2026 - SUPERVISORS JOURNAL – PICKAWAY SWCD
REGULAR MEETING HELD MARCH 17, 2026

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 43113 IN THE 2ND FLOOR CONFERENCE ROOM.

DEWEY CALLED THE MEETING TO ORDER AT 8:01 A.M.

Dewey Mann – Yes, Matt Anderson – Yes, Liza Musselman – No, Bill Black – Yes, Jonathan Lohstroh – Yes

THE FOLLOWING SWCD PERSONNEL WERE PRESENT:

Brad Hughes– Yes, Adriahna Karr – Yes, Jade Collie – Yes

THE FOLLOWING NRCS PERSONNEL WERE PRESENT:

Justin Armintrout – Yes, Matt Mauzy – Yes

THE AREA 5 PROGRAM SPECIALIST WAS PRESENT:

Cody Hacker – Yes

VISITORS OR GUESTS PRESENT: None

MINUTES RECORDER: Brad

PUBLIC/AGENCY COMMENTS:

None

IN THE MATTER OF APPROVING MINUTES FROM THE PREVIOUS MEETING:

Matt moved, seconded by Bill to approve minutes for the regular board meeting held February 17, 2026. Motion passed.

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

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

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

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

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

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

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

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

Bill moved, seconded by Matt to approve the February 2026 Special Fund Financial Statement ***(Attachment C).*** Motion passed.

Vote on Motion (Y, N or A): Matt Anderson – 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.

IN THE MATTER OF REVIEWING NRCS UPDATES:

Matt has been doing field visits in Delaware, Franklin, and Pickaway. He has been helping Logan with EQIP in Meigs and Galia. Justin said the QAR is starting today. The QAR is a 5-year review of conservation work done in the county. He said the deadline for CRP is March 20, 2026. He is finishing up re-enrolls for 2026 waterways. He has been doing field visits for EQIP and CSP as the deadline is approaching. Justin said that we need to host a local work group.

IN THE MATTER OF TELEWORK POLICY:

Jonathan moved, seconded by Matt to table the Telework policy. Motion passed.

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

IN THE MATTER OF A SUBCOMMITEE FOR POLICY REVIEW:

Chaiman Dewey appointed Liza Musselman and Jonathan Lohstroh to the Committee for policy review with all staff participating.

FYI – Strategic Plan. Brad shared with the board the timeline of events, the questionnaire that will be sent out to stakeholders and a list of stakeholders to include. The staff was asked to add additional 5 landowners to the stakeholder surveys.

FYI – Annual Meeting. Jade shared that we are going with Floral and Fields and have selected Elegant Eats to caterer the event.

FYI – Tree Sale update

IN THE MATTER OF SUBSIDY AGREEMENT FOR SUPPORT FOR SOIL AND WATER DISTRICTS FOR H2OHIO PRGRAM TECHICAL ASSISTANCE:

Jonathan moved, seconded by Matt to approve Technical Assistance Agreement **(Attachment D)** The Motion passed.

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

IN THE MATTER OF AUTOCAD LICENSES:

Jonathan moved, seconded by Matt to approve the purchase of 2 AutoCAD seats from DLT Solutions for $3,066.86 **(Attachment E)** The Motion passed.

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

IN THE MATTER OF CREDIT CARD MACHINE:

Jonathan moved, seconded by Matt to approve option 3 for the credit card machine.
An amendment to the original motion: We need to have a credit card policy in place before we can proceed with purchasing a credit card machine (See ORC Section 940.111). Amendment was moved by Bill and seconded by Matt. The amended motion passed. The motion passed with amendment.

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

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

CONSERVATION PILOT PROGRAM:

Cody gave an update on the Conservation Pilot Program; He stated that the program is to focus on hay land and pasture. The district can create a proposal to have a program focused on hay land and pasture. The program allows Districts to apply for up to $250,000 for the proposal. If awarded it will come with a 20% administrative fund based on awarded amount. Jade added that we should look at the needs of the producers that came through our office for the Drought Assistance Program.

IN THE MATTER OF EMPLOYEE LEAVE REPORTS:

Matt moved, seconded by Bill to approve the Employee Leave Reports as of pay period end dates 2/7/2026 and 2/21/2026 ***(Attachment F & G).*** Motion passed.

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

FYI – ODA Updates for Area 5 SWCD Board Meetings
FYI – ODA Updates for Area 5 Supervisor Training Agenda –March 26, 2026 at Piketon
FYI – OFSWCD A Closer Look One-Pager
FYI – Calendar of Events

IN THE MATTER OF EXECTUTIVE SESSION FOR PERSONNEL:

At 9:05 a.m., Bill moved, seconded by Jonathan to go into executive session for Personnel.

