

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

**REGULAR BOARD MEETING
August 24, 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 – Present

SWCD Staff

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

Annette Rader, Radel, Smith & Associates - Present

Zoom had a glitch in getting the program to connect.

Beth requested to add Dry Creek demonstration project to the agenda. Jim request to add Abby’s resignation letter to the agenda. Bernie moved to approve the agenda with additions. Dylan seconded. Motion carried.

No correspondence was shared. Staff calendar was reviewed. (attached)

Kris moved to file regular meeting minutes. Bernie seconded. Motion carried. Roll Call: Lee - yes, Kris- yes, Dylan - yes, Bernie - yes, Ron - yes.

Bernie move to file the special meeting minutes. Dylan seconded. Motion carried. Roll Call: Lee - yes, Kris- yes, Dylan - yes, Bernie - yes, Ron - yes.

Annette presented the July treasurer’s report. Uncashed checks were cleared up and rewritten. The following balances were presented as of July 31, 2020. District Checking account \$ 242,055.15, District STAR Ohio \$293,379.92, District Special Fund \$281,515.54 Ditch Account \$118,069.22 SWAT Special Fund \$32,033.71, SWAT STAR Ohio \$44,201.33, WLEB –PP \$9,919.68, and WLEB-PP STAR Ohio \$5,094,636.19. Kris moved to file the treasurer’s report. Ron seconded. Motion carried. Roll Call: Lee - yes, Kris- yes, Dylan - yes, Bernie - yes, Ron - yes.

STAR Ohio-WLEB PP interest report to be included with treasurer’s report. Financial Summary first in packet.

Jim reviewed leave balances and the financial obligation.

Jim shared the letter for 2021 state match. (attached)

Jim reported that the county engineer will send letters to Mercer Road project landowners with high culverts that need changed.

Jim requested that Beth be the H2Ohio designee for the district. Kris moved to appoint Beth as the district H2Ohio designee. Dylan seconded. Motion carried. Roll Call: Lee - yes, Kris- yes, Dylan - yes, Bernie - yes, Ron - yes.

Jim presented Abby's letter of resignation. Ron moved to accept the resignation effective August 28, 2020. Bernie seconded. Motion carried. Roll Call: Lee - yes, Kris- yes, Dylan - yes, Bernie - yes, Ron - yes.

Jim distributed the draft job descriptions for review. Becky confirmed that SWAT duties can be done by district staff and reported to NRCS should the SWAT position not be filled.

Updated H2Ohio Technician description updated to District Technician title to post for H2Ohio job duties position. Revise hourly rate to \$18/hour. Kris moved to approve description and posting. Bernie seconded. Motion carried. Roll Call: Lee - yes, Kris- yes, Dylan - yes, Bernie - yes, Ron - yes.

Jim reviewed his board report. (attached)

Becky reviewed the activity handout. She noted that they have been busy with CRP and staff from other offices have helped.

Becky reported that district staff can do EQIP field checks and other SWAT deliverables and report through EZfed grants for reimbursement if the SWAT position is not filled.

Jeremy was out on a concrete pour for a manure storage facility under construction. His board report was presented.

Julie reported that the election for the board of supervisors is going on. 21 ballots were received so far.

Julie presented a request from AIF for a letter of support for the PENTA and a potential agricultural certification. Ron moved to approve the letter of support. Bernie seconded. Motion carried. Roll Call: Lee - yes, Kris- yes, Dylan - yes, Bernie - yes, Ron - yes.

Julie presented a letter requesting to cancel a CREP contract. Kris moved to approve to cancel and to request reimbursement. Dylan seconded. Motion carried. Roll Call: Lee - yes, Kris- yes, Dylan - yes, Bernie - yes, Ron - yes.

Julie presented 13 new CREP contracts for board signatures. Bernie moved to sign contracts. Kris seconded. Motion carried. Roll Call: Lee - yes, Kris- yes, Dylan - yes, Bernie - yes, Ron - yes.

Julie reported that there was a change in landowner status with a CREP contract. The contract will be cancelled due to death.

Julie reported that 12 kids are registered for the Jr. Conservationist program.

Julie reported that the newsletter was sent out.

Julie reviewed her activity report.

Beth reported that 137 producers re-enrolled with H2Ohio, 10 cancelled, and 7 have not responded.

Kris moved to approve Beth's signature on behalf of the board of supervisors contingent on the producer signing. Bernie seconded. Motion carried. Roll Call: Lee - yes, Kris- yes, Dylan - yes, Bernie - yes, Ron - yes.

Beth reported that the TMACOG GLRI grant is closed. She needs to bill for her time.

Beth reported that BGSU is asking for support for a SARE grant researching the use for dredge material on producer land. Following discussion, the board opted out of providing support.

Beth requested approved to be on the Dry Creek local advisory committee. Kris moved to approve. Dylan seconded. Motion carried. Roll Call: Lee - yes, Kris- yes, Dylan - yes, Bernie - yes, Ron - yes.

Beth reviewed her activity report. It was noted that she completed the online communication course. Consideration was made for the remaining staff to take the course when the office staff has the time available.

Kris exited at 10:04 AM.

Beth Anne reviewed her board report. She registered and paid for TDP. The course will be virtual so fees will be refunded.

Two Minute Drill:

Julie: Expressed concerns with the time it takes to do the financial reports. Also, commented that outreach and education need to be included as a job responsibility.

Jim: Acknowledged that education and outreach are being missed. Evaluate outreach and using technology. The urban population is being missed. Supplemental education materials are available for teachers.

Lee: Take advantage of the free time available for adults and kids with sporting events cancelled. Thanks for rescheduling the meeting.

Bernie: Grandsons' sports are live streamed. He has family members with COVID. Ag Incubator invested \$30,000 to rebuild the greenhouses that are rented. Andy Lang is managing SWCD plots and they look good.

Ron: Accepted a position with Nature Conservancy as a Cover Crop Champion.

Annette: Is will to do more with the financials and will look into QuickBooks training options for staff.

Beth Anne: She and Meagan are taking the online version courses of NRCS Boot Camp. She coaches 8th grade volleyball.

Dylan: we need rain.

Dylan moved to approve the bills to be paid, sign the minutes, and the financial reports. 13 district bills totaling \$4,486.37; no ditch payments; five Special Fund bills totaling \$2,093.59. Bernie seconded. Motion carried. Roll call: Lee-yes, Ron-yes, Dylan- yes, Bernie-yes, Kris-absent.

The next regular board meeting will be Friday, September 18, 2020 at 8:00 AM via Zoom and in office.

Ron moved to go into executive session for personnel review with Jim included. Bernie seconded. Motion carried. Roll call: Lee-yes, Ron-yes, Dylan- yes, Bernie-yes, Kris-absent. 10:40 AM.

Lee called the regular meeting back to order at 12:30 PM.

Being no further business, Ron moved to adjourn the meeting. Dylan seconded. Motion carried. Roll call: Lee-yes, Ron-yes, Dylan- yes, Bernie-yes, Kris-absent. Meeting adjourned at 12:31 PM.

Respectfully submitted by Julie Lause, _____.

Lee E. Sundermeier, Chairman

Ron Snyder, Secretary