



#### Ditch Maintenance Update

- Winter projects progressing
- Notifying land owners of upcoming inspections
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#### Agricultural Pollution Abatement Update

- No report
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#### Urban Update

- Typical erosion control issues in the sub divisions
- Various plan reviews in preliminary stages of design
- Lot reviews: 4 in Sugarcreek @ The Landings and 1 on McBee Rd
- 

#### Education Update

- 1/30 (Stream table) at Arrowood- 120 4<sup>th</sup> graders
- 2/1 (Enviroscape) at Arrowood- 12 4<sup>th</sup> graders
- 2/2 Recycling (Paper Making) at Shaw- 13 5<sup>th</sup> graders
- 2/3 (WUMF) at Fairborn- 60 3<sup>rd</sup> graders
- 2/6-2/7 (WUMF) at Bell Creek- 7 classes- 174 3<sup>rd</sup> graders
- 2/8 Area IV Envirothon Meeting
- 2/9 Curbside Recycling Community Meeting
- 2/14 (Recycling Plastic) at Shaw- 13 students
- 2/16 (Recycling Plastic) at Shaw- 13 students
- 2/15 Ohio Envirothon Committee Meeting
- 4/6-4/9 ECCO Conference
- 

#### Administrator Update

- FAC Building meeting
- Soil Health Field Day (March 29<sup>th</sup>)
- Truck fixes- Brandon is scheduling
- Travel arrangements for OFSWCD
- Next TAG is March 23<sup>rd</sup>
- We received confirmation awarding us the full amount of the Soils Mini Grant
- Amanda Level I Technician

#### **IV. Correspondence**

- Thank you – To Amanda from NACD
- Sympathy Card

#### **V. Old Business**

- A. Annual Plan of Work February 2017
- B. Committee Reports Urban Committee – David Quallen  
Education Committee – Doug Anderson  
Rural Management – Doug Bailey  
Program and Legislative Committee – Kim Snyder
- C. NACD Meeting-

D. State Audit

E. Cash Basis Reporting

**VI. New Business**

A. Employee Leave Balances as of February 17, 2017

<b>Employee</b>	<b>No Sick Leave Annual/Comp. dollars only</b>	<b>Annual (Hours)</b>	<b>Sick (Hours)</b>	<b>Comp (Hours)</b>	<b>Wellness (Hours)</b>	<b>Per Hour</b>
Brandon Corry	\$3,267.57	129.20	203.63	45.63	0.0	\$18.690
Lee Eltzroth	\$2,349.26	113.60	231.20	8.63	0.0	\$19.220
Warren McCarren	\$2,590.66	80.14	992.97	17.40	0.0	\$26.560
Amanda McKay	\$2,793.73	100.50	118.68	26.43	0.0	\$22.010
Ken Middleton	\$6,093.33	209.16	1357.73	40.26	0.0	\$24.430
	\$17,094.56	632.60	2904.21	138.35	0.00	

Motion: \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_

B. Donation to the Ohio Envirothon- Don Rehl Memorial Fund

Last year was \$150, which puts us in the Silver Club Range (\$100-299)

Motion: \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_

C. Donation to the Ohio Area IV Envirothon

Last year we donated \$100

Motion: \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_

D. Pay for employee memberships to the OASWCDE: (5 at \$15- Total of \$75)

Motion: \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_

E. Resolutions at 2017 OFSWCD Meeting

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

<b>Fund</b>	<b>Balance Ending January 31, 2017</b>	<b># of Outstanding Bills</b>	<b>Total Dollar Amount For Outstanding Bills</b>
Special	\$ 164,757.90	10	\$3,689.18
District	\$ 53,986.47	1	\$75.00
District CD- Matures 2/7/18 (API 0.35%)	\$ 19,000.00	N/A	N/A

- Security Checking Account Interest for January 2017 – \$.46
- Security CD Interest for January 2017- none
- January 2017 Special Fund Expenses including salaries and benefits \$28,675.43
- For additional detail see attached spread sheets on expenses paid and to be paid on District and Special Fund accounts.

