

**2020 - SUPERVISORS JOURNAL – PICKAWAY SWCD
REGULAR MEETING HELD SEPTEMBER 15, 2020**

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 RD, CIRCLEVILLE, OH IN 2ND FLOOR CONFERENCE ROOM WITH THE FOLLOWING MEMBERS PRESENT (Y OR ABSENT):

Matt called the meeting to order at 8:03 a.m.

Matt Anderson – Yes, Clyde Ohnewehr – Yes, Barbara Martindale – Absent,
Bill Black – Yes, Jonathan Lohstroh – Yes (in @ 8:13 am).

THE FOLLOWING SWCD PERSONNEL WERE PRESENT AT VARIOUS TIMES (Y OR N):

Tawn Seimer – Yes, Shelley Steele – Yes, Wesley French – Yes, Katerina Sharp – Yes.

Minutes Recorder: Tawn

THE FOLLOWING NRCS PERSONNEL WERE ALSO PRESENT AT VARIOUS TIMES (Y OR N):

Justin Armintrout, NRCS DC – Yes, Eli Ortiz – No, Caleb Worley, Pheasants Forever- Yes

AREA 5 PROGRAM SPECIALIST, CODY HACKER PRESENT (YES OR NO): Yes (Zoom for part of meeting)

VISITORS OR GUESTS PRESENT: None

PUBLIC/AGENCY COMMENTS: None

IN THE MATTER OF APPROVING MINUTES FROM THE REGULAR MEETING (S):

Clyde moved, seconded by Bill to approve minutes of the Regular Meeting held August 18, 2020. Motion passed.

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

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

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

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

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

Clyde moved, seconded by Bill to approve the Special Fund Financial Statement for August (**Attachment B**). Motion passed.

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

IN THE MATTER OF REVIEWING THE DISTRICT TECH & NON-TECH ACTIVITIES REPORT:

The board reviewed the District staff tech and non-tech activity reports.

FYI -IN THE MATTER OF LETTER RECEIVED FROM OSWCC:

Approval of Jonathan Lohstroh as appointed supervisor to finish out Steve Hawkins term.

FYI - IN THE MATTER OF UPDATE FROM TAWN ON STATE ADMINISTRATORS MEETING:

Information of 2021 State Match funds to be paid to Districts, quarterly and possibly of different percentages. The Beehive reporting system will be updated and a possible roll out at end of September.

8:13 am – Jonathan Lohstroh arrived.

FYI – THE 2018/2019 AUDIT HAS BEEN EXTENDED:

Perry & Associates, CPA have requested an extension, again on the audit until 9/30/2020.

FYI – DSWC BEEHIVE PROGRAM ADVISORY COMMITTEE MEETING UPDATE:

Katerina attended the meeting via Zoom. She was not elected to be on the committee, but was asked to attend the meeting. Two representatives from Area 5 are Fairfield – Nikki Drake and Delaware – Scott Stephens. The new version of Beehive is expected to rollout at the end of September. It will look different but will function similar to before.

FYI - IN THE MATTER OF KATERINA GIVING THE BOARD UPDATE ON BOOKS FOR 1ST GRADERS:

Katerina has received the 850 books to be distributed to Pickaway County 1st Graders. She is planning to have the books to the schools by October, 15. She has also received another grant of \$3,000 from the Ohio Beef Council.

FYI – IN THE MATTER OF KATERINA GIVING AN UPDATE ON THE AG DAY VIDEOS:

Katerina gave an update on the Ag Day videos. The Dairy video is finished and will be going out to the schools in a few weeks. The subjects of Corn and Hogs will begin video taping next week. Soybeans and Bees are scheduled to film in October. The additional subjects that have not been scheduled yet are Beef Cattle and Machinery.

FYI - IN THE MATTER OF THE PRESENTATION OF THE “2020 CONSERVATIONIST OF THE YEAR AWARD”:

Matt Anderson presented the “2020 Conservationist of the Year” award to Musselman Farms LLC. Musselman Farms LLC is represented by Bennett and Liza Musselman and his parents, Tom and Jean Musselman. Bennett and Liza’s boys, Lane & Levi were also in attendance. The Musselman’s received an Aluminum and PVC Cooperator of the Year sign and a plaque. Pictures and information of the presentation are on the District web site and Facebook.

FYI - IN THE MATTER OF SERVER UPDATE:

Jason Sheehy has been sick, and still needs to perform a few more updates before the licenses on the remote access of the server are available for use.

FYI – IN THE MATTER OF UPDATE TO THE DITCH PETITION FOR SUNNYSIDE SUBDIVISION:

Bill, Wes and Tawn attended the first viewing of the ditch petition for Sunnyside Subdivision on September 8, 2020. There was approximately 40 to 45 people in attendance. The ditch petition has drainage concerns through the subdivision that receives water runoff from the road and adjacent farm fields. There is a possible outlet problem for some of the tile that runs through the properties. The first hearing on the petition will be October 6, 2020 at 1:30 pm at the Agricultural Event Center at the fairgrounds.

