

**SUMMARY OF MINUTES
BOARD OF DIRECTORS
MUSKINGUM WATERSHED CONSERVANCY DISTRICT
Held at Kent State University Tuscarawas
October 21, 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, October 21, 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: Ronald Dziejicki, James Gresh, Joanne Limbach, Gordon Maupin, and Robert Moorehead. Mr. Moorehead, President of the Board of Directors, presided.

MWCD staff in attendance were Adria Bergeron, Julie Bickis, Mary Burley, Craig Butler, Jamie Carlisle, Hilary Celuch, James Crandall, Brad Janssen, Jonathan Mizer, Boris Slogar, and Matt Thomas.

2. INTRODUCTION OF VISITORS AND PUBLIC COMMENT

Also, in attendance for all or portions of this meeting were: Terry Fercana (*Environmental Design Group*). No statements were made by Ms. Fercana.

3. APPROVAL OF MINUTES

On motion by Ms. Limbach, seconded by Mr. Dziejicki, the minutes of the September 23, 2022, meeting of the Board of Directors were approved.

4. FINANCIAL

Mr. Crandall presented the financial report for the nine-month period ending September 30, 2022 (Copy on file). The total operating income is \$28,724,218 compared to \$11,480,146 in 2021.

The operational revenue is \$42,951,286 compared to \$23,992,452 in 2021, or a 79% increase.

- All operational areas are projected to meet or exceed revenue budget for 2022, except for marina revenue which will fall short of the budgeted revenue.
- Park Revenue is \$10,006,174 YTD (92% of budget), a 3% increase over the prior year.
 - Vacation Cabins is \$771,435 (91% of budget) an increase of 2% over the prior year.
 - Park Camping is \$8,535,276 (93% of budget) an increase of 4% over the prior year.
 - General Park (admissions) is \$199,736 (90% of budget) and will not meet budget in 2022.
- Marina Revenue is \$3,027,325 (87% of budget), a 3% increase over the prior year.
- See Park and Marina Net income analysis for deeper dive into park and marina income and expense through the third quarter.

Operational expenses are \$14,227,068 an increase of 14% over the prior year and 73% of the budget. Expenses are elevated in most operational areas. Utility expenses are up 27% over the prior year and (80% of budget), we have moved \$102,000 into utility expense from other budgeted line items to address these increases. We are continuing to monitor our operational expense budget but anticipate no increases to get through the remainder of the year.

Maintenance Assessment Fund

Maintenance Assessment revenue is \$5,962,983 through September, which is flat compared to the prior year. All counties have settled the second half payments. Expenditures are \$3,612,430, an 12% increase over the prior year and 46% of the budget.

2022 continues to be a good financial year for the Conservancy District, we are utilizing this information to develop our 2023 budget.

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

5. PAYMENT OF BILLS

On motion by Ms. Limbach, seconded by Mr. Dziejdzicki, the report of the payment of bills for the period ending September 30, 2022, was approved as presented.

6. BUSINESS

6.01a LEASE TRANSACTIONS

On motion by Ms. Limbach, seconded by Mr. Gresh, 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 ARMSTRONG FIBER EASEMENT—PLEASANT HILL

On motion by Mr. Dziejdzicki, seconded by Ms. Limbach, proposed a permanent easement, as recommended and set forth in the above memorandum, was approved.

6.01c FIRELANDS ELECTRIC COOPERATIVE EASEMENT—PLEASANT HILL

On motion by Mr. Gresh, seconded by Mr. Dziejdzicki, proposed easement, 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. Gresh, 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 USE OF CREDIT CARDS QUARTERLY REVIEW

On motion by Ms. Limbach, seconded by Mr. Gresh, a report detailing credit cards held by the Conservancy District, as recommended and set forth in the above memorandum, was approved.

