

HURON SOIL AND WATER CONSERVATION DISTRICT

8 Fair Road

Norwalk OH 44857

Dan Stevens, Chairman

John Ganz, Secretary

Brad Harris, Vice Chairman

Zachary Irons, Treasurer

Don Sweeting, Special Projects

AGENDA FOR THE SPECIAL MEETING OF THE BOARD OF SUPERVISORS

Monday, February 20, 2024 at 8:00 p.m.

- 1) Approval of Agenda
- 2) Approval of January's Board Meeting Minutes
- 3) Public Comment
- 4) Approval of Current Bills
- 5) Approval of Financial Statement – Chad Stang
 - A. Purchase Orders, Charge Card, Vouchers, Payroll authorization
 - B. Approval of Fiscal Agents
- 6) Building Business – Chad Stang
- 7) N.R.C.S. Update – Kevin Kaltenbach
- 8) O.D.A. Update – Tom Holmes
- 9) O.S.U. Update – Mike Gastier
- 10) Ditch Maintenance – Aaron Robinson
- 11) H2Ohio
- 12) Set 2024 Annual Meeting
- 13) Correspondence
 - A. Set 2024 Board Meetings for Public Notice
 - B. Approve H2O Job Description

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MINUTES OF THE SPECIAL MEETING OF THE HURON S.W.C.D.
BOARD OF SUPERVISORS

Tuesday, January 16, 2024, at 8:00 p.m.

At 8:00 p.m. Chairman Don Sweeting called the meeting to order.

Other board members John Ganz, Brad Harris, and Zachary Irons attended the meeting in person. District employees Chad Stang, Aaron Robinson, and Alisa Highlander also attended in person.

Agenda: Brad Harris moved to approve the agenda for the January 16, 2024, Special Board Meeting adding approval of the Final Budgets under Financial and approval of the 2023 Annual Report under Correspondence. John Ganz seconded the motion. The motion carried with a 3:0 vote.

Chad Stang assumed leadership of the meeting for the purpose of the Huron S.W.C.D. 2024 Board reorganization.

Reorganization of the Board: Zachary Irons moved to approve retaining the 2023 seats except for Chairman and Member. Dan Stevens will replace Don Sweeting as Chairman, while Don Sweeting will replace Dan Stevens as Member. John Ganz will retain the Secretary seat, while Zachary will retain the Treasurer seat. John Ganz seconded the motion. The motion carried with a 3:0 vote.

Committee Assignments: Don Sweeting moved to keep the 2024 Committees the same as 2023, except replace John Ganz with Don Sweeting on the Nominating Committee. Zachary Irons seconded the motion. The motion carried with a 3:0 vote.

The 2024 Committees are:

- *Nominating Committee:* Chairman Don Sweeting will seek two others from the public.
- *Budget and Audit Committee:* Dan Stevens and Don Sweeting
- *OSU Extension Advisory Committee:* John Ganz, Zachary Irons, and Don Sweeting
- *Scholarship Committee:* Employee Lori Liles, Jan Hanco, and Nicole Stevens
- *Policy Committee:* Huron SWCD Board and Program Specialist Tom Holmes
- *Drainage Committee:* John Ganz, Brad Harris, and Don Sweeting
- *Grant Committee:* Brad Harris, Dan Stevens, and Don Sweeting
- *Building Committee:* Brad Harris, Dan Stevens, and Don Sweeting

The 2024 Vice Chairman Brad Harris assumed leadership of the meeting.

Approval of December's Minutes: John Ganz moved to approve December's minutes as written. Zachary Irons seconded the motion. The motion carried with a 3:0 vote.

Public Comment: No public comment.

Bills: Don Sweeting moved to approve the following bills attached to the original minutes adding a Building bill for Contractors Design- \$7,100.00 and a Ditch Maintenance bill for Blakes Sanitation - \$600.00

9 Bills needing approval – **Special Fund – Total \$16,835.51**

0 Bills needing approval – **H2Ohio Fund 168 – Total \$0.00**

2 Bills needing approval – **Ditch Maintenance Fund** – **Total \$3,002.35 (includes payback of benefits)**

District Fund Bills:

1 District Fund bill paid with prior approval – **Total \$90.00**

3 District Fund bills needing approval – **Total \$1,162.82**

3 H2Ohio Cost Share bills needing approval – **Total \$6,194.70 (2 VNMP and 1 All manure project)**

3 Building bills paid with prior approval – **Total \$991.11**

4 Building bills needing approval– **Total \$914.25**

0 Star Ohio Scholarships paid with prior approval – **Total \$0.00**

0 Star Ohio Misc. paid with prior approval – **Total \$0.00**

John Ganz seconded the motion, and the motion carried with a 3:0 vote.

Financials: Don Sweeting moved to approve the December 2023, Financial Statements which are attached to the official minutes:

Cash Basis Total Liabilities and Equity **Special Fund:** \$263,664.96

Cash Basis Total Liabilities and Equity **District Fund:** \$1,673,730.57

Accrual Basis Total Liabilities and Equity **Ditch Maintenance:** \$80,920.18

Accrual Basis Total Liabilities and Equity **H2Ohio Fund 168 TA:** \$25,297.20

Zachary Irons seconded the motion, and the motion carried with a 3:0 vote.

SF Final Budget and 168: Zachary Irons moved to approve the Final Budgets for Special Fund 130 and H2Ohio Fund 168. Don Sweeting seconded the motion. The motion carried with a 3:0 vote.

DM Final Budget: Aaron Robinson said the Ditch Maintenance Fund 160 Budget changed from the Interim Budget, because salaries were changed which affected the rest of the budget. Don Sweeting moved to approve the Ditch Maintenance Fund 160 Final Budget, while John Ganz seconded the motion. The motion carried with a 3:0 vote.

Building Business-Chad Stang said he wanted to keep money in the special fund for capital improvements. He plans on having someone look at re-tucking the outside brick on the building.

NRCS: Kevin Kaltenbach did not attend the meeting.

ODA: Tom Holmes did not attend the meeting.

OSU: Mike Gastier did not attend the meeting.

Ditch Maintenance: Aaron Robinson said he didn't really have anything new to report. He did state that there was about 312 more direct time hours in 2023. He fielded calls from landowners at the Cherokee Subdivision, Tomahawk Drive about tile being plugged and posing a threat to basements. Blakes Sanitation jet cleaned tile and storm mains due to tree roots.

2024 Equipment Rental Rates: Zachary Irons moved to approve the 2024 Rental Rates to be the same as 2023. John Ganz seconded the motion. The motion carried with a 3:0 vote.

H2O: Don Sweeting moved to approve one contract modification for 2024 cover crops. Zachary Irons seconded the motion. The motion carried with a 3:0 vote.

Correspondence:

Alisa Highlander said the 2024 IRS Rate increased to 67 cents.

