

**MINUTES OF THE BUCHANAN SOIL & WATER  
CONSERVATION DISTRICT COMMISSIONER'S MEETING  
INDEPENDENCE, IA  
Tuesday, August 27, 2024  
2:00 p.m. at the Independence Field Office**

Those present were:

**Commissioners**

Sean Dolan, Chair  
Dale Priebe  
Becky Lindsay\*  
Doug Kaiser  
Tim Halligan

\*Absent from Meeting

**Staff & Others**

Evan Ronnebaum, District Conservationist  
Julie Althaus, Conservation Assistant

The meeting was called to order by Dolan at 2:05 p.m.

**Adopt Agenda**

Dolan called to adopt the agenda with adding the additional items Griffin Cabalka and 62 Conservation Plans. **25-10 Motion** by Kaiser to approve the agenda. Seconded by Halligan. Motion carried.

**Approval of Monthly Meeting Minutes dated July 23, 2024**

Dolan called for the approval of July 23rd Monthly Meeting, no discussion.

**25-11 Motion** by Priebe to approve the monthly meeting minutes of July 23, 2024. Seconded by Kaiser. Motion carried.

**Treasurer's Report & Financials –**

Treasurer's Report & Financial approvals for July 31, 2024, Financial Report.

**25-12 Motion** by Halligan to approve the July 31, 2024, Financial Report. Seconded by Kaiser. Motion carried.

- A. Annual Review of District Funds – It was discussed that Sean and Dale would do it possibly the next week on Thursday. Althaus will follow up with them.

**FARMS Report**

**FARMS Ledgers Remaining Balances, as of August 20, 2024 – IFIP \$21,844.00; REAP F/NG \$941.33; REAP P \$5,247.58**

<b>Practice #</b>	<b>Name</b>	<b>Program</b>	<b>Practice</b>	<b>Estimated Cost</b>	<b>Cost Share Amt</b>	<b>Action</b>
120448	Alber, Chris	WQI	Cover Crops	\$9,600.00	\$3,200.00	None
120413	Alber, Nate	WQI	Cover Crops	\$9,600.00	\$3,200.00	None
120363	Baragary Brothers	WQI	Cover Crops	\$9,600.00	\$3,200.00	None
116195	Beatty Family Farms	WQI	Cover Crops	\$9,600.00	\$3,200.00	None

119860	Bowden Inv. Co. LLP	WQI	Cover Crops	\$9,600.00	\$3,200.00	None
120900	Cameron, Chris	WQI	Cover Crops	\$8,058.60	\$2,686.20	None
120936	Camerson, Craig	WQI	Cover Crops	\$9,600.00	\$3,200.00	None
120327	Cook, Gary	WQI	Cover Crops	\$4,560.00	\$1,520.00	None
119495	Dolan, William	WQI	Cover Crops	\$9,093.00	\$3,031.00	None
120210	Engelbrecht, Mark	WQI	Cover Crops	\$5,749.20	\$1,916.40	None
116021	Fischels, Doug	WQI	Cover Crops	\$2,700.00	\$1,125.00	None
120187	Francois, Alan	WQI	Cover Crops	\$9,013.80	\$3,004.60	None
116446	Gentz, Curt	WQI	Cover Crops	\$9,600.00	\$3,200.00	None
120647	Lehman, Randy	WQI	Cover Crops	\$3,720.00	\$1,240.00	None
121324	Lindsay, Scott	WQI	Cover Crops	\$9,600.00	\$3,200.00	None
116463	Milbach, Keith	WQI	Cover Crops	\$9,600.00	\$3,200.00	None
120345	Milbach, Matt	WQI	Cover Crops	\$7,231.20	\$2,410.40	None
120901	Svoboda, Matt	WQI	Cover Crops	\$600.00	\$200.00	None
116207	Wulfekuhle, Alan	WQI	Cover Crops	\$9,600.00	\$3,200.00	None

**FARMS Completed Cost Share Projects & Maintenance Agreements – None at this Time**

Practice #	Name	Program	Practice	Estimated Cost	Cost Share Amt	Action

**FARMS Amendment**

Practice #	Name	Program	Practice	Estimated Cost	Cost Share Amt	Action

**FARMS Cancellation Cost Share Projects & Maintenance Agreements**

Practice #	Name	Program	Practice	Estimated Cost	Cost Share Amt	Action
98547	Orr, James	IFIP	Waterway	\$13,965.70	\$6,982.85	Approve

The commissioners asked Evan Ronnebaum the circumstances on why his was cancelling, and Evan explained due to the engineering. They were off 3/10<sup>th</sup>s and Jim wasn't going to have them come WQI Cost Share Applications and the Cancellation of Jim Orr's Waterway.

