

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

**REGULAR BOARD MEETING  
April 17, 2020**

The meeting was called to order at 8:05 AM by Chairman, Lee E. Sundermeier.

The meeting was conducted via Zoom with access available to the public through a link per the temporary resolution for conducting public meetings during the current global pandemic.

**ATTENDANCE**

**Board of Supervisors**

Lee E. Sundermeier, Chairman – Present  
Bernard Scott, Vice-Chairman– Present  
Kris Swartz, Fiscal Agent – Present  
Ron Snyder, Secretary - Present  
Dylan Baer, Member-Present

**NRCS Staff**

Becky Duncan – Present  
Kelly Copeland – Absent

**SWCD Staff**

Jim Carter – Absent  
Jeremy Gerwin – Present  
Beth Landers – Present  
Julie Lause - Present  
Abby Wensink – Present  
Beth Ann Keller - Present

**Guest**

Annette Rader, CPA- Radel, Smith & Associates

Kris moved to approve the agenda. Dylan seconded. Motion carried.

No correspondence to share. Staff calendar was reviewed. (attached)

Bernie moved to file regular meeting minutes. Dylan seconded. Motion carried.

Julie reviewed the March treasurer’s report. The following balances were presented as of March 31, 2020. District Checking account \$30,857.39, District STAR Ohio \$372,709.81, Special Fund \$369,948.84 and Ditch Account \$207,645.44. Jim transferred \$30,000 from the District STAR Ohio to the District checking for the Wood County Prevent Plant Cover Crop payments. Jim transferred \$495,895.50 from the WLEB-PP STAR Ohio to the WLEB-PP checking for the SB 299 Working Lands Buffer Small Grains Program payments to the requesting districts and to Wood SWCD. Kris moved to approve the transfers and file the treasurer’s report. Dylan seconded. Motion carried.

Lee reported for Jim that they worked with Jeff Ankney, Joyce Nowak, Assistant Prosecutor, and Radel, Smith & Associates on a letter of agreement for CPA services for the district financials. The letter will be sent to Radel, Smith & Associates for review.

Julie reported for Jim that there were 18 applicants for the H2Ohio and District Technician positions. Ads were placed with multiple online news sources, social media, the district website, and the wood county website. A state hiring freeze was put in place as of March 31. Jim sent a letter to each applicant to inform them of the hiring freeze.

The H2Ohio program is all on hold as the state budget is reviewed. With the deadline for sign up moved to March 31, the staff worked to contact and sign up the interested producers. In the 14 county watershed, 2,000 producers enrolled 1.1 million acres of the 2.4 million watershed acres totaling \$180 million dollars for the Maumee River Watershed.

The Wood SWCD staff is following the COVI-19 health safety protocol as directed by the County Administrator, Andrew Kalmar. Kris moved to approve staff using Administrative Leave when following the county directive for teleworking maintaining full-time pay and benefits. Bernie seconded. Motion carried. Roll call was taken: Lee - yes, Kris- yes, Dylan - yes, Bernie - yes, Ron - yes.

Jeremy reported for Jim that two ditch projects are ready to start with the most of the dollars collected. No public meetings for new ditch projects.

Jim's activity report was presented.

Becky reported that there are 15 new EQIP and 35 new CRP sign ups. New software was released so NRCS staff is working with it.

Becky reviewed the activity handout. (attached)

The conservation offices are closed to the public. Appointments can be made if necessary. Contact information is posted on the door for the public. Becky and Kelly are teleworking. Sandusky SWCD staff is alternating work days. Office phone numbers are forwarded when working at home.

Jeremy reported 14 completed SB 299 Working Lands Small Grain contracts were completed. 13 contracts totaling \$107,707.50 to be paid from Wood SWCD. One to be paid from Henry SWCD. Ron moved to approve the payments. Bernie seconded. Motion carried. Roll call: Lee-yes, Ron-yes, Dylan-abstain, Bernie-yes, Kris-yes.

Jeremy reported that with H2Ohio on hold, he is doing more of his regular duties. Checked EQIP structures for payment.

Jeremy reviewed his activity report.

Julie reported that she completed the online Sunshine Law training. She will provide the link if others are interested in completing the training.

The 2020 tree seedling sale and pick-up was cancelled due to the travel ban to Michigan, the lack of assistance in tree packing because the schools are closed, and the state and county directives for the social distancing. 116 orders were collected. Postcards and emails were sent to inform the customers. Kris moved to approve the refunds for the orders. Dylan seconded. Roll call: Lee-yes, Ron-yes, Kris-yes, Dylan-yes, Bernie-yes.

Julie reported that the fish sale is still scheduled for April 28. Social distancing requirements can easily be met at pick-up.

Julie requested signature on eight LE CREP landowner contracts for bonus payments upon completion. Dylan moved to approve signing the agreements. Bernie seconded. Motion carried. Roll call: Lee-yes, Ron-yes, Kris-yes, Dylan-yes, Bernie-yes.

Julie reported that a newsletter will be going out this quarter.

Julie reviewed her activity report.

Beth reported that she had been working with Kip Studer and Phil Rupright on VNMP formatting for producers.

Beth reported that she closed out the TMACOG contracts and did field checks.

Beth reported that the CIG is open. However, with the cash match needed it was declined.

Beth reviewed her activity report – tree seedling sale postcards and mailing, ditch mailing, H2Ohio Beehive entries.

Abby reported that she completed the field checks for the Wood County Prevent Plant Cover Crop program. Ron moved to approve payment to the producers with completed PP CC agreements totaling \$28,478.59. Bernie seconded. Motion carried. Roll call: Lee-yes, Ron-yes, Kris-abstain, Dylan-abstain, Bernie-yes.

Abby reviewed her activity report – H2Ohio contracts, district financial reports in Quickbooks, CAP

Ron introduced Beth Ann Keller, Nutrient Management Technician for Ottawa, Sandusky, and Wood SWCDs. Beth reported that she has been doing the new employee trainings and ODA trainings. She was called for a pollution complaint and completed a CNMP for Wood County.

No one had comments during the Two Minute Drill.

Ron moved to approve the bills to be paid, sign the minutes, and the financial reports. Bernie seconded. Motion carried. Roll call: Lee-yes, Ron-yes, Kris-abstain, Dylan-abstain, Bernie-yes.

The next regular board meeting will be Friday, May 15, 2020 at 8:00 AM possibly via Zoom.

Being no further business, Kris moved to adjourn the meeting. Dylan seconded. Motion carried. Roll call: Lee-yes, Ron-yes, Kris-yes, Dylan-yes, Bernie-yes. Meeting adjourned at 9:39 AM.

Respectfully submitted by Julie Lause, \_\_\_\_\_.

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Lee E. Sundermeier, Chairman

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Ron Snyder, Secretary