

**Minutes of the January 30, 2025, Board of Supervisors
Greene Soil & Water Conservation District**



Place: 1363 Burnett Drive, Xenia, OH 45385

Call to order: Mike Beam, Chair

Time: 6:38 p.m.

Board Members Present: Mike Beam Kim Snyder Scott Harner
 Jerrod Pickens Doug Anderson

Staff Present:

Meghan Moser, NRCS DC Ken Middleton, Urban Specialist (6:40)
 Grace Smith, Education/PR Specialist Brandon Corry, DM/RS II
 Amanda McKay, District Director Warren McCarren, Senior Rural Specialist

Guests:

Alison Manning, ODA Program Specialist

OATH OF OFFICE FOR NEW BOARD MEMBERS:

Jerrod Pickens and Mike Beam were sworn into office on January 30, 2025, at 6:25 pm at the Greene SWCD Board Meeting, by Amanda McKay- Notary Public.

Approval of minutes:

Mike asked for a motion to approve the minutes of the December Board Meeting.

Motion made by Scott Harner to accept the minutes above as presented. Seconded by Kim Snyder. Motion carried unanimously. Roll Call: Mike Beam- Yes, Scott Harner- Yes, Doug Anderson- Yes Kim Snyder- Yes, Jerrod Pickens- Yes

Public Participation:

Alison gave a report on ODA business, recap of the annual meeting. Martin Joyce has retired, there will be TDP & HR training coming up soon.

NRCS Update:

Meghan gave an update on all NRCS activities. All obligations are on hold, IRA money is pending, there is a federal hiring freeze, and all telework/remote work is cancelled. EQIP has 36 applications, January 31st is the deadline for applications, and CTA site visits are being conducted. There are 7 CSP applications and 2 were obligated on 1/15. Waiting for FSA to release guidance for FY25 CRP. Amanda asked for any further business or questions, and none were brought forward.

Ag Update:

Warren gave an update on the construction projects. This past month, we have been busy with tile and waterway projects:

- Doug Swaim Tile
- Joe Krajicek Tile
- Jamie Arthur High Tunnel
- Josh Bingamon WW
- Cole Hiser WW
- Hines AWMS working on design and cost estimate
- WW re-enroll visits
- Bob Jones WW
- Chad Mason WW
- Josh Anders AWMS working on design and cost estimate
- Ross Moffitt AWMS working on design and cost estimate
- Suzanne Bush grazing design
- Dan Edgington AWMS and grazing
- Wanderlust Flowers high tunnel
- Roy Snyder high tunnel
- EQIP Farm Inventory and Evaluation Visits

- Misc drainage appointments and plans
- CRP PIP visits

H2Ohio Update:

Amanda is working through remaining applications. Sunrise is done with their part, just waiting for ODA to finish processing. Amanda and Dalton are finishing the rest. Intern finished uploading manure maps and is now working on uploading Rx files for GroCo. Extended to January 31st as a soft deadline if progress is still being made. Amanada addressed the Ohio Soil and Water Commission at the OFSWCD Meeting.

Ditch Maintenance Update:

Brandon submitted the inventory report to the county engineer on Jan 3rd. Cedarland Storage to renovate facility, need temporary storage. Working on new format for assessments to be submitted to county auditor and updating Beehive for 2024 work completed.

Urban Update:

Ken is overseeing several projects throughout the county

- Bellasara Punchout
- Countryside sub-division
- Magnolia Meadows- construction
- Landings of Sugarcreek, Sect.8 Bond Release + punch out Sect. 4
 - CONTINUAL
- Old Town State Park-Bridge over SR 68
- Central State Tech Facility *under construction
- Nathaniel’s Grove, Sect. 14 under construction
- Courtyards at Stonehill Village (Construction)
- Pier Storage (Spring Valley Twp.)
- Feedwire Farm will start construction soon. Drainage problems will exist with ponds
- Greene Nursing Home - construction
- Glenview Condo Retention Pond problem with Inlet / Outlet
- Hillside Farm - construction
- Various Drainage appointments and Lot Reviews
- Topp Storage (Spring Valley)
- Cornerstone South TRC meeting not yet scheduled
- Grands of Sugarcreek construction, Erosion control, street sweeping and detention pond cleanout

Amanda asked for any further business or questions, and none were brought forward.

Education Update:

Test Your Well will be held on April 2nd, 5-7PM at the OSU Extension Office.

