

**SUMMARY OF MINUTES
BOARD OF DIRECTORS
MUSKINGUM WATERSHED CONSERVANCY DISTRICT
Held at Kent State University Tuscarawas, New Philadelphia, Ohio
September 22, 2017, 9:00 a.m.**

A meeting of the Board of Directors of the Muskingum Watershed Conservancy District was held at the Science and Technology Center, Kent State University Tuscarawas, 330 University Drive NE, New Philadelphia, Ohio, on Friday, September 22, 2017, 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. Moorehead, Mr. Paquette, and Mr. Sprang.

Present from MWCD staff were Scott Barnhart, Barbara Bennett, Donnie Borland, Mary Burley, Jim Cugliari, Wendy Derr, John Hoopingarner, Brad Janssen, Karen Miller, John Olivier, Mike Rekstis, Boris Slogar, and Mark Swiger. Jim Pringle, Legal Counsel, was present for a portion of the meeting.

Mr. Sprang, 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*); Sean Logan (*Woolpert*); and A. Bruce Robinson (*MWCD Development Advisory Committee*).

3. APPROVAL OF MINUTES

On motion by Ms. Limbach, seconded by Mr. Moorehead, the minutes of the August 25, 2017, meeting of the Board of Directors were approved.

4. FINANCIAL

Mr. Cugliari presented the financial report for the seven-month period ending August 31, 2017. The total operating revenue is \$15,130,653.00 with operating expenses of \$9,616,001.00 resulting in an excess of revenue over expenses of \$5,514,652.00.

Maintenance Fund: General

- Total revenues are 77.43% of budget and up 36.79% from 2016.
- Interest on Investments revenue is 85.89% of budget and up considerable from 2016.
- Total expenses are 58.64% of budget and slightly under 2016 expenses.

Conservation Fund

- Total revenues are 55.84% of budget and down 20.67% from 2016.
- Mineral Operations-Gas and Oil Royalties is 58% of budget, and down 23.12% from 2016. This is due in part to new wells being brought on with royalties received in August, 2016.
- Total expenses are 47.24% of budget and down 22.44% from 2016.
- As reported last month, the switch to a new production based cash rent, is causing the low expenditure in the Farm Operations-Sharecrops. A budget revision will be necessary as both the revenue and expenses will be lower than budgeted.

Recreation Fund: Parks

- Total revenues are 91.86% of budget and up slightly over 3% from 2016.
- Vacation Cabin revenue is 82.74% of budget and up slightly from 2016.
- Park Camping revenue is 98.03% of budget and up 2.93% from 2016. The balance to meet budget for the year is approximately \$93,000, which is very attainable.
- General Park revenue (Gate Admissions) is 91.11% of budget and up nearly 4% from 2016. This budgeted revenue should also be met by year end.
- Total expenses are 63.88% of budget and slightly under 2016 actual.

Recreation Fund: Non-Parks

- Total revenues are 79.45% of budget and up 1.64% from 2016.
- Marina operations (leased) revenue is 95.77% of budget and up 11.07% from 2016.
- The district operated marinas revenue are all running above last year's numbers and it is anticipated that budget in these areas will be met.
- Cottage Sites revenue is 70.98% of budget and up 2.36% from 2016.
- Multiple Docks revenue has met budget for the year and exceeded by \$3,000.
- Total expenses are 66.78% of budget and up 6.77% from 2016.
- Lake Patrol expenses are 57.06% of budget and up 22.59% from 2016. This is due in part to the hiring of three new full-time Ranger Specialists as planned for in the 2017 budget.
- Cottage Sites expenses are 75.76% of budget and up 7.06% from 2016. A good part of this is an increase in the removal of trees in the cottage areas due to the emerald ash borer infestation.

Recreation Improvement Fund

- Total expenses are 35.54% of budget and up more than double from 2016.
- Park Master Planning line item has expended \$11,193,418 or about 35% of the budget compared to \$5,204,746 expended in 2016.

