

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

Date: June 9, 2016

Location: 831 College Avenue, Suite B, Lancaster, Ohio

Board of Supervisors in attendance: Mark Boving, Don Rector, Matt Reese, Tim White
(Mike Wolfe was unable to attend)

District Staff: Amy Boyer, Nikki Drake, Jonathan Ferbrache, Chris Holt, Chad Lucht

NRCS: Dave Libben

Meeting called to order at 5:01 p.m. by Mark Boving.

The minutes from the May 12, 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. Matt seconded. A vote was taken: all in favor.* Motion carried.

RECEIPTS

1 plat book sold	\$ 20.00	Dist. Fund
900 flags sold	90.00	“ “
Mark Mechling – deposit for no-till drill rental	50.00	“ “
Amy Boyer – reimb. lunch cost at 5/5 admin. Meeting at ODA	7.00	“ “
Christina Holt – reimb. lunch cost at 5/5 admin. Meeting at ODA	7.00	“ “
Tammy Miller – deposit for no-till drill rental	50.00	“ “
Jim Krile – drill rental (8.5 acres)	102.00	“ “
Mark Mechling – drill rental (6.7 acres)	80.40	“ “
Craig Goodman – deposit for no-till drill rental	50.00	“ “
Fairfield SWCD “DCF” – quarterly transfer of bills paid (1/1-3/31/16)	318.36	“ “
Tammy Miller – drill rental (5.9 acres)	70.80	“ “
Star Ohio – interest (April)	<u>60.34</u>	“ “
Total Receipts District Fund	\$905.90	
ODNR/Division of Wildlife - Wildlife Specialist Grant funds	13,700.00	Spec. Fund
Fairfield County Auditor – CAUV assistance & consulting (3/23-4/25/16)	2,400.00	“ “
Liberty Township Trustees – MS4 storm water management program services	2,000.00	“ “
City of Pickerington – MS4 storm water management program services	5,000.00	“ “
ODA – May state match payment	<u>14,174.00</u>	“ “
Total Receipts Special Fund	\$37,274.00	

BILLS

Wildlife’s Choice – Ck#5047 – bird boxes to use as giveaways at events	254.48	Dist. Fund
Lancaster Eagle-Gazette – Ck#5048 – monthly newspaper subscription (June)	22.30	“ “
Nextel Communications – Ck#5049 - monthly cell bill (\$84.22 TSP; \$64.23 Phase 2 funds)	148.45	“ “
Fairfield SWCD “DCF” – Ck#5050 – quarterly transfer of receipts (1/1-3/31/16)	19,538.30	“ “
Vinton Co. National Bank – Ck#5051 – Visa bill (5 th grade trees – supplies to wrap)	33.91	“ “
S. Nikki Drake – Ck#5052 – reimb. for purchasing door mat to use as a door prize at 9/8 annual meeting/banquet	<u>17.98</u>	“ “
Total Expenses District Fund	\$20,015.42	

Salaries (5/13 & 5/27)	L-1 23,484.82	Spec. Fund
Health Insurance	L-13 9,602.64	“ “
Life Insurance	L-13 36.00	“ “
Medicare	L-12a 315.96	“ “
Workers Comp.	L-12 2,178.55	“ “

PERS	L-11	<u>3,287.86</u>	“	“
Total Salaries & Benefits		\$38,905.83		
Christina Holt – PO#4740 – replenish petty cash	L-2	19.85	“	“
BW Tire of Pickerington – PO#4756 – urban GMC Sierra oil change & coil repairs to Ford F-150	L-3	885.19	“	“
Speedway SuperAmerica – added to blanket PO#1824	L-2	600.00	“	“
Vinton Co. National Bank – PO#4853 – Visa bill (C. Lucht & J. Ferbrache reg. to 4/19 Road Drainage 101 training)	L-9	60.00	“	“
DLT Solutions – PO#4854 – 2 Autodesk AutoCAD renewals (1 year)	L-3	2,492.28	“	“
CoRSA – PO#4857 – 1 year vehicle, equipment, professional liability insurance	L-5	<u>5,893.00</u>	“	“
Total Expenses Special Fund (Purchase Orders)		\$9,950.32		

PURCHASE ORDERS

Speedway SuperAmerica – Blanket PO#1824 5/16 Monthly fuel bill	L-2	\$414.20		<i>Current Balance \$542.37</i>
BP America – Blanket PO#1799 5/9 Monthly fuel bill	L-2	\$52.19		<i>Current Balance \$460.74</i>
AT&T – Blanket PO#1793 5/9 Monthly phone bill	L-5	\$47.81		<i>Current Balance \$258.39</i>
Time Warner Cable – Blanket PO#1820 5/16 Monthly business class service	L-5	\$119.99		<i>Current Balance \$119.99</i>

DISTRICT FUND BALANCES AS OF 5/31/16:

\$267,320.84	Total balance in District Account	\$153,111.76 - Balance in Star Ohio
		\$114,209.08 - Balance in District Checking Account
\$171,878.50	Amount to be used only for the following programs/grants/etc.:	\$36,558.53 - Sediment & Erosion Control Inspection Fees – RPC projects (Any unused amount is returned)
		\$4,155.29 - 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)
		\$52,971.29 - Current Staff Liabilities (comp & vacation leave)
		\$74,658.75 - Contingent Staff Liabilities (Unemployment–25% of prior year’s salaries)
\$95,442.34	Total undedicated funds	

