

Conservancy District
Board of Directors Meeting
August 16, 2022

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 August 16, 2022. In attendance were George Ropp, Mark Moats and David Kuhn, Directors; Wendy Yunker, General Manager, Sec/Treas; Jim Weaner, Legal Counsel; Steve Wilson, Project Manager; Adam Hoff, Hoff Consulting; Dave Blatnik, BRWS; Richard and Cindy Mara, Eagle Township residents.

President George Ropp called the meeting to order at 9:00 a.m.

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

Approval of Financial Reports: The financial reports for July along with the CD tracking were approved as mailed. Motion was made by Mark and seconded by Dave. Yeas 3.

Re-Appropriation of Accounts: Wendy informed the Directors that a few accounts need re-appropriated for 2022.

Adoption of Resolution: Motion was made by Mark to approve the following resolution:

Resolution No. 2298
To Amend 2022 Receipts/Appropriations

<u>Acct#</u>	<u>Description</u>	<u>Current</u>	<u>Add'l Approp</u>	<u>Total Approp</u>
10-02-02	Collection Cost - Grassy Creek	1,200.00	76.00	1,276.00
10-02-04	Collection Cost - St Joe	300.00	100.00	400.00
30-01-03	Transportation	15,000.00	35,000.00	50,000.00

Dave seconded the motion. Yeas 3.

Richard and Cindy Mara: Concerning their property in Eagle Creek township, Dr. Richard Mara stated Tim Mayle and Dave Blatnik have been meeting with him and his wife for a few years now and since the very beginning, the Mara's have been up front about not wanting to sell their property. Dr Mara stated that he had been told at the public meeting forum in Findlay by Steve Wilson that their house could possibly be avoided. Cindy Mara stated she has personal and emotional ties to the home, including the property setting and there is nothing comparable to that on the market. The Maras have recently been informed by Dave Blatnik that it is not feasible to design the project around their property and the Maras would like to see the numbers and proof. Steve Wilson stated that he would get with Stantec for the most recent data and respond back to the Maras.

Certificate of Levy 2022 payable 2023: Wendy stated that every year, she reaches out to each of the counties that we assess for operation and maintenance and request new land market values on the parcels located within the watershed and uploads these values into our system to calculate a dollar amount due from each county. We need to certify this amount back to the auditor's office in early September.

Adoption of Resolution: Motion was made by Dave to approve the following resolution:

**Resolution No. 2299
To Determine, Order and Levy the
Annual Levy for the Year 2022**

BE IT RESOLVED, that the Board of Directors determine, order and levy the Annual Levy for 2022 upon all property and public corporations in said District, benefited under Section II of the Official Plan, known as Little Auglaize and tributaries, and Section III of the Official Plan, known as Grassy Creek, and Section X of the Official Plan, known as St. Joseph Stream Enhancement Project for the annual installments of assessments and interest, and maintenance assessments for the tax year 2022 and,

BE IT FURTHER RESOLVED, that said amount of said Annual Levy and said maintenance assessment shall be collected and payable in the year 2023 in the sums specified at the time that county taxes are due and collectible.

Mark seconded the motion. Yeas 3.

General Liability Insurance: Wendy stated she has been working with Conrad Beck to update MWCD's general liability insurance. This year the premium is \$19,788 which is \$200 less than last year, part of that savings is due to this being our 18th consecutive policy term with the company so we get a discount based on being a long-term member. After review, Dave moved to continue with the Ohio Plan liability insurance. Mark seconded, Yeas 3.

Administrative Clerk position: Wendy presented resumes for the top two applicants that applied for the administrative clerk position. Director Ropp was included in the second interviews and stated it was a hard choice because both applicants had the experience and education we were seeking and would both be a great addition.

Adoption of Resolution: After discussion, a motion was made by Mark to approve the following resolution:

**Resolution No. 2300
To Hire Part Time
Administrative Clerk**

BE IT RESOLVED, that the Directors of the Maumee Watershed Conservancy District move to hire Emilee Rankin as a part time administrative clerk at \$18/hour for no more than 30 hours a week with a 90-day probation period.

