

**SUMMARY OF MINUTES  
BOARD OF DIRECTORS  
MUSKINGUM WATERSHED CONSERVANCY DISTRICT  
Held at The Atwood Lake Resort and Conference Center  
August 10, 2009, 10:00 a.m.**

A meeting of the Board of Directors of the Muskingum Watershed Conservancy District was held at the Atwood Lake Resort and Conference Center, Sherrodsville, Ohio, on Monday, August 10, 2009, at 10:00 a.m., pursuant to notice duly given all Directors, and the general public in accordance with law.

**1. ROLL CALL**

Directors present were: Mr. Boyle, Mr. Horstman, Mr. Kokovich, Mr. Parham, and Mr. Pryce.

Present from Conservancy District staff were Scott Barnhart, James Cugliari, John Hoopingarner, Mark Jukich, Darrin Lautenschleger, Karen Miller, John Olivier, and Boris Slogar.

Mr. Pryce, President of the Board of Directors, presided.

**2. INTRODUCTION OF VISITORS AND PUBLIC COMMENT**

Also in attendance for all or portions of this meeting was: Eric Reip (*New Philadelphia resident*).

**3. APPROVAL OF MINUTES**

Consideration of approval of the July 24, 2009, minutes, was delayed to the August 21, 2009, meeting.

**4. BUSINESS**

**4.01a PERSONNEL POLICY MANUAL**

Members of the Board received a copy of the MWCD Personnel Policy Manual. Mr. Hoopingarner gave a general overview of the contents of this manual, emphasizing that the personnel policies are continually reviewed and updated as necessary. MWCD has one bargaining unit (union) that has policies that may vary somewhat from those contained in the Personnel Policy Manual. For example, as a part of a negotiated contract, the leave policy is somewhat different for bargaining unit employees compared to non-bargaining unit employees.

**4.01b OPERATIONAL POLICY MANUAL**

Members of the Board received a copy of the MWCD Operational Policy Manual. Mr. Hoopingarner gave a general overview of the contents of this manual.

Mr. Kokovich commented on his experience as a member of the Board. He stated that many of the public views the MWCD a regulatory agency. In serving as a member of the Board, he now understands that there are reasonable explanations for the regulations enforced by the MWCD. However, at times it is a difficult task to communicate the reasonable explanations to the public.

In discussion with the Board, staff commented that the operational policies that receive the most attention are relative to docking, cottage sites, and public records.

**4.01c RULES AND REGULATIONS**

Members of the Board received a copy of the “History & Rules” brochure for reference. Ohio law permits conservancy districts to develop enforceable rules and regulations for implementation on its property. Rule 2.03 relative to firearms was recently rescinded by Board action.

Mr. Lautenschleger mentioned that a comprehensive review of the rules and regulations is planned for the coming off-season. There are several revisions that are already necessary. Mr. Hoopingarner pointed out that language regarding horsepower on MWCD lakes in the rules and regulations may be omitted due to the fact that horsepower limitations on MWCD lakes are according state law and not set by the MWCD.

Recent changes in Ohio law requires revisions to the rules and regulations to be published in only one newspaper; prior to that, it was a costly process to publish revisions in all newspapers of general circulation within the jurisdiction of the MWCD. The prior requirement was very costly in publishing legal advertisements in approximately 11 to 12 newspapers. In addition, the new law requires that the revisions be made readily available in an electronic format.

**4.01d OHIO REVISED CODE CHAPTER 6101**

Each member of the Board received a copy of the Ohio Revised Code, Chapter 6101: Conservancy Districts.

**4.02 ATWOOD LAKE RESORT AND CONFERENCE CENTER**

Mr. Hoopingarner, Mr. Cugliari, and Mr. Olivier met with representatives of Prospera Hospitality, current operators of Atwood Resort, prior to this meeting. Highlights of that meeting were:

- The overall downward trend in the nationwide hospitality industry.
- Impact on the facility relative to the rumors of closing.
- Cash flow issues during the last quarter of the year, anticipation of cash advances expected to total over \$400,000.
- Discussion of a seasonal operation status.

Remaining discussion of the Atwood Lake Resort and Conference Center was held in executive session.

**4.03 STRATEGIC PLANNING**

The Board received examples of past strategic planning efforts of the MWCD staff in the form of a strategic plan compiled in 1999, along with an operational plan developed in 2004. Mr. Boyle recalled his experience in strategic planning efforts, specifically with The Smucker Company where an outside consultant was utilized to develop a plan. Development of a strategic plan can take up to six months. Top management must “want” and commit to a plan. A good strategic plan would identify 20-25 key issues that must be resolved; managers are assigned strategic issues and periodically report progress. As issues are resolved, new ones are added. Key issues become “projects.” A clear and well-structured operational plan will give the whole organization goals and would provide a good common information base for everyone to follow.

The Board will review the documents presented and provide guidance to the staff on future strategic planning efforts.

**4.04 LEGISLATIVE ISSUES**

Members of the Board received a copy of a letter from Senate President Bill Harris regarding a recent *Columbus Dispatch* article.

**4.05 OTHER BUSINESS**

Governance issues were a topic of discussion.

**EXECUTIVE SESSION**

On motion by Mr. Horstman, seconded by Mr. Parham, the Board of Directors entered into executive session at 12:40 p.m. to discuss matters related to ORC §121.22 (G) (2) (sale of property at competitive bid) and (3) (pending or imminent litigation). On roll call: Mr. Boyle-yes; Mr. Horstman-yes; Mr. Kokovich-yes; Mr. Parham-yes; and Mr. Pryce-yes. On motion by Mr. Parham, seconded by Mr. Kokovich, the Board returned to open session. The executive session ended at 1:50 p.m.

**5. ADJOURN**

There being no further business, on motion by Mr. Horstman, seconded by Mr. Parham, the meeting of the Board of Directors was adjourned. The next regularly scheduled meeting is August 21, 2009, at 9:00 a.m. at The Pritchard-Laughlin Center, Cambridge, Ohio.

08/10/2009

Approved 8/21/2009