2022 - SUPERVISORS JOURNAL – PICKAWAY SWCD REGULAR MEETING HELD APRIL 19, 2022

The Board of Supervisors of the Pickaway Soil and Water Conservation District met in regular session at 8:00 a.m. on this date at the Pickaway County Service Center Building, 110 Island Road, Circleville, OH in the 2nd floor conference room.

Jonathon called the meeting to order at 8:05 am.

THE FOLLOWING BOARD MEMBERS WERE PRESENT:

Matt Anderson – Yes, Bill Black – Yes, Brian Reid – Absent, Dewey Mann – Absent, Jonathan Lohstroh – Yes

THE FOLLOWING SWCD PERSONNEL WERE PRESENT:

Tawn Seimer – Yes, Katerina Sharp – Yes, Nathan Taylor – Yes

Minutes Recorder: Tawn

THE FOLLOWING NRCS PERSONNEL WERE PRESENT:

Justin Armintrout, NRCS DC - Yes, Eli Ortiz - No

AREA 5 PROGRAM SPECIALIST CODY HACKER PRESENT (YES OR NO): Yes

VISITORS OR GUESTS PRESENT: None

IN THE MATTER OF APPROVING MINUTES FROM THE PREVIOUS MEETING:

Matt moved, seconded by Bill to approve the minutes from the previous Regular Board Meeting held March 15, 2022.

Vote on Motion (Y, N or A):

Matt Anderson – Yes Bill Black – Yes

Jonathan Lohstroh - Yes

IN THE MATTER OF APPROVING THE DISTIRCT FUND BILLS/STATEMENT:

Bill moved, seconded by Matt to approve the District Fund Financial Statement (Attachment A).

Vote on Motion (Y, N or A):

Matt Anderson – Yes Bill Black – Yes

Jonathan Lohstroh – Yes

IN THE MATTER OF APPROVING THE SPECIAL FUND BILLS/STATEMENT:

Matt moved, seconded by Bill to approve the Special Fund Financial Statement (Attachment B).

Vote on Motion (Y, N or A):

Matt Anderson – Yes Bill Black – Yes

Jonathan Lohstroh - Yes

IN THE MATTER OF REVIEWING THE DISTRICT STAFF ACTIVITY REPORTS:

The board reviewed the District staff activity reports. Nathan gave an update on his O'Neil Sub Surface Drainage As-Built project. It is close to completion. Bill asked if the District had heard anything on the Sunnyside Subdivision ditch project, which we have not. Katerina gave final amounts for the Tree and Fish Sales.

IN THE MATTER OF REVIEWING THE NRCS UPDATES:

Justin gave NRCS updates. CSP & EQIP application ranking deadline is this Friday, April 22. CSP applications find out who is approved on May 13, 2022. Nathan and Justin have checked the 2023 re-enroll waterways. To qualify for re-enrollment the waterways will have to be repaired, if needed, before they are able to be re-enrolled in 2023. There is a scheduled NRCS QAR for September 20 through 22, 2022, we have not had a QAR since 2015. John Wilson is the new Ohio State Conservationist. Kristi from FSA is now sending new CRP waterway applications to our office. Eli will be covering for Denise in Delaware until the end of April. He will then be taking vacation for 2 ½ weeks and should be able to assist Pickaway after returning.

IN THE MATTER OF ELECTION UPDATES:

Matt Anderson has agreed to re-run for supervisor. Dewey will need to be contacted. Brian has possibly two people interested in running for supervisor.

IN THE MATTER OF THE 2022 JOINT ANNUAL MEETING WITH FARM BUREAU:

Katerina gave an update on the 2022 Annual Meeting. The date will be Wednesday, September 7 at the Flora & Field Venue located at 21748 Deer Creek Rd, Mount Sterling, OH 43143. Flora & Field do the set up and tear down of the tables and chairs, we can do the decorating. The Farm Bureau Annual Meeting committee will be talking with a caterer soon for the event. Reservations will need to be made by interested attendees, but there will be no charge to attend. The voting/socializing will begin at 5:30 p.m. with the meal to start at 6:00 p.m. More information to come.

