

**SUMMARY OF MINUTES  
BOARD OF DIRECTORS  
MUSKINGUM WATERSHED CONSERVANCY DISTRICT  
Held at the MWCD Main Office via Teleconference  
August 28, 2020, 9:00 a.m.**

A meeting of the Board of Directors of the Muskingum Watershed Conservancy District was held via Teleconference on Friday, August 28, 2020, at 9:00 a.m., pursuant to notice duly given all Directors, and the general public in accordance with law.

SPECIAL NOTE: Because of Executive Order 2020-01D, issued March 9, 2020, and the Orders of the Ohio Department of Health and pursuant to emergency legislation passed by the Ohio Legislature, this meeting was conducted through electronic technology. Members of the public wishing to observe the meeting were instructed to register in advance at [www.mwcd.org/meeting](http://www.mwcd.org/meeting). Members of the public wishing to submit comments prior to the meeting were instructed to email comments to [comments@mwcd.org](mailto:comments@mwcd.org), prior to 5:00 p.m. on Thursday, August 27, 2020. Members of the public were also advised that comments would not be accepted after 5:00 p.m., August 27. Comments were provided to the Board of Directors for their information and were directed to the appropriate staff members for follow-up, if appropriate.

**1. ROLL CALL**

Directors present were: Mr. Gresh, Ms. Limbach, Mr. Maupin, Mr. Moorehead, and Mr. Sprang. James Gresh, President of the Board of Directors, presided.

MWCD staff in attendance (*electronically*) were Donnie Borland, Mary Burley, Craig Butler, Randy Canfield, Jim Crandall, Steve Demuth, Wendy Derr, Brad Janssen, Kaylynn Kotlar, David Lautenschleger, Dan Mager, Michael Mahaffey, John Maxey, Anna Miller, Karen Miller, Tricia Miller, Jonathan Mizer, Jared Oakes, Matt Ott, Jim Pringle, Deana Shrump, Boris Slogar, Eric Stechschulte, Stacie Stein, Mark Swiger, and Nate Wilson.

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

Also in attendance for all or portions of this meeting (*electronically*) was: David Pilcher (*MWCD Development Advisory Committee*).

**3. APPROVAL OF MINUTES**

On motion by Ms. Limbach, seconded by Mr. Sprang, the minutes of the July 24, 2020, meeting of the Board of Directors were approved.

**4. FINANCIAL**

The financial report for the four-month period ending July 31, 2020, was presented. The total Base-Operating Income is \$5,534,537 compared to \$13,771,814 in 2019.

Total operating revenue is \$15,005,035 or 63% of budget compared to \$23,090,996 or 81% of budget in 2019. The main factors are as follows:

- Conservation – Oil and Gas revenue was \$248,869 for the month of July and \$4,542,255 year to date. This is down 66% from 2019 and continues to be a major factor in the 2020 revenue budget.

- Parks revenue is \$5,625,379 and 75% of budget and 8% above 2019. Through July, park revenue has made a significant recovery from earlier projections and is closing the gap to meet 2020 budget. There are still variables that we must monitor related to COVID-19 that could have an impact.
- Non-Park revenues is \$4,159,576 and 68% of budget. It is 5% above 2019 actual. Again, marinas specifically have made a significant recovery from earlier projections and appears to be on target to meet budget. In addition, Multiple Docking has met and exceeded budget by \$6,000.

Total operating expenses are \$9,470,498 compared to \$9,319,182 in 2019. Currently, we are at 54% of budget which is where we were in 2019. In general, all areas are down from 2019 except for the Health Insurance Laser and the Non-Park line items where we incurred some one-time budgeted expenses for the On Base project in the leases area.

Total capital improvement and Park Master plan line items continue and are within the budget expectations.

The Maintenance Assessment Fund will begin seeing the second half settlements come in from the counties. Expenses are 40% of budget and 24% ahead of 2019. Major areas of expense to date are Water Quality Monitoring, PWM, Sediment Removal and Shoreline Protection.

Overall, we have made significant progress in the month of July as we continue to recover from the delayed opening to the recreation season. All indications are that we will continue to be busy throughout the balance of the summer and into the fall. We are continuing to look at marketing opportunities as our parks and marinas are destinations during this pandemic.

On motion by Mr. Sprang, seconded by Mr. Moorehead, 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 July 31, 2020, was approved as presented.