Maintenance Assessment Fund

- Assessment Fund-Revenue Collections is 78.76% of budget with about half of the counties reporting their second half settlements.
- Total expenses are \$4,122,012 and 47.83% of budget.

Staff has begun an audit process for the Alive Festival and will report the results when the audit is complete.

Overall, operations are performing well through August. When looking at the overall budget, our net loss through August is \$8,602,334 due to nearly \$14 million being expended in the Capital Improvement areas. This is shown on the last page of the financial report in the Economic Engine report.

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

5. PAYMENT OF BILLS

On motion by Ms. Limbach, seconded by Mr. Moorehead, the report of the payment of bills for the period ending August 31, 2017, was approved as presented.

6. BUSINESS

6.01a LEASE TRANSACTIONS

On motion by Ms. Limbach, seconded by Mr. Moorehead, 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 COTTAGE SITE LEASE AMENDMENT: CM-234 AND CM-244

On motion by Mr. Paquette, seconded by Mr. Moorehead, an amendment to the cottage site lease for lot CM-234, 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. Moorehead, 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 AGRICULTURAL BUDGET REVISION

On motion by Ms. Limbach, seconded by Mr. Paquette, a revision to the agricultural budget, as recommended and set forth in the above memorandum, was approved.

6.02c 2018 BUDGET PROCESS

Mr. Cugliari provided information on the progress of the preparation of the 2018 budget. It is anticipated that a draft version of the 2018 budget will be provided to the Board at the October meeting. No action was requested.

6.03a HUMAN RESOURCES SUMMARY

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

6.04a SHORELINE STABILIZATION PROJECTS FOR 2017/2018

On motion by Mr. Maupin, seconded by Ms. Limbach, a request to advertise for bids and award contracts for shoreline stabilization projects at Seneca and Tappan reservoirs, as recommended and set forth in the above memorandum, was authorized.

6.04b CHARLES MILL PARK WATER/WASTEWATER UTILITY IMPROVEMENTS REQUEST TO ADVERTISE AND AWARD

On motion by Mr. Moorehead, seconded by Ms. Limbach, a request to advertise for bids and award a contract for improvements to the Charles Mill Park water/wastewater utility system, as recommended and set forth in the above memorandum, was authorized.

**6.04c PIEDMONT CAMPGROUND REDEVELOPMENT PHASE 1
 REQUEST TO ADVERTISE AND AWARD**

On motion by Mr. Maupin, seconded by Mr. Moorehead, a request to advertise for bids and award a contract Phase 1 of the Piedmont Campground redevelopment project, as recommended and set forth in the above memorandum, was authorized.

**6.04d PLEASANT HILL PARK CAMPGROUND REDEVELOPMENT PHASE 1
 REQUEST TO ADVERTISE AND AWARD**

On motion by Ms. Limbach, seconded by Mr. Paquette, a request to advertise for bids and award a contract for phase 1 of the Pleasant Hill Park campground redevelopment project, as recommended and set forth in the above memorandum, was authorized.

**6.04e SENECA PARKSIDE CAMPGROUND DOCKS
 REQUEST TO ADVERTISE AND AWARD**

On motion by Mr. Maupin, seconded by Mr. Moorehead, a request to advertise for bids and award a contract for purchase of docks for the new Parkside Campground project at Seneca, as recommended and set forth in the above memorandum, was authorized.

6.04f ATWOOD CAMPGROUND AREA 20 PROJECT CHANGE ORDER REPORT

In accordance with MWCD Operational Policy No. 1037, “...All change orders shall be reported to the Board of Directors at the conclusion of the project, unless the total cost of the project, including change orders, is less than \$50,000.00. Change orders (single or cumulative) which exceed the lesser of 10% of the project cost or \$100,000.00 must be approved by the Executive Director or Chief Financial Officer and reported to the Board of Directors at their next regularly scheduled meeting.”

At the August 25, 2017, Board meeting, an oral report was presented relative to change order no. 5 for the Atwood Area 20 Campground project. Given the complexity of the change order accounting for this large project, the Board requested the following written summary for the September meeting. The contract was awarded to Beaver Excavating in the amount of \$6,795,392.39.