IN THE MATTER OF REVIEWING THE NRCS UPDATES:

Justin gave an update on the NRCS projects and programs being worked on. NRCS has finished all of the paperwork for 160+ CREP and CRP contracts, a few of them still need copied and assembled. NRCS and FSA are conducting drive-thru signing days to get the contracts signed by the participants on Tuesdays and Thursdays. CSP payments will be next, participants will soon be contacted. Justin introduced the new Pheasants Forever employee, Caleb Worley. Caleb is originally from Toledo, Ohio and currently resides in Frankfort. He will be stationed out of Ross County, and work in Pickaway and Fayette counties also.

IN THE MATTER OF GOING INTO EXECUTIVE SESSION TO DISCUSS CONSERVATION PLANS:

Bill moved, seconded by Clyde to go into Executive Session to discuss the Conservation Plans at 8:45 a.m.

Roll Call: Bill Black – Yes, Clyde Ohnewehr – Yes, Jonathan Lohstroh – Yes, Matt Anderson – Yes.

The board came out of executive session at 8:49 a.m.

IN THE MATTER OF APPROVING NRCS CONSERVATION PLANS:

Clyde moved, seconded by Jonathan to approve the 65 CRP Conservation Plans. Motion passed.

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

IN THE MATTER OF PETTY CASH REPLENISHMENT:

Bill moved, seconded by Clyde to approve the petty cash replenishment of \$100.72. Motion passed.

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

IN THE MATTER OF EMPLOYEE LEAVE REPORTS:

Bill moved, seconded by Clyde to approve the Employee Leave Reports for the pay periods ending 8/15/2020 and 8/29/2020 (**Attachments C & D**). Motion passed.

Vote on Motion (Y, N or A): Bill Black– Yes Jonathan Lohstroh – Yes
Clyde Ohnewehr – Yes Matt Anderson - Yes

FYI – State Match Received – September payment received

FYI – ODA Updates for Area 5 SWCD Board Meetings – September

FYI – Calendar of Events

IN THE MATTER OF GOING INTO EXECUTIVE SESSION TO DISCUSS 2021 BUDGET & FUNDING:

Clyde moved, seconded by Jonathan to go into Executive Session to discuss the 2021 Budget and Funding at 9:15 a.m. Tawn Seimer was asked to attend.

Roll Call: Jonathan Lohstroh – Yes, Bill Black – Yes, Clyde Ohnewehr – Yes, Matt Anderson – Yes.

The board came out of executive session at 9:32 a.m.

IN THE MATTER OF ADJOURNING THE PICKAWAY SWCD BOARD MEETING:

Clyde moved, seconded by Jonathan to adjourn the September 15, 2020 Pickaway Soil & Water Conservation District meeting of the Board at 9:40 a.m. Motion passed.

Vote on Motion (Y, N or A): Bill Black– Yes Jonathan Lohstroh – Yes
Clyde Ohnewehr – Yes Matt Anderson - Yes

The next regular board meeting is scheduled for **Tuesday, October 20, 2020 at 8:00 – 10:00 a.m.**, in the Conference Room, located at Pickaway County Service Center, 110 Island Road, Circleville, OH 43113.

Matt Anderson – Chair Date

Barbara Martindale – Secretary Date

Minutes Recorder Date

PICKAWAY SOIL AND WATER CONSERVATION DISTRICT
DISTRICT FUND FINANCIAL STATEMENT
July 1 through July 31, 2020

Beginning Balances				
	Money Market Checking Account			
	Unencumbered Funds	\$102,865.75		
	Engineering Deposit Encumbered	294.00		
	Engineering Fee Encumbered (last project installed 10/2019)	-		
	Affiliate/Scholarship Fund	14,372.67		
	Education Programs Encumbered	1,736.53		
	EE Camp Encumbered (-\$704.84 -Exp.) (+\$360 - Registrations)	2,364.62		
	Ag Book Grant for Pickaway Co. 1st Graders	2,000.00		
	Total MMA Checking Account		\$123,633.57	
	Regular Checking Account		59,826.39	
	Petty Cash		60.00	
	Change Fund		100.00	
	Total District Accounts			\$183,619.96
Ref				
539	OEEF Grant Sandbox - final refund	\$ 195.61		
541	Flags - Luther Ruff	\$ 40.00		
540	Drill Rental - John Cook	\$ 229.39		
538	Drill Rental - Louis McFarland	\$ 75.00		
543	Regular Checking Interest	\$ 7.03		
	Total Receipts - Regular Checking Income		\$547.03	
542	OFSWCD Contribution Agreement	\$ 27,874.00		
544	MMA Checking Interest	20.37		
	Total Receipts - MMA Account		\$27,894.37	
			0	
	Total Receipts - Petty Cash		\$0.00	
	Total Receipts - Regular & MMA & Petty Cash Accounts			\$28,441.40
Ref	Expenses			
C2218	OSU Office of University Bursar - Alexis Henry Scholarship	\$ 500.00		
C2216	Wilson and Son Tire Service - 2019 Ford Truck Tire	\$ 189.00		
C2217	Visa Sandbox Supplies - 2 Camera and USB Cord	\$ 112.00		
	Total Expenses Regular Checking		\$801.00	
	Total Expenses MMA Checking			
	Petty Cash			
	Total Expenses for Petty Cash		\$0.00	
	Total Expenses			\$801.00
	Ending Balances			
	Money Market Checking Account			
	Unencumbered Funds	\$130,760.12		
	Engineering Deposit Encumbered	294.00		
	Engineering Fee Encumbered (last project installed 10/2019)	-		
	Affiliate/Scholarship Fund	14,372.67		
	Education Programs Encumbered	1,736.53		
	EE Camp Encumbered	2,364.62		
	Ag Book Grant for Pickaway Co. 1st Graders	2,000.00		
	Total MMA Checking Account		\$151,527.94	
	Regular Checking Account		59,572.42	
	Petty Cash		60.00	
	Change Fund		100.00	
	Total District Accounts			\$211,260.36

