



GREENE SOIL AND WATER CONSERVATION DISTRICT

BOARD OF SUPERVISORS MEETING AGENDA THURSDAY, April 28, 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: _____

Krista McGaw- Tecumseh Land Trust- RCPP

Dave Anspach- Area IV Director

I. Approval of Minutes of March 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 McKay.)*

III. Staff Reports:

NRCS Update

- About ready to start obligating EQIP contracts
- CSP Apps Ranked- pre-approvals on 5/19
- RCPP Proposal- Jacoby Branch
- Farmland Protection Reviews: Tecumseh, BW Greenways- provided planning info
- CSU Farm Conference 4/8
- Personnel updates: Soil Con. and Intern
- Mid-year reviews
- Shut down procedure
- Palmer Amaranth mailing
-

Ag Update

- Greene CCC Manure Storage
- Misc. drainage/streambank

-

Ditch Maintenance Update

- Herbicide ordering
- Inspecting and spraying
-

Agricultural Pollution Abatement Update

- Had a referral of a complaint from the OEPA through the ODA out on N. Emerald Rd. An 11 acre property with a horse lot in the middle of Brookhollow Plat in Beavercreek, OH. The report was investigated by Warren, Ken, and Amanda and was determined to actually be a drainage complaint instead of an APAP complaint. It was thoroughly documented in SWIMS.

Urban Update

- Typical erosion control issues in the sub-divisions
- Various plan reviews
- Landings of Sugarcreek, Section 3- drainage issue
- Brookhollow Plat drainage situation
- Various misc. appointments
-

Education Update

- 3/24 Malting Barley Conference- 90-100 attendees
- 4/7-4/8 ECCO Conference
- 4/10 Mills Lawn Plastics program for 4th graders- 24 students
- 4/11 Local Envirothon at Learning Tree Farm- 4 Greene County Teams
- 4/13 Montgomery Co. Environmental Learning Center with 2 groups from Mills Lawn
- 4/25 Area IV Envirothon at Fernald- 4 Greene County Teams
- 4/28 Environmental Day at Bellbrook M.S. with Mike Vaughn
- 4/28 Arbor Day Event at Shawnee Park\
- 5/3 Rain Gardens and Rain Barrels- Alison Jenks and Kim Hupman
- 5/9 Arrowood Arbor Day Program
- 5/10 UD Children's Watershed Festival
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Administrator Update

- Truck fix situation
- Pasture TDP at Wilmington College June 14th and 15th
- State DA Meeting next week
- County Archivist is coming June 12th to help us start to organize and approve what we are allowed to shred
- AADP- Do you want me to fill out an application to be considered?
- 5/5 new county website training
-
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IV. Correspondence

V. Old Business

- A. Annual Plan of Work April 2017

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

C. Three Way MOU need to sign/review for 2017

Motion: _____ 2nd _____

D. State Audit
 Received second bill and report

E. Tree Sale
 Have extra trees still

VI. New Business

A. Employee Leave Balances as of April 14, 2017

Employee	No Sick Leave Annual/Comp. dollars only	Annual (Hours)	Sick (Hours)	Comp (Hours)	Wellness (Hours)	Per Hour
Brandon Corry	\$3,312.43	141.60	222.37	35.63	0.0	\$18.690
Lee Eltzroth	\$2,736.54	118.00	246.26	24.38	0.0	\$19.220
Warren McCarren	\$3,016.95	96.44	956.02	17.15	0.0	\$26.560
Amanda McKay	\$2,428.36	96.40	110.32	13.93	0.0	\$22.010
Ken Middleton	\$5,734.21	207.96	1368.31	26.76	0.0	\$24.430
	\$17,228.50	660.40	2903.28	117.85	0.00	

Motion: _____ 2nd _____

B. Letter of Support for the Election Changes Resolution

Motion: _____ 2nd _____

C. Statehouse “Planting Day”

9 am reception for OFSWCD in the map room, 9:30 am meeting with Rep. Dean on the 12th floor of the Rice Center and 11 am meeting with Bob Hackett at his office

Who will be able to go?

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

Fund	Balance Ending March 31, 2017	# of Outstanding Bills	Total Dollar Amount For Outstanding Bills
Special	\$118,078.25	10	\$3,083.40
District	\$52,083.41	5	\$1,126.10
District CD- Matures 2/7/18 (API 0.35%)	\$ 19,000.00	N/A	N/A

- Security Checking Account Interest for March 2017 – \$0.50
- Security CD Interest for March 2017- \$0.00
- March 2017 Special Fund Expenses including salaries and benefits \$38,927.49
- 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