John Ganz, Dan Stevens, and Don Sweeting will attend the OFSWCD Annual Meeting in Columbus from January 23rd to 24th, while Alyson Holzworth will attend Tuesday the 23rd only. Chad Stang will attend the event January 22nd to the 24th.

2024 Initial APO: Zachary Irons moved to approve the 2024 Initial Annual Plan of Operation, while Don Sweeting seconded the motion. The motion carried with a 3:0 vote.

2023 Annual Report: John Ganz moved to approve the 2023 Annual Report Brochure, while Zachary Irons seconded the motion. The motion carried with a 3:0 vote.

Oath of office: Board Member Don Sweeting administered the Oath of Office to the re-elected board members Bradly Harris and Zachary Irons. Alisa Highlander notarized their Oaths of Office. The re-elected board members term began January 1, 2024, and will expire December 31, 2026.

At 9:10 p.m. Zachary Irons moved to adjourn the meeting. John Ganz seconded the motion. The motion carried with a 3:0 vote.

The January 16, 2024, minutes were taken by and prepared by Alisa Highlander and reviewed by Chad Stang.

Chairman

Secretary

2-20-24

Date

2-29-24

Date

MANAGERS REPORT

February 2024

EMPLOYEES

Chad attended the OFSWCD Annual Meeting in Columbus. There were some learning curves with the layout of the Hilton, but the event went well. Area 2 did not have enough people for an election for the Employees Association. The Employee Association Appointed Emma from Erie and Chad from Huron back to the association board. The meetings and breakouts went well, along with the knowledge passed along in the halls.

Chad and Don Sweeting leave for the NACD Convention in San Diego February 10th.

Alyson's last day as the H2OH technician was February 2nd. She took a position with the Ashland County Health Department. We will be posting the position after the board approves the job posting. Based on Job qualifications, we may want to wait until June (College Graduation) to bring someone on.

EQUIPMENT

10' Drill- The drill has a hydraulic leak on one of the cylinders. Chad will call Streakers to have it fixed, now that the season is over.

15' Drill- The new drill is ordered. There is a \$3,000 net trade difference. Chad brought the old drill back from Ag Pro to store until the new drill comes in.

DISTRICT OUTREACH & FUNCTIONS

End of year Financials- The cash basis and notes have been completed and filed.

H2OH- Chad has about five producers who need to turn in records to be able to verify fertilizer applications. Chad is calling the producers on 2-5-24 to let them know the records need to be brought in ASAP. At this point, they will be delaying their small grains and cover crop payments until that's approved. There has been some new walk-in interest in the H2Ohio Project. Alisa and Alyson completed the semi-annual technical report last month.

Seedling Sale – The sale was advertised in the Winter Newsletter via a QR code which will link to the sale form. Alisa developed an insert for the February newsletter which will advertise both the spring seedling and fish sale in paper form.

Weirs Overwide Ditch- The ditch will need to be done through prevailing wage. Chad is contacting Contractors Design on 2/5/24 to have the prevailing wage stipulations put into Bid Package.

2nd Grade Arbor Day Program- Alisa updated contacts and emailed information regarding the seedlings, poster contest, and the in-school schedule was sent to the teachers on February 5th. We will try to get back to pre-COVID in school Master

Gardener presentations with the seedling deliveries.

BUILDING

2024 items to be addressed.

- Have the brick inspected on the building and see if the windows need re-tucked.
- Carpets cleaned- We bought a full size carpet cleaner, and Aaron hit the tiles with it. It helped lift some of the dirt and grime in the walkways.
- Black top crack sealed.
- Seal concrete

Technicians Report for the Month of January

Drainage, Surveys and Investigations

Weirs overwide ditch project- Waiting on Contractor's Design.

<u>GIS Maps</u>	<u>Number of Maps</u>
Contour Maps	22
Watershed	4
Flow Direction Maps	0
Flood Simulator Map	0

Planning Reviews

7 Informal reviews started

2 sites approved

Landowner meetings 4 possible splits

Work with Health Dept

Working with landowners on Commercial Distillery - mailing & PC meeting held

Working on Variance process with landowner

Ag Pollution Abatement

H2OHIO (Updated 2/1/2024 AMH)

8 producers contacted the office via:

- 5 producer emails, 2 office visits and 1 phone call

94.1% of our producers have been paid for the 2023 crop year (80 out of 85 producers)

2 contract modifications awaiting approval

2024 crop year VNMPs and updated soil tests are being sent over

2024 HSWCD Equipment Report

	2006	2015	2004	2014	2021	2008	2006	2007	2016 - 10'	15'
	Kubota	Kubota	Ford	F-550	Chery	Strip Till	Straublower	C.H.E.	Landpride	J.D.
2017	RTV	RTV	Backhoe	Ford Dump	2500	Renlinger	TGM	Box	10'	1590 w/s
	25.9	68.5	33.3	4,539.70		269.6	12.0	0.0	292.5	
	4.5	72.3	20.6	4,210.60		219.5	1.0	1.0	245.1	
2020	0.3	33.6	6.4	3,140.90		152.6	21.0	0.0	147.0	1086.9
2021	2.1	68	17.3	2,711.40	11,689.00	283.5	4	0	161.2	1204.4
2022	1	45.4	4.96	4,654.10	15,079.0	376.85	5	0	332.1	1320.7
2023	SOLD	58.1	11.53	4,608.90	12,030.0	188.7	5	0	253	961.4
CURRENT USE										
January		2.8	0	38.4	633	0	0	0	0	0
February										
March										
April										
May										
June										
July										
August										
September										
October										
November										
December										
Total YTD	0	2.8	0	38.4	633.0	0	0	0	0	0
TOTAL USAGE										
	314.00	500.60	3,049.5	39,788.1	39,431.0	6,204.6	260	13	2,214.80	0.0

HURON COUNTY DITCH MAINTENANCE PROGRAM

DITCH MAINTENANCE REPORT Jan 2024

- General Office work
- Answered General Ditch Maintenance questions over the phone.
- Worked on financials.
- Culvert Sizing.
- Year end reports
- Planning our next step



Huron Soil and Water Conservation District

8 Fair Road

Norwalk, Ohio 44857

Phone: (419) 668-4113 ext. #3

www.huronswcd.com

2/21/24

Huron County Soil and Water Conservation District has a job opening for an H2Ohio Technician. The position is funded by a 5-year grant and will pay a starting wage of \$17-\$19 based on experience. Once the grant ends the Huron Soil and Water Conservation District Board will have the ability to extend the position if funding is available. Please see the job description for all requirements and responsibilities posted on huronswcd.com. Applications with resumes are due March 11, 2024, and can be emailed to chad.stang@oh.nacdnet.net or mailed to 8 Fair Road Norwalk, Ohio 44857. Please contact our office at 419-668-4113 Ext 3 or email Chad with any questions.