Prepared by: Katerina Sharp 9-2-2020 Date

Checked by: Tawni Seimer 9/2/2020 Date

Math
Board Chair

9-15-2020
Date

PICKAWAY SOIL AND WATER CONSERVATION DISTRICT
SPECIAL FUND FINANCIAL STATEMENT
August 1 through August 31, 2020

Attachment B

Beginning Special Fund Balance		\$478,223.91
REVENUE		
State Match - Pay-In: no payments in July, August & September	44,096.00	
Total Special Fund Revenue		
		\$44,096.00
EXPENSES		
SALARIES (2 pay periods 17 & 18)	\$14,312.00	
PERS	1,870.40	
MEDICARE	201.47	
INSURANCE	3,880.56	
CONTRACT-SERVICES		
Frontier, Local, Fax, DSL	277.73	
Quench - water filter lease	40.31	
Verizon Wireless	68.95	
Xerox Copier Lease	221.28	
TRAVEL & EXPENSES		
Visa - fuel for vehicles	82.30	
ADVERTISING/PRINTING		
Sharon's Trophies & Awards - 2020 Conservationist of the Year plaque	27.89	
Total Special Fund Expenses		
		\$20,982.89
Ending Special Fund Balance		\$501,337.02

Prepared by: Tawn Seimer 9/9/2020 Date
Checked by: Katerina Shep 9-9-2020 Date
Matt [Signature] 9/15/2020
Chair Date



Pickaway SWCD Leave Report
Pay Period #18 8/2/2020 to 8/15/2020

Annual Leave

Employee	Begin Balance	Earned	Used	End Balance
Katerina Sharp	160.40	3.10	0.00	163.50
Shelley Steele	80.60	3.10	0.50	83.20
Tawn Seimer	178.81	7.70	2.00	184.51
Wesley French	68.20	3.10	0.00	71.30

Annual Leave Total 502.51

Sick Leave

Employee	Begin Balance	Earned	Used	End Balance
Katerina Sharp	262.42	4.99	0.00	267.41
Shelley Steele	58.87	4.60	8.00	55.47
Tawn Seimer	1,561.43	4.60	0.00	1,566.03
Wesley French	94.91	4.60	0.00	99.51

Sick Leave Total 1988.42

Comp Time

Employee	Begin Balance	Earned	Used	End Balance
Katerina Sharp	31.02	10.13	4.50	36.65
Shelley Steele	2.50	0.00	1.00	1.50
Tawn Seimer	0.82	0.00	0.00	0.82
Wesley French	24.75	0.00	5.00	19.75

Comp Time Total 58.72

Signature of Preparer:

Katerina Sharp

8-17-2020

Date

Signature of Reviewing Board Member:

Clyde Daniel

9.15.20

Date

Only approved timesheets are included in report calculation



Pickaway SWCD Leave Report

Pay Period #19 8/16/2020 to 8/29/2020

Annual Leave

Employee	Begin Balance	Earned	Used	End Balance
Katerina Sharp	163.50	3.10	0.00	166.60
Shelley Steele	83.20	3.10	12.25	74.05
Tawn Seimer	184.51	7.70	3.50	188.71
Wesley French	71.30	3.10	0.00	74.40

Annual Leave Total 503.76

Sick Leave

Employee	Begin Balance	Earned	Used	End Balance
Katerina Sharp	267.40	4.60	0.00	272.00
Shelley Steele	55.47	4.60	0.00	60.07
Tawn Seimer	1,566.03	4.60	0.00	1,570.63
Wesley French	99.51	4.60	0.00	104.11

Sick Leave Total 2006.81

Comp Time

Employee	Begin Balance	Earned	Used	End Balance
Katerina Sharp	36.65	0.00	7.75	28.90
Shelley Steele	1.50	0.00	0.00	1.50
Tawn Seimer	0.82	0.00	0.00	0.82
Wesley French	19.75	0.00	0.00	19.75

Comp Time Total 50.97

Signature of Preparer: Tawn Seimer 8/31/2020
Date

Signature of Reviewing Board Member: [Signature] 9/15/2020
Date

Only approved timesheets are included in report calculation