## 6. BUSINESS

### 6.01a LEASE TRANSACTIONS

On motion by Mr. Maupin, 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 SHORT-TERM WATER SUPPLY AND TEMPORARY ACCESS AGREEMENT – TAPPAN

On motion by Ms. Limbach, seconded by Mr. Maupin, a short-term “Water Purchase Agreement” and a “Temporary access Agreement” with EAP Ohio for operations at Tappan Reservoir, as recommended and set forth in the above memorandum, were approved.

**6.02a INVOICES PRIOR TO PURCHASE ORDERS**

On motion by Mr. Maupin, 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 OHIO EPA – BACKUP GENERATORS**

On motion by Mr. Maupin, seconded by Ms. Limbach, a Resolution of Authorization to proceed with filing an application for the purchase and installation of backup generators for wastewater facilities through the Ohio EPA Water Pollution Control Loan Fund, as recommended and set forth in the above memorandum, was adopted.

**6.03a HUMAN RESOURCES SUMMARY**

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

**6.03b ADMINISTRATION – POSITION DESCRIPTION CHANGE**

On motion by Mr. Sprang, seconded by Mr. Moorehead, proposed revisions to the Development Coordination position and a new title of Engagement and Outreach Coordinator, as recommended and set forth in the above memorandum, were approved.

**6.03c RECREATION – ADDITION OF RANGER SUPERVISOR POSITIONS**

On motion by Mr. Sprang, seconded by Mr. Maupin, the addition of two ranger supervisor positions to the organizational chart for the Recreation Department, as recommended and set forth in the above memorandum, was approved.

**6.03d POSITION DESCRIPTION UPDATE – CHIEF COUNSEL**

On motion by Ms. Limbach, seconded by Mr. Moorehead, the revised position description for Chief Counsel, as recommended and set forth in the above memorandum, was approved with some modifications in wording as discussed.

**6.04a PLEASANT HILL HORSE CAMP BRIDGE REPLACEMENT PROJECT**

On motion by Mr. Moorehead, seconded by Mr. Sprang, change orders for the Pleasant Hill Horse Camp Bridge Replacement project, as recommended and set forth in the above memorandum, were ratified.

**6.04b PLEASANT HILL HORSE CAMP ELECTRIC UPGRADE PROJECT**

On motion by Mr. Moorehead, seconded by Mr. Sprang, a change order for the Pleasant Hill Horse Camp Electric Upgrade project as recommended and set forth in the above memorandum, was ratified.

**6.04c LEESVILLE DOVE ROAD SLOPE STABILIZATION**

On motion by Mr. Sprang, seconded by Ms. Limbach, a Resolution of Authorization and the use of the Ohio Department of Transportation’s purchasing program for an agreement for work by GeoStabilization International on the Leesville Lake Dove Road Slope Stabilization project, as recommended and set forth in the above memorandum, were approved.

**6.04d PIEDMONT HIDDEN LEDGES ROADWAY IMPROVEMENTS PROJECT**

At the July 2020 meeting, the Board authorized the bid and award of the Piedmont Lake Hidden Ledges Roadway Improvement Project. The engineer’s estimate is \$125,000.00. Sealed bids were received on August 13, 2020, with the following result:

<b>Contractor</b>	<b>Total Bid</b>
Albatross Management, LLC, Lakeville	\$134,496.30

The bid was reviewed and falls within 10% of the engineer’s estimated cost. A contract will be executed with Albatross Management, LLC, in the amount of \$134,496.30.

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

**6.04e PURCHASE OF BOAT DOCKS**

On motion by Mr. Moorehead, seconded by Mr. Maupin, the purchase of boat docks for several locations throughout MWCD at a cost not to exceed \$321,000, as recommended and set forth in the above memorandum, was approved.

**6.05 REQUEST TO CHANGE OFF-SEASON CAMPING DATES**

On motion by Ms. Limbach, seconded by Mr. Moorehead, a change in the dates for off-season camping from September 8, 2020 through May19, 2021, to November 1, 2020, through March 31, 2021, as recommended and set forth in the above memorandum, was approved.

