

FAIRFIELD SOIL AND WATER CONSERVATION DISTRICT
REGULAR BOARD OF SUPERVISOR'S MEETING MINUTES

Date: June 8, 2017

Location: 831 College Ave., Suite B, Lancaster, Ohio

Board of Supervisors in attendance: Mark Boving, Don Rector, Matt Reese, Tim White arrived at 5:13 p.m. Wendy LaRue was unable to attend.

District Staff: Amy Boyer, Nikki Drake, Chris Holt, Chad Lucht

NRCS Staff: Brice Shaw

Others: None

Meeting called to order at 5:01 p.m. by Chair Mark Boving.

Approval of minutes of May 11, 2017, Board meeting

Motion: Matt Second: Don All in favor

Approval of financial report for May 1 - 31, 2017

Motion: Don Second: Matt All in favor

RECEIPTS

| | | |
|---|--------------------|------------|
| 100 flags sold | \$ 10.00 | Dist. Fund |
| Wildlife packets sold | 160.00 | “ “ |
| Corey Snoke – no-till drill rental (30.2 acres) | 312.40 | “ “ |
| Star Ohio – interest (April) | 124.46 | “ “ |
| Copies sold | 20.00 | “ “ |
| Chris Ours – no-till seeder rental (17.3 acres) | 207.60 | “ “ |
| AT&T – refund on account (cost paid by NRCS with new phone system) | 4.58 | “ “ |
| Licking SWCD – District Science Fair share of costs | 56.25 | “ “ |
| Perry SWCD – District Science Fair share of costs | 56.25 | “ “ |
| Jim Grilliot – no-till drill rental (16 acres) | 192.00 | “ “ |
| Brett Clark – fee for no-till seeder rental | 50.00 | “ “ |
| Zangmeister Farms – fee for no-till seeder with 3.3 acres prepaid | 89.60 | “ “ |
| Ruff Farms – no-till drill fee | 50.00 | “ “ |
| Tammy Miller – no-till drill rental (4.3 acres) | <u>51.60</u> | “ “ |
| Total Receipts District Fund | \$1,384.74 | |
| ODA, Soil & Water Conservation – May state match payment | 14,445.00 | Spec. Fund |
| Violet Township – DESC funds for Jan.-March 2017 | 6,900.00 | “ “ |
| Liberty Township – MS4 program services | 2,000.00 | “ “ |
| City of Pickerington – MS4 program services | 5,000.00 | “ “ |
| ODNR, Division of Wildlife – wildlife specialist grant funds for 2017 | <u>14,400.00</u> | “ “ |
| Total Receipts Special Fund | \$42,745.00 | |

BILLS

| | | |
|--|-----------------|------------|
| Helena Chemical Company – Ck#5129 – chemicals for airport & Violet Twp. - Pesticide funds in DCF | 316.50 | Dist. Fund |
| Vinton Co. National Bank – Ck#5130 – Visa bill (new hydraulic hose for new seeder) | 123.49 | “ “ |
| Verizon Wireless – Ck#5131 – monthly bill (\$127.42 TSP; \$287.55 Phase 2) | 414.97 | “ “ |
| Lancaster Eagle-Gazette – Ck#5132 – monthly newspaper subscription (June) | 23.30 | “ “ |
| Licking SWCD – Ck#5133 – T. Springer reg. to 6/20 Project WET/Aquatic | <u>5.00</u> | “ “ |
| Total Expenses District Fund | \$883.26 | |
| Salaries (5/12 & 5/25) | L-1 23,985.60 | Spec.Fund |
| Health Insurance | L-13 9,794.76 | “ “ |

