

**SUMMARY OF MINUTES  
BOARD OF DIRECTORS  
MUSKINGUM WATERSHED CONSERVANCY DISTRICT  
Held at Kent State University Tuscarawas  
March 18, 2022, 9:00 a.m.**

A meeting of the Board of Directors of the Muskingum Watershed Conservancy District was held at Kent State University Tuscarawas, 330 University Drive NE, New Philadelphia, Ohio, on Friday, March 18, 2022, at 9:00 a.m., pursuant to notice duly given all Directors, and the general public in accordance with law.

**1. ROLL CALL**

Directors present were: James Gresh, Joanne Limbach, Gordon Maupin, Robert Moorehead (via virtual connection), and Clark Sprang. Mr. Maupin, President of the Board of Directors, presided.

MWCD staff in attendance were Adria Bergeron, Julie Bickis, Mary Burley, Craig Butler, Jim Crandall, Wendy Derr, Brad Janssen, Dave Lautenschleger, Ryan McCleaster, Anna Miller, Karen Miller, Jonathan Mizer, Chris Reiser, Boris Slogar, Matt Thomas, Nate Wilson, Jeff Yohe, and Ethan Zucal.

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

Also in attendance for all or portions of this meeting were: Shawn Dignity (*Harrison New Herald*); Elizabeth Schuster (*Sustainable Economies Consulting, Wooster*); Tim Yoder (*representing Robert Salmans*); Terry Fercana (*Environmental Design Group*); Jennifer Ponchak (*Village of McConnelsville/Follow the River Environmental*); and Christopher Esker (*representing Thelma Esker, Atwood cottage site lessee, A388X*).

- Mr. Esker addressed the Board relative to a recent shoreline stabilization project performed by the MWCD at the Atwood Pines Cottage Area and how it has affected his mother's leased lot situation. Chris Reiser reviewed the process followed by staff to accomplish this project.
- Mr. Yoder addressed the Board on behalf of Robert Salmans relative to an encroachment. The Board took the matter under advisement.
- Ms. Ponchak introduced herself to the Board, stating that she serves as the Village Administrator for the Village of McConnelsville, Morgan County. She is an environmental scientist who had previously worked the Ohio Environmental Protection Agency and now owns and operates Follow the River Environmental (*Follow the River Environmental is a privately owned, women's business founded in 2006*).
- Ms. Schuster, Environmental Economist with Sustainable Economies Consulting, Wooster, addressed the Board with a PowerPoint presentation relative to her work with the MWCD's conservation strategic planning process. A copy of the presentation is on file.

**PUBLIC MEETING | RETIRE/REHIRE OF CHIEF ENGINEER**

Attorney Mizer stated that Boris E. Slogar, MWCD Chief Engineer, has made the decision to retire effective March 31, 2022, based on his nearly 32 years of service in various public offices within the State of Ohio. The Board of Directors has proposed to rehire Mr. Slogar as Chief Engineer effective April 4, 2022. Since Mr. Slogar's position is one that is regularly filled by the vote of the Board of Directors, his retire and rehire process is subject to the requirements of ORC 145.381.

The statute requires a two-part process:

1. Not less than sixty (60) days before the employment as a reemployed retirant is to begin, give public notice that the person is or will be retired and is seeking employment with the public employer. (Attorney Mizer has accomplished this by a legal ad placed in *The Times Reporter* in January.)
2. Between fifteen (15) and thirty (30) days before the employment as a reemployed retirant is to begin and after complying with division (B)(1) of this section, hold a public meeting on the issue of the person being employed by the public employer.

By holding this meeting today, March 18, 2022, the Board of Directors and MWCD is meeting the final statutory requirement.

The statute does not specifically list requirements of what the public meeting is required to include but the general practice and accepted custom is to provide the public a forum to express their positions whether it be for or against the retire rehire.

Therefore, the Board would like to open the floor to any guests or those in attendance for an opportunity to share their position. The Board has a policy for purposes of public comment at their public meetings. Those who wish to comment are required to share their name, address, and group affiliation and will be given three minutes to address the board. After your three minutes is expired you will be notified to end your remarks. There was no public participation concerning this matter.

On motion by Ms. Limbach, seconded by Mr. Sprang, the Board approved the retire/rehire of Boris E. Slogar, Chief Engineer with the retirement effective March 31, 2022, and the rehire effective April 4, 2022.

#### **LETTER FROM PIEDMONT EDGEWATER PARK DOCKING ASSOCIATION MEMBER**

Members of the Board were given a copy of a letter dated March 3, 2022, addressed to the Board of Directors and Executives, requesting consideration of future dredging of the southern end of Piedmont Lake (*copy on file*). The Board also received a copy of the response letter dated March 15, 2022, from Craig Butler (*copy on file*).

