

**REGULAR MONTHLY MEETING  
LICKING COUNTY SOIL AND WATER CONSERVATION DISTRICT  
BOARD OF SUPERVISORS  
June 9th, 2008**

The Licking County Soil and Water Conservation District, Board of Supervisors met Monday, June 9th, 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> | <u>Associate Board Members</u> |
|--------------------|-----------------------|-------------------|--------------------------------|
| Jeff Carr – C      | Jim Kiracofe          | John Johnson      | Michael Pitcher                |
| Charles Warthen-F  | Brandy Bline          |                   |                                |
| Jim Hoover- M      |                       |                   |                                |
| Debra Walton - VC  |                       |                   |                                |

Chairman Carr called the meeting to order at 7:05 p.m.

Pledge of Allegiance

**I. PUBLIC COMMENTS:**

None

**II. CONSENT AGENDA:**

A motion to remove Items D & F for discussion was made by Hoover and seconded by Walton. The motion passed unanimously.

A motion to accept Items A, B, C & E on the agenda was made by Warthen and seconded by Walton. The motion passed unanimously.

In reference to Item D, Invoices, Board member Hoover had a question about the invoice to Tech-Wear. DPA Kiracofe advised that it was clothing purchased for new Board supervisor Walton and new employee Deering. A motion to accept Item D was made by Hoover and seconded by Warthen. The motion passed unanimously.

In reference to Item F, Leave Balances, Board member Hoover asked DPA Kiracofe why Deering had so much comp time. DPA Kiracofe responded by saying Deering offered to work extra hours during the first three weeks of her employment to ensure the Century Farm presentation, as part of the Ag Breakfast, was professional and high quality. DPA Kiracofe approved Deering working the extra hours. A motion to accept Item F was made by Hoover and seconded by Warthen. The motion passed unanimously.

**III. Old Business:**

None

**IV. New Business:**

A. Approval of Timber Harvest Plan – Technician Evans reviewed a Timber Harvest Plan for a 20 acre logging site on McKee Hill Road in Fallsbury Twp. Technician Evans is recommending Board approval of the plan. Board member Walton had a question about the type of seed chosen by Forestry Consultant Jim Stafford as part of the closeout procedures. She wondered if the pasture mix is shade tolerant. DPA Kiracofe felt Consultant Stafford would have chosen the type of mix that best suited the site. He will speak with Stafford about his choice the next time he sees him. Associate member Pitcher asked why the District approves Timber Harvest Plans. DPA Kiracofe explained that the purpose of the program is to assist The Ohio Department of Natural Resources' Division of Soil & Water Conservation and the Ohio Forestry Association, to better manage Ohio's woodlands on a voluntary basis. Together, these entities encourage woodland owners, loggers and foresters to

voluntarily implement best management practices (BMP's) to reduce soil erosion and maintain water quality when timber is harvested. Board member Walton asked about the need for filter strips and how the size is determined. Board Chairman Carr stated that drainage criteria dictate the length and width of any filter strips used. A motion to approve the Timber Harvest Plan was made by Warthen and seconded by Walton. The motion passed unanimously.

B. Blatter Leave Buy Down - Last year the Board revised the District policy to reduce accumulated annual leave within the O.R.C. Per policy, the Board has an obligation to purchase a portion of accumulated leave for some employees at their Anniversary Date of Employment (ADE). For Blatter, whose ADE is May 17, 2008 the District must purchase 100 hours at \$21.50 per hour. A motion to approve the buy down was made by Warthen and seconded by Hoover. The motion passed unanimously.

C. "Vision" Planning Date – The Board members discussed a date, location, and who should attend. It was decided the meeting will be July 16<sup>th</sup>, 2008 at 6:30 p.m. at Board member Carr's residence. At this time DPA Kiracofe and the Supervisors will attend. Board members agreed they should focus on updating the District's vision based upon projected future natural resources needs of the county. Associate board member Pitcher suggested looking at whom we serve, our purpose and the SWOT (strengths, weaknesses, opportunities and threats) of our organization. Board member Walton suggested looking for solutions first instead of focusing on problems, then successfully implementing the solutions. Board member Hoover suggested reviewing district policies and procedures, such as comp time. DPA Kiracofe will work with Board members Hoover and Walton to ensure a format for a productive meeting. Associate member Pitcher volunteered to facilitate the meeting. Board Chairman Carr requested Board members to give suggestions on structure and format to DPA Kiracofe.

