



GREENE SOIL AND WATER CONSERVATION DISTRICT

BOARD OF SUPERVISORS MEETING AGENDA THURSDAY, March 23, 2017 – 6:30 P.M. 1363 BURNETT DR – XENIA, OHIO 45385

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

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

Staff Present:

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

Guests: _____

I. Approval of Minutes of February 23, 2017 Greene SWCD Board 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 Middleton.)*

III. Staff Reports:

NRCS Update

- Internal pre-approvals released for EQIP
- CAET due 4/7
- Need to schedule the LWG meeting: 6:00 before the next board meeting?
- CWA, 1619, office hours, civil rights/EEO
- RCPP Proposal- Jacoby Branch
- Quail SAFE announced
- Grazing plan visit
- Farmland Protection Reviews: Tecumseh, BW Greenways
- CSU Farm Conference 4/8
-

Ag Update

- YSI test pond
- Thompson open ditch
- Greene CCC Manure Storage
- Misc. drainage/streambank
-

Ditch Maintenance Update

- Winter projects finished
- Notifying land owners of upcoming inspections
- Herbicide ordering
-

Agricultural Pollution Abatement Update

- No report
-

Urban Update

- Typical erosion control issues in the sub-divisions
- Various plan reviews in preliminary stages of design
- Landings of Sugarcreek Section 3 drainage issue
-

Education Update

- 3/3 Bellbrook M.S.- 206 Kids SCGWI- 6th grade
- 3/8 Healthy Water/Healthy People workshop
- 3/9 Oakdale Elem. with Jenny Lohmann- 6 classes Changing States of Matter 125 kids
- 3/10 Mill Lawn Elem. Recycling programs 23 3rd graders 23 4th graders
- 3/13 Tree Order sent 111 participants
- 3/16 Cedarville University visit with State Envirothon Committee
- 3/22 Mill Lawn Soil programs: WUMF-18 SCGWI-18
- 3/24 Malting Barley Conference- 175 attendees projected
- 4/10 Mill Lawn Plastics program for 4th graders
- 4/11 Local Envirothon at Learning Tree Farm- **NEED VOLUNTEERS**
- 4/13 Montgomery Co. Environmental Learning Center with 2 groups from Mill Lawn
- 4/25 Area IV Envirothon at Fernald
-

Administrator Update

- Soil Health Field Day (March 29th)
- Truck fixes- at Germain Ford now. Will be more expensive than initially estimated (~1800)
- TAG was this morning, the next one will be April 20th
- DA Meeting 3/28 at Butler SWCD
- Great Miami Watershed meeting has been postponed new date/time TBA

IV. Correspondence

- Thank you – To Lee from Students

V. Old Business

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

C. OFSWCD Meeting-

D. State Audit
Received first bill

E. Tree Sale
Need help and wheelbarrows

VI. New Business

A. Employee Leave Balances as of March 17, 2017

Employee	No Sick Leave Annual/Comp. dollars only	Annual (Hours)	Sick (Hours)	Comp (Hours)	Wellness (Hours)	Per Hour
Brandon Corry	\$3,112.45	135.40	213.00	31.13	0.0	\$18.690
Lee Eltzroth	\$2,670.23	119.80	236.80	19.13	0.0	\$19.220
Warren McCarren	\$2,734.09	89.54	960.67	13.40	0.0	\$26.560
Amanda McKay	\$2,258.89	93.20	116.95	9.43	0.0	\$22.010
Ken Middleton	\$5,602.29	205.56	1366.99	23.76	0.0	\$24.430
	\$16,377.94	643.50	2894.41	96.85	0.00	

Motion: _____ 2nd _____

B. Blue and Gold Day FFA Sponsorship will be May 11th

Last year was \$100, which puts us in the Silver Range (\$50-149)

Motion: _____ 2nd _____

C.

Motion: _____ 2nd _____

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

Fund	Balance Ending February 28, 2017	# of Outstanding Bills	Total Dollar Amount For Outstanding Bills
Special	\$146,076.99	7	\$3,297.52
District	\$59,903.41	4	\$8,060.00
District CD- Matures 2/7/18 (API 0.35%)	\$ 19,000.00	N/A	N/A

- Security Checking Account Interest for February 2017 – \$.42
- Security CD Interest for February 2017- \$16.76
- February 2017 Special Fund Expenses including salaries and benefits \$30,685.91
- For additional detail see attached spread sheets on expenses paid and to be paid on District and Special Fund accounts.
 - Extra: District Fund: \$10 to Butler SWCD for DA meeting
 - Extra: District Fund: \$1,124.50 to GCES for TAG 3-23-17

