

**SUMMARY OF MINUTES  
BOARD OF DIRECTORS  
MUSKINGUM WATERSHED CONSERVANCY DISTRICT  
Held at The Schoenbrunn Conference Center, New Philadelphia, Ohio  
April 22, 2016, 9:00 a.m.**

A meeting of the Board of Directors of the Muskingum Watershed Conservancy District was held at the Schoenbrunn Conference Center, 143 McDonald Drive NW, New Philadelphia, Ohio, on Friday, April 22, 2016, 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: Ms. Limbach, Mr. Maupin, Mr. Parham, Mr. Pryce, and Mr. Sprang.

Present from MWCD staff were Scott Barnhart, Barbara Bennett, Mary Burley, Brittany Converse, Jim Crandall, Tom Fisher, John Hoopingartner, Karen Miller, Taylor Saeger, Boris Slogar, Mark Swiger, and Haley Zehentbauer.

Ms. Limbach, President of the Board of Directors, presided.

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

Also in attendance for all or portions of this meeting were: J.D. Long (*Harrison News Herald*); Zack Morris and Derek Conrad (*Rea & Associates*); Brian Craven (*Civil Science, Inc.*); Al Fearon, Rob Moorehead, and Doug McClarnan (*MWCD Development Advisory Committee*); Michael Oberholzer (*Romig Agency*); and Sean Logan (*Woolpert, Inc./Sean Logan & Associates, LLC*).

Mr. McLarnan addressed the Board on behalf of the Knox County Park District conveying appreciation for the Partners in Water Management Program funding received for the Zuck Riparian Preserve. This funding will provide financial assistance to acquire 14.5 acres of property and riparian corridor along the Kokosing State Scenic River. The property acquisition will protect this environmentally sensitive area from future development and degradation.

**3. APPROVAL OF MINUTES**

On motion by Mr. Sprang, seconded by Mr. Parham, the minutes of the March 18, 2016, meeting of the Board of Directors were approved.

**4. FINANCIAL**

Mr. Cugliari presented the financial report for the period ending March 31, 2016. The total operating revenue is \$6,320,638.00 with operating expenses of \$3,108,134.00 resulting in an excess of revenue over expense of \$3,212,504.00.

**Maintenance Fund-General**

- Revenues are 21.18% of budget at the completion of the first quarter of the year.
- Expenses are 22.58% of budget and up 17.61% from 2015.

**Conservation Fund**

- Revenues are 26.74% of budget and up 1.36% from 2015.
- Forestry revenues are down from 2015, while the Mineral Operations-Gas and Oil Royalties are up 15.80% from 2015.
- Expenses are 20.16% of budget and up 19.67% from 2015, with most line items over 2015.

**Recreation Fund-Parks**

- Revenues are 48.23% of budget and up 3.79% from 2015.
- Park Camping revenue is 60% of budget and up 3.91% from 2015. Most of this revenue is from seasonal camping payments.
- Expenses are 16.78% of budget and up 16.68% from 2015.

**Revenue Fund-Non Parks**

- Revenues are 20.61% of budget and up 3.55% from 2015.
- The marina revenues are showing some fluctuation from 2015, mostly caused by timing of docking payments and some of the other operations.
- Expenses are 24.34% of budget and up 6.45% from 2015.

**Recreation Improvement Fund**

- Expenses are 8.76% of budget and up 63.74% from 2015.
- Park Master Plan actual expenses are 8.76% of the budget and up nearly \$1.5 million from 2015.

**Maintenance Assessment Fund**

- Revenues from the collection of the maintenance assessment are 27.38% of budget and down 38.51% from 2015. The variance is entirely due to the timing of the counties' settlement and distribution process.
- Expenses are 38.39 % of budget and up considerably from 2015.
- The major increase in expense compared to 2015 is the Dam Safety Upgrade, Sediment Removal and Shoreline Protection line items.

The overall operations of the district, as the first quarter is completed, are running pretty much in line with budget. Overall expenses are being maintained and within budget projections.

On motion by Mr. Parham, seconded by Mr. Maupin, the financial report was accepted as presented.

**5. PAYMENT OF BILLS**

On motion by Mr. Sprang, seconded by Mr. Parham, a report of the payment of bills for the period ending March 31, 2016, was approved as presented.

**6. BUSINESS**

**6.01a LEASE TRANSACTIONS**

On motion by Mr. Pryce, seconded by Mr. Maupin, 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.

**6.02a GENERAL LIABILITY INSURANCE RENEWAL**

On motion by Mr. Pryce, seconded by Mr. Sprang, renewal of the property casualty and comprehensive insurance policy for the period of May 1, 2016 through May 1, 2017, as recommended and set forth in the above memorandum, was approved.

