

**2022 - SUPERVISORS JOURNAL – PICKAWAY SWCD
REGULAR MEETING HELD MARCH 15, 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 8:06 am.

THE FOLLOWING BOARD MEMBERS WERE PRESENT:

Matt Anderson – Yes (Zoom), Bill Black – Yes, Brian Reid – Yes, Dewey Mann – Yes @ 8:18 – 8:45 am (Zoom), 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 – Absent, Eli Ortiz – No

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

VISITORS OR GUESTS PRESENT: Dale Arnold, Director of Energy Utility and Local Government Policy at Ohio Farm Bureau Federation. He joined us by Zoom. (8:10 – 8:45 a.m.)

Dale Arnold spoke on the Ohio Power Siting Boards responsibilities and jurisdiction on the Solar Farms setting up in Pickaway County and throughout Ohio. Currently there are three solar projects in Pickaway County that are in the pending stage, Scioto, Circleville and Chipmunk. The Ohio Power Siting Board is involved in these projects from the beginning to decomposition. The Board has the authority to make each project follow the steps to operate and stay in compliance. There is no state funding on the projects and federal funding has been included in the ongoing Infrastructure Bill, but only for roads and upgraded power lines. County Engineers and District Technicians can be involved in these projects to make sure drainage and right of ways are take care of. He suggested that we contact Licking, Preble and Wayne SWCDs to ask how they were involved with these projects. He also informed us that the county prosecutor is our legal council on these matters.

IN THE MATTER OF APPROVING MINUTES FROM THE PREVIOUS MEETING:

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

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

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

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

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

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

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

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

IN THE MATTER OF REVIEWING THE DISTRICT STAFF ACTIVITY REPORTS:

The board reviewed the District staff activity reports.

IN THE MATTER OF REVIEWING THE NRCS UPDATES:

Justin was unavailable to give any NRCS updates.

IN THE MATTER OF DONATION TO THE OFSWCD OHIO ENVIROTHON:

Bill moved, seconded by Brian to donate \$200.00 to the Don Rehl Memorial Fund and \$200.00 to the Reeve’s Rookies fund, for a total of \$400.00. Motion passed.

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

IN THE MATTER OF AD IN THE 2022 DESTINATION PICKAWAY TRAVEL GUIDE:

Brian moved, seconded by Bill to renew the ½ page ad in the 2022 Destination Pickaway Travel Guide for \$750.00. Motion passed.

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

IN THE MATTER OF EMPLOYEE LEAVE REPORTS:

Bill moved, seconded by Brian to approve the Employee Leave Reports as of pay period end dates 2/12/2022 & 2/26/2022 as follows: (**Attachment C & D**). Motion passed.

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

IN THE MATTER OF REPLENISHMENT OF PETTY CASH:

Bill moved, seconded by Brian to replenish petty cash for the amount of \$124.91. Motion passed.

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

FYI – Tawn has been notified of an upcoming audit for 2020 & 2021.

FYI – Website analysis from Jan. 1 through Feb. 10th.

FYI – State Match Report

FYI – Calendar of Events

FYI – ODA Updates for Area 5 SWCD Board Meetings – March 2022 Report. Cody mentioned that the Area 5 Directors were meeting on March 24th to go over plans for the Area 5 Summer Supervisor School.

IN THE MATTER OF GOING INTO EXECUTIVE SESSION TO DISCUSS PERSONNEL:

Bill moved at **9:19 a.m.**, seconded by Brian to go into executive session to discuss personnel. Motion passed.

Roll Call: Matt Anderson – Yes, Brian Reid - Yes
 Bill Black – Yes, Jonathan Lohstroh – Yes

The board came out of executive session at 9:33 am.

IN THE MATTER OF NATHAN TAYLOR SCHEDULE FOR PLANTING CROPS:

The board discussed Nathan’s Spring schedule. No motion made.

THE MATTER OF ADJOURNING THE PICKAWAY SWCD BOARD MEETING:

Bill moved, seconded by Brian to adjourn the March 15, 2022 Pickaway Soil & Water Conservation District meeting of the Board at 9:34 a.m. Motion passed.

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

The next regular board meeting is scheduled for **Tuesday, April 19, 2022 at 8:00 a.m.** 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

Minutes Recorder Date

PICKAWAY SOIL AND WATER CONSERVATION DISTRICT
DISTRICT FUND FINANCIAL STATEMENT
February 1 through February 28, 2022