D. Program Specialist Chad Amos recently conducted his annual internal audit for the District. As part of his review, Amos noted substantially more staff hours reported for drainage maintenance activities in SWIMS than the actual time billed for reimbursement through the County's drainage maintenance funds. PS Amos noted drainage maintenance activities for petition projects are not eligible for state match. Many of the hours reported in SWIMS were indirectly related to drainage maintenance, but not any one petition project. Many of the indirect hours were for reviewing the assessment databases and working on non maintenance projects. Amos requested DSWC Administrator Fred Hammond review this issue. At the end of May, Hammond came to the office to review the District's maintenance program. PS Amos, unable to attend tonight's Board meeting, reviewed this issue via speaker phone. He stated that because most of the "clean up" of the assessments has already been done, the District should not have the same hour discrepancies as last year. He also noted that Hammond did not seem concerned with how the District handled this situation and does not foresee the Commission withholding a portion of the state match. Hammond requested DPA Kiracofe provide an accounting of the direct and indirect hours to Amos and Hammond prior to the Commission's July meeting.

## **V. Committee Reports:**

**A. Building/Equipment Committee** – DPA Kiracofe advised the Board that the drainage maintenance tractor needs a new joy stick which will cost around \$2400.00. Currently, maintenance funds are insufficient to cover this purchase. Committee Chair Conrad suggested that the Board approve this purchase using the District funds. The District will be reimbursed once funds are available in the drainage maintenance funds. A motion to approve the purchase was made by Warthen and seconded by Walton. The motion passed unanimously.

**B. Budget Committee** – Committee Chair Warthen advised that he signed Form 11 which was sent to the Division at the end of May.

**C. Program Committee** – Committee Chair Walton stated that the committee has requested a meeting for sometime mid summer to discuss long range "vision" goals for the District. Tonight the date was

set for July 16<sup>th</sup>, 2008. She asked that Board members give Jim important items for discussion prior to the meeting.

**D. Policy/Personnel Committee** – Committee Chair Carr advised he had nothing to report.

**E. Nominating Committee** – Committee Chair Hoover advised he had nothing to report. DPA Kiracofe stated an article would be placed in the July issue of the Conservation Notes newsletter seeking candidates for the upcoming November election.

**F. NRCS Report** – Due to the signing of a new farm bill, DC Johnson reported NRCS has a budget. USDA departments should receive allocations shortly.

There may still be a summer EQIP signup. This may cover the old applications that were not chosen the first time around. There may be some changes in EQIP 09. Cost share for grazing plans may no longer exist. NRCS may advertise to new individuals that they need to work on a grazing plan right away, because without this they will not be approved.

The first of several pasture walks will be held Thursday June 12<sup>th</sup> from 6:00 p.m. until 8:00 p.m. at Tom Maxwell's farm on Dry Creek Road.

All office computers that utilize toolkit software were updated. Toolkit keeps track of individuals in programs.

The field office will begin FSA status reviews on selected tracts later this month. This spot check is to verify whether producers are still maintaining their plans.

**G. District Reports** – DPA Kiracofe asked the Board if they had any questions regarding the activities which he had listed that occurred in May.

Kiracofe discussed the building cleaning service with the Board. The current company, Out Source Partners, cleaning could be improved. There is a meeting Friday with a perspective company and department heads to review their proposed contract.

Kiracofe gave the Board copies of the NPDES Phase II report that Grimm prepared for the Commissioners reviewing the District's involvement in the education component. Board member Hoover noted the scope and volume of the work in the report. Kiracofe reported the rain garden demonstration at Flory Park was a success, and encouraged the board to view the rain garden near the barn recently constructed as an Eagle Scout project.

Kiracofe passed around a partial rough draft of the Century Farm book. Deering is working with a recent COTC graduate to design and format the book. He is also seeking financial assistance from other entities to contribute to a stipend for the COTC graduate. Plans are to have the book available for purchase by August 1.

Kiracofe asked if any board members plan to attend the Commissioners Tour next Wednesday in Hocking County. Board member Warthen will attend with DPA Kiracofe.

OEPA will host an information meeting to discuss the Licking River Watershed TMDL study. The meeting will be held June 19<sup>th</sup> at the Ag Service Center. Board members are encouraged to attend.

Board members Walton, Warthen and DPA Kiracofe will be attending the WAMO "Got Water Issues...?" conference on June 26<sup>th</sup> in Columbus.

**H. Board Members Report** – Board member Warthen reported that he will be attending an Education Committee meeting at the end of June. He requested board members provide him with any information to share with the committee.

Board Chairman Carr updated the board on the status of reconstructing the building's parking lot. Final review and approval is expected on Tuesday from the City of Newark. The construction time period is still unknown. Our District will be responsible for acquiring plants and planting the rain gardens.

At 9:00 p.m. a motion to adjourn was made by Hoover and seconded by Warthen. The motion passed unanimously.

Respectfully submitted,

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Brandy Bline- Administrative Assistant

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Jeff Carr - Chairman

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Jim Conrad, Secretary/Treasurer