

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

Date: March 11, 2021

Location: 831 College Avenue, Lancaster, Ohio

Board of Supervisors in attendance: Wendy LaRue, David Ochs, Gregg Pontius, Matt Reese
Linda Claypool was unable to attend

District Staff: Carrie Brown, Nikki Drake, Chris Holt, Chad Lucht, Tommy Springer
Jonathan Ferbrache attended by teleconference

NRCS Staff: Dave Libben, Brice Shaw

Meeting called to order at 4:55 p.m. by Chair Matt Reese.

Approval of minutes of February 11, 2021, Board Meeting

Motion: Gregg Second: Wendy All in favor

Approval of financial report for February 1-28, 2021

Motion: Gregg Second: David All in favor

RECEIPTS

1 plat book sold	\$ 20.00	Dist. Fund
189 wildlife packets sold	2,165.00	“ “
Jim Jepsen – tile plan design fee (4-AMA-21)	100.00	“ “
Christian Hoffman – tile plan design fee (2-CLE-21)	100.00	“ “
Greg Waidelich – 60 ft. of geotextile	60.00	“ “
Star Ohio – interest (January)	22.63	“ “
OFSWCD – TSP funds (CRP \$8,278.50; EQIP \$1,299.75)	9,578.25	“ “
OFSWCD – TSP funds (CRP)	<u>12,861.75</u>	“ “
Total Receipts District Fund	\$24,907.63	

BILLS

Fairfield County Engineer – Ck#5446 – 152 ft. of geotextile	80.56	Dist. Fund
Verizon Wireless – Ck#5447 – monthly bill (\$176.95 Urban DCF; \$135.90 TSP)	312.85	“ “
U.S.P.S. – Ck#5448 – postage to mail February newsletter	284.77	“ “
Sunrise Cooperative – Ck#5449 – chemicals for Hunters Run Conservation District	45.96	“ “
Lancaster Eagle-Gazette – Ck#5450 – monthly newspaper (March)	23.99	“ “
Vinton Co. National Bank – Ck#5451 – Visa (back up camera for Dodge RAM; TV to use as computer monitor; SSL certificate renewal with Network Solutions)	<u>1,162.07</u>	“ “
Total Expenses District Fund	\$1,910.20	

Salaries (2/12 & 2/26)	L-1 26,129.62	Spec.Fund
Health Insurance	L-13 9,873.12	“ “
Life Insurance	L-13 21.90	“ “
Medicare	L-12a 343.08	“ “
PERS	L-11 <u>3,658.14</u>	“ “
Total Salaries & Benefits	\$40,025.86	

Muffler Man – PO#2276 – repairs to Honda Element muffler	L-4 160.00	Spec. Fund
Vinton Co. National Bank – PO#2562 – Visa (tripods; HDMI cable; credit on HP account)	L-2 73.41	“ “
North End Press – PO#2566 – Feb. newsletter printing & mailing	L-10 1,242.05	“ “
Fairfield Co. Auditor – Resolution #2021-02.23a – ArcGIS online license fee for 1 year	L-5 <u>1,200.00</u>	“ “
Total Expenses Special Fund (Purchase Orders)	\$2,675.46	

PURCHASE ORDERS

Speedway SuperAmerica LLC – Blanket PO#1061	L-2	
2/11 Monthly fuel bill		\$221.93
		<i>Current Balance \$1,083.51</i>
 BP America – Blanket PO#989	L-2	
2/10 Monthly fuel bill		\$53.57
		<i>Current Balance \$746.43</i>
 Time Warner Cable – Blanket PO#1055	L-5	
2/16 Monthly business class service		\$106.98
		<i>Current Balance \$962.82</i>

DISTRICT FUND BALANCES AS OF 2/28/21

\$437,038.67	Total balance in District Account	
	\$263,322.94 - Balance in Star Ohio	
	\$173,715.73 - Balance in District Checking Account	
\$268,745.91	Amount to be used only for the following programs/grants/etc.:	
	\$106,000.44 - 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	
	\$6,500.00 – EPRI Grant Funds – Hague Restricted Funds	
	\$68,279.38 - Current Staff Liabilities (comp & vacation leave) Assigned Funds	
	\$85,617.08 - Contingent Staff Liabilities (Unemployment–25% of prior year’s salaries) Assigned Funds	
\$168,292.76	Total undedicated funds	

