



GREENE SOIL AND WATER CONSERVATION DISTRICT



BOARD OF SUPERVISORS MEETING AGENDA THURSDAY, January 30, 2025 – 6:30 P.M. 1363 BURNETT DR – XENIA, OHIO 45385

Call to Order: _____ Doug Anderson Chair

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

Guests: _____

OATH OF OFFICE FOR RE-ELECTED BOARD MEMBER Performed January 25, 2024 _____

I. Approval of Minutes of December 21, 2023, Greene SWCD Board Meeting (action)

Motion: _____ 2nd _____

II. 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.)

III. Staff Reports:

NRCS Update

- EQIP
 - New Applicant and CTA site visits.
 - January 31st deadline to apply for EQIP
 - 31 EQIP Applications
 - Site visits and payments for brush work, cover crops, fence, reviewing NMPs
- CSP
 - Working on General applications (6) and getting them ranked in ACTNOW fund pools
 - 2 Obligated 1/15/25
- CRP
 - Waiting for FSA to release guidance about FY25 CRP

Ag Update

- Doug Swaim Tile

- Joe Krajicek Tile
- Jamie Arthur High Tunnel
- Josh Bingamon WW
- Cole Hiser WW
- Hines AWMS working on design and cost estimate
- WW re-enroll visits
- Bob Jones WW
- Chad Mason WW
- Josh Anders AWMS working on design and cost estimate
- Ross Moffitt AWMS working on design and cost estimate
- Suzanne Bush grazing design
- Dan Edgington AWMS and grazing
- Wanderlust Flowers high tunnel
- Roy Snyder high tunnel
- EQIP Farm Inventory and Evaluation Visits
- Misc drainage appointments and plans
- CRP PIP visits

H2Ohio

- Working through applications
 - Sunrise is complete- waiting on ODA to finish processing
 - Dalton and I are finishing the rest
- Intern finished manure maps, and is now working on uploading Rx files for GroCo
- Extended to January 31- as a soft deadline. As long as we are making progress we are fine.
- Addressed the Ohio Soil and Water Commission at the OFSWCD Meeting

Ditch Maintenance Update

- Beaver dam removal
- Repairs to Hartman ditch and Bloom Henry
- equipment to Cedarland for off season storage
- Reimbursements made to District for labor and materials
- Rotary fund reimbursed for Mower and tractor
- Sanitary Engineering invoiced for 2024 work
- End of year Advisory Committee meeting in December

Agricultural Pollution Abatement Update

- None

Urban Update

- Bellasara Punchout
- Countryside sub-division
- Magnolia Meadows- construction
- Landings of Sugarcreek, Sect.8 Bond Release + punch out Sect. 4
 - CONTINUAL
- Old Town State Park-Bridge over SR 68
- Central State Tech Facility *under construction
- Nathaniel's Grove, Sect. 14 under construction
- Courtyards at Stonehill Village (Construction)

- Pier Storage (Spring Valley Twp.)
- Feedwire Farm start construction soon. Drainage problems will exist with ponds
- Greene Nursing Home - construction
- Glenview Condo Retention pond problem with Inlet / Outlet
- Hillside Farm - construction
- Various Drainage appointments and Lot Reviews
- Topp Storage (Spring Valley)
- Cornerstone South TRC meeting not yet scheduled
- Grands of Sugarcreek construction, Erosion control, street sweeping and detention pond cleanout

Education Update

- Envirothon
 - Greene/Montgomery Envirothon Mid-April in Mont Co
 - Area IV Envirothon April 30th in Miami County
 - State Envirothon June 3-4 at Wilmington College
- Working with ag teachers, MCD and Extension on dates for Test Your Well 2024, sometime in the first two-ish weeks of April
- PROPOSED Tree Sale Dates: Pickup March 19th and 20th, so packing on the 17th-18th
- Meeting with Warren SWCD on Monday 11/25 to discuss 2025 events

Administrator Update

- Tire Collection- next March, April, May
- NACD Feb 8-15: Amanda, Doug, Kim, and Jerrod
- OFSWCD Annual Meeting 1/22-23
- Website- need to work on accessibility of PDFs
- Received the grant from the BOCC
 - Working on new MOU with BOCC and GC Engineer for MS4
-

IV. Correspondence

- None

V. Old Business

- A. Annual Plan of Work January 2025
- B.