### **3. APPROVAL OF MINUTES**

On motion by Ms. Limbach, seconded by Mr. Sprang, the minutes of the February 18, 2022, meeting of the Board of Directors were approved.

### **4. FINANCIAL**

Mr. Crandall presented the financial report for the two-month period ending February 28, 2022. The total operating income is \$3,342,567 compared to \$2,280,783 in 2021.

The operational revenue is \$5,956,454 compared to \$4,622,859 in 2021.

- Oil and Gas revenue is \$2,479,540, a 21% increase over the prior year and due to commodity price increases.

- Park Revenue is \$2,806,546 compared to \$2,480,223 (26% increase) in the prior year. Most of the revenue at this point in the year is seasonal camping. Total reservations run through the camping system are up 16% over the prior year, so all signs point to high demand through February. A better gauge to the true increase will come after the first quarter of the year.

Operational expenses are \$2,613,887, an increase of 12% over the prior year. An increase in operating equipment and utility expenses are driving the increase. Expenses at this point are within budget expectations.

#### **Maintenance Assessment Fund**

Maintenance assessment expenditures are up \$603,381, up 92% from the prior year, mainly in the shoreline protection line item. We currently have three large shoreline projects on-going. First half settlements have begun in March.

Overall, the first two months of 2022 have started well. As we move into the start of our recreation season we will continue to watch our revenues and expenses compared to our budgeted amounts.

On motion by Mr. Sprang, seconded by Mr. Gresh, the financial report was accepted as presented.

### **5. PAYMENT OF BILLS**

On motion by Mr. Sprang, seconded by Mr. Gresh, the report of the payment of bills for the period ending February 28, 2022, was approved as presented.

### **6. BUSINESS**

#### **6.01a LEASE TRANSACTIONS**

On motion by Ms. Limbach, seconded by Mr. Sprang, the assignments, cancellations, new leases, farm leases, mortgage consent and agreement cancellations, and mortgage consent and agreements were approved and execution by the proper officers of the MWCD authorized.

#### **6.01b FIRELANDS ELECTRIC COOPERATIVE EASEMENT | PLEASANT HILL**

On motion by Ms. Limbach, seconded by Mr. Gresh, a permanent easement between MWCD and Firelands Electric Cooperative for supply of power to the Pleasant Hill RV/Boat storage area, as recommended and set forth in the above memorandum, was approved.

#### **6.02a INVOICES PRIOR TO PURCHASE ORDERS**

On motion by Ms. Limbach, seconded by Mr. Sprang, a “then and now” certificate for invoices received prior to processing of a purchase order, as recommended and set forth in the above memorandum, was authorized.

**6.02b BUDGET ADJUSTMENTS**

On motion by Ms. Limbach, seconded by Mr. Gresh, three supplemental budget amendments, as recommended and set forth in the above memorandum, were approved. Mr. Crandall noted a revised amount from \$30,000 to \$36,500 for the Pleasant Hill Park item.

**6.03a HUMAN RESOURCES SUMMARY**

On motion by Ms. Limbach, seconded by Mr. Sprang, human resources activities, as recommended and set forth in the above memorandum, were approved.

**6.03b ENGINEERING/RECREATION ADMINISTRATIVE SPECIALIST**

On motion by Mr. Sprang, seconded by Ms. Limbach, elimination of the Recreation Administrative Specialist position and a revised position description entitled Engineering/Recreation Administrative Specialist, as recommended and set forth in the above memorandum, were approved.

**6.04a PARK AMENITY | PRELIMINARY SITE PLAN DESIGN**

On motion by Mr. Gresh, seconded by Ms. Limbach, amending the existing contract with Environmental Design Group in an amount not to exceed \$46,578, as recommended and set forth in the above memorandum, was authorized.

**6.04b CHARLES MILL PARK | PHASE 2 LIFT STATION GENERATOR**

On motion by Mr. Sprang, seconded by Ms. Limbach, bid and award for a generator at Charles Mill Park, Phase 2 Lift Station, as recommended and set forth in the above memorandum, was authorized.

**6.04c CHARLES MILL | SITES LAKE COTTAGE AREA MAIN LIFT STATION GENERATOR**

On motion by Mr. Sprang, seconded by Ms. Limbach, bid and award for a generator at Charles Mill Sites Lake Cottage Area main lift station, as recommended and set forth in the above memorandum, was authorized.

