

# Conservancy District

## Board of Directors Meeting

October 28, 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 October 28, 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.

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

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

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

**Approval of Updated Policies with the addition of a Cybersecurity Program:** Wendy discussed with the directors that the Policies and Procedures were updated with the new charge of \$2.00 per page for public record copies. She then discussed the recent changes with the Ohio Auditor requiring political subdivisions to set and adopt a Cybersecurity Policy and provided a copy of the policy. After discussion David made a motion to approve the changes. Seconded by John. Yeas 3. Jim Weaner suggested that MWCD invest in creating electronic copies of all documents stored at the office and backup to a hard drive that is kept off site. The Directors all agreed that Wendy should receive quotes for the next meeting to make electronic copies so it can be included in appropriations for next year.

**Hoff Consulting Engineering Services Contract:** Adam presented the Board with a contract for general engineering support in relation to bidding and construction of the programmed flood risk reduction projects within the Upper Blanchard Watershed in Hancock County. Specifically in bidding and construction phases for the Norfolk Southern Railroad Bridge Replacement, Hydraulic Improvements Phase 2 and Eagle Creek Storage Basin to commence in late 2025 and early 2026. David moved to accept the contract. Mark seconded, Yeas 3.

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

Upper Blanchard – Funding

- The last phase of the FEMA review process has begun. It's called a Large Project Notification that requires review by FEMA upper management and the Office of Management & Budget. No update on the status of approval has been received.

Upper Blanchard – NS Bridge

- NS has returned their version of the Work Agreement. Attempting to schedule a call between NS attorneys and Jim Weaner.
- FRA RAISE grant agreement has been accepted and approved.
- County Commissioners approved funding for the Stantec construction administration from the \$5 million commitment for the NS project.

- The start of the Columbia Gas pipeline relocation will be dependent on availability of flaggers for the railroad. It could be 4 months till flaggers are available.

#### Upper Blanchard – Hydraulic Improvements Phase 1

- The Letter of Map Revision (LOMR) is close to being formally submitted to FEMA.

#### Upper Blanchard – Additional Hydraulic Improvements

- A contract has been awarded for the Brownfield removal of lead contaminated soil. Completion date is December 31, 2025.
- Waiting for approval of the FEMA grant to begin the bidding process.

#### Upper Blanchard – Eagle Creek

- Continuing to work with BRWS to secure 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.

#### US 68/15

- ODOT has given verbal approval of the final boundary survey and legal description for transfer of the right of way to Hancock County. Waiting on executed documents from ODOT.

**Little Auglaize River Update:** Wendy stated that the spraying is done besides some touch ups areas to finish up the product we have. The 50-foot farm crossing is completely installed. And the Kedar Army property has been repaired and brought back to its original state. The Army's have retained a lawyer regarding the foreclosure action and an extension to file an answer until November 24 was agreed upon between the lawyers.

**Grassy Creek and Schaller Ditch Update:** Wendy reported that the mowing and spraying are completed for the year.

**St. Joseph River Update:** Wendy stated that her and Kurt finished floating the river and sent all known type D logjams to the contractor. Once the crops are off, the contractor will be in contact with landowners to gain access to the logjams.

**Legal Counsel Update:** Jim stated that he received all the information on the Kedar Army case, reviewed the Cybersecurity Policy and reviewed the changes with Norfolk Southern agreement. Jim is prepared to have a virtual meeting with Norfolk Southern lawyers once a date and time is scheduled.

#### **General Manager Report:**

- Conversations with Scott Gordon regarding foreclosure action
- Contacted programmer for assistance with Wood Co. payments and market value uploads
- Certified all counties for 2026 special assessment collection
- Responded to H2Ohio Technician with inquiries about the Ottawa Diversion Channel
- Attended Cyber Security training and drafted a cyber security policy for Director's review

- Ordered year end supplies including tax forms and printer ink
- Sent contractor locations of type D logjams for removal
- Working on 2026 estimated appropriations and receipts
- Received the money for the \$8k LOMR submittal, waiting on directions from Nick with Stantec to submit the payment to FEMA
- Emailed copy of Board minutes to Three Meadows as requested (regarding fence post)
- Fallen tree removals with Kurt on District berms
- Informed Williams Co Engineer on info needed for petition of Clear Fork extension
- Conversed with a Board Appraiser for Reno Beach-Howard Farms Conservancy District regarding cost benefit analysis and annual assessments
- Ongoing field inspections of District streams and contractor work
- Started writing out the general ledger papers for 2026
- 3 new CDARS investments
- 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:**

- Mowed Town Creek through city of Van Wert.
- Sprayed section of Town Creek behind old Dull Lumber buildings
- Met with landowner on brush trimming along non constructed side of Hagerman creek
- Sprayed Town Creek through city of Van Wert.
- Inspected both concrete channels in City of Van Wert
- Co-ordinated with Contractor on removal on concrete farm bridge. Work is completed
- Spot checking Kedar Army property
- Continue mowing District areas in City of Van Wert
- Repaired front boom actuator on spray rig
- Contractor repaired large washout on Little Auglaize River, and 1 Culvert Pipe on Town Creek
- Will start fall brush cutting on several areas on back berms throughout Watershed (berm boom nozzles on spray rig have greatly reduced the amount of brush cutting required annually)
- Removed 3 Trees from Dog Creek, 1 Tree from Prairie Creek, and 2 Trees from Maddox Creek
- Continuing Fall Creek Inspections and Equipment Maintenance
- Contractor Repaired Berm Drain on Hagerman Creek

**Employee Salary Adjustments:** David moved to go into executive session at 9:40 a.m. John Seconded the motion. Yeas 3. Returned from executive session at 10:04 a.m. A motion was made by David to give all employees a 3% hourly rate increase to begin on the first pay period for 2026. Along with a \$2,000.00 Christmas bonus for Wendy. And \$5,000.00 for Wendy to distribute to the other employees for Christmas bonuses. John seconded. Yeas 3.

**Meeting dates 2025/2026:** December 2, February 10, March 10, April 7, May 1 (Court)

**Adjournment:** Mark moved for adjournment at 10:08 a.m. David seconded. Yeas 3.

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David Kuhn, President

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Emilee Rankin, Sec/Treas.

**Maumee Watershed Conservancy District  
Audit Committee Meeting  
October 28, 2025**

The Maumee Watershed Conservancy District Audit Committee met in regular session at the District Office at 1464 Pinehurst Dr., Defiance, Ohio, on October 28, 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 10:10 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.

John moved to adjourn the Audit Committee meeting at 10:30 a.m.

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David Kuhn, President

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Emilee Rankin, Sec/Treas.