

FAIRFIELD SOIL AND WATER CONSERVATION DISTRICT
REGULAR BOARD OF SUPERVISORS MEETING MINUTES

Date: March 12, 2020

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

Board of Supervisors in attendance: Mark Boving, Linda Claypool, Matt Reese, Tim White
Wendy LaRue was unable to attend.

District Staff: Carrie Brown, Nikki Drake, Chris Holt, Chad Lucht

NRCS Staff: Dave Libben, Brice Shaw

Meeting called to order at 4:56 p.m. by Chair Mark Boving.

Approval of minutes of February 13, 2020, Board Meeting

Motion: Tim Second: Matt All in favor

Approval of financial report for February 1 - 29, 2020

Motion: Linda Second: Matt All in favor

RECEIPTS

171 wildlife packets sold	1,625.00	Dist. Fund
Star Ohio – interest (January)	248.14	“ “
OFSWCD – TSP funds (1,188.75 EQIP; \$14,444.25 CRP)	15,633.00	“ “
Violet Township – DESC funds (Oct.-Dec. 2019)	12,300.00	“ “
MI Homes of Central OH – reimb. cost to do water sample test (Heron)	90.25	“ “
3 plat books sold (2 – 2020; 1 – 2012)	<u>45.00</u>	“ “
Total Receipts District Fund	\$29,941.39	
ODA, Soil & Water Conservation - February state match payment	13,798.00	Spec. Fund
BWC Refund	<u>13.95</u>	“ “
Total Receipts Special Fund	\$13,811.95	

BILLS

USPS – Ck#5313 – postage to mail Feb. newsletter	268.11	Dist. Fund
Verizon Wireless – Ck#5314 – monthly bill (\$135.61 TSP;\$166.23 Urban) DCF	301.84	“ “
MASI – Ck#5315 – water sample testing (MI Homes)	90.25	“ “
HFM Publications – Ck#5316 – 1/8 page ad in Fairfield County Business Directory & Resource Guide	210.00	“ “
North End Press – Ck#5317 – affiliate membership cards 2020-2023	220.00	“ “
Lancaster Eagle-Gazette – Ck#5318 – monthly newspaper subscription (March)	25.30	“ “
Osburn Associates Inc. – Ck#5319 – signs, posts & hardware to mark newly named streams (DCF fund)	<u>1,531.20</u>	“ “
Total Expenses District Fund	\$2,646.70	
Salaries (2/14 & 2/28)	L-1 25,368.02	Spec.Fund
Health Insurance	L-13 10,490.16	“ “
Life Insurance	L-13 21.90	“ “
Medicare	L-12a 340.98	“ “
PERS	L-11 <u>3,551.51</u>	“ “
Total Salaries & Benefits	\$39,772.57	
ODA – PO#2768 – C. Brown registration to 3/25-26 TDP class	L-9 10.00	Spec. Fund
USPS – PO#2770 – postage (40-\$1; 120-\$.55; 60-\$.35)	L-2 127.00	“ “
Christina Holt – PO#2771 – replenish petty cash fund	L-2 23.32	“ “
Hocking SWCD – PO#2777 – C. Brown reg. to 2/6 contractor’s workshop	L-9 25.00	“ “
Vinton Co. National Bank – PO#2912 – Visa (T. Springer reg. to 3/4 Ohio Woodland Conference)	L-9 65.00	“ “

SPECIAL FUND BALANCES AS OF 2/29/20:

Balance in Budgeted Appropriation Account - \$485,841.77

Balance in Special Account – \$364,276.26 (Actual Cash)

2019/2020 STATE MATCH

Amount allocated - \$282,566.00

Outstanding balance (to be received in 2020) - \$55,188.00

Received to date - \$227,378.00

Special Fund Account Balances

L-1 Salaries \$281,579.92

L-2 Supplies \$4,941.98

L-3 Equipment \$4,418.56

L-4 Repair & Maintenance \$1,500.00

L-5 Contract Services \$17,276.12

L-6 Rentals/Lease \$0

L-7 Specialized Services \$5,200.00

L-8 Scholarship \$50

L-9 Travel Reimbursement \$3,307.58

L-10 Advertising \$4,176.40

L-11 PERS \$40,121.22

L-12 Worker’s Comp. \$5,200.00

L-12a Unemployment \$10.00

L-12a Medicare \$4,134.11

L-13 Health Insurance \$107,019.68

L-13 Life Insurance \$406.20

Vacation Payout \$6,500.00

Vacation, Sick & Comp Leave Balances (as of 2/28/20)

	<u>Sick Leave</u>	<u>Vacation Leave</u>	<u>Comp Leave</u>	<u>Personal Leave</u>	<u>Personal Wellness</u>
Carrie Brown	533.21	112.60	15.13	24	0
Nikki Drake	1278.60	569.0	16.65	32	0
Jonathan Ferbrache	364.60	244.40	1.51	25.75	0
Christina Holt	904.03	551.63	1.39	32	0
Chad Lucht	2540.16	471.95	12.27	32	40.75
Tommy Springer	965.24	290.15	6.15	32	0

“Dedicated Conservation Fund”

Vinton County National Bank

RECEIPTS

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

\$ 52.70

BILLS

None

DEDICATED CONSERVATION FUND BALANCE AS OF 2/29/20:

\$248,248.16 Total Cash Balance

\$2,720.31 - 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.

No standing committees.

Dave gave the NRCS Report. EQIP applications and new/renewal CSP applications being accepted until March 20th. CRP grassland sign-up (pastures, long-term hay) around \$40/acre rental rate for 10 or 15 year contracts. There has been an increase in the number of EQIP applications (another 6 this month).

The 2020 Annual Plan of Work was reviewed and signed by Board members.

The District was once again asked by OSU Extension to sponsor a child for the Ohio Forestry Camp (Camp Canopy) at a cost of \$375.

Approve the sponsorship of one child to the Ohio Forestry Camp at a cost of \$375, donation to Fairfield County 4-H Advisory Committee.

Motion: Tim Second: Matt All in favor

Nikki Drake will be on vacation from March 19th until April 5th. She would like to have Chad Lucht be acting District Manager in her absence.

Approve Chad Lucht as acting District Manager from March 19 until April 5.

Motion: Linda Second: Tim All in favor

Nikki reviewed our current policy on Board Meetings & Public Comment. SWCD's around the state are seeing an increase in the number of public attending their board meetings due to H2Ohio. It was decided to leave the policy as is.

Carrie Brown just passed her 1-year anniversary with the District.

Chad presented a video on the operation of the HyDrone that was recorded when staff did a demo at Rising Park.

The Annual Conservation Partnership meeting was discussed by those that attended.

Motion to adjourn at 5:14 p.m.

Motion: Linda Second: Matt All in favor

Mark Boving, Chair

Matt Reese, Vice Chair

Minutes & Financial Report by:

Christina Holt, Fiscal Coordinator