No	Description	Amount	Approval
1	Field condition changes and plan omissions	\$108,180.26	Slogar, Cugliari, reported to Board of Directors at February, 2017 meeting.
2	Addition of lime kiln dust material to dry soils and cement stabilization for roadway areas	\$230,582.32	
3	Add reinforcing mesh to RV pad aprons	\$ 55,430.38	Slogar, Cugliari, reported to Board of Directors at August, 2017 meeting.
4	Changes to restroom fixtures, removal of buried trash landfill, adjustments to field conditions, reduction of non-performed pavement items because of cement soil stabilization	-\$ 22,319.01	
	Construction of auger cast pile wall for shoreline slip area. MWCD to be reimbursed \$260,000 via Clean Ohio Grant	\$356,572.38	
	Decrease in amount of sanitary sewer laterals	-\$145,584.35	
	Omission in plans for premium aggregate backfill for sanitary laterals	\$125,117.01	
5	Omission in pay item to proof roll roadways	\$ 150.00	

Adjustments to site grading	\$ 16,337.25	
Lime kiln dust labor and equipment negotiated cost	\$ 191,926.83	
Change from aggregate to asphalt surface for west dock access path	\$ 19,784.93	
TOTAL6.04f	\$936,178.00	
Costs related to soil stabilization	\$422,659.15	\$260,000 reimbursed
Costs related to adjacent shoreline stabilization	\$356,572.38	
	\$779,231.53	

This information is provided for informational purposes only.

6.05 2017 ANNUAL MAINTENANCE ASSESSMENT

The Board took the following actions:

In order to maintain the works of the Muskingum Watershed Conservancy District, it is necessary to levy an annual maintenance assessment as set forth in Ohio Revised Code, Section 6101.55. Attached is the Certificate of Annual Levy for the MWCD.

It is recommended that the Board approve a maintenance assessment in the aggregate sum of \$5,849,436.00.

On motion by Mr. Maupin, seconded by Mr. Moorehead, the following resolutions/certifications were adopted:

**RESOLUTION OF ANNUAL LEVY
 OF THE
 MUSKINGUM WATERSHED CONSERVANCY DISTRICT**

Resolved:

1. That on this 22nd day of September, 2017, the Board of Directors of the Muskingum Watershed Conservancy District hereby determines, orders and levies a maintenance assessment for the year 2016, in the aggregate sum of \$5,849,436.00 for the account of the Maintenance Fund of said District. That said maintenance assessment shall be duly apportioned to the benefited properties and public corporations in said District in proportion to the benefits and that the amounts of said maintenance assessment imposed upon the properties and public corporations in said District be recorded in the Conservancy Assessment Record of the Muskingum Watershed Conservancy District.
2. That a certified copy of this resolution be recorded in the Conservancy Assessment Record of the MWCD.
3. The President and Secretary are directed to certify this Annual Levy to the County Auditors in the District, pursuant to law.
4. That the said amounts of said maintenance assessment shall be collectible and payable in the year 2018 in the sums specified at the same time that the state and county taxes are due and collectible.

**CERTIFICATE OF ASSESSMENT RECORD
OF THE
MUSKINGUM WATERSHED CONSERVANCY DISTRICT**

This is to Certify:

1. The Court of Common Pleas, Tuscarawas County, Ohio, Conservancy Division confirmed a readjustment of the appraisal of benefits to all the benefited property and public corporations in the Muskingum Watershed Conservancy District.
2. That the said readjustment of the appraisal of benefits to all the benefited lands and public corporations has been recorded in the Conservancy Assessment Record of the Muskingum Watershed Conservancy District which contains a notation of the items of property and the public corporations to which benefits have been appraised, the total amount of benefits appraised against each item or public corporation, and the total assessment levied against each item or public corporation.
3. That the Conservancy Assessment Record of the Muskingum Watershed Conservancy District contains a true and correct record of the benefits approved and confirmed by the Court.