Job Title: *H2Ohio / District Technician*

Summary: The *H2Ohio Technician* is a 3-year remaining grant funded position starting at \$17-\$19 per hour based on experience that provides technical assistance on the H2Ohio program. Once the grant has ended, the Huron Soil and Water Conservation District Board will have the ability to extend the position if funding is available.

Essential Duties and Responsibilities:

1. Help promote the H2Ohio program.
2. Assist with verifying program applications and ensure documentation is complete and accurate.
3. Ensure that all program activities and practices are properly tracked in Beehive (web-based data entry program).
4. Help provide outreach and convey how the H2Ohio program works to landowners and groups.
5. Act as a point of contact for the ODA-DSWC for program rules and updates.
6. Meet with producers, develop nutrient management plans, review nutrient management plans, discuss Best Management Practices (BMP's), and complete field checks to verify the plans and rules are being followed.
7. Help complete semi-annual reporting on activities and accomplishments as required.
8. Other duties and responsibilities as directed by the District Administrator.

Additional Requirements

1. Actively promote conservation initiatives and the mission of Huron Soil and Water Conservation District.
2. Participate in the team process.
3. Maintain safe driving record and have reliable transportation. (**Must have less than 6 points on your Driving Record**)
4. Knowledge and understanding of governing rules, working agreements, regulations, and strategic plans specific to Huron SWCD and ODA-Division of Soil Water Conservation

5. Attend internal and external meetings.
6. Pursue continuous education and professional development opportunities as identified and directed.
7. Must be self-motivated and possess the ability to work self-directed with cooperative groups and interact with the public in the areas of conservation, drainage, and other areas as needed.
8. Will be required to pass a drug test for employment.
9. Will be required to pass a federal background check.

Qualifications:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

Education/Experience:

Associate degree or higher in Agriculture (That included classes on nutrient calculations, nutrient management, and conservation practices to limit nutrient runoff). An equivalent combination of some training and at least two years of field experience would also be considered.

Language Ability:

Ability to read and comprehend simple instructions, short correspondence, and memos. Ability to write simple correspondence. Ability to effectively present information in one-on-one and small group situations to customers, clients, and other employees of the organization.

Math Ability:

Ability to calculate figures and amounts such as discounts, interest, commissions, proportions, percentages, area, circumference, and volume. Ability to apply concepts of basic algebra and geometry.

Reasoning Ability:

Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

Computer Skills:

To perform this job successfully, an individual should have knowledge of computerized data/information system and software applications, GIS, word processing and spreadsheet software; internet/e-mail.

Work Environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. While performing the duties of this job, the employee is regularly exposed to outdoor weather conditions and will be required to walk on rough and uneven terrain while conducting on-site field surveys. The employee is frequently exposed to fumes or airborne particles. The employee is occasionally exposed to vibration. The noise level in the work environment is usually moderate.

Physical Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. While performing the duties of this job the employee is regularly required to stand; walk and sit. The employee is frequently required to talk or hear. The employee must frequently lift and/or move up to 25 pounds and occasionally lift and/or move up to 50 pounds. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.



Regional Watershed Management Program- A primary goal of the Watershed Program is to support SWCDs and other entities in securing funding for local projects. Watershed staff have compiled a list of major grants and funding opportunities for 2024, listed in the attached PDF. The document provides a brief description of the focus of each grant and lists application deadlines. If you are interested in discussing any of these grants and how they might support your work, please contact your Regional Watershed Manager. We would be glad to provide information and assistance in applying for these funding opportunities.

H2Ohio Program Update-Enrollment for H2Ohio in the Maumee Watershed Area will close on Feb 2nd. Starting on Feb 5th, ODA will be focused on completing the Phase 1 contracts for VNMP development and begin the development of Phase 2 contracts that detail the practices to be contracted for 2024 and 2025 across the 14-county project area. It is ODA's goal to have an H2Ohio footprint of 2 million cropland acres in the Lake Erie region in the next 17 months. ODA and SWCDs have observed a great deal of interest in the program through the current enrollment efforts.

Division staff presented initial plans for statewide H2Ohio efforts at the Federation meeting held in late January. ODA hopes to launch an H2Ohio initiative for the remainder of the state in the late springtime frame. The focus of this effort is to build nutrient management skills and program delivery experience in SWCDs outside of the current H2Ohio project area. ODA hopes to develop 500,000 acres of Voluntary Nutrient Management Plans through this effort and offer incentives for plan implementation in the following years.

In preparation for expanding H2Ohio outside the WLEB ODA will be holding H2Ohio and MyFarms training. This will be the first of several trainings as we move forward with expansion H2Ohio efforts. Please plan to attend one of the training courses listed below.

February 13th- 9:30-12:30

Ross County Service Center, 475 Western Avenue, Chillicothe, Ohio 45601
Conference Rooms A, B, C, D

February 15th 9:30-12:30

Deerasic Park Education Center, 14250 Cadiz Road, Lore City, Ohio 43755

February 20th 9:30-12:30

Ohio Department of Natural Resources-DOW District 3, 912 Portage Lakes Drive, Akron, Ohio 44319

February 22nd 9:30-12:30

Madison County Engineers Office, 825 US 42 NE, London, Ohio 43140
Large Conference Room

H2Ohio Award Winners- Congratulations **Erie and Mercer SWCDs** for being recognized during the OFSWCD Annual Partnership Meeting for their leadership and commitment to the H2Ohio Program!

Technician Development Program – The current class schedule for 2024 is attached with the monthly update. There are still a few details to be worked out on a few and we may still add more classes yet this year. If you have any questions, please contact Tim Fulks at 614-581-3521 or timothy.fulks@agri.ohio.gov

Reminder: The Ohio Soil and Water Conservation Commission has set aside funds to cover the cost of TDP and ADP courses for SWCD staff beginning in the calendar year 2024. SWCD staff will be able to sign up for ADP and TDP courses at no cost. This only applies to SWCD staff.

You can register for any courses currently available for enrollment through the following website:
<https://www.apps.agri.ohio.gov/SWCD/>

HR Area Trainings-A wonderful opportunity is coming to your area as we kick off the area Human Resource Trainings. These sessions will allow you to spend time with an HR consultant to get info and guidance on a variety of HR topics that are pertinent to your district. How do you recruit to find the best qualified candidates for your district? What traditional and alternative benefits can you offer to keep your employees? What's the latest trends in our industry? How will things change as the newest generation walks into the workforce? HR assistance is not usually in our financial budgets, so we thank OFSWCD for providing this resource. We are encouraging the District Administrator and board members to attend. Your Program Specialist will be sending out agendas and can answer any questions you may have. Please hold these dates for area meetings:

- Area 1 – Wednesday, February 28
- Area 2 – Tuesday, March 5
- Area 3 – Monday, March 18
- Area 4 – Thursday, March 28
- Area 5 – Thursday, March 26

Cash Basis financial statements are due March 1. The updated 2023 financial statement and notes are available on the Ohio Auditor of State's website: <https://ohioauditor.gov/references/shells/regulatory.html> If you have questions or need someone to review your completed cash basis report, please contact your Program Specialist. Please send completed cash basis financial statements to Lisa Syx at Lisa.Syx@agri.ohio.gov and to your Program Specialist. Remember once your cash basis report is completed, you must provide public notice that the cash basis is available for review.

