                             <ul style="list-style-type: none"> <li>Present budget &amp; AWP</li> </ul> </li> <li>- Annual Meeting Committee - Confirm other award winners, Silent auction</li> <li>-Quarterly Sup. Mtg/Staff Reviews</li> <li>-Prepare legislative notebook</li> </ul>	<ul style="list-style-type: none"> <li>-Donor Program</li> <li>-IASWCD Annual conference                             <ul style="list-style-type: none"> <li>Registration, Confirm delegates</li> </ul> </li> <li>- Annual Meeting Committee Mtg                             <ul style="list-style-type: none"> <li>Distribute tickets/silent auction</li> </ul> </li> <li>- Board meeting                             <ul style="list-style-type: none"> <li>Confirm budget &amp; AWP</li> </ul> </li> <li>Rural Conservation Committee Mtg</li> </ul>

## Ongoing

<ul style="list-style-type: none"><li>-Implement Farm Bill</li><li>-Recruit New Board Members</li><li>-Implement Rule 5/13 and MSP</li><li>-Focus – Volunteer programs</li><li>-Implement SBOA/District Ops</li><li>-Provide Administrative duties to program</li><li>-Legislator relations</li><li>-Focus – Urban Conservation Practices</li><li>-Youth &amp; Adult EE programs</li><li>-Education reach new markets/clients</li><li>-CWI grant reports</li></ul>	<ul style="list-style-type: none"><li>-Donor Program</li><li>-Pursue Conservation Grants</li><li>-Displays for special events</li><li>-Update Website/social media</li><li>-CC – obtain Indiana Certified Conservation Planner</li><li>-Provide Guidance as requested from County</li><li>-Provide Quality Conservation Planning</li><li>-Focus – Minority and/or underserved public</li><li>- NRCS Contribution Agreement (PSS/CRP)</li><li>-Photos of practices installed – utilize Earth Team Volunteer</li><li>-Monthly Financial Reports</li></ul>
--	---

## Standing Committees

### **ANNUAL MEETING & AWARDS COMMITTEE:**

Plans and oversees the Annual Meeting & Selects Award Recipients for Annual Meeting & IASWCD Awards

### **EDUCATION PLANNING:**

Develops adult & youth programs and water testing programs, displays for Science Alive and other public festivals, and assist other committees on their educational projects

### **ELECTION:**

Selects new Supervisor candidates, oversees election at Annual Meeting/election of new Chair/Vice Chair

### **GRANTS & MARKETING & SPECIAL INITIATIVES:**

In charge of researching, writing & administrative paperwork for available grants. Also assist other committees to carry out projects that will spend the grant monies. Undertakes activities such as developing marketing strategies, brainstorming/developing new fundraising ideas and programs for the District. Emphasis on legislative - developing activities related to local, state& national legislators, including IASWCD breakfast and developing/distributing legislative notebooks.

### **RURAL CONSERVATION:**

Develops and implements rural conservation projects, including education and fundraising

### **URBAN CONSERVATION:**

Develops and implements urban conservation projects, including education and fundraising