6.02c BUDGET ADJUSTMENTS

On motion by Mr. Gresh, seconded by Mr. Dzedzicki, proposed budget adjustments for the third quarter through September 30, 2022, as recommended and set forth in the above memorandum, were approved.

6.02d 2023 NAVIGATIONAL AIDS GRANT PROGRAM

On motion by Mr. Maupin, seconded by Ms. Limbach, proposed grant program, as recommended and set forth in the above memorandum, was approved.

6.02e 2023 BUDGET DRAFT

Mr. Crandall reported that the Executive staff is still fine tuning the budget. Mr. Crandall plans to submit the 2023 budget to the Board at the November 18th Board meeting to be voted upon. No board action is needed.

6.03a HUMAN RESOURCES SUMMARY

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

6.04a LEESVILLE GLENS COTTAGE AREA DREDGING & SHORELINE STABILIZATION PROJECT REQUEST TO BID AND REWARD

On motion by Ms. Limbach, seconded by Mr. Gresh, the proposed authorization to advertise for bids, as recommended and set forth in the above memorandum, was approved.

6.04b SENECA LAKE PARKSIDE ROAD IMPROVEMENT PROJECT BID AND AWARDS RESULT

No Board action required.

6.04c TAPPAN LAKE MARINA RENOVATIONS FINAL PROJECT ACCOUNTING AND CHANGE ORDER RATIFICATION REQUEST

On motion by Mr. Maupin, seconded by Mr. Gresh, the proposed change order ratification request, as recommended and set forth in the above memorandum, was approved.

6.04d PROJECT PARTNERSHIP AGREEMENT WITH THE DEPARTMENT OF THE ARMY FOR MAGNOLIA LEVEE PROJECT

On motion by Mr. Gresh, seconded by Mr. Dzedzicki, the proposed letter of intent, the financial self-certification, and the Project Partnership Agreement, as recommended and set forth in the above memorandum, was approved.

6.05 2022 PRIORITY GOALS UPDATE

Staff members provided the third quarter progress of the Priority Goals for 2022. A copy of the report is in the file.

6.06 SCHEDULE OF BOARD MEETINGS FOR 2023

On motion by Mr. Maupin, seconded by Ms. Limbach, the proposed schedule of meetings, as recommended and set forth in the above memorandum, was approved.

6.07 COTTAGE SITE TREE PROGRAM

For discussion purposes only.

6.08 OTHER BUSINESS

Mr. Butler reported on the following matters:

- Internal discussion at MWCD has begun regarding the development of the Atwood Peninsula. The preliminary vision is to design cottages that are of a traditional style but comprised of green infrastructure.
- A juvenile rape was reported at Pleasant Hill Lake Park. Further investigation is underway by MWCD authorities and the local Sheriff's Department.

7. REPORTS

7.01 UTICA ROYALTY REVENUE REPORT

Utica royalty revenue is currently generated by **103** producing wells at Clendening, Seneca, Dover, Piedmont, and Leesville Reservoirs. A breakdown of the monthly royalty revenue can be seen on the attached page.

Utica royalties for **September** totaled \$5.46M (\$5,461,878.36) which was an approximate **20% decrease** in month-over-month revenue from August (\$6.82M).

Item of Note: Three (3) new wells were added at Leesville Lake this month, taking our total to 103 producing wells.

Royalty Report Exhibit *copy is on file*.

7.02 NATURAL RESOURCES AND LAND MANAGEMENT REPORT

June 2022 Storm Damage Update:

Forestry

- Salvage projects have been essentially completed. Forestry will continue to monitor going forward.
- Forestry met with the trails crew to discuss opening of trails at Pleasant Hill in the area that was recently salvaged. Time is needed on certain sections to allow the soil to settle and vegetation to continue to establish. Premature opening of trails could lead to future erosion issues and a less than desirable user experience.

Forestry has been working on marking timber sales including sales near the Boy Scout camp at Clendening, Clendening Marina and Piedmont Marina. The sales near the marinas are needed to protect new and existing infrastructure from future falling pine trees.

