



GREENE SOIL AND WATER CONSERVATION DISTRICT



BOARD OF SUPERVISORS MEETING AGENDA THURSDAY, February 15, 2024 – 6:30 P.M. 1363 BURNETT DR – XENIA, OHIO 45385

Call to Order: _____ **Mike Beam, Chair**

Board Members Present: ___ Scott Harner, Vice Chair ___ Kim Snyder, Secretary
 ___ David Quallen, Fiscal Agent ___ Doug Anderson, Alt Fiscal
 ___ Mike Beam, Chair

Staff Present:
 ___ Meghan Moser, NRCS DC ___ Ken Middleton, Urban Specialist
 ___ Grace Smith, Education/ PR Specialist ___ Brandon Corry, DM/RS II
 ___ Amanda McKay, District Director ___ Warren McCarren, Senior Rural Specialist

Guests: _____

I. Public Participation – *(Any person or persons wishing to address the Greene Soil and Water Conservation District Board of Supervisors during their regular and/or special meetings will be given a five-minute period to address the board. The speaker will give his full name and address to the board prior to addressing them. Longer periods of time are to be scheduled prior to a board meeting with the Board’s Administrator Amanda McKay.)*

II. Staff Reports: None

III. Old Business:

A. Employee Handbook Updates

As we were processing the payment for a retirement pay out we discovered that our Employee Handbook does not follow the Greene County Policy. We will be meeting to discuss the differences between the two and to decide whether we want to update our policy to follow Greene County.

Current Policy:

Sick Leave

District employees shall be entitled to sick leave at the rate of 5.75 percent of time worked. (Equivalent to 4.6 hours for each 80 hours of service). Sick leave shall accrue and will have no limitations.

An employee who transfers to the District from another public agency shall be credited with unused balance of their accumulated sick leave. No sick leave may be granted to District

employees upon their retirement or termination of employment except an employee who has worked 10 years or more in public service. This person may ask for and receive compensation for accumulated sick leave up to 1/4 of the total accumulated, not to exceed 30 days or 1/4 of 120 days at the employee's current rate of pay when retiring or ending employment from District employment.

Biweekly leave records will be kept on the Beehive System, for all employees.

Sick leave must be used in at least one quarter (1/4) hour increments.

Greene County Policy differences:

- 10-19 years-25% or max 240 hours
- 20-24 years-33% or max 320 hours
- 25-29 years-40% or max 384 hours
- 30 or more-50% or max 480 hours

IV. New Business: None

V: Upcoming Meetings & Events

2/9-15 NACD

2/22 Board Meeting

IX. Adjourn:

Motion: _____^{2nd}_____ Time: _____