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	٠٠ ٠٠
Walnut Creek Seeds – 2024 affiliate membership	75.00	"
Farm Credit Mid-America – 2024 affiliate membership	75.00	٠٠ ٠٠
C&C Farms & Excavating – 2024 affiliate membership	75.00	٠٠ ٠٠
Fairfield County Antique Tractor Club – 2024 affiliate membership	75.00	٠٠ ٠٠
Seals Construction – 2024 affiliate membership	75.00	٠٠ ٠٠
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>	66 66
Total Receipts District Fu	nd \$21,964.18	
ODNR – wildlife specialist grant funds	\$ 17,650.00	Spec. Fund
Refund – BWC	629.88	
Total Receipts Special Fu	nd \$18, 279.88	
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BILLS		
Envirocert International Inc. – Ck#5609 – CPESC renewal for C. Lucht &	\$ 350.00	Dist Fund

Envirocert International Inc. – Ck#5609 – CPESC renewal for C. Lucht &	\$ 350.00	Dist. Fund
J. Ferbrache		
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	٠٠ ٠٠

Onlo secretary of state – Ck#3012 – Certificate of Good Standing		5.00		
Vinton Co. National Bank – Ck#5613 – Visa bill (Envirocert certifi	414.90	"		
Gilleland \$364.95; antifreeze to winterize pesticide equipment \$49				
Total Expenses		\$1,333,83		
Town Emponses		Ψ1,000.00		
Salaries (11/3 & 11/17)	I1	32 646 58	Spec.Fund	
OT, Overtime	LI	840.20	" "	
Health Insurance	L-13	7,809.92	"	
			66 66	
Life Insurance	L-13	19.95	٠، ،،	
Medicare	L-12a		"	
Workers Compensation	L-12	2.59		
PERS	L-11	<u>4,688.15</u>	"	
Total Salarie	es & Benefits S	846,470.30		
Vinton Co. National Bank – PO#7546 – Visa bill (2 batteries for co battery backup)	mputer L-2	\$ 79.98	Spec. Fund	
Vinton Co. National Bank – PO#7547 – Visa bill (L. Vires reg. to a Ohio Community Wildlife Cooperative Conference on 11/15/23)	ttend the L-9	45.00	66 66	
OFSWCD – PO#7548 – 2024 OFSWCD dues	L-7	3,943.00	"	
Christina Holt – PO#7554 – replenish petty cash	L-2	24.83	"	
OFSWCD – PO#7581 – Area 5 dues	L-7		"	
Fairfield Co. Auditor – Res.#2023.11.21i – ArcGIS online fee	L-5	1,700.00	"	
North End Press – PO#7693 – affiliate membership cards for 2024-		217.65	"	
CBI Systems Inc. – PO#7698 – MS4web software license renewal	L-3		"	
Total Expenses Special Fund (Purcl				
Total Expenses Special Fund (Fulci	liase Oruers)	914,930.40		
NOTE: On 11/15/23, \$18 was transferred from L-5 Contract Service On 11/21/23, \$8,000 was transferred from L-13 Health Insurance to L-13 Health Insurance to L-3 Equipment	-			om
On 11/21/23, \$8,000 was transferred from L-13 Health Insurance to	-			om
On 11/21/23, \$8,000 was transferred from L-13 Health Insurance to L-13 Health Insurance to L-3 Equipment BLANKET PURCHASE ORDERS	-			om
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On 11/21/23, \$8,000 was transferred from L-13 Health Insurance to L-13 Health Insurance to L-3 Equipment BLANKET PURCHASE ORDERS	L-1 Salaries &		s transferred fro	om
On 11/21/23, \$8,000 was transferred from L-13 Health Insurance to L-13 Health Insurance to L-13 Equipment BLANKET PURCHASE ORDERS WEX Bank – Blanket PO#6609	L-1 Salaries &	& \$3,000 wa	s transferred fro	om
On 11/21/23, \$8,000 was transferred from L-13 Health Insurance to L-13 Health Insurance to L-13 Equipment BLANKET PURCHASE ORDERS WEX Bank – Blanket PO#6609	L-1 Salaries &	\$ \$3,000 wa \$55	s transferred fro	om
On 11/21/23, \$8,000 was transferred from L-13 Health Insurance to L-13 Health Insurance to L-13 Equipment BLANKET PURCHASE ORDERS WEX Bank – Blanket PO#6609	L-1 Salaries &	\$ \$3,000 wa \$55	s transferred fro	om
On 11/21/23, \$8,000 was transferred from L-13 Health Insurance to L-13 Health Insurance to L-3 Equipment BLANKET PURCHASE ORDERS WEX Bank – Blanket PO#6609 11/8 Monthly fuel bill Charter Communications – Blanket PO#5035	L-1 Salaries & L-2 Curi	\$ \$3,000 wa \$55 rent Balanc	s transferred fro	om
On 11/21/23, \$8,000 was transferred from L-13 Health Insurance to L-13 Health Insurance to L-3 Equipment BLANKET PURCHASE ORDERS WEX Bank – Blanket PO#6609 11/8 Monthly fuel bill	L-2 Curr L-5	\$ \$3,000 wa \$55	transferred fro 1.63 2 \$160.43	om
On 11/21/23, \$8,000 was transferred from L-13 Health Insurance to L-13 Health Insurance to L-13 Health Insurance to L-13 Equipment BLANKET PURCHASE ORDERS WEX Bank – Blanket PO#6609 11/8 Monthly fuel bill Charter Communications – Blanket PO#5035 11/8 Monthly internet service	L-2 Curr L-5	\$ \$3,000 wa \$55. rent Balanc \$124	transferred fro 1.63 2 \$160.43	om
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On 11/21/23, \$8,000 was transferred from L-13 Health Insurance to L-13 Health Insurance to L-13 Equipment BLANKET PURCHASE ORDERS WEX Bank – Blanket PO#6609 11/8 Monthly fuel bill Charter Communications – Blanket PO#5035 11/8 Monthly internet service DISTRICT FUND BALANCES AS OF 11/30/23 \$681,179.27 Total balance in District Account \$487,941.26 - Balance in Star Ohio \$193,238.01 - Balance in District Checking A \$395,547.37 Amount to be used only for the following programs/s \$200,063.09 - Sediment & Erosion Control In (Any unused amount is returned \$26.81 - Land Lab Funds (Quail Unlimited of \$17,800.00 - Farmland Preservation Steward)	L-2 Cura L-5 Cura Account grants/etc.: nspection Fees ed) Restricted lonation) Assig	\$55. rent Balance \$12. rent Balance - RPC proj Funds gned Funds ommitted 1	1.63 e \$160.43 4.98 e \$124.98 ects	om
On 11/21/23, \$8,000 was transferred from L-13 Health Insurance to L-13 Health Insurance to L-13 Equipment BLANKET PURCHASE ORDERS WEX Bank – Blanket PO#6609 11/8 Monthly fuel bill Charter Communications – Blanket PO#5035 11/8 Monthly internet service DISTRICT FUND BALANCES AS OF 11/30/23 \$681,179.27 Total balance in District Account \$487,941.26 - Balance in Star Ohio \$193,238.01 - Balance in District Checking A \$395,547.37 Amount to be used only for the following programs/ \$200,063.09 - Sediment & Erosion Control In (Any unused amount is returned) \$26.81 - Land Lab Funds (Quail Unlimited of	L-2 Cura L-5 Cura Account grants/etc.: nspection Fees ed) Restricted lonation) Assig ship Fund – C & vacation lea	\$550 rent Balance \$124 rent Balance — RPC proj Funds gned Funds ommitted I we) Assigned	1.63 e \$160.43 4.98 e \$124.98 ects	νm

