

**2020 - SUPERVISORS JOURNAL – PICKAWAY SWCD
REGULAR MEETING HELD MAY 19, 2020**

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 RD, CIRCLEVILLE, OH IN 2ND FLOOR CONFERENCE ROOM WITH THE FOLLOWING MEMBERS PRESENT (Y OR ABSENT):

Steve called the meeting to order at 8:00 a.m.

Matt Anderson – Yes, Clyde Ohnewehr – Yes, Barbara Martindale – No,
Bill Black – Yes, Steve Hawkins - Yes.

THE FOLLOWING SWCD PERSONNEL WERE PRESENT AT VARIOUS TIMES (Y OR N):

Tawn Seimer – Yes, Shelley Steele – Yes, Wesley French – Yes, Katerina Sharp – Yes, Rob Skidmore - No.

Minutes Recorder: Katerina

THE FOLLOWING NRCS PERSONNEL WERE ALSO PRESENT AT VARIOUS TIMES (Y OR N):

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

VISITORS OR GUESTS PRESENT: Cody Hacker, Area 5 Program Specialist, joined the meeting via Zoom.

PUBLIC/AGENCY COMMENTS: None

IN THE MATTER OF APPROVING MINUTES FROM THE REGULAR MEETING (S):

Bill moved, seconded by Matt to approve minutes of the Regular Meeting held March 17, 2020. (No meeting in April due to COVID-19.) Motion passed.

Vote on Motion (Y, N or A): Matt Anderson – Yes Bill Black– Yes Steve Hawkins – Yes
Barbara Martindale – Absent Clyde Ohnewehr – Yes

IN THE MATTER OF APPROVING THE DISTRICT FUND BILLS/STATEMENT FOR MARCH AND APRIL:

Bill moved, seconded by Matt to approve the District Fund Financial Statement for March and April (**Attachment A & B**). Motion passed.

Vote on Motion (Y, N or A): Matt Anderson – Yes Bill Black– Yes Steve Hawkins – Yes
Barbara Martindale – Absent Clyde Ohnewehr – Yes

IN THE MATTER OF APPROVING THE SPECIAL FUND BILLS/STATEMENT FOR MARCH AND APRIL:

Bill moved, seconded by Clyde to approve the Special Fund Financial Statement for March and April (**Attachment C & D**). Motion passed.

Vote on Motion (Y, N or A): Matt Anderson – Yes Bill Black– Yes Steve Hawkins Yes
Barbara Martindale – Absent Clyde Ohnewehr – Yes

IN THE MATTER OF REVIEWING THE DISTRICT TECH & NON-TECH ACTIVITIES REPORT:

The board reviewed the District staff tech and non-tech activity reports.

IN THE MATTER OF REVIEWING THE NRCS UPDATES:

Justin gave an update on the NRCS projects and programs being worked on. EQIP sign ups have ended. There were originally 20 applicants interested, but that number has dropped down to 11. The ranking deadline is due Tuesday, May 26, 2020 and this process is being worked on. There are 178 CRP contracts up for re-enrollment this year. CSP sign ups are open now and there have been two sign ups so far. CREP this year will most likely have a lot of re-enrolls. Hannah Mullally, the Farm Bill Wildlife Biologist, is leaving the end of May.

IN THE MATTER OF APPROVING NRCS CONSERVATION PLANS:

Matt moved, seconded by Clyde to approve the two CRP Conservation Plans. Motion passed.

Vote on Motion (Y, N or A): Matt Anderson – Yes Bill Black– Yes Steve Hawkins – Yes
Barbara Martindale – Absent Clyde Ohnewehr – Yes

IN THE MATTER OF SIGNING THE 2020 ANNUAL PLAN OF WORK:

The board and staff signed the 2020 Annual Plan of Work.

IN THE MATTER OF REVIEWING AND APPROVING THE TRAVEL POLICY REVISION:

Matt moved, seconded by Clyde to approve Travel Policy revision. Motion passed.

Vote on Motion (Y, N or A): Matt Anderson – Yes Bill Black– Yes Steve Hawkins – Yes
Barbara Martindale – Absent Clyde Ohnewehr – Yes

IN THE MATTER OF SELECTING A DATE FOR THE ANNUAL MEETING:

The board would like to hold the Annual Meeting and Banquet at Emmett Chapel on Thursday, August 27, 2020. Katerina will contact Emmett Chapel about reserving this date.