Staff participated in the USACE partnering meeting in October to give an update on oil and gas development in and around MWCD lakes.

The board approved Precision Geophysical survey at Atwood and Leesville is ongoing. Survey layout was completed in late September and data collection has been completed at Leesville and will follow at Atwood in the coming weeks.

The temporary surface use by Columbia Gas at Charles Mill project is ongoing. Staff is monitoring in the field and communicating with the park for updates.

7.03 ENGINEERING REPORT

MASTER PLAN IMPLEMENTATION AND RECREATION IMPROVEMENT (ONGOING)

Projects in Design

- **Clendening WWTP and Sewer Improvements**
- **Clendening Marina Building and Site Improvements**
- **Clendening Cabins and Water Plant**
- **Leesville North Fork WWTP and Sewer Improvements**
- **Pleasant Hill – Area G Amenities**
- **Seneca Lake – Parkside Beach Amenities**
- **Seneca Lake - Marina Point Splashpad**
- **Tappan Lake – Beach Concession / Restroom Upgrade**

Projects Under Construction

- **Charles Mill Sites Lake Lift Station Generator:** Site work is scheduled to begin mid-October with substantial completion scheduled for April 2023.
- **Charles Mill Park Lift Station Generator:** Site work is scheduled to begin mid-October with substantial completion scheduled for April 2023.
- **Piedmont Reynolds Road Launch Ramp Parking:** Concrete curbs and sidewalks are complete. Electrical work continues for the site lighting and asphalt paving is scheduled for mid-October. Substantial completion is scheduled for October 2022.
- **Pleasant Hill Park Main Lift Station Generator:** Site work is scheduled to begin late October with substantial completion scheduled for April 2023.
- **Seneca Marina Lift Station Generator:** Installation of conduit between the generator and the lift station is complete. The concrete generator pad and chain link fence are scheduled to be installed in the coming weeks. Substantial completion is scheduled for April 2023.
- **Seneca Lake Parkside Road Improvements:** Paving work on the trail should be completed in the next month.
- **Tappan Marina Concrete Steps:** Concrete steps from the parking lot to the waterfront/restrooms area are being formed and getting ready to pour.
- **Tappan Marina Building Backup Generator:** Project is out for bid.

Tappan West Shore: Middle Lane and East Lane in the West Shore cottage chip seal is complete.

DREDGING AND SHORELINE (ongoing)

Dredging Program

- Design is underway for one excavation type dredging project at the Leesville Glens Cottage Area. The project is scheduled to be completed during this winter's annual drawdown.

Shoreline Program

- **Charles Mill Yacht Point and Sites Lake Cottage Area Shoreline:** Final restoration work along the shoreline is complete, while restoration of the access road will be finished mid-October.
- **Tappan Lake East Shore / West Shore Cottage Area Shoreline:** Design is nearly complete for multiple project areas in these two cottage areas in Lower Beaverdam Bay, for a total of 6,800 feet of restoration work. The project is scheduled for construction during this winter’s annual drawdown.
- **Atwood Lake – Arrowhead Cottage Area:** Design is being done by MWCD staff for this 300-foot project at the east end of the Arrowhead Cottage Area. The project is scheduled for construction during this winter’s annual drawdown.
- **Leesville Lake South Fork Marina:** Design is being done by MWCD staff for this 500-foot project at the South Fork Marina. This project is scheduled for construction by the MWCD heavy equipment crew during this winter’s annual drawdown.

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

Zoar Levee

- Project completion is scheduled for October.

Magnolia Levee

- The Project Partnership Agreement (PPA) is back at MWCD and is under review by Chief Counsel and the Chief Engineer.

