

**Minutes of the June 22, 2017 Board of Supervisors
Greene Soil & Water Conservation District**



Place: Greene SWCD 1363 Burnett Drive, Xenia, OH 45385

Call to order: Doug Bailey, Chair

Time: 6:30 p.m.

Board Members Present:

<input type="checkbox"/> Scott Harner	<input checked="" type="checkbox"/> Kim Snyder
<input type="checkbox"/> David Quallen	<input checked="" type="checkbox"/> Doug Anderson
<input checked="" type="checkbox"/> Doug Bailey	

Staff Present:

<input checked="" type="checkbox"/> Layne Garringer, NRCS District Conservationist	<input checked="" type="checkbox"/> Ken Middleton, Urban Specialist
<input checked="" type="checkbox"/> Lee Eltzroth, Education Specialist	<input checked="" type="checkbox"/> Brandon Corry, Ditch Maintenance
<input checked="" type="checkbox"/> Amanda McKay, District Administrator	<input checked="" type="checkbox"/> Warren McCarren, Rural Technician

Guests: Anita Lewis- Associate Board Member

Approval of minutes:

Doug Anderson asked for motion to approve the minutes of the May 25, 2017 Board Meeting.

Motion made by Doug Anderson to accept the minutes as presented. Seconded by Kim Snyder. Motion carried unanimously.

Public Participation:

None

NRCS Update:

Layne reported that they are still obligating EQIP contracts and that the CSP applications have been ranked with pre-approvals coming on 6/30. They are still waiting to hear if the RCPP project will be invited to submit a full proposal. Terry Cosby will be traveling through the area next month and may stop by our office as a field visit. TDP Advanced Pasture Training was attended by the majority of the staff and will count as a land use training for the conservation planner. We have a NRCS intern with us this summer, Oliva Carros and she will be taking a leading role in our cover crop workshop. Layne will be taking care of the 5% spot checks for FSA status reviews for Madison and Clark counties and will be attending an all DC's meeting in July.

Ag Update:

Warren gave an update on the construction projects. In the last month they have been inundated with an abundance of miscellaneous drainage and streambank erosion appointments. They have started work on a tile project with the Spracklen/Bowen group. They have been working with John Lafferty on CRP WW checks and have had several pond site visits.

Ditch Maintenance Update:

Brandon gave an update on the county ditch maintenance program. The herbicide for the year has been delivered and Brandon is in the process of mowing the ditches. The beaver problems have been ongoing in the north part of the county.

Agricultural Pollution Abatement Update:

One invalid complaint that was investigated and logged in SWIMS.

Urban Update:

Ken updated the board on the urban activities. In the past month, Ken had spent some time in the subdivisions with his normal erosion control trouble spots and also like Warren and Brandon had many drainage calls. The issues in the Landings of Sugarcreek, section 3 still continue and he had a couple of interns from Ohio EPA visit.

Education Update:

Lee gave an update about the educational programs:

- 5/25 Cattle Handling Workshop with Mark Deesing
- 6/3 River Festival at Bellbrock Park
- 6/12 & 13 State Envirothon at Ohio Christian University
- 6/14 7 15 TDP Grazing school at Wilmington College
- 6/20 Wright State Discovery Camp, 11 students Paper Making/Tree Treasures program
- 6/21 Pollinator Expo at Wright Brothers Memorial (Wright Patterson Air Force Base granted “Bee City USA” status (Thanks to Olivia for all her help) Miami SWCD & Montgomery SWCD also there
- 6/22 led recycling tour and program at Environmental Services for Fairborn Creative World of Learning students
- 6/26 Wright Patterson Youth Programs, Stream Table and Incredible Journey

Administrator Update:

Amanda congratulated Warren on reaching his 25 year work anniversary. We have started the process of cleaning out our files using our records retention schedule. Progress has been made on the filing cabinet containing the 319 projects and ditch records. We received \$825 from Greene County Fish and Game, which we plan on using to complete the AR sandbox. The AADP training has started and Amanda will be taking the NRCS intern with her to the FARM committee meeting next week.

Correspondence:

- Thank you- 2017 Cedarville Envirothon Team

Old Business:

Annual Plan of Work

June 2017

Committee Reports

No additional reports

SSS

Amanda, Lee, Kim, Doug Anderson, and Doug Bailey will be attending. Lee will be helping with the children’s tour on Monday and Amanda will be attending an AADP session.