Tree Sale is underway, the Nursery will invoice us after they ship, Pickup will be on March 19th. Pond Clinic will be hosted by Warren SWCD on April 23rd at Caesars Creek Visitor Center. Xenia and Beaver creek Tree Committees hosted several events for Arbor Day.

- Beaver creek, April 24th Southern Ohio Brewing, 200 saplings
- Arbor Day – XTC April 25th Arrowwood Elementary, redbud saplings
- Arbeer Day – XTC April 26th Devil Wind Brewing

XTC asked if we would donate \$500 to their events and Beaver creek asked if we would donate the seedlings for their event estimated \$250.

Motion made by Scott Harner to cover costs for trees for both events. Seconded by Kim Snyder. Motion carried unanimously. Roll Call: Mike Beam- Yes, Scott Harner- Yes, Doug Anderson- Yes Kim Snyder- Yes, Jerrod Pickens- Yes

Amanda asked for any further business or questions, and none were brought forward.

Administrator Update:

Tire Collection will begin again in April. Amanda, Doug, Kim, and Jerrod are going to NACD Feb 8-13. The OFSWCD Annual meeting was last week, Amanda, Grace, Ken, Kim and Jerrod attended. The Website needs PDF accessibility by 2026. The district received the local grant from the BOCC, and Amanda is working on a new MOU with the BOCC and the Engineer for MS4.

Agricultural Pollution Abatement Update:

None

Correspondence:

None

Old Business:

- A. Annual Plan of Work January 2025
- B. Committee Reports Urban Committee –
 Education Committee –
 Rural Management –
 Program and Legislative Committee –

New Business:

A. Employee Leave Balances as of January 10, 2025

| Employee | Pay Out Liability | Annual (Hours) | Sick (Hours) | Comp (Hours) | Wellness (Hours) | Per Hour |
|-----------------|--------------------------|-----------------------|---------------------|---------------------|-------------------------|-----------------|
| Brandon Corry* | \$17,038.42 | 289.70 | 948.28 | 12.25 | 24.0 | \$31.61 |
| Warren McCarren | \$3,585.88 | 75.95 | 99.77 | 39.50 | 100.0 | \$31.06 |
| Amanda McKay* | \$19,143.18 | 326.65 | 673.28 | 16.06 | 24.0 | \$37.46 |
| Ken Middleton* | \$32,984.09 | 555.31 | 1787.58 | 0.14 | 24.0 | \$35.11 |
| Grace Smith | \$1,809.25 | 30.60 | 171.05 | 35.00 | 24.0 | \$27.58 |
| | \$74,560.82 | | | | | |

- *Includes sick leave

Motion was made by Doug Anderson to accept the Employee Leave Status Report. Seconded by Scott Harner. Motion carried unanimously. Roll Call: Mike Beam- Yes, Scott Harner- Yes, Doug Anderson- Yes, Jerrod Pickens- Yes, Kim Snyder-Yes

B. Reorganization

Roll Call Vote: Kim Snyder X Doug Anderson X Mike Beam X Jerrod Pickens X Scott Harner X

Chair Scott Harner

Vice-Chair Mike Beam

Fiscal Agent Kim Snyder

Secretary/Alt. Fiscal Doug Anderson

Member Jerrod Pickens

Motion was made by Doug Anderson to accept the reorganization. Seconded by Scott Harner. Motion carried unanimously. Roll Call: Mike Beam- Yes, Scott Harner- Yes, Doug Anderson- Yes, Jerrod Pickens- Yes, Kim Snyder-Yes

C. Certification of Fiscal Agents / Financial signatures

Fiscal Agent: Kim Snyder
 Alt. Fiscal Agent: Doug Anderson

Motion was made by Doug Anderson to accept the Fiscal agents. Seconded by Scott Harner. Motion carried unanimously. Roll Call: Mike Beam- Yes, Scott Harner- Yes, Doug Anderson- Yes, Jerrod Pickens - Yes, Kim Snyder-Yes

D. Public Records Training Designee (action)

Motion was made by Scott Harner to accept the Public Records Training Designee as Amanda McKay. Seconded by Jerrod Pickens. Motion carried unanimously. Roll Call: Mike Beam- Yes, Scott Harner- Yes, Doug Anderson- Yes, Jerrod Pickens - Yes, Kim Snyder-Yes

E. Nominating Committee 2024

Krista Schneck

Jerrod Pickens

Mike Beam

Motion was made by Scott Harner to accept the nominating committee. Seconded by Doug Anderson. Motion carried unanimously. Roll Call: Mike Beam- Yes, Scott Harner- Yes, Doug Anderson- Yes, Jerrod Pickens – Yes, Kim Snyder-Yes

