

Conservancy District
Board of Directors Meeting
June 14, 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 June 14, 2022. In attendance were George Ropp, Mark Moats and David Kuhn, Directors; Wendy Yunker, Interim General Manager, Sec/Treas; Kurt Warnimont, Maintenance Manager; Jim Weaner, Legal Counsel; Steve Wilson, Project Manager; Derek Dalton, Stantec; Adam Hoff, Hoff Consulting

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

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

Approval of Financial Reports: The financial reports for April along with the CD tracking were approved as mailed. Motion was made by Mark and seconded by George. Yeas 3. Wendy stated that the MWCD business credit card through Bank of America has been canceled since it was in Lynn's name. Mark had previously asked about looking into a credit card through our bank so Wendy presented information on the Huntington Commercial Card, stating that the monthly and annual fee will be waived if the expenditures stay below ten thousand dollars. Dave moved to open a Huntington Commercial Card with a credit limit of five thousand dollars. Seconded by Mark, Yeas 3 (see commercial card resolution attached).

Re-Appropriations for 2022: Wendy informed the Directors that a couple accounts need re-appropriated.

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

Resolution No. 2287
To Amend 2022 Receipts/Appropriations

<u>Acct#</u>	<u>Description</u>	<u>Current</u>	<u>Add'l Approp</u>	<u>Total Approp</u>
10-01-02	Court Travel	300.00	50.00	350.00
10-02-01	Directors Per Diem	14,000.00	1,600.00	15,600.00

Dave seconded the motion. Yeas 3.

Cows and Plows Financial Support: Wendy stated that Van Wert SWCD is requesting financial support for their Cows & Plows program. After discussion, Mark moved that we pledge \$100 in support as in previous years, Dave seconded. Yeas 3.

Office Clerk Position: As discussed in prior meetings, Wendy stated there is a need for an office clerk to help manage the office hours, duties and share responsibilities so she is able to do work as interim general manager and check on the field work and employees. Wendy stated that August is the beginning of her busy season with getting the new land market values, scrubbing reports, certifying dollar amounts back to the counties and entering in second half payments. After some discussion, George requested to discuss this at a later time.

Maumee Scenic River Advisory Council: The advisory council is a state program through ODNR who meet quarterly throughout the year. The goals of the council are to discuss past, current, and future topics/issues that have impacts and interests to the Maumee River watershed. They also discuss events that are taking place within our watershed that are related to our other members involvement or having an impact to the river or watershed. Lynn use to serve on this council and with his retirement, Wendy has taken interest in his position to serve on the advisory council. Directors Dave, Mark and George all agreed that this would be a great idea.

Maddox Creek – Industrial Drive Drainage Modification: The City of Van Wert is developing the area near John Brown Road, Maddox Creek. There have been some cut throughs made in our easement areas. Jay Fleming emailed the City's plans and commitments moving forward to stay in compliance with our easement requirements which include: each of the cut throughs that were created will be graded to an 8-1 slope with 15-foot flat bottoms to allow equipment access, straw bales have been installed at these locations to control silt run off and erosion, rock shuts and rip rap will be installed at these locations per the specs provided by Mr. Army, meadow mix seed and fescue will be planted in the appropriate locations once grading is complete, the drip boxes that exist but are not operational anymore will be removed, City of Van Wert will mow the top area going forward and the City will also maintain the area going forward. Todd Krugh has been keeping a close eye on the progress to ensure it is up to the terms of the easement.

Engineering Consulting Service Agreement: We received an email from Dave Kuhn, stating he spoke with Greg Feller about the conflict of sitting as a Director for MWCD Board and having FellerFinch review our bridge and ditch plans. Greg expressed to Dave that he understands and is aware that MWCD will no longer be using their services for bridge/ditch plan reviews. Wendy discussed the contract proposal for Hoff Consulting Services for an as needed general engineering support at a rate of \$125/hr.

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

Resolution No. 2288
To Enter into Contract
With Hoff Consulting Services

BE IT RESOLVED, that the Directors of the Maumee Watershed Conservancy District move to execute the contract with Hoff Consulting Services for as needed general engineer support at the rate of \$125/hr. Adam will be reviewing the bridge and ditch plans on behalf of MWCD to compare the proposed water surface elevations to existing water surface elevations ensuring there is no increase to the 100-year flood zone. Adam will also be working with Steve Wilson to get familiar and up to date with the Upper and Lower Blanchard River projects as well as the Eagle Creek Dry storage basin.

George seconded the motion, Yeas 3.

Lower Blanchard and H2Ohio Update: Steve Wilson reported that the updated flood mapping is finalized and is awaiting approval from FEMA headquarters in Washington DC. Steve reported there was recently a 4-inch rainfall and the Diversion Channel worked as it was built to and that there was no water over the I-9. Meadville Land Services will complete Spring planting this week. They will return in the Fall for treatment of invasive species and supplemental planting. Christina Kuchle, ODNR Wetland Habitat Program Administrator, would like to close the purchase order and requested that the next bill be the final bill, which will include Meadville Land Services to return in the Fall as well as provide and operation manual.