Annual Meeting/Election

The meeting will take place this year at Caesar Creek Vineyard on August 15th and will be catered by McCoy’s Catering.

Motion was made by Kim Snyder to hold the Annual Meeting at Caesar Creek Vineyard on August 15th and will be catered by McCoy's Catering at \$14.95 per person and we will charge \$10 for the meal. Seconded by Doug Anderson. Motion carried unanimously

New Business:

Employee Leave Balances as of June 9, 2017

Employee	No Sick Leave Annual/Comp. dollars only	Annual (Hours)	Sick (Hours)	Comp (Hours)	Wellness (Hours)	Per Hour
Brandon Corry	\$3,759.12	135.00	242.27	66.13	0.0	\$18.690
Lee Eltzroth	\$2,609.69	116.90	265.35	18.88	0.0	\$19.220
Warren McCarren	\$2,732.76	96.74	962.65	6.15	0.0	\$26.560
Amanda Middleton	\$2,079.50	84.80	117.83	9.68	0.0	\$22.010
Ken Middleton	\$6,144.63	217.26	1343.99	34.26	0.0	\$24.430
	\$17,325.71	650.70	2932.09	135.10	0.00	

Motion was made by Kim Snyder to accept the Employee Leave Status Report. Seconded by Doug Anderson. Motion carried unanimously.

Sign MOU with ODNR for Forestry Pollution Abatement

The pollution abatement program was split between ODA and ODNR with the move of the DSWC to ODA and Forestry stayed at ODNR.

Motion was made by Doug Anderson to sign the MOU with ODNR to continue to provide Forestry Pollution Abatement Services. Seconded by Kim Snyder. Motion carried unanimously.

Sponsor Awards for Greene Co. Fair (\$16 x 2 awards)

In years past, we have sponsored 2 awards to be given at the Greene County Jr. Fair at \$16 each.

Motion was made by Doug Anderson to sponsor 2 awards for the Greene Co. Jr. Fair. Seconded by Kim Snyder. Motion carried unanimously

Financial Reports/Bills to be Paid

Fund	Balance Ending May 31, 2017	# of Outstanding Bills	Total Dollar Amount For Outstanding Bills
Special	\$330,118.45	6	\$2,142.73
District	\$51,909.53	3	\$176.50
District CD- Matures 2/7/18 (API 0.35%)	\$ 19,000.00	N/A	N/A

- Security Checking Account Interest for May 2017 – \$0.48

- Security CD Interest for May 2017- \$16.22
- May 2017 Special Fund Expenses including salaries and benefits \$30,497.38
- For additional detail see attached spread sheets on expenses paid and to be paid on District and Special Fund accounts.
 - Extra: District Fund: \$32 Greene Co. Jr. Fair Board

Motion was made by Doug Anderson to approve bills and seconded by Kim Snyder. Motion carried unanimously.

Upcoming Meetings & Events:

- 7/6 SSS Committee meeting
- 7/16-7/18- SSS in Cincinnati
- 7/19-7/20- TDP Concrete
- 7/25- Records Disposal

Adjourn:

Motion made by Kim Snyder to adjourn at 7:44 p.m. and seconded by Doug Anderson. Motion carried unanimously.

Doug Bailey, Chairman

Doug Anderson, Secretary

Amanda McKay, District Administrator
(Minutes)

