

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

Date: October 5, 2017

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

Board of Supervisors in attendance: Mark Boving, Wendy LaRue, Matt Reese, Tim White
(Don Rector was unable to attend)

District Staff: Amy Boyer, Nikki Drake, Jonathan Ferbrache

NRCS Staff: Dave Libben

Meeting called to order at 5:00 p.m. by Chair Mark Boving.

Approval of minutes of September 14, 2017, Board & Annual Meeting

Motion: Tim Second: Matt All in favor

Approval of financial report for September 1- 30, 2017

Motion: Tim Second: Wendy All in favor

RECEIPTS

1 plat book sold	\$ 20.00	Dist. Fund
200 flags sold	20.00	“ “
Copies sold	14.00	“ “
Bill Poor – drill rental (3 acres)	36.72	“ “
Richard Boucher – fee to rent no-till drill	50.00	“ “
22 annual meeting tickets	308.00	“ “
Strickler Farms – fee to rent seeder	50.00	“ “
Star Ohio – interest (August)	154.72	“ “
Fairfield County Bird Dog Club – drill rental (3.8 acres)	45.60	“ “
Shirley Tipple – fee for no-till drill	50.00	“ “
Richard Boucher – no-till drill rental (12.6 acres)	101.20	“ “
Franklin SWCD – reimb. expense to produce EXPO booklets	110.00	“ “
Strickler Farms – seeder rental (1.9 acres)	22.80	“ “
Sarah Meier – fee for no-till seeder rental	<u>50.00</u>	“ “
Total Receipts District Fund	\$1,033.04	
ODA, Soil & Water Conservation – September state match	\$ 14,290.00	Spec. Fund
Total Receipts Special Fund	\$14,290.00	

BILLS

Lancaster Eagle-Gazette – Ck#5145 – monthly newspaper subscription (October)	22.30	Dist. Fund
Verizon Wireless – Ck#5146 – monthly bill (\$127.44 TSP; \$127.46 Phase 2)	254.90	“ “
Auld Crafters & Assoc. – Ck#5147 – award sign for Fairfield Union Conservation Partner of the Year Award	55.00	“ “
Jean Reichelderfer – 50 meals for 9/14 annual meeting/banquet	700.00	“ “
Scioto Sign Inc. – 2 cooperators signs	49.10	“ “
Vinton Co. National Bank – Ck#5150 – Visa (office supplies \$189.51; no-till drill parts \$16.11)	<u>205.62</u>	“ “
Total Expenses District Fund	\$1,286.92	

Salaries (9/1, 9/15 & 9/29)	L-1 35,978.43	Spec.Fund
Health Insurance	L-13 9,794.76	“ “
Life Insurance	L-13 49.86	“ “
Medicare	L-12a 493.56	“ “
Long-Term Disability (50% match on employees who elect coverage)	L-13 27.48	“ “
Workers Comp.	L-12 381.03	“ “

PERS	L-11	<u>5,036.95</u>	“	“
Total Salaries & Benefits		\$51,762.07		
Ohio University Athens – PO#7488 – OU-L intern through Great Lakes Grant	L-5	446.64	Spec. Fund	
Time Warner Cable – PO#7573 – monthly business class service	L-5	119.99	“	“
MNCO – PO#7571 – legal notice for supervisor election	L-10	112.30	“	“
Christina Holt – PO#7574 – replenish petty cash	L-2	33.94	“	“
Fleetcor Superfleet MC – PO#7717 – monthly fuel bill (8/8-9/8/17)	L-2	307.82	“	“
U.S.P.S – PO#7723 – 120 first class stamps at \$.49/each	L-2	58.80	“	“
Vinton Co. National Bank – PO#7725 – Visa bill (J. Ferbrache & A. Boyer reg. to 8/23-8/24 Ohio Floodplain Mgmt. Conference)	L-9	470.00	“	“
Vinton Co. National Bank – PO#7726 – Visa bill (Smarttool Rail with case)	L-3	<u>114.00</u>	“	“
Total Expenses Special Fund (Purchase Orders)		\$1,663.49		

PURCHASE ORDERS

BP America – Blanket PO#1549	L-2			
9/6 Monthly fuel bill			\$75.07	
			<i>Current Balance \$68.66</i>	