**6.04d PLEASANT HILL PARK | MAIN LIFT STATION GENERATOR**

On motion by Mr. Sprang, seconded by Ms. Limbach, bid and award for a generator at Pleasant Hill Park Main Lift Station, as recommended and set forth in the above memorandum, was authorized.

**6.04e SENECA MARINA POINT | LIFT STATION GENERATOR**

On motion by Mr. Sprang, seconded by Ms. Limbach, bid and award for a generator at Seneca Marina Point Lift Station, as recommended and set forth in the above memorandum, was authorized.

**6.04f PIEDMONT REYNOLDS ROAD VACATION/DEDICATION**

On motion by Mr. Sprang, seconded by Ms. Limbach, realignment of a portion of Reynolds Road (Township Road 803) at Piedmont, as recommended and set forth in the above memorandum, was authorized.

**6.04g TAPPAN LAKE PARK WELCOME CENTER**

On motion by Mr. Sprang, seconded by Mr. Gresh, bid and award for the construction of the Tappan Lake Park Welcome Center project, as recommended and set forth in the above memorandum, was authorized.

**6.04h PLEASANT HILL CABIN CLEANING AGREEMENT**

This item was withdrawn.

**6.05 ATWOOD AREA FALL FESTIVAL AGREEMENT**

On motion by Mr. Sprang, seconded by Ms. Limbach, the agreement between the Atwood Area Fall Festival, Inc., and MWCD for the Atwood Area Fall Festival, as recommended and set forth in the above memorandum, was approved.

**6.06 PRIORITY GOALS FOR 2022 | UPDATE**

Staff members reported on the first quarter progress of the Priority Goals for 2022. A copy of the report is on file.

**6.07 OTHER BUSINESS**

- Mr. Crandall reported that audit of the 2021 financial records by Rea & Associates is underway.
- Mr. Zucal reported that MWCD representatives met with the Northeast Ohio Auditors Association recently. This event was held virtually and MWCD was able to provide information about MWCD and accomplishments made possible through the assessment – including the Partners in Watershed Management Program. Capitol Partners, the legislative liaison for MWCD, also attended the meeting. The Southeast Ohio Auditors Association meeting will be held in person and MWCD plans to provide the same updates to that group. Through these two meetings, presentations will have been heard by all 18 counties in the MWCD jurisdiction.
- Mr. Butler reported that staff has continued to work with Lawton and Kodi Brock, Tappan Lakeside Resort, to discuss the potential sale of MWCD property to them.
- Mr. Crandall reported on the status of MWCD’s standing with the Sustainable Ohio Public Energy Council (SOPEC). SOPEC is a non-profit public service organization that manages opt-out governmental electric aggregation programs for its members.

**7. REPORTS**

**7.01 UTICA ROYALTY REVENUE REPORT**

Utica royalty revenue is currently generated by 92 producing wells at Clendening, Seneca, Dover, Piedmont, and Leesville reservoirs. A breakdown of the monthly royalty revenue can be seen on the attached page (*copy on file*).

Utica royalties for February totaled \$1.19 M (\$1,188,662.27) which was an approximate 6% decrease in month-over-month revenue from January (\$1.27M).

Please see the attached Royalty Report Exhibit (*copy on file*).

## 7.02 NATURAL RESOURCES AND LAND MANAGEMENT REPORT

- Staff is currently working with some interested parties regarding individual vacant lease lots at Tappan and Pleasant Hill.
- Annual cottage site lessee packets have been mailed. These packets contain pertinent information regarding the following: lease rate information, contact information form, docking decal information and application, updated MWCD directory, vehicle park pass, and lake event information. Staff also includes important information in our “from the desk of” section.
- We have scheduled our annual associations/clubs and cottage site lessee meetings for this spring. The associations/clubs meeting is scheduled for April 9, 2022, and the lessee meeting is scheduled for April 23, 2022, both at Kent State University, Tuscarawas Campus.
- Agricultural lease renewals are ongoing for several leases across the District.
- Forestry staff will be assisting with outer boundary at the newly acquired Wills Creek property this spring.

## 7.03 ENGINEERING REPORT

### MASTER PLAN IMPLEMENTATION (ONGOING)

#### Projects in Design

- Atwood Activity Center Renovations
- Clendening WWTP and Sewer Improvements
- Clendening Cabins, Laundry and Motel Demo
- Leesville North Fork WWTP and Sewer Improvements
- Tappan Welcome Center

#### Projects Under Construction

- **PH RV and Boat Storage Lot:** Working through final coordination with Firelands Electrical Cooperative for electrical service.
- **Seneca Marina Building Site Improvements and ADA Access:** Seawall is complete. Retaining walls and sidewalk have been poured. Deck framing is complete; composite decking will be installed shortly. Final completion is scheduled for May 2022.
- **Tappan Marina Parking Lot, Dock Access, and Shoreline Improvements:** Shoreline improvements are complete. Installation of site lighting and electrical conduits is ongoing. Final completion is scheduled for May 2022.
- **Tappan Park East Campground Lift Station Generator:** Waiting on generator delivery. Due to delays in production, final completion is now scheduled for April 2022.
- **Tappan Marina WWTP Generator:** This project is complete.