New Supervisor Training- New Supervisor Online Training can be accessed at <https://softchalkcloud.com/lesson/serve/MoAEIaCUVbKQHL/html>. All newly elected and first term board members are requested to complete the online training. The training is broken into four modules and can be completed at your convenience. Program Specialists will send out reminders and log-in information to all newly elected board members quarterly. If you have any questions, please reach out to your program specialist.

OFSWCD- Over 500 SWCD staff, supervisors, and conservation partners attended the OFSWCD Annual Partnership Meeting this year. One of the highlights of the partnership meeting is the OFSWCD Awards Luncheon. During the luncheon, several staff and supervisors were recognized for their years of service and special recognition awards were given to some outstanding individuals for their hard work and dedication to conservation. Below are a few of the award highlights:

Teacher of the Year- Bruce Cline, Gaitway High School, Geauga County

Supervisor Hall of Fame- Fred Myers, Wayne SWCD

Urban Program Award- Clermont SWCD

District of the Year- Coshocton SWCD

President's Award- Amanda Podach, Fulton SWCD

40 year Service Award- Jim Leedy, Preble SWCD and Debby Basham, Scioto SWCD

OSWCC: The next OSWCC meeting is scheduled for April 30, 2024. For more information about the meeting contact Emily Heppner emily.heppner@agri.ohio.gov

OASWCDE: On behalf of the OASWCDE board, we hope everyone had a great time at the OFSWCD Annual Conservation Partnership Meeting and learned something new. A few updates below:

- OASWCDE 2024 membership form is on the website, https://www.oaswcde.org/uploads/4/7/2/1/47217769/2024_oaswcde_memb_form_fillable.pdf. Dues must be submitted by April 1st.
- The OASWCDE Training Scholarship is a \$50 scholarship that is available year-round. The Scholarship is for OASWCDE members whose districts may not have the funds to send staff to professional development opportunities.
The election for Area IV Directors was held at the OFSWCD Annual Conservation Partnership Meeting. Sara Fehring and Kelly Crout were both reelected as Area IV Directors.

2024 Grants Funding Opportunities

Grant Name & Link	Organization	Focus/Practices	Application Due
Natural Areas Research Grant (Allison Cusick and Daniel Rice Research Grant Program)	Ohio Department of Natural Resources - Division of Natural Areas and Preserves	Provides funding for research that will increase the understanding of Ohio's aquatic and terrestrial biological resources and aid in their conservation. These resources include animals, plants, and fungi, and processes related to Ohio's ecological systems.	February 1, 2024
Ohio Brownfield Remediation Program	Ohio Department of Development	Awards grants for the remediation of brownfield sites throughout Ohio, to assist in the remediation of hazardous substances or petroleum at industrial, commercial, or institutional properties.	April 1, 2024
Gerald C. Corcoran Education Grant	North American Native Fish Association	Educate the general public about native North American fishes and their environment.	March 31, 2024
Great Lakes Nutrient and Sediment Reduction Program (GLSNRP)	Great Lakes Commission	Provides grants to local and state units of government and nonprofit organizations to install erosion and sediment control practices in the Great Lakes basin.	April 2024 (Anticipated)
Abandoned Mine Lands Economic Revitalization Program (AMLER)	Office of Surface Mining Reclamation and Enforcement	Funding reclamation of abandoned minelands and polluted waters due to historic coal production. Projects must have an economic and/or community development aspect.	July 2024 (Anticipated)
Water Resource Restoration Sponsor Program (WRRSP)	Ohio EPA - Division of Environmental and Financial Assistance	Funds both preservation and restoration of aquatic habitat to counter the loss of ecological function and biological diversity that jeopardize the health of Ohio's water resources.	Pre-Nominations Site Review Requests: July 15, 2024
Ohio Environmental Education Fund (OEEF)	Ohio EPA - Office of Environmental Education	Funds educational projects targeting pre-school through university students and teachers, the public and the regulated community. Mini grants \$500 - \$5,000 and General Grants \$5,000 - \$50,000.	2 Rounds: First Round Due: January 15, 2024 Second Round Due: July 15, 2024
Regional Conservation Partnership Program	United States Department of Agriculture - Natural Resources Conservation Service	Partner-driven approach to conservation that funds solutions to natural resource challenges on agricultural lands. Programs average \$1.5 - 10 million.	August 2024 (Anticipated)
H2Ohio Ohio Wetland Grant Program	Ohio Department of Natural Resources	Wetland creation, hydrologic restoration of wetlands on hydric soils, hydrologic enhancement of existing wetlands, floodplains, and riparian corridors, stream, conservation channel design and floodplain restoration, Acid Mine Drainage Abatement projects, dam removal and associated restoration, property acquisition if associated with water quality restoration, stormwater retention and/or green infrastructure projects	August 2024 (Anticipated)

2024 Grants Funding Opportunities

Grant Name & Link	Organization	Focus/Practices	Application Due
Partners in Watershed Management	Muskingum Watershed Conservancy District	An effort to support the work of agencies and groups involved in conservation programs, water quality issues, and flood reduction and mitigation projects within the Muskingum River Watershed.	September 1, 2024
Coastal Management Assistance Grants	Ohio Department of Natural Resources	The Coastal Management Assistance Grant program is a competitive annual grant opportunity offered through the Ohio Coastal Management Program. Grants can be issued to eligible entities for water quality improvement, coastal planning, education programs, land acquisition, research, public access, habitat restoration, and other purposes.	Pre-proposals: September/October Applications for accepted proposals: December.
Water Pollution Control Loan Fund (WPCLF)	Ohio EPA - Division of Environmental and Financial Assistance	Provides financial and technical assistance to public or private applicants for planning, design, and construction of a wide variety of projects to protect or improve Ohio's water resources. Sub-programs include Home Sewage Treatment Systems, Waterwater Collection and Treatment, Water Resource Restoration Sponsorship Program, Stormwater Activities, and Nonpoint Source Water Pollution.	September 2024 (Anticipated)
Great Lakes Aquatic Habitat Network & Fund	Freshwater Future	Grant programs providing financial support for activities led by community groups working to promote drinking water, river, lake, shoreline, wetland, and groundwater protection in the Great Lakes Basin through grassroots advocacy efforts.	September 2024 (Anticipated)
Green Infrastructure Grant Program	Northeast Ohio Regional Sewer District	Grant Program for the Combined Sewer Area to fund green infrastructure projects that remove stormwater runoff from the combined sewer collection system within the District's combined sewer service area.	September 2024 (Anticipated)
Dominion Energy Watershed Grant Program	Western Reserve Land Conservancy	Small grants aimed at helping small watershed groups with activities designed to promote and maintain the health of Ohio watersheds.	September 2024 (Anticipated)
Clean Water Act Section 319(h) Grants	Ohio EPA - Division of Surface Water	Grants to support stream restoration and nonpoint source pollution management projects that address impairment of water resources. The project must be contained in a Nonpoint Source Implementation Strategy (9-Element Watershed plan).	November 2024 (Anticipated)
Clean Ohio Greenspace	Ohio Public Works Commission	OPWC offers grants to protect conservation properties in perpetuity.	Each county falls into a district with a separate application schedule.