Motion was seconded by Dave, Yeas 3.

New Vehicle Purchase: Director Moats excused himself from the meeting. Wendy presented 5 quotes for similar vehicles which all included the Ford Explorer as a trade in. After review, comparison and discussion, Dave Kuhn made a motion to accept the quote from Moats Ford to trade the Explorer in for a 2022 Ford Edge in the amount of \$29,225. Motion was seconded by George, Yeas 3. Mark returned to the meeting.

Award Demolition Bid: Steve stated that two bids were received for the demolition of building on 3 properties recently acquired in Eagle Township. The lowest bidder was All Excavating with a bid of \$30,300.

Adoption of Resolution: After discussion, a motion was made by George to approve the following resolution:

**Resolution No. 2301
To Award All Excavating
And Demolition for
the Eagle Township buildings Demo**

BE IT RESOLVED, that the Directors of the Maumee Watershed Conservancy District move to send a Notice of Award to All Excavating and Demolitions for the demolition of three properties in Eagle Township with the bid price of \$30,300.

Motion was seconded by Dave, Yeas 3.

Lower Blanchard and H2Ohio Ottawa Update: Steve Wilson reported that Flood maps have been approved by FEMA and will take effect on November 25, 2022. Meadville Land Services will return in the Fall for treatment of invasive species and supplemental planting.

Upper Blanchard River Update and Proposed Additional Hydraulics Improvement for the City of Findlay: Steve Wilson reported on the following Upper Blanchard activities:

NS Bridge -

- Monthly conference calls are being held with Federal Rail Administration (FRA) to satisfy NEPA documentation. Process should be complete by the end of September.
- 90% plans have been submitted to NS.

Hydraulic Improvements Phase 1-

- The pre-trial meeting for the eminent domain was held on August 5. Trial date (if needed) was set for June 25, 2023. Hancock County Commissioners are still trying to reach a settlement agreement.

Additional Hydraulic Improvements -

- Tentative settlements have been reached on 3 of the 4 remaining parcels.
- Stantec submitted 100% plans on April 8.
- Bidding of this project will be dependent on the successful conclusion of property acquisition.
- Hancock County is negotiating with a consultant to prepare remediation plans and bid documents for the brownfield site.

Eagle Creek Dry Storage Basin Planning Update and Property Acquisition:

- Bids for demolition of the Alt, Beall, and Gibson properties were received today.
- MWCD will be asked to accept the assignment of a farmland parcel (~ 30 acres owned by 400 Main St LLC) at the September Board meeting.
- Appraisals have been completed for the remaining residential properties. Three (3) farmland parcels have agreed verbally; appraisals on these will take place after harvest this Fall.
- 404 and 401 permit applications have been formally submitted.
- Grass seed planted on July 1 is flourishing.
- Stantec is working on the final design and anticipate submitting the plans at the end of the year.

Little Auglaize River Update: Wendy stated that spot herbicide application is near completion and contractors are currently working in the LA Watershed. We have about 5 contractors that have been working on assignments in the LA Watershed. We received a letter back from a lawyer representing the property along Hoaglin Creek that we had to issue a cease-and-desist letter to. They stated their client was advised to remove all debris and material from the easement area and we have verified that has been done. The property owner requested to be able to replace a gate to stop the number of trespassers which ride back along the creek bank and we have agreed to that as long as MWCD is provided a key or access code for the gate. Jim Weaner will relay this information back to the attorney.

Grassy Creek and Schaller Ditch Update: Wendy has inspected the areas and everything looks good. Wendy spoke with a representative from Hazen and Sawyer to discuss and answer questions about our maintenance program in Grassy Creek

St. Joseph River logjam Update: The Contractor will continue to float the upper half and mark log jams to address next year.

Legal Counsel Update: Jim is working on getting a billboard removed from our property in Eagle Township. Jim has also reviewed an appraisal for a farmland parcel in Eagle Township and stated he will request that all title work is cleaned up before requesting MWCD to accept any land assignments.