### DREDGING AND SHORELINE (ONGOING)

#### Dredging Program

- **Atwood Lake:** Sheckler Excavating completed dredging work at the Atwood Village Cottage Area on February 15. Site restoration of the access path will be completed once weather conditions allow.
- **Pleasant Hill Lake – Clearview Boat Club:** Project is complete.

### Shoreline Program

- **Atwood Pines Cottage Area and Area 1 Campground Shoreline:** Rock riprap, soil encapsulated lifts, and other shoreline related work is substantially complete. Currently placing topsoil, seeding, and mulching, and the remaining restoration work will be completed once weather and site conditions allow.
- **Charles Mill Yacht Point and Sites Lake Cottage Area Shoreline:** The shoreline work is substantially complete at both Sites Lake and Yacht Point cottage areas. Final restoration will be finished once weather and site conditions allow.

### U.S. ARMY CORPS OF ENGINEERS PROJECTS/PROGRAMS (ONGOING)

#### Mohawk Dam

- As-built plans are under review.

#### Zoar Levee

- The demonstration section for the cutoff trench will be redone in March with modified mix designs.

#### Magnolia Levee

- The Project Partnership Agreement (PPA) is under review by MWCD.

## 7.04 CONSERVATION REPORT

Conservation strategic planning; Ongoing – Representatives from OEPA, ODNR, ODA, USFWS including select MWCD Board and Executives members met virtually last week to begin the process of identifying areas of cooperation with our agency partners. As MWCD evaluates its conservation efforts and impact within the watershed, smaller focus groups will be meeting throughout the year to discuss conservation on a local level. Results of this planning process will be considered for integration into the larger MWCD Strategic Plan.

Sustainability in the parks; Ongoing – Conservation, Recreation and Rural Action will focus on the Atwood region for Conservation's initial steps into the arena of sustainability. This summer we will be focusing on the park facilities and the Fall Festival Event. Results and recommendations from this analysis, combined with our efforts to increase shrink-wrap plastic recycling will be presented to the Board at the end of 2022 for review.

The Final Technical Report for the Walhonding Watershed Mass-Balance Study was completed by Rural Action and Ohio State University. This study targeted 124 sites within the Walhonding River Watershed on the same day, once in spring and once in fall. This study relied heavily on volunteers and was an effort to better identify and understand aquatic impairments on a sub-watershed level. This will provide much needed data for future water quality improvement projects. These efforts were funded through the 2020 PWM grant program.

Conservation is working with several partners throughout the watershed in seeking Harmful Algal Bloom Research Initiative (HABRI) funds. This is a competitive grant aimed at BMPs and gaining a better understanding the linkages between land use and harmful algal blooms. MWCD will provide in-kind support through property access and logistical support. No funds are required, and no Board action is required.

- Ashland County SWCD (Walhonding River Watershed)
- Ohio University, Voinovich School (Licking River Watershed)
- Harrison County SWCD and Youngstown State University (Tuscarawas River Watershed, Tappan Lake)

## 7.05 RECREATION REPORT

### MARINAS REPORT

- Ongoing – Discussion with Tappan Volunteer Fire Department for acquiring the building across from the Tappan Marina. Appraisal of building and land is being conducted.
- Ongoing - Continued communication with leased marinas on action items for the 2022 season.

### PARKS REPORT

- Glamping and other unique camping opportunities are being explored for the 2022/2023 seasons. Meeting with General RV to discuss options for extended partnership.
- Ongoing – Continued communication with contracted vendors on action items for the 2022 season
- Ongoing – “Safety in the Parks” – Cameras for Seneca Park, Seneca Marina, and Piedmont Marina have been ordered. Installation of cameras in early 2022.
- Ongoing – Trails Development and Maintenance throughout the District. Internal meetings to discuss what trails need attention and what trails can be added for points of interest.
- Ongoing – Master Plan Phase II - Amenities for parks are being discussed and finalized in order to begin the bid and construction process.
- Ongoing – “Sustainability in the Parks” Recycling of scrap metals has begun within parks along with conversations on shrink wrap recycling from boats.

Mr. McCleaster also reported that the Waters Edge Kitchen + Bar at Tappan Marina is planning an April 6 opening.