**CERTIFICATE OF RESOLUTION OF ANNUAL LEVY
OF THE
MUSKINGUM WATERSHED CONSERVANCY DISTRICT**

This is to certify the following action of the Board of Directors:

Resolved:

1. That on this 22nd day of September, 2017, the Board of Directors of the Muskingum Watershed Conservancy District hereby determines, orders and levies a maintenance assessment for the year 2016, in the aggregate sum of \$5,849,436.00 for the account of the Maintenance Fund of said District. That said maintenance assessment shall be duly apportioned to the benefited properties and public corporations in said District in proportion to the benefits and that the amounts of said maintenance assessment imposed upon the properties and public corporations in said District be recorded in the Conservancy Assessment Record of the Muskingum Watershed Conservancy District.
2. That a certified copy of this resolution be recorded in the Conservancy Assessment Record of the MWCD.
3. The President and Secretary are directed to certify this Annual Levy to the County Auditors in the District, pursuant to law.
4. That the said amounts of said maintenance assessment shall be collectible and payable in the year 2018 in the sums specified at the same time that the state and county taxes are due and collectible.

6.06 OFF-SEASON STORAGE AGREEMENT – TAPPAN MARINA

On motion by Ms. Limbach, seconded by Mr. Paquette, an agreement with the current operators of Tappan Marina to provide off-season boat storage services, and other marina-related sales and services after closing through December, as recommended and set forth in the above memorandum, was approved.

OTHER BUSINESS

A report entitled “August 2017 Monthly Marketing Report,” prepared by Adria Bergeron, Recreation Marketing Coordinator, was distributed to members of the Board. Among the information included on this report are summaries of website traffic, advertising, special events, and brochure distribution.

7. REPORTS

7.01 MARINAS REPORT

Revenues from leased marina operations are up over 10%. Of particular note is Leesville South Fork Marina, where owner/operator Keith Ott has increased revenues nearly 35% from 2016 levels. MWCD-operated marinas are all up as well, with Clendening at 3%, Seneca at 5%, and Piedmont at 8%.

The purchase of Tappan Marina is moving forward with closing scheduled for mid-October. An agreement with the current owners to provide off-season storage and winterization services, for the 2017/2018 off-season, and retail offerings through this fall, have been finalized. This will be of great operational benefit to MWCD and help provide Tappan Marina’s customers with a very smooth transition.

Separate Requests for Proposals (RFP), for the leased operation of the Tappan Marina restaurant, and for the provision of boat sales and repair services, will be issued this month, with the goal of having agreements in place by the end of this year. MWCD will provide the core services of docking, boat rentals, and fuel and bait sales at the marina. This mode of operation is similar to Seneca Lake Marina’s business model, which has proven to be very successful.

A small clarification was made to the new marina lease, outlining how payments would be made in the event a lease is executed after the beginning of a calendar year, in which case any revenues received by MWCD under the terms of the old lease, would be subtracted from the total annual amount due under the terms of the new lease, with the remainder due in equal monthly payments through the rest of the year.

7.02 UTICA ROYALTY REVENUE REPORT

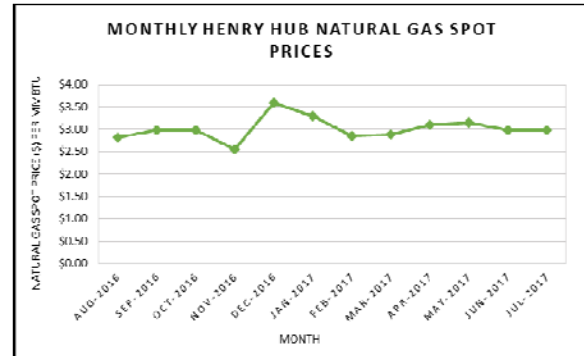
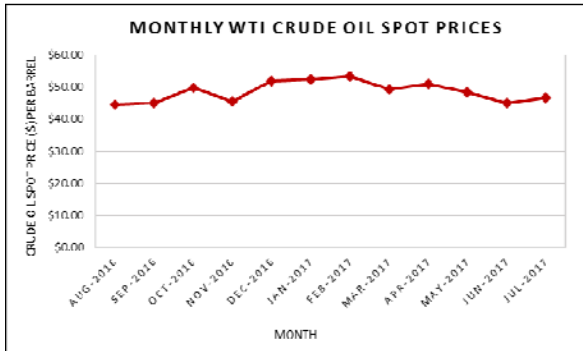
Utica royalty revenue is currently generated by 50 wells at Clendening, Seneca, and Leesville Reservoirs. A breakdown of the wells by operator and reservoir, and the monthly royalty revenue can be seen on the attached page (copy on file).

