

WAYNE SOIL AND WATER CONSERVATION DISTRICT MEETING

MINUTES – February 3, 2026

The Wayne Soil and Water Conservation District Board of Supervisors held their regular monthly board meeting in the Wayne SWCD office located in the lower level of the County Administration Building on February 3, 2026. The following Supervisors attended the meeting: Matt Peart, Jeff Gochnauer, Randy Tegtmeier, Marissa Dillon and Tate Emerson. Also, in attendance were: Tom Holmes, ODA; Erica Notley, ODA; Jordan Miller, NRCS; John Yost, OSU Extension; Frank Becker, OSU Extension; John Lorson, DPA; Kelly Riley, Education Specialist; Cody Beale, Ag Resources Specialist and Ricky Papay, Water Resources Specialist; Kathy Burley, Secretary and Ruthanne Bandy, Administrative Assistant.

The meeting was called to order by Jeff Gochnauer, Chairman, at 8:30a.m.

MINUTES

After reviewing the minutes from the January 13, 2026 Board Meeting, **Matt Peart made a motion to accept the minutes. Motion passed 5-0.**

TREASURER'S REPORT (1/11/26 – 1/30/26)

The board reviewed the Treasurer's Report. **A motion was made by Randy Tegtmeier to accept the Treasurer's Report and pay Truax Printing \$2,433.02 (winter newsletter) and \$550.00 to Contax LLC (1099G preparation) and February financial report deferred to March 10, 2026 meeting due to time constraints. Motion passed 5-0.**

CORRESPONDENCE

REPORT OF COMMITTEES

No reports

AGENCIES REPORTS

-NRCS: Jordan Miller reported their deadlines were January 15, 2026. He explained the Conservation Stewardship Program (CSP) is a 5 yr. contract which helps the applicants maintain their conservation practices in order to receive their payments while CRP is the more well-known "Conservation Reserve Program" which sets aside cropland acres for wildlife.

-ODA: Tom Holmes reported an anonymous call was received regarding Farris Dairy near Dalton. There has been a history with this farm which recently sold to Showalters. The new owners have been trying to address the issues of concern (a large herd for the amount of available storage, sloping fields, etc). Fortunately, this incident did not reach the waters of the State. The new owners have begun the application process to become a permitted CAFO. ODA is working on a letter about the incident and its resolution. Tom also indicated the Cash Basis Report is due in March.

-OSU Extension: John Yost reported the virtual event "Small Farm College" was well attended with 250 signed up. Yost mentioned he hopes to collaborate with Wayne SWCD on a Manure Safety Day this summer.

Frank Becker stated sometimes Ag is the focus and Natural Resources is missed. They would like to work with the Board to get area residents to get to know our local public lands better through a campaign to raise awareness. There are upcoming training courses for pesticide and fertilizer licensing. Additional trainings include: All About Sheep webinar, Ohio Small Farm Conference for small farms and rural land owners as well as Women in Ag.

OLD BUSINESS

Administrative Assistant Position Update: John Lorson introduced Ruthanne Bandy who is our new Administrative Assistant. Ruthanne will start work on Feb. 9, 2026.

-ODA APAP MOU and SOP Approval: John Lorson stated the most recent iteration of the APAP MOU and SOP have been up on our Google drive for the Board to examine. The documents have been scrutinized by all 88 counties and a number of different specifics have been addressed. The MOU and SOP are a welcome document in that they establish clear protocols for dealing with ag pollution in Ohio. **Randy Tegtmeier made a motion to approve the ODA APA MOU and SOP. Motion passed 5-0.**

-Committee Appointments: John Lorson added Ruthanne Bandy to the Committee Appointments. **Tate Emerson motioned to approve adding Ruthanne to the Committee Appointments. Motion passed 5-0.**

-Annual Meeting Schedule corrected: John Lorson stated the date for the Board Meeting is 9/8/26. **Jeff made the motion to approve the corrected date of the Board Meeting to 9/8/26. Motion passed 5-0.**

-Barnard Rd Cascading Waterway: John Lorson updated the process with contractor selection in May and hopefully an August start date. Jeff Gochnauer showed an interest in a field trip.

-Federation Meeting in Columbus: John Lorson stated he has all sign-ups and the hotel rooms are booked. He reminded everyone to take their tax exemption forms along with their hotel booking information.

-Tree Sale: John Lorson stated the American Chestnut trees have already sold out.

NEW BUSINESS

-Progress Report: Matt Peart made a motion to accept the Progress Report. Motion passed 5-0.

-Cash Basis Report: John Lorson stated that he and Ruthanne will be working with Tom Holmes to complete and submit the report by the deadline.]