VI. New Business

A. Employee Leave Balances as of January 12, 2024

Employee	Pay Out Liability	Annual (Hours)	Sick (Hours)	Comp (Hours)	Wellness (Hours)	Per Hour
Brandon Corry*	\$16,380.82	289.70	948.28	12.25	24.0	\$30.39
Warren McCarren	\$10,617.29	75.95	99.77	39.50	100.0	\$29.87

Amanda McKay*	\$18,407.30	326.65	673.28	16.06	24.0	\$36.02
Ken Middleton*	\$26,854.39	555.31	1787.58	0.14	24.0	\$33.76
Grace Smith	\$1,739.71	30.60	171.05	35.00	24.0	\$26.52
	\$73,999.51					

- *Includes Sick Leave

Motion: _____ 2nd _____

B. Reorganization: (action)

Roll Call Vote: Kim Snyder ____ Doug Anderson ____ Mike Beam ____ Jerrod Pickens ____

Scott Harner _____

Chair _____

Vice-Chair _____

Treasurer _____

Secretary _____

Member _____

Motion: _____ 2nd _____

C. Certification of Fiscal Agents / Financial signatures

Fiscal Agent: _____

Alt. Fiscal Agent: _____

Motion: _____ 2nd _____

D. Public Records Training Designee (action)

Motion: _____ 2nd _____

E. Nominating Committee 2025

Motion: _____ 2nd _____

F. Recertify list of Associate Board Members

G. Spending limits and bill pay

Approval of Amanda’s spending limit per purchase to be \$3,000

Approval for Amanda to pay all recurring bills

Approval of Brandon and Grace’s spending limit per purchase to be \$1,500

VII. Financial Reports/Bills to be Paid (action)

Fund	Balance Ending December 31, 2024	# of Deposits	Total Dollar Amount of Deposits	# of Outstanding Bills	Total Dollar Amount For Outstanding Bills
Special	\$614,011.94	0	\$	2	\$3,708.00
District	\$25,645.76	3	\$24,973.27	2	\$2,088.00
DF StarOhio	\$167,388.08	1	\$683.61	1 Transfer	\$9,257.51

- Security Checking Account Interest for December 2024 – \$21.63
 - StarOhio December 2024 Dividend: \$683.61
 - December 2024 Special Fund Expenses including salaries and benefits \$38,213.86
 - For additional detail see attached spread sheets on expenses paid and to be paid on District and Special Fund accounts.
-

