

Conservancy District
Board of Directors Meeting
December 2, 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 December 2, 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; Derek Dalton, Stantec.

President David Kuhn called the meeting to order at 10:00 a.m.

Approval of Minutes: The minutes of the October meeting were approved as mailed. Motion was made by Mark to accept the minutes. Seconded by John, Yeas 3.

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

Re-Appropriation of Accounts: Wendy informed the Directors that some accounts need re-appropriated for 2025.

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

Resolution No. 2400
To Amend 2025 Receipts/Appropriations

<u>Acct#</u>	<u>Description</u>	<u>Current</u>	<u>Add'l Approp</u>	<u>Total Approp</u>
10-05-01	Payroll	318,000.00	6,762.00	324,762.00
10-06-02	MEDI	4,900.00	55.00	4,955.00
10-09-01	Office Travel	1,150.00	180.00	1,330.00
10-14-03	Insurance Health	155,505.00	2,808.00	158,313.00
10-23-01	Dues & Subscriptions	300.00	93.00	393.00

John seconded the motion, Yeas 3.

Christmas Bonuses: Wendy informed the Directors she felt that the \$5,000 Christmas bonus should be equally divided among Kurt, Todd, Connor and Emilee. A motion was made by John to accept this disbursement and seconded by Mark. Yeas 3.

2026 Appropriations, Disbursements and Estimated Resources: Wendy went over each line item for the 2026 Appropriations, Disbursements and Estimated Resources.

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

Resolution No. 2401
2026 Appropriations, Disbursements and
Estimated Receipts and Resourced

BE IT RESOLVED, that the Directors of the Maumee Watershed Conservancy District approve the 2026 Appropriations, Disbursements and Estimated Resources (as attached).

Mark seconded the motion. Yeas 3.

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

Upper Blanchard – Funding

- FEMA grant is still under review at FEMA headquarters.

Upper Blanchard – NS Bridge

- Call between NS attorney and Jim Weaner went very well. NS has sent their latest revision of the Agreement, and it is being reviewed. Request the Board authorize Wendy to execute the Work Agreement subject to Jim Weaner review and approval.

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

Resolution No. 2402
To Execute and Sign the Work Agreement
Contingent on Legal Counsel and Project Manager Approval

BE IT RESOLVED, that the Directors of the Maumee Watershed Conservancy District move to accept the Work Agreement contingent on Jim Weaners and Steve Wilsons review and approval. The Directors approve Wendy Yunker to sign the agreement once final review and approval from legal counsel and project manager is given.

Mark Seconded the motion, Yeas 3.

- The Columbia Gas pipeline relocation will begin on March 16. Flaggers have been secured for March 16-20.
- MWCD is investigating the possibility of entering a separate contract to perform tree clearing on the NS right of way to have it completed before March 31, the beginning of bat mating season.

Upper Blanchard – Hydraulic Improvements Phase 1

- The Letter of Map Revision (LOMR) has been formally submitted to FEMA and their review has begun.

Upper Blanchard – Additional Hydraulic Improvements

- Contractor for the Brownfield removal of lead contaminated soil will be on site on Dec 1.
- Completion date is December 31, 2025.
- Waiting for approval of the FEMA grant to begin the bidding process.
- Request the Board authorize advertisement for bids

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

**Resolution No. 2403
To Advertise for Bids on
Additional Hydraulic Improvements Project**

BE IT RESOLVED, that the Directors of the Maumee Watershed Conservancy District move to advertise for bids on the Additional Hydraulic Improvement project.

John Seconded the motion, Yeas 3.

Upper Blanchard – Eagle Creek

- Manders and Schroeder have signed their flowage easement purchase agreements.
- Continuing to work with BRWS to secure remaining flowage easements.
- A date for the next Planning Advisory Committee has not been scheduled.
- Waiting for approval of the FEMA grant to begin the bidding process.
- Request the Board authorize advertisement for bids.

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

**Resolution No. 2404
To Advertise for Bids on
Eagle Creek Basic Project**

BE IT RESOLVED, that the Directors of the Maumee Watershed Conservancy District move to advertise for bids for the Eagle Creek Dry Storage Basic project.

Mark Seconded the motion, Yeas 3.

US 68/15

- ODOT requested some changes to the final boundary survey and legal description. Bockrath has completed the changes and re-submitted to ODOT for final review.

Little Auglaize River Update: Wendy stated that contractor work has been assigned for a pipe replacement on LA. Legal counsel for the Army's offered a settlement offer of \$13,750.00. Jim recommends having Scott Gordon file the Motion for Summary.

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

**Resolution No. 2405
Proceed with Motion for
Summary Judgment on Army's**

BE IT RESOLVED, that the Directors of the Maumee Watershed Conservancy District move to decline the settlement offer and proceed with a motion for summary judgment against the Army's.

