



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

Jonathan moved, seconded by Matt to approve the 2024 February Special Fund Financial Statement **(Attachment B)**. Motion passed.

Vote on Motion (Y, N or A):     Matt Anderson – Yes     Brian Reid – Yes     Bill Black – Yes  
   Jonathan Lohstroh – Yes     Dewey Mann – Yes

**IN THE MATTER OF REVIEWING THE DISTRICT STAFF ACTIVITY REPORTS:**

The board reviewed the district staff activity reports. Brad informed the board of an upcoming meeting at the NRCS Area 5 office on April 23, 2024 about the QAR process.

**IN THE MATTER OF REVIEWING NRCS UPDATES:**

Justin gave a NRCS update. Ranking deadline for the EQIP program is due by March 29, 2024. Haley Perkins will start work next month in the Franklin NRCS office. She will handle Franklin County customers and contracts and occasionally assist in Pickaway County. April 5<sup>th</sup> is the deadline for CSP applications. The CRP program is being done in batches and FSA is not sure when the next batch will take place. Megan gave an update that she has been working with Brad on how to read the waterway design plans for contract information. She is working on the Conservation Planner Level 1 certification course and hopes to be finished in April. Megan said that she would work on the Level 2 certification next year. The Board asked Brad on waterway statuses. He said that there are 18 waterway construction projects ready. They have laid out 6 or 7 projects for construction now and some of the projects will be after wheat is off. Depending on the number of contractors used and timing, all may or may not be constructed this year. If there are several projects in the checking process at once he will need assistance from Matt.

**H2OHIO PROGRAM UPDATE:**

Cody and Kip reached out to our District and others outside of the Maumee project area Districts to provide training for the H2Ohio program. They wanted the outside Districts to be matched with Maumee H2Ohio Program Districts in a contract for reimbursement for training (2-day training - \$1,000) and payments of \$75 per completed section within the VNMP/CNMP plan completion up to a maximum of \$10,000. A contract has been signed for Pickaway SWCD and sent back to ODA. We are waiting for response for hosting district and training dates.

**UPDATE OF TECHNICIAN COMPUTER:**

Brad shared an update regarding the purchase of a CCE computer from NRCS. The computer was ordered the third week of February and he has not heard if it is in from IT. He is also working on getting his link pass renewed and waiting for the next step in that process. His link pass will need to be up to date to be able to use the computer and this may hold the process up a little.

**JOINT PICKAWAY SWCD & FARM BUREAU ANNUAL MEEING UPDATE:**

Katerina shared an update. She has been working with Farm Bureau committee chair, Asa Radcliff, on the Joint Annual Meeting. The Pickaway Agriculture & Events Center is available August 8 or 22. Rent for the center is \$400 for a weeknight. We can use Brian Reid’s tables and chairs for free or rent round tables and chairs for 128 people from Taylor’s for \$447. Waiting on a quote from Pritchard’s for rent of tables and chairs. More information will be given next month.





**PICKAWAY SOIL AND WATER CONSERVATION DISTRICT  
DISTRICT FUND FINANCIAL STATEMENT  
February 1 through February 29, 2024**

