

**FAIRFIELD SOIL & WATER CONSERVATION DISTRICT
SPECIAL SUPERVISORS MEETING**

Date: April 14, 2016

Location: Liebs Island ODNR Park office at Buckeye Lake, Ohio

Board of Supervisors in Attendance: Mark Boving, Don Rector, Matt Reese, Tim White
Mike Wolfe could not attend.

District Staff: Amy Boyer, Nikki Drake, Jonathan Ferbrache, Chad Lucht, Tommy Springer

NRCS: Dave Libben

Meeting called to order by Chair Mark Boving at 3:35 p.m. immediately after Buckeye Lake dam construction tour with Senator Troy Balderson and others.

The minutes from the March 10, 2016, Board meeting were reviewed. *Matt made a motion to approve the minutes. Tim seconded. A vote was taken: all in favor.* Motion carried.

The financial report was reviewed. *Tim made a motion to approve the financial report. Don seconded. A vote was taken: all in favor.* Motion carried.

RECEIPTS

3 plat books sold	\$ 60.00	Dist. Fund
403 wildlife packets sold	3,794.50	“ “
200 flags sold	20.00	“ “
United Landmark – 2016 affiliate membership	50.00	“ “
Amy Boyer – reimb. cost to put logo on shirt	12.50	“ “
Chris Holt – reimb. cost to put logo on shirt	12.50	“ “
Jonathan Ferbrache – reimb. cost to put logo on shirt	12.50	“ “
Franklin SWCD – reimb. costs to print 170 booklets for 2016 EXPO	85.00	“ “
Lester Sharp – no-till drill deposit & rental (18.4 acres)	270.18	“ “
MI Homes of Central Ohio – sediment & erosion control fees for Heron Crossing	7,800.00	“ “
Star Ohio – interest (Feb.)	<u>48.61</u>	“ “
Total Receipts District Fund	\$12,165.79	
ODA, Soil & Water Conservation – March State Match payment	14,174.00	Spec. Fund
ODA – annual AEPP property inspections	<u>1,400.00</u>	“ “
Total Receipts Special Fund	\$15,574.00	

BILLS

Promotions by Design – Ck#5034 – District shirts for D. Rector, M. Reese & 3 staff	102.50	Dist. Fund
Nextel Communications – Ck#5035 - monthly cell bill (\$84.24 TSP; \$64.25 Phase 2 funds)	148.49	“ “
Violet Festival – Ck#5036 – exhibitor fee (Phase 2 funds)	150.00	“ “
Lancaster Eagle-Gazette – Ck#5037 – monthly newspaper subscription (April)	20.00	“ “
Vinton Co. National Bank – Ck#5038 – Visa bill (Windows 8.1 Pro software for Chad’s laptop) DCF Urban funds	37.99	“ “
USPS – Ck#5039 – stamps (100-\$.49; 80-\$.35; 60-\$.22)	<u>90.20</u>	“ “
Total Expenses District Fund	\$549.18	
Salaries (3/4 & 3/18)	L-1 23,484.81	Spec.Fund
Health Insurance	L-13 4,801.32	“ “
Life Insurance	L-13 36.00	“ “
Medicare	L-12a 328.24	“ “
PERS	L-11 <u>3,287.86</u>	“ “
Total Salaries & Benefits	\$31,938.23	
Lancaster Fairfield Co. Chamber of Commerce – PO#3255 – J. Ferbrache registration to 2/24/2016 State of the City	L-9 15.00	“ “
North End Press – PO#3257 – February newsletter	L-10 1,350.35	“ “

NetCare Information Tech. LTD – PO#3362 – help with loading new software & troubleshooting computer server	L-5	210.15	“	“
Chad Lucht – PO#3363 – parking fees at 2/22-2/23 OFSWCD Partnership meeting in Columbus, OH	L-9	27.00	“	“
Media Network of Central OH – PO#3396 – legal notice for cash basis report	L-10	58.40	“	“
Vinton Co. National Bank – PO#3538 – Visa bill (supplies at Office Max & sandbox/Jenga supplies at Lowes)	L-2	175.82	“	“
Vinton Co. National Bank – PO#3539 – Visa bill (T. White, C. Lucht, T. Springer, J. Ferbrache reg. to OFSWCD Partnership mtg. 2/22-2/23; J. Ferbrache & C. Lucht reg. to 2016 Ohio Storm Water Mgmt. & Drainage Conference on 3/15-3/16)	L-9	803.00	“	“
Western Reserve Group – PO#3630 – equipment & vehicle insurance	L-5	<u>566.56</u>	“	“
Total Expenses Special Fund (Purchase Orders)		\$3,206.28		

PURCHASE ORDERS

Speedway SuperAmerica – Blanket PO#1824 3/15 Monthly fuel bill	L-2		\$57.99	<i>Current Balance \$604.50</i>
BP America – Blanket PO#1799 3/7 Monthly fuel bill	L-2		\$85.18	<i>Current Balance \$584.70</i>
AT&T – Blanket PO#1793 3/11 Monthly phone bill	L-5		\$47.83	<i>Current Balance \$354.01</i>
Time Warner Cable – Blanket PO#1820 3/15 Monthly business class service	L-5		\$119.99	<i>Current Balance \$359.97</i>

DISTRICT FUND BALANCES AS OF 3/31/16:

\$273,107.42	Total balance in District Account	
	\$152,993.36 - Balance in Star Ohio	
	\$120,114.06 - Balance in District Checking Account	
\$185,281.61	Amount to be used only for the following programs/grants/etc.:	
	\$51,296.83 - Sediment & Erosion Control Inspection Fees – RPC projects (Any unused amount is returned)	
	\$4,283.75 - Phase II Funds (County Commissioners)	
	\$572.90 – Amount that can be used for a project utilizing the following funds:	
	\$256.44 – Conservation Funds (Rager Fertilizer fine)	
	\$124.65 – Mall Wetland Sign Funds	
	\$191.81 – Land Lab Funds (Quail Unlimited donation)	
	\$2,255.84 – Clear Creek Funds	
	\$705.90 – Healthy Soils Mini-Grant (ODNR)	
	\$51,507.64 - Current Staff Liabilities (comp & vacation leave)	
	\$74,658.75 - Contingent Staff Liabilities (Unemployment–25% of prior year’s salaries)	
\$87,825.81	Total undedicated funds	

PETTY CASH

Beginning Balance \$33.79
Ending Balance \$15.15

RECEIPTS

None

BILLS

8 newsletters returned at \$1.21 each	\$ 9.68
1 newsletter returned	1.21
2 newsletters returned at \$1.21	2.42
1 newsletter returned	1.21
1 newsletter returned	1.21
2 newsletters returned at \$1.21	2.42
1 newsletter returned	.49
	\$18.64

SPECIAL FUND BALANCES AS OF 3/31/16:

Balance in Budgeted Appropriation Account - \$462,287.49

Balance in Special Account – \$200,350.68 (Actual Cash)

2016 STATE MATCH

Amount allocated - \$197,454.00

Outstanding balance (to be received in 2015/2016) - \$42,524.00

Received to date - \$154,930.00

Special Fund Account Balances

L-1 Salaries \$270,463.95	L-10 Advertising \$3,591.25
L-2 Supplies \$8,843.78	L-11 PERS \$38,264.97
L-3 Equipment \$11,402.26	L-12 Worker’s Comp. \$3,700.00
L-4 Repair & Maintenance \$1,062.39	L-12a Unemployment \$10.00
L-5 Contract Services \$7,865.19	L-12a Medicare \$4,047.68
L-6 Rentals/Lease \$13,120.00	L-13 Health Insurance \$89,134.20
L-7 Specialized Services \$3,800.00	L-13 Health Insurance EAP \$0
L-8 Scholarship \$0	L-13 Life Insurance \$346.80
L-9 Travel Reimbursement \$6,635.02	

Vacation, Sick & Comp Leave Balances (as of 3/18/16)

	<u>Sick Leave</u>	<u>Vacation Leave</u>	<u>Comp Leave</u>
Amy Boyer	881.58	429.53	4.75
Nikki Drake	874.30	383.65	4.75
Jonathan Ferbrache	175.80	224.30	4.63
Christina Holt	619.48	442.28	15.50
Chad Lucht	2,194.11	364.10	17
Tommy Springer	597.94	101.55	5

“Dedicated Conservation Fund”

Vinton County National Bank

RECEIPTS

Vinton Co. National Bank – checking account interest (February)

\$ 23.91

BILLS

None

DEDICATED CONSERVATION FUND BALANCE AS OF 3/31/16:

\$192,668.42 Total Cash Balance
\$617.68 - Interest Earned
\$15,380.37 – GPS/GIS Service Funds from Fairfield County Utilities (Water Valve)
\$8,000.00 – GPS/GIS Service Funds from Violet Township (Curb Inlets,
Structures, Storm Piping Size)
\$14,390.02 – Pesticide Application
\$42,116.73 – Engineering Program Funds
\$112,163.62 - Urban Program Funds

There were no public comments.

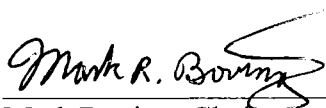
Tim is on the nominating committee. He will need to get two total candidates soon and find out if Mike is planning to re-run for the Board. Dave mentioned that the field office review went fine. Amy and Nikki went out to sites with the group. Board diversity was mentioned; he suggested we keep that in mind. Kris Thrush and Bruce Miller said they would be interested in running. We will get Tim their phone numbers.

Dave gave the NRCS report. He has been ranking EQIP over the last few weeks. The first round has been pre-approved: 5 forestry, 1 high tunnel, and 1 wascob/cover crop. It is up to the producer to commit. There were around 25 applicants in Fairfield County. Now we are waiting to see if funds are accounted for, then we may get more in. CSP will be next; there are 12 renewals (every 5 years) plus 8-10 new applicants. Dave is waiting on potential hires for the soil conservationist position to interview.

The CoRSA proposal versus our current insurance coverage with Western Reserve Group spreadsheet was reviewed. CoRSA is offering much more coverage at a cheaper rate. *Tim made a motion to change insurance to CoRSA effective May 1, 2016. Matt seconded. A vote was taken: all in favor.* Motion carried.

Jonathan mentioned the news that the state will be selling prison farms. Farmland Preservation gives points near them. He recommends providing a letter to the prison director about using conservation easements and protecting the vested interest in the land at Southeastern Correctional's 500+ acres. There are multiple other protected properties within the area.

Tim made a motion to adjourn the Board meeting at 3:53 p.m. Matt seconded. A vote was taken: all in favor. Motion carried.

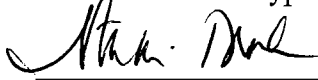


Mark Boving, Chair



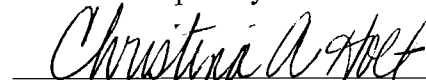
Don Rector, Secretary

Minutes taken & typed by:



Nikki Drake, Engineering Technician

Financial Report by:



Christina Holt, Administrative Assistant