PETTY CASH

Beginning Balance \$15.15
Ending Balance \$35.00

RECEIPTS

Check from Supplies \$19.85

BILLS

None

SPECIAL FUND BALANCES AS OF 5/31/16:

Balance in Budgeted Appropriation Account - \$362,453.52

Balance in Special Account – \$314,327.21 (Actual Cash)

2016 STATE MATCH

Amount allocated - \$197,454.00

Outstanding balance (to be received in 2015/2016) - \$14,176.00

Received to date - \$183,278.00

Special Fund Account Balances

L-1 Salaries \$211,751.91	L-10 Advertising \$3,591.25
L-2 Supplies \$7,864.43	L-11 PERS \$30,045.31
L-3 Equipment \$8,024.79	L-12 Worker’s Comp. \$1,521.45
L-4 Repair & Maintenance \$812.95	L-12a Unemployment \$10.00
L-5 Contract Services \$1,972.19	L-12a Medicare \$3,245.50
L-6 Rentals/Lease \$13,120.00	L-13 Health Insurance \$69,928.92
L-7 Specialized Services \$3,800.00	L-13 Health Insurance EAP \$0
L-8 Scholarship \$0	L-13 Life Insurance \$274.80
L-9 Travel Reimbursement \$6,490.02	

Vacation, Sick & Comp Leave Balances (as of 5/27/16)

	<u>Sick Leave</u>	<u>Vacation Leave</u>	<u>Comp Leave</u>
Amy Boyer	897.33	447.03	3.5
Nikki Drake	893.30	402.4	1.63
Jonathan Ferbrache	172.30	244.3	10.13
Christina Holt	620.48	462.03	13
Chad Lucht	2,217.11	361.60	.75
Tommy Springer	620.94	92.55	19.5

“Dedicated Conservation Fund”

Vinton County National Bank

RECEIPTS

Vinton Co. National Bank – checking account interest (April)	\$ 22.96
FSWCD Chase Bank – quarterly transfer of receipts (1/1-3/31/16)	19,538.30

BILLS

Fairfield SWCD Chase Bank – reimb. bills paid (1/1-3/31/16)	318.36
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DEDICATED CONSERVATION FUND BALANCE AS OF 5/31/16:

\$211,935.87	Total Cash Balance
\$665.19	- 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
\$42,164.01	- Engineering Program Funds
\$131,336.28	- Urban Program Funds

There were no public comments.

Tim is on the nominating committee. He has made several calls to Kris Thrush. Bruce Miller declined for personal reasons. We will get Tim more phone numbers. Alley Park has not returned a signed contract, but the check has been cashed. Don joined the meeting at 5:03 p.m.

Dave gave the NRCS report. Amy, Nikki and Dave completed the second ONE (orientation for new employees) Tour with participants from all over the country. The CSP ranking deadline was last week. There were a dozen renewals all of which are in and 10 new applications with 3-5 to get into the program. New NRCS employee Brice Shaw, (Joe Koehler's old position) Soil Conservationist replacement, starts Monday. He is an OSU grad from Logan. The local workgroup meeting to discuss issues/concerns will be held June 29 at 6 p.m. at the Wolfinger farm to tour their solar pump and composter.

The level 2 budget is due June 22. We are requesting a slight increase in the county appropriation – 2% increase in salaries and 8% insurance increase, although insurance may differ if the county changes carriers. The education specialist position was removed. *Don made a motion to approve the level 2 budget. Tim seconded. A vote was taken: all in favor. Motion carried.*

Amy reviewed the rough draft business plan. After speaking to Travis Markwood from the chamber, we are adding a few more pages. There is no due date, but Amy would like to have it completed by the budget hearing in November.

The pollution complaint at 839 Rock Mill Road involving a horse manure pile in close proximity to a stream was discussed. Four letters have been mailed with multiple deadlines over the last year. *Don made a motion to forward the complaint to ODA for Chiefs Orders. Tim seconded. A vote was taken: all in favor. Motion carried.*

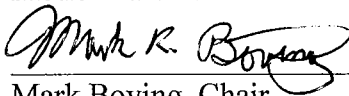
We are running low on pencils. They are handed out at various educational presentations and events. *Tim made a motion to approve the purchase of 5,000 pencils for \$1,286.78 (estimate) to replenish the supply. Matt seconded. A vote was taken: all in favor. Motion carried.*

Jonathan mentioned that SE Correctional called inquiring about farm rental rates. He contacted other agencies who rent ground. Farm Service Agency gave him program rates based on soils.

The Howard Nickerson family withdrew part of their Farmland Preservation application due to a death and health issues. That money will go back to statewide funds. Three applicants got in including Kircher with 50 acres in Amanda Twp., Reinheld with Greenfield Twp. acreage, and Beyer farm in Richland Twp.

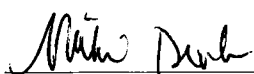
Amy discussed Summer Supervisor School. Matt wants to go to the Monday meetings, and the Board would like to attend the Fairfield County tour on Tuesday.

Tim made a motion to adjourn the Board meeting at 6:01 p.m. Matt seconded. A vote was taken: all in favor. Motion carried.

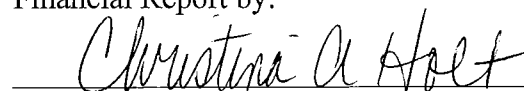

Mark Boving, Chair


Don Rector, Secretary

Minutes taken & typed by:


Nikki Drake, Engineering Technician

Financial Report by:


Christina Holt, Administrative Assistant