IN THE MATTER OF DATES OF THE EXPERIENCE EARTH DAY CAMPS AND AG DAY:

The dates for the Experience Earth Day Camp are Tuesday-Thursday, July 19-21, with the Jr. Experience Earth Day Camp on Friday, July 22. They will take place at the Mary Virginia Crites Hannan Park. Ag Day is scheduled for September 30 at the Pickaway County Event Center. FFA clubs have been contacted and have been given the topics that they will be presenting.

IN THE MATTER OF UPDATES ON THE AREA 5 SUMMER SUPERVISOR SCHOOL:

Summer Supervisor School is scheduled for August 28 - 30. Sunday evening is still in planning stages. Monday will be tours and Tuesday will have breakout sessions.

IN THE MATTER OF APPROVAL OF THE OFSWCC FORM 11 FOR STATE MATCH:

Bill moved, seconded by Matt to approve the OFSWCC Form 11. Cody will sign off on it after review of documentation. The board discussed the use of some of the roll over funds to be used to build the District a pole barn for storage and sales. Tawn will discuss a possible location in the parking lot with the County Commissioners for the structure and review property close by for possible purchase. Motion passed.

Vote on Motion (Y, N or A): Matt Anderson – Yes Bill Black – Yes

Jonathan Lohstroh – Yes

IN THE MATTER OF DONATION TO THE PICKAWAY COUNTY BUYERS CLUB:

Matt moved, seconded by Bill to approve \$1000.00 be sent to the Pickaway County Buyers Club, that is handled through the Pickaway County Farm Bureau. The funds will be matched up to \$5000.00 by the Pickaway County Farm Bureau for April and May 2022 donations. The funds will be expensed from the District's Affiliate/Scholarship program. Motion passed.

Vote on Motion (Y, N or A):

Matt Anderson – Yes Bill Black – Yes

Jonathan Lohstroh - Yes

IN THE MATTER OF APPLICATIONS FOR THE DONALD E. MINOR SCHOLARSHIP FUND:

Bill moved, seconded by Matt to accept the three scholarship applications for Adriahna Karr (Westfall), Kelsey Whittington and Julia Kitchen (Logan Elm). Motion passed.

Vote on Motion (Y, N or A):

Matt Anderson – Yes Bill Black – Yes

Jonathan Lohstroh - Yes

IN THE MATTER OF EMPLOYEE LEAVE REPORTS:

Bill moved, seconded by Matt to approve the Employee Leave Reports as of pay period end dates 3/12/2022, 3/26/2022 & 4/09/2022 as follows: (Attachment C, D & E). Motion passed.

Vote on Motion (Y, N or A):

Matt Anderson – Yes Bill Black – Yes

Jonathan Lohstroh – Yes

FYI - Perry & Associates 2020 & 2021 Audit will be a AUP with a fee reduction to \$3,300.

FYI – Shelley Steele has applied for unemployment benefits. The District has been informed to pay up to 58% of the benefits. A letter has been written and mailed to appeal the determination of the claim. The Board would like more information from the County Prosecutor on appealing the claim.

FYI – State Match Report

FYI - Calendar of Events

FYI - ODA Updates for Area 5 SWCD Board Meetings - April 2022 Report.

THE MATTER OF ADJOURNING THE PICKAWAY SWCD BOARD MEETING:

Date

Minutes Recorder

Matt moved, seconded by Bill to adjourn the April 19, 2022 Pickaway Soil & Water Conservation Distric
meeting of the Board at 9:28 a.m. Motion passed.

Vote on Motion (Y, N or A): Matt Anderson – Yes Bill Black – Yes

Jonathan Lohstroh – Yes

The next regular board meeting is scheduled for <u>Tuesday, May 17, 2022 at 8:00 a.m.</u> in the Conference Room, located at the Pickaway County Service Center, 110 Island Road, Circleville, OH 43113.

