

Conservancy District

Board of Directors Meeting

April 8, 2025

The Board of Directors of the Maumee Watershed Conservancy District met in regular session at the Maumee Watershed Conservancy District office in Defiance, Ohio, on April 8, 2025. In attendance were David Kuhn, Mark Keber, and John Motter, Directors; Wendy Yunker, General Manager; Emilee Rankin, Secretary/Treasurer; Kurt Warnimont, Maintenance Manager; Jim Weaner, Legal Counsel; Steve Wilson, Project Manager; Adam Hoff, Engineer; Randy Westrick and Doug Dariano; MWCD Appraisers.

President David Kuhn called the meeting to order at 9:00 a.m.

Approval of Minutes: The minutes of the March meeting were approved as mailed. Motion was made by John and seconded by Mark. Yeas 3.

Approval of Financial Reports: The financial reports for March along with the CD tracking were approved as mailed. Motion was made by Mark to accept the financials. Seconded by John. Yeas 3.

Hoff Consulting Services Proposed Renewal: Adam Hoff presented an extension for services with Hoff Consulting increasing the total dollar amount for the year, not the hourly rate. After discussion, Director Kuhn moved to approve the extension with Hoff Consulting, seconded by John, Yeas 3.

Conservancy Court Review and Annual Report Approval: Directors stated they are prepared to give their reports to the Judges and that they have reviewed the annual report. Mark moved to present the 2024 annual report to the Conservancy Court Judges for approval, John seconded. Yeas 3.

Conservancy Bidding Threshold Update: Wendy stated the bidding threshold for Conservancy Districts has been raised from \$50k to \$75k and will increase every year by 3%.

Upper Blanchard River Update: Steve Wilson reported on the following items:

Upper Blanchard – Funding

- FEMA is still reviewing the documentation needed to provide formal approval of the grant application.

Upper Blanchard – NS Bridge

- 100% plans and specs have been reviewed and approved by NS. NS review of bidding documents is nearing completion.
- FRA has received the last document they needed from MWCD & NS to complete the agreement. Still waiting to receive the grant agreement for signatures.
- A request has been submitted to NS for a copy of their latest version of the construction agreement so it can be reviewed locally.
- NS has received the Letter of Commitment for the local cost share for the project.

Upper Blanchard – Hydraulic Improvements Phase 1

- Work has begun on the survey documentation of the final grading elevations.

Upper Blanchard – Additional Hydraulic Improvements

- The lead contaminated soil is eligible for a Brownfield Grant to clean up the site. Application for the Grant has been approved but final grant agreement has not been received.
- Preliminary grading plan has been received from the City for the proposed park improvements. Stantec has reviewed the proposed grading and will adjust the final grading plan for the Additional Bench accordingly.

Upper Blanchard – Eagle Creek

- Demolition of Marra residence is complete; grading of the Marra and Scarbrough properties will not begin until later in the Spring.
- Continuing to work with BRWS to secure flowage easements.
- Plat of the TR 77 right of way dedication has been recorded.
- A pair of bald eagles has built a nest in a tree near what will be the northeast corner of the Basin. An Eagle Disturbance permit will need to be submitted to US Fish & Wildlife; should be a formality. Construction activities must be at least 330' from the nest during breeding season (Jan 1 to July 31).

US 68/15

- Temporary survey corners have been installed and reviewed by ODOT and the County.

Little Auglaize River Update: Wendy stated stream inspections are on hold due the amount of rain and ground conditions. As soon as the weather cooperates, the maintenance men will go assess and clean up storm damages.

Grassy Creek and Schaller Ditch Update: ODOT stated they are planning to replace the two pipes along the Diversion Channel that we notified them about last year. Kurt showed pictures and discussed the outlet from Schaller Ditch into Grassy Creek Diversion channel that needs repaired. Wendy will get some quotes and contact Wood Co to see if they would be willing to partner to get it replaced.

St. Joseph River Update: The first invoice from log jam removal has been paid but the contractors are currently on stand still waiting for the water levels to drop due to the recent storms.

Legal Counsel Update: Jim stated he has the documents prepared for the court hearing.

General Manager Report:

- Meeting with David Kuhn and DGL representatives to discuss diamond interchange in Perrysburg
- Hosted the Maumee River Advisory Council meeting at District office – promoted to Vice Chair of the council
- Entered Mercer, Defiance, Van Wert, Putnam and Wood Co first half assessment payments
- Field inspections with Kurt – brush cut in Little Auglaize stream where we are not able to spray

- Conference calls with Stantec and Hart regarding flood mitigation website
- Picked up the Kayak for St Joe inspections
- Distributed the annual report for 2024
- Sent out judge packets for court hearing – reserved tables for luncheon
- Paid first quarter taxes
- Office furnas repair
- Oil change on the District car
- Field inspections in Putnam and Hancock Co
- Discussions with Perrysburg officials regarding the diversion channel and repairs
- Updated inventory sheet
- Invested \$390k more into CDARS
- All invoices are paid up to date with supporting vouchers filed
- Check our bank accounts daily to verify their balance matches our balance

Maintenance Report:

- Delivered the new mower to the office
- Rolled the office lawn and treated it for weeds and crab grass
- Serviced small engines and pumps on spray truck
- Ordered chemicals for 2025 spray season
- Met with Van Wert Co engineer on site at the new truck wash location being built along Maddox creek to discuss easement areas
- Attended staff meeting
- Removed several large trees from across the easement berm areas
- Put District snow blade away for the season
- Spoke with landowner on Dog Creek about removing a very large fallen cottonwood tree
- Will assess streams for downed trees in path of Van Wert County tornado as soon as ground conditions permit
- Met with Adam Hoff and toured areas of Grassy Creek and Schaller Ditch
- Removed 2 large logs from Maddox creek logjam, rest of logjam opened up for free by potential Contractor who would like to do work for the District
- Picked up new Boat for St. Joe River Logjam inspections
- Met with Contractors at St. Joe River to view Logjam removal in Montpelier

Meeting dates 2025: May 2 (Court), June 10 (Tour), August 12, September 9, November 11, December 9

Adjournment: Dave moved for adjournment at 9:45 a.m. Mark seconded. Yeas 3.

David Kuhn, President

Emilee Rankin, Sec/Treas.

Maumee Watershed Conservancy District
Audit Committee Meeting
March 11, 2025

The Maumee Watershed Conservancy District Audit Committee met in regular session at the District Office at 1464 Pinehurst Dr., Defiance, Ohio, on April 8, 2025. In attendance David Kuhn, Mark Keber, and John Motter Directors; Wendy J. Yunker, General Manager; Emilee Rankin, Secretary/Treasurer; Jim Weaner, Legal Counsel.

David called the meeting to order at 9:47 a.m.

Emilee explained the financial procedures, while the committee reviewed the vouchers, bank reconciliation and financial statements to be in accordance with, and to satisfy the State Auditors checks and balances of an accounting system.

Mark moved to adjourn the Audit Committee meeting at 10:00 a.m.

David Kuhn, President

Emilee Rankin, Sec/Treas.