**25-13 Motion by Kaiser to approve the cost share and cancellation. Seconded by Priebe. Motion carried.**

Pheasants Forever Report  
Nothing at this time

Upper Wapsi – Dolan  
Nothing at this time

HUC 8 –  
Currently trying to fulfill the position, it will be determined on where they are going to be located.

Maquoketa Watershed  
Erin Erickson – nothing at this time

### **District Conservationist Report – Evan Ronnebaum, District Conservationist**

NRCS Updates –

- EQIP – 1 application for an oxbow- currently waiting on a design/have 4 new applications/ 10 renewals
- CSP – 3 re-enroll CSP Contracts
- CRP – 20 new CRP, the rest are all renewals
- QAR – 2-day meeting; Training with Technical Expert – Jered Finley  
Evan will have training in Altoona from September 9 thru September 13th

### **Conservation Districts of Iowa – Report from Sean**

- A. Annual Conference is on August 19-20, 2024, at Gateway Hotel and Conference Center, Ames, Dolan gave report that Jeri Thornsberry was re-elected as President;
- Dolan also let the commissioners know that all the Resolutions past except for one, it is in regard to the Livestock Manure Storage. It was reviewed by the commissioners.
  - CDI Director, Dien, stated that 90% of their job is administrative.
- B. Claire Carlson Update – her contract did not renew, her replacement is Alyssa Comer, SE Iowa Planning Coordinator and Carlee Sabus, CDI Program Manager

### **IA Department of Ag and Land Stewardship –**

- Environmental Leader Award – We had 3 people from Buchanan County get this award, they were as follows: Bretz Farms LLC, Michael & Lisa Bretz; Sean and Sara Dolan; and Weston Family Farms – Luke and Alicia Weston

**NACD – National Association of Conservation District – Nothing Currently**

### **District Activities**

- Watermelon Feed – July 20<sup>th</sup> at the Buchanan County Fair Grounds (Outreach). Dolan purchased 15 Watermelons; it went well. Sean was assisted by Julie Althaus and Dale Priebe.

- District Commissioners, we have Sean Dolan and Becky Lindsay running again, we have paperwork out for the following people Cameron Coking and Linda Walthart. So, if someone does make I on, it is looking good for assistant commissioners also.
- Clothing if anyone wants something they can go into Signs and More and order it themselves, unless it is a new commissioner

**Conservation Plans –62**

**25-14 Motion** by Priebe to approve the conservation plans. Seconded by Halligan. Motion carried.

**Other Items:**

Griffin Cabalka wanted to ask the commissioners if they would sign his paperwork for student loan forgiveness, what is expected from the commissioners is to verify his employment. The commissioners verified his employment and Althaus will send the paperwork out to Cabalka.

Regular Commissioners meeting is scheduled for September 24, 2024 at 9:00 a.m.

**25-15 Motion** by Kaiser to adjourn. Seconded by Halligan. Motion carried.

Adjourned @ 3:21 p.m.



Chairman

10-30-24

Date



Secretary

10-30-24

Date

# TREASURER'S SUMMARY REPORT

**Buchanan SWCD**

For the month ending: 8/30/24

**ASSETS \*\***

Checking Account(s)	\$	4,885.03
MMD Account(s)	\$	-
Savings	\$	-
CDs	\$	82,623.61
Petty Cash	\$	-
Inventory	\$	35.00
Fixed Assets	\$	12,150.00

**LIABILITIES**

Project Funding Obligated	\$	5,406.51
Vendor Bills submitted/due	\$	-
Sales Taxes due/unpaid	\$	-
Statements due/unpaid		
<b>Total Liabilities</b>	<b>\$</b>	<b>5,406.51</b>

**TOTAL ASSETS**

**\$ 99,693.64**

**UNOBLIGATED FUNDS**

**\$ 82,137.13**

(Does not include fixed assets)

(\*\*Balances all pulled from the working schedules)

Memo items:

Outstanding pledged donations

**RECAP VARIOUS CHECKING ACCTS**

	Last 4 Acct		Balances
Northeast Security BK	0135	Revolving	\$ 4,885.03
			\$ 4,885.03

Prepared By:

Julie Althaus

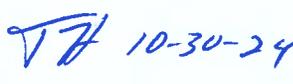
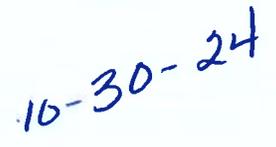
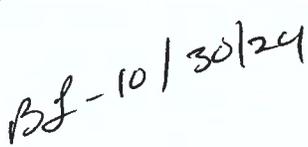
I verify I have reviewed the Treasurer's Report & supporting schedules.