| | | | | |
|--|-------|-----------------|------------|---|
| Life Insurance | L-13 | 33.24 | “ | “ |
| Medicare | L-12a | 320.68 | “ | “ |
| Long-Term Disability (50% match on employees who elect coverage) | L-13 | 18.32 | “ | “ |
| PERS | L-11 | <u>3,357.96</u> | “ | “ |
| Total Salaries & Benefits \$37,510.56 | | | | |
| S. Nikki Drake – PO#4799 – mileage to work 4/29 collection event | L-9 | 29.96 | Spec. Fund | |
| BW Tire Pickerington – PO#4807 – new tire for Jeep | L-3 | 157.78 | “ | “ |
| Treasurer State of Ohio – PO#4818 – Agreed Upon Procedures for 2012-2016 audit | L-5 | 246.00 | “ | “ |
| Precision Laser & Instrument – PO#4967 – battery door for Trimble GPS receiver (replacement) | L-3 | 124.72 | “ | “ |
| Vinton Co. National Bank – PO#4975 – Visa bill (part for 2013 GMC; server backup battery) | L-3 | 340.00 | “ | “ |
| Ohio University Athens – PO#5003 – Great Lake Internship Grant – Summer | L-5 | 223.32 | “ | “ |
| Amy Boyer – PO#4808 – reimb. parking expense to attend 5/2 legislative event | L-9 | 17.00 | “ | “ |
| Hestons Auto Service – PO#5282 – repairs to Jeep (front brake lines) | L-3 | <u>377.60</u> | “ | “ |
| Total Expenses Special Fund (Purchase Orders) \$1,516.38 | | | | |

PURCHASE ORDERS

| | | | | |
|--|-----|----------|---------------------------------|--|
| Speedway SuperAmerica – Blanket PO#1553 5/15 Monthly fuel bill | L-2 | \$327.11 | | |
| | | | <i>Current Balance \$151.77</i> | |
| BP America – Blanket PO#1549 5/8 Monthly fuel bill | L-2 | \$154.88 | | |
| | | | <i>Current Balance \$317.53</i> | |
| Time Warner Cable – Blanket PO#1551 5/12 Monthly business class service | L-5 | \$119.99 | | |
| | | | <i>Current Balance \$119.99</i> | |

DISTRICT FUND BALANCES AS OF 5/31/17:

| | | |
|--------------|--|--|
| \$248,146.10 | Total balance in District Account | |
| | \$154,153.29 - Balance in Star Ohio | |
| | \$93,992.81- Balance in District Checking Account | |
| \$178,335.83 | Amount to be used only for the following programs/grants/etc.: | |
| | \$37,589.48 - Sediment & Erosion Control Inspection Fees – RPC projects (Any unused amount is returned) Restricted Funds | |
| | \$2,470.77 - Phase II Funds (County Commissioners) Restricted Funds | |
| | \$572.90 – Amount that can be used for a project utilizing the following funds: | |
| | \$256.44 – Conservation Funds (Rager Fertilizer fine) Committed Funds | |
| | \$124.65 – Mall Wetland Sign Funds Assigned Funds | |
| | \$191.81 – Land Lab Funds (Quail Unlimited donation) Assigned Funds | |
| | \$2,255.84 – Clear Creek Funds Restricted Funds | |
| | \$472.80 – 2016 Healthy Soils Mini-Grant for Cover Crops (ODNR) Restricted Funds | |
| | \$26.28 – 2017 Healthy Soils Mini-Grant for Soil Sieves Restricted Funds | |
| | \$58,851.70 - Current Staff Liabilities (comp & vacation leave) Assigned Funds | |
| | \$76,096.06 - Contingent Staff Liabilities (Unemployment–25% of prior year’s salaries) Assigned Funds | |
| \$69,810.27 | Total undedicated funds | |

PETTY CASH

Beginning Balance \$24.25

Ending Balance \$24.25

RECEIPTS

None

BILLS

None

SPECIAL FUND BALANCES AS OF 5/31/17:

Balance in Budgeted Appropriation Account - \$336,206.60

Balance in Special Account – \$341,136.24 (Actual Cash)