There were no specific items to note, and the monthly Utica royalty revenue decreased about 0.6% from July ‘17 (\$406,317.11) to August ‘17 (\$403,680.46).

The U.S. Energy Information Administration Prices Reports¹ (July 2017):

The WTI Crude Oil Spot Price² for July 2017: \$46.63 per barrel

○ The Henry Hub Natural Gas Spot Price³ for July 2017: \$2.98 per MMBTU



¹ Source: U.S. Energy Information Administration (July 2017)

² WTI: Otherwise known as West Texas Intermediate is an oil benchmark and serves as a reference price for buyers and sellers of crude oil. One of the three primary crude benchmarks, WTI is associated with North American crude since this is where the market is. The New York Mercantile Exchange (NYMEX) oil futures contracts are based on WTI, and it has become one of the most common indexes when referencing the price of oil in North America.

³ Henry Hub Natural Gas: A natural gas benchmark commonly used as a pricing point for natural gas futures contracts on The New York Mercantile Exchange (NYMEX) and generally used as the primary price set for the North American natural gas market.

7.03 DEATHS ON MWCD PROPERTY

On September 3, 2017, at approximately 1:30 p.m., Atwood Rangers were dispatched to the Light House Bistro for a female choking. Upon receiving the call, they contacted Smith Ambulance who was just leaving the park from responding to another call and diverted them to the Bistro. Smith Ambulance arrived immediately and found an unresponsive woman on the floor and began CPR. Our rangers arrived within 2 minutes to assist. Once the victim’s identity was established they contacted a family member.

Smith Ambulance transported the victim to Union Hospital. Atwood Lake Park Assistant Manager, John Lewis, assisted with the transport and continued chest compressions until arrival at the hospital. The victim, 80 year-old Barbara L. Barcroft of Dover, Ohio, was pronounced dead at the hospital.

On September 3, 2017 at approximately 4:30 p.m., Atwood Rangers received a call that a subject had fallen into the water and that he was transported by boat to the Atwood Yacht Club.

Our investigation determined that the victim, 67 year-old David C. Best of Canton, Ohio, was boating on Atwood and discovered a rope in the water trailing his boat. Mr. Best shut the boat off and in his attempt to reach the line, he slipped or tripped over the ladder and fell off the vessel backwards into the water. The victim’s son attempted to reach him with an aluminum pole and ultimately jumped in the water with a PFD to give to his father. By this time, the boat had floated away requiring him to swim back to the boat and drive it closer to the victim. The victim was loaded onto the boat and his son began CPR while another occupant of the boat drove to the Atwood Yacht Club.

The victim was transported by EMS to Union Hospital where Mr. Best was pronounced dead. We are awaiting the results of the autopsy.

7.04 2017 LAKE DRAWDOWN SCHEDULE

In accordance with the U.S. Army Corps of Engineers Control Manuals, the following table shows proposed lake drawdowns for the winter of 2017-2018. This schedule will be presented to the U.S. Army Corps of Engineers for their review and approval and shared with the Ohio Department of Natural Resources.

