

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

Date: April 11, 2024

Location: 831 College Avenue, Suite B, Lancaster, Ohio

Board of Supervisors in attendance: Linda Claypool, Cheyenne Erb, Gregg Pontius
Amber Hoisington and Doug Tenney were unable to attend.

District Staff: Nikki Drake, Jonathan Ferbrache, Chris Holt, Chad Lucht, Molly Gilleland, Lauren Vires

Others in Attendance: Cody Hacker, ODA Lead Program Specialist

Meeting called to order at 5:05 p.m. by Vice-Chair Gregg Pontius.

Approval of minutes of March 14, 2024, Board Meeting

Motion: Cheyenne Second: Linda All in favor

Approval of financial report for March 1 - 31, 2024

Motion: Linda Second: Cheyenne All in favor

RECEIPTS

| | | |
|----------------------------------------------------------------------------|-------------------------------------------------|------------|
| Star Ohio – interest (February) | \$ 2,156.29 | Dist. Fund |
| Sales tax collected | 102.64 | “ “ |
| Copies sold | 70.00 | “ “ |
| 2 plat books sold | 37.48 | “ “ |
| 101 wildlife packets sold | 1,654.00 | “ “ |
| Gioffre Companies Inc. – sed. & erosion control inspection fees for MedVet | 3,256.50 | “ “ |
| OFSWCD – UAV drone surveys on 2/7/24 (Lutz & Kennedy) | 1,443.46 | “ “ |
| William Griffith – fee to rent no-till drill (tax exempt) | 46.84 | “ “ |
| Milless Family Farm – tile plan design fee (21-CLE-23) | 100.00 | “ “ |
| William Griffith – rental of no-till drill (7.2 acres) tax exempt | 86.40 | “ “ |
| John Albert – fee to rent no-till seeder (tax exempt) | 46.84 | “ “ |
| Pickaway SWCD – trees for schools | 552.50 | “ “ |
| Strickler Farms – tile as-built survey (10-CLE-24) | <u>50.00</u> | “ “ |
| | Total Receipts District Fund \$9,602.95 | |
| County appropriation – 2nd half allocation | \$ 173,400.00 | Spec. Fund |
| | Total Receipts Special Fund \$173,400.00 | |

BILLS

| | | |
|-----------------------------------------------------------------------------------|-------------------------------------------------|------------|
| Ohio River Barns & Cabins – Ck#5631 – 12’x30’ gable style building | \$ 7,150.00 | Dist. Fund |
| Bob-Boyd Auto Family – Ck#5632 – 2024 Ford F-250 (DCF funds) | 53,546.00 | “ “ |
| Verizon Wireless – Ck#5633 – monthly bill (\$206.57 urban; \$92.16 TSP) | 298.73 | “ “ |
| Project Learning Tree Ohio – Ck#5634 – L. Vires to 2/6/24 PLT Facilitators Wkshp. | <u>30.00</u> | “ “ |
| | Total Expenses District Fund \$61,024.73 | |

| | | |
|-----------------------|--------------------------------------------------|-----------|
| Salaries (3/8 & 3/22) | L-1 34,215.06 | Spec.Fund |
| Health Insurance | L-13 9,890.20 | “ “ |
| Life Insurance | L-13 19.95 | “ “ |
| Medicare | L-12a 468.02 | “ “ |
| PERS | L-11 <u>4,790.09</u> | “ “ |
| | Total Salaries & Benefits \$49,383.32 | |

| | | |
|---------------------------------------------------------------------------------------------------------------------|---------------|------------|
| Vinton Co. National Bank – PO#3520 – Visa bill (renewal of website domain fairfieldswcd.org from Network Solutions) | L-5 \$ 194.95 | Spec. Fund |
|---------------------------------------------------------------------------------------------------------------------|---------------|------------|

SPECIAL FUND BALANCES AS OF 3/31/24:

Balance in Budgeted Appropriation Account - \$636,884.80

Balance in Special Account – \$550,977.77 (Actual Cash)

2023/2024 STATE MATCH

Amount allocated - \$287,981.00

Outstanding balance (to be received in 2023/2024) - \$71,996.00

Received to date - \$215,985.00

Special Fund Account Balances

| | |
|-------------------------------------|----------------------------------------|
| L-1 Salaries \$387,304.83 | L-10 Advertising & Printing \$4,159.45 |
| L-2 Supplies \$5,814.31 | L-11 PERS \$53,835.71 |
| L-3 Equipment \$7,153.87 | L-12 Worker’s Comp. \$7,350.00 |
| L-4 Repair & Maintenance \$5,362.73 | L-12a Unemployment \$10.00 |
| L-5 Contract Services \$23,539.29 | L-12a Medicare \$5,819.06 |
| L-6 Rentals/Lease \$0 | L-13 Health Insurance \$120,329.40 |
| L-7 Specialized Services \$5,300.00 | L-13 Life Insurance \$220.15 |
| L-8 Scholarship \$0 | Vacation Payout \$8,945.00 |
| L-9 Travel Reimbursement \$1,741.00 | |