  
Treasurer Signature

10-30-24  
Date

  
Co-Treasurer Signature

10-30-24  
Date

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 10-30-24  
 10/30/24











DEPOSIT ACCOUNTS

Buchanan SWCD

Month Ending 8/30/2024

9 Month CD		Account Name		Bank Address		Maturity Date		Sumner	
Bank Name		Northeast Security Bank		Bank Address		Maturity Date		Sumner	
Bank Account #		XXXXXXXX		806542		12/15/2024			
Date	Description	Posted to	Check # /Receipt #	Withdrawl \$	Deposit \$	CD Account Balance	Interest Rate/Yield		
7/15/2024	Renewal of CD				\$82,623.61	\$82,623.61			
						\$82,623.61			
						\$82,623.61	4.90%		
						\$82,623.61			
						<u>MONTH END BALANCE:</u>			
						\$82,623.61			

Initial: \_\_\_\_\_

Page 4 of 6

DK

JH

BL





**TREASURER'S REPORT  
OTHER ACCOUNTS/ACTIVITY**

**Buchanan SWCD**

Month Ending:

**8/30/2024**

Log of Purchases/Sales									
Date	Description (track each type of inventory separately)	Check #	Beginning Inventory	# of items Beginning Inventory	# new Bought	\$ Cost new Purch.	Quantity Sold This month	Month-End Quantity Balance	Ending value of inventory
		xxx						xxx	\$
	Flag Bundles		\$35.00	5	5			10	\$35.00
	Fabric for machine		\$0.00	0				0	\$0.00
SALES THIS MONTH	Description of items sold	# Items Sold	Sold \$ YTD	Sold \$ this month	Sales Tax \$ Due, Not paid	Sales Tax \$ Collected This Month	Sales Taxes pd this month	Check # for paid Sales Tax	
	Fabric Machine					\$0.00			
	Flags			\$0.00		\$0.00			
						\$0.00			
2022 TREE SALES Gross/Net (not complete)									EFT
Total sales & sales taxes for Month				\$0.00	\$0.00	00/00/0000	Date last Sales tax paid		
Total Sales YTD & Sales Tax QTD				\$0.00	\$0.00				
Month-end Inventory Value								\$35.00	

Assets							
Item	Date received	Source	Acquired Value	Value at Beginning of the Year	Est. Current Value	Date sold/written off	Value Received (if any)
Fabric Plow					\$150.00		
Laptop			\$0.00		\$0.00		
Printer			\$0.00		\$0.00		
Furniture (see list)					\$12,000.00		
<b>Total</b>			\$0.00	\$0.00	\$12,150.00		\$0.00

FARMS SUMMARY				
From FARMS Report	AMOUNT PAID	Currently Obligated	AVAILABLE BALANCE	COMMENTS
COST SHARE/FIP	\$ 8,729.90	\$ 52,373.62	\$ 28,826.85	
REAP/FNG	\$ 2,776.51	\$ 5,021.81	\$ 941.33	
REAP P	\$ 1,600.00	\$ 6,504.16	\$ 5,247.58	

OTHER FUNDS OBLIGATED BY THE DISTRICT					
Project #	Project	Obligated Funds	Amounts Paid Out	Available Balance	COMMENTS
n/a	Commissioner's Expenses (1M)				
FY25	780 Employee-Jim Brown	\$ 4,566.51		\$ 4,566.51	
n/a	Scholarships Awarded	\$ 10,920.00	\$ 10,080.00	\$ 840.00	
TOTAL OTHER SWCD Funds Obligated at month-end				\$5,406.51	

Initial: \_\_\_\_\_

*DK*  
*JA*

*BL*

*[Signature]*



# TREASURER'S SUMMARY REPORT

**Buchanan SWCD**

For the month ending: 9/30/24

**ASSETS \*\***

Checking Account(s)	\$	7,886.17
MMD Account(s)	\$	-
Savings	\$	-
CDs	\$	82,623.61
Petty Cash	\$	-
Inventory	\$	35.00
Fixed Assets	\$	12,150.00

**LIABILITIES**

Project Funding Obligated	\$	7,572.22
Vendor Bills submitted/due	\$	2,081.29
Sales Taxes due/unpaid	\$	-
Statements due/unpaid		
<b>Total Liabilities</b>	<b>\$</b>	<b>9,653.51</b>

**TOTAL ASSETS**

**\$ 102,694.78**

**UNOBLIGATED FUNDS**

**\$ 80,891.27**

(Does not include fixed assets)

(\*\*Balances all pulled from the working schedules)

Memo items:

Outstanding pledged donations \_\_\_\_\_

**RECAP VARIOUS CHECKING ACCTS**

	Last 4 Acct		Balances
Northeast Security BK	0135	Revolving	\$ 7,886.17
			<u>\$ 7,886.17</u>

Prepared By:

Julie Althaus

I verify I have reviewed the Treasurer's Report & supporting schedules.

