2022 - SUPERVISORS JOURNAL – PICKAWAY SWCD
REGULAR MEETING HELD MAY 17, 2022

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 in the 2nd floor conference room.

Jonathon called the meeting to order at 8:00 am.

THE FOLLOWING BOARD MEMBERS WERE PRESENT:

Matt Anderson – Yes (Zoom), Bill Black – Yes, Brian Reid – Absent,
Dewey Mann – Yes (Zoom 8:00-8:12 a.m. arrived in person at meeting), Jonathan Lohstroh – Yes

THE FOLLOWING SWCD PERSONNEL WERE PRESENT:

Tawn Seimer – Yes, Katerina Sharp – Yes, Nathan Taylor – Yes

Minutes Recorder: Tawn

THE FOLLOWING NRCS PERSONNEL WERE PRESENT:

Justin Armintrout, NRCS DC – Yes (at 8:20 a.m.), Eli Ortiz – No

AREA 5 PROGRAM SPECIALIST CODY HACKER PRESENT (YES OR NO): Yes

VISITORS OR GUESTS PRESENT: Chris Pancake, Region 4 Watershed Manager

IN THE MATTER OF APPROVING MINUTES FROM THE PREVIOUS MEETING:

Bill moved, seconded by Matt to approve the minutes from the previous Regular Board Meeting held April 19, 2022.

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

IN THE MATTER OF APPROVING THE DISTIRCT FUND BILLS/STATEMENT:
Bill moved, seconded by Matt to approve the District Fund Financial Statement ***(Attachment A).***

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

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

Bill moved, seconded by Matt to approve the Special Fund Financial Statement ***(Attachment B).***

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

IN THE MATTER OF REVIEWING THE DISTRICT STAFF ACTIVITY REPORTS:

The board reviewed the District staff activity reports.

FYI - IN THE MATTER OF ELECTION UPDATES:

Dewey is still undecided that he will run. We still need at least one or probably two more candidates by June 25th for the election.

FYI- IN THE MATTER OF SCHOLARSHIP WINNERS FOR THE DONALD E. MINOR MEMORIAL SCHOLARSHIPS:

We had three (3) scholarship winners for the Donald E. Minor Memorial Scholarship contest. Adriahna Karr from Westfall High School. Kelsey Whittington and Julia Kitchen from Logan Elm High School. Katerina is waiting for pictures from the schools of the programs. We were unable to present due to previous obligations.

FYI – 2022 POSTER CONTEST UPDATES:

Katerina had 160 posters for the poster contest. Justin Armintrout, Lindsey Douglas and Nathan Taylor judged the posters. There were 17 first, second and honorable mention posters. The top 17 posters were hung at the library for Stewardship Week. The first-place posters from the two upper grade categories were framed near the Children's section of the library. All posters have been returned to the participants with their awards.

Dewey arrived at the meeting at 8:12 a.m.

FYI – IN THE MATTER OF PICKAWAY COUNTY 5TH GRADE PINE TREE DISTRIBUTION FOR EARTH DAY:

800 small white pine trees were purchased through Fairfield/Licking County tree sale for distribution to all of the 5th Graders in Pickaway County. Amanda-Clearcreek FFA separated and bagged the trees for distribution. Katerina distributed the trees to all of the county and private schools' 5th grade classes on Earth Day.

IN THE MATTER OF UPDATES ON THE AREA 5 SUMMER SUPERVISOR SCHOOL:

Summer Supervisor School is scheduled for August 28 – 30. Sunday evening may have an event at Alum Creek. Monday will be tours and Tuesday will have breakout sessions. More information and registration should be ready in July.

IN THE MATTER OF REVIEWING THE NRCS UPDATES:

Justin gave NRCS updates. Eli will return from vacation on May 19th. He will be able to work from the Franklin or Pickaway County Offices when he returns. He will not be filling in at Delaware any longer. They have not hired anyone to fill Deba Moeller's position yet. The position has been reposted. The new Pheasants Forever person is Garrett Caudill. CRP re-enrolls of waterways and filter strips has been ongoing since April 1st. All CSP & 4 to 5 EQIP applications have been pre-approved for 4 or 5 year contracts. The 2nd round of CSP applications is now being ranked. In Area 5, Pickaway had the most CSP applications with 9 or 10. Adam Komar is new Area Forester.