## 7.06 MARKETING/COMMUNICATIONS REPORT

### ONGOING PROJECTS

- History Video
- Trade Shows
  - Cambridge Home and Garden Show: March 10-12
  - Outdoor Hunting and Fishing Show: March 26-27 (MAPS Air Museum in North Canton)
- Park and Marina brochure updates for 2022
- Boat/ cabin rental rack card updates for 2022
- Assisting with spring lottery for seasonal camping
- Updates to website/ social media
- Planning marketing/ advertising for 2022

### OUTREACH COORDINATOR PROJECTS

- Annual Report
- Development Advisory Committee
- Litter campaign
- Lakeviews

### COMMUNITY PRESENTATIONS

- December 21, 2021: Cambridge Kiwanis Club
- January 13: Cambridge Lion’s Club
- February 15: OMEGA Quarterly Meeting
- March 1: New Philadelphia Kiwanis Club



**PUBLICATIONS IN FEBRUARY**

- Compass Magazine
- Ohio Magazine
- Amish Country Magazine

**PROMOTIONS/EVENTS IN FEBRUARY**

- Pop-up snowshoe events
- Valentine’s Day promo for Pleasant Hill cabins

**INTERVIEWS IN FEBRUARY**

- February 19, 2022: WKDN (Youngstown) Mahoning Valley Sportsman Show

**E-BLASTS IN FEBRUARY**

- February 10, 2022: Take the Adventure BINGO Challenge at MWCD Lakes!

**PRESS RELEASES IN FEBRUARY**

- February 9, 2022: MWCD Approves Up to \$1.4 Million in Grants to Improve Water Quality
- February 14, 2022: Take the Adventure BINGO Challenge at MWCD Lakes!

**WEBSITE AND SOCIAL MEDIA ANALYTICS**

<b>February 2022</b>	<b>Website (Pageviews)</b>	<b>Facebook (followers)</b>	<b>Instagram</b>
<b>MWCD</b>	24,265 (+7.33%)	5,745	423
<b>Atwood</b>	13,579 (-14.45%)	11,732	1,176
<b>Charles Mill</b>	8,478 (+49.2%)	4,158	862
<b>Clendening</b>	1,260 (-24.78%)	1,672	90
<b>Piedmont</b>	1,574 (-26.17%)	5,236	153
<b>Pleasant Hill</b>	11,841 (-1.54%)	14,549	1,426
<b>Seneca Marina</b>	1,263 (-1.41%)	1,046	544
<b>Seneca Park</b>	7,413 (-12.85%)	11,367	544
<b>Tappan</b>	11,721 (+13.75%)	11,674	869

Percent change from LY

**BOARD AFFILIATIONS**

- Ohio Travel Association
- Tuscarawas County Convention and Visitors Bureau
- Cambridge/ Guernsey County Visitor Convention Bureau
- Ohio Parks and Recreation Association
  - Conference Committee
  - Communication Chair for OPRA Conference

**7.07 IMMEDIATE OR PENDING LITIGATION**

No report at this time.

## 8. SUBDISTRICTS

### 8.01 PAYMENT OF BILLS – CHIPPEWA SUBDISTRICT

On motion by Ms. Limbach, seconded by Mr. Sprang, the report of the payment of bills for the period ending February 28, 2022, for the Chippewa Subdistrict, was approved as presented.

## 9. EXECUTIVE SESSION

On motion by Ms. Limbach, seconded by Mr. Gresh, the Board of Directors entered executive session at 12:04 p.m. to discuss matters related to ORC §121.22 (G) (1) Employment and (2) and (3). On roll call: Mr. Gresh-yes; Ms. Limbach-yes; Mr. Maupin-yes; Mr. Moorehead-yes, and Mr. Sprang-yes. The executive session ended at 1:05 p.m.

The following actions were taken in open session:

- On motion by Ms. Limbach, seconded by Mr. Moorehead, an addendum to the current employment contract for the Chief Engineer to revise the end date from December 31, 2024, to March 31, 2022, was approved.
- On motion by Ms. Limbach, seconded by Mr. Gresh, a contract to rehire Boris Slogar as Chief Engineer, effective April 4, 2022, was approved.
- On motion by Mr. Sprang, seconded by Mr. Gresh, legal counsel was directed to take the appropriate legal action to resolve problems with the contractor developing the new web site for MWCD.

## 10. ADJOURN

There being no further business, on motion by Mr. Sprang, seconded by Mr. Gresh, the meeting of the Board of Directors was adjourned. The next regularly scheduled meeting is Friday, April 22, 2022, at 9:00 a.m., at Kent State University Tuscarawas.