Motion: _____ 2nd _____

inconvenience

VIII: Upcoming Meetings & Events

4/20 TAG
 5/25 TAG
 7/16-7/18- SSS in Cincinnati

IX. Adjourn:

Motion: _____ 2nd _____ Time: _____

GSWCD District Account
For the Period February 1, 2017 through March 20, 2017

Account ID	Account Description	Date	Reference	Jrnl	Trans Description	Debit Amt	Credit Amt	Balance
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	2/7/17	R10638	GENJ	CD Interest	16.76		
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	2/17/17	R10558-60,62-63	GENJ	tree sales	209.00		
111100	District Checking	2/21/17	R10564-69	GENJ	tree sales	257.00		
111100	District Checking	2/22/17	R10570-71	GENJ	tree sales	118.00		
111100	District Checking	2/23/17	4352	CDJ	Employees Association		75.00	
111100	District Checking	2/23/17	R10572-74	GENJ	tree sales	180.00		
111100	District Checking	2/24/17	R10575-79	GENJ	tree sales	425.00		
111100	District Checking	2/28/17	R10639	GENJ	Checking Interest	0.42		
111100	District Checking				Current Period Change	2,186.18	529.24	1,656.94
		2/28/17			Ending Balance			55,643.41
111100	District Checking	3/1/17			Beginning Balance			55,643.41
111100	District Checking	3/1/17	R1080-89,94-96	GENJ	tree sales	1,053.00		
111100	District Checking	3/1/17	R1080-89,94-96	GENJ	Oh Dept Ag shared services	1,000.00		
111100	District Checking	3/1/17	R10597-605	GENJ	tree sales	469.00		
111100	District Checking	3/3/17	R10606-621,626-629	GENJ	tree sales	1,325.00		
111100	District Checking	3/6/17	R10630-632,34	GENJ	tree sales	310.00		
111100	District Checking	3/7/17	R10635	GENJ	tree sales	68.00		
111100	District Checking	3/17/17	R10636	GENJ	soil workshop	35.00		
111100	District Checking				Current Period Change	4,260.00		4,260.00
		3/20/17			Ending Balance			59,903.41

Reviewed by:	Date:							
Bradstreet & Associates								
Fiscal Agent								
District Administrator								

2017 Voucher Activity District Fund							
Voucher No.	Vendor	For	Amount	Check No	Code LE	Date	
To Be Paid per Board Approval							
17-4	OASWCDE	5 employee memberships	\$ 75.00	4352	540701	2/23/17	Paid
Paid per Board Approval							
17-5	OSU Extension	Malting Barley Conference Sponsorship from Soil Mini Grant	\$ 250.00	4353	543201	3/23/17	To be Paid
17-6	Ken Middleton	Reimbursement for Parking Fees for OFSWCD Meeting	\$ 6.00	4354	540902	3/23/17	To be Paid
17-7	Spectrum Analytic Inc.	Soil Tests from Mini Soils Grant	\$ 24.00	4355	540902	3/23/17	To be Paid
17-8	Allen SWCD	Tree Sale Order	\$ 7,780.00	4356	540905	3/23/17	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	_____		_____			

Special Fund 0015-0014								
For the Period from February 1, 2017 to February 28, 2017								
Account ID	Account Description	Date	Reference	Jrnl	Trans Description	Debit Amt	Credit Amt	Balance
110000	Special Fund Balance	2/1/17			Beginning Balance			164,757.90
110000	Special Fund Balance	2/1/17	R135047	GENJ	State	10,360.00		
110000	Special Fund Balance	2/3/17		CDJ	Salaries LE 151		8,872.47	
110000	Special Fund Balance	2/7/17	851125	CDJ	Life Insurance LE 1513		19.25	
110000	Special Fund Balance	2/13/17		CDJ	Public Emp. Retirement System		2,484.32	
110000	Special Fund Balance	2/14/17	135248	GENJ	Educational MOU	1,032.50		
110000	Special Fund Balance	2/17/17		CDJ	Salaries LE 151		8,872.48	
110000	Special Fund Balance	2/21/17	R135339	GENJ	Ed Mou	612.50		
110000	Special Fund Balance	2/24/17	852617	CDJ	Gr. Co. Services L 152		203.07	
110000	Special Fund Balance	2/24/17	852622	CDJ	USBank Corporate Payment Syste		4.99	
110000	Special Fund Balance	2/24/17	852612	CDJ	Bradstreet & Associates		293.00	
110000	Special Fund Balance	2/24/17	852618	CDJ	Interstate Batteries		117.95	
110000	Special Fund Balance	2/24/17	852619	CDJ	Jamie's Tire Service		54.95	
110000	Special Fund Balance	2/24/17	852623	CDJ	Verizon Wireless LE155		57.28	
110000	Special Fund Balance	2/24/17	852622	CDJ	USBank Corporate Payment Syste		2,147.01	
110000	Special Fund Balance	2/24/17	852622	CDJ	USBank Corporate Payment Syste		362.71	
110000	Special Fund Balance	2/24/17	852615	CDJ	David Quallen		429.20	
110000	Special Fund Balance	2/24/17	852611	CDJ	Area IV Treasurer		100.00	
110000	Special Fund Balance	2/24/17	852620	CDJ	OFSWCD LE157		150.00	
110000	Special Fund Balance	2/24/17	852622	CDJ	USBank Corporate Payment Syste		8.99	
110000	Special Fund Balance	2/27/17	852717	CDJ	Health Insurance LE 1513		6,038.45	
110000	Special Fund Balance	2/28/17		CDJ	Medicare Matching LE 1513		233.96	
110000	Special Fund Balance	2/28/17		CDJ	Workers Compensation LE1512		235.83	
110000	Special Fund Balance				Current Period Change	12,005.00	30,685.91	-18,680.91
		2/28/17			Ending Balance			146,076.99
Reviewed by:		Date:						
Bradstreet & Associates								
Fiscal Agent								
District Administrator								

