

**Minutes of the February 24, 2024, Board of Supervisors  
Greene Soil & Water Conservation District**



**Place:** 1363 Burnett Drive, Xenia, OH 45385  
**Call to order:** Mike Beam, Chair  
**Time:** 6:32 p.m.

**Board Members Present:**     Mike Beam                       Kim Snyder                       Scott Harner  
    David Quallen                       Doug Anderson

**Staff Present:**

Meghan Moser, NRCS DC     Ken Middleton, Urban Specialist  
 Grace Smith, Education/PR Specialist                                       Brandon Corry, DM/RS II  
 Amanda McKay, District Director     Warren McCarren, Rural Specialist Emeritus

**Guests:**

None

**Approval of minutes:**

Kim Snyder asked for a motion to approve the minutes of the January Board Meeting and February Special Board Meeting.

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

**Public Participation:**

None

**NRCS Update:**

Meghan gave an update on all NRCS activities. Meghan has been working on assessments and rankings for 45 EQIP applications. The next deadline to apply for EQIP is February 16<sup>th</sup>. Ten applications in CSP for assessment/review, along with new CSP updates. Two CSP contracts have been obligated. CRP is first come, first served this year with the first batching period ending on March 1<sup>st</sup>. CTA visits are being done as needed. 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:

- Hines Tile
- Doug Swaim Tile
- Joe Krajicek Tile
- Jamie Arthur High Tunnel
- Nathan Collett WW
- Josh Bingamon WW
- John Beam WW
- Bob Hiney WW
- Alan Anderson WW
- Ryan Barclay WW
- Aidan Kolbe WW
- David Trexler WW
- Cole Hiser WW
- Ruby Turner WW
- Kenny Beam WW and Tile
- Jeff Peterson WW
- Bob Jones WW
- Chad Mason WW
- Pond Calls
- EQIP Farm Inventory and Evaluation Visits

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

### **Ditch Maintenance Update:**

Brandon is working on several projects including enhancing the crossing on Johnston Kirk Lucas ditch for larger equipment. Placing rip rap around culvert on Gordin Sheely Ditch. Removing Beaver Dams on Whitehall and Wildman Paulin's Andrew ditches. Working on getting equipment set up on the new DM tractor.

### **Urban Update:**

Ken is overseeing several projects throughout the county

- Bellasara 5 Seeded on hold
- 811 Space Dr. Water Quality Basin approval. Meeting EPA NPDES conditions of permit.
- Popeyes Chicken (Wilmington Pk.) Sub-surface storage still needs maintenance
  - old bldg. removed and under construction
- Sugar Point site inspection and construction.
- Magnolia Meadows- construction
- Landings of Sugarcreek, Sect. 6, 7, and 8 and Addition 3 issues + punch out
  - CONTINUAL
- Old Town State Park-detention Pond not completed
- Central State (Shorter Dr.) housing construction
- Central State Housing \*under review
- Central State Maintenance Facility \*under review for Stormwater
- Germain Ford – pond problems continue, working with Engineering to find why there is not infiltration
- White Barn Trail (Sect. 2) construction / bond release.
- River Reserve- bond release, Sect. 4 and 2
- Nathaniel's Grove, Sect. 11 construction
- Courtyards at Stonehill Village (Construction)
- Beaver Park Industrial Park
- Glenview Condo
- Road Widening of Fairgrounds Rd at St. Bridgid School
- Smith Rd- smell complaint
- Windermere retention pond maintenance investigation
- Various Drainage appointments.

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

### **Education Update:**

Warren County Nursery in Tennessee has been contacted and 2024 Tree Sale order is set. The Cover Crop Symposium is set for March 27<sup>th</sup> 6-8PM at the Wilmington College Academic Farm. Pond Clinic is set for May 1<sup>st</sup> 6-8PM at Lucas Bros Farm. This will coincide with a fish sale will end on this date, pickup will be the following week. The Ag Tour will be held Saturday August 17<sup>th</sup> 8:30-2:30 meeting at GCCC and traveling to Finkes, Warrens, Schappachers, Beams. Commissioner's Tour will be held on Thursday August 15<sup>th</sup> from 2ish -7. This will tour around Greene Co., then end with dinner at Warren's with Warren and Clinton County. Test Your Well will be held on March 17<sup>th</sup> at OSU Extension. Participants will pay the full cost (\$40) for bacteria testing and partial cost (\$20) for metals testing and the district will cover the rest of the cost. The ArBeer Day with the Xenia Tree Committee will be held on Arbor Day at Devil Wind Brewery. Most of our envirothon competitions will be held in the month of April including our local and the area competition.

