

**Conservancy District**  
Board of Directors Meeting  
December 12, 2023

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 December 12, 2023. In attendance were George Ropp, Mark Moats and David Kuhn, Directors; Wendy Yunker, General Manager; Emilee Rankin, Secretary/Treasurer; Kurt Warnimont, Maintenance Manager; Jim Weaner, Legal Counsel; Steve Wilson, Project Manager; Adam Hoff, Hoff Consulting; Derek Dalton, Stantec.

President George Ropp called the meeting to order at 10:00 a.m.

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

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

**Re-Appropriation of Account:** Wendy informed the Directors that an account needs re-appropriated for 2023.

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

**Resolution No. 2347**  
**To Amend 2023 Receipts/Appropriations**

<u>Acct#</u>	<u>Description</u>	<u>Current</u>	<u>Add'l Approp</u>	<u>Total Approp</u>
10-14-03	Health Insurance	85,000.00	275.00	85,275.00

Dave seconded the motion, Yeas 3.

**Lucas County Monclova Road Bridge Replacement:** Adam Hoff stated he has reviewed the plans submitted by Lucas County Engineer for the replacement of Monclova Road bridge and reported that the plans will have negligible impact on the 100-Year (1% ACE) Floodplain of Blystone Ditch upstream of Monclova Road in Monclova Township, Lucas County, Ohio.

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

**Resolution No. 2348**  
**To Approve Bridge/Ditch Plans**

**Be It Resolved,** that the Directors of the Maumee Watershed Conservancy District accept the information submitted as having no variance with any plans of the District, on bridge and ditch improvements by counties, as follows:

<u>COUNTY</u>	<u>BRIDGE/DITCH</u>	<u>DATE FILED</u>
Lucas	Lucas Co. Monclova Road Bridge 716 Replacement	11/30/23

Mark seconded the motion. Yeas 3.

**2024 Appropriations, Disbursements and Estimated Resources:** Wendy went over each line item for the 2024 Appropriations, Disbursements and Estimated Resources

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

**Resolution No. 2349**  
**2024 Appropriations, Disbursements and**  
**Estimated Receipts and Resources**

**BE IT RESOLVED**, that the Directors of the Maumee Watershed Conservancy District approve the 2024 Appropriations, Disbursements and Estimated Resources (as attached).

Motion seconded by Dave. Yeas 3.

**Frostbite Falls services proposed renewal:** Steve Wilson presented a renewal for engineering services with Frostbite Falls. After discussion, a motion was made by George to renew Steve's contract. Dave seconded the motion. Yeas 3.

**Lower Blanchard Update:** Steve Wilson stated that Senator McColley and his staff are working with OEMA to restore the funding necessary to pay for the Dominion Energy invoice.

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

NS Bridge

- 100% plans and specs have been reviewed by NS and approval is imminent.
- NS has not committed to a cost share. Still waiting.
- FRA agreement is waiting for 2 more supervisors to sign off.
- NS cannot complete the construction agreement until the FRA agreement is complete.
- Stantec has submitted a change order to cover the additional costs for responding to plan reviews. Request the Board approve the change order subject to funding being provided by Hancock County.

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

**Resolution No. 2350**  
**To Approve the Change Order**  
**For Stantec**

**BE IT RESOLVED**, that the Directors of the Maumee Watershed Conservancy District move to approve the change proposal in the amount of \$199,000.00 from Stantec requesting additional funds from Hancock County for the Norfolk Southern bridge project. Pending the approval of payment from Hancock County Commissioners.

Mark seconded the motion, Yeas 3.

Hydraulic Improvements Phase 1

- Still working on the settlement agreement for the eminent domain case.

## Additional Hydraulic Improvements

- Still negotiating on acquisition of the final parcel.
- Bidding will be dependent on property acquisition and remediation of the brownfield site.
- Additional removal of contaminated soil was completed on Dec 6. Sampling results will determine if more removal is needed.
- Excavation of potential historic artifacts was completed on March 22. Final report is being prepared for submittal to SHPO.

**Eagle Creek Dry Storage Basin Planning Update and Property Acquisition:** Steve Wilson reported the following:

- Tree clearing is scheduled to begin the 1<sup>st</sup> week of January.
- Closings can be scheduled on the Lammers and Scarbrough properties as soon as Phase 1 environmental reviews are complete. Request the Board accept the assignment of these properties subject to all paperwork being in order at the time of closing.

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

**Resolution No. 2351**  
**To Accept the Land Assignment From BRWS**  
**Subject to all the Paperwork Being Reviewed**

**BE IT RESOLVED**, that the Directors of the Maumee Watershed Conservancy District move to accept the land assignments of Lammers and Scarbrough properties in Eagle Township to be purchased with the money from the State of Ohio. Subject to the review and approval of all paperwork by Jim Weaner.

Dave seconded the motion, Yeas 3.

