

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

Date: December 14, 2023

Location: 831 College Avenue, Suite B, Lancaster, OH 43130

Board of Supervisors in attendance: Linda Claypool, Gregg Pontius, Doug Tenney, Amber Hoisington
David Ochs was unable to attend.

District Staff: Jonathan Ferbrache, Chris Holt, Chad Lucht

NRCS staff: David Libben

Meeting called to order at 5:01 p.m. by Chair Gregg Pontius.

Approval of minutes of November 9, 2023, Board Meeting

Motion: Linda Second: Amber All in favor

Approval of financial report for November 1 - 30, 2023

Motion: Doug Second: Amber All in favor

RECEIPTS

| | | |
|--|---|------------|
| Star Ohio – interest (October) | \$ 2,291.04 | Dist. Fund |
| 1,000 flags sold | 100.00 | “ “ |
| 1 plat book sold | 18.74 | “ “ |
| 1 copy sold | 10.00 | “ “ |
| Sales tax collected | 8.69 | “ “ |
| Mark Sells – rental of no-till drill (2.8 acres) exempt | 33.60 | “ “ |
| Greg Waidelich – 2024 affiliate membership | 75.00 | “ “ |
| Beveridge Trailers & Trucks – 2024 affiliate membership | 75.00 | “ “ |
| Ruff’s Seed Farms Inc. – 2024 affiliate membership | 75.00 | “ “ |
| Fairfield County Engineer – pesticide application work & chemical cost | 559.27 | “ “ |
| Village of Lithopolis – DESC fees (April – Sept.) | 7,500.00 | “ “ |
| Village of Lithopolis – subdivision inspections | 8,611.80 | “ “ |
| Violet Township – pesticide application work & chemical cost | 931.04 | “ “ |
| Faler Feed Store – 2024 affiliate membership | 75.00 | “ “ |
| Walnut Creek Seeds – 2024 affiliate membership | 75.00 | “ “ |
| Farm Credit Mid-America – 2024 affiliate membership | 75.00 | “ “ |
| C&C Farms & Excavating – 2024 affiliate membership | 75.00 | “ “ |
| Fairfield County Antique Tractor Club – 2024 affiliate membership | 75.00 | “ “ |
| Seals Construction – 2024 affiliate membership | 75.00 | “ “ |
| OFSWCD OACC – 10 OACI Scioto Watershed assessment surveys | 1,000.00 | “ “ |
| Bickle Insurance Services – 2024 affiliate membership | 75.00 | “ “ |
| Hugus Fruit Farm – 2024 affiliate membership | 75.00 | “ “ |
| Millersport Agri Service – 2024 affiliate membership | <u>75.00</u> | “ “ |
| | Total Receipts District Fund \$21,964.18 | |
| ODNR – wildlife specialist grant funds | \$ 17,650.00 | Spec. Fund |
| Refund – BWC | <u>629.88</u> | “ “ |
| | Total Receipts Special Fund \$18,279.88 | |

BILLS

| | | |
|---|-----------|------------|
| Envirocert International Inc. – Ck#5609 – CPESC renewal for C. Lucht & J. Ferbrache | \$ 350.00 | Dist. Fund |
| Verizon Wireless – Ck#5610 – mthly wireless bill (\$206.09 urban;\$91.84 TSP) | 297.93 | “ “ |
| Alloway – Ck#5611 – Buckeye Lake Watershed testing | 246.00 | “ “ |
| Chase Bank – Auto – fee for 2 books of checks | 20.00 | “ “ |

CHANGE FUND CASH - \$50

PETTY CASH

Beginning Balance \$10.17

Ending Balance \$35.00

RECEIPTS

Check from L-2 supplies \$ 24.83

BILLS

None

SPECIAL FUND BALANCES AS OF 11/30/23:

Balance in Budgeted Appropriation Account - \$111,278.37

Balance in Special Account – \$380,008.15 (Actual Cash)