Attachment A

Beginning Balances				
	Money Market Checking Account			
	Unencumbered Funds	\$103,561.96		
	Engineering Deposit Encumbered	294.00		
	Engineering Fee Encumbered (last project installed 10/2019)	-		
	Technical (Contribution Agreement/NRCS)	3,294.74		
	Affiliate/Scholarship Fund (+3,540.00 re-enroll & new memberships)	13,353.89		
	Education Programs Encumbered	1,711.69		
	EE Camps	2,684.36		
	Total MMA Checking Account		\$124,900.64	
	Regular Checking Account		68,882.53	
	Petty Cash		141.45	
	Change Fund		100.00	
	Total District Accounts			\$194,024.62
Ref				
several	Fish Sales	\$ 538.25		
several	Tree Sales	\$ 6,789.00		
several	Flag Sales	\$ 94.70		
several	Plug Sales	\$ 2,420.00		
several	Affiliate Memberships	\$ 530.00		
several	Donations	\$ 4.01		
***	Sales Tax	\$ 526.89		
536	Regular Checking Interest	\$ 2.89		
	Total Receipts - Regular Checking Income		\$10,905.74	
537	MMA Checking Interest	\$ 4.79		
	Total Receipts - MMA Account		\$4.79	
		\$ -		
	Total Receipts - Petty Cash		\$0.00	
	Total Receipts - Regular & MMA & Petty Cash Accounts			\$10,910.53
Ref	Expenses			
C2275	Pickaway Co. Farm Bureau - 2022 Membership - (Katerina)	\$ 79.00		
C2276	Uline - Shopping bags for tree sale pick up	\$ 296.00		
C2277	Capital One/Walmart - Office supplies, batteries, antifreeze	\$ 67.82		
C2278	Uline - 8 oz. bottles for soil samples (72)	\$ 74.46		
C2279	Visa - Sales Tax pmt (\$41.18) & Fee(1.03) & Weebly A5 Enviro.	\$ 170.91		
C2279	Visa - Water test amonia test strips	\$ 39.39		
C2280	Fairfield SWCD - white pine tree sapplings for 5th Graders	\$ 480.00		
2	The Savings Bank - 2 boxes of Regular checking account	\$ 62.41		
	Total Expenses Regular Checking		\$1,269.99	
		\$ -		
	Total Expenses MMA Checking		\$0.00	
	Petty Cash			
141	Kroger - Education Library program	\$ 12.16		
142	Kroger - Education Library program	\$ 2.78		
143	Parking - OFSWCD meeting	\$ 20.00		
	Total Expenses for Petty Cash		\$34.94	
	Total Expenses			\$1,304.93
	Ending 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

Prepared by: Tawn Seime 3/7/2022 Date: 3/7/2022
 Checked by: Katerina Sharp 3-7-22 Date: 3/15/2022
 Board Chair: [Signature] Date: 3/15/2022

PICKAWAY SOIL AND WATER CONSERVATION DISTRICT
SPECIAL FUND FINANCIAL STATEMENT
February 1 through February 28, 2022

Attachment B

Beginning Special Fund Balance		\$805,405.49
REVENUE		
	\$	-
Total Special Fund Revenue		\$0.00
EXPENSES		
SALARIES (2 pay periods 3 & 4)	\$11,833.75	
PERS	1,604.09	
MEDICARE	161.51	
INSURANCE	3,372.36	
SUPPLIES		
Office Mart - wall calendar, monthly notebook dividers, post-its, binders and binder clips.	103.03	
CONTRACT - SERVICES		
Xerox Copier Lease	218.93	
Verizon Wireless	97.55	
Frontier - Phone, DSL	173.21	
Quench - water filter lease	44.34	
TRAVEL & EXPENSE		
Visa - Gas Card	130.20	
ADVERTISING & PRINTING		
Circle Printing - January newsletter 2542 printed	1,677.72	
APG Media of Ohio, LLC - Legal notice for 2021 Financial Report	25.36	
Total Special Fund Expenses		\$19,442.05
Ending Special Fund Balance		\$785,963.44

Prepared by: Tawn Simen 3/3/2022 Checked by: Katerina Sharp 3-3-22
Date Date
[Signature] 3/15/2022
Chair Date



Pickaway SWCD Leave Report

Pay Period #4 (1/30/2022 - 2/12/2022)

Annual Leave

Employee	Begin	Earned	Used	End Balance
Katerina Sharp	171.80	4.60	0.00	176.40
Nathan Taylor	58.90	3.10	0.00	62.00
Tawn Seimer	253.36	7.70	8.00	253.06
Annual Leave Total				491.46

Sick Leave

Employee	Begin	Earned	Used	End Balance
Katerina Sharp	413.57	4.92	1.25	417.24
Nathan Taylor	74.54	4.63	4.00	75.17
Tawn Seimer	1,702.28	4.60	0.00	1,706.88
Sick Leave Total				2199.29

Comp Time

Employee	Begin	Earned	Used	End Balance
Katerina Sharp	17.66	8.25	0.00	25.91
Nathan Taylor	41.75	0.75	0.00	42.50
Tawn Seimer	5.32	0.00	0.00	5.32
Comp Time Total				73.73

Signature of Preparer:

Katerina Sharp 2-13-22
Date

Signature of Reviewing Board Member:

B. Seimer
Date

Only approved timesheets are included in report calculation



Pickaway SWCD Leave Report

Pay Period #5 (2/13/2022 - 2/26/2022)

Annual Leave

Employee	Begin	Earned	Used	End Balance
Katerina Sharp	176.40	4.60	0.00	181.00
Nathan Taylor	62.00	3.10	0.00	65.10
Tawn Seimer	253.06	7.70	72.00	188.76
Annual Leave Total				434.86

Sick Leave

Employee	Begin	Earned	Used	End Balance
Katerina Sharp	417.24	5.13	0.00	422.37
Nathan Taylor	75.17	4.74	4.00	75.91
Tawn Seimer	1,706.88	4.60	0.00	1,711.48
Sick Leave Total				2209.76

Comp Time

Employee	Begin	Earned	Used	End Balance
Katerina Sharp	25.91	13.88	0.00	39.78
Nathan Taylor	42.50	3.75	0.00	46.25
Tawn Seimer	5.32	0.00	0.00	5.32
Comp Time Total				91.35

Signature of Preparer:

Katerina Sharp 2-25-22
Date

Signature of Reviewing Board Member:

Bill Blad
Date

Only approved timesheets are included in report calculation