FYI – IN THE MATTER OF UPDATE FROM CHRIS PANCAKE, AREA 4 ODA WATERSHED PROGRAM REGIONAL MANAGER:

Chris spoke on the gathering of information on the Scioto River Watershed. Data from the EPA, Heidelberg University and other agencies has been reviewed. Contacts to other agencies like Farm Bureau and others on what needs or activities that they see may be needed to use on reducing nitrogen and phosphorus into the streams. This information is taken and will be organized into practice/programs for nutrient management in rural areas for a volunteer program with purpose of balancing farm practices and water quality. There are 6 components for the Area Watershed Region Plan. They are Introduction, Watershed Description, Watershed Characterization, Water Quality Goals, Management Measures and Practices, and Education and Outreach. There will be an Area 4 Watershed Virtual Meeting in early June with the Soil and Water Districts after the Technical Team meeting takes place.

IN THE MATTER OF TAWN SEIMER TO ATTEND QUICK BOOKS TRAINING:

Dewey moved, seconded by Bill to allow Tawn to enroll in the Quick Books training for $250.00 to take place on July 13, 2022 on the ODA's campus from 9 a.m. to 4 p.m. with lunch provided. 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 PURCHASING AN ENCLOSED TRAILER AND ATV VEHICLE:

The board would like the staff to research the purchase of an ATV Vehicle for size, weight and cost so an enclosed trailer can be purchased for storage of the ATV and for use for the Augmented Reality Sandbox at events and fair.

IN THE MATTER OF EMPLOYEE LEAVE REPORTS:

Bill moved, seconded by Dewey to approve the Employee Leave Reports as of pay period end dates 4/23/2022 & 5/07/2022 as follows: ***(Attachment C & D).*** Motion passed.

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

FYI – Shelley Steele unemployment benefits update. The District has requested denial for payment of benefits. Response from the prosecutor on denying the claim was to document everything and include it in the denial letter.

FYI – Plug Sale pick up will be Monday, May 23rd from 10:00 a.m. to 12 noon in the lower parking lot of the Pickaway County Service Center Building on 110 Island Road.

FYI – Scioto Solar is having a public meeting on May 25th at 6:00 p.m. at the Circleville High School.

FYI – State Match Report – OSWCC Meeting in August for amounts of State Match, then payments will be the end of August and September for the first half of payments. Payments will be quarterly.

FYI – Calendar of Events

FYI – ODA Updates for Area 5 SWCD Board Meetings – May 2022 Report and the 3rd Quarter Ag Pollution Abatement Report.

THE MATTER OF ADJOURNING THE PICKAWAY SWCD BOARD MEETING:

Bill moved, seconded by Matt to adjourn the May 17, 2022 Pickaway Soil & Water Conservation District meeting of the Board at 8:54 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, June 14, 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

Attachment A

PICKAWAY SOIL AND WATER CONSERVATION DISTRICT
DISTRICT FUND FINANCIAL STATEMENT
April 1 through April 30, 2022

	Beginning Balances			
	Money Market Checking Account			
	Unencumbered Funds	$103,012.05		
	Engineering Deposit Encumbered	294.00		
	Engineering Fee Encumbered (last project installed 10/2019)	-		
	Technical (Contribution Agreement/NRCS)	3,294.74		
	Affiliate/Scholarship Fund (+30.00 re-enroll & new memberships)	13,913.89		
	Education Programs Encumbered	1,711.69		
	EE Camps	2,684.36		
	Total MMA Checking Account		$124,910.73	
	Regular Checking Account		84,573.62	
	Petty Cash		150.00	
	Change Fund		100.00	
	Total District Accounts			**$209,734.35**
Ref				
6670	Flag Sales	$ 10.00		
6667	Plug Sales	$ 55.00		
several	Rain Barrels & Kits	$ 85.00		
several	Tree Sales - extra trees	$ 32.00		
several	EE Camp registrations	$ 60.00		
6677	Engineering Fees - As-built SSD for M. O'Neil	$ 348.00		
6664	Affiliate Memberships	$ 30.00		
6673	Great Plains Drill Rental	$ 160.00		
6676	Delaware SWCD - Reimbursement for Weebly Envirothon Web	$ 128.70		
several	Donations (.19 + .02)	$ 0.21		
***	Sales Tax	$ 9.21		
679	Regular Checking Interest	$ 3.33		
	Total Receipts - Regular Checking Income		$921.45	
680	MMA Checking Interest	$ 4.96		
	Total Receipts – MMA Account		$4.96	
	Total Receipts - Petty Cash			
	Total Receipts – Regular & MMA & Petty Cash Accounts			**$926.41**
Ref	**Expenses**			
C2282	Fender's Fish Hatchery	$ 4,280.25		
C2283	Perry SWCD - 1/4 Science Fair award	$ 56.25		
C2284	Athens SWCD - Tree sale reimbursement	$ 7,594.00		
C2285	Pickaway County Ag & Event Center	$ 250.00		
C2286	OFSWCD - Envirothon donation to Don Rehl & Reeve's rookies	$ 400.00		
0.002	Barry Petty - returned check	$ 55.00		
0.003	The Savings Bank - returned check fee	$ 10.00		
	Total Expenses Regular Checking		$12,645.50	
		$ -		
	Total Expenses MMA Checking		$0.00	
	Petty Cash			
148	Autozone - gas cap for van	$ 15.49		
	Total Expenses for Petty Cash		$15.49	
	Total Expenses			**$12,660.99**
	Ending Balances			
	Money Market Checking Account			
	Unencumbered Funds	$102,579.01		
	Engineering Deposit Encumbered	294.00		
	Engineering Fee Encumbered (last project installed 10/2019)	-		
	Technical (Contribution Agreement/NRCS & Fees colected)(+348.00)	3,642.74		
	Affiliate/Scholarship Fund (+30.00 re-enroll)	13,943.89		
	Education Programs Encumbered	1,711.69		
	EE Camps (+ 60.00)	2,744.36		
	Total MMA Checking Account		$124,915.69	
	Regular Checking Account		72,849.57	
	Petty Cash		134.51	
	Change Fund		100.00	
	Total District Accounts			**$197,999.77**

