

IN THE MATTER OF REVIEWING THE NRCS UPDATES:

Justin gave NRCS updates. Currently processing CSP & EQIP obligations. More funding has been available due to applicants backing out of program. First round of obligations due August 1, 2nd round due August 15th. Pickaway had the most funded CSP applicants in Area 5. An offer has been made to a person from New Mexico to replace Lindsey's position. Justin will be out the rest of this week for the Fayette County fair and an additional 2 more weeks for vacation. Eli will cover Pickaway County in his absence. Landry Roe, Ross County DC will be acting DC. Currently working on CRP contracts for re-enrolls, new wildlife and filter strip contracts.

IN THE MATTER OF APPROVAL OF THE REVISED PRELIMINARY 2023 BUDGET:

Matt moved, seconded by Bill to approve the revised preliminary 2023 Budget report. The revised Budget report has been forwarded to April of the County Commissioners (**Attachment C**). Motion passed.

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

FYI – IN THE MATTER OF A SITE VISIT AT THE WAYNE VICKERS TIMBER HARVEST:

The site was visited by Tawn and Nathan on June 21, 2022. The site looks good on this day, no concerns of rutting or silt movement. Pictures were included with the report.

IN THE MATTER OF PURCHASING PROPERTY ADJACENT TO THE PICKAWAY COUNTY SERVICE CENTER:

Bill, Dewey and Tawn met with Ty, Linda and Nancy Harden on June 15, 2022 at 8:00 a.m. to discuss the possible purchase of the lot across from Perfection One. The Harden's said that they would like to work with the District on the sale of the property. Nancy would talk with her attorney about the parcel and check home records on if and where easements are on the property. The Harden's were not sure on some of the easements to Hardee's Restaurant and what the final acreage amount would be with the easements removed.

Tawn has contacted the City of Circleville, Zoning and Building to ask if lot is allowed to have a storage building built on it. The lot is allowed to have a storage building built on it. Fees for permits, water and sewer were discussed and costs were given. She has also contacted Nancy Harden on the lot size due to it being made up of several parcels. Nancy has contacted a local surveyor to survey the lot due to some easements that may be on it. Ms. Harden said that it would be 6 to 8 weeks before it could be surveyed. She will get back with the District after the survey.

FYI – IN THE MATTER OF RECORDS COMMISSION COMMITTEE MEETING MINUTES:

The board was given the agenda and minutes from the Records Commission Committee meeting on June 14, 2022 at 7:30 a.m.

IN THE MATTER OF POSITION POSTING FOR DISTRICT ENGINEER/TECHNICIAN:

Dewey moved, seconded by Bill to approve the posting for an Engineer/Technician. The posting will be sent out on July 22, 2022 and close on August 12, 2022. After applications are received and reviewed, if no qualified candidates are received the posting will be re-posted. Motion passed.

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

FYI - IN THE MATTER OF SIGNS PURCHASED FOR COOPERATE AFFILIATE MEMBERSHIPS:

Katerina has designed an Affiliate Member sign. Contacts with the Scioto Sign company resulted in a 13.5 in. X 9.5 in. white aluminum sign with Black and Green lettering with logo saying Affiliate Member. Purchased in lots of 50 the signs are \$8.45 each, with a one time set up fee of \$50.00, for a total of \$472.50. The signs should be ready in 6 to 8 weeks to be given out during re-enrollments in 2023.

IN THE MATTER OF LEAVE REQUEST FOR TAWN SEIMER:

Matt moved, seconded by Dewey to approve the leave request for Tawn Seimer to take vacation August 24 to August 26, 2022. Motion passed.

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

IN THE MATTER OF EMPLOYEE LEAVE REPORTS:

Matt moved, seconded by Bill to approve the Employee Leave Reports as of pay period end dates 6/18/2022 & 7/02/2022 as follows: **(Attachment D & E)**. Motion passed.

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

- FYI – Fair Week Updates**
- FYI – Friday in the Park Updates**
- FYI – Farm to Plate Event**
- FYI – Calendar of Events**
- FYI – State Match Report**
- FYI – ODA Updates for Area 5 SWCD Board Meetings – July 2022 Report & Updates**
 - Aug. 4th – OSWCC meeting – will decide State Match percentages**

THE MATTER OF ADJOURNING THE PICKAWAY SWCD BOARD MEETING:

Bill moved, seconded by Matt to adjourn the July 19, 2022 Pickaway Soil & Water Conservation District meeting of the Board at 9:01 a.m. Motion passed.