General Manager/Secretary Treasurer Report:

- Uploaded 2nd half payments for Paulding County, Wood County and Williams County
- Published the board meeting notice in the Crescent News
- Published Demolition Bid Advertisement in the Courier
- Reviewed liability insurance information from Beck Insurance with our agent
- Spoke with VW Fire Department regarding scenario training along Town Creek
- Inspected Grassy Creek and Schaller Ditch
- Inspected creeks in Van Wert and Paulding counties
- Responded to a deer hunting inquiry on Eagle Township property
- Reached out to Judge Schmenk regarding Director position
- Updated Jim Weaner on the property along Hoaglin Creek regarding the cease-and-desist letter
- Continuing to work with Hancock County regarding Tax exempt status for Eagle Township properties
- Provided a new contractor with paperwork and verified insurance and workman comp certificates
- Posted Job position on Indeed – reviewed resumes and held interviews
- Got quotes for new vehicle and trade in value
- Spoke with a rep from Hazen and Sawyer regarding our maintenance program on Grassy Creek Diversion Channel
- Completed online training for Huntington's MasterCard's Smart Data Reporting System and 360 Control Card Management site
- All invoices are paid up to date with supporting vouchers filed
- Check our bank accounts daily to verify the balance
- Typed minutes from July meeting, distributed them to Jim Weaner and Directors for their review
- Uploaded the June meeting minutes onto our website
- Paid end of month taxes

- Met with Maintenance workers weekly
- Provided the Directors with Board meeting information packet: previous meeting minutes, agenda, financial reports, CDARS list
- Mowed the office lawn

Maintenance Report:

- Continued summer spraying along streams as wind and weather permits
- Northern maintenance area spraying completed aside from a few touch up areas and road bridges
- Southern maintenance area spraying at 87.6 miles with roughly 10 miles left to spray including both concrete channel in VW and Town Creek through VW
- Continue to mow town yards weekly
- Mowed the flats along Dog Creek with JD tractor and Back Bush Hog
- Spoke with Wendy about a potential new contractor to add to our maintenance contractor list – paperwork is now complete
- Met with new contractor and showed him a list of repairs that need completed – will start work immediately
- Picked up new UTV side by side from JD Kenn Feld group
- Built a tow bar for UTV side by side
- Built and installed a hitch on the rear of HX10 mower
- Brush cut back berm on all of Dog Creek from Church Rd north to Feasby Wisener Rd
- Continue pulling trees from waterway as found while spraying
- Picked up 2016 Ford Explorer from office to have Statewide Ford in Van Wert repair the AC compressor. Returned it to the office.
- Off loaded spray rig from 2019 F250 – rinsed and put away
- Filled in a large wash out with rock on Maddox Creek along Hwy 127
- Purchased 50-gallon diesel fuel tank to transport fuel to mowing tractors

Director Ropp added to the meeting that he would like to see security cameras installed in the back parking lot for the safety and security of our staff/vehicles. Director Ropp also stated he has been working closely with Wendy is pleased with her performance and would like to make the other Directors aware that she is doing great work thus far.

Meeting dates 2022: September 13, October 11, November 8, December 13

Adjournment: George moved for adjournment at 10:15 a.m. Mark seconded. Yeas 3.

George Ropp, President

Wendy J. Yunker, Sec/Treas.

**Maumee Watershed Conservancy District
Audit Committee Meeting
August 16, 2022**

The Maumee Watershed Conservancy District Audit Committee met in regular session at the District Office at 1464 Pinehurst Dr., Defiance, Ohio, on August 16, 2022. In attendance were George Ropp, Mark Moats and David Kuhn, Directors; Wendy J. Yunker, General Manager, Secretary/Treasurer and Jim Weaner, Legal Counsel.

George called the meeting to order at 10:20 a.m.

Wendy 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.

George moved to adjourn the Audit Committee meeting at 10:45 p.m.

George Ropp, President

Wendy J. Yunker, Sec/Treas.