**Attachment A**

		<u>Beginning Balances</u>		
	Money Market Checking Account			
	Unencumbered Funds	\$57,833.16		
	Engineering Deposit Encumbered (ck # 2333 for \$294.00 voided)	-	reissued ck #	2358
	Engineering Fees Received	154.98		
	Technical (Contribution Agreement/NRCS & Fees collected)	26,058.74		
	Affiliate/Scholarship Fund (+2990.00)	11,495.82		
	Ag Day Program	-		0
	Education Programs	1,074.21		
	EE Camps (+20.00 camp regs)	3,950.37		
	Total MMA Checking Account		\$100,567.28	
	Regular Checking Account		76,855.44	
	Petty Cash		140.50	
	Change Fund		100.00	
	Total District Accounts			<b>\$177,663.22</b>
<b>Ref</b>				
several	Tree Sales	\$ 4,068.00		
several	Fish Sales	\$ 2,720.50		
several	Flag sales	\$ 119.88		
several	Affiliate Memberships	\$ 390.00		
several	EE Camp registration	\$ 180.00		
several	Jr. EE Camp registrations	\$ 30.00		
5315	Delaware SWCD - Area 5 Envirothon Weebly acct. reimbursement	\$ 257.40		
5232	Plotter copies	\$ 5.00		
***	Sales Tax Received for the Month	\$ 463.75		
5224	Regular Checking Interest	\$ 63.34		
	<b>Total Receipts - Regular Checking Income</b>		\$8,297.87	
5225	MMA Checking Interest	\$ 79.71		
	<b>Total Receipts - MMA Account</b>		\$79.71	
		\$ -		
	<b>Total Receipts - Petty Cash</b>		\$0.00	
	<b>Total Receipts - Regular &amp; MMA &amp; Petty Cash Accounts</b>			<b>\$8,377.58</b>
<b>Ref</b>				
	<b>Expenses</b>			
C2360	Pickaway Co 4-H Committee - 2024 4-H (6) Nat Res classes & forestry camper	\$ 420.00		
C2361	Ohio State University - Nathan Videkovich - 2023 Scholarship pmt	\$ 1,000.00		
C2362	Pickaway Co Farm Bureau - Membership for Katerina	\$ 95.00		
C2363	Visa - Envirothon auction item-Area 5 Env Weebly- education supplies	\$ 379.76		
C2363	Visa - Technician supplies - boots for Brad & Adriaana	\$ 259.99		
C2363	Visa - OFSWCD Annual Mtg- 2 Supervisors and 3 staff	\$ 640.00		
	<b>Total Expenses Regular Checking</b>		\$2,794.75	
	<b>Total Expenses MMA Checking</b>		\$0.00	
	<b>Petty Cash</b>			
		\$ -		
	<b>Total Expenses for Petty Cash</b>		\$0.00	
	<b>Total Expenses</b>			<b>\$2,794.75</b>
	<b>Ending Balances</b>			
	Money Market Checking Account			
	Unencumbered Funds	\$57,312.87		
	Engineering Deposit Encumbered	-		
	Engineering Fees Received	154.98		
	Technical (Contribution Agreement/NRCS & Fees collected)	26,058.74		
	Affiliate/Scholarship Fund (+390.00)	11,885.82		
	Ag Day Program	-		
	Education Programs	1,074.21		
	EE Camps (+180.00 3-day camp regs +30.00 1 day camp=210)	4,160.37		
	Total MMA Checking Account		\$100,646.99	
	Regular Checking Account		82,358.56	
	Petty Cash		140.50	
	Change Fund		100.00	
	Total District Accounts			<b>\$183,246.05</b>

Prepared by: Tawn Seimer 3/5/2024 Date Checked by: Adriaana Karr 3/5/2024 Date  
Denny Mann 3/19/24 Date  
Board-Chair

**PICKAWAY SOIL AND WATER CONSERVATION DISTRICT  
SPECIAL FUND FINANCIAL STATEMENT  
February 1 through February 29, 2024**

**Attachment B**

Beginning Special Fund Balance		\$957,778.48
<b>REVENUE</b>		
State Match	\$ -	
County Match for 2024	\$ -	
Bureau of Workers Comp refund	\$ -	
<b>Total Special Fund Revenue</b>		<b>\$0.00</b>
<b>EXPENSES</b>		
SALARIES (2 pay periods 3 & 4)	\$17,918.00	
PERS	2,459.24	
MEDICARE	251.26	
MEDICAL INSURANCE & DENTAL	2,856.06	
BWC STATE INSURANCE FUND	799.34	
<b>SUPPLIES</b>		
Office Mart - cardstock paper, large envelopes, cartidge, clock	192.53	
Circleville Postmaster - postage replenishment	400.00	
<b>CONTRACT - SERVICES</b>		
Xerox Copier Lease	244.04	
Verizon Wireless	124.79	
Frontier - Phone, DSL	197.35	
Quench - water filter lease	48.91	
<b>TRAVEL &amp; EXPENSES</b>		
Visa - Fuel	103.19	
Katerina Sharp - parking refund at OFSWCD meeting	36.00	
Bill Black - parking refund at OFSWCD meeting	44.00	
Brad Hughes - parking and mileage to OFSWCD meeting	74.29	
<b>ADVERTISING &amp; PRINTING</b>		
APG Medial of Ohio, LLC - Legal notice in Herald 2023 Financial Report	25.36	
Ink My Logo - EE Camp custom stamper	40.00	
<b>Total Special Fund Expenses</b>		<b>\$25,814.36</b>
<b>Ending Special Fund Balance</b>		<b>\$931,964.12</b>

Prepared by: <u>Tawn Seimer</u> <u>3/6/2024</u>	Checked by: <u>Adriahna Karr</u> <u>3/6/2024</u>
Date	Date
<u>Denny Mann</u>	<u>3/19/24</u>
Chair	Date