**6.10 OTHER BUSINESS**

Mr. Butler reported on the following matters:

- Relative to the 2020 Boardsmanship training goal, he informed the Board that MWCD will be working with Great Lakes GrowthWorks to establish a training program specific to MWCD.
- Staff continues to work with the Martin Family who own property near the James property at Seneca. The Martin’s have expressed an interest in development of an event/wine tasting facility and are looking for potential funding sources for their project. They have approached MWCD with an interest in a lease arrangement. Activities have slowed down on this project as a result of the COVID pandemic.
- There is an interest in the Appleseed Amphitheater property to use the area for an event facility. We anticipate that a proposal will be submitted soon.
- MWCD is working with the Ohio Parks and Recreation Association to fill the Chief of Recreation position. The first round of interviews is scheduled.

- Parallel conversations are ongoing with the Ohio Water Development Authority and the Foundation for Appalachian Ohio relative to the potential for investment of MWCD funds.
- Future meetings are scheduled representatives of JobsOhio to discuss economic development.

Mr. Mager reported on the following recreation-related matters:

- There are over 220 individuals on a waiting list for camping at MWCD.
- Recognized park and marina staff for their efforts in dealing with the unusual circumstances surrounding the COVID pandemic and keeping facilities open and safe. They have done a phenomenal job!
- Over 62,000 vehicles have gone through the MWCD gates this season with no major complaints from customers regarding COVID safety precautions.

## 7. REPORTS

### 7.01 CONSERVATION REPORT

Our Joint Funding Agreement with the U.S. Geological Survey Ohio-Kentucky-Indiana Water Science Center was recently amended. The amendment adds additional USGS cooperative matching funds for the implementation of novel CrAssphage assays as additional microbial source tracking (MST) tool in the USGS Ohio Water Microbiology Laboratory. The tool is used to better classify and allocate the contributions of fecal contamination, particularly from nonpoint sources once a problem is identified. Host specific genetic markers (unique to sources such as human, livestock, waterfowl, canine, etc.) have been identified in groups of bacteria found in the gut of most warm-blooded animals. CrAssphage is a type of human-specific virus that is abundant in sewage and has shown promise for use in MST studies as a marker. Laboratory methods will involve obtaining the necessary reagents, protocols, and quality control measures and subsequently evaluating the methods against relevant water samples. Follow-up evaluation discussions are planned with USGS. No additional MWCD matching funds were incurred in this amendment.

Construction started and is ongoing for the 46-acre wetland restoration project in Ashland County, Ohio in partnership with the U.S. Fish and Wildlife Service. The north pool is completed and the contractor has moved to the south pool to begin construction. Water control structures are also being installed. A field trip to the project site is planned in the near future.

Forestry is preparing several sites at Atwood for reforestation efforts in 2021. A total of approximately 21 acres is being prepped for approximately 10,000-15,000 hardwood species, including black walnut, white oak, red oak, chestnut oak, shagbark hickory, mockernut hickory, yellow-poplar, black cherry, persimmon, and sugar maple.

Recreational water quality sampling continues at MWCD beaches and through our partnership with the Ohio Lake Management Society (OLMS) – Citizen Lake Awareness and Monitoring (CLAM) program. Over half-way through the recreation season results so far have shown readings for Ecoli and HAB toxins remain mostly below any thresholds for recreation advisories. We plan to continue sampling past the Labor Day weekend if an extended recreation season is implemented.

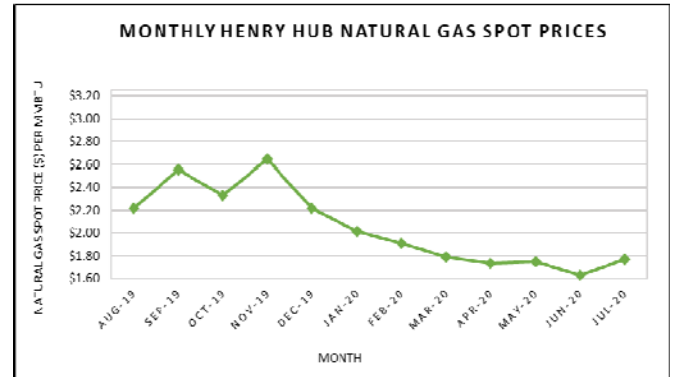
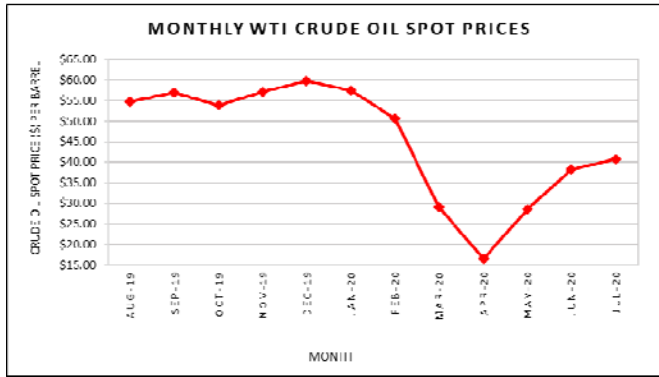
### 7.02 UTICA ROYALTY REVENUE REPORT