## Summary 2022 Annual Work Plan - Staff

January	February	March
<b>Admin Assistant</b> - 1099 for any cost-share payouts - Confirm mileage & per diem rates with county (report at board meeting) - submit withholding taxes on IN & federal sites (even if \$0) - Mail Practice Reminder Letters for NRCS - Annual Financial Report (due 2/28) & annual document uploads to SBOA Gateway - 100R, Debt Management, post-employment benefits on Gateway - Annual Meeting Order awards, Confirm count, flowers/other table decorations, Supervisors election, program, placemats, slideshow, silent auction, order tablecloths, submit to DSS election results - Bi-monthly Newsletter – due 2/5 <b>County Conservationist</b> - Producers Mtg. –Advertise, confirm speaker(s) -Education Committee Mtg <b>Education Coordinator</b> -Education Committee Mtg <b>Staff/Board</b> - IASWCD Annual Conference - Board meeting – Designation of Depository	<b>Admin Assistant</b> - District Audit by SWCD Supervisors - Contact Non-Active Supervisors - Enter into Gateway by 2/28 AFR <b>County Conservationist</b> - Field Day Planning <b>Education Coordinator</b> - Science Alive <b>Staff/Board</b> -Recruit new board members Focus on diversity of residents while still maintaining farmer focus -Board meeting Committee review -Quarterly Supervisors Meeting/staff reviews - Statehouse visit with Supervisors – deliver Legislative “Notebooks”	<b>County Conservationist</b> - Producers meeting (CWI) -Landfill inspection (schedule) <b>Admin Assistant</b> -Bi-monthly newsletter <b>Education Coordinator</b> -Growing Summit/Compost Seminar - Grant/Marketing Committee Mtg <b>Staff/Board</b> -Review current Business Plan (2018-2023) -Board meeting Election of officers <b>NRCS</b> Easement Monitoring
April	May	June
<b>County Conservationist</b> -Education Committee Mtg -Urban Conservation Committee Mtg <b>Admin Assistant</b> - <b>Education Coordinator</b> - <del>Project Wild Workshop</del> - Education Committee Mtg -Ag Days <b>Staff/Board</b> - discuss budget mtg to decide focus topics	<b>County Conservationist</b> -Urban/Raingarden workshop (CWI) -IASWCD Success Story (due in June) <b>Admin Assistant</b> -Bi-monthly newsletter <b>Education Coordinator</b>  <b>Staff/Board</b> -River friendly farmer award (due early June)	<b>County Conservationist</b> -Soil Health Field Day <b>Admin Assistant</b> - Annual Meeting Committee Mtg Location & start looking for speaker - Election Committee Mtg (make sure 1 supervisor & 2 members, remind who is up for election) <b>Education Coordinator</b> - <del>PLT Workshop</del> <b>Staff/Board</b> -SJC Board Meeting – review AWP - <del>Big Tree of SJC (2024)</del> - Quarterly Supervisors Meeting / county budget mtg prep

## Summary 2022 Annual Work Plan - Staff

July	August	September
<b>County Conservationist</b> -Field tours - Urban/producers -Education Committee Mtg <b>Admin Assistant</b> -Awards Friends of Conservation Conservation Farmer of the year Supervisor of the year -2023 CWI grant application -Bi-monthly newsletter <b>Education Coordinator</b> -Education Committee Mtg -4-H Week <b>Staff/Board</b> -Locally led meeting -District showcase award application - Utilize ETV to get pollinator habitat, etc. photos for end of year report	<b>County Conservationist</b>  <b>Admin Assistant</b> -Start SJC SWCD Annual Report <b>Education Coordinator</b> - School Schedules <b>Staff/Board</b> -NRCS MOU review - <del>Big Tree (2024)</del> Measure trees -Quarterly Supervisors Meeting/Staff Reviews -Civil Rights Review	<b>County Conservationist</b> -Forestry Field day -Landfill inspection (schedule) <b>Admin Assistant</b> - post SJC annual mtg. & election committee info on SharePoint -IASWCD annual conference Resolutions -Bi-monthly newsletter -Donor program – revise <b>Education Coordinator</b> - <b>Staff/Board</b> <b>NRCS</b> Complete program status reviews
October	November	December
<b>County Conservationist</b> -Producers meeting Location Topics/speakers -Education Committee Mtg <b>Admin Assistant</b> - Annual Meeting Committee Mtg Confirm Annual Mtg. Speaker -Election Committee Mtg Appointed due 11/1 Elected due 12/1 -2023 Budget - Christmas Party planning <b>Education Coordinator</b> -Education Committee Mtg  <b>Staff/Board</b>	<b>County Conservationist</b>  <b>Admin Assistant</b> -Donor Program Mail letters -Bi-monthly newsletter -Board Meeting Present budget & AWP - Annual Meeting Committee- Confirm other award winners, Silent auction -if election year, update legislator contact booklet <b>Education Coordinator</b>  <b>Staff/Board</b> -Develop Annual Work Plan -Quarterly Sup. Mtg./Staff Reviews - Prepare legislative notebook	<b>County Conservationist</b> - Rural Conservation Committee Mtg <b>Admin Assistant</b> - Send legal notice letter to SB Tribune - E - mail/snail mail invitations to legislatures for annual conference and annual mtg. -Donor Program -IASWCD Annual conference Registration, Confirm delegates - Annual Meeting Committee Mtg Distribute tickets/silent auction -Board meeting Confirm budget & AWP <b>Education Coordinator</b>  <b>Staff/Board</b>
Ongoing		
-Implement current Farm Bill -Recruit New Board Members -Implement Rule 5/13 and MSP -Focus – Volunteer programs -Implement SBOA/District Ops -Provide Administrative duties to programs -Legislator relations -Focus – Urban Conservation Practices -Youth & Adult EE programs -Education - reach new markets/clients -CWI grant reports		- set up library reservation for board meetings -Pursue Conservation Grants -Displays for special events -Update Website/social media -CC – obtain Indiana Certified Conservation Planner -Provide Guidance as requested from County -Provide Quality Conservation Planning -Focus – Minority and/or underserved public - NRCS Contribution Agreement (PSS/CRP) -Photos of practices installed – utilize Earth Team Volunteer - Monthly Financial Reports