- Verbal purchase agreement has been reached with Marra.
- Purchase agreement for the Farmer parcel has been signed. Appraisal has been submitted to ODNR for review.
- Flowage easement appraisals have been approved by ODNR. BRWS has begun negotiations.
- Met with Camp Berry officials to discuss flowage easement and easement for Hancock Wood powerline relocation. Good discussion but no decisions.
- Phasing of the construction of the Basin is being tweaked. Planning to hold an Industry Day on January 30 to invite interested contractors to a meeting to review the project. Phasing documents will be complete before that meeting.
- The design plans have been reviewed by ODNR Dam Safety section. Review comments have been answered and submitted by Stantec.

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- Project is on schedule for bidding in March. Construction should begin around May 1. ODOT is coordinating the construction schedule to fit several other projects that are going on in Hancock County that will also require construction detours.
- A MOA is needed between MWCD and the City of Findlay to provide funding for the 20% local match. Request the Board authorize the MOA.

After discussion, a motion was made by Dave to approve the following resolution:

**Resolution No. 2352  
To Authorize Memorandum of Agreement  
With the City of Findlay**

**BE IT RESOLVED**, that the Directors of the Maumee Watershed Conservancy District move to approve the Memorandum of Agreement with the City of Findlay for the twenty percent local match for construction of the interchange modifications.

George seconded the motion, Yeas 3.

**Little Auglaize River Update:** Contractors replaced two pipes and placed nine loads of stone on Town Creek. Five loads were placed on Maddox along with berm repair.

**Grassy Creek and Schaller Ditch Update:** ODOT still has two pipes to replace.

**St. Joseph River Update:** Contractor is working with residents on known log jams.

**Legal Counsel Update:** Jim Weaner reported that he was preparing for pre-trial for the McMonigal case. He is also still working with Pat for the Farmer and Marra properties.

**General Manager Report:**

- Stream inspections weekly
- Executed Agreement with Ridge Township Trustee regarding dirt placement along Dog Creek
- Updated office inventory list
- Published Board meeting notice in Crescent News
- Helped Emilee prepare financial forms for 2024
- Reviewed and signed off on all invoices, vouchers and financial reports
- Researched and worked with Jim on the McMonigal property claim
- Estimated receipts and expenditures for 2024
- Filed tax exempt application for Eagle Township properties assigned in 2023
- Forward Monterey Township Trustee complaint of damaged township road and request for reimbursement to the contractor who performed that job
- Ordered platters for luncheon
- Ordered W2s and 1099 forms to prepare filing taxes at year end

**Maintenance Report:**

- All Maintenance personnel performing Stream Inspections with notes (weather permitting)
- Picked up District Snowplow from Van Wert Storage for Maintenance Manager to use at District Office for snow removal
- Talked with Contractor who will be pulling log jams on the St. Joe River
- Met with Contractor to assign pipe repair work

- Picked up and dropped off 4 pipes from local company to drop off at assigned work sites for contractor to install
- Hauled a load of stone to repair site for contractor to use while installing pipes

**Meeting dates 2024:** February 20, March 12, April 9, May 14, June 11, July 9, August 13, September 10, November 12, December 10

**Adjournment:** Mark moved for adjournment at 11:02 a.m. Dave seconded. Yeas 3.

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George Ropp, President

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Emilee Rankin, Sec/Treas.

Maumee Watershed Conservancy District  
Audit Committee Meeting  
December 12, 2023

The Maumee Watershed Conservancy District Audit Committee met in regular session at the District Office at 1464 Pinehurst Dr., Defiance, Ohio, on December 12, 2023. In attendance were George Ropp, Mark Moats and David Kuhn, Directors; Wendy J. Yunker, General Manager; Emilee Rankin, Secretary/Treasurer; Jim Weaner, Legal Counsel.

George called the meeting to order at 11:05 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.

George moved to adjourn the Audit Committee meeting at 11:20 a.m.

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George Ropp, President

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Emilee Rankin, Sec/Treas.