Roll Call: Bill – Yes, Matt – Yes, Dewey – Yes, Jonathan – Yes, Cody Hacker – Yes

At 9:45 a.m., Board came out of executive session.

THE MATTER OF ADJOURNING THE PICKAWAY SWCD BOARD MEETING:

It was moved by Jonathan, seconded by Matt to adjourn the March 17, 2026 Pickaway Soil & Water Conservation District meeting of the board at 9:48 a.m. Motion passed.

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

The next regular board meeting is scheduled for **Tuesday, April 21, 2026 at 8:00 a.m.** in the Conference Room located at the Pickaway County Service Center, 110 Island Road, Circleville, OH 43113.

_____ _____

Dewey Mann – Chairperson Date Matt Anderson – Secretary Date

_____

Minutes Recorder Date

PICKAWAY SOIL AND WATER CONSERVATION DISTRICT
DISTRICT FUND FINANCIAL STATEMENT
January 1 through January 31, 2026

A

	Beginning Balances			
	Money Market Checking Account			
	Unencumbered Funds	$71,927.40		
	Engineering Fee encumbered	-		
	Engineering Fees Received	154.98		
	Technical	56,427.63		
	Affiliate/Scholarship Fund	7,665.19		
	Ag Day Program	94.00		
	Education Programs	1,038.07		
	Summer Camps	3,114.21		
	Total MMA Checking Account		$140,421.48	
	Regular Checking Account		25,941.97	
	Petty Cash		117.87	
	Change Fund		100.00	
	Total District Accounts			**$166,581.32**
Ref				
	NRCS Contribution Agreement	$ 19,441.21		
	Affilitate Membership	$ 3,460.00		
	Flags	$ 50.40		
	Fish Sale	$ 451.00		
	Tree Sale	$ 1,462.00		
	Sales Tax Received for the Month	$ 128.34		
	Regular Intrest Earned	$ 37.13		
		$ -		
	Total Receipts - Regular Checking Income		$25,030.08	
	MMA Checking Interest	$ 119.31		
	Total Receipts – MMA Account		$119.31	
	Total Receipts - Petty Cash			
	Total Receipts – Regular & MMA & Petty Cash Accounts			**$25,149.39**
Ref	**Expenses**			
C2572	Leadership Pickaway Adriahna, Jade & Membership Fee	$ 1,628.00		
C2573	Precision Laser/ Data Collector Update	$ 311.25		
C2574	Jason Sheehy Renewed McaFee Antivirus	$ 318.75		
C2576	Ohio Sales Tax	$ 2.88		
C2577	Visa 1774-Gas and refund for late fee	$ 49.48		
C2578	Visa 3762 Area 5 Basket, Quickbooks , Adobe, Amazon Office Supplie	$ 903.37		
	Total Expenses Regular Checking		$3,213.73	
	Total Expenses MMA Checking			
	Petty Cash			
	Total Expenses for Petty Cash		$0.00	
	Total Expenses			**$3,213.73**
	Ending Balances			
	Money Market Checking Account			
	Unencumbered Funds	$72,046.71		
	Engineering Fee encumbered	-		
	Engineering Fees Received	154.98		
	Technical	56,427.63		
	Affiliate/Scholarship Fund	7,665.19		
	Ag Day Program	94.00		
	Education Programs	1,038.07		
	Summer Camps	3,114.21		
	Total MMA Checking Account		$140,540.79	
	Regular Checking Account		47,758.32	
	Petty Cash		117.87	
	Change Fund		100.00	
	Total District Accounts			**$188,516.98**