2017 Voucher Activity Special Fund										
VIP	requisition	Created	Vendor	Vendor #	For	Amount	Code	Date	Amount	Status
No	Date						015-0014-	Paid	paid	
Encumbered										
17-0043743	1/31/17	Germain of Beavercree	046763	Exhaust Manifold Repair F-350		\$ 1,200.00	5305.00			Encumbered
Paid per Board Approval										
17-0043030	1/20/17	OFSWCD	086681	Donation to the Ohio Envirothon- Don Rehl Memorial Fu		\$ 150.00	5409.00	2/23/17	\$ 150.00	Paid
17-0043313	1/24/17	Jamie's Tire & Service	047730	Alignment for F-350		\$ 54.95	5305.00	2/23/17	\$ 54.95	Paid
17-0043314	1/24/17	Interstate Batteries	07737	Battery for F-350		\$ 117.95	5305.00	2/23/17	\$ 117.95	Paid
17-0044770	2/21/17	Bradstreet & Assoc	850350	Accounting Services		\$ 500.00	5305.00	2/23/17	\$ 293.00	Paid
17-0044771	2/21/17	Verizon Wireless	01297	Hot Spot Services		\$ 60.00	5389.00	2/23/17	\$ 57.28	Paid
17-0044772	2/21/17	Greene Co. Services	04983	Fuel & Vehicle Services		\$ 500.00	5203.00	2/23/17	\$ 203.07	Paid
17-0044773	2/21/17	US Bank Corp	116141	NACD Meeting Expenses		\$4,000.00	5407.00	2/23/17	\$2,147.01	Paid
17-0044775	2/21/17	US Bank Corp	116141	ECCO Conference		\$ 400.00	5407.00	2/23/17	\$ 362.71	Paid
17-0044776	2/21/17	US Bank Corp	116141	Oath of Office Meeting supplies		\$ 10.00	5203.00	2/23/17	\$ 4.99	Paid
17-0044777	2/21/17	US Bank Corp	116141	Supplies for Education Programs		\$ 10.00	5409.00	2/23/17	\$ 8.99	Paid
17-0044796	2/21/17	Area IV Envirothon	027661	Area IV Envirothon Donation		\$ 100.00	5409.00	2/23/17	\$ 100.00	Paid
17-0044803	2/21/17	David Quallen	760210	NACD Meeting Expenses		\$ 450.00	5407.00	2/23/17	\$ 429.20	Paid
To Be Paid per Board Approval										
17-0045035	2/24/17	Verizon Wireless	01297	Hot Spot Services		\$ 60.00	5389.00	3/23/17	\$ 57.28	To be Paid
17-0045036	2/24/17	Bradstreet & Assoc	850350	Accounting Services		\$ 500.00	5305.00	3/23/17	\$ 397.00	To be Paid
17-0045037	2/24/17	Greene Co. Services	04983	Fuel & Vehicle Services		\$ 500.00	5203.00	3/23/17	\$ 176.12	To be Paid
17-0045038	2/24/17	US Bank Corp	116141	Office/Meeting Supplies		\$ 50.00	5203.00	3/23/17	\$ 16.97	To be Paid
17-0045048	2/24/17	US Bank Corp	116141	OFSWCD Meeting		\$1,710.00	5407.00	3/23/17	\$1,707.30	To be Paid
17-0045688	3/8/17	Ohio Auditor of State	08746	Audit 2012 to 2016		\$2,000.00	5305.00	3/23/17	\$ 697.00	To be Paid
17-0045774	3/9/17	US Bank Corp	116141	Cover Crop Books for Workshop		\$ 300.00	5408.00	3/23/17	\$ 245.85	To be Paid
Reviewed by:										
Bradstreet & Associates										
Fiscal Agent										
District Administrator										
<i>GREENE SOIL & WATER CONSERVATION DISTRICT – 2017 BOARD MEETING AGENDA</i>										