**6.02b BUDGET ADJUSTMENTS**

On motion by Mr. Pryce, seconded by Mr. Maupin, budget adjustments made during the first quarter of 2016, as recommended and set forth in the above memorandum, were approved.

**6.02c      AUDIT OF DISTRICT RECORDS**

Zac Morris of Rea & Associates presented an oral report of the audit of District records for the period of January 1, 2015, through December 31, 2015. The draft report is currently under review and will be submitted to the state auditor's office and, once approved, will be posted on their website. A formal report will be presented for consideration of the Board at the next meeting.

**6.03a      HUMAN RESOURCES SUMMARY**

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

**6.03b      GROUP HEALTH BENEFIT PLAN REVIEW**

On motion by Mr. Maupin, seconded by Mr. Parham, renewal of the MWCD employee group health plan with AultCare for a one-year period effective June 1, 2016, as recommended and set forth in the above memorandum, was approved. Mr. Pryce-abstain.

On motion by Mr. Parham, seconded Mr. Sprang, the Board directed that the amount the employees pay for group health insurance will remain at current levels for the above-referenced plan year.

**6.03c      VOLUNTARY BENEFIT PLANS – DENTAL AND VISION**

On motion by Mr. Pryce, seconded by Mr. Sprang, a proposed change in the provider for the dental plan from Ameritas to Delta Dental and for the vision plan from Guardian to EyeMed effective June 1, 2016, as recommended and set forth in the above memorandum, was approved.

**6.04a      SHARE CROP MATERIALS**

On motion by Mr. Sprang, seconded by Mr. Pryce, purchase of the share crop materials for the 2016 season at the total cost of \$171,592.34, as recommended and set forth in the above memorandum, was approved.

**6.04b      PURCHASE OF PICNIC TABLES**

On motion by Mr. Parham, seconded by Mr. Maupin, purchase of 747 picnic tables from RJ Thomas Manufacturing at a total cost of \$349,984.44, as recommended and set forth in the above memorandum, was approved.

**6.04c      ENTERPRISE FLEET MANAGEMENT**

On motion by Mr. Pryce, seconded by Mr. Maupin, an agreement with Enterprise Rent-a-Car for fleet management services for a one-year period with a review of the program at that time, as recommended and set forth in the above memorandum, was approved.

**6.05      PWM GRANT PROGRAM  
MUSKINGUM RIVER BASIN SECTION 729  
WATERSHED ASSESSMENT MANAGEMENT PLAN**

On motion by Mr. Maupin, seconded by Mr. Pryce, funding for the Muskingum River Basin Section 729 Watershed Assessment Management Plan in an amount not to exceed \$115,000, as recommended and set forth in the above memorandum, was authorized.

Mr. Maupin stated his opinion that the MWCD should consider discussions with the U.S. Army Corps of Engineers about the subject of wetland mitigation. Mr. Hoopingarner suggested that this could be an agenda item for the next MWCD/Corps partnering meeting which will be held this fall and hosted by MWCD.

**6.06 ODNR ACID MINE DRAINAGE RECLAMATION PROJECT  
HOLMES WETLAND AMD**

On motion by Mr. Pryce, seconded by Mr. Sprang, funding for the Holmes Wetland Acid Mine Drainage project (located within the unincorporated Village of Wainwright in Tuscarawas County) in an amount of \$76,000, as recommended and set forth in the above memorandum, was authorized.

**6.05 OTHER BUSINESS**

**SPILL AT BEAR RUN/SANDY CREEK**

Mr. Hoopingarner reported that a significant chemical spill in the Sandy Creek in Stark County was discovered on Thursday night, April 21, 2016. The Sandy Creek flows directly into Bolivar Reservoir and Dam. Ohio EPA has requested the USACE close Bolivar Dam to help contain the spill. The USACE has agreed to a schedule of partial closures of Bolivar Dam that will help contain, control and dilute the spill. The spill material appears to be a pesticide that may have harmful effects on fish and wildlife. Fish kills have been observed. Investigation and testing continues.

MWCD has been involved in the communications and will lend cooperative assistance if called upon. MWCD has deferred to the Ohio EPA and USACE with regard to the remedial action and has concurred with the initial proposal.

**OHIO WATER DEVELOPMENT AUTHORITY LOAN FUND**

This will be an agenda item for the May meeting.

**7. REPORTS**

**7.01 MARINAS REPORT**

A Summary of Marina Operations report for the period ending March 31, 2016, was distributed to Board members.