5/2 Statehouse Day
 5/4 State DA Meeting
 5/25 TAG
 7/16-7/18- SSS in Cincinnati

IX. Adjourn:

Motion: _____ 2nd _____ Time: _____

GSWCD District Account
For the Period March 1, 2017 through March 31, 2017

Account ID	Account Description	Date	Reference	Jrnl	Trans Description	Debit Amt	Credit Amt	Balance
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		
					Oh Dept Ag shared			
111100	District Checking	3/1/17	R1080-89,94-96	GENJ	services	1,000.00		
111100	District Checking	3/1/17	R10597-605	GENJ	tree sales	469.00		
			R10606-621,626-					
111100	District Checking	3/3/17	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	3/23/17	4353	CDJ	Ohio State University		250.00	
111100	District Checking	3/23/17	4354	CDJ	Ken Middleton		6.00	
111100	District Checking	3/23/17	4355	CDJ	Spectrum Analytic Inc		24.00	
111100	District Checking	3/23/17	4356	CDJ	Allen County SWCD		7,780.00	
111100	District Checking	3/23/17	4357	CDJ	Butler SWCD		10.00	
111100	District Checking	3/23/17	4358	CDJ	Greene County Environmental Se		1,124.50	
111100	District Checking	3/23/17	R10640	GENJ		1,124.50		
111100	District Checking	3/30/17	4359	CDJ	Brandon Corry		35.00	
111100	District Checking	3/30/17	R10643	GENJ		11.50		
111100	District Checking	3/30/17	R010641-42	GENJ		273.00		
111100	District Checking	3/31/17	R010656	GENJ	checking interest	0.50		
111100	District Checking				Change	5,669.50	9,229.50	-3,560.00
		3/31/17			Ending Balance			52,083.41

Reviewed by:

Date:

Bradstreet & Associates

Fiscal Agent

District Administrator

2017 Voucher Activity District Fund							
Voucher No.	Vendor	For	Amount	Check No	Code LE	Date Paid	
Paid per Board Approval							
17-5	OSU Extension	Malting Barley Conference Sponsorship from Soil Mini Grant	\$ 250.00	4353	543201	3/23/17	Paid
17-6	Ken Middleton	Reimbursement for Parking Fees for OFSWCD Meeting	\$ 6.00	4354	540902	3/23/17	Paid
17-7	Spectrum Analytic Inc.	Soil Tests from Mini Soils Grant	\$ 24.00	4355	540902	3/23/17	Paid
17-8	Allen SWCD	Tree Sale Order	\$ 7,780.00	4356	540905	3/23/17	Paid
17-9	Butler SWCD	Registration for Spring Area DA meeting	\$ 10.00	4357	540701	3/23/17	Paid
17-10	Greene Co Environmental Services	Monies rec'd from TAG 3-23-17	\$ 1,124.50	4358	540902	3/23/17	Paid
17-11	Brandon Corry	Refund for Cover Crop Workshop registration	\$ 35.00	4359	540902	3/30/17	Paid
To Be Paid per Board Approval							
17-12	Xenia-GCCC FFA	Blue and Gold Day Sponsorship	\$ 100.00	4360	540902	4/27/17	To be Paid
17-13	Greene SWCD	Reimburse Special Fund for Cover Crop Books	\$ 245.85	4361	540902	4/27/17	To be Paid
17-14	Moody Signs	Envirothon Sign Update	\$ 87.50	4362	540902	4/27/17	To be Paid
17-15	Lizard Apparel & Promotions	Local Envirothon T-Shirts	\$ 608.75	4363	540902	4/27/17	To be Paid
17-16	Spectrum Analytic Inc.	Soil Tests from Mini Soils Grant	\$ 84.00	4364	540902	4/27/17	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 March 1, 2017 to March 31, 2017