F. Recertify list of Associate Board Members

- a. Don Wolf
- b. Austin Rohrback
- c. Dave Linkhart
- d. David Quallen

Motion was made by Doug Anderson to accept the list of Associate Board Members. Seconded by Mike Beam. Motion carried unanimously. Roll Call: Mike Beam- Yes, Scott Harner- Yes, Doug Anderson- Yes, Jerrod Pickens - Yes, Kim Snyder-Yes

Financial Reports/Bills to be Paid

| Fund | Balance Ending December 31, 2024 | # of Deposits | Total Dollar Amount of Deposits | # of Outstanding Bills | Total Dollar Amount For Outstanding Bills |
|-------------|---|----------------------|--|-------------------------------|--|
| Special | \$614,011.94 | 0 | \$ | 2 | \$3,708.00 |
| District | \$25,645.76 | 3 | \$24,973.27 | 2 | \$2,088.00 |
| DF StarOhio | \$167,388.08 | 1 | \$683.61 | 1 Transfer | \$9,257.51 |

- Security Checking Account Interest for December 2024 – \$21.63
- StarOhio December 2024 Dividend: \$683.61
- December 2024 Special Fund Expenses including salaries and benefits \$38,213.86
- For additional detail see attached spread sheets on expenses paid and to be paid on District and Special Fund accounts.
 - SF: Final Verizon Bill: \$165.76
 - SF: Storage Unit Rental: \$432

Motion made by Doug Anderson to approve bills and seconded by Kim Snyder. Motion carried unanimously. Roll Call: Mike Beam- Yes, Scott Harner- Yes, Doug Anderson-Yes, Jerrod Pickens - Yes, Kim Snyder-Yes

Upcoming Meetings & Events:

1/30 Board Meeting
 2/8-12 NACD- Salt Lake City
 2/27 Board Meeting

Adjourn:

Motion made by Scott Harner to adjourn at 7:54 p.m. and seconded by Doug Anderson. Motion carried unanimously. Roll Call: Mike Beam- Yes, Scott Harner- Yes, Doug Anderson-Yes, Jerrod Pickens- Yes, Kim Snyder-Yes

 Scott Harner, Chair

 Doug Anderson, Secretary

 Amanda McKay, District Director
 (Minutes)

| GCSWCD District Account | | | | | | | | |
|--|-------------------------|-----------------|-----------------|------|--------------------------------|-----------|------------|-------------------|
| For the Period December 1, 2024 through January 14, 2025 | | | | | | | | |
| Account ID | Account Description | Date | Reference | Jrnl | Trans Description | Debit Amt | Credit Amt | Balance |
| 111100 | District Checking | 12/1/24 | | | Beginning Balance | | | 63,886.30 |
| 111100 | District Checking | 12/16/24 | ACH to District | GENJ | ACH FROM STAR OHIO | 9,257.51 | | |
| 111100 | District Checking | 12/19/24 | 4570 | CDJ | ANDERSON LANDSCAPE | | 370.00 | |
| 111100 | District Checking | 12/19/24 | 4571 | CDJ | FRIENDS OFFICE | | 62,768.81 | |
| 111100 | District Checking | 12/19/24 | 4572 | CDJ | Employees Association | | 75.00 | |
| 111100 | District Checking | 12/20/24 | R011273 | GENJ | Gr Co Engineer | 15,694.13 | | |
| 111100 | District Checking | 12/31/24 | R011274 | GENJ | Ck Int | 21.63 | | |
| 111100 | District Checking | | | | Current Period Change | 24,973.27 | 63,213.81 | -38,240.54 |
| | | 12/31/24 | | | Fiscal Year End Balnce | | | 25,645.76 |
| | | 1/14/25 | | | Ending Balance | | | 25,645.76 |
| 120000 | Star Ohio Fund | 12/1/24 | | | Beginning Balance | | | 175,961.98 |
| 120000 | Star Ohio Fund | 12/16/24 | ACH to District | GENJ | ACH FROM | | 9,257.51 | |
| 120000 | Star Ohio Fund | 12/31/24 | R011275 | GENJ | Inc Div Reinvestment | 683.61 | | |
| 120000 | Star Ohio Fund | | | | Current Period Change | 683.61 | 9,257.51 | -8,573.90 |
| | | 12/31/24 | | | Fiscal Year End Balance | | | 167,388.08 |
| | | 1/14/25 | | | Ending Balance | | | 167,388.08 |
| | Reviewed by: | | | | Date: | | | |
| | Bradstreet & Associates | | | | | | | |
| | Fiscal Agent | | | | | | | |
| | District Director | | | | | | | |