- The new Dock 5 at Piedmont was recently installed, a significant event as it marked the complete replacement of all docks at that facility. A picture is attached showing the new dock, as well as the newly-completed drop-off area requested by docking patrons.
- The Dockside Restaurant at Seneca Lake Marina had over 400 reservations for its popular Easter Sunday buffet.
- Master plan recommended dock extensions have been installed at Seneca resulting in the addition of 30 slips to the facility. Though we have seen some Buckeye Lake boaters returning to their home lake, most remain, and with our waiting list approaching 50, the new slips will most likely be filled before the boating season begins.
- Design work continues on fuel system improvements for both Seneca and Piedmont marinas. A new fuel dispenser has been ordered and will be installed at Piedmont.
- Ohio Clean Marina program staff will be performing a final inspection at Piedmont Marina. Piedmont will become the first marina on MWCD waters to be certified as an Ohio Clean Marina. Bob Schraedly, owner of

both Charles Mill and Pleasant Hill marinas, is working on certifications as well. A flyer outlining the Clean Marina program is attached for your review.

- An ADA-accessible fishing pier and public launch ramp courtesy docks for Pleasant Hill are currently under construction. Completion and installation is slated for this summer.
- Keith Ott of Ohio Valley Boats at Seneca Lake Marina, held an open house on Saturday, April 2. Over 150 attended, and Keith informed us that he sold 6 boats during the event, with an additional 4 pending. That’s a huge day in the marina boat sales world!
- Tappan Lake Marina is working on EPA-recommended repairs to their waste water treatment system.
- Jeremiah Warner, MWCD Utilities Supervisor, provided a workshop for leased marina maintenance staff regarding new Ohio EPA requirements concerning water system start-up procedures.
- Shawn Tharp, current Assistant Park Manager at Atwood Lake Park, was selected as the new Marina Manager at Clendening, filling the vacancy created by past manager Jared Oakes’ move to the Docking Coordinator position.
- Dylan Sayre was selected for the newly-created position of Assistant Marina Manager at Seneca. Dylan has worked as a seasonal employee at Seneca Lake Park and is a soon-to-be graduate of Muskingum University with a degree in Conservation Science.
- Engineering staff completed a new walk-way at Seneca to improve accessibility to the houseboat dock.

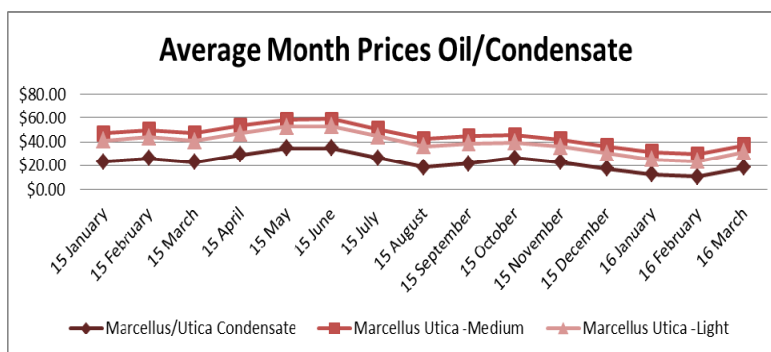
**7.02 UTICA ROYALTY REVENUE REPORT**

Utica royalty revenue is currently generated by 37 wells on adjacent private property. The MWCD’s proportional share of the wells varies significantly see attachment for more detail.

Utica royalty revenue decreased significantly from February ’16 (\$1,100,918.54) to March ’16 (\$358,911.28).

Some individual items of note:

- The significant decrease is partially due to:
  - An accounting overpayment error made by Gulfport Energy Corporation in the month of February.
  - 8 wells paid first in arrears production in the month of February.
- The Ohio Market Report prices posted for \$/barrel of Ohio Oil/Condensate on April 8, 2016
  - Marcellus Utica Medium \$36.26
  - Marcellus – Utica Light \$30.76
  - Marcellus – Utica Condensate (Formerly ALS) \$19.26



### **7.03 FORESTRY REPORT**

**FOREST MANAGEMENT:** Warm, wet conditions have slowed down progress this winter. Clearing projects for the park master planning are wrapping up.