2016 STATE MATCH

Amount allocated - \$201,228.00

Outstanding balance (to be received in 2016/2017) - \$14,445.00

Received to date - \$186,783.00

Special Fund Account Balances

L-1 Salaries \$185,080.75

L-2 Supplies \$8,653.30

L-3 Equipment \$10,637.35

L-4 Repair & Maintenance \$694.68

L-5 Contract Services \$5,680.02

L-6 Rentals/Lease \$13,120.00

L-7 Specialized Services \$3,800.00

L-8 Scholarship \$0

L-9 Travel Reimbursement \$6,084.65

L-10 Advertising \$3,442.10

L-11 PERS \$25,671.42

L-12 Worker’s Comp. \$1,471.45

L-12a Unemployment \$10.00

L-12a Medicare \$2,838.26

L-13 Health Insurance \$68,626.20

L-13 Health Insurance EAP \$0

L-13 Life Insurance \$267.18

L-13 Long Term Disability \$129.24

Vacation, Sick & Comp Leave Balances (as of 5/26/17)

| | <u>Sick Leave</u> | <u>Vacation Leave</u> | <u>Comp Leave</u> |
|--------------------|-------------------|-----------------------|-------------------|
| Amy Boyer | 931.43 | 460.23 | 12 |
| Nikki Drake | 978.65 | 454.35 | 23.75 |
| Jonathan Ferbrache | 234.40 | 219.90 | 8.88 |
| Christina Holt | 694.83 | 478.98 | 16.5 |
| Chad Lucht | 2,313.21 | 401.80 | 7.5 |
| Tommy Springer | 710.79 | 182.65 | .75 |

“Dedicated Conservation Fund”

Vinton County National Bank

RECEIPTS

Vinton Co. National Bank – checking account interest (April)

\$ 27.54

BILLS

None

DEDICATED CONSERVATION FUND BALANCE AS OF 5/31/17:

\$246,541.66 Total Cash Balance

\$1,013.81 - Interest Earned

\$14,917.37 – GPS/GIS Service Funds from Fairfield County Utilities (Water Valve) **Assigned Funds**

\$8,000.00 – GPS/GIS Service Funds from Violet Township (Curb Inlets, Structures, Storm Piping Size) **Assigned Funds**

\$23,646.11 – Pesticide Application **Committed Funds**

\$82,758.70 – Engineering Program Funds **Committed Funds**

\$116,205.67 - Urban Program Funds **Committed Funds**

There were no public comments.

The nominating committee was discussed. Matt has a call in to Kris Thrush.

See attached NRCS Report by Brice Shaw.

Motion to approve the Level 2 Budget for 2018

Motion: Don Second: Matt All in favor

Motion to approve payment of \$1,722 to the Ohio Auditor of State for the audit of years 2012-2016.

Motion: Matt Second: Mark All in favor

Motion to approve payment to renew the two AutoCAD subscriptions not to exceed \$3,000.

Motion: Don Second: Matt All in favor except Tim who abstained due to arriving after discussion

Chad and Amy went to Delaware SWCD today to meet about joining Franklin, Delaware and a handful of other SWCDs in applying for a \$48,000 grant that would increase public awareness of water quality. They have previously tried for funding and were told they may have a better chance if more partners were involved. The funding would be used toward acquiring displays, a website, professional outreach, etc. The group would have one year to complete after approval of grant funding.

Motion to approve letter of support for OEEF Grant

Motion: Tim Second: Matt All in favor

Jonathan has worked on a social media policy. He took Fairfield County's version and made a few changes. The policy was given out to the board to review prior to next month's meeting.

There was discussion on David Hague's EPRI grant.

Amy reported that the land adjacent to the Ag Center has been transferred to the Fairfield County Historical Parks. The Mary Ruffner Bridge, currently in Perry County, will be relocated to the sensory trail/wetland.

Motion to Adjourn at 5:39 p.m.

Motion: Matt Second: Tim All in favor

Mark Boving, Chair

Matt Reese, Secretary

Minutes & Financial Report by:

Christina Holt, Administrative Assistant