Motion: \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_

**VIII: Upcoming Meetings & Events**

- 2/26-2/28- OFSWCD Annual Meeting
- 3/23 TAG
- 4/20 TAG
- 5/25 TAG
- 7/16-7/18- SSS in Cincinnati

**IX. Adjourn:**

Motion: \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_ Time: \_\_\_\_\_

<b>Special Fund 0015-0014</b>								
<b>For the Period from January 1, 2017 to January 31, 2017</b>								
<b>Account ID</b>	<b>Account Description</b>	<b>Date</b>	<b>Reference</b>	<b>Jrnl</b>	<b>Trans Description</b>	<b>Debit Amt</b>	<b>Credit Amt</b>	<b>Balance</b>
110000	Special Fund Balance	1/1/17			Beginning Balance			183,073.33
110000	Special Fund Balance	1/6/17		CDJ	Salaries LE 151		8,872.48	
110000	Special Fund Balance	1/9/17	848704	CDJ	Life Insurance LE 1513		19.25	
110000	Special Fund Balance	1/12/17	R134697	GEN	State funds	10,360.00		
110000	Special Fund Balance	1/20/17		CDJ	Salaries LE 151		8,872.49	
110000	Special Fund Balance	1/20/17		CDJ	Medicare Matching LE 1513		233.96	
110000	Special Fund Balance	1/24/17	850100	CDJ	Public Emp. Retirement System		2,484.32	
110000	Special Fund Balance	1/24/17		CDJ	Workers Compensation LE1512		235.83	
110000	Special Fund Balance	1/25/17	850205	CDJ	Health Insurance LE 1513		6,038.45	
110000	Special Fund Balance	1/25/17	850145	CDJ	Kavanaugh Supply LE152		39.58	
110000	Special Fund Balance	1/25/17	850144	CDJ	Gr. Co. Services L 152		136.11	
110000	Special Fund Balance	1/25/17	850148	CDJ	USBank Corporate Payment System		31.67	
110000	Special Fund Balance	1/25/17	850143	CDJ	Donnellon McCarthy LE155		374.40	
110000	Special Fund Balance	1/25/17	850142	CDJ	Bradstreet & Associates		309.00	
110000	Special Fund Balance	1/25/17	850150	CDJ	Wright Way Lock & Store LE156		308.00	
110000	Special Fund Balance	1/25/17	850149	CDJ	Verizon Wireless LE155		57.26	
110000	Special Fund Balance	1/25/17	850146	CDJ	Printing Center LE1510		662.63	
110000	Special Fund Balance				Current Period Change	10,360.00	28,675.43	-18,315.43
		<b>1/31/17</b>			<b>Ending Balance</b>			<b>164,757.90</b>
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	
					<b>Encumbered</b>					
	17-0043030	1/20/17	OFSWCD	086681	Donation to the Ohio Envirothon- Don Rehl Memorial Fund	\$ 150.00	5409.00			Encumbered
	17-0044796	2/21/17	Area IV Envirothon	027661	Area IV Envirothon Donation	\$ 100.00	5409.00			Encumbered
					<b>Paid per Board Approval</b>					
	16-0040240	11/30/16	US Bank Corp	116141	Parking for LincPass	\$ 20.00	5305.00	1/26/17	\$ 5.75	Paid
	17-0042234	1/10/17	Kavanaugh's Office	056301	Office Supplies	\$ 40.00	5203.00	1/26/17	\$ 39.58	Paid
	17-0042251	1/10/17	Bradstreet & Assoc	850350	Accounting Services	\$ 500.00	5305.00	1/26/17	\$ 309.00	Paid
	17-0042252	1/10/17	Verizon Wireless	01297	Hot Spot Services	\$ 60.00	5389.00	1/26/17	\$ 57.26	Paid
	17-0042253	1/10/17	The Printing Center	08922	Tree Newsletter	\$ 670.00	5408.00	1/26/17	\$ 662.63	Paid
	17-0042254	1/10/17	US Bank Corp	116141	Wiper Blades for F-250	\$ 32.00	5305.00	1/26/17	\$ 30.92	Paid
	17-0042255	1/10/17	Greene Co. Services	04983	Fuel & Vehicle Services	\$ 500.00	5203.00	1/26/17	\$ 136.11	Paid
	17-0042256	1/10/17	Wright Way Store	126522	Storage Unit Rental (Feb, March, April, May)	\$ 310.00	5328.00	1/26/17	\$ 308.00	Paid
	17-0043029	1/20/17	Donnellon McCarthy	03477	Copier Contract	\$ 400.00	5305.00	1/26/17	\$ 374.40	Paid
					<b>To Be Paid per Board Approval</b>					
	17-0043313	1/24/17	Jamie's Tire & Service	047730	Alignment for F-350	\$ 54.95	5305.00	2/23/17	\$ 54.95	To be Paid
	17-0043314	1/24/17	Interstate Batteries	07737	Battery for F-350	\$ 117.95	5305.00	2/23/17	\$ 117.95	To be Paid
	17-0044770	2/21/17	Bradstreet & Assoc	850350	Accounting Services	\$ 500.00	5305.00	2/23/17	\$ 293.00	To be Paid
	17-0044771	2/21/17	Verizon Wireless	01297	Hot Spot Services	\$ 60.00	5389.00	2/23/17	\$ 57.28	To be Paid
	17-0044772	2/21/17	Greene Co. Services	04983	Fuel & Vehicle Services	\$ 500.00	5203.00	2/23/17	\$ 203.10	To be Paid
	17-0044773	2/21/17	US Bank Corp	116141	NACD Meeting Expenses	\$4,000.00	5407.00	2/23/17	\$2,147.01	To be Paid
	17-0044775	2/21/17	US Bank Corp	116141	ECCO Conference	\$ 400.00	5407.00	2/23/17	\$ 362.71	To be Paid
	17-0044776	2/21/17	US Bank Corp	116141	Oath of Office Meeting supplies	\$ 10.00	5203.00	2/23/17	\$ 4.99	To be Paid
	17-0044777	2/21/17	US Bank Corp	116141	Supplies for Education Programs	\$ 10.00	5409.00	2/23/17	\$ 8.99	To be Paid
		2/21/17	David Quallen		NACD Meeting Expenses	\$ 450.00	5407.00	2/23/17	\$ 439.20	To be Paid
					Reviewed by:				Date:	
					Bradstreet & Associates					
					Fiscal Agent					
					District Administrator					