Motion: _____ 2nd _____

VIII: Upcoming Meetings & Events

1/21-22 OFSWCD Partnership Meeting

1/30 Board Meeting

2/8-12 NACD- Salt Lake City

2/27 Board Meeting

IX. Adjourn:

Motion: _____ 2nd _____ Time: _____

GCSWCD District Account								
For the Period December 1, 2024 through January 14, 2025								
Account ID	Account Description	Date	Reference	Jrnl	Trans Description	Debit Amt	Credit Amt	Balance
111100	District Checking	12/1/24			Beginning Balance			63,886.30
111100	District Checking	12/16/24	ACH to District	GENJ	ACH FROM STAR OHIO	9,257.51		
111100	District Checking	12/19/24	4570	CDJ	ANDERSON LANDSCAPE		370.00	
111100	District Checking	12/19/24	4571	CDJ	FRIENDS OFFICE		62,768.81	
111100	District Checking	12/19/24	4572	CDJ	Employees Association		75.00	
111100	District Checking	12/20/24	R011273	GENJ	Gr Co Engineer	15,694.13		
111100	District Checking	12/31/24	R011274	GENJ	Ck Int	21.63		
111100	District Checking				Current Period Change	24,973.27	63,213.81	-38,240.54
		12/31/24			Fiscal Year End Balnce			25,645.76
		1/14/25			Ending Balance			25,645.76
120000	Star Ohio Fund	12/1/24			Beginning Balance			175,961.98
120000	Star Ohio Fund	12/16/24	ACH to District	GENJ	ACH FROM		9,257.51	
120000	Star Ohio Fund	12/31/24	R011275	GENJ	Inc Div Reinvestment	683.61		
120000	Star Ohio Fund				Current Period Change	683.61	9,257.51	-8,573.90
		12/31/24			Fiscal Year End Balance			167,388.08
		1/14/25			Ending Balance			167,388.08
	Reviewed by:				Date:			
	Bradstreet & Associates							
	Fiscal Agent							
	District Director							

2025 Voucher Activity District Fund Accounts							
Voucher No.	Vendor	DISTRICT FUND CHECKING ACCOUNT	Amount	Check No	Code LE	Date Paid	
Paid per Board Approval							
24-29	District Fund	District Fund Transfer from Star Ohio	\$9,257.51	ACH	120000	12/16/2024	Paid
24-30	Anderson Landscape Management	Roll Off Dumpster for Office Cleaning	\$375.00	4570	530501	12/19/2024	Paid
24-31	Friends Office	Office Furnature and Storage Cabinets	\$62,768.81	4571	550401	12/19/2024	Paid
24-32	OASWCDE	5 employee memberships	\$75.00	4572	543201	12/19/2024	Paid
To be Paid per Board Approval							
25-1	OFSWCD	Employee Dishonesty Policy	\$1,888.00	4573	530501	1/30/2025	To be Paid
25-2	Area IV Envirothon	Area IV Envirothon Support	\$200.00	4574	543201	1/30/2025	To be Paid
STAR OHIO INVESTMENT ACCOUNT							
	StarOhio Account	Income Dividend Reinvestment	699.08			11/30/2024	Accrued
24-29	District Fund	District Fund Transfer from Star Ohio	\$9,257.51	ACH	120000	12/16/2024	Paid
	StarOhio Account	Income Dividend Reinvestment	683.61			12/31/2024	Accrued
	Reviewed by:			Date:			
	Bradstreet & Associates						
	Fiscal Agent						
	District Director						

GCSWCD Special Fund								
For the Period December 1, 2024 through December 31, 2024								
Account ID	Account Description	Date	Reference	Jrnl	Trans Description	Debit Amt	Credit Amt	Balance
110000	Special Fund Balance	12/1/24			Beginning Balance			652,225.80
110000	Special Fund Balance	12/5/24	1063756	CDJ	Verizon Wireless LE155		269.86	
110000	Special Fund Balance	12/6/24	1063832	CDJ	Bradstreet & Associates		360.00	
110000	Special Fund Balance	12/9/24	1052266	CDJ	Gr. Co. Services L 152		97.26	
110000	Special Fund Balance	12/11/24		CDJ	Life Insurance LE 1513		41.25	
110000	Special Fund Balance	12/11/24	10641110	CDJ	Donnellon McCarthy LE155		866.00	
110000	Special Fund Balance	12/13/24		CDJ	Public Emp. Retirement System		5,381.41	
110000	Special Fund Balance	12/19/24	1065032	CDJ	USBank Corporate Payment Syste		1,141.54	
110000	Special Fund Balance	12/20/24		CDJ	Dental Ins		38.40	
110000	Special Fund Balance	12/23/24		CDJ	Health Insurance LE 1513		3,561.39	
110000	Special Fund Balance	12/23/24		CDJ	Workers Compensation LE1512		178.31	
110000	Special Fund Balance	12/27/24		CDJ	Salaries LE 151		25,914.08	
110000	Special Fund Balance	12/27/24		CDJ	Medicare Matching LE 1513		364.36	
110000	Special Fund Balance				Current Period Change		38,213.86	-38,213.86
		12/31/24			Ending Balance			614,011.94
	Reviewed by:				Date:			
	Bradstreet & Associates							
	Fiscal Agent							
	District Director							