Prepared by Jade Cole 2-19-26 Date Checked by Brad Dyson 2/19/26 Date

Board Chair Denny Mann 3/17/26 Date

PICKAWAY SOIL AND WATER CONSERVATION DISTRICT
DISTRICT FUND FINANCIAL STATEMENT
FEBRUARY 1 through FEBRUARY 28, 2026

B

	Beginning Balances			
	Money Market Checking Account			
	Unencumbered Funds	$72,046.71		
	Engineering Fee encumbered	-		
	Engineering Fees Received	154.98		
	Technical	56,427.63		
	Affiliate/Scholarship Fund	7,665.19		
	Ag Day Program	94.00		
	Education Programs	1,038.07		
	Summer Camps	3,114.21		
	Total MMA Checking Account		$140,540.79	
	Regular Checking Account		47,758.32	
	Petty Cash		117.87	
	Change Fund		100.00	
	Total District Accounts			**$188,516.98**
Ref				
	Summer Camps/Rain Barrel Workshop	$ 652.21		
	Affilitate Membership	$ 700.00		
	Flags	$ 39.00		
	Fish Sale	$ 1,090.00		
	Tree Sale	$ 6,189.64		
	Sales Tax Received for the Month	$ 348.63		
	Regular Intrest Earned	$ 40.23		
		$ -		
	Total Receipts - Regular Checking Income		$9,059.71	
	MMA Checking Interest	$ 107.20		
	Total Receipts – MMA Account		$107.20	
C2585	Petty Cash Replinisment	$ 57.13		
	Total Receipts - Petty Cash		$57.13	
	Total Receipts – Regular & MMA & Petty Cash Accounts			**$9,224.04**
Ref	**Expenses**			
C2579	Employee Assoc. Membership X 4 employees	$ 60.00		
C2580	Farm Bureau Membership	$ 132.00		
C2582	Pickaway County 4-H Forestry-$300.00 Natrual Resources-$120.00	$ 420.00		
C2583	Visa 3762 Website, Abode, Supplies	$ 401.61		
C2584	Visa 1774-Gas and Air in tires	$ 106.75		
C2585	Replinishment for Petty Cash	$ 57.13		
C2586	Bill Black - Partnership meeting parking	$ 33.00		
	Total Expenses Regular Checking		$1,210.49	
C1122	Brads Computer and Set up H2O Dollars	$ 1,243.45		
	Total Expenses MMA Checking		$ 1,243.45	
	Petty Cash			
	Adriahna Parking Hilton Partnership meeting	$ 25.00		
	Total Expenses for Petty Cash		$25.00	
	Total Expenses			**$2,478.94**
	Ending Balances			
	Money Market Checking Account			
	Unencumbered Funds	$70,910.46		
	Engineering Fee encumbered	-		
	Engineering Fees Received	154.98		
	Technical	56,427.63		
	Affiliate/Scholarship Fund	7,665.19		
	Ag Day Program	94.00		
	Education Programs	1,038.07		
	Summer Camps	3,114.21		
	Total MMA Checking Account		$139,404.54	
	Regular Checking Account		55,607.54	
	Petty Cash		150.00	
	Change Fund		100.00	
	Total District Accounts			**$195,262.08**

Prepared by: Jackie Collier 3.5.26 Date Checked by: Brad Hughes 3/6/26 Date

Penny Mow 3/17/26
Board Chair Date

PICKAWAY SOIL AND WATER CONSERVATION DISTRICT
SPECIAL FUND FINANCIAL STATEMENT
February 1 Through February 28, 2026

C

Beginning Special Fund Balance		**$666,231.87**
REVENUE		
State Match		
County Match for 2026	$ 210,000.00	
Bureau of Workers Comp refund		
Total Special Fund Revenue		**$210,000.00**
EXPENSES		
SALARIES (pay period 3 & 4)	$18,807.80	
PERS	2,746.77	
MEDICARE	269.26	
MEDICAL INSURANCE & DENTAL	951.74	
LIFE INSURANCE	21.50	
BUREAU OF WORKERS COMP		
CONTRACT - SERVICES		
Culligan Quench	56.49	
XEROX-Copier Lease	237.66	
Frontier - Phone	120.75	
Verizon Wireless	165.43	
Total Special Fund Expenses		**$23,377.40**
Ending Special Fund Balance		**$852,854.47**

Prepared by: [signature] 3.5.26
Date

Checked by: Brad Hughes 3/6/2026
Date

Denny Mann 3/17/26
Chair Date

SUBSIDY AGREEMENT FOR SUPPORT FOR SOIL AND WATER DISTRICTS FOR H2OHIO PROGRAM TECHNICAL ASSISTANCE

TECHNICAL ASSISTANCE PICKAWAY SWCD

This Agreement is made and entered into by and between the State of Ohio, acting by and through the Ohio Department of Agriculture (hereinafter, "ODA"), with offices located at 8995 East Main Street, Reynoldsburg, Ohio 43068 and Pickaway Soil and Water Conservation District (hereinafter, "Grantee"), with a mailing address of 110 Island Rd., Suite D, Circleville, OH 43113, (herinafter, "Party" or "Parties").