2023/2024 STATE MATCH

Amount allocated - \$287,981.00

Outstanding balance (to be received in 2023/2024) - \$143,991.00

Received to date - \$143,990.00

Special Fund Account Balances

L-1 Salaries \$49,224.00

L-11 PERS \$8,504.99

L-2 Supplies \$4,081.92

L-12 Worker’s Comp. \$3,418.32

L-3 Equipment \$870.44

L-12a Unemployment \$10.00

L-4 Repair & Maintenance \$849.72

L-12a Medicare \$1,100.61

L-5 Contract Services \$6,037.74

L-13 Health Insurance \$18,344.34

L-6 Rentals/Lease \$0

L-13 Life Insurance \$99.10

L-7 Specialized Services \$0

Vacation Payout \$8,231.00

L-8 Scholarship \$0

Overtime, OT \$7,399.86

L-9 Travel Reimbursement \$588.13

Comp Payout \$0

L-10 Advertising & Printing \$2,518.20

Vacation, Sick & Comp Leave Balances (as of 12/1/23)

| | <u>Sick Leave</u> | <u>Vacation Leave</u> | <u>Comp Leave</u> | <u>Personal Leave</u> | <u>Personal Wellness</u> |
|--------------------|-------------------|-----------------------|-------------------|-----------------------|--------------------------|
| Nikki Drake | 1707.89 | 530.8442 | 20.03 | 24 | 0 |
| Jonathan Ferbrache | 550.65 | 445.798 | 2.14 | 4.25 | 0 |
| Molly Gilleland | 85 | 46.45 | 7.13 | 0 | 0 |
| Christina Holt | 1280.58 | 576.984 | 2.27 | 4.5 | 0 |
| Chad Lucht | 2760.96 | 514.406 | .04 | 0 | 48 |
| Josh Troyer | 411.92 | 208.17 | .88 | 0 | 8 |
| Lauren Vires | 54.74 | 36.93616 | 23.75 | 24 | 0 |

“Dedicated Conservation Fund”

Vinton County National Bank

RECEIPTS

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

\$ 109.44

BILLS

None

DEDICATED CONSERVATION FUND BALANCE AS OF 11/30/23:

\$249,761.98 Total Cash Balance
 \$4,234.13 - Interest Earned
 \$14,917.37 – GPS/GIS Service Funds from Fairfield County Utilities (Water Valve) **Assigned Funds**
 \$23,646.11 – Pesticide Application **Assigned Funds (changed from Committed – per Audit)**
 \$82,758.70 – Engineering Program Funds **Committed Funds**
 \$124,205.67 - Urban Program Funds **Committed Funds**

Account Balances for November 2023

| SPECIAL FUND - Cash Balance | |
|------------------------------------|---------------|
| Beg. Balance 11/1/23 | \$ 421,137.03 |
| Receipts | \$ 18,279.88 |
| Expenses | \$ 12,938.46 |
| Salaries & Benefits | \$ 46,470.30 |
| End Balance 11/30/23 | \$ 380,008.15 |

| DISTRICT CHECKING ACCOUNT - District Fund | |
|--|---------------|
| Beg. Balance 11/1/23 | \$ 174,898.70 |
| Receipts | \$ 19,673.14 |
| Expenses | \$ 1,333.83 |
| End Balance 11/30/23 | \$ 193,238.01 |

| SPECIAL FUND - Budget Appropriations | |
|---|---------------|
| Beg. Balance 11/1/23 | \$ 170,687.13 |
| Expenses | \$ 12,938.46 |
| Salaries & Benefits | \$ 46,470.30 |
| End Balance 11/30/23 | \$ 111,278.37 |

| DEDICATED CONSERVATION FUND - District Fund | |
|--|---------------|
| Beg. Balance 11/1/23 | \$ 249,652.54 |
| Receipts | \$ 109.44 |
| Expenses | \$ - |
| End Balance 11/30/23 | \$ 249,761.98 |

| STAR OHIO - District Fund | |
|----------------------------------|---------------|
| Beg. Balance 11/1/23 | \$ 485,650.22 |
| Receipts | \$ 2,291.04 |
| Expenses | \$ - |
| End Balance 11/30/23 | \$ 487,941.26 |

There were no public comments.