Jonathan Lohstroh – Chairperson Date Dewey Mann – Secretary Date

PICKAWAY SOIL AND WATER CONSERVATION DISTRICT DISTRICT FUND FINANCIAL STATEMENT March 1 through March 31, 2022

	Beginning Balances			
	Money Market Checking Account			
	Unencumbered Funds	\$103,036.75		
	Engineering Deposit Encumbered	294.00		
	Engineering Fee Encumbered (last project installed 10/2019)	-		
	Technical (Contribution Agreement/NRCS)	3,294.74		
	Affiliate/Scholarship Fund (+530.00 re-enroll & new memberships)	13,883.89		
	Education Programs Encumbered	1,711.69		
	EE Camps	2,684.36		
	Total MMA Checking Account		\$124,905.43	*
	Regular Checking Account		78,518.28	
	Petty Cash		106.51	
	Change Fund		100.00	
	Total District Accounts			\$203,630.22
	Total District Accounts			Ψ200,000.22
D-f				
Ref	Figh Salos	¢ 2060.75		
	Fish Sales	\$ 2,969.75 \$ 12.00		
	Tree Sales			
	Flag Sales			
	Plug Sales	\$ 2,750.00		
	Rain Barrels & Kits	\$ 155.00		
	Affiliate Memberships Donations (.53 + .01)	\$ 30.00		
several ***	Sales Tax	\$ 0.54 \$ 219.48		
536	Regular Checking Interest	\$ 3.48		
	Total Receipts - Regular Checking Income		\$6,180.25	
537	MMA Checking Interest	\$ 5.30		
	Total Receipts - MMA Account		\$5.30	
C2281	Petty Cash Replenishment	\$ 124.91		
02201		Ψ 124.51	¢124.01	
	Total Receipts - Petty Cash		\$124.91	
	Total Receipts – Regular & MMA & Petty Cash Accounts			\$6,310.46
Ref	Expenses			
		C 404.04		
02201	Petty Cash Replenishment	\$ 124.91		
	Total Expenses Regular Checking		\$124.91	
		\$ -		
	Total Expenses MMA Checking		\$0.00	27
	Petty Cash			
4		0 00 00	-	
144	Parking - OFSWCD meeting - Staff	\$ 20.00		
145	Ace Hardware - glue	\$ 6.42		
	IDerking OFCIMOD mosting Dill	\$ 39.00	1	
146	Parking - OFSWCD meeting - Bill			
	Parking - OFSWCD meeting - Bill Parking - OFSWCD meeting - Brian	\$ 16.00		
146	Parking - OFSWCD meeting - Brian			
146	Parking - OFSWCD meeting - Bill Parking - OFSWCD meeting - Brian Total Expenses for Petty Cash		\$81.42	
146	Parking - OFSWCD meeting - Brian	\$ 16.00	\$81.42	
146	Parking - OFSWCD meeting - Brian Total Expenses for Petty Cash Total Expenses	\$ 16.00	\$81.42	\$206.3
146	Parking - OFSWCD meeting - Brian Total Expenses for Petty Cash Total Expenses Ending Balances	\$ 16.00	\$81.42	
146	Parking - OFSWCD meeting - Brian Total Expenses for Petty Cash Total Expenses Ending Balances Money Market Checking Account	\$ 16.00		
146	Parking - OFSWCD meeting - Brian Total Expenses for Petty Cash Total Expenses Ending Balances Money Market Checking Account Unencumbered Funds	\$ 16.00 \$103,012.05		
146	Parking - OFSWCD meeting - Brian Total Expenses for Petty Cash Total Expenses Ending Balances Money Market Checking Account Unencumbered Funds Engineering Deposit Encumbered	\$ 16.00		
146	Parking - OFSWCD meeting - Brian Total Expenses for Petty Cash Total Expenses Ending Balances Money Market Checking Account Unencumbered Funds Engineering Deposit Encumbered Engineering Fee Encumbered (last project installed 10/2019)	\$ 16.00 \$103,012.05 294.00		
146	Parking - OFSWCD meeting - Brian Total Expenses for Petty Cash Total Expenses Ending Balances Money Market Checking Account Unencumbered Funds Engineering Deposit Encumbered Engineering Fee Encumbered (last project installed 10/2019) Technical (Contribution Agreement/NRCS)	\$ 16.00 \$103,012.05 294.00 - 3,294.74		
146	Parking - OFSWCD meeting - Brian Total Expenses for Petty Cash Total Expenses Ending Balances Money Market Checking Account Unencumbered Funds Engineering Deposit Encumbered Engineering Fee Encumbered (last project installed 10/2019) Technical (Contribution Agreement/NRCS) Affiliate/Scholarship Fund (+30.00 re-enroll & new memberships)	\$ 16.00 \$103,012.05 294.00 - 3,294.74 13,913.89		
146	Parking - OFSWCD meeting - Brian Total Expenses for Petty Cash Total Expenses Ending Balances Money Market Checking Account Unencumbered Funds Engineering Deposit Encumbered Engineering Fee Encumbered (last project installed 10/2019) Technical (Contribution Agreement/NRCS) Affiliate/Scholarship Fund (+30.00 re-enroll & new memberships) Education Programs Encumbered	\$ 16.00 \$103,012.05 294.00 - 3,294.74 13,913.89 1,711.69		
146	Parking - OFSWCD meeting - Brian Total Expenses for Petty Cash Total Expenses Ending Balances Money Market Checking Account Unencumbered Funds Engineering Deposit Encumbered Engineering Deposit Encumbered (last project installed 10/2019) Technical (Contribution Agreement/NRCS) Affiliate/Scholarship Fund (+30.00 re-enroll & new memberships) Education Programs Encumbered EE Camps	\$ 16.00 \$103,012.05 294.00 - 3,294.74 13,913.89		\$206.3
146	Parking - OFSWCD meeting - Brian Total Expenses for Petty Cash Total Expenses Ending Balances Money Market Checking Account Unencumbered Funds Engineering Deposit Encumbered Engineering Fee Encumbered (last project installed 10/2019) Technical (Contribution Agreement/NRCS) Affiliate/Scholarship Fund (+30.00 re-enroll & new memberships) Education Programs Encumbered EE Camps Total MMA Checking Account	\$ 16.00 \$103,012.05 294.00 - 3,294.74 13,913.89 1,711.69	\$124,910.73	\$206.3
146	Parking - OFSWCD meeting - Brian Total Expenses for Petty Cash Total Expenses Ending Balances Money Market Checking Account Unencumbered Funds Engineering Deposit Encumbered Engineering Fee Encumbered (last project installed 10/2019) Technical (Contribution Agreement/NRCS) Affiliate/Scholarship Fund (+30.00 re-enroll & new memberships) Education Programs Encumbered EE Camps Total MMA Checking Account Regular Checking Account	\$ 16.00 \$103,012.05 294.00 - 3,294.74 13,913.89 1,711.69	\$124,910.73 84,573.62	\$206.3
146	Parking - OFSWCD meeting - Brian Total Expenses for Petty Cash Total Expenses Ending Balances Money Market Checking Account Unencumbered Funds Engineering Deposit Encumbered Engineering Fee Encumbered (last project installed 10/2019) Technical (Contribution Agreement/NRCS) Affiliate/Scholarship Fund (+30.00 re-enroll & new memberships) Education Programs Encumbered EE Camps Total MMA Checking Account	\$ 16.00 \$103,012.05 294.00 - 3,294.74 13,913.89 1,711.69	\$124,910.73	\$206.3