<b>GSWCD District Account</b>								
<b>For the Period January 1, 2017 through February 17, 2017</b>								
<b>Account</b>	<b>Account Description</b>	<b>Date</b>	<b>Reference</b>	<b>Jrnl</b>	<b>Trans Description</b>	<b>Debit Amt</b>	<b>Credit Amt</b>	<b>Balance</b>
111100	District Checking	1/1/17			Beginning Balance			52,558.01
111100	District Checking	1/9/17	R10511	GENJ	Tree Sales	48.00		
111100	District Checking	1/10/17	R10512	GENJ	Tree Sales	80.00		
111100	District Checking	1/13/17	R10513-16	GENJ	Tree Sales	183.00		
111100	District Checking	1/17/17	R10517-19	GENJ	Tree sales	102.00		
111100	District Checking	1/23/17	R10521-527	GENJ	tree sales	253.00		
111100	District Checking	1/25/17	R10528-30	GENJ	tree sales	190.00		
111100	District Checking	1/27/17	R10531-35	GENJ	mini grant	250.00		
111100	District Checking	1/27/17	R10531-35	GENJ	tree sales	113.00		
111100	District Checking	1/31/17	R10536-37	GENJ	tree sales	161.00		
111100	District Checking	1/31/17	R10538	GENJ	tree sales	48.00		
111100	District Checking	1/31/17	R10561	GENJ	Checking interest	0.46		
111100	District Checking				Current Period Change	1,428.46		1,428.46
		<b>1/31/17</b>			<b>Ending Balance</b>			<b>53,986.47</b>
111100	District Checking	2/1/17			Beginning Balance			53,986.47
111100	District Checking	2/2/17	R10539	GENJ	tree sales	50.00		
111100	District Checking	2/6/17	4349	CDJ	Ohio Woodland Journal		60.00	
111100	District Checking	2/6/17	4350	CDJ	Ohio Dept of Agriculture		370.00	
111100	District Checking	2/6/17	4351	CDJ	Amanda Middleton		24.24	
111100	District Checking	2/6/17	R10540-45	GENJ	tree sales	370.00		
111100	District Checking	2/9/17	R10546-50	GENJ	tree sales	239.00		
111100	District Checking	2/10/17	R10551	GENJ	tree sales	78.00		
111100	District Checking	2/13/17	R10552-53	GENJ	tree sales	65.00		
111100	District Checking	2/14/17	R10555	GENJ	tree sales	40.00		
111100	District Checking	2/16/17	R10556-57	GENJ	tree sales	138.00		
111100	District Checking				Current Period Change	980.00	454.24	525.76
		<b>2/17/17</b>			<b>Ending Balance</b>			<b>54,512.23</b>
Reviewed by:		Date:						
Bradstreet & Associates								
Fiscal Agent								
District Administrator								

2017 Voucher Activity District Fund							
Voucher No.	Vendor	For	Amount	Check No	Code LE	Date	
<b>Paid per Board Approval</b>							
17-1	Ohio Woodland Journal	Subscriptions for 4 area libraries	\$ 60.00	4349	543201	1/26/17	Paid
17-2	ODA- Soil and Water	TDP Level 2	\$ 370.00	4350	540701	1/26/17	Paid
17-3	Amanda Middleton	Reimbursement for Oath of Office reception	\$ 24.24	4351	540901	1/26/17	Paid
<b>To Be Paid per Board Approval</b>							
17-4	OASWCDE	5 employee memberships	\$ 75.00	4352	540701	2/23/17	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	_____		_____			