PURPOSE

This Agreement is to assist ODA's Division of Soil and Water Conservation and other partners in implementing H2Ohio nutrient reduction effort as provided in Section 211.10 and 211.20 of Amended Substitute House Bill 33 of the 135th General Assembly. Specifically, the General Assembly appropriated funds ("Funds") to ODA to be used to "support county soil and water conservation districts … for staffing costs and to assist in soil testing and nutrient management plan development, including manure transformation and manure conversion technologies, enhanced filter strips, water management, and H2Ohio Program support."

RECITALS

WHEREAS, pursuant to Ohio Revised Code ("ORC") Sections 901.051 and 939.06, ODA has the authority to enter into cooperative agreements with other state agencies and political subdivisions to accomplish tasks and objectives consistent with ODA's purpose and mission.

WHEREAS, Grantee is a political subdivision of the State as set forth in ORC Section 940.03.

WHEREAS, ODA and Grantee hereby enter into this Agreement in furtherance of the General Assembly's intent and allocation of funds to ODA for distribution to county soil and water conservation districts for the "Purpose" stated hereinabove.

NOW THEREFORE, in consideration of the mutual covenants by and between the Parties hereto, the Parties agree as follows:

ARTICLE I: USE OF FUNDS

A. Grantee will use the Funds for the purposes provided in Amended Substitute House Bill 33 of the 135th General Assembly to provide H2Ohio program assistance as follows:

   1. Outreach and education of producers within their county;

   2. Creation of a Payee ID through OhioPays within the Ohio Office of Budget and Management ("OBM"), such that H2Ohio producers can be paid;

3. Development and implementation of a Voluntary Nutrient Management Plan ("VNMP"), including the registration, enrollment, and contracting of producers within the H2Ohio's official cloud-based platform available at www.MyFarms.com;

4. Producer registration and completion of the Ohio Agricultural Conservation Initiative ("OACI") certification process;

5. Administer certification and verification process for the development and implementation of Voluntary Nutrient Management Plans;

   a. Maintain up-to-date documentation in Beehive monthly.

   b. Create payment vouchers from Beehive and submit to ODA for H2Ohio producer payments.

B. Grantee will comply with all applicable state and federal laws in the expenditure of the Funds.

C. Grantee will submit a Fiscal Expenditure Report (or "FER") to ODA as described in Article III below. The FER is attached to this Agreement as "Exhibit 1" and incorporated by reference herein.

ARTICLE II: EFFECTIVE DATE AND TERM OF AGREEMENT

This Agreement is effective on the later of the dates each party signs this Agreement ("Effective Date"). Unless terminated earlier as provided in Article IV, this Agreement shall expire on **June 30, 2028**.

ARTICLE III: DISTRIBUTION OF FUNDS

A. For State Fiscal Year 2025, ODA agrees to distribute to Grantee, in a lump sum, an amount not to exceed One Hundred Thirty Seven Thousand and Five Hundred and 00/100 Dollars ($137,500.00) to be used by Grantee in the manner described in Article I above, and otherwise as throughout this Agreement.

B. Reporting Requirements. Grantee agrees to submit a Fiscal Expenditure Report (or "FER") to ODA Clark Hutson at: clark.hutson@agri.ohio.gov by the following deadlines for each fiscal year:

   i. *Reporting for Funds received/spent.* The FER for all Funds received by Grantee pursuant to this Agreement, must be submitted to ODA by: **July 15, 2026, or within thirty (30) days after the Funds are spent in full, if the Funds are spent prior to the aforementioned reporting deadline.**

   ii. *Annual Reporting of Unspent Funds.* If the Funds are not spent in full by **June 30, 2026** (i.e., end of the Fiscal Year), **Grantee must submit a FER for any remaining unspent Funds by July 15, 2026, and July 15th of each year thereafter until all remaining funds are spent in full.**

   iii. *Final reports.* Grantee must submit a final FER to ODA within **30 days** after the Funds are spent in full.

iv. *"Combined Funds" Reporting.* Grantee may combine the Funds outlined herein with prior year allocation/retained Funds for financial record keeping purposes under this Agreement. Grantee may report the combined funds on a single FER (see Exhibit 1).

ARTICLE IV: TERMINATION

A. This Agreement, and any obligations incidental thereto, may be immediately suspended or terminated, in whole or in part, as follows:

1. By ODA if Grantee fails to perform any of its obligations under this Agreement and such failure to perform continues uncured for more than thirty (30) days after written notice (a "Default Notice") from ODA.
2. By mutual consent of the Parties.
3. By ODA if Grantee fails to comply with federal or state laws, rules, or regulations.
4. If the General Assembly fails at any time to continue funding for the payments and other obligations set forth herein, ODA's obligations under this Agreement are terminated as of the date the funding expires, and ODA shall have no further obligations hereunder. If ODA discovers or is notified of the discontinuation of funding for this Agreement, then ODA agrees to notify Grantee of said discontinuation as soon as is practicable. Any work performed by Grantee under the Agreement after it receives such notice shall be at the sole expense of Grantee.
5. Upon other just cause as determined by the Director of the ODA.