7.04 CONSERVATION REPORT

Conservation Partners

ODNR - Division of Wildlife, Diversity Partners

MWCD Conservation joined 50 other conservation professionals from across the state at the Brown Family Environmental Center in Gambier Ohio to network, collaborate, and to strengthen partnerships that support wildlife diversity restoration efforts. This location allowed the group to explore the Kokosing River and see firsthand endangered fish, salamander, and mussel species.

Participants were updated on plans to update the State’s 2015 Wildlife Action Plan (SWAP) and were also updated on the status of the proposed Federal funding to support wildlife restoration through the Restore America’s Wildlife Act (RAWA). This will enable Ohio to invest millions of dollars annually on proactive, on-the-ground, collaborative efforts to help species at risk by restoring habitat, controlling invasives, reconnecting migration routes, and addressing emerging threats and diseases.

Kent State University, Department of Geology

To gain a better understanding of essentially how our reservoirs respond to excess nutrients and sediment, MWCD is supporting researchers at Kent State University who are developing a sophisticated technique for detecting cyanobacteria blooms. Dr. Joe Ortiz and his collaborators hope to refine these techniques with the support of MWCD to “ground truth” or verify the sediment and algal composition in the water with the spectral signatures observed from space.

Harmful algal blooms now affect every coastal and Great Lakes state in the United States and under the right conditions, have the potential to produce toxins. Currently algal blooms on MWCD lakes only recede during the autumn months with cooler temperatures and less sunlight. Unlocking the sources and triggers for these blooms will ultimately help control or prevent future blooms.

Their research will help identify (spectrally) the sources of sediment and the identification of potentially harmful algal blooms. Once refined, the camera systems and image processing can be applied to any aquatic system around the globe. Atwood and Tappan Lakes will be part of an intensive study next year. MWCD provides access and logistical support for their work.

Ongoing Conservation Projects

- Conservation Dept. and MWCD's 5–20-year strategic plan; stakeholder feedback and final review.
- Atwood's Fall Festival (9/30 – 10/2) waste and recycling assessment. Partnership with Rural Action's Zero Waste Team.
- PWM Grant application review for 2023 projects.
- Internal review of our water quality testing at MWCD beaches; response to nuisance aquatic plants; and invasive Knotweed control at our parks and on our properties.
- Ohio Dept. of Agriculture Muskingum River Watershed assessment document.
- Ongoing support of research projects across the District.

(Pictures on file)

7.05 RECREATION REPORT

Marinas Report

- Discussions with Finance and Marina Managers regarding recent audits and corrective action plan for outstanding items were addressed in each marina.
- Continued communication with leased marinas. Internal meetings to prioritize action items for leased areas including any projects needed for the 2023 season.
- Budget and project meetings with Marina Managers to prepare for the 2023 season continue to be held.

Parks Report

- Discussions with Finance and Park Managers regarding recent audits and corrective action plan for outstanding items were addressed in each park.
- Budget and project meetings with Park Managers to prepare for the 2023 season continue to be held.
- Outreach to potential vendors for bike rentals continues to be explored. Expanding the fleet into other parks for the 2023 season is a top priority. Golf cart rentals are still being piloted in October at Pleasant Hill. A review with staff will be had in November/December to discuss a plan for golf cart rentals in the 2023 season.
- Glamping locations being discussed internally with staff including Appleseed, Atwood, and Tappan. Meeting with EDG consultants had in October to discuss glamping ideas. Other unique camping opportunities such as RV rentals (2 campers) are being finalized for 2023 season at Atwood with General RV.
- "Safety in the Parks" – Ranger retention/recruitment continue to be a high priority within the department. Staff has a meeting with Buckeye Career Center to discuss potential partnerships with Law Enforcement students. Addition of more cameras within the parks are being explored including License Plate Readers for Atwood, Charles Mill, and Pleasant Hill. Newly formed Safety Committee will have their first meeting in the 4th quarter.
- Trails Development & Maintenance Projects construction of the Quarry Trail at Clendening set for October and AMLER/ AML grant applications for a MTB trail system at Wills Creek and Coshocton Woods submitted with renderings and letters of support.