#### **ACTIVE OPERATIONS**

- Outer Boundary Marking- Crews finished marking the outer boundary at Clendening in late January (33 Miles).
- Conservation Long Range Visioning

#### **FUTURE OPERATIONS**

- Leesville Tree planting site, Oak Reintroduction +/- 1000 trees (first week in April)
- 30 acre TSI project out for bid at Piedmont

**INVENTORY** Forest Inventory is currently 59% complete.

- Completed: Clendening, Dover, Leesville, Tappan, and Wills Creek
- Current projects: Piedmont 62% complete; Seneca 13% complete

**PINE INVENTORY** is on hold until summer (91% complete)

- Completed Pine: Atwood, Beach City, Bolivar, Clendening, Leesville, Piedmont, Seneca and Tappan
- Current project: Charles Mill 28% complete

**TIMBER HARVESTING** Due to the warm/ wet winter we are having, timber harvest revenues are lower than expected, but not outside the normal range. Hardwood revenue is currently at 3% and Pine revenue is at 11%

#### **ACTIVE/RECENT HARVESTS**

- Seneca – 10 acres for Master Planning expansion (Completed)
- Tappan- 12 acres for Master Planning expansion (Completed)
- Pleasant Hill- 10 acres Master Planning expansion. Trees are cut and cleanup continues (mid-April)

**FUTURE HARVEST** Future plans are focused on clearing areas for Parks Master planning expansion areas, mid-late summer projects are in planning now.

- Leesville – thinning operation in conjunction with FFA Camp Muskingum Harvest (May-June)
- Tappan- Beall Grouse Pine Harvest (30 acres) pine conversion (April)
- Several others to be sold mid- summer

#### **OTHER ITEMS**

- The next quarter will find us ramping up Forest Inventory and preparing for invasive species control
- Staff attended Ohio Forestry Association Annual Meeting, Ohio Society of American Forester Winter Meeting, Annual Forest Health Conference

Mr. Swiger also reported that several members of the MWCD staff participated in a recent tree planting project at Leesville. Originally 2 dozen students from Buckeye Career Center were scheduled to assist MWCD Forestry Staff in planting seedlings in targeted areas in the Leesville area. The program was conducted last year and was proven to be quite successful for all involved as students received real life experience and MWCD received assistance to regenerate natural hardwoods in our forests. Unfortunately, this year, a week before the trees were to be delivered the Buckeye Career Center had to back out of the exercise.

Conservation staff made the call to MWCD staff and various departments jumped in to assist. In the end 15 MWCD staff members planted an impressive 1,000 trees over 15 acres in the Leesville Lake area in 3.5 hours.

#### **7.04 OHIO CHECKBOOK.COM INITIATIVE**

The Treasurer of the State of Ohio, Josh Mandel, has recently launched Ohio Checkbook.com which is an initiative generated in his office to promote government transparency. This website allows Ohioans to search and share the checkbook-level state spending over the last seven years.

The Treasurer's initiative is also reaching out to all of the state's local government and school districts to see if there is a willingness to participate in putting their checkbooks on this website. A review of the website indicated that there is some participation at this level.

This is provided to the Board for information only and no action is requested.

#### **7.05 2016 GOALS**

Mr. Hoopingarner provided an update on the status of progress toward the 2016 goals.

#### **7.06 MASTER PLAN UPDATE**

Mr. Slogar distributed a written report to the Board on the Master Plan Implementation.

#### **Program Status**

- Preliminary Design Reports are complete for all parks.
- Detailed design contracts have been authorized for the following 2016 projects: Atwood Campground Area 20 and Sanitary Sewer System, Pleasant Hill Area 22 Campground, Tappan East Campground and Seneca P-13 and P21A Campgrounds. Pending Board approval, the consultants will start the detailed design in March with construction anticipated to start in the fall of 2016.
- Tree cutting within the work limits of the 2016 master plan projects was completed prior to March 31, 2016 in compliance with Federal regulations. Cleanup work is ongoing.
- MWCD met with Village of Perrysville officials on April 19, 2016 to negotiate terms of a proposed wastewater treatment agreement for Pleasant Hill. A similar meeting was held on March 31, 2016 with Senecaville officials regarding a wastewater treatment agreement for Seneca. Both agreements seem promising.

#### **Individual Project Status**

- Atwood Lake Park Welcome Center
  - The project was substantially completed on April 4. Punch list work remains on the building interior and exterior. Final paving and exterior site touch up work to be completed in April as weather permits.
- Atwood Lake Park Trail, Phase I
  - Wood guardrail and railing was installed in March. Additional crosswalk markings will be installed by separate contract in April-May.
- Tappan ADA Restroom and Shower House
  - The project is currently being advertised with bids to be opened on April 28.
- Atwood Lake Bridge and Trail Phase II
  - Dennison Bridge has completed pile driving and installation of concrete beams and deck panels. Straight portions of the abutment walls are complete but contractor is waiting for form panels for curved portions. The substantial completion date is set for June 30.