B. Upon receipt of a notice of suspension or termination, Grantee shall immediately cease work on the suspended or terminated activities and take all necessary and appropriate steps to limit expenditures and minimize costs, and shall within thirty (30) days of receipt of such suspension or termination notice, submit a report that identifies and details the work performed to that date, accomplishments, and other such matters as may be required by ODA.

C. If ODA terminates the Agreement for non-performance as provided in Article IV, Paragraph A, Subparagraph 1 and 5 hereinabove, ODA may deny any request for reimbursement to Grantee, or may pay such portion of the eligible actual expenses as ODA determines appropriate.

ARTICLE V: AMENDMENTS OR MODIFICATION

No amendment or modification of this Agreement shall be effective against either Party unless such amendment or modification is set forth in writing and signed by both Parties.

ARTICLE VI: CERTIFICATION AND AVAILABILITY OF FUNDS

The Agreement is subject to the provisions of Ohio Revised Code Section 126.07. It is expressly understood by the Parties that none of the rights, duties, and obligations described herein shall be binding on either Party until all statutory provisions under the Ohio Revised Code have been complied with and until such time as all necessary funds are made available and forthcoming from the Ohio General Assembly, through the Director of OBM, to ODA.

ARTICLE VII: ENTIRE AGREEMENT

This Agreement constitutes the entire agreement of the Parties hereto and supersedes any prior understandings or written or oral communications between the Parties respecting the specific subject matter hereof.

ARTICLE VIII: WAIVER

The waiver or failures of either Party to exercise in any respect any right provided for herein shall not be deemed a waiver of any further right hereunder.

ARTICLE IX: SEVERABILITY

If any provision of this agreement is found invalid, illegal, or unenforceable in any respect by a court of competent jurisdiction, said provision shall be severed. The validity, legality, and enforceability of all other provisions of this Agreement shall not in any way be affected or impaired unless such severance would cause this agreement to fail of its essential purpose.

ARTICLE X: NOTICE

Any notice required hereunder shall be made in writing and shall be accomplished by personal delivery, facsimile, or by United States certified mail, return receipt requested, postage prepaid, and addressed to the Party at the address set forth below or such other address as said Party shall hereafter designate in writing to the other Party.

If to Grantee:

Pickaway SWCD
Attention: Brad Hughes
110 Island Rd., Suite D,
Circleville, OH 43113

If to ODA:

Ohio Department of Agriculture
Attn: Clark Hutson
8995 E. Main Street
Reynoldsburg, Ohio 43068

ARTICLE XI: GOVERNING LAW

This Agreement is governed by the laws of the State of Ohio, and the venue for any disputes will be exclusively with the appropriate court in Franklin County, Ohio.

ARTICLE XII: COMPLIANCE WITH LAW

Each Party must comply throughout the duration of this Agreement with all applicate federal, state, local laws, and Executive Orders while performing under this Agreement.

ARTICLE XIII: SUCCESSORS AND ASSIGNS

This Agreement shall be binding upon and inure to the benefit of the Parties hereto and their respective administrators, legal successors, and assigns. Neither this Agreement, nor any rights, duties, nor obligations hereunder may be assigned, or transferred in whole or in part, by either Party without the prior written consent of the other Party.

ARTICLE XIV: INDEMNIFICATION

This Agreement does not create any obligation of indemnification by either Party. Each Party remains solely responsible for its own acts and omissions to the extent provided by applicable law.

ARTICLE XV: DRUG AND ALCOHOL FREE WORKPLACE

The Grantee agrees to comply with all applicable federal, state and local laws regarding smoke-free and drug-free workplaces and shall make a good faith effort to ensure that none of its employees or permitted subcontractors engaged in the work being performed hereunder purchase, transfer, use, or possess illegal drugs, non-medical cannabis (recreational marijuana), or alcohol, or abuse prescription drugs in any way.