- Master Plan Phase II – Internal meetings had to discuss Tappan, Charles Mill, and Atwood amenities for 2024 along with continued discussions on Seneca and Pleasant Hill for 2023.

7.06 MARKETING/COMMUNICATIONS REPORT

ONGOING/ UPCOMING PROJECTS

- Updates to website/ social media
- Marketing/ advertising for 2022
- All-employee Meetings for strategic planning
- OPRA: Leadership Summit (November 15-16)
- OPRA Awards
- Ohio Travel Association: Conference on Travel (October 12-14)
- Brimstone Racing
- Bounty on the Bridge (October 5, 2022)
- General RV Rental Camper Sponsorship
- Bigfoot event at Pleasant Hill September 9-11
- Atwood Area Fall Festival September 30-October 2

OUTREACH COORDINATOR PROJECTS

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

2022 COMMUNITY PRESENTATIONS

- January 13: Cambridge, OH – Cambridge Lion’s Club: General Overview of MWCD
- February 15: Dennison, OH – OMEGA Quarterly Meeting: MWCD Overview
- February: Athens, OH – Ohio University Environmental Lecture: MWCD, Oil & Gas (Butler)
- March 1: Dover, OH – Dover/New Philadelphia Kiwanis Club: MWCD Overview
- March 2: New Philadelphia, OH – Buckeye Career Center Career Carnival
- March 4: (Virtual) NE District Auditors Presentation: Maintenance Assessment
- March 25: Canton, OH – Utica Green Upstream & Midstream Conference (Butler/Janssen)
- April 5: Scio, OH – ODOT Construction kick-off at Tappan Marina
- April 20: Louisville, OH – Louisville Rotary: Conservation Overview
- April 26: New Philadelphia, OH – Cub Scout Meeting: What is a Watershed
- May 3: New Philadelphia, OH – Schoenbrunn 250th Anniversary Celebration (booth)
- May 6: (Virtual) – Association of State Dam Safety Officials: *What I’ve Seen: Dam Safety Stories and Lessons Learned from the Field.* (Slogar, panelist)
- May 11: Columbus, OH – Ohio Tourism Day at the Statehouse (booth)
- May 11: Dennison, OH – Claymont Intermediate School Career Fair
- May 19: Zanesville, OH – Zanesville Daybreak Rotary – Creation of the MWCD Presentation
- July 28: St. Clairsville, OH – St. Clairsville Sunrise Rotary – General MWCD: Piedmont and Seneca Updates
- July 29: Senecaville, OH – Eastern Ohio Development Alliance Meeting – MWCD Overview and Seneca Updates
- August 12: Woodsfield, Monroe County, OH – County Auditors Association of Ohio Southeast District – Maintenance Assessment
- September 8: Carrollton, OH – Watershed Leaders (OWLs) Conference – MWCD General Overview

- September 17: Coshocton, Ohio – SWCD Watershed Tour – General MWCD Overview at Wills Creek Dam
- October 5: West Porstmouth, OH – OMEGA: Appalachia Forward – Trails update/ Coshocton Forest (Dylan Sayre)
- October 6: Ohio River Basin Consortium for Research and Education annual conference - Key Note Speaker, Craig Butler
- October 11: Dover, OH – First Federal Community Bank – Booth at employee health fair

PUBLICATIONS IN SEPTEMBER

- Compass Magazine
- Horsemen's Corral Magazine
- Ohio Magazine
- Angler Magazine
- Amish Country Magazine
- Travel Host Magazine

DIGITAL IN SEPTEMBER

- Cleveland.com
- Compass Magazine
- LocalIQ (Times Reporter, Daily Jeffersonian, Ashland Times Gazette, Wooster Daily Record, Mansfield News Journal)
- YouTube, Instagram, Facebook through Ohio Travel co-op
- Newsymom.com (weekly e-blasts March – October)

