



GREENE SOIL AND WATER CONSERVATION DISTRICT

BOARD OF SUPERVISORS MEETING AGENDA THURSDAY, August 24, 2017 – 6:30 P.M. 1363 BURNETT DR – XENIA, OHIO 45385

Call to Order: _____ **Doug Bailey, Chair**

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

Staff Present:

___ Layne Garringer, NRCS District Conservationist	___ Ken Middleton, Urban Specialist
___ Lee Eltzroth, Education Specialist	___ Brandon Corry, Ditch Maintenance
___ Amanda McKay, District Administrator	___ Warren McCarren, Rural Technician

Guests: _____

I. Approval of Minutes of July 27, 2017 Greene SWCD Board Meeting (action)

Motion: _____ 2nd _____

Approval of Minutes of August 15, 2017 Greene SWCD Annual 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 of time 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

- Obligating EQIP contracts- Ohio received additional money
- Terry Cosby field office visit re-scheduled- Sonny Perdue
- Intern Orientation
- Warren Co. Annual Meeting 8/23/17
- Jacoby Creek RCPP meetings 8/10 and 8/22
- Fencing workshop Preble 8/30
- Mentor/Protégé meeting 8/8-8/9
- End of year activities
-

Ag Update

- Ponds

- Spraklen/DeWine group
- CRP WW
- Mangan open ditch
-

Ditch Maintenance Update

- Blow hole repairs on Chitty tile
- Bottom spraying
- Assessments and budget for 2018
-

Agricultural Pollution Abatement Update

- None

Urban Update

- Typical erosion control issues in the sub-divisions
- Landings of Sugarcreek, section 3 drainage issues
 - We have been advised to document any conversations by the Co. Engineer. The developer has an attorney on retainer and the Co. Prosecutor has been advised of the situation
- Various commercial plans for review, lot reviews, and misc. drainage appointments
-

Education Update

- 7/30-8/5 Greene Co. Fair
- 7/31 Meeting with Central State, Jon Henry, Cadence Lowell, Shelby, Clark- Local Envirothon
- 8/2-8/3 Agriculture in Covers A Lot Workshop
- 8/7 Restocked on rain barrels
- 8/10 Greene County Farm Bureau Annual Meeting
- 8/16 Ohio Envirothon Steering Committee
- 8/29 FSR Clean Up Day
- 8/30 FSR Annual Training
- 9/16 Greene County Soils Judging- need confirmed location- Glenn?
- 9/28 TYW
-

Administrator Update

- AR Sandbox
- Open Meetings for Elected Officials
- Staff Performance Reviews
- State Match
- Records Retention
-
-

IV. Correspondence

- Thank you- FARM Forum
- Thank you- Grace Smith- 4H
- Thank you- Tori Miller- 4H

V. Old Business

- A. Annual Plan of Work August 2017

- B. Committee Reports Urban Committee – David Quallen
 Education Committee – Doug Anderson
 Rural Management – Doug Bailey
 Program and Legislative Committee – Kim Snyder

C. Annual Meeting/Election Wrap Up

D. Cover Crop Field Day Wrap Up

E. Letter of Support/Contribution for RCPP- Jacoby Branch Partnership

VI. New Business

A. Employee Leave Balances as of August 18, 2017

Employee	No Sick Leave Annual/Comp. dollars only	Annual (Hours)	Sick (Hours)	Comp (Hours)	Wellness (Hours)	Per Hour
Brandon Corry	\$4,125.82	141.50	263.69	79.25	0.0	\$18.690
Lee Eltzroth	\$2,825.92	103.90	286.36	43.13	0.0	\$19.220
Warren McCarren	\$2,566.76	79.24	978.42	17.40	0.0	\$26.560
Amanda McKay	\$2,882.87	84.30	129.32	46.68	0.0	\$22.010
Ken Middleton	\$5,423.95	185.26	1345.01	36.76	0.0	\$24.430
	\$17,825.31	594.20	3002.80	223.22	0.00	

Motion: _____ 2nd _____

B. Ohio Treasurers Office- Ohio Online Checkbook

Motion: _____ 2nd _____

C. Farm Science Review (September 19, 20, 21)

D. Budget Discussion

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

Fund	Balance Ending July 31, 2017	# of Outstanding Bills	Total Dollar Amount For Outstanding Bills
Special	\$279,429.59	9	\$3,970.11
District	\$ 52,388.42	3	\$448.10
District CD- Matures 2/7/18 (API 0.35%)	\$ 19,000.00	N/A	N/A

- Security Checking Account Interest for July 2017 – \$.45
- Security CD Interest for July 2017- none
- July 2017 Special Fund Expenses including salaries and benefits \$28,836.42
- 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