Utica royalty revenue is currently generated by 90 producing wells at Clendening, Seneca and Leesville Reservoirs. A breakdown of the monthly royalty revenue can be seen on the attached page.

Utica royalties for July 2020 totaled **\$244,615.14** which was a **42% decline** in month-over-month revenue from June 2020 (\$421,887.96).

The U.S. Energy Information Administration Prices Reports<sup>1</sup>:

- o The WTI Crude Oil Spot Price<sup>2</sup> for July 2020:  
**\$ 40.71** per barrel
- o The Henry Hub Natural Gas Spot Price for July 2020: **\$ 1.77** per MMBT



**7.03 MARINAS REPORT**

Both private and MWCD-operated marinas remain extremely busy. The following statement, common among staff continues to be “every weekend is like the Fourth of July, and every day is like the weekend.” Our folks continue to go above and beyond under tough circumstances. All facilities are also now entering that period, though, when seasonal staff begins leaving for school and college, presenting us with significant challenges. All of our services are offered with procedures and guidelines developed specifically to keep our staff and guests safe during the Covid 19 pandemic.

Revenues at MWCD-owned and operated marinas have been nothing less than remarkable. We were very aggressive with 2020 revenue budgets, yet despite a late start due to the COVID-19 pandemic, the marinas may still meet, and potentially exceed, those numbers, as shown below:

FACILITY	YTD 8/19/2020	YTD 8/19/2019	2020 REVENUE BUDGET
Clendening Marina	\$499,808	\$455,477	\$581,821
Piedmont Marina	\$612,516	\$479,768	\$721,991
Seneca Marina	\$612,528	\$511,885	\$632,469
Tappan Marina	\$518,222	\$443,920	\$537,529

Knoch Corporation, of North Canton, Ohio, has begun work on the renovation project at Tappan Marina, starting with the interior demolition of the building. Newer kitchen equipment has been removed and stored for use in the renovated facility. Work on the new wastewater treatment plant will begin next month.

Jeremy Hoffer and his staff are now operating the marina out of an on-site construction trailer. Knoch has been very cooperative in maintaining public access to the docks, and for Ohio Valley Boats’ sales, service and storage operations.

The upgrade of the Tappan Marina fueling system, completed this spring, included the installation of a service booth. The MWCD IT staff just completed an installation of phone, data, and a POS system for the booth, making fuel sales much more efficient for staff and convenient for customers. We will look at a similar project for the fuel dock at Seneca in 2021.

Design work is nearing completion on an upgraded fuel system for Leesville North Fork Marina and continues with the new wastewater treatment plant at that location.

Brandstetter Carroll and MWCD staff have begun the design process for improvements to Seneca Marina's outside deck area. The project will eventually involve the replacement of the deck, access improvements to the lower level where most marina functions occur, and the addressing of drainage issues, as well.

## 7.04 ENGINEERING REPORT

### MASTER PLAN IMPLEMENTATION (ONGOING)

#### Projects in Design

- Pleasant Hill East Loop Roadway Improvements
- Pleasant Hill RV and Boat Storage Lot
- Tappan Lake Park Valley Trail and Utilities Extension