# Pickaway SWCD Leave Report

Pay Period #4 (1/28/2024 - 2/10/2024)

## Annual Leave

Employee	Begin	Earned	Used	End Balance
Adriahna Karr	45.18	4.60	0.00	49.78
Brad Hughes	131.35	6.20	8.00	129.55
Katerina Sharp	154.50	4.60	0.00	159.10
Tawn Seimer	187.01	7.70	0.00	194.71
<b>Annual Leave Total</b>				<b>533.14</b>

## Sick Leave

Employee	Begin	Earned	Used	End Balance
Adriahna Karr	110.54	4.60	0.00	115.14
Brad Hughes	106.28	4.60	11.00	99.88
Katerina Sharp	617.96	5.15	0.00	623.11
Tawn Seimer	1,775.29	4.60	0.00	1,779.89
<b>Sick Leave Total</b>				<b>2,618.02</b>

## Comp Time

Employee	Begin	Earned	Used	End Balance
Adriahna Karr	28.75	0.00	0.00	28.75
Brad Hughes	19.38	1.50	0.00	20.88
Katerina Sharp (-10 hr comp pay out)	41.92	4.25	0.00	46.17
Tawn Seimer	7.07	0.00	0.00	7.07
<b>Comp Time Total</b>				<b>102.87</b>

Signature of Preparer:

Katerina Sharp 2-12-24  
Date

Signature of Reviewing Board Member:

[Signature] 3/15/24  
Date

*Only approved timesheets are included in report calculation*



# Pickaway SWCD Leave Report

Pay Period #5 (2/11/2024 - 2/24/2024)

## Annual Leave

Employee	Begin	Earned	Used	End Balance
Adriahna Karr	49.78	4.60	0.00	54.38
Brad Hughes	129.55	6.20	0.00	135.75
Katerina Sharp	159.10	4.60	0.00	163.70
Tawn Seimer	194.71	7.70	72.00	130.41
<b>Annual Leave Total</b>				<b>484.24</b>

## Sick Leave

Employee	Begin	Earned	Used	End Balance
Adriahna Karr	115.14	4.60	9.50	110.24
Brad Hughes	99.88	4.60	0.00	104.48
Katerina Sharp	623.10	5.18	0.00	628.28
Tawn Seimer	1,779.89	4.60	0.00	1,784.49
<b>Sick Leave Total</b>				<b>2,627.49</b>

## Comp Time

Employee	Begin	Earned	Used	End Balance
Adriahna Karr	28.75	0.00	0.00	28.75
Brad Hughes (Comp Pay Out)	20.88	(10.00)	0.00	10.88
Katerina Sharp (Comp Pay Out)	46.17	5.00	7.00	44.17
Tawn Seimer	7.07	0.00	0.00	7.07
<b>Comp Time Total</b>				<b>90.87</b>

Signature of Preparer:

Katerina Sharp 2-26-24  
Date

Signature of Reviewing Board Member:

Burke 3-19-24  
Date

*Only approved timesheets are included in report calculation*





# Pickaway SWCD Leave Report

## Pay Period # 6 (2/25/2024 - 3/9/2024)

### Annual Leave

Employee	Begin	Earned	Used	End
Adriahna Karr	54.38	4.60	0.00	58.98
Brad Hughes	135.75	6.20	0.00	141.95
Katerina Sharp	163.70	4.60	0.00	168.30
Tawn Seimer	130.41	7.70	16.00	122.11
<b>Annual Leave Total</b>				<b>491.34</b>

### Sick Leave

Employee	Begin	Earned	Used	End
Adriahna Karr	110.24	4.60	0.00	114.84
Brad Hughes	104.48	4.64	0.00	109.12
Katerina Sharp	628.28	4.66	0.00	632.94
Tawn Seimer	1,784.49	4.60	4.00	1,785.09
<b>Sick Leave Total</b>				<b>2,641.99</b>

### Comp Time

Employee	Begin	Earned	Used	End
Adriahna Karr	28.75	0.00	0.00	28.75
Brad Hughes	10.88	1.13	0.00	12.01
Katerina Sharp	44.17	(8.50)	0.00	35.67
Tawn Seimer	7.07	0.00	0.00	7.07
<b>Comp Time Total</b>				<b>83.50</b>

Signature of Preparer: Tawn Seimer 3/11/2024  
Date

Signature of Reviewing Board Member: [Signature] 3/19/2024  
Date

*Only approved timesheets are included in report calculation*