Reservoir	Normal Pool	Winter Level	Total Drawdown (feet)	Begin 2016 Drawdown	Release Duration (days)	Suggested intermediate refill schedule by March 15, 2017
Atwood	928.00	923.00	5.0	November 15	35	926.00
Charles Mill	997.00	992.00	5.0	November 1	30	995.00
Clendening	898.00	893.00	5.0	November 15	35	896.00
Leesville	963.00	958.00	5.0	November 1	35	961.00
Piedmont	913.00	908.00	5.0	November 15	35	911.00
Pleasant Hill	1020.00	1014.00	6.0	November 15	42	1018.00
Seneca	832.20	824.20	8.0	November 1	35	830.20
Tappan	899.30	891.30	8.0	November 1	35	897.30

NOTE: Due to planned construction at Charles Mill, Seneca, and Tappan, we request that additional drawdown occur to the elevations noted. All reservoirs with extended drawdown will be held at the requested elevation until February 15, 2018, and then returned to the normal winter schedule elevations.

We request that the Army Corps of Engineers begin refill on February 15 to those reservoirs so that we may reasonably meet the intermediate refill dates due to the nature of the reservoir, precipitation in that area, etc. This will allow MWCD an additional two weeks to address any issues that need attention from drawdown, shoreline stabilization projects, dredging, dock repairs, etc.

This memo is provided for informational purposes only. No Board action is required.

7.05 2017 GOALS

A chart entitled “2017 Goals – Progress Tracking,” was distributed to the Board for their review. Staff members provided comment on the areas for which they are responsible.

7.06 MASTER PLAN UPDATE

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

Program Status

Detailed design continues for the following projects:

- **Charles Mill:** Water and Wastewater Treatment Plants, Main Campground Redevelopment – Phase I
- **Piedmont:** Water & Electric Utility Improvements
- **Pleasant Hill:** Seasonal Campground Redevelopment - Phase I, Roadway and Infrastructure - Phase I
- **Seneca:** Marina Point South Campground Redevelopment
- **Tappan:** WWTP Phase 1 Improvements, Campground Renovation – Phase I

Individual Projects Status

- **Atwood Lake Area 20 Campground:** 76 concrete RV pads with full hook-ups and the restroom/shower building were completed and in use during the Alive Festival. The playground and picnic pavilion are complete. Phase 2 cement subgrade stabilization, sanitary sewer and water utilities are complete. Landscaping and Phase 2 electric is ongoing. Contractor will begin pouring concrete for the remaining 66 sites in the next few weeks. Substantial completion for the entire project is scheduled for November.
- **Atwood Main Campground Improvements – Phase I:** This project is currently advertised for bids with bid opening scheduled for September 28. The project will provide 106 full-hookup RV campsites, a restroom/shower building, 2 shelters with playgrounds, walking paths, cluster dock and abutments, new dump station, gas line replacement and improvements to the special event parking area. Substantial completion for the project is scheduled for October, 2018.
- **Atwood Special Event Parking Improvements:** Engineering’s in-house construction crew recently finished improvements to the special event parking area located on the north side of Shop Road. Improvements include new aggregate-lined driving lanes, installation of drainage pipes and communication conduits.
- **Charles Mill Lake RV and Boat Storage Lot:** GE Baker began clearing and grubbing August 14. Parking lot gravel surface is nearly complete. Electrical work for site lighting should be starting this week. The substantial completion date is mid-October.
- **Piedmont Campground Renovations Phase I:** Project is going out for bid this October.
- **Pleasant Hill Lake Area 22 Campground:** Earthwork operations, sanitary sewer, storm sewer, waterline and underground electric are complete. All concrete RV campsite pads and the picnic pavilion are complete and the CXT restroom/shower building is installed. Landscaping and asphalt paving will begin in the next few weeks. The project is scheduled to be substantially completed in December.
- **Pleasant Hill Lake Sanitary Collection System Improvements:** Elite Excavating Company was awarded a contract in the amount of \$1,438,490 to construct a new sanitary sewer force main and two lift stations through the park connecting to the Village of Perrysville wastewater treatment plant. Work is currently underway installing the 4-inch diameter force main sewer by horizontal directional drilling. The substantial completion date set for November 30.
- **Seneca Lake Terminal Pump Station and Force Main:** Border Patrol is delaying construction within the park through the remainder of camping season and will be resuming work within the campground on October 2. The force main between the park and Senecaville is complete except for the tie-in to Senecaville’s WWTP. The project will be substantially completed in October.
- **Seneca Lake Parkside Central and Woodlands Campgrounds:** Cast & Baker Corporation has begun demolition work, stripping topsoil and site work. This project involves the construction of a new seasonal campground which will include 107 full-hookup RV campsites, a new stick-built restroom/shower building, two CXT restroom/shower buildings, two picnic shelters, two playgrounds, new boat ramp, and a crib pier and abutments for new cluster docks. The project will be substantially completed November, 2018.
- **Tappan Lake East Campground:** Tucson, Inc. is currently working on Sycamore loop near the beach parking lot. Concrete camper pad construction is to begin the last week of August. This project is scheduled to be substantially completed in November.

