



# Monthly Board Meeting December 7, 2023

The Licking County Soil and Water Conservation District Board of Supervisors met at 4:30 p.m. at the Ag Service Center- 771 E. Main St., Newark, OH 43055

Those present were:

Supervisors	District Staff	District Staff	NRCS	Associate Board	Guests
Bill Goodman	Kristy Hawthorne	Linda Nicodemus	Joe Koehler	<del>Jeff Baker</del>	Michelle White-zoom
Ron Thompson	Britney Stuller	Deirdre Wise		Jeff Bates	Erica White
Rodney Tornes	Joe Jarvis	Harley Kirkingburg		<del>Mamie Hollenback</del>	
Seth Dobbelaer	Kyle Seitz	Nick Garavuso			
Kim Byce	Abbie Hogue	Briana Hodgson-zoom			

Seth Dobbelaer called the meeting to order at 4:30 pm and led the Pledge of Allegiance.

- I. BOARD PROFESSIONAL DEVELOPMENT-** Kane Learning, Strategic Planning
  - a. Michelle White discussed the planning process & timeline. Kane is currently working on a strategic plan with the Licking County Health Department as well.
- II. PUBLIC COMMENTS & STAFF REPORTS**
  - a. Written report provided
- III. CONSENT AGENDA**
  - a. Minutes of October 10, 2023 Board Meeting
  - b. Special Fund Financial Report- November
  - c. District Fund Financial Report- November
  - d. Aged Receivables Report
  - e. Cash Disbursements Report- December
  - f. Leave Balance Financial Obligation Report- 20, 21, 22
  - g. Overtime/Comp Time approval- listed on Cash Disbursement Report
  - h. Annual sick leave conversion- KH

**Rodney Tornes moved to approve the Consent Agenda items a-g for November/December 2023 Bill Goodman seconded. Motion carried unanimously.**

- IV. OLD BUSINESS-** none
- V. NEW BUSINESS-**
  - a. ODA Area 5 Watershed Plan- Erica White
    - Muskingum Watershed Manager, Erica White provided an overview of the published watershed plan.

- The watershed plans have been completed for the entire state and will assist with NPS-IS plans and H2Ohio expansion.
- b. USEPA NPS-IS Grant: Multiple quotes were provided for the scope of the grant. CEC Inc was the best price and can complete the work in the designated timeframe.

**Ron Thompson moved to approve the CEC Inc. USEPA NPS-IS proposal for up to \$30,000; Rodney Tornes seconded. Motion carried unanimously.**

## **VI. COMMITTEE AND OTHER REPORTS**

- a. NRCS Report- DC Joe Koehler- written report provided
- Update on Saveson wetland
  - Discussed new staff members
- b. District Report- Kristy Hawthorne
- Urban Program update- Linda Nicodemus
    1. Linda discussed the new invoicing for inspections. She stated Britney has sent out first round of invoices for any inspections over the allotted 12.
  - District Update- Kristy Hawthorne
    1. Provided updates throughout the meeting
- c. Building/Equipment/Safety Committee- Chair Tornes-
- District equipment inventory- motion needed

**Rodney Tornes moved to approve the 2023 district equipment inventory list and salvage list; Bill Goodman seconded. Motion carried unanimously.**

- d. Budget Committee- Chair Dobbelaer-
- 2023 Special Fund budget review
  - District Funds Encumbered Funds
  - CDARs renewal

**Bill Goodman moved to renew the \$116,071.65 CDAR at a 52-week term at 3.50%, with the interest accrued deposited into the district checking account; Ron Thompson seconded. Motion carried unanimously.**

- e. Grant Sub-Committee- Chair Thompson-no update
- f. Program Committee- Chair Byce-
- Kane Learning- proposal for review- motion to accept

**Kim Byce moved to accept the proposal with Kane Learning for the Strategic Planning for \$7,225 & Executive Coaching for \$4,080; Rodney Tornes seconded. Motion carried unanimously.**

- Committee Structure
    1. Hawthorne discussed the need to update the committees. There are committees that are no longer active and would like to add committees that are more beneficial to our mission.
- g. Policy/Personnel Committee- Chair Goodman-

- Approval for new hire, Tayler Coy for Agriculture Technician- motion needed

**Bill Goodman moved to approve hiring Tayler Coy as the new agriculture technician at \$27.00/hour; Kim Byce seconded. Motion carried unanimously.**

- During the budget season, the committee used the 3.5% Cost of Living increase. Since then the Commissioners have increased the COLA to 5% for 2024.

**Ron Thompson moved to the 5% cost of living raise for all staff members beginning December 23, 2023; Bill Goodman seconded. Motion carried unanimously.**

- h. Nominating Committee- Chair Thompson-**
  - Potential opening in January 2024- When Rodney Tornes has to resign when he moves out of the county, a replacement will need to be recommended to the OSWCC by the current Board members. Rodney is willing to continue to serve as long as possible. The search will be posted with the deadline for candidate information form being December 22.
- i. Legislative Committee- Chair Goodman-**
  - Kristy met with Representative Claggett November 30<sup>th</sup>, and will be meeting with Representative Miller, Senator Schaffer & Congressman Balderson. She is providing updates of all the studies, models and reports being generated through grants and local support.
- j. Board & Associate Board member reports**
  - Area 3 Winter Meeting is next December 12<sup>th</sup> @ 6pm in Cambridge. Rodney will not be able to attend after all. Ron and Bill will be attending and travel arrangements were discussed.

**Ron Thompson moved to adjourn at 7:07 pm, Bill Goodman seconded. Motion carried unanimously.**

Respectfully submitted,

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Britney Stuller, Administrative Assistant LCSWCD

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Seth Dobbelaer, Chair LCSWCD

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Bill Goodman, Secretary/Treasurer LCSWCD