DISTRICT FUND BALANCES AS OF 9/30/17:

\$260,359.38	Total balance in District Account	
	\$154,722.88 - Balance in Star Ohio	
	\$105,636.50 - Balance in District Checking Account	
\$175,667.83	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	
	\$1,906.97 - 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	
	\$56,747.50 - Current Staff Liabilities (comp & vacation leave) Assigned Funds	
	\$76,096.06 - Contingent Staff Liabilities (Unemployment–25% of prior year’s salaries) Assigned Funds	
\$84,691.55	Total undedicated funds	

PETTY CASH

Beginning Balance \$8.92
Ending Balance \$33.21

RECEIPTS

Check from Special Fund \$ 33.94

BILLS

Postage to mail package to ODA, Department of Farmland Preservation \$ 6.65
1 newsletter returned 1.21
2 newsletters returned (1@\$1.21; 1@\$.58) 1.79
\$9.65

SPECIAL FUND BALANCES AS OF 9/30/17:

Balance in Budgeted Appropriation Account - \$162,683.98

Balance in Special Account – \$232,204.76 (Actual Cash)

2017 STATE MATCH

Amount allocated - \$182,020.00

Outstanding balance (to be received in 2017/2018) - \$133,879.00

Received to date - \$48,141.00

Special Fund Account Balances

L-1 Salaries \$77,145.46

L-2 Supplies \$7,041.55

L-3 Equipment \$7,941.64

L-4 Repair & Maintenance \$510.86

L-5 Contract Services \$3,268.03

L-6 Rentals/Lease \$13,120.00

L-7 Specialized Services \$3,800.00

L-8 Scholarship \$0

L-9 Travel Reimbursement \$5,554.03

L-10 Advertising \$1,693.85

L-11 PERS \$10,560.58

L-12 Worker’s Comp. \$1,043.76

L-12a Unemployment \$10.00

L-12a Medicare \$1,382.66

L-13 Health Insurance \$29,447.16

L-13 Health Insurance EAP \$0

L-13 Life Insurance \$117.60

L-13 Long Term Disability \$46.80

Vacation, Sick & Comp Leave Balances (as of 9/29/17)

	<u>Sick Leave</u>	<u>Vacation Leave</u>	<u>Comp Leave</u>
Amy Boyer	966.58	433.53	4.5
Nikki Drake	1011.3	477.9	7.13
Jonathan Ferbrache	256.30	187.30	18.38
Christina Holt	727.23	449.28	12.63
Chad Lucht	2,348.36	425.1	7.5
Tommy Springer	742.69	138.30	17.25

“Dedicated Conservation Fund”

Vinton County National Bank

RECEIPTS

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

\$ 52.38

BILLS

None

DEDICATED CONSERVATION FUND BALANCE AS OF 9/30/17:

\$246,751.45 Total Cash Balance

\$1,223.60 - 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.

Amy passed around a fair schedule and passes. Staff set up the booth today.

Dave gave the NRCS report. Five CSP renewal contracts have been pre-approved. Brice and Tommy completed the mid-contract management reviews. October 20 is the CAP application deadline (had some forestry management). TSPs are hired for that work. There is an Oak EQIP forestry project meeting in Athens on October 23. That initiative is in 11 counties (Fairfield not included). There will be EEO and Reasonable Accommodation training for managers on October 16-17. Fairfield County is hosting a conservation planning certification training on Oct 30-31 for NRCS & SWCD employees.

The MOU with Fairfield Land Preservation Association was discussed. We serve in an advisory role to them. They reviewed the MOU at the end of September. We are the only SWCD to have such a MOU. No changes need made, continue to let current MOU ride.

Amy passed around information the commissioners are releasing regarding the Buckeye Lake pumps. Pot holing was completed last week, so next week we should know if a gravity system will work. Otherwise, the alternative will be more expensive. ODNR has given an extension, but did not specify dates.

Motion to Adjourn at 5:35 p.m.

Motion: Wendy Second: Tim All in favor

Mark Boving, Chair

Matt Reese, Secretary

Minutes by:

Financial Report by:

Nikki Drake, Engineering Tech.

Christina Holt, Administrative Assistant