IN THE MATTER OF THE AG BOOK FOR SCHOOLS:

The \$2,000 grant from the PCN fund has been received, but grant money consideration from any other PCCF funds has been postponed until further notice. Katerina will look into other potential grant options to help pay for this project. The ag book project is postponed until the 2020-2021 school year.

IN THE MATTER OF FISH SALE PICK UP:

The fish sale pick up took place on May 5 at the Ross County Fairgrounds. There were 44 customers between Ross and Pickaway. All of Pickaway SWCD customers picked up their orders.

IN THE MATTER OF PLUG SALE PICK UP:

The plug sale pick up took place in the lower parking lot of the Service Center Building on May 18. All 24 customers picked up their flats. There were 169 flats ordered.

IN THE MATTER OF A NOMINATION COMMITTEE UPDATE:

Clyde has not yet secured anyone new to run in the supervisor election but is continuing to work on this. Bill is planning to re-run for a supervisor position. Steve will not be re-running as he will be moving out of the county.

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

Four applications were submitted for this scholarship. Clyde moved, seconded by Matt to approve all four applicants to receive a \$500 scholarship. Motion passed.

Vote on Motion (Y, N or A): Matt Anderson – Yes Bill Black– Yes Steve Hawkins – Yes
Barbara Martindale – Absent Clyde Ohnewehr – Yes

IN THE MATTER OF THE FORM 11:

Tawn sent the Form 11 – Appendix A – Auditors Report and the 2020 Annual Plan of Work to Cody for 2020/2021 State Match.

IN THE MATTER OF THE NEW ELECTION PROCESS:

Tawn reviewed the new board of supervisor election process and Cody answered questions from the board and staff.

IN THE MATTER OF APPROVING KATERINA’S LEAVE REQUEST FOR SEPTEMBER:

Bill moved, seconded by Clyde to approve Katerina’s leave request for September 8-25, 2020. Motion passed.

Vote on Motion (Y, N or A): Matt Anderson – Yes Bill Black– Yes Steve Hawkins – Yes
Barbara Martindale – Absent Clyde Ohnewehr – Yes

IN THE MATTER OF APPROVING SHELLEY’S LEAVE REQUEST FOR JUNE:

Bill moved, seconded by Clyde to approve Shelley’s leave request for June 10-12, 2020. Motion passed.

Vote on Motion (Y, N or A): Matt Anderson – Yes Bill Black– Yes Steve Hawkins – Yes
Barbara Martindale – Absent Clyde Ohnewehr – Yes

IN THE MATTER OF EMPLOYEE LEAVE REPORTS:

Matt moved, seconded by Clyde to approve the Employee Leave Reports for the pay period end dates as follows: 3/14/2020, 3/28/2020, 4/11/20, 4/24/20 & 5/9/20 (**Attachment E, F, G, H & I**). Motion passed.

Vote on Motion (Y, N or A): Matt Anderson – Yes Bill Black– Yes Steve Hawkins – Yes
Barbara Martindale – Absent Clyde Ohnewehr – Yes

IN THE MATTER OF APPROVING A TELEWORKING POLICY:

Tawn reviewed the new teleworking policy with the board and staff. Matt moves, seconded by Clyde, to approve the teleworking policy. Motion passed.

Vote on Motion (Y, N or A): Matt Anderson – Yes Bill Black– Yes Steve Hawkins – Yes
Barbara Martindale – Absent Clyde Ohnewehr – Yes

FYI – 1st Quarter Report for County Commissioners

FYI – State Match Received for April and May

FYI – Calendar of Events

FYI – Fair is “Business as Usual” (Katerina Plans to Attend)

FYI – Ag Day Update

FYI – EE Camp Update

FYI – ODA Updates for Area 5 SWCD Board Meetings April & May

FYI – Summer Supervisor’s School Cancelled for 2020

IN THE MATTER OF ADJOURNING THE PICKAWAY SWCD BOARD MEETING:

Bill moved, seconded by Clyde to adjourn the May 19, 2020 Pickaway Soil & Water Conservation District meeting of the Board at 9:17 a.m. Motion passed.