RADIO IN SEPTEMBER

- WJER (Tusc County)
- WTUZ (Tusc County)
- iHeart Radio (Wheeling, Mansfield, Ashland)
- WQMX (Akron)

TELEVISION/ STREAMING IN SEPTEMBER

- WTOV-9 – Steubenville/ St. Clairsville Market
- WHIZ – Zanesville Market
- WTRF – Wheeling Market
- WKYC – Cleveland Market
- SCRIPPS (Channel 5) – Cleveland Market
- Streaming: Cleveland, Columbus, Pittsburgh

PROMOTIONS IN SEPTEMBER

- Camping discount September 1-30 (\$30 off per reservation)

PARTNERSHIPS IN SEPTEMBER

- Ohio Sportsman Radio show sponsor
- WJER Outdoor Minute Sponsor
- RV There Yet (WQMX) Sponsor

INTERVIEWS IN SEPTEMBER

- September 8, 2022 – WTOV-9, Steubenville: Rising Gas Prices, Impact on Reservations

E-BLASTS IN SEPTEMBER

- September 7, 2022: Save \$30/reservation now through September 30!
- September 12, 2022: Princess in the Park is Back at Charles Mill Lake Park!

PRESS RELEASES IN SEPTEMBER

- September 15, 2022: MWCD and Race Brimstone Partner to Bring Races at MWCD Lakes in 2023

WEBSITE AND SOCIAL MEDIA ANALYTICS

SEPTEMBER 2022	Website (Pageviews vs LY)	Website (Pageviews vs Last Month)	Facebook (followers)	Instagram
MWCD	10,926 (+14.87%)	10,835 (+.84%)	6,179	496
Atwood	9,477 (-4.95%)	12,499 (-26.59%)	13,092	1,248
Charles Mill	3,587 (-17.10%)	4,626 (-22.46%)	4,705	941
Clendening	704 (-30.30%)	1,294 (-43.23%)	1,882	107
Piedmont	1,059 (-8.31%)	1,591 (-33.44%)	5,490	177
Pleasant Hill	8,161 (+7.62%)	15,318 (-46.72%)	16,536	1,480
Seneca Marina	965 (-18.50%)	2,145 (-55.01%)	1,179	617
Seneca Park	3,976 (-22.90%)	6,186 (-35.73%)	12,193	626
Tappan	4,860 (-19.03%)	8,917 (-45.5%)	12,462	973

BOARD AFFILIATIONS

- Ohio Travel Association
- Tuscarawas County Convention and Visitors Bureau
- Cambridge/Guernsey County Visitor Convention Bureau
- Ohio Parks and Recreation Association
 - Conference Committee
- Dennison Railroad Depot Museum

7.07 IMMEDIATE OR PENDING LITIGATION

Oral report.

8. SUBDISTRICTS

8.01 PAYMENT OF BILLS – CHIPPEWA SUBDISTRICT

On motion by Mr. Gresh, seconded by Ms. Limbach, the report of the payment of bills for the period ending September 30, 2022, for the Chippewa Subdistrict, were approved as presented.

9. EXECUTIVE SESSION

On motion by Ms. Limbach, seconded by Mr. Dziedzicki, the Board of Directors entered into executive session at 11:50 am to discuss matters related to ORC §121.22 (G) (1) and (3) matters of discipline. On roll call: Mr. Dziedzicki-yes; Mr. Gresh-yes; Ms. Limbach-yes; Mr. Maupin-yes; and Mr. Moorehead-yes. The executive session ended at 1:12 pm.

10. ADJOURN

There being no further business, on motion by Ms. Limbach, seconded by Mr. Dzedzicki, the meeting of the Board of Directors was adjourned. The next regularly scheduled meeting is Friday, October 21, 2022, at 9:00 a.m., at Kent State University Tuscarawas.

10.21.2022, jlc
Approved 11.18.2022