- Tappan East Campground Sanitary Sewer Improvements
  - Notice to Proceed was sent to Border Patrol LLC on March 14. Construction is currently about 60% complete with substantial completion scheduled for July 6.
- Atwood Campground Area 20 Tree Clearing
  - Work was substantially completed on March 31 by ProTouch Landscapes LLC of Brecksville, Ohio. Final completion of restoration work is scheduled for the end of May.

#### **7.07 DREDGE PROGRAM STATUS – TAPPAN LAKE DREDGING PROJECT**

- The process of negotiating the Phase 2 contract continues and we look to have a signed contract by the end of the month. The majority of the Phase 2 dredging will be Beaverdam Run Bay and Clear Fork Bay, while another 12,000 to 15,000 cubic yards will be dredged from the east end just below the Deersville Road causeway. The additional dredging near the Deersville Road causeway is in areas of soft sediment which could not be dredged mechanically. The total volume to be dredged is expected to be between 150,000 to 170,000 cubic yards in Phase 2.
- 50-60% of the dredged material will be pumped to the Addy Road dredge material relocation area (DMRA) for mechanical dewatering with filter presses. The other 40-50% will be pumped to the Deersville Road DMRA where it will be dewatered in open pit settling ponds. Once dewatering is complete at Addy Road, most of that material will be hauled to the Deersville Road DMRA to be incorporated into the final reclamation of that site. Remaining material will be incorporated into the final restoration at Addy Road as that site will be restored to a condition similar to its existing condition prior to dredging.

#### **7.08 USACE PROJECTS STATUS REPORT**

##### **Bolivar Dam**

- The seepage barrier is now 92% complete with a target completion date in May. Second shift work ends during the first week of May.
- Impervious blanket is under construction at the left abutment.
- There have now been 300,000 man hours without a lost-time incident.
- Service gate contractor will be back on site in May.

##### **Dover Dam**

- As-built plans and the foundation report remain under review.

##### **Zoar Levee**

- Dam Safety Modification Report is being finalized.

##### **Mohawk Dam**

- USACE looking to have a final plan for dam modifications to the Dam Safety Oversight Group (DSOG) by September and approval is expected in FY 2017 with construction commencing in FY 2019.
- Failure mode analyses have converged onto foundation piping. This will be the focus of modifications.

##### **Muskingum 729 Watershed Assessment**

- The Board took action on this matter earlier in this meeting.

The MWCD/USACE partnering meeting was held in Huntington on April 19.



**7.09 ATWOOD REGIONAL WATER AND SEWER DISTRICT UPDATE**

Mr. Parham reported that a disposal location for solid waste residue after the treatment and drying process recently changed ownership. The new owners are unwilling to participate in this program any longer for this particular site. The ARWSD is now in the process of obtaining a new location for this type of disposal and is currently involved in a matter associated with imminent domain.

In addition, Mr. Hoopingarner advised the Board that Mr. Parham is willing to continue to serve as the MWCD representative on the ARWSD Board of Trustees after his term on the Board of Directors ends in June of 2016.

**7.10 IMMINENT OR PENDING LITIGATION**

No report at this time.

**8. SUBDISTRICTS**

**8.01 CHIPPEWA SUBDISTRICT  
REMOVAL OF TRACTS OUTSIDE OF CHIPPEWA WATERSHED**

Brittany Converse, MWCD GIS/Assessment Coordinator, and Haley Zehentbauer, MWCD GIS Analyst, presented additional information regarding the removal of the tracts outside of the Chippewa Watershed boundary.

On motion by Mr. Pryce, seconded by Mr. Sprang, the Board authorized the removal of tracts from the Chippewa Subdistrict maintenance assessment that are currently assessed but lie completely outside the limits of the Chippewa Watershed, as recommended and set forth in the above memorandum.

**8.02 BLACK FORK SUBDISTRICT  
PROFESSIONAL SERVICES CONTRACT MODIFICATION WITH EMH&T**

On motion by Mr. Sprang, seconded by Mr. Parham, modification to the EMH&T contract for development of an official plan for the Black Fork Subdistrict, in an amount not to exceed \$49,530.00, as recommended and set forth in the above memorandum, was approved.

**9. EXECUTIVE SESSION**

There was no executive session.

**10. ADJOURN**

There being no further business, on motion by Mr. Pryce, seconded by Mr. Parham, the meeting of the Board of Directors was adjourned. The next regularly scheduled meeting is Friday, May 20, 2016, at 9:00 a.m. at the new Atwood Lake Park Welcome Center.

*Approved 05.20.2016*