Vote on Motion (Y, N or A): Matt Anderson – Yes Bill Black– Yes Steve Hawkins – Yes
Barbara Martindale – Absent Clyde Ohnewehr – Yes

The next regular board meeting is scheduled for **Tuesday, June 16, 2020 at 8:00 – 10:00 a.m.** in the Conference Room, located at Pickaway County Service Center, 110 Island Road, Circleville, OH 43113.

Steve Hawkins – Chairperson Date

Barbara Martindale – Secretary Date

Minutes Recorder Date

PICKAWAY SOIL AND WATER CONSERVATION DISTRICT
 DISTRICT FUND FINANCIAL STATEMENT
 March 1 through March 31, 2020

Attachment #

		<u>Beginning Balances</u>			
		Money Market Checking Account			
		Unencumbered Funds	\$104,390.98		
		Engineering Deposit Encumbered	294.00		
		Engineering Fee Encumbered (last project installed 10/2019)	-		
		Affiliate/Scholarship Fund (+2410.00 - new and re-enrolled)	14,372.67		
		Education Programs Encumbered	1,736.53		
		EE Camp Encumbered	2,709.46		
		Total MMA Checking Account		\$123,503.64	
		Regular Checking Account		75,317.57	
		Petty Cash		79.00	
		Change Fund		100.00	
		Total District Accounts			\$199,000.21
Ref					
several	Plug Sales	\$	330.00		
several	Fish Sales	\$	3,594.10		
several	Flags	\$	40.00		
497	Community Foundations Inc- Ag Book Grant for 1st Graders	\$	2,000.00		
489	Clyde Ohnewehr - 160.00 Training reimbursement, 40.00 Donation	\$	200.00		
488	Affiliate Membership - Gail Dunlap - Steward of the Land	\$	100.00		
499	Regular Checking Interest	\$	14.09		
		Total Receipts - Regular Checking Income			\$6,278.19
500	MMA Checking Interest		31.54		
		Total Receipts - MMA Account			\$31.54
		Total Receipts - Petty Cash			
		Total Receipts - Regular & MMA & Petty Cash Accounts			\$6,309.73
Ref					
		<u>Expenses</u>			
C2115	Visa - OFSWCD Meeting - 1215.00, Logo for 2019 doors - 135.28	\$	2,172.60		
		Envirothon Basket - 63.63, Facebook boost - 8.69			
		Overholt Drainage School (Shelley & Wes) - 750.00			
		Total Expenses Regular Checking			\$2,172.60
		Total Expenses MMA Checking			\$0.00
		Petty Cash			
110	Kroger - Education supplies	\$	4.67		
111	Post office - certified letter to Mr. Dunkle		6.95		
112	Fuel for Van - reimbursement to Katerina		15.00		
		Total Expenses for Petty Cash			\$26.62
		Total Expenses			\$2,199.22
Ending Balances					
		Money Market Checking Account			
		Unencumbered Funds	\$102,422.52		
		Engineering Deposit Encumbered	294.00		
		Engineering Fee Encumbered (last project installed 10/2019)	-		
		Affiliate/Scholarship Fund (+2410.00 - new and re-enrolled)	14,372.67		
		Education Programs Encumbered	1,736.53		
		EE Camp Encumbered	2,709.46		
		Ag Book Grant for Pickaway Co. 1st Graders	2,000.00		
		Total MMA Checking Account		\$123,535.18	
		Regular Checking Account		79,423.16	
		Petty Cash		52.38	
		Change Fund		100.00	
		Total District Accounts			\$203,110.72

Prepared by: Tawn Seimer 4/14/2020 Date
 Checked by: Katerina Sharp 5-15-2020 Date
Steve Hankins 5-19-2020
 Board Chair Date