**INDIANA ASSOCIATION OF SOIL AND WATER CONSERVATION  
DISTRICTS, INC.  
RESOLUTION SUBMISSION FORM (PLEASE TYPE)**

---

Title of Resolution: Term Limits for the State Soil Conservation Board (SSCB)

Submitted by: Darci Zolman, Kosciusko Co SWCD Program Administrator

Contact Person: Jamie Scott, Kosciusko Co SWCD Vice Chair

Explanation of Problem(s) or Need(s): Members of the SSCB serve a vital role in the Conservation Partnership. However, the current process for nominating and appointing representatives does not require the nomination of new members over time. Although this does bring experience to the board by allowing members to serve multiple terms, it does potentially inhibit the appointment of qualified candidates to bring in new ideas, leading to board stagnation.

Proposed Solution: The proposed solution is that IASWCD, working with SSCB, ISDA and Purdue, determine an appropriate term limit for board members as well as, create the strategy to put these term limits into place.

Benefits Expected: The instituting of term limits for the SSCB will lead to greater board member diversity, as well as, the infusion of new ideas and perspectives. The required limit would also result in ISDA, IASWCD and Purdue proactively seeking potential new board members, making them more active participants in the SSCB process.

Action Requested (Please specify the action you would like the association to take if this resolution passes): Be it resolved that the Indiana Association of Soil and Water Conservation Districts, Inc. work with ISDA, SSCB and Purdue to determine an appropriate term limit for board members and the best strategy to implement such term limits.

Supervisor Signatures (Recommend a majority of Supervisors signed):

David Ransbottom, Kosciusko County SWCD Board Chair  
Jamie Scott, Kosciusko County SWCD Board Vice Chair  
Ryan Martin, Kosciusko County SWCD Board Secretary/Treasurer  
Stan Moore, Kosciusko County SWCD Board Supervisor  
Jewel Wise, Kosciusko County SWCD Board Supervisor

Date Signed: September 7, 2021

**Note: Please email this form to [joseph-schmees@iaswcd.org](mailto:joseph-schmees@iaswcd.org)  
Due on Wednesday, September 16, 2020**

**INDIANA ASSOCIATION OF SOIL AND WATER CONSERVATION  
DISTRICTS, INC.  
RESOLUTION SUBMISSION FORM (PLEASE TYPE)**

---

Long Explanation:

The State Soil Conservation Board (SSCB) is established in Indiana Code, under Title 14, and includes members with the qualifications as defined:

**IC 14-32-2-2 (Members)**

*Sec. 2. The board consists of the following seven (7) members:*

- (1) Four (4) members who must be land occupiers with farming interests, appointed by the governor.*
- (2) Three (3) members who must be land occupiers with nonfarming interests, appointed by the governor.*

**IC 14-32-2-3 (Qualifications of members)**

*Sec. 3. (a) A majority of the seven (7) appointed members of the board must have experience as district supervisors.*

*(b) In making appointments to the board, the governor may invite and consider the recommendations of the following:*

- (1) The Purdue University cooperative extension service.*
- (2) The Indiana state department of agriculture.*
- (3) The Indiana Association of Soil and Water Conservation Districts.*

*(c) All appointments to the board shall be made without regard to political affiliation.*

*(d) The members appointed to the board under section 2(1) and 2(2) of this chapter must be residents of at least four (4) different geographic regions of Indiana.*

**IC 14-32-2-4 (Term for members)**

*Sec. 4. The term of an appointed member of the board is four (4) years. An appointed member shall serve until a successor is appointed and has qualified. The terms shall be staggered so that at least three (3) members are appointed every two (2) years.*

While there is a term for the appointed members, there is not a limit to how many successive terms a member may serve. According to Board Source, a board resource organization, "Term limits help prevent board[s] from burning out by shortening the duration of their commitment. Term limits also enable the board to adjust its [makeup] to suit changing organizational needs and help from ineffective [members]." By instituting a limit on consecutive board member terms, the SSCB would have the potential to be infused with more diversity and new ideas on a regular basis. It would also put pressure on partners to be more proactive in considering potential members.

**Note: Please email this form to [joseph-schmees@iaswcd.org](mailto:joseph-schmees@iaswcd.org)  
Due on Wednesday, September 16, 2020**