

**WOOD SOIL & WATER CONSERVATION DISTRICT
1616 EAST WOOSTER STREET, SUITE 32
BOWLING GREEN, OH 43402**

**REGULAR BOARD MEETING
April 19, 2019**

The meeting was called to order at 8:02 AM by Chairman, Ron Snyder.

ATTENDANCE

Board of Supervisors

Ron Snyder, Chairman – Present
Lee Sundermeier, Vice-Chairman– Present
Kris Swartz, Fiscal Agent – Absent
Bernard Scott, Secretary–Present
Dennis Ferrell, Member-Absent

NRCS Staff

Becky Duncan – Present
Kelly Copeland – Present
Chris Corgan - Absent
Cheryl Rice - Present

SWCD Staff

Jim Carter – Present
Nicki Kale – Present
Jeremy Gerwin – Present
Beth Landers – Present
Julie Lause - Present
Abby Wensink – Present
Meagan Grammer – Present

Jeremy requested to add Working Lands Buffer Program agreements to the agenda. Nicki requested to add retreat and training and internal review to the agenda. Bernie moved to approve the agenda with additions. Lee seconded. Motion carried. Staff calendar was reviewed. The district received a recognition from State Senator Theresa Gavarone acknowledging the district's 70th anniversary as well as Ag-Venture. ODA monthly report was shared. The staff calendar was reviewed. Becky noted that she will be on leave May 1-7.

Lee moved to file the March regular meeting minutes. Bernie seconded. Motion carried.

The March treasurer's report was reviewed. The following balances were presented as of March 31, 2019. District Checking account \$25,382.38, District STAR Ohio \$217,699.04, Special Fund \$340,377.77 and Ditch Account \$94,899.20. Dennis moved to file the March treasurer's report. Bernie seconded. Motion carried.

Nicki reported that the Form 11 is complete. The form shows the match-able funds for the district. Dennis moved to approve signatures. Lee seconded. Motion carried.

Nicki reported that the annual plan of work is updated and will be sent with the completed Form 11. Lee moved to approve updated annual plan of work.

Nicki reported that a new credit card policy needs to be added to the Policy and Procedures Handbook. In the policy, Julie is added as the new Credit Card Compliance Officer (CCCO) to monitor the use of the cards. Bernie move to adopt the new policy. Dennis seconded. Motion carried.

Lee move to approve the updated job descriptions. Dennis seconded. Motion carried. The addition of CCCO to Julie's description will be added at the next review.

Nicki reported that the SB 299 funds to be paid out for completed producer contracts were transferred to STAR Ohio.

Nicki reported that the County Prosecuting Attorney is hosting a retreat and training for elected officials and department heads on June 27 at Stone Ridge Golf Club. Dennis move to approve Nicki attend on behalf of the district. Lee seconded. Motion carried.

Jim reported that ditch projects will be underway. Meeting to be scheduled for Custar Rd. Sheeks Excavating and Farm Drainage completed Ditch #2216.

Becky reviewed that activity report (attached) and reported that there are four active internal approvals. No date set on opening CRP.

Jeremy reported that there are three Working Lands Buffer agreements for acceptance. Acres to be figured. Dennis move to approve acceptance of agreements. Bernie seconded. Roll call: Dennis-yes, Lee-abstain, Bernie-yes, Ron-yes. Motion carried.

Jeremy reported that the deadline for signup for the WLB hay program is May 1. An update on the WLB small grains program was given.

Julie reported that the CRP Mid Contract Management forbs workshop held at the district office on March 28, went well. 14 people attended. To date, there are 36 order forms submitted. Mark Witt contacted Derek Benner, the Ohio Farm Bill Biologist with Pheasants Forever, to present on his behalf.

Julie reported that the Soils Workshop hosted by the Northwest Ohio Soil and Water Conservation Districts at the Fulton County Ag Center on March 29, was well attended. 22 educators registered. Eric Richer, Fulton OSU Extension, was the keynote presenter.

Julie presented the tree sale summary. (attached)

Julie reported that the pond clinic on April 15 at AIF was well attended with 39 attendees. Consultants from Aqua Doc were the presenters. Fish order deadline is April 24. Pick-up is April 30.

Julie reported that one CREP windbreak is complete for the CREP bonus.

Julie reported that the new talking points brochure is complete and was handed out at the meet and greet with the director of ODA.

Beth requested approval to donate 40 hours of sick leave to the OASWCDE Catastrophic Sick Leave Program. Dennis moved to approve. Lee seconded. Motion carried.

Beth reported that the GLC required to be added as an additional insured on the grant for compliance. The cost is \$35 per year.

Abby presented the CAP Backer donation request. Dennis moved to approve \$1,000. Lee seconded. Motion carried.

Meagan reviewed that activity report. She included the guidance on a recent manure complaint.

Meagan requested signature on a completed NMP. Lee moved to approve. Dennis seconded. Motion carried.

Bernie moved to approve the bills to be paid, sign the minutes, and the financial report. Dennis seconded. Motion carried.

The next regular board meeting will be Friday, May 17, 2019 at 8:00 AM.

Being no further business, Dennis moved to adjourn the meeting. Bernie seconded. Motion carried. Meeting adjourned at 8:57 AM.

Respectfully submitted by Julie Lause, _____.

Ron Snyder, Chairman

Bernie Scott, Secretary

DRAFT