PICKAWAY SOIL AND WATER CONSERVATION DISTRICT
 DISTRICT FUND FINANCIAL STATEMENT
 April 1 through April 30, 2020

		<u>Beginning Balances</u>			
	Money Market Checking Account				
	Unencumbered Funds	\$102,422.52			
	Engineering Deposit Encumbered	294.00			
	Engineering Fee Encumbered (last project installed 10/2019)	-			
	Affiliate/Scholarship Fund (+2410.00 - new and re-enrolled)	14,372.67			
	Education Programs Encumbered	1,736.53			
	EE Camp Encumbered	2,709.46			
	Ag Book Grant for Pickaway Co. 1st Graders	2,000.00			
	Total MMA Checking Account			\$123,535.18	
	Regular Checking Account			79,423.16	
	Petty Cash			52.38	
	Change Fund			100.00	
	Total District Accounts				\$203,110.72
<u>Ref</u>					
501	Steve Hammond - GP drill rental	\$ 89.00			
502	Gary Scherer - fish sale	\$ 112.00			
503	Regular Checking Interest	\$ 11.97			
	Total Receipts - Regular Checking Income			\$212.97	
504	MMA Checking Interest	26.74			
	Total Receipts - MMA Account			\$26.74	
	Total Receipts - Petty Cash				
	Total Receipts - Regular & MMA & Petty Cash Accounts				\$239.71
<u>Ref</u>	<u>Expenses</u>				
several	Tree sale refunds Check # 2116 to 2200	\$ 4,666.00			
2201	Athens SWCD - remainder of tree sale items sold	\$ 1,244.00			
	Total Expenses Regular Checking			\$5,910.00	
		\$ -			
	Total Expenses MMA Checking			\$0.00	
	Petty Cash				
	Total Expenses for Petty Cash			\$0.00	
	Total Expenses				\$5,910.00
	<u>Ending Balances</u>				
	Money Market Checking Account				
	Unencumbered Funds	\$102,449.26			
	Engineering Deposit Encumbered	294.00			
	Engineering Fee Encumbered (last project installed 10/2019)	-			
	Affiliate/Scholarship Fund (+2410.00 - new and re-enrolled)	14,372.67			
	Education Programs Encumbered	1,736.53			
	EE Camp Encumbered	2,709.46			
	Ag Book Grant for Pickaway Co. 1st Graders	2,000.00			
	Total MMA Checking Account			\$123,561.92	
	Regular Checking Account			73,726.13	
	Petty Cash			52.38	
	Change Fund			100.00	
	Total District Accounts				\$197,440.43

Prepared by: Tawn Seimer 5/14/20 Date
 Checked by: Katerina Sharp 5-15-2020 Date
Steve Hankins 5-19-2020 Date
 Board Chair Date

PICKAWAY SOIL AND WATER CONSERVATION DISTRICT
 SPECIAL FUND FINANCIAL STATEMENT
 March 1 through March 31, 2020

Attachment C

Beginning Special Fund Balance		\$550,857.29
REVENUE		
State Match - Pay-In: March	8,527.00	
Total Special Fund Revenue		
		\$8,527.00
EXPENSES		
SALARIES (2 pay periods 6 & 7)	\$14,613.00	
PERS	1,996.55	
MEDICARE	200.98	
INSURANCE (LIFE)	6.52	
BUREAU OF WORKER'S COMP TRUE UP PAYMENT	155.07	
SUPPLIES		
Walmart - office supplies - lysol wipes, certificates, paper products	70.05	
CONTRACT-SERVICES		
Frontier, Local, Fax, DSL	272.89	
Quench - water filter lease	40.31	
Verizon Wireless	68.56	
Xerox Copier Lease	212.03	
TRAVEL & EXPENSES		
Visa - fuel for vehicles	82.14	
Steve Hawkins - milage to OFSWCD meetings & parking - 3 days	128.67	
SERVICE & FEES		
Bulk Mail - Annual Fee for permit	240.00	
EDUCATION/SCHOLARSHIPS		
Walmart - bird program and Envirothon basket	53.07	
EQUIPMENT		
JS Custom Graphics (Sheehy) McAfee antivirus on 5 computers	294.75	
Total Special Fund Expenses		
		\$18,434.59
Ending Special Fund Balance		\$540,949.70

Prepared by: Tawson Seaman 4/10/2020 Date
 Checked by: Kateira Shurf 5-18-2020 Date
Steve Hawkins 5-19-2020 Date
 Chair Date