Prepared by: Taun Sermen + 142002 checked by: Katerina alarge 4/19/2022

Date

1/19/2022

PICKAWAY SOIL AND WATER CONSERVATION DISTRICT SPECIAL FUND FINANCIAL STATEMENT March 1 through March 31, 2022

Beginning Special Fund Balance		\$785,963.44
<u>REVENUE</u>		
	\$ -	
T. (10) 1 T 15		40.00
Total Special Fund Revenue		\$0.00
EXPENSES CALABLES (2 nounosido 5 % C)	£44.000.75	
SALARIES (2 pay periods 5 & 6) PERS	\$11,633.75	
MEDICARE	1,604.09 158.61	
INSURANCE (March & April)	7,116.16	
Bureau of Worker's Comp	370.31	
Buleau of Worker's Comp	370.51	
SUPPLIES		
Postmaster - Bulk Mail permit for #199 annual fee	265.00	
Toolinado Baik Mair pormitor in roo armaar roo	200.00	
CONTRACT - SERVICES		
Xerox Copier Lease	220.23	
Verizon Wireless	97.57	
Frontier - Phone, DSL	173.21	
Quench - water filter lease	44.34	
Quellon Water Inter leade	44.04	
ADVERTISING & PRINTING		
City Scene Media Group - Ad in Destination Pickaway booklet	750.00	
SCHOLARSHIP & EDUCATION		
Walmart - education supplies for library pgm. & legislative brkfst.	11.54	
Visa - Attendance at OFSWCD Mtg. 2 staff & 4 supervisors &	770.40	
Envirothon auction basket	770.40	~~~
Environment addition backet		
EQUIPMENT		
JS Custom Graphics & Computers - temporary network set up	340.45	
JS Custom Graphics & Computers - temporary network set up	113.30	
Perfection One - Van - oil change, brake repairs & transmission lines	999.69	
Perfection One - 2019 Truck oil change	48.58	
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Total Special Fund Expenses		\$24,717.23
Ending Special Fund Balance		<u>\$761,246.21</u>