- 8/29 FSR Clean Up Day
- 8/30 Fence Workshop
- 8/31 Records Clean Up
- 9/19-21 FSR
- 9/27 Open Meetings Workshop for Elected Officials

IX. Adjourn:

Motion: _____ 2nd _____ Time: _____

Special Fund 0015-0014								
For the Period from July 1, 2017 to July 31, 2017								
Account ID	Account Description	Date	Reference	Jrnl	Trans Description	Debit Amt	Credit Amt	Balance
110000	Special Fund Balance	7/1/17			Beginning Balance			308,266.01
110000	Special Fund Balance	7/7/17		CDJ	Salaries LE 151		8,872.49	
110000	Special Fund Balance	7/17/17	863914	CDJ	Public Emp. Retirement System		2,484.32	
110000	Special Fund Balance	7/17/17	863084	CDJ	Life Insurance LE 1513		19.25	
110000	Special Fund Balance	7/21/17		CDJ	Salaries LE 151		8,872.47	
110000	Special Fund Balance	7/21/17	864238	CDJ	Health Insurance LE 1513		6,038.45	
110000	Special Fund Balance	7/21/17		CDJ	Medicare Matching LE 1513		233.96	
110000	Special Fund Balance	7/27/17	864608	CDJ	Verizon Wireless LE155		57.28	
110000	Special Fund Balance	7/28/17	864747	CDJ	Gr. Co. Services L 152		433.86	
110000	Special Fund Balance	7/28/17	864750	CDJ	USBank Corporate Payment Syste		136.32	
110000	Special Fund Balance	7/28/17	864751	CDJ	US Postal Service LE152		174.93	
110000	Special Fund Balance	7/28/17	864745	CDJ	Bradstreet & Associates		396.00	
110000	Special Fund Balance	7/28/17	864746	CDJ	Civitas Media LLC		130.45	
110000	Special Fund Balance	7/28/17	864749	CDJ	Printing Center LE1510		450.59	
110000	Special Fund Balance	7/28/17	864749	CDJ	Printing Center LE1510		300.22	
110000	Special Fund Balance	7/31/17		CDJ	Workers Compensation LE1512		235.83	
110000	Special Fund Balance				Current Period Change		28,836.42	-28,836.42
		7/31/17			Ending Balance			279,429.59
Reviewed by:		Date:						
Bradstreet & Associates								
Fiscal Agent								
District Administrator								

2017 Voucher Activity Special Fund												
VIP	requisition No	Created Date	Vendor	Vendor #	For	Amount	Code	Date	Amount	Status		
							015-0014-	Paid	paid			
Encumbered												
	17-0050924	6/23/17	Wright Way Store	126522	Storage Unit Rental (Oct, Nov, Dec, Jan 2018)	\$ 310.00	5328.00			Encumbered		
Paid per Board Approval												
	17-0051740	7/12/17	Postmaster of Dayton	13101	Summer Newsletter Postage	\$ 200.00	5305.00	7/12/17	\$ 174.93	Paid		
	17-0050925	6/23/17	Bradstreet & Assoc	850350	Accounting Services	\$ 500.00	5305.00	7/27/17	\$ 396.00	Paid		
	17-0050926	6/23/17	Greene Co. Services	04983	Fuel & Vehicle Services	\$ 500.00	5203.00	7/27/17	\$ 433.86	Paid		
	17-0051146	6/27/17	Verizon Wireless	01297	Hot Spot Services	\$ 60.00	5389.00	7/27/17	\$ 57.28	Paid		
	17-0051148	6/27/17	The Printing Center	08922	Annual Meeting Postcard Printing	\$ 400.00	5408.00	7/27/17	\$ 300.22	Paid		
	17-0051741	7/12/17	The Printing Center	08922	Summer Newsletter Printing	\$ 700.00	5408.00	7/27/17	\$ 450.59	Paid		
	17-0052449	7/26/17	Civitas Media	050313	Legal Notice Election	\$ 250.00	5305.00	7/27/17	\$ 130.45	Paid		
	17-0052448	7/26/17	US Bank Corp	116141	Ditch Supplies	\$ 300.00	5203.00	7/27/17	\$ 136.32	Paid		
To Be Paid per Board Approval												
	17-0050178	6/8/17	US Bank Corp	116141	Summer Supervisors' school expenses	\$ 1,300.00	5407.00	8/24/17	\$ 307.20	To be Paid	\$ 750.00	6/22/2017
	17-0052115	7/20/17	US Bank Corp	116141	Fair Expenses	\$ 200.00	5305.00	8/24/17	\$ 98.19	To be Paid		
	17-0052447	7/26/17	US Bank Corp	116141	Cover Crop and Annual Meeting Supplies	\$ 300.00	5203.00	8/24/17	\$ 23.96	To be Paid		
	17-0052547	7/28/17	Bradstreet & Assoc	850350	Accounting Services	\$ 500.00	5305.00	8/24/17	\$ 301.00	To be Paid		
	17-0052548	7/28/17	Greene Co. Services	04983	Fuel & Vehicle Services	\$ 500.00	5203.00	8/24/17	\$ 301.53	To be Paid		
	17-0052549	7/28/17	Verizon Wireless	01297	Hot Spot Services	\$ 70.00	5389.00	8/24/17	\$ 67.32	To be Paid		
	17-0052550	7/28/17	US Bank Corp	116141	Ditch Supplies	\$ 600.00	5203.00	8/24/17	\$ 26.71	To be Paid		
	17-0052874	8/7/17	DLT Solutions	03425	AutoCAD Program and Support	\$ 2,200.00	5305.00	8/24/17	\$ 2,121.28	To be Paid		
	17-0052936	8/9/17	US Bank Corp	116141	AR Sandbox	\$ 1,400.00	5409.00	8/24/17	\$ 722.92	To be Paid		
					Reviewed by:				Date:			
					Bradstreet & Associates							
					Fiscal Agent							
					District Administrator							