***Motion was made by Doug Anderson to donate \$200 to support the Area IV Envirothon. Seconded by Kim Snyder. Motion carried unanimously. Roll Call: Mike Beam- Yes, Scott Harner- Yes, Doug Anderson- Yes Kim Snyder- Yes***

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

**Administrator Update:**

Tire Collection will be starting up again soon in March, April, and May. Amanda, Doug, Kim, and Grace attended the NACD annual meeting from Feb 9<sup>th</sup> to Feb 15<sup>th</sup>. The new website is working very well, and we are getting a lot more traffic for our event registrations. Amanda is working on the transfer of funds for Urban work from the Greene County Engineer. The Cash basis report has been submitted to the Hinkle reporting system for the Auditor of State. Amanda asked for any further business or questions, and none were brought forward.

**Agricultural Pollution Abatement Update:**

None

**Correspondence:**

None

**Old Business:**

- A. Annual Plan of Work February 2024
- B. Committee Reports Urban Committee –
  - Education Committee –
  - Rural Management –
  - Program and Legislative Committee –

**New Business:**

**A. Employee Leave Balances as of February 9, 2024**

Employee	Pay out Liability	Annual (Hours)	Sick (Hours)	Comp (Hours)	Wellness (Hours)	Per Hour
Brandon Corry	\$7,655.25	251.50	873.32	8.00	10.0	\$29.50
Warren McCarren	\$44.95	1.55	2.30	0.00	120.0	\$29.00
Amanda McKay*	\$17,314.00	334.85	558.80	20.56	10.0	\$34.97
Ken Middleton*	\$28,294.06	527.51	1776.97	15.64	7.5	\$32.78
Grace Smith	\$1,469.81	37.20	112.77	19.88	24.0	\$25.75
	\$54,778.06					

- \*Includes sick leave

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

**Financial Reports/Bills to be Paid**

Fund	Balance Ending January 31, 2024	# of Deposits	Total Dollar Amount of Deposits	# of Outstanding Bills	Total Dollar Amount For Outstanding Bills
Special	\$824,731.71	2	\$316,531.00	0	\$-
District	\$128,250.29	1	\$86.11	0	\$-
District CD- Matures 8/7/23 (API Variable Rate 5.381%)	\$ 22,609.75	1	\$305.93	N/A	N/A

- Security Checking Account Interest for January 2024 – \$86.11

- Security CD Interest for ending 02/06/23- \$305.93, interest accrued as of 2/24 \$43.33
- January 2024 Special Fund Expenses including salaries and benefits \$37,740.65
- For additional detail see attached spread sheets on expenses paid and to be paid on District and Special Fund accounts.
  - District Fund: Doug Anderson \$360.19 for reimbursement NACD
  - District Fund: Area IV Envirothon: \$200- more than last year due to increasing expenses

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

**Upcoming Meetings & Events:**

- 3/19 Test your Well
- 3/19-20 Tree Dipping
- 3/22 Tree Sale Pick Up
- 3/27 Cover Crop Symposium
- 3/28 Board Meeting/TAG

**Adjourn:**

***Motion made by Scott Harner to adjourn at 7:14 p.m. and seconded by Doug Anderson. Motion carried unanimously. Roll Call: Mike Beam- Yes, Scott Harner- Yes, Doug Anderson- Yes Kim Snyder- Yes***

\_\_\_\_\_  
Mike Beam, Chair

\_\_\_\_\_  
Kim Snyder, Secretary

\_\_\_\_\_  
Amanda McKay, District Director  
(Minutes)

GCSWCD District Account								
For the Period January 1, 2024 through February 20, 2024								
Account ID	Account Description	Date	Reference	Jrnl	Trans Description	Debit Amt	Credit Amt	Balance
111100	District Checking	1/1/24			Beginning Balance			128,186.18
111100	District Checking	1/25/24	4542	CDJ	Ken Middleton		22.00	
111100	District Checking	1/31/24	R011231	GEN.	CK Int	86.11		
					<b>Ending Balance</b>			<b>128,250.29</b>
111100	District Checking	2/6/24	4544	CDJ			5,691.69	
		2/20/24			<b>Ending Balance</b>			<b>122,558.60</b>
130000	CD Security Natl. Bank	1/1/24			Beginning Balance			22,303.82
130000	CD Security Natl. Bank	2/6/24		GEN.	CD Interest	305.93		
		2/20/24			<b>Ending Balance</b>			<b>22,609.75</b>
Reviewed by:					Date:			
Bradstreet & Associates								
Fiscal Agent								
District Director								

2024 Voucher Activity District Fund							
Voucher No.	Vendor	For	Amount	Check No	Code LE	Date Paid	
		<b>Paid per Board Approval</b>					
24-1	Ken Middleton	Parking Reimbursement	\$ 22.00	4542	540701	1/25/24	Paid
		VOID		4543			
24-2	Warren County Nursery	Tree Sale Stock and Arbor Day Trees	\$ 5,691.69	4544	540905	2/6/24	Paid
		<b>To be Paid per Board Approval</b>					
	District CD held by Park Bank	Matures Aug 7, 2024 5.3810%	\$22,609.75				
	Reviewed by:			Date:			
	Bradstreet & Associates						
	Fiscal Agent						
	District Director						

