







**Last Minute Items**

**IN THE MATTER OF AMELIA TARBILL TO BE OFFERED A POSITION AS AN INTERMITTENT EMPLOYEE:**

Bill moved, seconded by Jonathan to extend the appropriate offer to Amelia Tarbill for a position as an Intermittent Employee. The pay amount will be \$14.00 per hour. A schedule of availability will be discussed with Amelia based on her current school class schedule. Motion passed.

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

**IN THE MATTER OF APPROVING THE 2024 DISTRICT EQUIPMENT INVENTORY REPORT:**

Matt moved, seconded by Jonathan to approve the 2024 District Equipment Inventory Report. Motion passed.

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

**IN THE MATTER OF APPROVING FUNDING FOR BRAD HUGHES TO ATTEND THE 2024/2025 FELLOWS LEADERSHIP PROGRAM:**

Matt moved, seconded by Brian to approve the District to pay funding of \$650.00 for Brad Hughes to attend the 2024/2025 Fellows Leadership Program. Motion passed.

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

- FYI – 2<sup>nd</sup> Quarter Report for County Commissioners meeting held July 23<sup>rd</sup>**
- FYI – State Match Report – funds received on 8/16/2024 for 2024/2025 quarter amount**
- FYI – Calendar of Events**
- FYI – ODA Updates for Area 5 SWCD Board Meetings – August 2024 Report**

**IN THE MATTER OF ADJOURNING THE PICKAWAY SWCD BOARD MEETING:**

It was moved by Matt, seconded by Brian to adjourn the August 20, 2024 Pickaway Soil & Water Conservation District meeting of the board at 9:27 a.m. Motion passed.

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

The next regular board meeting is scheduled for **Tuesday, September 10, 2024 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	Brian Reid – Secretary	Date
_____	_____	_____	_____
Minutes Recorder	Date		

**PICKAWAY SOIL AND WATER CONSERVATION DISTRICT  
DISTRICT FUND FINANCIAL STATEMENT  
July 1 through July 31, 2024**

**Attachment A**

<b>Beginning Balances</b>			
	Money Market Checking Account		
	Unencumbered Funds	\$59,277.60	
	Engineering Deposit Encumbered	-	
	Engineering Fees Received	154.98	
	Technical (Contribution Agreement/NRCS & Fees collected)	26,058.74	
	Affiliate/Scholarship Fund (-1,000.00)	11,298.19	
	Ag Day Program	-	
	Education Programs	1,038.07	
	EE Camps (+20)(Exp - 1,533.62)	3,155.45	
	Total MMA Checking Account		\$100,983.03
	Regular Checking Account		71,781.36
	Petty Cash		128.00
	Change Fund		100.00
	Total District Accounts		<b>\$172,992.39</b>
<b>Ref</b>			
5458	EE Camp registrations	\$ 20.00	
5459	Pickaway Co. Parks District	\$ 110.00	
two	Rain Barrel & Kits	\$ 80.00	
several	Annual Meeting tickets	\$ 200.00	
5465	RPHF Solid Waste District	\$ 110.00	
5461	Henry SWCD - TARP pmt for assisting H2O in Allen Co.	\$ 2,950.00	
***	Sales Tax Received for the Month	\$ 5.80	
5224	Regular Checking Interest	\$ 61.92	
	<b>Total Receipts - Regular Checking Income</b>		<b>\$3,537.72</b>
5474	MMA Checking Interest	\$ 85.57	
	<b>Total Receipts - MMA Account</b>		<b>\$85.57</b>
	<b>Total Receipts - Petty Cash</b>		<b>\$0.00</b>
	<b>Total Receipts - Regular &amp; MMA &amp; Petty Cash Accounts</b>		<b>\$3,623.29</b>
<b>Ref</b>	<b>Expenses</b>		
C2386	The Ohio State University - Bug Mobil for EE Camp	\$ 233.69	
C2387	Ohio Dept of Taxation - Jan - June Sales tax	\$ 908.21	
C2388	OFSWCD - Dishonesty Insurance for staff & supervisors	\$ 1,165.00	
C2389	Visa - EE Camp expenses (375.75) New Tarp & straps for drill (17.20)	\$ 392.95	
C2390	Ink My Logo - 26 EE Camp counselor t-shirts	\$ 399.00	
C2391	Waynesburg University - Sterlin Mullins scholarship	\$ 500.00	
C2392	Office of the Bursar @ OSU - Emma Noecker scholarship	\$ 500.00	
C2393	Capital University - Clara Wilson scholarship	\$ 1,000.00	
C2394	Purdue University - Reese Moehl scholarship	\$ 1,000.00	
C2395	Pickaway Co Agricultural Society - balance due for rent for Ann. Mtg	\$ 300.00	
	<b>Total Expenses Regular Checking</b>		<b>\$6,398.85</b>
C1102	Sheehy Systems - Admin Asst laptop computer	\$ 1,178.95	
	<b>Total Expenses MMA Checking</b>		<b>\$1,178.95</b>
	<b>Petty Cash</b>		
		\$ -	
		\$ -	
	<b>Total Expenses for Petty Cash</b>		<b>\$0.00</b>
	<b>Total Expenses</b>		<b>\$7,577.80</b>
	<b>Ending Balances</b>		
	Money Market Checking Account		
	Unencumbered Funds	\$62,172.66	
	Engineering Deposit Encumbered	-	
	Engineering Fees Received	154.98	
	Technical (Contribution Agreement/NRCS & Fees collected)	26,058.74	
	Affiliate/Scholarship Fund (-3,000.00)	8,298.19	
	Ag Day Program	-	
	Education Programs	1,038.07	
	EE Camps (+20)(Exp - 1,008.44)	2,167.01	
	Total MMA Checking Account		\$99,889.65
	Regular Checking Account		68,920.23
	Petty Cash		128.00
	Change Fund		100.00
	Total District Accounts		<b>\$169,037.88</b>