There were no standing committee reports.

Dave gave the NRCS report. The 2023 CSP annual payments are underway. Jacob is managing new EQIP requests, with no deadline announced. He explained the Inflation Reduction Act, which provides funds on top of the Farm Bill.

The HRCD day-to-day maintenance agreement was discussed. This agreement was updated with the addition of critical file storage. The SWCD will provide an estimated 96 cubic feet of critical file storage required by the Ohio Department of Natural Resources for Dam Safety compliance. Currently, all Hunter’s Run Conservancy District files are being held at the SWCD office and not at various locations around the county. These records are not subject to the District’s records retention policy since they belong to the Conservancy District. Also included in the updated agreement is that the SWCD office is the official mailing address for the Conservancy District. The Fairfield County Prosecutor has reviewed and approved this agreement. It was stated in the agreement, at the request of Judge Trimmer, that the SWCD (District) did provide the Conservancy with

uncompensated, temporary labor for maintenance and planning needs in 2019, 2020, 2021, 2022 and 2023 during a financially challenging time for the Conservancy. No compensation will be requested in 2024.

Approve the updated Hunter’s Run Conservancy District agreement #2023-1214-01.

Motion: Linda Second: Doug All in favor

Fairfield County Prosecutor staff were present at the November board meeting to explain the process to intervene in any solar projects planned for Fairfield County. There were changes made to the initial draft resolution. It was updated to allow the Fairfield SWCD “to intervene in all solar-powered generation facilities within the boundary of the District or within adjacent Soil and Water Conservation Districts who have shared watersheds with the District under the authority of the Ohio Power Siting Board.” Adjacent is defined as within areas up to one mile from the Fairfield County line or Municipal Corporation limit where the District actively provides municipal storm water assistance services. Jonathan reviewed other requests in the resolution: 90-day reviews; testing of water wells within the boundary and 500 feet of leased property; soil testing before and after; testing of 2 photovoltaic modules per 10-acre section of array.

Approve Resolution #2023-1214-02 to intervene in all solar-powered generation facilities within the boundary of the Fairfield Soil and Water Conservation District (District) or within adjacent Soil and Water Conservation Districts who have shared watersheds with the District under the authority of the Ohio Power Siting Board.

Motion: Amber Second: Doug All in favor

Nikki did an employee review with Lauren Vires prior to the completion of her six-month probationary period.

Approve to permanently hire Lauren Vires after the completion of her probationary period (December 17) at District Manager discretion and approve a 3% pay increase effective the pay period beginning December 16.

Motion: Amber Second: Linda All in favor

Chad explained that the check engine light came on in the 2015 GMC Sierra (urban truck). It was taken to Goodyear, and we were told that it needs a new transmission. Chad has three quotes and explained each: Kumler – Reman Jasper transmission \$5,426.76; Quality Affordable Transmission – Option 1 rebuild \$3,760 or Option 2 replace with reman transmission \$4,850; Goodyear – rebuild transmission \$6,300.

Approve Quality Affordable Transmission to rebuild transmission on 2015 GMC Sierra at a cost of \$3,760.

Motion: Linda Second: Amber All in favor

Chris explained that she received an updated Memorandum of Agreement for Deposit of Public Funds from Chase Bank, which will be for the period of November 17, 2023, through November 17, 2028.

Approve the Memorandum of Agreement for Deposit of Public Funds with Chase Bank.

Motion: Linda Second: Doug All in favor

Motion to adjourn at 5:55 p.m.

Motion: Doug Second: Amber All in favor

Gregg Pontius, Chair

Amber Hoisington, Secretary

Minutes & Financial Report by:

Christina Holt, Fiscal Coordinator