Vacation, Sick & Comp Leave Balances (as of 3/22/24)

| | <u>Sick Leave</u> | <u>Vacation Leave</u> | <u>Comp Leave</u> | <u>Personal Leave</u> | <u>Personal Wellness</u> |
|--------------------|-------------------|-----------------------|-------------------|-----------------------|--------------------------|
| Nikki Drake | 1743.69 | 533.9762 | 21.91 | 24.75 | 0 |
| Jonathan Ferbrache | 543.70 | 462.68 | 5.39 | 26 | 0 |
| Molly Gilleland | 67.8 | 37.282 | 8 | 32 | 0 |
| Christina Holt | 1317.38 | 593.366 | 7.89 | 32 | 0 |
| Chad Lucht | 2795.26 | 552.038 | 1.92 | 32 | 40 |
| Josh Troyer | 445.97 | 244.47 | 23.13 | 32 | 0 |
| Lauren Vires | 83.54 | 30.5196 | 7.75 | 24 | 0 |

“Dedicated Conservation Fund”

Vinton County National Bank

RECEIPTS

Vinton Co. National Bank – checking account interest (February) \$ 99.07

BILLS

None

DEDICATED CONSERVATION FUND BALANCE AS OF 3/31/24:

\$248,752.60 Total Cash Balance
 \$4,648.10 - Interest Earned
 \$14,917.37 – GPS/GIS Service Funds from Fairfield County Utilities (Water Valve) **Assigned Funds**
 \$23,156.68 – Pesticide Application **Assigned Funds (changed from Committed – per Audit)**
 \$82,376.38 – Engineering Program Funds **Committed Funds**
 \$123,654.07 - Urban Program Funds **Committed Funds**

Account Balances for March 2024

| SPECIAL FUND - Cash Balance | |
|------------------------------------|----------------------|
| Beg. Balance 3/1/24 | \$ 432,243.52 |
| Receipts | \$ 173,400.00 |
| Expenses | \$ 5,282.43 |
| Salaries & Benefits | \$ 49,383.32 |
| End Balance 3/31/24 | \$ 550,977.77 |

| DISTRICT CHECKING ACCOUNT - District Fund | |
|--------------------------------------------------|----------------------|
| Beg. Balance 3/1/24 | \$ 218,589.20 |
| Receipts | \$ 7,446.66 |
| Expenses | \$ 61,024.73 |
| End Balance 3/31/24 | \$ 165,011.13 |

| SPECIAL FUND - Budget Appropriations | |
|---------------------------------------------|----------------------|
| Beg. Balance 3/1/24 | \$ 691,550.55 |
| Expenses | \$ 5,282.43 |
| Salaries & Benefits | \$ 49,383.32 |
| End Balance 3/31/24 | \$ 636,884.80 |

| DEDICATED CONSERVATION FUND - District Fund | |
|----------------------------------------------------|----------------------|
| Beg. Balance 3/1/24 | \$ 248,653.53 |
| Receipts | \$ 99.07 |
| Expenses | \$ - |
| End Balance 3/31/24 | \$ 248,752.60 |

| STAR OHIO - District Fund | |
|----------------------------------|----------------------|
| Beg. Balance 3/1/24 | \$ 494,811.89 |
| Receipts | \$ 2,156.29 |
| Expenses | \$ - |
| End Balance 3/31/24 | \$ 496,968.18 |

Cody stated that local appropriations are up across the state, which means that state match will be impacted this year. There was an Area 5 HR meeting held on March 26 in Ross County, with Nikki in attendance.

There were no standing committee reports.

Dave gave the NRCS report. He introduced Torrance Corbin, newly hired NRCS Soil Conservationist. EQIP – four applications approved so far with three pending. There is a Scioto CREP training being held on April 16th.

Gregg inquired about a past complaint on a horse owner and explained that there may be issues again with manure.

Nikki discussed the CORSA insurance renewal (May 1) and the need to sign another three-year agreement/commitment. This year's cost is around \$653 higher. They did say that it would be around a 10% increase over the previous year.