Prepared by: Tawn Seimen 8/7/2024 Date  
 Checked by: [Signature] 8/18/24 Date  
[Signature] 8/20/24 Date  
 Board Chair

**PICKAWAY SOIL AND WATER CONSERVATION DISTRICT  
SPECIAL FUND FINANCIAL STATEMENT**

Attachment B

~~June 1 through June 30, 2024~~

July

July 31, 2024

D. Mann

8/29/24

Beginning Special Fund Balance		\$863,956.89
<b>REVENUE</b>		
State Match	\$ -	
County Match for 2024	\$ -	
Bureau of Workers Comp refund	\$ -	
Total Special Fund Revenue		\$0.00
<b>EXPENSES</b>		
SALARIES (3 pay periods 9, 10 & 11)	\$19,206.00	
PERS	2,639.56	
MEDICARE	269.93	
MEDICAL INSURANCE & DENTAL	2,792.86	
<b>SUPPLIES</b>		
Key Blue Prints - 4 rolls paper	234.71	
Office Mart - Dymo lables & 1st Grade Book labels	186.73	
<b>ADVERTISING &amp; PRINTING</b>		
Herald Newspaper - 1/4 pg. ad for Job Postings	200.00	
Taylor Printing - July newsletter 1098 pcs.	1,416.42	
<b>CONTRACT - SERVICES</b>		
Xerox Copier Lease	271.45	
Verizon Wireless	124.78	
Frontier - Phone (had a credit this month)	97.38	
Quench - water filter lease	48.77	
<b>TRAVEL &amp; EXPENSES</b>		
Visa - Fuel	157.71	
Travel to ODA TDP training 6/25 to 6/27- Adriaahna	128.41	
<b>EQUIPMENT</b>		
JS Custom Graphics & Computers - server upgrade	1,245.00	
JS Custom Graphics & Computers - technician laptop	1,995.00	
JS Custom Graphics & Computers - Microsoft Office on tech com	279.95	
Total Special Fund Expenses		\$31,294.66
Ending Special Fund Balance		\$832,662.23

Prepared by: Tawn Seimer 8/1/2024  
Date

Checked by: Adriaahna Mann 8/18/24  
Date

Denny Mann  
Chair

8/20/24  
Date



# Pickaway SWCD Leave Report

## Pay Period # 15 (6/30/2024 - 7/13/2024)

### Annual Leave

Employee	Begin	Earned	Used	End
Adriahna Karr	75.28	4.60	24.00	55.88
Brad Hughes	174.80	6.20	3.00	178.00
Katerina Sharp	164.10	4.60	22.25	146.45
Tawn Seimer	151.71	7.70	0.00	159.41
<b>Annual Leave Total</b>				<b>539.74</b>