Technician Development Program Class Schedule 2024

CLASS TITLE	CLASS DATE(S)	LOCATION	Address	Class Description
Engineering Resources & Math Refresher	March 1 st - Dec 31 st	On-Line	On-Line	Technicians will learn about reference material needed to perform their duties under the conservation partnership and refresh basic math skills useful in the design and construction of conservation practices.
Conservation Engineering	March 1 st - Dec 31 st	On-line	On-Line	Learn how to develop a conservation project by utilizing basic engineering design, developing drawings and plan sets, and learning about practice standards and specifications.
APAP	March 1 st - Dec 31 st	On-Line	On-Line	Technicians are introduced to Ohio's laws regarding the agricultural pollution abatement program (APAP), conducting a pollution complaint investigation, determining violations, and resolving of the case.
Hydrology	March 19 th	Pickaway ESC	2050 Stoneridge Dr., Circleville, OH 43113	Technicians will learn how to delineate a watershed and determine peak discharge and run-off volume for a given conservation project according to the NRCS Curve Number method for small rural watersheds described in the Engineering Field Handbook, Chapter 2.
Inventory & Evaluation (I&E)	March 20 th	Pickaway ESC	2050 Stoneridge Dr., Circleville, OH 43113	Technicians will learn how to conduct an Inventory & Evaluation (or I&E) on a typical livestock facility. Topics to be discussed include an overview of common livestock production practices and their potential resource concerns, and how to conduct an on-farm visit and complete the NRCS livestock headquarters resource assessment worksheet.
Soils Engineering	March 21 st	Pickaway ESC	2050 Stoneridge Dr., Circleville, OH 43113	This course provides instruction on the USCS classification of soils, the engineering properties of soil, and how they affect its use as a construction material and as a foundation for structures.
Grazing Plan Development	April 16 & 17	OSU Eastern Agricultural Research Station	16870 Bond Ridge Rd, Caldwell, OH 43724	Students will learn how to conduct a successful field visit and work through the GMP Inventory and Pre-Planning Assessment. Upon completion of the class they will have a better understanding of how to develop grazing management plans.
Nutrient Management	April 9 th	Horace Collins Classroom	3307 South Old State. Rd, Delaware, OH 43015	Learn the basics of crop nutrient needs, fertilizer types, reading soil reports, and developing nutrient prescriptions. You'll also be introduced to the Tri-State Fertilizer guide, NRCS's Nutrient Management practice standard, and the 4R's nutrient management.
Surveying	April 10 th & 11 th	Horace Collins Classroom	3307 South Old State. Rd, Delaware, OH 43015	Students will be introduced to the procedures and techniques of land surveying and the use of GPS and laser level surveying equipment.
Intro to Agriculture in Ohio	May 16 th	ODA - Bromfield Auditorium	8995 E. Main St, Reynoldsburg, OH 43068	Brand new to agriculture? Join us in the class to get a basic overview of the most common agricultural features in Ohio including typical livestock operations, common crops and field operations, equipment, conservation practices and programs as well as farm safety.

Technician Development Program Class Schedule 2024

CLASS TITLE	CLASS DATE(S)	LOCATION	Address	Class Description
Grazing Plan Development	May 21 & 22	University of Findlay - Animal Science Barns	14605 US 68, Findlay, OH 43840	Students will learn how to conduct a successful field visit and work through the GMP Inventory and Pre-Planning Assessment. Upon completion of the class they will have a better understanding of how to develop grazing management plans.
Grassed Waterway	June 5 th & 6 th	Fairfield SWCD	831 College Ave Suite B, Lancaster, OH 43130	This course provides technicians with the tools and know-how to properly assess a site for a grassed waterway, design the waterway, layout the project in the field, and complete construction checks and as-builts.
Grade Stabilization Structures	June 12 th & 13 th	Fairfield SWCD	831 College Ave Suite B, Lancaster, OH 43130	Learn about the different types of grade stabilization structures and where to use them. We'll also cover design and installation of grade stabilization structures.
Grazing 101	June 17 th	Fairfield Union	6675 Cincinnati-Zanesville Rd., NE, Lancaster, OH 43130	Students will be introduced to the basics of grazing. Upon completion of the class students will have a better understanding of livestock operations, pasture layout, watering systems, and identifying resource concerns.
Fencing	July TBD	OSU Waterman Laboratory Headquarters	2490 Carmack Rd, Columbus, OH 43210	Students will be introduced to the applicable NRCS standards and specifications for fencing projects, understand the applications and types of fencing used in grazing operations, become familiar with a variety of fencing techniques, and recognize the Operation and Management considerations for fencing.
Stream Bank Stabilization	October 23 rd	Horace Collins Classroom	3307 South Old State Rd, Delaware, OH 43015	This course will discuss what causes streambank issues, options available to stabilize stream banks and where they apply. This will not be an in-depth design course.



**BROWN, CRANE
AND ASSOCIATES, LTD.**

ACCOUNTING, PAYROLL & TAXES
FOR BETTER BUSINESS MANAGEMENT

150 Milan Ave., Suite A
Norwalk, OH 44857
Ph. (419) 663-2300
Fax (419) 663-2100
www.BrownCrane.com

Huron Soil & Water Conservation District
8 Fair Road
Norwalk, OH 44857

RE: Monthly Financial Statements

To Whom It May Concern:

The attached financial statements are true and correct, to the best of my knowledge, based on the information given to me by the Huron County Soil & Water Conservation District. All bank accounts have been reconciled with the monthly statements from the various banking institutions.

Should you have any questions or comments, please give me a call at the above number.

Sincerely,

Tracy Brown
BROWN, CRANE & ASSOCIATES LTD.