John Seconded the motion, Yeas 3.

Grassy Creek and Schaller Ditch Update: Wendy reported that she had a meeting with ODOT representatives and Troy King about maintenance access with the planned construction of the diamond interchange. They are determining access points and right of ways. Wendy also stated she gave Columbia Gas of Ohio approval to utilize some additional temporary workspace on the district property, as long as it is restored to original condition when they are finished.

St. Joseph River Update: Wendy stated that the contractor has locations of logjams and will contact us when they start.

Legal Counsel Update: Jim stated that he is still working on the NS and Kedar Army items.

General Manager Report:

- Completed 2026 estimated appropriations and receipts; changed distribution percentage
- \$8k was paid for the LOMR submittal
- Gave Columbia Gas permission to use a small area on our property in Perrysburg for their temporary workspace for approx. 2 weeks
- Virtual meeting with NS attorney to discuss draft agreement-ongoing
- Virtual meeting with Troy King from Commercial Mowers and ODOT representatives to discuss proposed diamond interchange access points
- Updated the Policy and Procedures with changes from board approval last meeting
- Passed Snows Fire Inspection of the office
- Scheduled Christmas luncheon
- Ongoing field inspections of District streams and contractor work
- Prepared the general ledger papers and file folders for 2026
- All invoices are paid up to date with supporting vouchers filed
- Check our bank accounts daily to verify their balance matches our balance
- Called around for quotes on converting to electronic records--Wendy presented the directors with the two quotes we received. One from eMerge out of Toledo that came recommended by a Defiance County agency. The other was DocuFree. EMerge quoted us at \$6,800.00-\$10,000.00.

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

Resolution No. 2406
Work with eMerge
On Converting to Electronic Records

BE IT RESOLVED, that the Directors of the Maumee Watershed Conservancy District move to utilize the company eMerge to convert Maumee Watersheds permanent records over to electronic.

John Seconded the motion, Yeas 3.

Maintenance Report:

- Continue Fall/Winter stream inspections
- Spoke with Landowner on Little Auglaize River about Berm pipe replacements
- Serviced District 2019 Work truck
- Cleaned District Storage Building, organized for Winter storage of equipment
- Contractor assigned to replace pipe on Little Auglaize River, job completed (different than the one above)
- Picked up District snowplow from Storage, used to plow District parking lot after Snow event
- Making repairs to District spray rig
- Drove areas of St. Joe River, Contractor has not begun Logjam removals, but will contact the District when they begin

Meeting dates 2026: February 10, March 10, April 7, May 1 (Court), June 9, August 11, September 8, October 13, November 10, December 8

Adjournment: John moved for adjournment at 10:55 a.m. Mark seconded. Yeas 3.

David Kuhn, President

Emilee Rankin, Sec/Treas.

Maumee Watershed Conservancy District
Audit Committee Meeting
December 2, 2025

The Maumee Watershed Conservancy District Audit Committee met in regular session at the District Office at 1464 Pinehurst Dr., Defiance, Ohio, on December 2, 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 10:56 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 11:05 a.m.

David Kuhn, President

Emilee Rankin, Sec/Treas.

DISBURSEMENTS----- CHART OF ACCOUNTS 2026

<u>ADMINISTRATIVE</u>	<u>PFG %</u>	<u>MFGC%</u>	<u>MFLA%</u>	<u>MFSJ%</u>		
10-01-01 Court - Per Diem	--	10	85	5		
10-01-02 Court - Travel	--	10	85	5		
10-02-01 Directors - Per Diem	--	15	80	5		
10-02-02 Directors - Travel	--	15	80	5		
10-03-01 Appraisers - Per Diem	---	15	80	5		
10-03-02 Appraisers – Travel	---	15	80	5		
10-04-01 Engineering	100	---	---	---		
10-05-01 Payroll Account	--	10	85	5		
10-06-01 PERS - Employer Share	--	10	85	5		
10-06-02 MEDI - Employer Share	--	10	85	5		
10-07-01 OBWC	--	10	85	5		
10-09-01 Office Travel	--	10	85	5		
10-11-01 Telephone	--	10	85	5		
10-12-01 Postage	--	10	85	5		
10-13-01 Office Supplies	--	10	85	5		
10-14-01 Insurance - Gen Liability	--	10	85	5		
10-14-03 Insurance - Health	--	10	85	5		
10-15-01 Professional Fees	--	10	85	5		
10-16-01 Equipment - Office	--	10	85	5		
10-16-03 Equipment - Maintenance	---	5	90	5		
10-19-01 Examination - OBI	--	20	75	5		
10-20-01 Collection Costs - MFLA	---	---	100	---		
10-20-02 Collection Costs - MFGC	---	100	---	---		
10-20-04 Collection Costs – MFSJ	---	---	---	100		
10-22-01 Miscellaneous	--	20	75	5		
10-23-01 Dues & Subscriptions	--	20	75	5		
<u>BUILDING EXPENSE</u>						
60-01-01 Building Maintenance	---	5	90	5		
60-01-02 Building Utilities	---	5	90	5		
<u>SUBCONTRACTS - MAINTENANCE</u>	<u>PFG%</u>	<u>MFGC%</u>	<u>MFLA%</u>	<u>MFSJ%</u>	<u>IFUB%</u>	<u>IFEC%</u>
30-01-01 Labor & Equip Rental - MFLA	---	---	100	---	---	---
30-01-02 Labor & Equip Rental - MFGC	---	100	---	---	---	---
30-01-04 Labor & Equip Rental – MFSJ	---	---	---	100	---	---
30-02-01 Materials - MFLA	---	---	100	---	---	---
30-03-01 MFLA Repairs	---	---	100	---	---	---
30-01-03 Transportation	---	10	80	10	---	---
30-01-10 Imp. Fund- Upper Blanchard	---	---	---	---	100	---
30-02-10 RAISE Railroad - UB (Federal)	---	---	---	---	100	---
30-03-10 FEMA – UB (Federal)	---	---	---	---	100	---
30-03-12 FEMA – EC (Federal)	---	---	---	---	---	100
30-01-12 Imp. Fund – Eagle Creek (ODNR)	---	---	---	---	---	100

