

**Minutes of the March 28, 2024, Board of Supervisors
Greene Soil & Water Conservation District**



Place: 1363 Burnett Drive, Xenia, OH 45385

Call to order: Mike Beam, Chair

Time: 6:33 p.m.

Board Members Present: Mike Beam Kim Snyder Scott Harner
 David Quallen Doug Anderson

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, Rural Specialist Emeritus

Guests:

Liz Cline

Approval of minutes:

Mike asked for a motion to approve the minutes of the February Board Meeting.

Motion made by Doug Anderson to accept the minutes above as presented. Seconded by Mike Beam. Motion carried unanimously. Roll Call: Mike Beam- Yes, David Quallen- Yes, Doug Anderson- Yes Kim Snyder- Yes

Public Participation:

None

NRCS Update:

Meghan gave an update on all NRCS activities. Meghan has been working on assessments and rankings for 45 EQIP applications. 16 applicants were selected for funding, totaling \$210,000. Nine applications in CSP for assessment/review, along with new CSP updates. Three CSP contracts have been obligated. CRP applicants received funding in the first batch for re-enrolls and new sign ups. CTA visits are being done as needed. Amanda asked for any further business or questions, and none were brought forward.

Ag Update:

Warren gave an update on the construction projects. This past month, we have been busy with tile and waterway projects:

- Hines Tile
- Doug Swaim Tile
- Joe Krajicek Tile
- Collins Tile
- Jamie Arthur High Tunnel
- Nathan Collett WW
- Josh Bingamon WW
- John Beam WW
- Bob Hiney WW
- Alan Anderson WW
- Ryan Barclay WW
- Aidan Kolbe WW
- David Trexler WW
- Cole Hiser WW
- Ruby Turner WW
- Kenny Beam WW and Tile
- Jeff Peterson WW
- Bob Jones WW
- Chad Mason WW
- Pond Calls
- EQIP Farm Inventory and Evaluation Visits
- Misc drainage appointments

Amanda asked for any further business or questions, and none were brought forward.

H2Ohio:

Amanda has completed training and first set of requested assistance for TARP work. Application period opens on April 22 and ends on May 6. An informational open house is scheduled for May 2 5-7PM at the Buckeye Room.

Ditch Maintenance Update:

Inspections are starting and herbicide orders are being placed. Working on placing rip rap around culvert on Gordin Sheely Ditch. Removing Beaver Dams on Wildman Paulin's Andrew ditches. The gator and mower set-ups are done and ready to be tested out.

Urban Update:

Ken is overseeing several projects throughout the county

- Bellasara 5 Seeded on hold
- 811 Space Dr. Water Quality Basin approval. Meeting EPA NPDES conditions of permit.
- Popeyes Chicken (Wilmington Pk.) Sub-surface storage still needs maintenance
 - old bldg. removed and under construction
- Sugar Point site inspection and construction.
- Magnolia Meadows- construction
- Landings of Sugarcreek, Sect. 6, 7, and 8 and Addition 3 issues + punch out
 - CONTINUAL
- Old Town State Park-detention Pond not completed
- Central State (Shorter Dr.) housing construction
- Central State Housing *under review
- Central State Maintenance Facility *under review for Stormwater
- Germain Ford – pond problems continue, working with Engineering to find why there is not infiltration
- White Barn Trail (Sect. 2) construction / bond release.
- River Reserve- bond release, Sect. 4 and 2
- Nathaniel’s Grove, Sect. 11 construction
- Courtyards at Stonehill Village (Construction)
- Beaver Park Industrial Park
- Glenview Condo
- Road Widening of Fairgrounds Rd at St. Bridgid School
- Smith Rd- smell complaint
- Windermere retention pond maintenance investigation
- Various Drainage appointments.

Amanda asked for any further business or questions, and none were brought forward.

Education Update:

Tree Sale is nearly sold out. The Cover Crop Symposium is set for March 27th 6-8PM at the Wilmington College Academic Farm. Pond Clinic is set for May 1st 6-8PM at Lucas Bros Farm. This will coincide with a fish sale, pickup will be on May 15th. The Ag Tour will be held Saturday August 17th 8:30-2:30 meeting at GCCC and traveling to Finkes, Warrens, Schappachers, Beams. Commissioner's Tour will be held on Thursday August 15th from 2ish -7. This will tour around Greene Co., then end with dinner at Warren’s with Warren and Clinton County. The ArBeer Day with the Xenia Tree Committee will be held on Saturday April 27 at Devil Wind Brewery. Most of our Envirothon competitions will be held in the month of April including our local and the area competition.

Amanda asked for any further business or questions, and none were brought forward.