Enclosures

Huron County SWCD
Balance Sheet
As of January 31, 2024

Cash Basis

	<u>Jan 31, 24</u>
ASSETS	
Current Assets	
Checking/Savings	
Cash Change Fund	50.00
CBC Checking	194,972.76
H2Ohio Civista Cost Share	797,770.49
Petty Cash	40.00
PNC-Building Account	319,420.41
Star Ohio - Other Investments	
CREP/TA	3,120.00
District Funds	90,991.89
H2Ohio TA Restricted	100,000.00
H2Ohio TA Staffing Grant	47,471.00
NRP Cost Share	11,548.98
WLEB	2,500.00
Total Star Ohio - Other Investments	<u>255,631.87</u>
Star Ohio - Scholarship Fund	<u>51,703.28</u>
Total Checking/Savings	<u>1,619,588.81</u>
Total Current Assets	<u>1,619,588.81</u>
TOTAL ASSETS	<u><u>1,619,588.81</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Sales Tax Payable	242.77
Total Other Current Liabilities	<u>242.77</u>
Total Current Liabilities	<u>242.77</u>
Total Liabilities	242.77
Equity	
Retained Earnings	1,673,730.57
Net Income	-54,384.53
Total Equity	<u>1,619,346.04</u>
TOTAL LIABILITIES & EQUITY	<u><u>1,619,588.81</u></u>

Cheryl Brown
2/7/24

[Signature]
2-20-24

Huron County SWCD
Accounts Receivable List
As of January 31, 2024

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
Royden Smith.	20.33	19.93	0.00	996.40	0.00	1,036.66
Tom Cramer	11.02	10.80	0.00	30.79	509.38	561.99
TOTAL	<u>31.35</u>	<u>30.73</u>	<u>0.00</u>	<u>1,027.19</u>	<u>509.38</u>	<u>1,598.65</u>

Jenny Brown
2/7/24

[Signature]
2-20-24

Huron County SWCD Income Statement

Cash Basis

January 2024

	Jan 24	Jan 24
Ordinary Income/Expense		
Income		
Building Income	20,231.09	20,231.09
Interest Income		
Star Ohio Interest	1,456.97	1,456.97
Total Interest Income	1,456.97	1,456.97
Sale of Products		
Advertising - Newsletter, etc.	900.00	900.00
Site Review	80.00	80.00
Tree Sales	214.00	214.00
Total Sale of Products	1,194.00	1,194.00
Total Income	22,882.06	22,882.06
Gross Profit	22,882.06	22,882.06
Expense		
Building Expense		
Janitorial		
Supplies	129.07	129.07
Total Janitorial	129.07	129.07
Repairs		
Maint. Contracts	7,100.00	7,100.00
Supplies	160.40	160.40
Total Repairs	7,260.40	7,260.40
Utilities		
Electric	548.58	548.58
Garbage	139.47	139.47
Gas	422.94	422.94
Sewer/Water	76.20	76.20
Total Utilities	1,187.19	1,187.19
Total Building Expense	8,576.66	8,576.66
Equipment Expense		
15 Ford F550 Truck	58.58	58.58
21 Silverado	102.58	102.58
Total Equipment Expense	161.16	161.16
Events & Education		
Other Misc. Events	-296.84	-296.84

James Brown
2/7/24

This is an unaudited Financial Statement.

[Signature]
2-20-24

Huron County SWCD Income Statement

January 2024

Cash Basis

	Jan 24	Jan 24
Tree Sale Purchases	125.00	125.00
Total Events & Education	-171.84	-171.84
H2Ohio Cost Share Expense		
Manure Injection	912.00	912.00
VNMP Implementation	5,282.70	5,282.70
Total H2Ohio Cost Share Expense	6,194.70	6,194.70
H2Ohio TA Expense		
H2Ohio Transfer	60,000.00	60,000.00
Total H2Ohio TA Expense	60,000.00	60,000.00
Incentive Awards	1,000.00	1,000.00
Professional Services		
H2Ohio Bookkeeping	105.00	105.00
Total Professional Services	105.00	105.00
Subscriptions	0.00	0.00
Supplies		
Office Supplies	189.49	189.49
Postage	402.00	402.00
Total Supplies	591.49	591.49
Travel & Expenses		
OFSWCD Meeting	470.00	470.00
Other Travel & Meetings	112.17	112.17
Total Travel & Expenses	582.17	582.17
Total Expense	77,039.34	77,039.34
Net Ordinary Income	-54,157.28	-54,157.28
Other Income/Expense		
Other Income		
Sales Tax Discount/Payable	-227.25	-227.25
Total Other Income	-227.25	-227.25
Net Other Income	-227.25	-227.25
Net Income	<u>-54,384.53</u>	<u>-54,384.53</u>

Tary Brown
2/7/24

[Signature]
2-20-24

This is an unaudited Financial Statement.

Huron County SWCD
H2Ohio Balance Sheet for Cost Share in District Fund
As of January 31, 2024

	Jan 31, 24
ASSETS	
Current Assets	
Checking/Savings	
H2Ohio Civista Cost Share	797,770.49
Star Ohio - Other Investments	
H2Ohio TA Restricted	100,000.00
Total Star Ohio - Other Investments	100,000.00
Total Checking/Savings	897,770.49
Total Current Assets	897,770.49
TOTAL ASSETS	897,770.49
LIABILITIES & EQUITY	0.00

Jenny Brown
2/7/24

[Signature]
2-20-24

Huron County SWCD
H2Ohio Income Statement For Cost Share in District Fund
January 2024

	Jan 24	Jan 24
Ordinary Income/Expense		
Expense		
H2Ohio Cost Share Expense		
Manure Injection	912.00	912.00
VNMP Implementation	5,282.70	5,282.70
Total H2Ohio Cost Share Expense	6,194.70	6,194.70
Total Expense	6,194.70	6,194.70
Net Ordinary Income	-6,194.70	-6,194.70
Net Income	-6,194.70	-6,194.70

Jenny Brown
2/7/24

[Signature]
2-20-24

**Special Fund
Balance Sheet**
As of January 31, 2024

	<u>Jan 31, 24</u>
ASSETS	
Current Assets	
Checking/Savings	
Checking Account	258,730.69
Total Checking/Savings	258,730.69
Total Current Assets	258,730.69
TOTAL ASSETS	<u>258,730.69</u>
LIABILITIES & EQUITY	
Equity	
Retained Earnings	263,664.96
Net Income	-4,934.27
Total Equity	258,730.69
TOTAL LIABILITIES & EQUITY	<u>258,730.69</u>

Tracy Brenn
2/6/24

[Signature]
2-20-24

**Special Fund
Income Statement
January 2024**

Cash Basis

	<u>Jan 24</u>	<u>Jan 24</u>
Income		
Revenue Receipts		
Other	2,582.35	2,582.35
State	<u>43,260.00</u>	<u>43,260.00</u>
Total Revenue Receipts	<u>45,842.35</u>	<u>45,842.35</u>
Total Income	<u>45,842.35</u>	<u>45,842.35</u>
Gross Profit	<u>45,842.35</u>	<u>45,842.35</u>
Expense		
Contract Services		
Contract Labor	<u>1,250.00</u>	<u>1,250.00</u>
Total Contract Services	<u>1,250.00</u>	<u>1,250.00</u>
Insurance		
Health Insurance	<u>16,487.46</u>	<u>16,487.46</u>
Total Insurance	<u>16,487.46</u>	<u>16,487.46</u>
Payroll Expense		
Employee Salaries	14,778.50	14,778.50
Medicare	206.17	206.17
PERS	<u>3,116.26</u>	<u>3,116.26</u>
Total Payroll Expense	<u>18,100.93</u>	<u>18,100.93</u>
Rental		
Office Rental	<u>14,812.00</u>	<u>14,812.00</u>
Total Rental	<u>14,812.00</u>	<u>14,812.00</u>
Supplies		
Office Supplies	<u>126.23</u>	<u>126.23</u>
Total Supplies	<u>126.23</u>	<u>126.23</u>
Total Expense	<u>50,776.62</u>	<u>50,776.62</u>
Net Income	<u><u>-4,934.27</u></u>	<u><u>-4,934.27</u></u>

