2026 - SUPERVISORS JOURNAL – PICKAWAY SWCD
REGULAR MEETING HELD JUNE 9, 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 8:00 A.M.

Dewey Mann – Yes, Matt Anderson – Yes, Bill Black – Yes, Jonathan Lohstroh – Yes, Liza Musselman – Yes

THE FOLLOWING SWCD PERSONNEL WERE PRESENT:

Brad Hughes – Yes, Jade Collie – Yes, Katerina Sharp – Yes, Adriahna Karr – Yes, Brylee Brunton (summer intern) – Yes

THE FOLLOWING NRCS PERSONNEL WERE PRESENT:

Justin Armintrout – Yes, Matt Mauzy – Yes

THE AREA 5 PROGRAM SPECIALIST WAS PRESENT:

Cody Hacker – No

VISITORS OR GUESTS PRESENT: None

MINUTES RECORDER: Brad Hughes

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 May 19.2026 Motion passed.

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

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

Bill moved, seconded by Matt to approve the May 2026 District Fund Financial Statement ***(Attachment A).*** Motion passed.

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

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

Matt moved, seconded by Liza to approve the May 2026 Special Fund Financial Statement ***(Attachment B).*** Motion passed.

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

IN THE MATTER OF REVIEWING THE DISTRICT STAFF ACTIVITY REPORTS:

The board reviewed the district staff activity reports for May.

IN THE MATTER OF REVIEWING NRCS UPDATES:

Matt reported that he has been completing design work for projects in Delaware, Franklin and Pickaway Counties. He has also been reviewing and checking plans.
Justin reported that he has been preparing EQIP and CSP contracts for signatures pending approval. He has also been working on CRP projects and completing contract maintenance.

Board of Supervisors Election Update:

Liza stated that there are 3 candidates running for the board this time. Bill Black, Jonathan Lohstroh and Kayleigh Fields. Liza also stated that she has a few more people interested in running for the board in the future as they are currently serving on others board.

IN THE MATTER OF ANNUAL MEETING UPDATE:

Katerina talked about the two teachers from Logan Elm School (One 5th grade teacher and One 6th grade teacher) that she would like to give teacher awards to at our Annual Meeting and Banquet. The board previously nominated these teachers for a State Award. Both teachers will receive a certificate.

Jonathan moved, seconded by Liza to approve Teacher 1 and Teacher 2 for a teacher award at the Annual Meeting and Banquet. Motion passed.

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

FYI- Strategic Plan Update:

Brad stated that we received the draft strategic plan back from Kane learning. The staff would be reviewing it and making edits to send back to Kane Learning. Liza asks that the draft strategic plan be send to the board to review. Brad will send following the board meeting.

IN THE MATTER OF THE 2026 SUMMER SUPERVISOR SCHOOL:

Liza moved, seconded by Jonathan to approve staff to attend Summer Supervisor School. Not to exceed $1200 for registration and lodging. Motion passed.

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

IN THE MATTER OF 2026 COOPERATOR OF THE YEAR:

Matt moved, seconded by Jonathan to approve Jeanine McDowell as the 2026 Cooperator of the Year. Motion passed

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

IN THE MATTER OF DIGITIZING SLIDE PHOTOS QUOTE:

The board tabled it. They ask the staff to review the slides and calculate how many would be relevant to use for social media and events, then report back. The board will review at a later time.

IN THE MATTER OF POLICY UPDATE QUOTE FROM CLEAMANS-NELSON & ASSOCIATES:

Liza moved, seconded by Jonathan to approve the quote from Cleamans-Nelson & Associates to update our policy handbook as presented ***(Attachment C).*** The quote was $4500. Motion passed.

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

IN THE MATTER OF A LINC-PASS FOR ADRIAHNA KARR:

Justin gave an update that it would be beneficially for Adriahna to have a Linc-pass to have access to the NRCS server to stay connected with NRCS and FSA on joint projects.

Jonathan moved, seconded by Liza to approve the request for Adriahna Karr's Linc-pass. Motion passed.

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

IN THE MATTER OF LETTER OF SUPPORT FOR EPA GRANT:

Matt moved, seconded by Bill to provided a letter of support to ODA for the EPA Granting Funding ***(Attachment D)*** Motion passed.

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

IN THE MATTER OF EMPLOYEE LEAVE REPORTS:

Matt moved, seconded by Liza to approve the Employee Leave Reports as of pay period end dates 05/02/2026, 05/16/2026, & 05/30/2026 ***(Attachments E, F, & G).*** Motion passed.

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

FYI – ODA Updates for Area 5 SWCD Board Meetings – June 2026 Reports
FYI – Calendar of Events

IN THE MATTER OF EXECUTIVE SESSION FOR MID YEAR REVIEW:

At 8:44 a.m., Liza moved, seconded by Bill to go into executive session to perform annual staff evaluations.

Roll Call: Bill – Yes, Liza – Yes, Dewey – Yes, Matt – Yes, Jonathan – Yes, Adriahna – Yes

The mid-year review was carried out by Chair – Dewey Mann

At 9:55 a.m., Board came out of executive session.

Roll Call: Bill – Yes, Liza – Yes, Dewey – Yes, Matt – Yes, Jonathan – Yes

IN THE MATTER OF ADRIAHNA KARR PROMOTION:

Liza moved, seconded by Jonathan to approve Adriahna Karr to be promoted to District Technician III with a 10% salary increase to take effect (pay period #13 2026) Adriahna has demonstrated amazing proficiency in her role, taken on additional work load, with additional output that has a strong ROI for the office. ***(Attachment H)*** Motion passed.

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

IN THE MATTER OF ENGAGING WORKSPRING AS AN HUMAN RESOURCES CONSULTANT:

Liza moved, seconded by Jonathan to engage Workspring as an HR consultant to assess office climate, determine how transition aspects are going, and develop a proposal for future trainings, coaching, and services to consider, not to exceed $10,000. Motion passed.

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

IN THE MATTER OF ADJOURNING THE PICKAWAY SWCD BOARD MEETING:

It was moved by Matt, seconded by Jonathan to adjourn the June 9, 2026 Pickaway Soil & Water Conservation District meeting of the board at 9:59 a.m. Motion passed.

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

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

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Dewey Mann – Chairperson Date Matt Anderson – Secretary Date

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Minutes Recorder Date