ARTICLE XVI: INDEPENDENT CONTRACTOR

It is fully understood and agreed that neither Party nor any of its employees or other personnel shall, at any time or for any purpose, be considered agents or employees of the other Party, but are instead, independent contractors. The Grantee certifies that neither the Grantee nor its employees or other personnel are public employees of ODA under federal or state law for tax, Workers' Compensation, and retirement deduction purposes. ODA certifies that neither the ODA nor its employees or other personnel are public employees of Grantee under federal or state law for tax, Workers' Compensation, and retirement deduction purposes.

ARTICLE XVII: COMPLIANCE WITH LAW

Each Party must comply throughout the duration of this Agreement with all applicate federal, state, local laws, and Executive Orders while performing under this Agreement.

ARTICLE XVIII: AUDITS

The Grantee shall keep and make available to the Ohio Auditor of State all books and records, financial or otherwise, that are pertinent to the funding provided under this Agreement during the period covered by this Agreement and for at least three fiscal years after final payment is made under this Agreement. Grantee shall keep such books and records in a manner consistent with generally accepted accounting procedures ("GAAP") or equivalent account principles, and in a common file to facilitate audits by the Ohio Auditor of State. The Grantee will be responsible for the actual cost of all audits. Said costs shall be determined by the State of Ohio. The ODA shall at any reasonable time have the right of access to and the right to review all books and records, financial or otherwise, pertinent to the administration and operation of this project.

ARTICLE XIX: CONFLICT OF INTEREST/ETHICS

Grantee represents, warrants and certifies that it and its employees engaged in the administration or performance of this Agreement are knowledgeable of and understand the Ohio Ethics and Conflict of Interest laws including but not limited to Chapter 102 and Sections 2921.42 and 2921.43 of the Ohio Revised Code. Grantee further represents, warrants, and certifies that neither Grantee nor any of its employees will do any act that is inconsistent with such laws or otherwise presents a conflict of interest.

ARTICLE XX: CAMPAIGN CONTRIBUTIONS

Unless this Agreement was solicited by competitive bid pursuant to Section 125.07 of the Ohio Revised Code, Grantee hereby certifies that all applicable parties/employees are in full compliance with Section 3517.13 of the Ohio Revised Code.

ARTICLE XXI: GRANTEE'S WARRANTY AGAINST AN UNRESOLVED FINDING FOR RECOVERY

The Grantee warrants that the Grantee is not subject to an unresolved finding for recovery pursuant to Section 9.24 of the Ohio Revised Code. If the warranty is false on the date the Parties signed this, the Agreement is void ab initio, and the Grantee shall immediately repay any funds paid under this Agreement.

ARTICLE XXII: PROHIBITION OF THE EXPENDITURE OF PUBLIC FUNDS FOR OFFSHORE SERVICES

No State Cabinet Agency, Board or Commission will enter into any contract to purchase services provided outside of the United States or that allows State data to be sent, taken, accessed, tested, maintained, backed-up, stored, or made available remotely outside (located) of the United States, unless a duly signed waiver from the State has been attained. Notwithstanding any other terms of this Agreement, ODA reserves the right to recover any funds paid for services Grantee performs outside of the United States for which it did not receive a waiver. ODA does not waive any other rights and remedies provided to ODA in the Agreement.

Further, no State agency, board, commission, State educational institution, or pension fund will make any purchase from or investment in any Russian institution or company. Notwithstanding any other terms of this Agreement, ODA reserves the right to recover any funds paid to Grantee for purchases or investments in a Russian institution or company in violation of this paragraph. The provisions of this paragraph will expire when the applicable Executive Order is no longer effective.

Grantee must complete Contractor/Subcontractor Affirmation and Disclosure Form affirming Grantee understands and will meet the requirements of the above prohibition. During the performance of this Agreement, if Grantee changes the location(s) disclosed on the Affirmation and Disclosure Form, Grantee must complete and submit a revised Affirmation and Disclosure Form reflecting such changes.

ARTICLE XXIII: ASSIGNMENT

Neither this Agreement, nor any rights, duties, nor obligations hereunder, may be assigned, delegated, or transferred in whole or in part by either Party without prior written agreement of both Parties. Any assignment or delegation not consented to may be deemed void.

ARTICLE XXIV: LIABILITY

Each Party shall be responsible for its own acts and omissions and will be responsible for any and all damages, costs, and expenses that arise out of the performance of this Agreement and that are due to that Party's own negligence, tortious acts, or other conduct or that are due to the negligence, tortious acts, or other conduct of the Party's respective agents, officers, or employees.

ARTICLE XXV: DEBARMENT

Grantee represents and warrants that it is not debarred from consideration for contract awards as described in Section 125.25 of the Ohio Revised Code by any governmental agency. If this representation and warranty is found to be false, this Agreement is void *ab initio* and the Grantee shall immediately repay any funds paid under this Agreement.