GSWCD District Account								
For the Period July 1, 2017 through August 22, 2017								
Account ID	Account Description	Date	Reference	Jrnl	Trans Description	Debit Amt	Credit Amt	Balance
111100	District Checking	7/1/17			Beginning Balance			52,639.97
111100	District Checking	7/27/17	4378	CDJ	Caesars Creek Vineyard		50.00	
111100	District Checking	7/27/17	4379	CDJ	Spectrum Analytic Inc		12.00	
111100	District Checking	7/27/17	4380	CDJ	Warren McCarren		12.00	
111100	District Checking	7/27/17	4381	CDJ	Greene Giving		100.00	
111100	District Checking	7/27/17	4382	CDJ	The Printing Center		178.00	
111100	District Checking	7/28/17	R10681-85	GENJ	Annual mtg	60.00		
111100	District Checking	7/28/17	R10681-85	GENJ	Cover crop	40.00		
111100	District Checking	7/31/17	R10715	GENJ	checking interest	0.45		
111100	District Checking				Current Period Change	100.45	352.00	-251.55
		7/31/17			Ending Balance			52,388.42
111100	District Checking	8/1/17			Beginning Balance			52,388.42
111100	District Checking	8/15/17	4383	CDJ	McCoy Catering Service		747.50	
111100	District Checking	8/16/17	R10686-10706	GENJ	Cover crop, annual mtg, rain barrel	365.00		
111100	District Checking				Current Period Change	365.00	747.50	-382.50
		8/22/17			Ending Balance			52,005.92
Reviewed by:		Date:						
Bradstreet & Associates								
Fiscal Agent								
District Administrator								

2017 Voucher Activity District Fund							
Voucher No.	Vendor	For	Amount	Check No	Code LE	Date	
Paid per Board Approval							
17-30	Caesars Creek Vineyard	Building Rental for Annual Meeting	\$ 50.00	4378	532801	7/27/17	Paid
17-31	Spectrum Analytic Inc.	Soil Tests from Mini Soils Grant	\$ 12.00	4379	540902	7/27/17	Paid
17-32	Warren McCarren	Tire Repairs remibursement	\$ 12.00	4380	530501	7/27/17	Paid
17-33	Greene Co. Farm Forum (Greene Giving)	Greene Co Farm Forum Scholarship	\$ 100.00	4381	540902	7/27/17	Paid
17-34	The Printing Center	Test your Well/Soil Bookmarks	\$ 178.00	4382	540902	7/27/17	Paid
17-35	McCoys Catering	Annual Meeting Food	\$ 747.50	4383	530501	8/15/17	Paid
To Be Paid per Board Approval							
17-36	Scioto Signs	Cooperator Signs	\$ 49.10	4384	520301	8/24/17	To be Paid
17-37	Spectrum Analytic Inc.	Soil Tests from Mini Soils Grant	\$ 24.00	4385	540902	8/24/17	To be Paid
17-38	Scott Drum Service	Rain Barrels	\$ 375.00	4386	540902	8/24/17	To be Paid
	District CD held by Security Bank	Matures Feb 7, 2018 API 0.35%	\$19,000.00				
	Reviewed by:			Date:			
	Bradstreet & Associates						
	Fiscal Agent						
	District Administrator						