2025 Voucher Activity Special Fund									
VIP	Created	Vendor	Vendor #	For	Amount	Code	Date	Amount	Status
No	Date					015-0014-	Paid	paid	
Encumbered									
25-000080	1/9/2025	US Bank Corp	116141	OFSWCD Hotel and Expenses	\$2,000.00	5407			Encumbered
Paid per Board Approval (December)									
24-001210	10/31/2024	Verizon Wireless	1297	Cell Phone Services	\$300.00	5389	12/5/2024	\$269.86	Paid
24-001296	11/22/2024	Bradstreet & Assoc	850350	Accounting Services	\$400.00	5305	12/5/2024	\$360.00	Paid
24-001296	11/22/2024	Greene Co. Services	4983	Fuel & Vehicle Services	\$500.00	5203	12/6/2024	\$97.26	Paid
2.4E+08	12/10/2024	Donnellon McCarthy	3477	Copier Contract	\$900.00	5305	12/10/2024	\$866.00	Paid
24-001296	11/22/2024	US Bank Corp	116141	Area IV Winter Meeting Registrations	\$150.00	5407	12/16/2024	\$150.00	Paid
24-001335	12/5/2024	US Bank Corp	116141	Office 365 Subscription	\$110.00	5305	12/16/2024	\$106.74	Paid
24-001340	12/5/2024	US Bank Corp	116141	NACD Registrations	\$2,000.00	5407	12/16/2024	\$775.00	Paid
24-001354	12/10/2024	US Bank Corp	116141	Office Organization Supplies	\$400.00	5203	12/16/2024	\$109.80	Paid
Paid per Board Approval (January)									
25-000030	1/6/2025	Bradstreet & Associates	850350	Accounting Services	\$400.00	5305	1/7/2025	\$360.00	Paid
25-000030	1/6/2025	Verizon Wireless	1297	Cell Phone Services	\$400.00	5389	1/7/2025	\$269.86	Paid
25-000030	1/6/2025	Greene Co. Services	4983	Fuel & Vehicle Services	\$400.00	5203	1/7/2025	\$38.37	Paid
25-000031	1/6/2025	Streamline Software Inc	4523	Website Support Services for 2025	\$2,220.00	5305	1/7/2025	\$2,220.00	Paid
25-000030	1/6/2025	US Bank Corp	116141	Flights to NACD	\$2,300.00	5407	1/14/2025	\$2,289.80	Paid
25-000030	1/6/2025	US Bank Corp	116141	Office Supplies and Organization	\$520.00	5203	1/14/2025	\$510.04	Paid
25-000069	1/9/2025	US Bank Corp	116141	Mini Stream Table Educational Display	\$244.50	5409	1/14/2025	\$240.24	Paid
25-000080	1/9/2025	US Bank Corp	116141	OFSWCD Meeting Registrations	\$1,100.00	5407	1/14/2025	\$1,100.00	Paid
25-000113	1/14/2025	US Bank Corp	116141	Retirement Reception for Board Member	\$600.00	5203	1/14/2025	\$383.97	Paid
To Be Paid per Board Approval									
25-000089	1/10/2025	OFSWCD	86681	Area IV Dues	\$150.00	5432	1/30/2025	\$150.00	To be Paid
25-000089	1/10/2025	OFSWCD	86681	OFSWCD Dues	\$3,558.00	5432	1/30/2025	\$3,558.00	To be Paid
Reviewed by: _____ Date: _____									
Bradstreet & Associates _____									
Fiscal Agent _____									
District Director _____									