Special Fund 0015-0014								
For the Period from May 1, 2017 to May 31, 2017								
Account ID	Account Description	Date	Reference	Jrnl	Trans Description	Debit Amt	Credit Amt	Balance
110000	Special Fund Balance	5/1/17			Beginning Balance			100,009.98
110000	Special Fund Balance	5/1/17	136374	GEN	cover crop books	245.85		
110000	Special Fund Balance	5/1/17	857833	CDJ	USBank Corporate Payment Syste		23.85	
110000	Special Fund Balance	5/1/17	857818	CDJ	Gr. Co. Services L 152		175.38	
110000	Special Fund Balance	5/1/17	857807	CDJ	Bradstreet & Associates		353.00	
110000	Special Fund Balance	5/1/17	857813	CDJ	Croghan Autocare		1,453.94	
110000	Special Fund Balance	5/1/17	857833	CDJ	USBank Corporate Payment Syste		61.55	
110000	Special Fund Balance	5/1/17	857833	CDJ	USBank Corporate Payment Syste		98.00	
110000	Special Fund Balance	5/1/17	857832	CDJ	Treasurer of State		102.50	
110000	Special Fund Balance	5/1/17	857833	CDJ	USBank Corporate Payment Syste		245.85	
110000	Special Fund Balance	5/2/17	136417	GEN	State	10,360.00		
110000	Special Fund Balance	5/12/17		CDJ	Salaries LE 151		8,872.48	
110000	Special Fund Balance	5/12/17	859179	CDJ	Public Emp. Retirement System		2,484.32	
110000	Special Fund Balance	5/12/17	136584	GEN	LOC	230,000.00		
110000	Special Fund Balance	5/25/17	860082	CDJ	Bradstreet & Associates		348.00	
110000	Special Fund Balance	5/25/17	860085	CDJ	USBank Corporate Payment Syste		125.12	
110000	Special Fund Balance	5/25/17	860085	CDJ	USBank Corporate Payment Syste		196.90	
110000	Special Fund Balance	5/25/17	860084	CDJ	Treasurer of State		102.50	
110000	Special Fund Balance	5/25/17	860083	CDJ	Gr. Co. Services L 152		335.34	
110000	Special Fund Balance	5/25/17	860086	CDJ	Verizon Wireless LE155		57.28	
110000	Special Fund Balance	5/25/17	860085	CDJ	USBank Corporate Payment Syste		61.42	
110000	Special Fund Balance	5/26/17		CDJ	Salaries LE 151		8,872.46	
110000	Special Fund Balance	5/26/17	860178	CDJ	Health Insurance LE 1513		6,038.45	
110000	Special Fund Balance	5/26/17		CDJ	Medicare Matching LE 1513		233.96	
110000	Special Fund Balance	5/26/17	859133	CDJ	Life Insurance LE 1513		19.25	
110000	Special Fund Balance	5/30/17		CDJ	Workers Compensation LE1512		235.83	
110000	Special Fund Balance	5/31/17	136882	GEN	2017 Grant	20,000.00		
110000	Special Fund Balance				Current Period Change	260,605.85	30,497.38	230,108.47
		5/31/17			Ending Balance			330,118.45
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					
					Paid per Board Approval					
	17-0048252	4/27/17	US Bank Corp	116141	Educational Supplies for programs	\$ 200.00	5203.00	5/25/17	\$ 125.12	Paid
	17-0048305	4/28/17	Verizon Wireless	01297	Hot Spot Services	\$ 60.00	5389.00	5/25/17	\$ 57.28	Paid
	17-0048306	4/28/17	Bradstreet & Assoc	850350	Accounting Services	\$ 500.00	5305.00	5/25/17	\$ 348.00	Paid
	17-0048307	4/28/17	Greene Co. Services	04983	Fuel & Vehicle Services	\$ 500.00	5203.00	5/25/17	\$ 335.34	Paid
	17-0048309	4/28/17	US Bank Corp	116141	Reciept Books	\$ 200.00	5203.00	5/25/17	\$ 196.90	Paid
	17-0049255	5/19/17	Ohio Auditor of State	08746	Audit 2012 to 2016	\$ 200.00	5305.00	5/25/17	\$ 102.50	Paid
	17-0049633	5/25/17	Montgomery Insurance	08285	Insurance Annual Premium	\$ 4,300.00	5361.00	5/25/17	\$ 4,293.00	Paid
					To Be Paid per Board Approval					
	17-0048308	4/28/17	US Bank Corp	116141	Ditch Supplies	\$ 500.00	5203.00	6/22/17	\$ 334.95	To be Paid \$ 61.42 5/25/2017
	17-0049644	5/25/17	Greene Co. Services	04983	Fuel & Vehicle Services	\$ 500.00	5203.00	6/22/17	\$ 347.50	To be Paid
	17-0049645	5/25/17	Verizon Wireless	01297	Hot Spot Services	\$ 60.00	5389.00	6/22/17	\$ 57.28	To be Paid
	17-0049646	5/25/17	Bradstreet & Assoc	850350	Accounting Services	\$ 500.00	5305.00	6/22/17	\$ 345.00	To be Paid
	17-0049647	5/25/17	Wright Way Store	126522	Storage Unit Rental (Feb, March, April, May)	\$ 310.00	5328.00	6/22/17	\$ 308.00	To be Paid
	17-0050178	6/8/17	US Bank Corp	116141	Summer Supervisors' school expenses	\$ 1,300.00	5407.00	6/22/17	\$ 750.00	To be Paid
					Reviewed by:				Date:	
					Bradstreet & Associates					
					Fiscal Agent					
					District Administrator					