[Signature]  
Treasurer Signature

10-30-24  
Date

[Signature]  
Co-Treasurer Signature

10-30-24  
Date

*TH*  
*DK*  
*SAW [Signature] 10-30-24*  
*BJ*  
*[Signature] 10-30-24*











# DEPOSIT ACCOUNTS

**Buchanan SWCD**

Month Ending 9/30/2024

9 Month CD		Account Name					
Bank Name		Northeast Security Bank		Bank Address		Sumner	
Bank Account #		XXXXXXXX		806542		Maturity Date 12/15/2024	
Date	Description	Posted to	Check # /Receipt #	Withdrawl \$	Deposit \$	CD Account Balance	Interest Rate/Yield
7/15/2024	Renewal of CD				\$82,623.61	\$82,623.61	
						\$82,623.61	
						\$82,623.61	4.90%
						\$82,623.61	
					MONTH END BALANCE:	\$82,623.61	

Initial: SD AR

OK  
TH  
BL



**TREASURER'S REPORT  
OTHER ACCOUNTS/ACTIVITY**

**Buchanan SWCD**

Month Ending:

9/30/2024

**Log of Purchases/Sales**

Date	Description (track each type of inventory separately)	Check #	Beginning Inventory	# of items Beginning Inventory	# new Bought	\$ Cost new Purch.	Quantity Sold This month	Month-End Quantity Balance	Ending value of inventory
	Flag Bundles	xxx	\$35.00	5	0	\$7.00		5	\$42.00
	Fabric for machine		\$0.00	0				0	\$0.00
<b>SALES THIS MONTH</b>	<b>Description of items sold</b>	<b># Items Sold</b>	<b>Sold \$ YTD</b>	<b>Sold \$ this month</b>	<b>Sales Tax \$ Due, Not paid</b>	<b>Sales Tax \$ Collected This Month</b>	<b>Sales Taxes pd this month</b>	<b>Check # for paid Sales Tax</b>	
	Fabric Machine					\$0.00			
	Flags			\$0.00		\$0.00			
						\$0.00			
	2022 TREE SALES Gross/Net (not complete)								EFT
	<b>Total sales &amp; sales taxes for Month</b>			\$0.00		\$0.00	00/00/0000	<b>Date last Sales tax paid</b>	
	<b>Total Sales YTD &amp; Sales Tax QTD</b>			\$0.00		\$0.00			
	<b>Month-end Inventory Value</b>								\$42.00

**Assets**

Item	Date received	Source	Acquired Value	Value at Beginning of the Year	Est. Current Value	Date sold/written off	Value Received (if any)
Fabric Plow					\$150.00		
Fabric Rolls			\$0.00		\$0.00		
Furniture (see list)			\$0.00		\$12,000.00		
					\$0.00		
<b>Total</b>			\$0.00	\$0.00	\$12,150.00		\$0.00

**FARMS SUMMARY**

From FARMS Report	AMOUNT PAID	Currently Obligated	AVAILABLE BALANCE	COMMENTS
<b>COST SHARE/FIP</b>	\$ 8,729.90	\$ 54,873.62	\$ 26,326.85	
<b>REAP/FNG</b>	\$ 2,776.51	\$ 5,021.81	\$ 941.33	
<b>REAP P</b>	\$ 1,600.00	\$ 6,504.16	\$ 5,247.58	

**OTHER FUNDS OBLIGATED BY THE DISTRICT**

Project #	Project	Obligated Funds	Amounts Paid Out	Available Balance	COMMENTS
n/a	Commissioner's Expenses (1M)	\$ 3,000.00		\$ 3,000.00	
FY25	780 Employee-Jim Brown	\$ 4,566.51	\$ 834.29	\$ 3,732.22	
n/a	Scholarships Awarded	\$ 10,920.00	\$ 10,080.00	\$ 840.00	
<b>TOTAL OTHER SWCD Funds Obligated at month-end</b>				\$7,572.22	

Initial: SPD AP  
DK BR  
JH

need to fix formula for sales tax