Prepared by: Tawn Seimer 5/9/2022 Checked by: Katerina Sharp 5-5-22
Date Date

Board Chair 5/17/22
Date

Attachment B

PICKAWAY SOIL AND WATER CONSERVATION DISTRICT
SPECIAL FUND FINANCIAL STATEMENT
April 1 through April 30, 2022

Beginning Special Fund Balance		**$761,246.21**
REVENUE		
State Match - April - May & June	$ 44,553.00	
Total Special Fund Revenue		**$44,553.00**
EXPENSES		
SALARIES (2 pay periods 7 & 8)	$11,747.50	
PERS	1,632.34	
MEDICARE	160.26	
INSURANCE	3,562.84	
CONTRACT - SERVICES		
Xerox Copier Lease	224.95	
Verizon Wireless	97.57	
Frontier - Phone, DSL	173.21	
Quench - water filter lease	44.34	
TRAVEL & EXPENSES		
Visa - fuel purchases	68.99	
EQUIPMENT		
Perfection One - 2012 Dodge Caravan - vapor leak repair	319.61	
Total Special Fund Expenses		**$18,031.61**
Ending Special Fund Balance		**$787,767.60**

Prepared by: Tawn Seimes 5/2/2022 Checked by: Katerina Sharp 5-3-22
Date Date

Chair 5/17/22
Date

Pickaway SWCD Leave Report
Pay Period #9 (4/10/2022 - 4/23/2022)

Annual Leave

Employee	Begin	Earned	Used	End Balance
Katerina Sharp	194.80	4.60	16.00	183.40
Nathan Taylor	74.40	3.10	0.00	77.50
Tawn Seimer	195.86	7.70	0.00	203.56
			Annual Leave Total	**464.46**

Sick Leave

Employee	Begin	Earned	Used	End Balance
Katerina Sharp	437.28	6.04	0.00	443.32
Nathan Taylor	90.21	5.00	0.00	95.21
Tawn Seimer	1,723.89	4.74	16.00	1,712.64
			Sick Leave Total	**2251.17**

Comp Time

Employee	Begin	Earned	Used	End Balance
Katerina Sharp	63.66	32.51	0.00	96.16
Nathan Taylor	59.38	10.50	0.00	69.88
Tawn Seimer	8.32	3.75	0.00	12.07
			Comp Time Total	**178.11**

Signature of Preparer: Katerina Sharp 4-25-22
Date

Signature of Reviewing Board Member: B W Bland
Date

Only approved timesheets are included in report calculation

Pickaway SWCD Leave Report
Pay Period #10 (4/24/2022 - 5/7/2022)

Annual Leave

Employee	Begin	Earned	Used	End Balance
Katerina Sharp	183.40	4.60	0.00	188.00
Nathan Taylor	77.50	3.10	0.00	80.60
Tawn Seimer	203.56	7.70	0.00	211.26
			Annual Leave Total	**479.86**

Sick Leave

Employee	Begin	Earned	Used	End Balance
Katerina Sharp	443.32	5.48	0.00	448.80
Nathan Taylor	95.21	4.74	0.00	99.95
Tawn Seimer	1,712.64	4.60	37.00	1,680.24
			Sick Leave Total	**2228.99**

Comp Time

Employee	Begin	Earned	Used	End Balance
Katerina Sharp (-5 hour pay out)	96.16	17.88	0.00	114.04
Nathan Taylor	69.88	3.75	8.00	65.63
Tawn Seimer	12.07	0.00	0.00	12.07
			Comp Time Total	**191.74**

Signature of Preparer: Tawn Seimer May 6, 2022
Date

Signature of Reviewing Board Member: Bill Reed
Date

Only approved timesheets are included in report calculation