RECEIPTS CHART OF ACCOUNTS

LOCAL ASSESSMENTS – MAINTENANCE IMPROVEMENT

200-1-01 Grassy Creek

LOCAL ASSESSMENTS – MAINTENANCE LA

400-1-01 LA

LOCAL ASSESSMENTS – MAINTENANCE

700-1-01 SJ

LOCAL ASSESSMENTS -

300-1-05 DG

300-1-06 PR

300-1-07 UP

300-1-08 HO

300-1-09 HA

INTEREST

500-1-01 Preliminary Fund Gen

500-2-01 Maintenance Fund GC

(Federal)

500-4-01 Maintenance Fund LA

500-6-01 Maintenance Fund SJ

500-9-01 Imp. Fund Upper Blanchard

GRANTS

800-2-01 Eagle Creek (ODNR)

800-1-01 RAISE Grant - UB

800-5-01 FEMA – UB (Federal)

800-5-02 FEMA - EC (Federal)

REVENUE

INTERGOVERNMENTAL

600-1-01

CD's

PFG

CD-1-01 RO

CD-1-02 CK

CD-1-03 CD

MFGC

CD-2-01 RO

CD-2-02 CK

CD-2-03 CD

MFLA

CD-4-01 RO

CD-4-02 CK

CD-4-03 CD

MFSJ

CD-6-01 RO

CD-6-02 CK

CD-6-03 CD

	2026 ESTIMATED RECEIPTS & TOTAL RESOURCES					
	<u>ENDING BALANCE</u>	<u>INTEREST</u>	<u>ASSESSMENTS</u>	<u>CAPITAL PROJECT</u>	<u>GRANTS</u>	<u>REIMBURSEMENTS</u>
						<u>TOTAL RESOURCES</u>
PRELIMINARY FUND GENERAL	183,266.74	1,440.00	-			184,706.74
MAINTENANCE FUND GRASSY CR.	524,145.91	17,300.00	95,660.00			655,105.91
MAINTENANCE FUND LITTLE AUGL.	3,014,669.58	104,304.00	924,219.49			4,110,693.07
MAINTENANCE FUND ST. JOE	374,190.40	13,252.00	145,848.00			537,790.40
IMPROVEMENT FUND UPPER BLANCH	16,053.00	54.00	-	10,500,000.00	12,115,711.00	22,631,818.00
IMPROVEMENT FUND EAGLE CREEK	-	-	-		44,000,000.00	44,000,000.00
TOTALS	4,112,325.63	136,350.00	1,165,727.49	10,500,000.00	56,115,711.00	72,120,114.12
	<u>CHECKING ACCOUNT</u>	<u>CERTIFICATES OF DEPOSIT</u>	<u>UNLEVIED ASSESSMENTS</u>	<u>TOTAL INTEREST</u>		
PRELIMINARY FUND GENERAL	60.00	1,380.00		1,440.00		
MAINTENANCE FUND GRASSY CR.	180.00	17,120.00		17,300.00		
MAINTENANCE FUND LITTLE AUGL.	804.00	103,500.00		104,304.00		
MAINTENANCE FUND ST. JOE	252.00	13,000.00		13,252.00		
IMPROVEMENT FUND UPPER BLANCH	54.00			54.00		
TOTALS	1,350.00	135,000.00		136,350.00		