RESOLUTION NO. 23349												
To Approve 2024 Estimated Receipts and Appropriations for 2024, as follows:												
DESCRIPTION	ACCT #	2023 APPROP	2024 APPROP	ACCT #	PEG	MFGC	MFLA	MFSJ	IFLB	IFUB	IFEC	
COURT - PER DIEM	10-01-01	750.00	750.00	10-01-01	-	97.50	615.00	37.50				
COURT - TRAVEL	10-01-02	400.00	505.00	10-01-02	-	65.65	414.10	25.25				
DIRECTORS - PER DIEM	10-02-01	14,400.00	18,000.00	10-02-01	-	2,700.00	14,400.00	900.00				
DIRECTORS - TRAVEL	10-02-02	1,500.00	1,500.00	10-02-02	-	225.00	1,200.00	75.00				
APPRAISERS - PER DIEM	10-03-01	1,000.00	2,000.00	10-03-01	-	300.00	1,600.00	100.00				
APPRAISERS - TRAVEL	10-03-02	250.00	500.00	10-03-02	-	75.00	400.00	25.00				
ENGINEERING	10-04-01	13,000.00	10,000.00	10-04-01	10,000.00	-	-	-				
PAYROLL ACCOUNT	10-05-01	260,000.00	310,000.00	10-05-01	-	31,000.00	263,500.00	15,500.00				
PERS	10-06-01	39,000.00	43,400.00	10-06-01	-	4,340.00	36,890.00	2,170.00				
MEDI	10-06-02	4,000.00	4,500.00	10-06-02	-	450.00	3,825.00	225.00				
OBWC	10-07-01	3,500.00	3,500.00	10-07-01	-	350.00	2,975.00	175.00				
OFFICE TRAVEL	10-09-01	1,000.00	1,000.00	10-09-01	-	100.00	820.00	80.00				
TELEPHONE	10-11-01	2,700.00	2,500.00	10-11-01	-	375.00	2,075.00	50.00				
POSTAGE	10-12-01	400.00	400.00	10-12-01	-	60.00	308.00	32.00				
OFFICE SUPPLIES	10-13-01	4,200.00	4,200.00	10-13-01	-	630.00	3,234.00	336.00				
INSURANCE - GEN LIAB	10-14-01	25,000.00	25,000.00	10-14-01	-	2,000.00	21,750.00	1,250.00				
INSURANCE - HEALTH	10-14-03	85,000.00	105,000.00	10-14-03	-	8,400.00	91,350.00	5,250.00				
PROFESSIONAL FEES	10-15-01	20,000.00	15,000.00	10-15-01	-	1,500.00	12,300.00	1,200.00				
EQUIPMENT - OFFICE	10-16-01	3,000.00	3,000.00	10-16-01	-	300.00	2,430.00	270.00				
EQUIPMENT - MAINT	10-16-03	30,000.00	30,000.00	10-16-03	-	1,500.00	27,000.00	1,500.00				
EXAMINATION-OB1	10-19-01	-	8,000.00	10-19-01	-	1,600.00	5,920.00	480.00				
COLL COSTS - MFLA	10-20-01	6,500.00	8,000.00	10-20-01	-	1,500.00	8,000.00					
COLL COSTS - MFGC	10-20-02	1,300.00	1,500.00	10-20-02	-	-	-	-				
COLL COSTS -MFSJ	10-20-04	400.00	500.00	10-20-04	-	-	-	-				
MISCELLANEOUS	10-22-01	550.00	550.00	10-22-01	-	110.00	429.00	11.00				
DUES AND SUBSCRIPTIONS	10-23-01	300.00	300.00	10-23-01	-	60.00	234.00	6.00				
LABOR & EQUIP RENTAL-MFLA	30-01-01	150,000.00	110,000.00	30-01-01	-	-	110,000.00	-				
LABOR & EQUIP RENTAL-MFGC	30-01-02	31,000.00	30,000.00	30-01-02	-	30,000.00	-	-				
TRANSPORTATION	30-01-03	48,000.00	45,000.00	30-01-03	-	4,500.00	36,000.00	4,500.00				
LABOR & EQUIP RENTAL-MFSJ	30-01-04	60,000.00	60,000.00	30-01-04	-	-	80,000.00	60,000.00				
MATERIALS-MFLA	30-02-01	65,000.00	80,000.00	30-02-01	-	-	-	-	431,000.00			
IMPROVEMENT FUND LB	30-01-08	300.00	431,000.00	30-01-08	-	-	-	-				
IMPROVEMENT FUND UB	30-01-10	500,000.00	15,000,000.00	30-01-10	-	-	-	-				
RAISE RAILROAD - UB	30-02-10	7,115,711.00	7,115,711.00	30-02-10	-	-	-	-				
IMPR. FUND EAGLE CREEK	30-01-12	4,850,000.00	10,000,000.00	30-01-12	-	-	900.00	50.00				10,000,000.00
BUILDING MAINT	60-01-01	1,000.00	1,000.00	60-01-01	-	50.00	2,700.00	150.00				
BUILDING UTILITIES	60-01-02	3,000.00	3,000.00	60-01-02	-	150.00	-	-				
TOTALS		46,817,477.00	33,475,316.00		10,000.00	92,438.15	731,269.10	94,897.75	431,000.00	22,115,711.00		10,000,000.00
FUND BALANCE - TOTAL TO APPROPRIATE					(189,533.65)	(569,512.74)	(3,173,912.25)	(391,556.16)	(431,000.00)	(22,165,147.42)		(10,000,000.00)
					(179,533.65)	(477,074.59)	(2,442,643.15)	(296,658.41)	-	(49,436.42)		-

