

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

Date: October 8, 2020

Location: 831 College Ave., Suite B, Lancaster, OH 43130

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

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

NRCS Staff: Dave Libben, Brice Shaw

A demo of the newly purchased drone was done in the parking lot prior to the meeting.

Meeting called to order at 5:08 p.m. by Chair Mark Boving.

Approval of minutes of September 10, 2020, Board Meeting

Motion: Wendy Second: Matt All in favor

Approval of financial report for September 1 - 30, 2020

Motion: Matt Second: Wendy All in favor

RECEIPTS

14 plat books sold (3 with postage)	\$ 289.00	Dist. Fund
Copies sold	60.00	“ “
Pete Hines – fee to rent no-till seeder	50.00	“ “
Star Ohio – interest (August)	40.41	“ “
William Griffith – fee to rent no-till drill	50.00	“ “
Pete Hines – rental of seeder (8.3 acres)	99.60	“ “
Ron Diapolo – no-till drill rental with interest (3.8 acres)	47.44	“ “
William Griffith – no-till drill rental (9.6 acres)	<u>115.20</u>	“ “
Total Receipts District Fund	\$751.65	
BWC Refund	194.63	Spec. Fund
Total Receipts Special Fund	\$194.63	

BILLS

Verizon Wireless – Ck#5415 – monthly bill (\$166.17 Urban DCF; \$135.58 TSP)	\$ 301.75	Dist. Fund
ODA – Ck#5416 – pesticide license renewals for business and individuals (4 staff)	175.00	“ “
Lancaster Eagle-Gazette – Ck#5417 – mthly newspaper subscription (Oct.)	27.30	“ “
Vinton Co. National Bank – Ck#5418 – Visa (Pix4D online course & exam for C. Lucht)	251.49	“ “
TCR Personal Computers – Ck#5419 – desktop computer for C. Lucht – DCF	<u>1,735.00</u>	“ “
Total Expenses District Fund	\$2,490.54	
Salaries (9/11 & 9/25)	L-1 25,368.02	Spec.Fund
Health Insurance	L-13 9,873.12	“ “
Life Insurance	L-13 21.90	“ “
Medicare	L-12a 332.04	“ “
Workers Comp	L-12 2,453.95	“ “
PERS	L-11 <u>3,551.50</u>	“ “
Total Salaries & Benefits	\$41,600.53	
USPS – PO#6434 – postage (100 - \$.55; 50 - \$1)	L-2 105.00	Spec. Fund
MT Business Technologies Inc. – PO#6536 – copier maintenance (9/3-12/2) & excess copy charges (6/3-9/2)	L-4 373.27	“ “
CDWG – PO#6648 – 6 Microsoft Office 365 license renewals (1 year)	L-3 796.74	“ “
HFM Publications – PO#6649 – double calendar ad in Pickerington	L-10 150.00	“ “

Community Calendar

BW Tire Pickerington – PO#6666 – repairs to 2013 GMC Sierra (fluid leaks)	L-4	442.49	“	“
Handle With Care IT – PO#6776 – IT support (setup of C. Lucht’s new desktop computer)	L-5	<u>207.00</u>	“	“

Total Expenses Special Fund (Purchase Orders) \$2,074.50

NOTE: On 9/15/20, \$2,000 was transferred from L-3 Equipment to L-4 Repair and Maintenance
On 9/18/20, there was an expense adjustment for vehicle repairs originally taken from L-3 Equipment, which now is deducted from L-4 Repair and Maintenance.

PURCHASE ORDERS

Speedway SuperAmerica LLC – Blanket PO#1379	L-2		
9/16 Monthly fuel bill		\$117.72	
			<i>Current Balance \$560.34</i>
BP America – Blanket PO#1359	L-2		
9/16 Monthly fuel bill		\$134.02	
			<i>Current Balance \$378.63</i>
Time Warner Cable – Blanket PO#1376	L-5		
9/16 Monthly business class service		\$106.98	
			<i>Current Balance \$213.96</i>

DISTRICT FUND BALANCES AS OF 9/30/20

\$396,665.17	Total balance in District Account	
	\$163,204.77 - Balance in Star Ohio	
	\$233,460.40 - Balance in District Checking Account	
\$245,256.16	Amount to be used only for the following programs/grants/etc.:	
	\$86,223.68 - Sediment & Erosion Control Inspection Fees – RPC projects (Any unused amount is returned) Restricted Funds	
	\$93.17 – Amount that can be used for a project utilizing the following funds:	
	\$66.36 – Mall Wetland Sign Funds Assigned Funds	
	\$26.81 – Land Lab Funds (Quail Unlimited donation) Assigned Funds	
	\$2,255.84 – Clear Creek Funds Restricted Funds	
	\$9,750.00 – EPRI Grant Funds – Hague Restricted Funds	
	\$68,651.01 - Current Staff Liabilities (comp & vacation leave) Assigned Funds	
	\$78,282.46 - Contingent Staff Liabilities (Unemployment–25% of prior year’s salaries) Assigned Funds	
\$ 151,409.01	Total undedicated funds	