Administrator Update:

Tire Collection has resumed and dates are set for March, April, May. Working on the transfer of funds for Urban work and the grant from the BOCC. There has been slight progress on Grace’s federal credentials and email address. Cash basis has been submitted, getting ready for Form 11. Don Rehl Memorial Fund- Ohio Envirothon- \$300 last year

Motion made by Doug Anderson to donate \$300 to the Don Rehl Memorial Fund. Seconded by Mike Beam. Motion carried unanimously. Roll Call: Mike Beam- Yes, David Quallen- Yes, Doug Anderson- Yes Kim Synder- Yes

Greene Co Jr. Fair Awards Donation- \$50 last year

Motion made by Dave Quallen to donate \$50 to Greene Co JFB. Seconded by Doug Anderson. Motion carried unanimously. Roll Call: Mike Beam- Yes, David Quallen- Yes, Doug Anderson- Yes Kim Synder- Yes

There has been another increase in rent of storage unit, might look into getting rid of the unit pending space. Amanda asked for any further business or questions, and none were brought forward.

Agricultural Pollution Abatement Update:

None

Correspondence:

None

Old Business:

- A. Annual Plan of Work March 2024
- B. Committee Reports Urban Committee –
 - Education Committee –
 - Rural Management –
 - Program and Legislative Committee –

New Business:

A. Employee Leave Balances as of March 26, 2024

| Employee | Pay Out Liability | Annual (Hours) | Sick (Hours) | Comp (Hours) | Personal (Hours) | Per Hour |
|-----------------|-------------------|----------------|--------------|--------------|------------------|----------|
| Brandon Corry | \$7,332.23 | 238.30 | 871.20 | 10.25 | 10.0 | \$29.50 |
| Warren McCarren | \$401.65 | 10.85 | 16.22 | 3.00 | 112.0 | \$29.00 |
| Amanda McKay | \$18,094.09 | 353.45 | 573.63 | 20.56 | 6.0 | \$34.97 |
| Ken Middleton | \$28,067.88 | 526.61 | 1759.27 | 9.64 | 6.5 | \$32.78 |
| Grace Smith | \$2,481.79 | 46.50 | 119.72 | 49.88 | 16.0 | \$25.75 |
| | \$56,377.62 | | | | | |

- *Includes sick leave

Motion was made by Dave Quallen to accept the Employee Leave Status Report. Seconded by Doug Anderson. Motion carried unanimously. Roll Call: Mike Beam- Yes, Dave Quallen-Yes, Doug Anderson- Yes Kim Synder- Yes

- B. H2Ohio
 - Had a meeting with Chris Pancake- ODA to go over the rollout information
 - Statewide Roll out will begin April 15th
 - Greene County will have a 17,500 acre enrollment goal/ with a 1000 acre per contract cap
 - Need Board Approval on 2 action items

- Amanda to go North to help some Maumee Counties with their H2Ohio MyFarms data entry
 - This will help train us in the program before our roll out
 - District will receive a training stipend for travel and \$75 per contract that we help on
- Board to give Amanda and Brandon signatory approval for H2Ohio/MyFarms Contracts

Financial Reports/Bills to be Paid

| Fund | Balance Ending Feb 29, 2024 | # of Deposits | Total Dollar Amount of Deposits | # of Outstanding Bills | Total Dollar Amount For Outstanding Bills |
|---|------------------------------------|----------------------|--|-------------------------------|--|
| Special | \$744,735.57 | 0 | \$- | 0 | \$- |
| District | \$124,572.48 | 2 | \$2,574.07 | 1 | \$50.00 |
| District CD-Matures 8/7/23 (API Variable Rate 5.386%) | \$ 22,609.75 | 1 | \$305.93 | N/A | N/A |

- Security Checking Account Interest for Feb 2024 – \$74.07
- Security CD Interest, interest accrued as of 3/24 \$160.05
- February 2024 Special Fund Expenses including salaries and benefits \$67,377.90
- For additional detail see attached spread sheets on expenses paid and to be paid on District and Special Fund accounts.
 - District Fund: March Tire Collection: \$_____
 - District Fund: Area IV Envirothon: \$200- more than last year due to increasing expenses

Motion made by Dave Quallen to approve bills and seconded by Doug Anderson. Motion carried unanimously. Roll Call: Mike Beam- Yes, Dave Quallen- Yes, Doug Anderson- Yes Kim Synder- Yes

Upcoming Meetings & Events:

- 3/19 Test your Well
- 3/19-20 Tree Dipping
- 3/22 Tree Sale Pick Up
- 3/27 Cover Crop Symposium
- 3/28 Board Meeting/TAG

Adjourn:

Motion made by Doug Anderson to adjourn at 7:53 p.m. and seconded by Dave Quallen. Motion carried unanimously. Roll Call: Mike Beam- Yes, Dave Quallen- Yes, Doug Anderson- Yes Kim Synder- Yes

Mike Beam, Chair

Kim Snyder, Secretary

Amanda McKay, District Director

| GCSWCD District Account | | | | | | | | |
|--|------------------------|---------|-----------|------|-----------------------|-----------|------------|-------------------|
| For the Period January 1, 2024 through February 20, 2024 | | | | | | | | |
| Account ID | Account Description | Date | Reference | Jrnl | Trans Description | Debit Amt | Credit Amt | Balance |
| 111100 | District Checking | 1/1/24 | | | Beginning Balance | | | 128,186.18 |
| 111100 | District Checking | 1/25/24 | 4542 | CDJ | Ken Middleton | | 22.00 | |
| 111100 | District Checking | 1/31/24 | R011231 | GEN. | CK Int | 86.11 | | |
| | | | | | Ending Balance | | | 128,250.29 |
| 111100 | District Checking | 2/6/24 | 4544 | CDJ | | | 5,691.69 | |
| | | 2/20/24 | | | Ending Balance | | | 122,558.60 |
| 130000 | CD Security Natl. Bank | 1/1/24 | | | Beginning Balance | | | 22,303.82 |
| 130000 | CD Security Natl. Bank | 2/6/24 | | GEN. | CD Interest | 305.93 | | |
| | | 2/20/24 | | | Ending Balance | | | 22,609.75 |
| Reviewed by: | | | | | Date: | | | |
| Bradstreet & Associates | | | | | | | | |
| Fiscal Agent | | | | | | | | |
| District Director | | | | | | | | |

| 2024 Voucher Activity District Fund | | | | | | | |
|-------------------------------------|-------------------------------|--------------------------------------|-------------|----------|---------|-----------|------|
| Voucher No. | Vendor | For | Amount | Check No | Code LE | Date Paid | |
| | | Paid per Board Approval | | | | | |
| 24-1 | Ken Middleton | Parking Reimbursement | \$ 22.00 | 4542 | 540701 | 1/25/24 | Paid |
| | | VOID | | 4543 | | | |
| 24-2 | Warren County Nursery | Tree Sale Stock and Arbor Day Trees | \$ 5,691.69 | 4544 | 540905 | 2/6/24 | Paid |
| | | To be Paid per Board Approval | | | | | |
| | | | | | | | |
| | | | | | | | |
| | District CD held by Park Bank | Matures Aug 7, 2024 5.3810% | \$22,609.75 | | | | |
| | | | | | | | |
| | Reviewed by: | | | Date: | | | |
| | Bradstreet & Associates | | | | | | |
| | | | | | | | |
| | Fiscal Agent | | | | | | |
| | | | | | | | |
| | District Director | | | | | | |

| GCSWCD Special Fund | | | | | | | | |
|---|-------------------------|----------------|-----------|------|-------------------------------|------------|------------|-------------------|
| For the Period January 1, 2024 through January 31, 2024 | | | | | | | | |
| Account ID | Account Description | Date | Reference | Jrnl | Trans Description | Debit Amt | Credit Amt | Balance |
| 110000 | Special Fund Balance | 1/1/24 | | | Beginning Balance | | | 547,871.81 |
| 110000 | Special Fund Balance | 1/5/24 | 1039921 | CDJ | Verizon Wireless LE155 | | 228.75 | |
| 110000 | Special Fund Balance | 1/8/24 | | GENJ | State of Ohio Matching Funds | 66,531.00 | | |
| 110000 | Special Fund Balance | 1/9/24 | | CDJ | Life Insurance LE 1513 | | 39.50 | |
| 110000 | Special Fund Balance | 1/9/24 | 1040358 | CDJ | | | 1,580.00 | |
| 110000 | Special Fund Balance | 1/9/24 | 1040356 | CDJ | Bradstreet & Associates | | 360.00 | |
| 110000 | Special Fund Balance | 1/9/24 | 1040357 | CDJ | Dean's Storage LLC | | 392.00 | |
| 110000 | Special Fund Balance | 1/12/24 | | GENJ | Local Match | 250,000.00 | | |
| 110000 | Special Fund Balance | 1/12/24 | 1040726 | CDJ | | | 15.00 | |
| 110000 | Special Fund Balance | 1/16/24 | 201801797 | CDJ | Gr. Co. Services L 152 | | 181.01 | |
| 110000 | Special Fund Balance | 1/22/24 | | CDJ | Public Emp. Retirement System | | 5,425.29 | |
| 110000 | Special Fund Balance | 1/26/24 | | CDJ | Salaries LE 151 | | 25,275.20 | |
| 110000 | Special Fund Balance | 1/26/24 | | CDJ | Health Insurance LE 1513 | | 3,384.00 | |
| 110000 | Special Fund Balance | 1/26/24 | | CDJ | Medicare Matching LE 1513 | | 353.32 | |
| 110000 | Special Fund Balance | 1/26/24 | | CDJ | Dental Ins | | 35.88 | |
| 110000 | Special Fund Balance | 1/29/24 | | CDJ | Workers Compensation LE1512 | | 241.15 | |
| 110000 | Special Fund Balance | 1/31/24 | 1041831 | CDJ | Verizon Wireless LE155 | | 229.55 | |
| 110000 | Special Fund Balance | | | | Current Period Change | 316,531.00 | 37,740.65 | 278,790.35 |
| | | 1/31/24 | | | Ending Balance | | | 826,662.16 |
| | Reviewed by: | | | | | | Date: | |
| | Bradstreet & Associates | | | | | | | |
| | Fiscal Agent | | | | | | | |
| | District Director | | | | | | | |