Newsletters: John Lorson suggested the newsletter cost should be reviewed. Last winter's newsletter contained a one page (8 ½ X 11) duplexed black and white order form insert. The cost was \$950.47 for 1,547 copies. This year the newsletter insert order form was a one page (11X17) colored insert with a cost of \$2,433.02 for 1,496 copies. John will contact Truax Printing to inquire why there was such an increase.

-Nutrient Management Technician: Erica Notley explained ODA has previously offered 5 years grants to Soil & Water Districts in the Western Lake Erie Basin to fund manure management technicians whose work focuses on CNMP's & manure outreach trainings to the public. Now those grants are being offered to the additional counties throughout Ohio. Wayne County is a prime target of the effort given the heavy concentration of livestock operations. John Lorson was initially concerned this grant may affect the carry over for our District. Physical space for another employee in our office is limited. Tom Holmes stated the cash basis is tracked separately and he does not feel the grant should have any adverse effect on our state match. Cody Beale stated most of the nutrient management plans for Wayne County are done by a private technical service provider which makes it difficult to get the word out to farmers. Also, the Western Lake Erie Basin has hundreds of farmers. Erica agreed it would take time and this position would be focused on Wayne County and surrounding areas. Erica added Wayne County has more farms so it is the first to be offered this position. The question was brought up regarding H2Ohio cuts. Erica stated H2Ohio has been cut, but it has come back some and this grant is guaranteed for 5 yrs. Also, this position will be certified through NRCS to sign off on the CNMP's. John Lorson feels if 1 or 2 farmers get involved then others will follow. John will check into available space etc. to discuss this position at the next Board meeting.

-OSU's Environmental Professional's Network tour: John Lorson suggested the Barnard Rd. Cascading Waterway and Killbuck Creek restoration be a part of the tour in August.

-OASWCDE Membership (staff total \$105) John stated the annual staff membership is due. **Matt Peart made the motion to continue to pay the membership for staff. Motion passed 5-0.**

Administrative Assistant Contract Training: John Lorson has talked with Stacey Hiller, our former administrative assistant. Stacey is willing to do contract training with Ruthanne up to 3 days per week, 1-2 hrs. daily at a rate of \$25.00 per hour for a total of up to \$500.00. **Tate Emerson made the motion to move forward with the contract training. Motion passed 5-0.**

OTHER NEW BUSINESS

Staff Updates

-Kelly Riley has been working on the education newsletter and a 2026 poster contest entry sign. She will e-mail both to the School Districts next week. Kelly stated the Area 2 Educational Networking Committee will be hosting a social hour after the Partnership Meeting on Tuesday, February 10 from 6-7:30 pm at Parlay. It will feature a taco bar and veggie tray. Ashland SWCD has donated \$100.00 towards the veggie tray. Kelly has also been requested to be a part of the educational workshop at the ATI Equine Facility in March and August.

-Cody Beale stated all producers under H2Ohio have received payments for 2025. Cody is now taking nutrient records for next fall and will be submitting a livestock exclusion project to MWCD.

-Kathy Burley is processing tree and fish orders, CAPS and assisting John with some of the vacant administrative assistant duties.

-Ricky Papay stated the cold snowy weather has been slowing down some of their inspections. The MS4 Educational videos are completed for now. Ricky added Rob is at the Sterling Wastewater project this morning and will also be meeting with the Commissioners next week to discuss iWorQ, which is the program through which all permits will be processed in the future.

-John Lorson passed out copies of the updated Phone Tree Emergency Contacts and Organizational Contacts.....

Jeff Gochnauer made a motion to adjourn the meeting at 9:30 a.m. Motion passed 5-0.

Meeting adjourned

The next board meeting will be Tuesday, March 10, 2026, at 8:30 a.m. with the annual planning meeting to follow.

Leave Records 12/28/25 to 01/24/26

Employee	Annual Leave Available	Annual Leave Used	Sick Leave Available	Sick Leave Used	Comp Time Balance	Comp Time Used
Cody B.	51.45	10.25	19.08	10	.15	0
Kathy B.	203.53	0	286.3	5.5	14.75	0
Stacey H.	203.42	0	785.65	0	.15	0
Robert K.	59.45	1.5	963.91*	12.25	.50	3
John L.	249.20*	0	2245.16*	4	27.53	0
Ricky P.	119.8	11	346.02	0	.01	5
Kelly R.	228.08	0	557.57	20.0	7.13	1

* reduced by 80 hours (leave conversion) during pay period 12/28/25 to 01/10/26

Jeff Gochnauer, Chairman

Marissa Dillon, Secretary

Kathy Burley, Secretary, Submitted the February 3, 2026, minutes. _____