GCSWCD Special Fund								
For the Period January 1, 2024 through January 31, 2024								
Account ID	Account Description	Date	Reference	Jrnl	Trans Description	Debit Amt	Credit Amt	Balance
110000	Special Fund Balance	1/1/24			Beginning Balance			547,871.81
110000	Special Fund Balance	1/5/24	1039921	CDJ	Verizon Wireless LE155		228.75	
110000	Special Fund Balance	1/8/24		GENJ	State of Ohio Matching Funds	66,531.00		
110000	Special Fund Balance	1/9/24		CDJ	Life Insurance LE 1513		39.50	
110000	Special Fund Balance	1/9/24	1040358	CDJ			1,580.00	
110000	Special Fund Balance	1/9/24	1040356	CDJ	Bradstreet & Associates		360.00	
110000	Special Fund Balance	1/9/24	1040357	CDJ	Dean's Storage LLC		392.00	
110000	Special Fund Balance	1/12/24		GENJ	Local Match	250,000.00		
110000	Special Fund Balance	1/12/24	1040726	CDJ			15.00	
110000	Special Fund Balance	1/16/24	201801797	CDJ	Gr. Co. Services L 152		181.01	
110000	Special Fund Balance	1/22/24		CDJ	Public Emp. Retirement System		5,425.29	
110000	Special Fund Balance	1/26/24		CDJ	Salaries LE 151		25,275.20	
110000	Special Fund Balance	1/26/24		CDJ	Health Insurance LE 1513		3,384.00	
110000	Special Fund Balance	1/26/24		CDJ	Medicare Matching LE 1513		353.32	
110000	Special Fund Balance	1/26/24		CDJ	Dental Ins		35.88	
110000	Special Fund Balance	1/29/24		CDJ	Workers Compensation LE1512		241.15	
110000	Special Fund Balance	1/31/24	1041831	CDJ	Verizon Wireless LE155		229.55	
110000	Special Fund Balance				Current Period Change	316,531.00	37,740.65	278,790.35
		<b>1/31/24</b>			<b>Ending Balance</b>			<b>826,662.16</b>
	Reviewed by:						Date:	
	Bradstreet & Associates							
	Fiscal Agent							
	District Director							

2024 Voucher Activity Special Fund										
VIP	requisition No	Created Date	Vendor	Vendor #	For	Amount	Code	Date	Amount paid	Status
							015-0014-	Paid		
					<b>Paid per Board Approval (January)</b>					
	24-000060	1/5/24	Verizon Wireless	01297	Cell Phone Services	\$ 230.00	5389.00	1/5/24	\$ 228.75	Paid
	24-000067	1/5/24	Bradstreet & Assoc	850350	Bradstreet & Associates	\$ 500.00	5305.00	1/9/24	\$ 360.00	Paid
	24-000067	1/5/24	Deans Storage	3238	Storage Unit Rental (Feb, March, April, May)	\$ 400.00	5328.00	1/9/24	\$ 392.00	Paid
	24-000067	1/5/24	Streamline Software Inc	4523	Website migration and 1st year of service plan	\$ 1,600.00	5305.00	1/9/24	\$ 1,580.00	Paid
	24-000067	1/5/24	Greene Co. Services	04983	Fuel & Vehicle Services	\$ 500.00	5203.00	1/12/24	\$ 181.01	Paid
	24-000117	1/12/24	Warren SWCD	3050	Area IV DA Meeting	\$ 15.00	5407.00	1/12/24	\$ 15.00	Paid
	24-000192	1/30/24	Verizon Wireless	01297	Cell Phone Services	\$ 300.00	5389.00	1/30/24	\$ 229.55	Paid
					<b>Paid per Board Approval (February)</b>					
	24-000192	1/30/24	Bradstreet & Assoc	850350	Accounting Services	\$ 500.00	5305.00	2/7/24	\$ 360.00	Paid
	24-000192	1/30/24	Greene Co. Services	04983	Fuel & Vehicle Services	\$ 500.00	5203.00	2/8/24	\$ 124.63	Paid
	24-000117	1/12/24	US Bank Corp	116141	Office Supplies	\$ 360.00	5203.00	2/20/24	\$ 353.67	Paid
	24-000170	1/25/24	US Bank Corp	116141	Swearing in Board Meeting Expenses	\$ 100.00	5203.00	2/20/24	\$ 39.23	Paid
	24-000170	1/25/24	US Bank Corp	116141	OFSWCD Expenses	\$ 400.00	5407.00	2/20/24	\$ 257.19	Paid
	24-000225	2/7/24	US Bank Corp	116141	NACD Expenses	\$ 7,500.00	5407.00	2/20/24	\$ 351.31	Paid
					<b>To Be Paid per Board Approval</b>					
					Reviewed by:				Date:	
					Bradstreet & Associates					
					Fiscal Agent					
					District Director					