| 2024 Voucher Activity Special Fund | | | | | | | | | | |
|------------------------------------|----------------|--------------|-------------------------|----------|--|-------------|-----------|---------|-------------|--------|
| VIP | requisition No | Created Date | Vendor | Vendor # | For | Amount | Code | Date | Amount paid | Status |
| | | | | | | | 015-0014- | Paid | | |
| | | | | | Paid per Board Approval (January) | | | | | |
| | 24-000060 | 1/5/24 | Verizon Wireless | 01297 | Cell Phone Services | \$ 230.00 | 5389.00 | 1/5/24 | \$ 228.75 | Paid |
| | 24-000067 | 1/5/24 | Bradstreet & Assoc | 850350 | Bradstreet & Associates | \$ 500.00 | 5305.00 | 1/9/24 | \$ 360.00 | Paid |
| | 24-000067 | 1/5/24 | Deans Storage | 3238 | Storage Unit Rental (Feb, March, April, May) | \$ 400.00 | 5328.00 | 1/9/24 | \$ 392.00 | Paid |
| | 24-000067 | 1/5/24 | Streamline Software Inc | 4523 | Website migration and 1st year of service plan | \$ 1,600.00 | 5305.00 | 1/9/24 | \$ 1,580.00 | Paid |
| | 24-000067 | 1/5/24 | Greene Co. Services | 04983 | Fuel & Vehicle Services | \$ 500.00 | 5203.00 | 1/12/24 | \$ 181.01 | Paid |
| | 24-000117 | 1/12/24 | Warren SWCD | 3050 | Area IV DA Meeting | \$ 15.00 | 5407.00 | 1/12/24 | \$ 15.00 | Paid |
| | 24-000192 | 1/30/24 | Verizon Wireless | 01297 | Cell Phone Services | \$ 300.00 | 5389.00 | 1/30/24 | \$ 229.55 | Paid |
| | | | | | Paid per Board Approval (February) | | | | | |
| | 24-000192 | 1/30/24 | Bradstreet & Assoc | 850350 | Accounting Services | \$ 500.00 | 5305.00 | 2/7/24 | \$ 360.00 | Paid |
| | 24-000192 | 1/30/24 | Greene Co. Services | 04983 | Fuel & Vehicle Services | \$ 500.00 | 5203.00 | 2/8/24 | \$ 124.63 | Paid |
| | 24-000117 | 1/12/24 | US Bank Corp | 116141 | Office Supplies | \$ 360.00 | 5203.00 | 2/20/24 | \$ 353.67 | Paid |
| | 24-000170 | 1/25/24 | US Bank Corp | 116141 | Swearing in Board Meeting Expenses | \$ 100.00 | 5203.00 | 2/20/24 | \$ 39.23 | Paid |
| | 24-000170 | 1/25/24 | US Bank Corp | 116141 | OFSWCD Expenses | \$ 400.00 | 5407.00 | 2/20/24 | \$ 257.19 | Paid |
| | 24-000225 | 2/7/24 | US Bank Corp | 116141 | NACD Expenses | \$ 7,500.00 | 5407.00 | 2/20/24 | \$ 351.31 | Paid |
| | | | | | To Be Paid per Board Approval | | | | | |
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| | | | | | Reviewed by: | | | | Date: | |
| | | | | | Bradstreet & Associates | | | | | |
| | | | | | | | | | | |
| | | | | | Fiscal Agent | | | | | |
| | | | | | | | | | | |
| | | | | | District Director | | | | | |