

LORAIN SOIL & WATER CONSERVATION DISTRICT

42110 Russia Road
Elyria, Ohio 44035-6813

Phone: 440-326-5800
Fax: 440-326-5807

Board of Supervisors
Meeting Minutes
February 27, 2018
Lorain County Agricultural Center
Elyria OH 44035

Supervisors present: Will Schlechter, Chairman, Jessica Duplaga, Vice Chairman,
John Hadgis, Treasurer, Robert Pandey, Member

Supervisors absent: John Grills, Treasurer

Associate Supervisors present: None

Associate Supervisors absent: Lawry Babitt, Dan Buttler, Dave Manning, John Born

SWCD personnel present: Lynne Parsh, Administrative Assistant

SWCD personnel absent: Livia Raulinaitis, Urban Erosion & Stormwater Specialist

NRCS personnel present: Derrick Harmon, District Conservationist

NRCS personnel absent: Drew DeMatteo, Soil Conservationist

ODA, DSWC personnel absent: Clark Hutson, Program Specialist

Schlechter called the meeting to order at 8:35 a.m.

Public Comments:

None

Minutes:

Duplaga moved to approve the minutes of the January 23, 2018 Board meeting; 2nd by Pandey.
Motion passed 4-0.

Bills to be paid:

Parsh reviewed the "revised" January bills and February bills. Duplaga moved to approve the
"revised" January bills and the February bills; 2nd by Pandey. Motion passed 4-0.

January "revised" bills:	District Fund	9 items	\$ 16,738.14
	Special Fund	6 items	\$ 5,826.93
February:	District Fund	7 items	\$ 3,737.81
	Special Fund	6 items	\$ 5,826.93

January bank statements and reconciliations were presented for Board signature (Schlechter).
Staff timesheets were presented for Board signature and matched against ADP Labor
Distribution reports (Schlechter).

Employees leave accrual balances ending February 3, 2018:

Parsh:	Annual	71.64	Sick	177.91
Raulinaitis	Annual:	N/A	Sick	29.90

Derrick Harmon, District Conservationist: Harmon started by informing the board about the FY18 programs deadlines for the regular EQIP subaccounts. EQIP ranking deadline was 2/23/18. Harmon stated that Lorain Co. currently has 51 EQIP & 1 CStP application for FY 18. Also, Harmon reviewed with the SWCD Board the Annual Working Cooperative Agreement; Civil Right Responsibilities; 1619 Acknowledgement; discussed the NRCS staff Schedule, office coverage, & sharing schedules with partners employees. Pandy moved to renew agreement between NRCS and SWCD; 2nd by Hadgis. Motion passed 4-0.

Activity Reports:

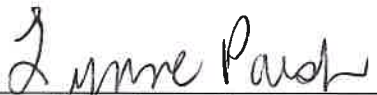
Raulinaitis: No report

Parsh: 1) Parsh said that even if we remove a person from the bank signatories, a new form has to be filled out. It was decided to have Schlechter, Duplaga, Grills and Parsh on the checking, savings and scholarship funds. 2) Parsh reminded the board that Raulinaitis is due for her 3 month performance evaluation. Hadgis thought it might be a good idea to have Raulinaitis do her own self-evaluation form. Parsh said she would ask Cuyahoga SWCD for any performance evaluations that they use since they have a similar position as to ours. 3) Parsh also reminded the Board that it is that time of the year when the District submits a financial request to the Commissioners.

Other Business: Schlechter passed around a flyer for an upcoming pancake breakfast and syrup making event to raise funds for a local school district.

Duplaga moved to adjourn at 9:30 a.m.; 2nd by Hadgis. Motion passed 4-0.

Next scheduled meeting: Tuesday, March 27, 2018 at 8:30 a.m.


Recorded and submitted by Lynne Parsh


John Hadgis, Secretary


Will Schlechter, Chairman