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

The next regular board meeting is scheduled for **Tuesday, August 16, 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
June 1 through June 30, 2022**

Attachment A

		<u>Beginning Balances</u>		
	Money Market Checking Account			
	Unencumbered Funds	\$103,214.49		
	Engineering Deposit Encumbered	294.00		
	Engineering Fee Encumbered (last project installed 10/2019)	-		
	Technical (Contribution Agreement/NRCS & Fees collected)	3,642.74		
	Affiliate/Scholarship Fund (- 1000.00 for Buyers Club Donation)	12,943.89		
	Education Programs Encumbered	1,711.69		
	EE Camps (+ 370.00 Registrations for EE & Jr. EE Camps)	3,114.36		
	Total MMA Checking Account		\$124,921.17	
	Regular Checking Account		72,638.93	
	Petty Cash		88.95	
	Change Fund		100.00	
	Total District Accounts			\$197,749.05
Ref				
6731	Rain Barrel kit	\$ 25.00		
several	EE Camp registrations	\$ 540.00		
several	Jr. EE Camp registrations	\$ 160.00		
6673	Great Plains Drill Rental	\$ 377.00		
6744	RPHF Solic Waste District - reimbursement of fair booth	\$ 83.33		
6746	Pickaway Co. Parks District - reimbursement of fair booth	\$ 83.33		
6722	Musselman Farms LLC - Affiliate member - Steward of the Land	\$ 100.00		
***	Sales Tax	\$ 1.81		
679	Regular Checking Interest	\$ 2.97		
	Total Receipts - Regular Checking Income		\$1,373.44	
680	MMA Checking Interest	\$ 5.13		
	Total Receipts - MMA Account		\$5.13	
C2289	Petty Cash Replenishment	\$ 61.05		
	Total Receipts - Petty Cash		\$61.05	
	Total Receipts - Regular & MMA & Petty Cash Accounts			\$1,439.62
Ref				
	Expenses			
C2289	Petty Cash Replenishment	\$ 61.05		
C2290	OFSWCD - Quick Books training - Tawn	\$ 250.00		
C2291	Visa - Rain Barrel Kits (\$468.08) Education supplies (\$12.53)	\$ 480.61		
C2292	Patchwork Gardens - 2022 Plug Sale - 96 flats	\$ 4,800.00		
	Total Expenses Regular Checking		\$5,591.66	
		\$ -		
	Total Expenses MMA Checking		\$0.00	
	Petty Cash			
	Total Expenses for Petty Cash		\$0.00	
	Total Expenses			\$5,591.66
	Ending Balances			
	Money Market Checking Account			
	Unencumbered Funds	\$102,419.62		
	Engineering Deposit Encumbered	294.00		
	Engineering Fee Encumbered	-		
	Technical (Contribution Agreement/NRCS & Fees collected)	3,642.74		
	Affiliate/Scholarship Fund (+ 100.00 for Affiliate Membership)	13,043.89		
	Education Programs Encumbered	1,711.69		
	EE Camps (+ 700.00 Registrations for EE & Jr. EE Camps)	3,814.36		
	Total MMA Checking Account		\$124,926.30	
	Regular Checking Account		68,420.71	
	Petty Cash		150.00	
	Change Fund		100.00	
	Total District Accounts			\$193,597.01

Prepared by: Tawn Seaman 7/16/2022 Date
 Checked by: Mark Taylor 7/17/22 Date
[Signature] 7/19/22 Date
 Board Chair Date

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

Attachment B

Beginning Special Fund Balance		\$768,523.63
REVENUE		
State Match -	\$ -	
Total Special Fund Revenue		\$0.00
EXPENSES		
SALARIES (2 pay periods 11 & 12)	\$11,747.50	
PERS	1,620.02	
MEDICARE	160.26	
INSURANCE	3,562.84	
SUPPLIES		
Key Blue Prints - paper and ink cartridges	310.89	
CONTRACT - SERVICES		
Xerox Copier Lease	274.71	
Verizon Wireless	97.33	
Frontier - Phone, DSL	176.69	
Quench - water filter lease	44.34	
TRAVEL & EXPENSES		
Visa - fuel purchases	149.21	
EDUCATION/SCHOLARSHIP		
Capital One/Walmart - paper for certificates and calgon for soil tests	9.91	
ADVERTISING & PRINTING		
Patriot Trophy & Awards LLC - medals for 4-H Natural Resource awards	12.00	
Total Special Fund Expenses		\$18,165.70
Ending Special Fund Balance		\$750,357.93

Prepared by: Tawn Seimay 7/6/2022 Date
 Checked by: Glenn Taylor 7/17/22 Date
[Signature] 7/19/22
 Chair Date