Nancy Brown
2/16/24

[Signature]
2-20-24

**Ditch Maintenance
Balance Sheet
As of January 31, 2024**

Accrual Basis

	<u>Jan 31, 24</u>
ASSETS	
Current Assets	
Checking/Savings	
Checking Account	68,375.24
Total Checking/Savings	68,375.24
Total Current Assets	68,375.24
TOTAL ASSETS	<u><u>68,375.24</u></u>
LIABILITIES & EQUITY	
Equity	
Retained Earnings	80,920.18
Net Income	-12,544.94
Total Equity	68,375.24
TOTAL LIABILITIES & EQUITY	<u><u>68,375.24</u></u>

Tracy Brown
2/6/24

[Signature]
2-20-24

Ditch Maintenance Income Statement

January 2024

Accrual Basis


	Jan 24	Jan 24
Income	0.00	0.00
Expense		
Contract Services		
Contract Labor	1,020.00	1,020.00
Total Contract Services	1,020.00	1,020.00
Equipment Use	0.00	0.00
Insurance		
Health Insurance	6,516.68	6,516.68
Total Insurance	6,516.68	6,516.68
Payroll Expenses		
Employee Salaries	4,101.50	4,101.50
Medicare	58.22	58.22
PERS	848.54	848.54
Total Payroll Expenses	5,008.26	5,008.26
Supplies		
Ditch Maintenance Supplies	0.00	0.00
Total Supplies	0.00	0.00
Total Expense	12,544.94	12,544.94
Net Income	-12,544.94	-12,544.94

Tammy Brown
2/6/24

[Signature]
2-20-24

	Jan 31, 24
ASSETS	
Current Assets	
Checking/Savings	
Checking Account	81,964.89
Total Checking/Savings	81,964.89
Total Current Assets	81,964.89
TOTAL ASSETS	81,964.89
LIABILITIES & EQUITY	
Equity	
Retained Earnings	25,297.20
Net Income	56,667.69
Total Equity	81,964.89
TOTAL LIABILITIES & EQUITY	81,964.89


Tracy Brown
2/6/24


2-20-24

H2Ohio TA - Fund 168
Income Statement
January through December 2024

	Jan - Dec 24	Jan - Dec 24
Income		
Grant Income	60,000.00	60,000.00
Total Income	60,000.00	60,000.00
Expense		
Health/Life Insurance	1.67	1.67
Medicare Expense	39.44	39.44
PERS Expense	571.20	571.20
Salary Expense	2,720.00	2,720.00
Total Expense	3,332.31	3,332.31
Net Income	56,667.69	56,667.69

Tracy Brown
2/6/24


2-20-24

SPECIAL FUND - Tuesday, February 20, 2024

	EXPENSE	UnExpended BALANCE	CURRENT BALANCE	NEW BALANCE
Supplies 130-00175		\$19,873.77	\$19,873.77	\$19,540.30
Osupplies - fasteners and rubber bands	\$7.55			
Osupplies - newsletter seals & 11x17 paper	\$325.92			
TOTAL	\$333.47	\$19,540.30		
Contracts / Services 130 - 00280		\$6,250.00	\$6,250.00	\$5,492.46
Brown, Crane, & Assoc. - bookkeeping	\$757.54			
TOTAL	\$757.54	\$5,492.46		
Office Rentals 130 - 00285		\$0.00	\$0.00	\$0.00
TOTAL	\$0.00	\$0.00		
Service Fees 130 - 00290		\$7,500.00	\$7,500.00	\$7,500.00
TOTAL	\$0.00	\$7,500.00		
Education and Information 130 - 00295		\$20,000.00	\$20,000.00	\$20,000.00
TOTAL	\$0.00	\$20,000.00		
Travel 130 - 00300		\$15,000.00	\$15,000.00	\$14,929.80
John Ganz - replace a 2022 mileage check	\$70.20			
TOTAL	\$70.20	\$14,929.80		

SPECIAL FUND - Tuesday, February 20, 2024

	EXPENSE	UnExpended BALANCE	CURRENT BALANCE	NEW BALANCE
Advertising and Printing 130 - 00325		\$10,000.00	\$10,000.00	\$7,774.50
Insight Type & Graphics - newsletter print	\$2,225.50			
TOTAL	\$2,225.50	\$7,774.50		
Other Expense 130-00475		\$70,000.00	\$70,000.00	\$70,000.00
TOTAL	\$0.00	\$70,000.00		
Hospitalization 130-00500		\$33,519.22	\$33,519.22	\$20,319.22
Chad Stang- H.S.A. ck 432940	\$3,300.00			
PNC Benefits Plus - H.S.A. Lori & Alisa	\$6,600.00			
(note check was returned & voided) ck432939	-\$6,600.00			
Nathan Watt - H.S.A. ck 432942	\$3,300.00			
Lori Liles - H.S.A. reissue	\$3,300.00			
Alisa Highlander - H.S.A. reissue	\$3,300.00			
TOTAL	\$13,200.00			
Capital Improvements 130-00510		\$70,728.00	\$70,728.00	\$70,728.00
TOTAL	\$0.00			
TOTAL SPECIAL FUND EXPENDITURES	\$16,586.71		\$252,870.99	\$236,284.28

H2OHIO TA FUND 168 - Tuesday, February 20, 2024

Hospitalization 168-00500		\$12,000.00	\$12,000.00	\$12,000.00
Alyson Holzworth - stipend ck432941	\$1,300.00			
returned and voided Feb. 2nd	-\$1,300.00			
TOTAL	\$0.00			
TOTAL H2OHIO TA FUND EXPENDITURES	\$0.00		\$12,000.00	\$12,000.00