Reservoir Dredging and Shoreline Stabilization (Ongoing)

Dredging Program

- **Tappan Lake:** PCi Dredging has finished grading work at the Deersville Road site, while permanent erosion controls and final seeding remain to be completed. They are also working on final punch list items with completion of all work expected in October.

- **Seneca Lake:** The design / preconstruction phase work with PCi Dredging continues as dredge areas and potential dewatering sites are evaluated. Conceptual and final designs will be developed before PCi submits the Guaranteed Maximum Price (GMP) proposal, which will be presented to the Board for approval.

Shoreline Program

- Projects for the 2017/2018 winter drawdown are planned at Tappan and Seneca lakes. Grant funds from the Clean Ohio program have been secured and will significantly reduce the District's cost for next year's shoreline stabilization work. Design work for these projects is nearly complete and we expect to advertise for bids in October.

7.06 USACE PROJECTS STATUS REPORT

Dover Dam (no significant update since last report)

- Real estate work continuing over the next few months (ODOT easement at the right abutment and a potential mineral rights easement at the left abutment).
- The project Operation and Maintenance Manual will be completed and finalized later this month.
- Project close-out is anticipated to occur during August of 2018.

Bolivar Dam

- Phase III of the instrumentation contract is progressing.
- Left abutment restoration will be completed in November.
- The ribbon cutting ceremony will take place October 20.

Mohawk Dam

- Dam Safety Modification Report was approved this past week.
- Design of modifications to the seepage collection and relief well system will begin later this year.

Tappan Dam

- The kickoff for the Issue Evaluation Study has occurred. A field visit to Tappan is scheduled for September 26-27, 2017.

Partnering Meeting

- The next biannual partnering meeting is scheduled to be held in New Philadelphia, on October 19, 2017.

7.07 IMMEDIATE OR PENDING LITIGATION

This matter was discussed in executive session.

8. SUBDISTRICTS

8.01 CHIPPEWA SUBDISTRICT – 2017 ANNUAL MAINTENANCE ASSESSMENT

In order to maintain the works of the Chippewa Subdistrict of the Muskingum Watershed Conservancy District, it is necessary to levy an annual maintenance assessment as set forth in Ohio Revised Code, Section 6101.55. Attached is the Certificate of Annual Levy for the Chippewa Subdistrict.

It is recommended that the Board approve a maintenance assessment in the aggregate sum of

\$330,432.66. This total is equal to one-half of the one-percent of the total appraisal of benefits for the Subdistrict. The assessment is apportioned, based on the benefits appraisal.

On motion by Mr. Moorehead, seconded by Mr. Maupin, the following resolution/certifications were adopted:

**RESOLUTION OF ANNUAL LEVY
OF THE
CHIPPEWA SUBDISTRICT OF THE
MUSKINGUM WATERSHED CONSERVANCY DISTRICT**

Resolved:

1. That on the 22nd day of September, 2017, the Board of Directors of the Chippewa Subdistrict of the Muskingum Watershed Conservancy District hereby determines, order and levies a maintenance assessment for the year 2016, in the aggregate sum of \$330,432.66 for the account of the Maintenance Fund of said Subdistrict. That said maintenance assessment shall be duly apportioned to the benefited properties and public corporations in said Subdistrict in proportion to the benefits and that the amounts of said maintenance assessment imposed upon the properties and public corporations in said Subdistrict and be recorded in the Conservancy Assessment Record of the Chippewa Subdistrict of the Muskingum Watershed Conservancy District.
2. That a certified copy of this resolution be recorded in the Conservancy Assessment Record of the Chippewa Subdistrict of the Muskingum Watershed Conservancy District.
3. The President and Secretary are directed to certify this Annual Levy to the County Auditors in the District, pursuant to law.
4. That the said amounts of said maintenance assessment shall be collectible and payable in the year 2018 in the sums specified at the same time that the state and county taxes are due and collectible.

**CERTIFICATE OF ASSESSMENT RECORD
OF THE
CHIPPEWA SUBDISTRICT OF THE
MUSKINGUM WATERSHED CONSERVANCY DISTRICT**

This is to Certify:

1. That on the 15th day of July, 2002, the Court of Common Pleas, Conservancy Division for the Chippewa Subdistrict, confirmed a readjustment of the appraisal of benefits to all the benefited property and public corporations in the Chippewa Subdistrict of the Muskingum Watershed Conservancy District.
2. That the said readjustment of the appraisal of benefits to all the benefited lands and public corporations has been recorded in the Conservancy Assessment Record of the Chippewa Subdistrict of the Muskingum Watershed Conservancy District which contains a notation of the items of property and the public corporations to which benefits have been appraised, the total amount of benefits appraised against each item or public corporation, and the total assessment levied against each item or public corporation.

3. That the Conservancy Assessment Record of the Chippewa Subdistrict of the Muskingum Watershed Conservancy District contains a true and correct record of the benefits approved and confirmed by the Court.

**CERTIFICATE OF ANNUAL LEVY
OF THE
CHIPPEWA SUBDISTRICT OF THE
MUSKINGUM WATERSHED CONSERVANCY DISTRICT**

This is to Certify:

1. That on the 22nd day of September, 2017, the Board of Directors of the Chippewa Subdistrict of the Muskingum Watershed Conservancy District duly levied a maintenance assessment for the year 2016, in the aggregate sum of \$330,432.66 for the account of the Maintenance Fund of said Subdistrict. That said maintenance assessment has been duly apportioned to the benefited properties and public corporations in said Subdistrict in proportion to the benefits and that the amounts of said maintenance assessment imposed upon the properties and public corporations in said Subdistrict and have been recorded in the Conservancy Assessment Record of the Chippewa Subdistrict of the Muskingum Watershed Conservancy District.
2. That the Conservancy Assessment Record of the Chippewa Subdistrict of the Muskingum Watershed Conservancy District contains a true and correct record of the Annual Levy of 2017 and of the maintenance assessment for the year 2017 as determined, ordered, and levied by the Board of Directors of the Chippewa Subdistrict of the Muskingum Watershed Conservancy District on the 22nd day of September, 2017.
3. That the said amounts of said Annual Levy and of said maintenance assessment shall be collectible and payable in the year 2018 in the sums specified at the same time that the state and county taxes are due and collectible.
4. Following here is: (A) The descriptions of the property opposite the names of the owners; and (B) The total amount of the annual levy on each piece of property and on each public corporation for the account of all funds and the amount of each item making up the total.

9. EXECUTIVE SESSION

On motion by Ms. Limbach, seconded by Mr. Maupin, the Board of Directors entered executive session at 11:08 a.m. to discuss matters related to ORC §121.22 (G) (1) [Employment], (2), and (3). On roll call: Ms. Limbach-yes; Mr. Maupin-yes; Mr. Moorehead-yes; Mr. Paquette-yes; and Mr. Sprang-yes. The executive session ended at 12:15 p.m.

10. ADJOURN

There being no further business, on motion by Ms. Limbach, seconded by Mr. Moorehead, the meeting of the Board of Directors was adjourned. The next regularly scheduled meeting is Friday, October 20, 2017, at 9:00 a.m. at the Wilkshire Banquet Center, Bolivar, Ohio.

09.22.2017,km