

Hamilton County  
Soil & Water  
Conservation District

**Special Board Meeting Minutes  
August 26, 2021**

The Hamilton County Soil and Water Conservation District Board of Supervisors met virtually on August 26, 2021. The District office hosted the meeting at 1325 E. Kemper Rd., Ste. 115, Cincinnati, OH 45246.

Jane Wittke called the meeting to order and invited everyone to say the pledge of allegiance at 1:03 pm. Jane Wittke requested a roll call.

<b>Chairperson</b>	Jane Wittke
<b>Vice-Chairperson</b>	Scott P. Huber
<b>Treasurer</b>	John Mangan
<b>Secretary</b>	Kara Schirmer
<b>Program Chairperson</b>	Laura Boyd

**The following were in attendance** – Executive Director, John Nelson; Administrative Assistant, Susan Juriga; Urban Conservationist, Chey Alberto; Hamilton County Assistant Prosecutor, James Ginocchio; and Hamilton County Assistant Prosecutor, James Sayre.

**Agenda Changes/Approval** – Kara Schirmer moved that the board approve the agenda as it was presented. Scott Huber seconded the motion. **Old Business:** 1.) BZAK Landscaping Purchase Order Increase, **New Business:** 1.) Contract and Purchase Order for Berding Surveying, 2.) Save Local Waters’ Account Increase Expenses by \$10,000. **The motion was approved by:** Kara Schirmer, yes; Laura Boyd, yes; Scott Huber, yes; John Mangan, yes; and Jane Wittke, yes.

**Executive Session:** Laura Boyd moved that the board members approve entering the executive session pursuant to RC Section 121.22(G)(3) to conduct a conference with the District’s attorneys, James Ginocchio and James Sayre, concerning pending litigation. John Nelson and Chey Alberto were requested to join the meeting. John Mangan seconded the motion. The motion was approved by a roll call vote: Kara Schirmer, yes; Laura Boyd, yes; Scott Huber, yes; John Mangan, yes; and Jane Wittke, yes.

The board members, James Ginocchio, James Sayre, and requested staff entered the executive session at 1:04 pm.

The board members exited the executive session at 2:26 pm.

The Hamilton County Assistant Prosecutors, James Ginocchio and James Sayre, left the meeting.

**Old Business**

**BZAK Purchase Order Increase:** John Nelson requested the board members’ approval to increase the BZAK Landscaping mulch purchase order by \$200.00. The original purchase order was \$1,625.00 and will need to be increased to \$1,825.00.

Kara Schirmer moved that the board members approve the additional \$200.00 for the BZAK Landscaping purchase order increasing the original amount of \$1,625.00 to \$1,825.00. John Mangan seconded the motion. The motion was approved by a roll call vote: Kara Schirmer, yes; Laura Boyd, yes; John Mangan, yes; Scott Huber, yes; and Jane Wittke, yes.

Mission Statement: A public organization committed to assisting the citizens of Hamilton County through education, technical assistance and leadership to be stewards of our soil and water resources.

**New Business**

**Contract and Purchase Order for Berding Surveying:** John Nelson requested the board members' approval for him to enter into a contract with Berding Surveying and open a purchase order for \$5,300.00 from the Soil and Water Account OCA 920017 for their services.

**Laura Boyd moved that the board members approve John Nelson to enter into a contract with Berding Surveying and open a purchase order for \$5,300.00 from the Soil and Water Account, OCA 920017. John Mangan seconded the motion. The motion was approved by a roll call vote: Laura Boyd, yes; Kara Schirmer, yes; John Mangan, yes; Scott Huber, abstained; and Jane Wittke, yes.**

**Save Local Waters' Account Increase Expenses by \$10,000.00:** John Nelson requested the board members' approval to increase the Save Local Waters Account OCA 920042 expense budget by \$10,000.00. The Object Level 910 Contract Services will increase from \$52,000.00 to \$62,000.00. The increase will help cover the cost of the WAVE Foundation project.

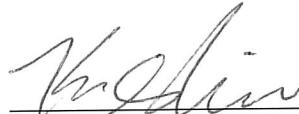
**Jane Wittke moved that the board members approve the Save Local Water's account, OCA 920042, expense budget be increased by \$10,000.00 for Object Level 910 Contract Services from \$52,000.00 to \$62,000.00. Kara Schirmer seconded the motion. The motion was approved by a roll call vote: Kara Schirmer, yes; Laura Boyd, yes; John Mangan, yes; Scott Huber, yes; and Jane Wittke, yes.**

**Adjournment:** John Mangan moved that the board members adjourn the board meeting at 2:28 pm. Laura Boyd seconded the motion. The motion was approved by: Laura Boyd, yes; Kara Schirmer, yes; Scott Huber, yes; John Mangan, yes; and Jane Wittke, yes.

Respectfully submitted,



Jane Wittke, Chairperson



Kara Schirmer, Secretary



Susan Juriga, Administrative Assistant