ARTICLE XXVI: TRADE

Pursuant to Section 9.76(B) of the Ohio Revised Code, Grantee warrants that Grantee is not boycotting any jurisdiction with whom the State of Ohio can enjoy open trade, including Israel, and will not do so during the Agreement period.

The State of Ohio does not acquire supplies or services that cannot be imported lawfully into the United States. The Grantee certifies that it, its subcontractors, and any agent of the Grantee or its subcontractors, acquire any supplies or services in accordance with all trade control laws, regulations or orders of the United States, including the prohibited source regulations set forth in subpart 25.7, Prohibited Sources, of the Federal Acquisition Regulation and any sanctions administered or enforced by the U.S. Department of Treasury's Office of Foreign Assets Control. A list of those sanctions by country can be found at https://www.treasury.gov/resource-center/sanctions/Programs/Pages/Programs.aspx. These sanctions

generally preclude acquiring any supplies or services that originate from sources within, or that were located in or transported from or through Cuba, Iran, Libya, North Korea, Syria, or the Crimea region of Ukraine.

ARTICLE XXVII: PUBLIC RECORDS AND RETENTION OF DOCUMENTS

The Grantee acknowledges, in accordance with Section 149.43 of the Ohio Revised Code, that this Agreement, as well as any information, deliverables, records, reports, and financial records related to this Agreement are presumptively deemed public records. Grantee understands that these records will be made freely available to the public unless ODA determines that, pursuant to state or federal law, such materials are confidential or otherwise exempt from disclosure. The Grantee must comply with any direction from ODA to preserve and/or provide documents and information, in both electronic and paper form, and to suspend any scheduled destruction of such documents and information. Should the Grantee receive a public records request or subpoena with respect to any state data or records related to this Agreement, Grantee will immediately notify the ODA and fully cooperate with its directions regarding such a request.

ARTICLE XVIII: HEADINGS

The headings herein are for reference and convenience only. They are not intended and shall not be construed to be a substantive part of this Agreement or in any other way to affect the validity, construction, interpretation, or effect of any of the provisions of this Agreement.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed by their duly authorized officers.

(I, we) have the authority to sign this Agreement and do so in (my/our) respective capacities:

GRANTEE
PICKAWAY SWCD
Signed: Dewey Mann Date: 3/17/26

Printed Name: Dewey Mann
Pickaway SWCD Board Chair or Authorized Agent

GRANTOR
Ohio Department of Agriculture (ODA)

Signed: _____ Date: _____
Brian Baldridge, Director of ODA

E

Price Quotation

Quote: 5384691
Reference: 1985465
Date: 03/03/2026
Expires: 03/20/2026

To: Tawn Seimer
Pickaway County (OH)
110 Island Rd. Suite D
Circleville, OH 43113

Phone: (740) 477-1693
Fax:
Email: tawn-seimer@pickawayswcd.org

From: Paul Wahlstrom
DLT Solutions, LLC
2411 Dulles Corner Park
Suite 800
Herndon, VA 20171

Phone: (703) 773-9254
Fax: (703) 773-9254
Email: paul.wahlstrom@dlt.com

#	DLT Part No.	Contract	Qty	Unit Price	Ext. Price
1	9701-1008777	OM	2	$1,335.93	$2,671.86
	Civil 3D Government Single-user Annual Subscription Renewal Switched From Maintenance (Switched between May 2019 - May 2020 and Ongoing) **PoP:** 3/18/2026 **through** 3/17/2027				
2	9971-30221	OM	1	$395.00	$395.00
	IMAGINiT Priority Support - up to 5 users **PoP:** 3/18/2026 **through** 3/17/2027				

Total $3,066.86

Contract Number: OPEN MARKET
DUNS #: 78-646-8199
Federal ID #: 54-1599882
CAGE Code: 0S0H9
FOB: Destination
Terms: Net 30 (On Approved Credit)
DLT accepts VISA/MC/AMEX