GSWCD District Account								
For the Period May 1, 2017 through June 19, 2017								
Account ID	Account Description	Date	Reference	Jrnl	Trans Description	Debit Amt	Credit Amt	Balance
111100	District Checking	5/1/17			Beginning Balance			52,036.71
111100	District Checking	5/4/17	R10666	GENJ		40.00		
111100	District Checking	5/5/17	R10667&68	GENJ		205.00		
111100	District Checking	5/8/17	R10676	GENJ	CD interest	16.22		
111100	District Checking	5/10/17	4366	CDJ	OSU Extension		20.00	
111100	District Checking	5/25/17	4367	CDJ	Spectrum Analytic Inc		24.00	
111100	District Checking	5/25/17	4368	CDJ	Ohio Federation of SWCD		70.00	
111100	District Checking	5/25/17	4369	CDJ	Greene County Environmental Se		2,043.00	
111100	District Checking	5/25/17	4370	CDJ	Area IV Treasurer		250.00	
111100	District Checking	5/25/17	4371	CDJ	Clark SWCD		30.00	
111100	District Checking	5/25/17	4372	CDJ	Ohio Federation of SWCD		400.00	
111100	District Checking	5/25/17	R10670-73	GENJ	trees, TAG,envirothon reimb	2,448.12		
111100	District Checking	5/31/17	R10677	GENJ	checking interest	0.48		
111100	District Checking				Current Period Change	2,709.82	2,837.00	-127.18
		5/31/17			Ending Balance			51,909.53
111100	District Checking	6/1/17			Beginning Balance			51,909.53
111100	District Checking	6/5/17	R10674	GENJ	TAG	313.00		
111100	District Checking	6/6/17	4373	CDJ	Greene County Environmental Se		313.00	
111100	District Checking	6/6/17	R10675	GENJ	Rain Barrel kits	52.00		
111100	District Checking				Current Period Change	365.00	313.00	52.00
		6/19/17			Ending Balance			51,961.53
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							
17-18	The Ohio State University	OSU Extension Montgomery Co. Lecture (Fruit/Veg Safety)	\$ 20.00	4366	540701	5/10/17	Paid
17-19	Spectrum Analytic Inc.	Soil Tests from Mini Soils Grant	\$ 24.00	4367	540902	5/25/17	Paid
17-20	OFSWCD- Envirothon	Ohio Envirothon Volunteer Registration	\$ 70.00	4368	540701	5/25/17	Paid
17-21	Greene Co Environmental Services	Monies rec'd from TAG	\$ 2,043.00	4369	540902	5/25/17	Paid
17-22	OFSWCD- Area IV	Area IV SSS Sponsorship	\$ 250.00	4370	543201	5/25/17	Paid
17-23	Clark SWCD	APAP Training	\$ 30.00	4371	540701	5/25/17	Paid
17-24	OFSWCD	AADP Level I Training	\$ 400.00	4372	540701	5/25/17	Paid
17-25	Greene Co Environmental Services	Monies Rec'd from Individual TAG Collections	\$ 313.00	4373	540902	6/6/17	Paid
To Be Paid per Board Approval							
17-26	Greene Co Environmental Services	Monies Rec'd from Individual TAG Collections	\$ 61.50	4374	540902	6/22/17	To be Paid
17-27	Franklin SWCD	Going with the Flow: Water Trips and More Workshop	\$ 50.00	4375	540701	6/22/17	To be Paid
17-28	Miami SWCD	Agriculture: It covers a lot of ground workshop	\$ 65.00	4376	540701	6/22/17	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						