

**REGULAR MONTHLY MEETING
LICKING COUNTY SOIL AND WATER CONSERVATION DISTRICT
BOARD OF SUPERVISORS
February 11th, 2008**

The Licking County Soil and Water Conservation District, Board of Supervisors met Monday, February 11th, 2008 at 7:00 p.m. at the Agriculture Service Center, Newark, Ohio. Those present were:

<u>Supervisors</u>	<u>District Staff</u>	<u>NRCS Staff</u>
Jeff Carr – C	Jim Kiracofe	John Johnson
Charles Warthen-F	Lindsey Grimm	
Jim Hoover- M	Merv Skiles	
Jim Conrad – Sec/Treas		
Debra Walton - VC		

Guests: Heath Smith

Chairman Carr called the meeting to order at 7:02 p.m.

Pledge of Allegiance

I. PUBLIC COMMENTS:

None

II. CONSENT AGENDA:

A motion to accept Items A-E on the agenda was made by Warthen and seconded by Conrad. The motion passed unanimously.

III. COMMITTEE REPORTS:

A. Building/Equipment Committee – DPA Kiracofe advised the Board that the warm season grass drill is scheduled to be delivered on May 1, 2008.

Committee Chair Conrad opened the sealed bids for the TGMI Tailgate Mulcher, they are as follows:

Richard Brown \$377.77
Chester Merritt \$400.00
Jeff Nash \$1,975.00
Heath Smith \$1,150.00

Jeff Nash from the Perry County Club was the highest bidder; however DPA Kiracofe stated that a new mulcher would cost the District \$7,800.00. Kiracofe advised the District mulcher was still in good condition and has more value than the submitted bids. He recommends the District keep the mulcher for another year. A motion to reject all of the bids was made by Hoover and seconded by Warthen. The motion passed unanimously.

Chairman Carr advised the Commissioners have approached Wachtel McAnally to reconstruct the Ag Service Center parking lot and improve the drainage. ADR is assisting with the project. It was suggested rain gardens, bio-filters and other green features be incorporated into the project.

B. Budget Committee – Committee Chair Warthen reported correspondence from Chief Hanselmann indicating the Governor’s office has pledged to maintain the State Match funds at the current levels for this year and the next.

C. Program Committee – Committee Chair Walton reported the committee met earlier and reviewed the draft 2008 Annual Goals. The draft goals were discussed with the Board. After discussing these goals with the Board, the committee will include suggestions in the final draft to be presented at the March meeting.

D. Policy/Personnel Committee – Committee Chairman Carr reported to the Board that the committee met on Friday February 6th, 2008. They interviewed the three candidates that DPA Kiracofe recommended. The committee is recommending the Board employ Patricia Deering as Information Assistant. A motion to hire Patricia for a temporary one year full time position was made by Hoover and seconded by Warthen. The motion passed unanimously. DPA Kiracofe will offer the position to Ms. Deering, establishing a starting date of employment and negotiating the pay as recommended by the Committee.

The committee reviewed DPA Kiracofe’s District Staff evaluations. The committee recommends approval of the evaluations. A motion to accept the staff evaluations was made by Warthen and seconded by Hoover. Board member Conrad stated he would like to review all of the evaluations before a vote is taken. The motion passed with three yeas and one nay.

The committee reviewed DPA Kiracofe’s recommendations for staff pay adjustments. Under current policy, pay adjustments are based on staff evaluations and policy guidelines. The committee revised the DPA’s recommendations. A motion to table the approval of pay adjustments until after the executive session was made by Conrad and seconded by Hoover. The motion passed unanimously.

E. Nominating Committee – Committee Chair Hoover advised the Board that Doug Joseph and Donna Shipley have been appointed to the committee. He had nothing else to report. DPA Kiracofe stated that two Board members, Carr and Conrad, terms are up this year.

F. NRCS Report - DC Johnson reported that he and his staff are currently undergoing a 5% spot check. NRCS Zanesville field office personnel are reviewing all contracts. The goal is to ensure the practices have been installed according the terms of the contracts, noting any discrepancies. Field visits still need to be completed.

DC Johnson is creating a spreadsheet for practices scheduled to be installed in 2008. DPA Kiracofe and District staff will be assisting Johnson to ensure landowners follow through on their scheduled practices.