PETTY CASH

Beginning Balance \$22.23
Ending Balance \$15.68

RECEIPTS

None

BILLS

1 newsletter returned	\$.55
6 newsletters returned (3 at \$.63/ea.;3 at \$1.37/ea.)	<u>6.00</u>
	\$ 6.55

SPECIAL FUND BALANCES AS OF 2/28/21:

Balance in Budgeted Appropriation Account - \$492,028.85
Balance in Special Account – \$442,487.50 (Actual Cash)

2020/2021 STATE MATCH

Amount allocated - \$284,342.00 Outstanding balance (to be received in 2020/2021) - \$71,084.00
Received to date - \$213,258.00

Special Fund Account Balances

L-1 Salaries \$288,740.78	L-10 Advertising \$3,757.95
L-2 Supplies \$4,343.38	L-11 PERS \$40,423.72
L-3 Equipment \$3,500.00	L-12 Worker's Comp. \$5,000.00
L-4 Repair & Maintenance \$4,140.00	L-12a Unemployment \$10.00
L-5 Contract Services \$22,019.22	L-12a Medicare \$4,413.84
L-6 Rentals/Lease \$0	L-13 Health Insurance \$99,253.76
L-7 Specialized Services \$4,500.00	L-13 Life Insurance \$226.20
L-8 Scholarship \$0	Vacation Payout \$7,700.00
L-9 Travel Reimbursement \$4,000.00	

Vacation, Sick & Comp Leave Balances (as of 2/26/21)

	<u>Sick Leave</u>	<u>Vacation Leave</u>	<u>Comp Leave</u>	<u>Personal Leave</u>	<u>Personal Wellness</u>
Carrie Brown	613.56	170.70	.63	32	9.5
Nikki Drake	1383.70	537.70	5.65	32	0
Jonathan Ferbrache	412.45	276.35	3.39	32	0
Christina Holt	976.63	555.58	.64	32	0
Chad Lucht	2600.51	488.90	2.9	32	46.75
Tommy Springer	1084.34	302.35	6.4	32	0

“Dedicated Conservation Fund”

Vinton County National Bank

RECEIPTS

Vinton Co. National Bank – checking account interest (January) \$ 27.94

BILLS

None

DEDICATED CONSERVATION FUND BALANCE AS OF 2/28/21:

\$248,743.40 Total Cash Balance
 \$3,215.55 - Interest Earned
 \$14,917.37 – GPS/GIS Service Funds from Fairfield County Utilities (Water Valve) **Assigned Funds**
 \$23,646.11 – Pesticide Application **Committed Funds**
 \$82,758.70 – Engineering Program Funds **Committed Funds**
 \$124,205.67 - Urban Program Funds **Committed Funds**

There were no public comments.

The OFSWCD Annual Meeting was discussed. There was only one resolution for the delegate session, and it passed with all but one vote to abstain.

Brice gave the NRCS Report. He has been busy processing around 30 EQIP applications, which need ranked by April 6. They have 8 applications for CSP, deadline is March 31. Walnut Creek Seeds, LLC and the Ohio No-Till Council will be hosting a Spring Field Day Webinar on July 7.

Chad did a presentation on the HyDrone, and Franklin SWCD has approached him about using/renting our HyDrone. We do not want to just hand them the equipment; we would rather have one of our employees with it. Chad gave more information on the MS4 project that they are wanting to use it for (case study in Hilliard). Equipment price was based on true cost of it (Chad's time plus equipment costs). Franklin would do the post processing of the data, which takes a lot of time. Chad came up with \$100/hr. which covers his time, travel

time and use of equipment. Chad explained how he came up with the hourly rate. The Board agreed to continue with the process of working with Franklin SWCD. An agreement will be brought back to the board later for approval.

Dave reviewed the Cooperative Working Agreement between FSA, NRCS and ODA. Matt Signed.

Nikki discussed the petition ditch mapping project that she has been working on (sent in board packets). A video that Carrie put together on Red Bud trees was shown.

Motion to adjourn at 5:36 p.m.

Motion: Wendy Second: David All in favor

Matt Reese, Chair

Wendy LaRue, Secretary

Minutes & Financial Report by:

Christina Holt, Fiscal Coordinator