| 2025 Voucher Activity District Fund Accounts | | | | | | | |
|---|-------------------------------|---------------------------------------|-------------|----------|---------|------------|------------|
| Voucher No. | Vendor | DISTRICT FUND CHECKING ACCOUNT | Amount | Check No | Code LE | Date Paid | |
| Paid per Board Approval | | | | | | | |
| 24-29 | District Fund | District Fund Transfer from Star Ohio | \$9,257.51 | ACH | 120000 | 12/16/2024 | Paid |
| 24-30 | Anderson Landscape Management | Roll Off Dumpster for Office Cleaning | \$375.00 | 4570 | 530501 | 12/19/2024 | Paid |
| 24-31 | Friends Office | Office Furniture and Storage Cabinets | \$62,768.81 | 4571 | 550401 | 12/19/2024 | Paid |
| 24-32 | OASWCDE | 5 employee memberships | \$75.00 | 4572 | 543201 | 12/19/2024 | Paid |
| To be Paid per Board Approval | | | | | | | |
| 25-1 | OFSWCD | Employee Dishonesty Policy | \$1,888.00 | 4573 | 530501 | 1/30/2025 | To be Paid |
| 25-2 | Area IV Envirothon | Area IV Envirothon Support | \$200.00 | 4574 | 543201 | 1/30/2025 | To be Paid |
| STAR OHIO INVESTMENT ACCOUNT | | | | | | | |
| | StarOhio Account | Income Dividend Reinvestment | 699.08 | | | 11/30/2024 | Accrued |
| 24-29 | District Fund | District Fund Transfer from Star Ohio | \$9,257.51 | ACH | 120000 | 12/16/2024 | Paid |
| | StarOhio Account | Income Dividend Reinvestment | 683.61 | | | 12/31/2024 | Accrued |
| | Reviewed by: | | | Date: | | | |
| | Bradstreet & Associates | | | | | | |
| | Fiscal Agent | | | | | | |
| | District Director | | | | | | |

| GCSWCD Special Fund | | | | | | | | |
|---|-------------------------|-----------------|-----------|------|--------------------------------|-----------|------------|-------------------|
| For the Period December 1, 2024 through December 31, 2024 | | | | | | | | |
| Account ID | Account Description | Date | Reference | Jrnl | Trans Description | Debit Amt | Credit Amt | Balance |
| 110000 | Special Fund Balance | 12/1/24 | | | Beginning Balance | | | 652,225.80 |
| 110000 | Special Fund Balance | 12/5/24 | 1063756 | CDJ | Verizon Wireless LE155 | | 269.86 | |
| 110000 | Special Fund Balance | 12/6/24 | 1063832 | CDJ | Bradstreet & Associates | | 360.00 | |
| 110000 | Special Fund Balance | 12/9/24 | 1052266 | CDJ | Gr. Co. Services L 152 | | 97.26 | |
| 110000 | Special Fund Balance | 12/11/24 | | CDJ | Life Insurance LE 1513 | | 41.25 | |
| 110000 | Special Fund Balance | 12/11/24 | 10641110 | CDJ | Donnellon McCarthy LE155 | | 866.00 | |
| 110000 | Special Fund Balance | 12/13/24 | | CDJ | Public Emp. Retirement System | | 5,381.41 | |
| 110000 | Special Fund Balance | 12/19/24 | 1065032 | CDJ | USBank Corporate Payment Syste | | 1,141.54 | |
| 110000 | Special Fund Balance | 12/20/24 | | CDJ | Dental Ins | | 38.40 | |
| 110000 | Special Fund Balance | 12/23/24 | | CDJ | Health Insurance LE 1513 | | 3,561.39 | |
| 110000 | Special Fund Balance | 12/23/24 | | CDJ | Workers Compensation LE1512 | | 178.31 | |
| 110000 | Special Fund Balance | 12/27/24 | | CDJ | Salaries LE 151 | | 25,914.08 | |
| 110000 | Special Fund Balance | 12/27/24 | | CDJ | Medicare Matching LE 1513 | | 364.36 | |
| 110000 | Special Fund Balance | | | | Current Period Change | | 38,213.86 | -38,213.86 |
| | | 12/31/24 | | | Ending Balance | | | 614,011.94 |
| | Reviewed by: | | | | Date: | | | |
| | Bradstreet & Associates | | | | | | | |
| | Fiscal Agent | | | | | | | |
| | District Director | | | | | | | |