salaries) Assigned Funds

\$285,631.90 Total undedicated funds

5.00

Ohio Secretary of State – Ck#5612 – Certificate of Good Standing

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

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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)

	Sick Leave	Vacation Leave	Comp Leave	Personal Leave	Personal Wellness
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)

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		DISTRICT CHECKIN	G ACCO	UNT - District Fund	
Beg. Balance 11/1/23	\$	421,137.03	Beg. Balance 11/1/23	\$	174,898.70
Receipts	\$	18,279.88	Receipts	\$	19,673.14
Expenses	\$	12,938.46	Expenses	\$	1,333.83
Salaries & Benefits	\$	46,470.30	End Balance 11/30/23	\$	193,238.01
End Balance 11/30/23	\$	380,008.15			

			DEDICATED CONSER	RVATION	FUND - District Fund
SPECIAL FUND - Budget Appropriations		Beg. Balance 11/1/23	\$	249,652.54	
Beg. Balance 11/1/23	\$	170,687.13	Receipts	\$	109.44
Expenses	\$	12,938.46	Expenses	\$	-
Salaries & Benefits	\$	46,470.30	End Balance 11/30/23	\$	249,761.98
End Balance 11/30/23	\$	111,278.37			

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 annuanced. 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 So	econd: Amb	er All in favor	
Gregg Pontius, Chair			Amber Hoisington, Secretary
Minutes & Financial Re	port by:		
•	•		
Christina Holt, Fiscal Co	oordinator		
Christina Holt, Fiscal Co	JULUIIIAIUI		