Pickaway SWCD Leave Report Pay Period # 6 (2/27/2022 - 3/12/2022)

Annual Leave

Employee	Begin	Earned	Used	End Balance
Katerina Sharp	181.00	4.60	0.00	185.60
Nathan Taylor	65.10	3.10	0.00	68.20
Tawn Seimer	188.76	7.70	16.00	180.46

Annual Leave Total 434.26

Sick Leave

Employee	Begin	Earned	Used	End Balance
Katerina Sharp	422.37	5.03	0.00	427.40
Nathan Taylor	75.91	4.70	0.00	80.61
Tawn Seimer	1,711.48	4.60	1.50	1,714.58

Sick Leave Total 2,222.59

Comp Time

Employee	Begin	Earned	Used	End Balance
Katerina Sharp (-5 for Comp Payout)	39.78	11.25	0.00	46.03
Nathan Taylor	46.25	2.63	0.00	48.88
Tawn Seimer	5.32	0.00	0.00	5.32

Comp Time Total 100.23

Signature of Preparer: __

Date

Signature of Reviewing Board Member:

Date

Only approved timesheets are included in report calculation



Pickaway SWCD Leave Report Pay Period #7 (3/13/2022 - 3/26/2022)

Annual Leave

Employee	Begin	Earned	Used	End Balance
Katerina Sharp	185.60	4.60	0.00	190.20
Nathan Taylor	68.20	3.10	0.00	71.30
Tawn Seimer	180.46	7.70	0.00	188.16

Annual Leave Total 449.66

Sick Leave

Employee	Begin	Earned	Used	End Balance
Katerina Sharp	427.40	4.80	0.00	432.20
Nathan Taylor	80.61	4.72	0.00	85.33
Tawn Seimer	1,714.58	4.60	0.00	1,719.18

Sick Leave Total 2,236.71

Comp Time

Employee	Begin	Earned	Used	End Balance
Katerina Sharp (-5hr.for Comp Pay Out)	46.03	5.25	0.00	46.28
Nathan Taylor	48.88	3.00	0.00	51.88
Tawn Seimer	5.32	0.00	0.00	5.32

Town Seimer

Comp Time Total 103.48

Signature of Preparer: _

Date

Signature of Reviewing Board Member:

Date

Only approved timesheets are included in report calculation



Pickaway SWCD Leave Report Pay Period #8 (3/27/2022 - 4/9/2022)

Annual Leave

Employee	Begin	Earned	Used	End Balance
Katerina Sharp	190.20	4.60	0.00	194.80
Nathan Taylor	71.30	3.10	0.00	74.40
Tawn Seimer	188.16	7.70	0.00	195.86

Annual Leave Total 465.06

Sick Leave

Employee	Begin	Earned	Used	End Balance
Katerina Sharp	432.21	5.07	0.00	437.28
Nathan Taylor	85.32	4.89	0.00	90.21
Tawn Seimer	1,719.18	4.72	0.00	1,723.90

Sick Leave Total 2,251.39

Comp Time

Employee	Begin	Earned	Used	End Balance
Katerina Sharp (-5 hour comp pay out)	51.28	12.38	0.00	58.66
Nathan Taylor	51.88	7.50	0.00	59.38
Tawn Seimer	5.32	3.00	0.00	8.32

Comp Time Total 126.36

Signature of Preparer:

Signature of Reviewing Board Member:

Only approved timesheets are included in report calculation