Account ID	Account Description	Date	Reference	Jrnl	Trans Description	Debit Amt	Credit Amt	Balance
110000	Special Fund Balance	3/1/17			Beginning Balance			146,076.99
110000	Special Fund Balance	3/3/17	R135508	GENJ	State funds	10,360.00		
110000	Special Fund Balance	3/3/17	52988	CDJ	Ken Middleton LE 159		1,954.64	
110000	Special Fund Balance	3/3/17	52985	CDJ	Lee Eltzroth		1,537.36	
110000	Special Fund Balance	3/3/17	52987	CDJ			1,760.73	
110000	Special Fund Balance	3/3/17	52986	CDJ	Warren McCarren LE159		2,124.88	
110000	Special Fund Balance	3/3/17	192	CDJ	Medicare Matching LE 1513		116.98	
110000	Special Fund Balance	3/3/17	52984	CDJ			1,494.88	
110000	Special Fund Balance	3/6/17	853286	CDJ	Life Insurance LE 1513		19.25	
110000	Special Fund Balance	3/13/17	854074	CDJ	Public Emp. Retirement System		2,484.32	
110000	Special Fund Balance	3/17/17	54039	CDJ	Warren McCarren LE159		2,124.88	
110000	Special Fund Balance	3/17/17	54037	CDJ			1,494.88	
110000	Special Fund Balance	3/17/17	54041	CDJ	Ken Middleton LE 159		1,954.64	
110000	Special Fund Balance	3/17/17	54038	CDJ	Lee Eltzroth		1,537.37	
110000	Special Fund Balance	3/17/17	54040	CDJ			1,760.72	
110000	Special Fund Balance	3/17/17	196	CDJ	Medicare Matching LE 1513		116.98	
110000	Special Fund Balance	3/22/17	R135796	GENJ		568.75		
110000	Special Fund Balance	3/24/17	855029	CDJ	Gr. Co. Services L 152		176.12	
110000	Special Fund Balance	3/24/17	855045	CDJ	USBank Corporate Payment Syste		16.97	
110000	Special Fund Balance	3/24/17	855042	CDJ			697.00	
110000	Special Fund Balance	3/24/17	855044	CDJ	Bradstreet & Associates		397.00	
110000	Special Fund Balance	3/24/17	855046	CDJ	Verizon Wireless LE155		57.28	
110000	Special Fund Balance	3/24/17		CDJ	USBank Corporate Payment Syste		1,707.30	
110000	Special Fund Balance	3/29/17		CDJ	Workers Compensation LE1512		353.75	
110000	Special Fund Balance	3/30/17	855301	CDJ	Health Insurance LE 1513		6,038.45	
110000	Special Fund Balance	3/31/17	55136	CDJ			1,760.72	
110000	Special Fund Balance	3/31/17	55135	CDJ	Warren McCarren LE159		2,124.87	
110000	Special Fund Balance	3/31/17	55133	CDJ			1,494.87	
110000	Special Fund Balance	3/31/17	55137	CDJ	Ken Middleton LE 159		1,954.64	
110000	Special Fund Balance	3/31/17	55134	CDJ	Lee Eltzroth		1,537.36	
110000	Special Fund Balance	3/31/17	199	CDJ	Medicare Matching LE 1513		128.65	
110000	Special Fund Balance				Current Period Change	10,928.75	38,927.49	-27,998.74
		3/31/17			Ending Balance			118,078.25

Reviewed by:

Bradstreet & Associates

Fiscal Agent

District Administrator

Date:

2017 Voucher Activity Special Fund									
requisition No	Created Date	Vendor	Vendor #	For	Amount	Code	Date	Amount	Status
						015-0014-	Paid	paid	
Encumbered									
Paid per Board Approval									
17-0045035	2/24/17	Verizon Wireless	01297	Hot Spot Services	\$ 60.00	5389.00	3/23/17	\$ 57.28	Paid
17-0045036	2/24/17	Bradstreet & Assoc	850350	Accounting Services	\$ 500.00	5305.00	3/23/17	\$ 397.00	Paid
17-0045037	2/24/17	Greene Co. Services	04983	Fuel & Vehicle Services	\$ 500.00	5203.00	3/23/17	\$ 176.12	Paid
17-0045038	2/24/17	US Bank Corp	116141	Office/Meeting Supplies	\$ 50.00	5203.00	3/23/17	\$ 16.97	Paid
17-0045048	2/24/17	US Bank Corp	116141	OFSWCD Meeting	\$ 1,710.00	5407.00	3/23/17	\$ 1,707.30	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	Paid
To Be Paid per Board Approval									
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
17-0043743	1/31/17	Germain of Beavercreek	046763	Exhaust Manifold Repair F-350	\$ 1,200.00	5305.00	4/27/17	\$ 512.05	To be Paid
17-0046414	3/22/17	US Bank Corp	116141	Education Supplies	\$ 100.00	5203.00	4/27/17	\$ 23.85	To be Paid
17-0046546	3/24/17	Greene Co. Services	04983	Fuel & Vehicle Services	\$ 500.00	5203.00	4/27/17	175 3/8	To be Paid
17-0046547	3/24/17	Verizon Wireless	01297	Hot Spot Services	\$ 60.00	5389.00	4/27/17	\$ 57.28	To be Paid
17-0046548	3/24/17	Bradstreet & Assoc	850350	Accounting Services	\$ 500.00	5305.00	4/27/17	\$ 353.00	To be Paid
17-0045688	3/8/17	Ohio Auditor of State	08746	Audit 2012 to 2016	\$ 2,000.00	5305.00	4/27/17	\$ 102.50	To be Paid
17-0047212	4/10/17	Croghan Autocare LTD	1363	F-350 Manifold Repair	\$ 1,600.00	5305.00	4/27/17	\$ 1,453.94	To be Paid
17-0047213	4/10/17	US Bank Corp	116141	Local Envirothon Expenses	\$ 400.00	5203.00	4/27/17	\$ 61.55	To be Paid
	4/24/17	US Bank Corp	116141	Ditch Maintenance Postage	\$ 100.00	5305.00	4/27/17	\$ 98.00	To be Paid
				Reviewed by:				Date:	
				Bradstreet & Associates					
				Fiscal Agent					
				District Administrator					