### Sick Leave

Employee	Begin	Earned	Used	End
Adriahna Karr	140.67	4.60	0.00	145.27
Amelia Tarbill	13.11	1.38	0.00	14.49
Brad Hughes	120.53	4.69	0.00	125.22
Katerina Sharp	675.83	4.79	0.00	680.62
Tawn Seimer	1,811.91	4.60	0.00	1,816.51
<b>Sick Leave Total</b>				<b>2,782.11</b>

### Comp Time

Employee	Begin	Earned	Used	End
Adriahna Karr	50.00	0.00	0.00	50.00
Brad Hughes	3.63	2.25	0.00	5.88
Katerina Sharp (-10 hr comp pay)	112.17	(5.13)	0.00	107.04
Tawn Seimer	12.32	0.00	0.00	12.32
<b>Comp Time Total</b>				<b>175.24</b>

Signature of Preparer: Tawn Seimer 7/15/2024  
Date

Signature of Reviewing Board Member: Brian 8-20-24  
Date

*Only approved timesheets are included in report calculation*



# Pickaway SWCD Leave Report

## Pay Period #16 (7/14/2024 - 7/27/2024)

### Annual Leave

Employee	Begin	Earned	Used	End
Adriahna Karr	55.88	4.60	0.00	60.48
Brad Hughes	178.00	6.20	34.00	150.20
Katerina Sharp	146.45	4.60	17.75	133.30
Tawn Seimer	159.41	7.70	0.00	167.11

**Annual Leave Total 511.09**

### Sick Leave

Employee	Begin	Earned	Used	End
Adriahna Karr	145.27	4.72	24.00	125.99
Amelia Tarbill (corrected calculation)	9.89	4.11	3.00	11.00
Brad Hughes	125.22	4.66	0.00	129.88
Katerina Sharp	680.62	4.63	0.00	685.25
Tawn Seimer	1,816.51	4.66	0.00	1,821.17

**Sick Leave Total 2,773.29**

### Comp Time

Employee	Begin	Earned	Used	End
Adriahna Karr	50.00	3.00	0.00	53.00
Brad Hughes	5.88	1.50	0.00	7.38
Katerina Sharp (-10 hr comp pay out)	107.05	(9.25)	0.00	97.80
Tawn Seimer	12.32	1.50	0.00	13.82

**Comp Time Total 172.00**

Signature of Preparer: Tawn Seimer

7/30/2024  
Date

Signature of Reviewing Board Member: [Signature]

8/20/2024  
Date

*Only approved timesheets are included in report calculation*





# Pickaway SWCD Leave Report

## Pay Period # 17 (7/28/2024 - 8/10/2024)

### Annual Leave

Employee	Begin	Earned	Used	End
Adriahna Karr	60.48	4.60	0.00	65.08
Brad Hughes	150.20	6.20	0.00	156.40
Katerina Sharp	133.30	4.60	40.00	97.90
Tawn Seimer	167.11	7.70	0.00	174.81

**Annual Leave Total 494.19**

### Sick Leave

Employee	Begin	Earned	Used	End
Adriahna Karr	125.99	4.89	0.00	130.88
Amelia Tarbill	11.00	2.26	0.00	13.26
Brad Hughes	129.88	4.92	4.50	130.30
Katerina Sharp	685.25	4.77	4.50	685.52
Tawn Seimer	1,821.17	4.86	0.00	1,826.03

**Sick Leave Total 2,785.99**

### Comp Time

Employee	Begin	Earned	Used	End
Adriahna Karr	53.00	7.50	0.00	60.50
Brad Hughes	7.38	8.25	0.00	15.63
Katerina Sharp (-10 hr comp pay out)	97.80	(5.50)	0.00	92.30
Tawn Seimer	13.82	6.75	0.00	20.57

**Comp Time Total 189.00**

Signature of Preparer: Tawn Seimer

8/12/2024  
Date

Signature of Reviewing Board Member: MAH ANDERSON

8/20/24  
Date

*Only approved timesheets are included in report calculation*