DITCH MAINTENANCE FUND - Tuesday, February 20, 2024

	EXPENSE	UnExpended BALANCE	CURRENT BALANCE	NEW BALANCE
Materials 160 - 00175		\$10,000.00	\$10,000.00	\$10,000.00
.....	TOTAL	\$0.00	\$10,000.00
Contracts/Projects 160-00275		\$81,977.41	\$81,977.41	\$81,522.41
Brown, Crane, & Assoc. - bookkeeping	\$455.00			
.....	TOTAL	\$455.00	\$81,522.41
Advertising/Printing 160-00325		\$0.00	\$0.00	\$0.00
.....	TOTAL	\$0.00	\$0.00
Other Expenses 160 00475		\$30,000.00	\$30,000.00	\$29,910.00
Huron SWCD - reimburse for pesticide license	\$90.00			
.....	TOTAL	\$90.00	\$29,910.00
Hospitalization 160-00500		\$9,484.99	\$9,484.99	\$6,184.99
PNC Benefit Plus - H.S.A. Ck432939	\$3,300.00			
(check returned)	-\$3,300.00			
Aaron Robinson - H.S.A. check reissue	\$3,300.00			
TOTAL	\$3,300.00			
TOTAL DITCH MAIN. FUND EXPENDITURES	\$3,845.00		\$ 131,462.40	\$127,617.40

DISTRICT FUND - Tuesday, February 20, 2024***Bills paid with prior approval***

Nuhn Holden - 2023 Scholarship ck 8388	\$1,000.00	
USPS - 3 rolls stamps ck8389	\$198.00	
replace ck 8387 to OASWCD ck8390	\$90.00	
USPS - 3 rolls stamps ck8391	\$204.00	
TOTAL		\$1,492.00

Bills needing approval

Huron Co. Engineer - Chevy 2500 fuel ck10579	\$129.26	
Cardmember Services - OFSWCD \$658.96;		
DM pesticide license \$90.00; sales tax \$229.57;		
Equipment \$12.98; OASWCDE shirts \$296.84		
ck 10580	\$1,288.35	
Brown, Crane, & Assoc - bookkeeping ck 10581	\$70.00	
TOTAL		\$1,487.61

H2Ohio Cost Share needing approval

1 VNMP implementation	\$1,530.00	
TOTAL .		\$1,530.00

Building Bills Paid with prior approval

Republic Services - garbage ck 1682	\$139.47	
Contractors Design - topo survey; design ck1683	\$7,100.00	
Columbia Gas - gas ck 1685	\$422.94	
TOTAL		\$7,662.41

Building bills needing approval

3L Cleaning - building cleaning ck5323	\$1,136.88	
Cardmember Services - carpet cleaner ck5324	\$258.99	
TOTAL .		\$1,395.87

Star OH Misc. investment acct.

Transfer from TA Grant to Fund 168 1/3/24	\$60,000.00	
---	-------------	--

TOTAL		\$60,000.00
--------------	--	--------------------

Star OH Scholarship acct. -

Transfer from Star to Main CIVISTA for		
scholarship check 8388 reimbursement 1/3/24	\$1,000.00	
TOTAL		\$1,000.00



Department of Agriculture

Soil and Water Conservation

2024 SWCD Reminders and Resources

REQUIRED TRAININGS

Affirmation/Oath of Office - Every newly elected, re-elected, or appointed SWCD supervisor must be sworn in prior to or immediately upon taking office AND prior to participating in any 2024 SWCD business. Board members may be sworn in by any other elected official with equal or greater geographic jurisdiction, such as other SWCD board members, Co. Commissioner or State Legislators. Supervisors may be sworn in during a virtual meeting if an elected official is on the call and administers the oath of office. Regardless of where they were sworn in, the date, details of the location and who administered the oath to which board members must be included in minutes. Also, have them complete the following Oath of Office and keep on file:

Ethics Policy - Review your SWCD's ethics policy with your new board members and work through the potential conflict of interest worksheets. All SWCD board members and staff are encouraged to complete the online training created by the Ohio Ethics Commission (including printing out a certificate of successful completion). Need help with your SWCD's ethics policy? Click to download the Model Ethics Policy. If your new board member has not received the mandated copy of the Ohio Ethics Law, (within 15 days of taking office) download it here: Ohio Ethics Law. Also, new employees must be given a copy within 15-days of employment.

Open Records Public Officials Training - All elected officials in the state of Ohio, or appropriate designees, are required to attend training approved by the Attorney General once during their term. The training is to ensure public officials are appropriately educated about their obligations under the Public Records Act. According to the act, if the public office includes more than one elected official [as do SWCD boards], one appropriate person (board or staff person) may serve as the "designee" on behalf of all the elected public officials. Ensure that a current copy of all records training certificates are maintained in the district files and affirm at the **January board meeting** those who have had the training and identify the designee in the minutes. A list of Certified Public Records Trainings, including online training, can be found on the Ohio Attorney General website.

Treasurer of State Training/Exemption - Ohio law requires various public financial officials to receive continuing education training in the investment and management of public finances. SWCD board members may be required to take annual training or file for an exemption depending on the type of financial instruments used to invest your District Fund. For more information see the Treasurer of Ohio website.

REQUIRED REPORTING

Annual Report to the OSWCC - Your SWCD required Annual Report of Activities is fulfilled by reporting all your activities in Beehive. Data should be entered as it occurs. Remember, in order for all of your completed BMP Technical and Education events to be reported in the end of the year report for the OSWCC, **ALL** of the following tasks must be completed. For **Technical Projects** each project must have: 1. Installed Date 2. BMP Name 3. Actual Quantity 4. Completed BMPs/Services must be mapped in the Beehive GIS. Likewise, **Education Events** also have "Reporting" requirements. All completed "Events" must have the following 5 fields completed/populated: 1. Status 2. Actual Date 3. Number of Activities 4. Number of Participants 5. Activity Name. The OSWCC will run annual reports for each SWCD on **January 30, 2024**. Optional: Please email copies of a SWCD program highlights document (Beehive Annual Report, Marketing Portfolio, etc.) to the OSWCC at OSWCC@agri.ohio.gov and cc your Program Specialist.

IRS 1099 Reporting - If your SWCD paid a minimum of \$600 to an individual for services, products, or cost-share in 2023 you are required to send that individual a 1099. If you have not yet ordered forms please make sure to visit www.irs.gov/orderforms. Click on Employer and Information Returns, enter number of forms needed and the IRS will send these to you. Make sure you order extra in case you happen to make a mistake. Don't forget to also order the form 1096 which is required for submission of the 1099 forms to the IRS. There are three primary types that you may need.

A large, high-contrast image of a total solar eclipse, showing the dark silhouette of the Moon completely covering the bright Sun, with a thin ring of light visible around the edges.

HURON COUNTY FARM BUREAU

Total Solar Eclipse Information Night

Thursday, February 29, 2024 | 6:30 pm

**Huron County Fairgrounds,
940 Fair Rd. Norwalk | Expo Building**

Join Huron County Farm Bureau, Huron County EMA
for an informational night about the upcoming
April 8, 2024 Total Solar Eclipse.

RECEIVED FEB 20 2024

Huron County Farm Bureau | 8460 Ridge Rd. | North Royalton, OH 44133 |
huron.ofbf.org | 440-877-0706