PICKAWAY SOIL AND WATER CONSERVATION DISTRICT
 SPECIAL FUND FINANCIAL STATEMENT
 April 1 through April 30, 2020

Attachment D

Beginning Special Fund Balance		\$540,949.70
REVENUE		
State Match - Pay-In: April	8,527.00	
BWC - Refund Covid 19 Relief	336.51	
Total Special Fund Revenue		\$8,863.51
EXPENSES		
SALARIES (2 pay periods 8 & 9)	\$13,712.00	
PERS	1,870.40	
MEDICARE	187.92	
INSURANCE (April & May)	5,970.00	
SUPPLIES		
Visa - Stamps & fees	332.37	
CONTRACT-SERVICES		
Frontier, Local, Fax, DSL	272.89	
Quench - water filter lease	40.31	
Verizon Wireless (118 calls 206 minutes)	70.27	
Xerox Copier Lease	201.16	
TRAVEL & EXPENSES		
Visa - fuel for vehicles	67.00	
ADVERTISING & PRINTING		
APG Media - Herald - ad for End of Year financial report	31.45	
EQUIPMENT		
Visa - 15 ft. HDMI cord for laptop of sandbox	12.84	
JS Custom Graphics & Computers - remote assist with Quick Books	39.00	
Total Special Fund Expenses		\$22,807.61
Ending Special Fund Balance		\$527,005.60

Prepared by: Tawn Seimer 5/12/2020 Date Checked by: Katerina Sharp 5-15-2020 Date
 _____ 5-19-2020 Date
 Chair Date



Pickaway SWCD Leave Report
Pay Period #7 3/1/2020 to 3/14/2020

Annual Leave

Employee	Begin Balance	Earned	Used	End Balance
John R. Skidmore	19.43	0.76	0.00	20.19
Katerina Sharp	135.80	3.10	0.00	138.90
Shelley Steele	46.50	3.10	0.00	49.60
Tawn Seimer	95.11	7.70	0.00	102.81
Wesley French	34.10	3.10	0.00	37.20

Annual Leave Total 348.70

Sick Leave

Employee	Begin Balance	Earned	Used	End Balance
John R. Skidmore	52.44	1.12	2.00	51.56
Katerina Sharp	211.51	4.66	0.00	216.17
Shelley Steele	38.38	5.49	0.00	43.87
Tawn Seimer	1,522.79	4.64	0.00	1,527.43
Wesley French	43.37	5.53	0.00	48.90

Sick Leave Total 1887.93

Comp Time

Employee	Begin Balance	Earned	Used	End Balance
John R. Skidmore	0.00	0.00	0.00	0.00
Katerina Sharp	61.15	1.50	0.00	62.65
Shelley Steele	10.25	24.75	0.00	35.00
Tawn Seimer	8.20	1.13	0.00	9.33
Wesley French	11.38	24.38	8.00	27.76

Comp Time Total 134.74

Signature of Preparer: Tawn Seimer 3/16/2020
Date

Signature of Reviewing Board Member: Matt 5/19/2020
Date

Only approved timesheets are included in report calculation



Pickaway SWCD Leave Report
Pay Period #8 3/15/2020 to 3/28/2020

Annual Leave

Employee	Begin Balance	Earned	Used	End Balance
John R. Skidmore	20.19	0.00	0.00	20.19
Katerina Sharp	138.90	3.10	0.00	142.00
Shelley Steele	49.60	3.10	0.00	52.70
Tawn Seimer	102.81	7.70	0.00	110.51
Wesley French	37.20	3.10	0.00	40.30

Annual Leave Total 365.70

Sick Leave

Employee	Begin Balance	Earned	Used	End Balance
John R. Skidmore	51.56	0.00	0.00	51.56
Katerina Sharp	216.17	4.60	0.00	220.77
Shelley Steele	43.87	4.60	3.00	45.47
Tawn Seimer	1,527.43	4.60	0.00	1,532.03
Wesley French	48.91	4.60	0.00	53.51

Sick Leave Total 1903.34

Comp Time

Employee	Begin Balance	Earned	Used	End Balance
John R. Skidmore	0.00	0.00	0.00	0.00
Katerina Sharp	62.65	0.00	0.75	61.90
Shelley Steele	35.00	0.00	3.00	32.00
Tawn Seimer	9.32	0.00	1.00	8.32
Wesley French	27.75	0.00	0.00	27.75

Comp Time Total 129.97

Signature of Preparer: Tawn Seimer

3/30/2020

Date

Signature of Reviewing Board Member: Clyde Church

5/19/20

Date

Only approved timesheets are included in report calculation



Pickaway SWCD Leave Report
Pay Period # 9 3/29/2020 to 4/11/2020

Annual Leave

Employee	Begin Balance	Earned	Used	End Balance
John R. Skidmore	20.19	0.00	0.00	20.19
Katerina Sharp	142.00	3.10	0.00	145.10
Shelley Steele	52.70	3.10	0.00	55.80
Tawn Seimer	110.51	7.70	0.00	118.21
Wesley French	40.30	3.10	0.00	43.40