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 August.
- NS has completed their review of the 60% plans and Stantec has addressed their comments. 90% plans have been submitted.
- Tim Mayle and Dave Blatnik had a call with NS Economic Development Director and Government Affairs Director regarding cost sharing. The new President of NS has been made aware of our request. No commitments have been made but the talks have been positive.
- NS has returned the executed increase in the estimated cost for their Preliminary Engineering services.

Hydraulic Improvements Phase 1

- A 2nd eminent domain mediation session was held on June 1 and a site visit was held on June 8. Next pre-trial meeting is July 1.

Additional Hydraulic Improvements

- Eminent domain proceedings continue on 2 of the outstanding parcels. A tentative settlement has been reached on 2 other parcels.
- Stantec submitted 100% plans on April 8.
- Bidding of this project will be dependent on the successful conclusion of property acquisition.
- Department of Development has provided the grant agreement for the brownfield cleanup of the former chromium plating works. Hancock County is negotiating with a consultant to prepare remediation plans and bid documents.

Eagle Creek Dry Storage Basin Planning Update and Property Acquisition: Derek Dalton presented a proposal from Stantec to begin coordination with ODOT for the modification of US 68/SR 15 interchange to connect TR 80. Steve Wilson presented an MOA between Hancock County Commissioners and Maumee Watershed that was signed by the commissioners stating that they will provide funding for Stantec’s interchange modifications proposal.

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

Resolution No. 2289
To Approve MOA with Hancock County
And Sign Contract with Stantec for interchange
Modifications up to \$250,000

BE IT RESOLVED, that the Directors of the Maumee Watershed Conservancy District move to accept the MOA with Hancock County Commissioners which will provide funding to cover the costs of completing preliminary engineering for the proposed US68/SR 15 interchange modification. The Directors also move to accept the proposal submitted by Stantec to begin coordination with ODOT for the modifications not to exceed \$250,000.

George seconded the motion, Yeas 3.

Steve Wilson then continued to report that:

- Appraisals have been authorized for the 2 remaining residential properties. Three (3) farmland parcels have agreed verbally; appraisals on these will take place after harvest this Fall.
- ODNR has approved the preliminary design of the Flood Basin embankment.
- 404 and 401 permit applications have been formally submitted.
- The demolition of three (3) residential structures and outbuildings on property now owned by the District was completed on June 10. Steve presented a change order from ALL Excavating and Demolition in the amount of \$1,600 to include the demolition of two bridges. Steve stated that the bridges are in poor condition and to reduce the potential for injury, he requests the Board to approve the change order so that the contractor can remove the timber bridge decks and install barricades across the driveway to discourage any vehicular traffic. Steve stated that 3 additional wells have been found that need

capped and there is a double floor in the barn which will be more expensive to dispose of so there will be a second change order coming in the future once the contractor figures the extra expense.

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

Resolution No. 2290
To Accept All Excavating and Demolition
Change Order 1

BE IT RESOLVED, that the Directors of the Maumee Watershed Conservancy District move to accept change order 1 in the amount of \$1,600 to All Excavation and Demolition to remove two bridges that pose a safety hazard on MWCD owned properties.

Mark seconded the motion, Yeas 3.

- Cereal rye cover crop has been sprayed and perennial seed has been purchased. Contractor is waiting for the fields to dry out to plant the seed.
- MWCD would be approved to transfer ownership of the flood facility/property to the City of Findlay after completion of construction and ODNR would manage documenting and processing that transfer in-house. We will likely close the contracts upon project completion, and after final reimbursement we will work with the MWCD and City on processing an amendment to reassign the grant agreement to the City
- The last \$30-million dollars has been designated in the latest capital budget for construction of the dry basin; the grant agreement will be presented in late July/August.
- Steve Wilson requested the Board to accept the assignment of purchase agreements for Alt, Beall, and Gibson subject to completion of title commitments and ODNR appraisal review. Jim Weaner stated he has reviewed all the documents related to the purchase agreement and stated there are some title issues that need to be cleaned up before he can recommend accepting the assignment. Jim has been in discussions with the lawyers and title company and foresees these issues to be taken care of in a timely manner.

Adoption of Resolution: A motion was made by George to approve the following resolution:

Resolution No. 2291
To Accept the Land Assignment from BRWS
And Authorize General Manager to sign all
Documents related to Land Transfer Pending Lawyer Approval

BE IT RESOLVED, that the Directors of the Maumee Watershed Conservancy District move to accept the land assignment of 3 properties in Eagle Township to be purchased with the grant money from the State of Ohio, administered by ODNR. Directors authorize Wendy Yunker to sign all documents related to receiving these properties pending approval of Steve Wilson and Jim Weaner regarding the title clean up.