Approve the CORSA property and casualty insurance bill for 2024-2025 in the amount of 7,540 and sign a three-year agreement/commitment.

Motion: Linda Second: Cheyenne All in favor

Josh and Nikki sat through H2Ohio training yesterday. The sign-up period will begin on April 22nd. H2Ohio started in the northwest part of the state (West Lake Erie Basin), and they are now expanding it to the rest of Ohio. We are waiting for an agreement between ODA and FSWCD. Nikki passed around the information she currently has on this program. The goal of H2Ohio is to reduce the amount of nutrients being applied to fields. She explained the process. Our county cap is 17,500 acres, with 1,000-acre cap per producer. Nikki is asking the board to approve her and Josh with signatory authority so as to not have to bring these to the board every month. Fairfield SWCD will be reimbursed \$56,250 technical service funds per year to manage the program.

Approve Nikki Drake and Josh Troyer authority to sign on behalf of the FSWCD Board of Supervisors for the H2Ohio program.

Motion: Cheyenne Second: Linda All in favor

Chris explained that in the process of moving items to store in the new shed, there were items that were no longer being used/needed.

Approve the following Inventory Retirement Forms:

Groundwater Flow Model – broken/moldy (tag#5271)

LeRoy Lettering Set (tag#7243)

Motion: Linda Second: Cheyenne All in favor

Interviews for the Urban/Geomatic Technician have been completed and a candidate has been chosen for the position. Chad would like to hire Margaret Roberts at an hourly rate of \$19.98.

Approve the hiring of Margaret Roberts as Urban/Geomatic Technician. She will start on May 20th.

Motion: Cheyenne Second: Linda All in favor

Gregg congratulated Chad (23 years) and Chris (28 years) on their anniversaries.

Approve the purchase of a computer for Margaret Roberts not to exceed \$1,500.

Motion: Linda Second: Cheyenne All in favor

Approve the purchase of an office desk for Margaret Roberts not to exceed \$2,300.

Motion: Linda Second: Cheyenne All in favor

Jonathan explained that there is a gap in the floodplain map south of Palmer Road in Licking County to Buckeye Lake. He would like approval for Nikki Drake to communicate on behalf of the FSWCD to further encourage FEMA and ODNR to establish a flood study that fills in the gap between Licking County at Palmer Road (Martin Seed area), which is mapped as a floodplain on the Feeder Canal, down to Buckeye Lake. The flood study for Fairfield County stopped in the middle of the Feeder Canal right at the Village of Millersport line beside Leibs Island Road and Millersport Road going north out of Millersport. There is a 2.5-mile gap that does not recognize the floodplain in that area. An email was submitted to ODNR with staff recommendation. The Feeder Canal is owned by the State of Ohio. Fairfield County has adopted their land use plan, and this area is prioritized for development. Not having a documented FEMA floodplain will make challenges even greater.

Approve Nikki Drake to serve as a liaison/point of contact, on behalf of the Fairfield SWCD Board of Supervisors, with FEMA and ODNR floodplain management to further the discussion to close the gap in the Feeder Canal Floodplain.

Motion: Cheyenne Second: Linda All in favor

Jonathan discussed a grant through USDA that he was asked to work on by the County Commissioners with Economic Development and Regional Planning. This has grown from a county initiative to increase meat slaughter capabilities to a regional process that Jonathan is calling the Scioto to Muskingum Regional Feed Systems Partnership. He sought partnership from Franklin, Licking, Fairfield, Muskingum, Perry, Morgan, Athens, and Ross Counties which are all connected by three highways that converge in Fairfield County. He believes there will be support from the Ohio Farm Bureau with 8 out of 10 local/county Farm Bureaus supporting. He discussed those that are supporting and providing cash matches. The grant will fund a study to determine what we can do to increase the amount of slaughter and locations where facilities can be placed where wastewater can be addressed properly. This study will address poultry and red meat.

Approve supporting the Scioto to Muskingum Regional Feed Systems Partnership (letter to be signed by Doug Tenney) and commit to providing \$1,000 in matching funds.

Motion: Cheyenne Second: Linda All in favor

Jonathan explained that he was able to find two 535-watt solar panels to purchase from Canadian Solar to have sent for toxicity testing at a lab in Arizona. This is the one EDF is using in Madison County.

Motion to adjourn at 6:27 p.m.

Motion: Linda Second: Cheyenne All in favor

Gregg Pontius, Vice-Chair

Linda Claypool, Treasurer-Fiscal Agent

Minutes & Financial Report by:

Christina Holt, Fiscal Coordinator