UNLESS CONTROLLED BY AN EXISTING RESELLER PARTNER AGREEMENT OR OTHER WRITTEN CONTRACTUAL AGREEMENT BETWEEN YOU AND DLT, THIS QUOTE AND ANY RESULTING AWARD OR ORDER IS SUBJECT TO THE TERMS AND CONDITIONS POSTED AT HTTPS://WWW.DLT.COM/PRODUCTS/CLIENT-COMMERCIAL-LICENSES. THESE TERMS CONTROL THE TERMS OF SALES AS WELL AS THE END USER'S USE OF THE PRODUCTS AND/OR SERVICES INCLUDED IN THIS QUOTE. BUYER IS DIRECTED TO INCORPORATE (BY REFERENCE) THIS QUOTE IN ANY RESULTING AWARD OR ORDER. THE TERMS AND CONDITIONS AT THE ABOVE LINK ARE THE ONLY CONTROLLING TERMS THAT WILL APPLY TO A RESULTING ORDER AND THE USE OF THE PRODUCTS AND/OR SERVICES INCLUDED IN THIS QUOTE. ANY ADDITIONAL OR INCONSISTENT TERMS ON BUYER'S ORDER THAT IN ANY WAY, MODIFY, ALTER OR NEGATE THE TERMS OF SALE OR THE MANUFACTURER'S END USER LICENSE AGREEMENT WILL NOT BE BINDING ON DLT OR ITS MANUFACTURERS AND SHALL NOT APPLY UNLESS SPECIFICALLY AGREED TO IN WRITING BY DLT AND THE MANUFACTURER. NO RETURNS ARE AUTHORIZED OF THE PRODUCTS AND/OR SERVICES INCLUDED IN THIS QUOTE. THE PRODUCTS AND/OR SERVICES INCLUDED IN THIS QUOTE ARE NONRECOURSE, NONCANCELLABLE, AND NON-RETURNABLE UNLESS EXPLICITLY AGREED TO IN WRITING BY DLT.

Ohio Department of Agriculture

Pickaway SWCD Leave Report

Pay Period #4 (1/25/2026 - 2/7/2026)

Annual Leave

Employee	Begin Balance	Earned	Used	End Balance
Adriahna Karr	33.63	4.60	0.00	38.23
Brad Hughes	245.96	6.20	0.00	252.16
Jade Collie	23.64	3.10	0.00	26.74
Katerina Sharp	128.05	6.20	8.25	126.00
			Annual Leave Total	**443.13**

Sick Leave

Employee	Begin Balance	Earned	Used	End Balance
Adriahna Karr	126.04	4.60	10.00	120.64
Brad Hughes	140.52	4.66	0.00	145.18
Jade Collie	16.41	4.60	6.50	14.51
Katerina Sharp	842.20	4.60	1.00	845.80
Sophia Graham	17.82	0.37	0.00	18.19
			Sick Leave Total	**1,144.32**

Comp Time

Employee	Begin Balance	Earned	Used	End Balance
Adriahna Karr	55.88	0.00	0.00	55.88
Brad Hughes	9.26	1.50	0.00	10.76
Jade Collie	11.39	0.00	1.00	10.39
Katerina Sharp (-10 Hrs Comp pay out)	63.43	(10.00)	0.00	53.43
			Comp Time Total	**130.46**

Signature of preparer: Brad Hughes 2/9/26
Date

Signature of Reviewing Board Member: [signature] 3/17/26
Date

Only approved timesheets are included in report calculation

Department of Agriculture

Pickaway SWCD Leave Report

Pay Period #5 (2/8/26 - 2/21/26)

Annual Leave

Employee	Begin Balance	Earned	Used	End Balance
Adriahna Karr	38.23	4.60	1.25	41.58
Brad Hughes	252.16	6.20	9.50	248.86
Jade Collie	26.74	3.10	5.00	24.84
Katerina Sharp	126.00	6.20	1.00	131.20
			Annual Leave Total	**446.48**

Sick Leave

Employee	Begin Balance	Earned	Used	End Balance
Adriahna Karr	120.64	4.90	28.25	97.30
Brad Hughes	145.18	5.20	2.00	148.39
Jade Collie	14.51	5.10	0.00	19.61
Katerina Sharp	845.80	4.95	0.00	850.75
Sophia Graham	18.19	0.20	0.00	18.39
			Sick Leave Total	**1,134.44**

Comp Time

Employee	Begin Balance	Earned	Used	End Balance
Adriahna Karr	55.88	7.88	0.00	63.75
Brad Hughes (-10 Hrs Comp Pay Out)	10.76	5.75	0.00	16.51
Jade Collie	10.39	13.13	0.00	23.51
Katerina Sharp (-10 Hrs Comp Pay Out)	53.43	(1.00)	0.00	52.43
			Comp Time Total	**156.20**

Signature of Preparer: Brad Hughes 2/23/26 Date

Signature of Reviewing Board Member: Matt Amos 3/17/26 Date

Only approved timesheets are included in report calculation