DC Johnson stated the field office has 18 obligated funding contracts with 6 waiting for funding. His staff is working on a 27 acre WRP restoration project at Dawes.

G. District Reports – DPA Kiracofe advised that according to the current Ohio Sunshine Law update, when the majority of the Board discusses business it is a public meeting and notice must be given to the public. Public record requests must be made available within a reasonable amount of time. In the future, the District must adopt a record retention policy.

DPA Kiracofe suggested that the Board send thank you notes to Governor Strickland, Director Sean Logan and David Hanselman; thanking them for their support and work on helping to maintain the State Match. He is drafting the thank you letter and requests input from the Board. The Board was supportive.

The Farm Bureau will soon be displaying Farm Bureau information in the building's hallway. Farm Bureau has new \$2500 REWARD signs for their active members. The Farm Bureau Board has inquired whether the District could help distribute these signs. DPA Kiracofe stated Farm Bureau has supported our District several ways. Walton noted this should bring traffic into our office. Conrad stated our District is a Farm Bureau associate member. The Board indicated helping to pass out the REWARD signs would be acceptable.

The Ag Breakfast is March 20th. Around 60 Century Farm applications are expected. These farms will be recognized during the breakfast. DPA Kiracofe stated the attendance for the breakfast will be significantly more than past years. He has requested the Board contribute up to \$1000.00 to help with the additional expenses associated with the breakfast. A motion to approve up to \$1000.00 was made by Hoover and seconded by Conrad. The motion passed unanimously.

Urban Technician Skiles has organized a tour of the Hydrological Station in Coshocton for April 23rd. The tour will focus on storm water research relating to urban development.

DPA Kiracofe stated the District's annual report is due at the end of February. Plans are for the annual narrative report to be printed in mid-March as a newspaper insert. The spring edition of Conservation Notes will be mailed mid-March in order to advertise the tree sale and District equipment for rent.

Watts Farms has requested a 30 day extension of the deadline related to the George Griffiths' Ag Pollution Complaint. The temporary measures have been completed. Some of the cattle have been removed, but the others will not be ready to sell by March 1, 2008. Kiracofe discussed this request with ODNR's Bob Mulligan. Mulligan stated as long as the temporary measures have been followed and the Board is receptive, he feels it would be okay to grant the extension. A motion to formally approve the extension was made by Hoover and seconded by Warthen. The motion passed unanimously.

Education Specialist Grimm requested an extension of her annual leave carry over per District policy. Her anniversary date of employment is March 1. Grimm has scheduled vacation and is requesting a two day extension to use her excess annual leave. A motion to approve the extension was made by Walton and seconded by Warthen. The motion passed unanimously.

DPA Kiracofe stated a Natural Resources Advisory committee has scheduled a field trip for March 12th, 2008 to visit Geauga County's Natural Resource Area and Malabar Farms' Green Building. He invited interested Board members to participate.

Board Members Report – Board member Warthen reported to the Board the two resolutions from Montgomery County passed with a majority vote. The Seneca County Resolution died in Committee due to lack of a second.

Warthen recently attended the RC&D meeting in Mt Vernon. Knox County's successes in Farmland Preservation were highlighted. Since their inception in 2002 they have received five million dollars in grants for farmland preservation. Some other reported projects included the

Delaware Backyard Conservation Park at their fair, and a Sensory Trail in Lancaster that is associated with MRDD.

Board member Hoover stated a major topic of discussion at the January 30th Federation meeting was the funding cuts at ODNR. Some Program Specialist positions could be eliminated. The OFSWCD supports the need for this position, and feels that they should be kept.

At 8:15 a motion to enter into executive session to discuss DPA Kiracofe's evaluation and pay adjustment recommendations was made by Hoover and seconded by Conrad.

Roll Call Vote:

Walton Y Hoover Y Conrad Y Warthen Y Carr Y

The Board returned to open session at 8:55.

A motion to remove the pay adjustment recommendations from the table and approve the Personnel Committee's pay adjustment report was made by Walton and seconded by Warthen. The motion passed unanimously.

At 8:56 p.m. a motion to adjourn was made by Walton and seconded by Warthen. The motion passed unanimously.

Respectfully submitted,

Brandy Bline- Administrative Assistant

Jeff Carr - Chairman

Jim Conrad, Secretary/Treasurer