2023 General Fund Budget - Expenditures

Expenditure Classification

Code	2022	2023
	Total Amended Appropriations	Estimated Budget
6102	Agricultural Grants	
101.6102.5499	SOIL AND WATER AG. GRANT \$ 190,000.00	\$ 190,000.00

2023 Non General Fund Tax Budget - Expenditures

Expenditure Classification

Code	2022	2023
	Estimated Expenditures	Budget Request
601	Soil&Water Conservation	
601.6053.5102	Employees Salaries \$ 240,000.00	\$ 240,000.00
601.6053.5201	PERS \$ 35,600.00	\$ 35,600.00
601.6053.5202	Medicare \$ 4,200.00	\$ 4,200.00
601.6053.5203	Insurance \$ 78,000.00	\$ 78,000.00
601.6053.5205	Workers Comp \$ 3,200.00	\$ 3,200.00
601.6053.5301	Supplies \$ 4,200.00	\$ 4,500.00
601.6053.5401	Contract - Services \$ 9,000.00	\$ 8,000.00
601.6053.5403	Travel & Expenses \$ 4,000.00	\$ 3,000.00
601.6053.5404	Advertising & Printing \$ 5,000.00	\$ 5,000.00
601.6053.5429	Rentals \$ 5,000.00	\$ 5,000.00
601.6053.5461	Service & Fees \$ 5,300.00	\$ 5,300.00
601.6053.5462	Scholarship-Education \$ 4,000.00	\$ 3,000.00
601.6053.5501	Equipment \$ 3,200.00	\$ 12,200.00
601.6053.5901	Other Expenses \$ -	\$ -
	FUND TOTAL \$ 400,700.00	\$ 407,000.00

Personal Services	\$ 361,000.00	\$ 361,000.00
Other Expenses	\$ 39,700.00	\$ 46,000.00

2023 Non General Fund Tax Budget - Revenue

Account Description

Account	2022 Estimated Receipts	2023 Estimated Receipts
601.0000.4222	\$ -	\$ -
601.0000.4512	\$ 178,215.00	\$ 178,215.00
601.0000.4513	\$ 190,000.00	\$ 190,000.00
601.0000.4926	\$ 38,785.00	\$ 38,785.00
Total	\$ 407,000.00	\$ 407,000.00

Estimated



Pickaway SWCD Leave Report

Pay Period # 13 (6/5/2022 - 6/18/2022)

Annual Leave

Employee	Begin	Earned	Used	End Balance
Katerina Sharp	189.20	4.60	0.75	193.05
Nathan Taylor	78.80	3.10	0.00	81.90
Tawn Seimer	226.66	7.70	0.00	234.36
Annual Leave Total				509.31

Sick Leave

Employee	Begin	Earned	Used	End Balance
Katerina Sharp	458.35	4.60	0.00	462.95
Nathan Taylor	99.55	4.73	0.00	104.28
Tawn Seimer	1,673.50	4.66	2.00	1,676.16
Sick Leave Total				2243.39

Comp Time

Employee	Begin	Earned	Used	End Balance
Katerina Sharp (-5 comp pay out)	93.92	(5.00)	16.00	72.92
Nathan Taylor	61.38	3.38	8.00	56.76
Tawn Seimer	9.57	1.50	0.00	11.07
Comp Time Total				140.75

Signature of Preparer: _____

Tawn Seimer

6/21/2022

Date

Signature of Reviewing Board Member: _____

M. Seimer

7/19/2022

Date

Only approved timesheets are included in report calculation



Pickaway SWCD Leave Report

Pay Period # 14

(6/19/2022 - 7/2/2022)

Annual Leave

Employee	Begin	Earned	Used	End Balance
Katerina Sharp	193.05	4.60	0.00	197.65
Nathan Taylor	81.90	3.10	7.00	78.00
Tawn Seimer	234.36	7.70	8.00	234.06
Annual Leave Total				509.71

Sick Leave

Employee	Begin	Earned	Used	End Balance
Katerina Sharp	462.95	5.88	0.00	468.83
Nathan Taylor	104.28	4.74	0.00	109.02
Tawn Seimer	1,676.15	4.69	0.00	1,680.84
Sick Leave Total				2,258.69

Comp Time

Employee	Begin	Earned	Used	End Balance
Katerina Sharp (-5 Comp Pay Out)	72.92	28.38	0.00	101.30
Nathan Taylor	56.75	3.75	0.00	60.50
Tawn Seimer	11.07	2.25	0.00	13.32
Comp Time Total				175.12

Signature of Preparer: Tawn Seimer7/5/2022
DateSignature of Reviewing Board Member: Andrea "Deeny" Mann7-19-2022
Date*Only approved timesheets are included in report calculation*