Annual Leave Total 382.70

Sick Leave

Employee	Begin Balance	Earned	Used	End Balance
John R. Skidmore	51.56	0.00	0.00	51.56
Katerina Sharp	220.77	4.60	0.00	225.37
Shelley Steele	45.47	4.60	0.00	50.07
Tawn Seimer	1,532.03	4.60	0.00	1,536.63
Wesley French	53.51	4.60	0.00	58.11

Sick Leave Total 1,921.74

Comp Time

Employee	Begin Balance	Earned	Used	End Balance
John R. Skidmore	0.00	0.00	0.00	0.00
Katerina Sharp	61.90	0.00	0.00	61.90
Shelley Steele	32.00	0.00	3.00	29.00
Tawn Seimer	8.32	0.00	2.50	5.82
Wesley French	27.75	0.00	0.00	27.75

Comp Time Total 124.44

Signature of Preparer: Tawn Seimer 4/13/2020
Date

Signature of Reviewing Board Member: BW Blad 5-19-2020
Date

Only approved timesheets are included in report calculation



Pickaway SWCD Leave Report

Pay Period #10 4/12/2020 to 4/25/2020

Annual Leave

Employee	Begin Balance	Earned	Used	End Balance
John R. Skidmore	20.19	0.00	0.00	20.19
Katerina Sharp	145.10	3.10	0.00	148.20
Shelley Steele	55.80	3.10	0.00	58.90
Tawn Seimer	118.21	7.70	0.00	125.91
Wesley French	43.40	3.10	0.00	46.50

Annual Leave Total 399.70

Sick Leave

Employee	Begin Balance	Earned	Used	End Balance
John R. Skidmore	51.56	0.00	0.00	51.56
Katerina Sharp	225.37	4.60	0.00	229.97
Shelley Steele	50.07	4.60	0.00	54.67
Tawn Seimer	1,536.63	4.60	0.00	1,541.23
Wesley French	58.11	4.60	0.00	62.71

Sick Leave Total 1940.14

Comp Time

Employee	Begin Balance	Earned	Used	End Balance
John R. Skidmore	0.00	0.00	0.00	0.00
Katerina Sharp	61.90	0.00	6.25	55.65
Shelley Steele	29.00	0.00	0.00	29.00
Tawn Seimer	5.82	0.00	0.00	5.82
Wesley French	27.75	0.00	0.00	27.75

Comp Time Total 118.22

Signature of Preparer: Tawn Seimer 4/27/2020
Date

Signature of Reviewing Board Member: Math 5/17/2020
Date

Only approved timesheets are included in report calculation



Pickaway SWCD Leave Report
Pay Period #11 4/26/2020 to 5/9/2020

Annual Leave

Employee	Begin Balance	Earned	Used	End Balance
John R. Skidmore	20.19	0.00	0.00	20.19
Katerina Sharp	148.20	3.10	0.00	151.30
Shelley Steele	58.90	3.10	0.00	62.00
Tawn Seimer	125.91	7.70	0.00	133.61
Wesley French	46.50	3.10	0.00	49.60

Annual Leave Total 416.70

Sick Leave

Employee	Begin Balance	Earned	Used	End Balance
John R. Skidmore	51.56	0.00	0.00	51.56
Katerina Sharp	229.97	4.60	0.00	234.57
Shelley Steele	54.67	4.60	0.00	59.27
Tawn Seimer	1,541.23	4.60	0.00	1,545.83
Wesley French	62.71	4.60	0.00	67.31

Sick Leave Total 1958.54

Comp Time

Employee	Begin Balance	Earned	Used	End Balance
John R. Skidmore	0.00	0.00	0.00	0.00
Katerina Sharp	55.65	0.00	17.50	38.15
Shelley Steele	29.00	0.00	0.00	29.00
Tawn Seimer	5.82	0.00	0.00	5.82
Wesley French	27.75	0.00	0.00	27.75

Comp Time Total 100.72

Signature of Preparer: Tawn Seimer

5/11/2020
Date

Signature of Reviewing Board Member: Clyde Cheneau

5-19-20
Date

Only approved timesheets are included in report calculation