| 2025 Voucher Activity Special Fund | | | | | | | | | |
|---|--------------|-------------------------|---------|---------------------------------------|------------|------|------------|-------------------------|------------|
| requisition No | Created Date | Vendor | Vendor# | For | Amount | Code | Date | Amount paid | Status |
| Encumbered | | | | | | | | | |
| 25-000080 | 1/9/2025 | US Bank Corp | 116141 | OFSWCD Hotel and Expenses | \$2,000.00 | 5407 | | | Encumbered |
| Paid per Board Approval (December) | | | | | | | | | |
| 24-001210 | 10/31/2024 | Verizon Wireless | 1297 | Cell Phone Services | \$300.00 | 5389 | 12/5/2024 | \$269.86 | Paid |
| 24-001296 | 11/22/2024 | Bradstreet & Assoc | 850350 | Accounting Services | \$400.00 | 5305 | 12/5/2024 | \$360.00 | Paid |
| 24-001296 | 11/22/2024 | Greene Co. Services | 4983 | Fuel & Vehicle Services | \$500.00 | 5203 | 12/6/2024 | \$97.26 | Paid |
| 24E+08 | 12/10/2024 | Donnellon M cCarthy | 3477 | Copier Contract | \$900.00 | 5305 | 12/10/2024 | \$866.00 | Paid |
| 24-001296 | 11/22/2024 | US Bank Corp | 116141 | Area IV Winter Meeting Registrations | \$150.00 | 5407 | 12/16/2024 | \$150.00 | Paid |
| 24-001335 | 12/5/2024 | US Bank Corp | 116141 | Office 365 Subscription | \$110.00 | 5305 | 12/16/2024 | \$106.74 | Paid |
| 24-001340 | 12/5/2024 | US Bank Corp | 116141 | NACD Registrations | \$2,000.00 | 5407 | 12/16/2024 | \$775.00 | Paid |
| 24-001354 | 12/10/2024 | US Bank Corp | 116141 | Office Organization Supplies | \$400.00 | 5203 | 12/16/2024 | \$109.80 | Paid |
| Paid per Board Approval (January) | | | | | | | | | |
| 25-000030 | 1/6/2025 | Bradstreet & Associates | 850350 | Accounting Services | \$400.00 | 5305 | 1/7/2025 | \$360.00 | Paid |
| 25-000030 | 1/6/2025 | Verizon Wireless | 1297 | Cell Phone Services | \$400.00 | 5389 | 1/7/2025 | \$269.86 | Paid |
| 25-000030 | 1/6/2025 | Greene Co. Services | 4983 | Fuel & Vehicle Services | \$400.00 | 5203 | 1/7/2025 | \$38.37 | Paid |
| 25-000031 | 1/6/2025 | Streamline Software Inc | 4523 | Website Support Services for 2025 | \$2,220.00 | 5305 | 1/7/2025 | \$2,220.00 | Paid |
| 25-000030 | 1/6/2025 | US Bank Corp | 116141 | Flights to NACD | \$2,300.00 | 5407 | 1/14/2025 | \$2,289.80 | Paid |
| 25-000030 | 1/6/2025 | US Bank Corp | 116141 | Office Supplies and Organization | \$520.00 | 5203 | 1/14/2025 | \$510.04 | Paid |
| 25-000069 | 1/9/2025 | US Bank Corp | 116141 | Mini Stream Table Educational Display | \$244.50 | 5409 | 1/14/2025 | \$240.24 | Paid |
| 25-000080 | 1/9/2025 | US Bank Corp | 116141 | OFSWCD Meeting Registrations | \$1,100.00 | 5407 | 1/14/2025 | \$1,100.00 | Paid |
| 25-000113 | 1/14/2025 | US Bank Corp | 116141 | Retirement Reception for Board Member | \$600.00 | 5203 | 1/14/2025 | \$383.97 | Paid |
| To Be Paid per Board Approval | | | | | | | | | |
| 25-000089 | 1/10/2025 | OFSWCD | 86681 | Area IV Dues | \$150.00 | 5432 | 1/30/2025 | \$150.00 | To be Paid |
| 25-000089 | 1/10/2025 | OFSWCD | 86681 | OFSWCD Dues | \$3,558.00 | 5432 | 1/30/2025 | \$3,558.00 | To be Paid |
| | | | | | | | | Reviewed by: | Date: |
| | | | | | | | | Bradstreet & Associates | |
| | | | | | | | | Fiscal Agent | |
| | | | | | | | | District Director | |