PETTY CASH

Beginning Balance \$9.75
Ending Balance \$32.39

RECEIPTS

Check from Special Fund \$25.25

BILLS

1 newsletter returned	\$.62
1 newsletter returned	.62
1 newsletter returned	<u>1.37</u>
	\$2.61

SPECIAL FUND BALANCES AS OF 9/30/20:

Balance in Budgeted Appropriation Account - \$171,906.73

Balance in Special Account – \$379,809.73 (Actual Cash)

2020/2021 STATE MATCH

Amount allocated - \$284,342.00

Outstanding balance (to be received in 2020/2021) - \$213,256.00

Received to date - \$71,086.00

Special Fund Account Balances

L-1 Salaries \$91,198.57

L-10 Advertising \$2,758.35

L-2 Supplies \$2,542.72

L-11 PERS \$13,467.95

L-3 Equipment \$923.76

L-12 Worker’s Comp. \$2,746.05

L-4 Repair & Maintenance \$350.02

L-12a Unemployment \$10.00

L-5 Contract Services \$7,121.22

L-12a Medicare \$1,588.38

L-6 Rentals/Lease \$0

L-13 Health Insurance \$35,439.68

L-7 Specialized Services \$5,200.00

L-13 Life Insurance \$252.90

L-8 Scholarship \$0

Vacation Payout \$6,500.00

L-9 Travel Reimbursement \$1,807.13

OT, Overtime \$0

Vacation, Sick & Comp Leave Balances (as of 9/25/20)

	<u>Sick Leave</u>	<u>Vacation Leave</u>	<u>Comp Leave</u>	<u>Personal Leave</u>	<u>Personal Wellness</u>
Carrie Brown	579.96	123.10	.13	0	0
Nikki Drake	1339.6	589.75	.15	0	0
Jonathan Ferbrache	390.6	263.65	3.76	5.75	0
Christina Holt	944.78	569.13	.89	0	0
Chad Lucht	2599.91	547.45	9.9	32	2
Tommy Springer	1033.74	280.40	2.53	0	0

“Dedicated Conservation Fund”

Vinton County National Bank

RECEIPTS

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

\$ 33.03

BILLS

None

DEDICATED CONSERVATION FUND BALANCE AS OF 9/30/20:

\$248,590.80 Total Cash Balance

\$3,062.95 - 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 or standing committees.

Dave gave the NRCS report. CSP payments are underway. There were 12 EQIP applications approved in FY20; no sign-up deadline has been posted. A few HEL and wetland determinations have been completed.

Carrie discussed the Memorandum of Understanding (MOU) with Central Ohio Partnership for Regional Invasive Species Management (COPRISM). This MOU covers 17 counties; most of the Upper Scioto Watershed. This MOU is non-binding and only serves as a tool for funding opportunities; it would also formalize the partnership.

Approve the MOU with Central Ohio Partnership for Regional Invasive Species Management (COPRISM).

Motion: Wendy Second: Linda All in favor

Nikki discussed the letter of support for the Hunter's Run Conservancy District (HRCDD). This letter states that the Fairfield SWCD supports their efforts in completing a reassessment and that there are no outstanding pollution complaints. Aaron Stockberger with the Farm Service Agency also provided the HRCDD a letter of support stating that no farms in the watershed were in violation of HEL and wetland provisions in the Farm Bill.

Approve and sign a letter of support to the Hunter's Run Conservancy District (signed by Mark Boving).

Motion: Wendy Second: Linda All in favor

Nikki stated that H2Ohio funding has been made available for Buckeye Lake. ODNR will design a wetland and contribute \$750,000 to the project. The contract and construction will hopefully be done by fall of 2021.

Chad discussed the issues he has had in Violet Township with developers and explained that the City of Pickerington is having similar issues. During a review process, deficiencies were identified, and the City of Pickerington has asked for additional services after Jonathan met with them to discuss these deficiencies. These additional services could bring in an additional \$23,000 per year and would require staff time of one day a week. This would be in addition to the MS4 program funds we already receive annually. These additional funds could be matched.

Videos were shown; one of Commissioner Fix that mentioned the Fairfield SWCD during his State of the County address, and the other was footage from the newly purchased drone.

Motion to adjourn at 5:43 p.m.

Motion: Linda Second: Matt All in favor

Mark Boving, Chair

Wendy LaRue, Secretary

Minutes & Financial Report by:

Christina Holt, Fiscal Coordinator