Motion was seconded by Dave, Yeas 3.

Little Auglaize River Update: Staff has been busy spraying and doing stream inspections. Kurt informed the Directors that he came across a pile of trash and shingles dumped in our easement area along Hoaglin Creek. He contacted the Sherriff and was told this would be a civil case. The trash is now removed from the easement area. Kurt will continue to monitor the area.

Lynn Army spoke with Tom Gordon who called to make us aware of a solar farm that is being planned to be installed along Dog Creek. Lynn explained on the phone to Tom that MWCD needs to be contacted if there will be any work done in our easement areas and to get in touch with us for legal documentation.

Grassy Creek and Schaller Ditch Update: First mowing has been completed. Kurt has inspected the areas and everything looks good.

St. Joseph River logjam Update: The Contractor has pulled logjams out from just North of Pioneer to Edgerton. They will float the upper half this summer/fall to see if any logjams were missed. There is \$3,300.00 left of the \$50,000 to spend on maintenance of the St. Joe

Legal Counsel Update: Jim stated he will be waiting on the title work for the Eagle Creek properties to review and keep in touch with Wendy and Steve as to when he recommends acceptance of the land assignments.

Interim General Manager/Secretary Treasurer Report:

- Typed the Board meeting minutes and distributed them to Lynn, Jim Weaner and the Directors for review and approval
- Uploaded the approved April minutes onto the MWCD website and updated next meeting date
- Completed the May financial reports and paid end of month taxes
- Attended zoom meeting with ODNR lawyer, Tim Robinson, Steve Wilson, Pat Sadowski and John Hoopingarner
- Ordered snacks, sent out invites and set up for the retirement reception
- Provided summer employee with new hire paperwork packet – started new employee file

- Emails back and forth with tax examiner regarding tax exempt status on Eagle Creek owned properties
- Contacted State Bank and Huntington to remove Lynn off the signature card
- Canceled Lynns Bond and Business Credit Card
- Sent out checks to the Conservancy Court Judges who attended the annual hearing
- Toured Findlay with Steve Wilson and the Directors
- Toured the Maddox Creek Drainage Improvement site with Todd
- Inspected Paulding County streams – rode with Kurt and Summer help along Dog Creek
- Inspected Town Creek with Todd
- Signed and emailed Application for Valuation Deduction with Hancock County Auditor for the demolition sites in Eagle Township
- All invoices are paid up to date with supporting vouchers filed
- Restocked office and cleaning supplies – clean office, conference room and bathrooms weekly
- Check our bank accounts daily to verify balance and activity
- CDAR investing
- Mowed District office lawn

Maintenance Report:

- Removing Misc. Debris and Brush from 15' Easement areas as found
- District Spray Rigs installed on District Trucks for 2022 Herbicide Spot Application on District areas, 36 Miles Spot-Sprayed so far
- Inspected and Serviced District Managers Vehicle
- Cut and Removed 3 Trees from Hoaglin Creek, and 1 Large Tree from Town Creek at Willow Bend Golf Course
- Maintenance on District equipment during poor weather days (Chainsaws, UTVs, Hand tools, etc.)
- Repaired leaking Spigot on outside of Office
- Hand cut Trees and Brush, Weed-eating along Gates and Fence, Mowing District yards and Slopes in areas of Town Creek in City of Van Wert
- Cleared Ramps into Concrete Channels of Sandbars and Rocks
- Re-adjusted Gates to Concrete Channels that were sagging
- Watch District office as needed, check mail and phone messages
- Removed, repaired, and re-installed Flap-gate on pipe on Dog Creek
- Review and Inspect work area on Maddox Creek of City of Van Wert Street Department with General Manager Wendy
- Met with General Manager Wendy for Ride-along in Paulding and Van Wert District Areas

- Hydraulic leak on District Massey Ferguson Tractor repaired
- Used District dump trailer to haul a load of rip rap on town creek for pipe and erosion repair
- Contacted Paulding Sherriff Department to Report Illegal Dumping
- Met with Mayor of Edgerton to discuss Logjams on St. Joseph River
- Met with Owner of Canoe/Kayak Business to discuss Logjams on St. Joseph River

Meeting dates 2022: July TBA, August 16, September 13 (Tour), 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
June 14, 2022

The Maumee Watershed Conservancy District Audit Committee met in regular session at the District Office at 1464 Pinehurst Dr., Defiance, Ohio, on June 14, 2022. In attendance were George Ropp, Mark Moats and David Kuhn, Directors; Wendy J. Yunker, Interim General Manager, Secretary/Treasurer and Jim Weaner, Legal Counsel.

George called the meeting to order at 10:30 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 11:30 a.m.

George Ropp, President

Wendy J. Yunker, Sec/Treas.