#### Projects Under Construction

- **Atwood Camp Area 4 Restroom Improvement:** The prefabricated CXT restroom, sanitary force main sewer and lift station were substantially completed and put into service in July. Tucson Inc. and CXT Inc. have only minor punch list work yet to complete.
- **Atwood Lake Main Campground Improvements Phase 2:** Tucson Inc. has completed all earthwork and utility installations in the campground and all concrete camper pads are installed. Base asphalt and the picnic shelter are also complete. Electric pedestal installation is underway. Shower house renovations continue with plumbing, mechanical and electrical rough-ins complete. Metal roof and interior tile installations are underway. The project includes reconstruction of 72 RV campsites in existing Camp Areas B and C, renovation of the existing restroom/shower building, playground, walking paths and abutments for cluster docks. Substantial completion is scheduled for October 2020.
- **Charles Mill Lake Park Main Campground Redevelopment Phase 3:** Lockhart Concrete is currently working on the finish grading, light pole installation and restroom construction. All the RV pads have been poured. This project involves the reconstruction of the existing southern section of the main campground with 51 full-hookup RV campsites with concrete pads and a new pre-engineered restroom. Substantial completion is scheduled for October 2020.
- **Piedmont Water Treatment Plant and SCADA:** All underground utilities and conduits are installed. The building for the equipment is complete. The plumbers and electricians will be coming in to complete their work next. Substantial completion is scheduled for September 2020.
- **Pleasant Hill Campground Area G:** Shrock Premier Custom Construction has completed all earthwork and sanitary sewer, storm sewer, electric conduit, and gas line installations. Concrete has been poured for 18 RV campsite pads with the remainder ongoing. The masonry block and roof trusses have been installed for the Romtec restroom building and the foundation is in for the picnic shelter. Installation of electric cables, restroom roofing, shelter concrete slab and roadway base is ongoing. The project will provide 49 full-hookup RV campsites, a new pre-engineered restroom/shower building, and a picnic shelter. Substantial completion is scheduled for October 2020.
- **Seneca Lake Marina Point Campground Redevelopment Phase 2:** Utility installation is almost complete. Pads are being prepped for pouring concrete. The picnic shelters are under roof and the restrooms are

being framed up. The project will provide 102 seasonal RV sites with full utility hook-ups, 2 pre-engineered restrooms/shower houses, 2 picnic shelters, boat ramp, volleyball court, and a key card gate entrance. Substantial completion is scheduled for March 2021.

- **Tappan Marina Renovations:** The Knoch Corporation has mobilized and has begun select demolition of the building. Substantial completion is June 2021.
- **Tappan Marina Sanitary Sewer and WWTP Improvements:** Submittals continue to be coordinated between the contractor and design team. Mobilization is underway. Substantial completion is April 2021.

### **DREDGING AND SHORELINE (ONGOING)**

#### **Dredging Program**

- **Seneca Lake:** PCi Dredging continues earthwork operations for the Peninsula DMRA settling basin, although construction is currently about one month behind schedule. The work should be complete mid to late September, at which time dredging at the southeast end of the lake can begin. Substantial completion for the entire project was planned by the end of this year, but that schedule will depend upon the actual completion date and final ODNR acceptance of the settling basin / dam construction.

#### **Shoreline Program**

- **Leesville Lake – Camp NEOSA / Falcon Camp:** The project is substantially complete, and we are working on final project closeout.
- Design work continues the following shoreline projects planned for construction during the 2020/2021 winter drawdown.
  - Atwood Lake – North Shore Cottage Area
  - Charles Mill – Yacht Point Cottage Area
  - Pleasant Hill – Loudonville Wildlife Club
  - Seneca Lake – Churchman Point Docking Association Phase 2

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

#### **Mohawk Dam**

- Construction of the collector system extension is complete while construction for the relief wells and collector system was awarded by USACE to DRS Enterprises and is scheduled to begin in September.

#### **Zoar Levee**

- Construction on the reverse filter for the ponding area began on July 13, with a pre-construction meeting held on July 6. A bid opening for construction of the Internal Erosion Interceptor Trench (IEIT) was held August 17.
- The groundbreaking ceremony for both Mohawk Dam and Zoar Levee was held in Zoar August 12. Craig Butler, James Gresh, Boris Slogar, and Adria Bergeron attended on behalf of MWCD.

#### **Hydrogen Sulfide (H2S)**

- H2S levels at a few spillway outlets have risen though most projects remain below the 5 ppm threshold.

### **7.05 IMMEDIATE OR PENDING LITIGATION**

There was no report.

## **8. SUBDISTRICTS**

### **8.01 PAYMENT OF BILLS – CHIPPEWA SUBDISTRICT**

On motion by Mr. Maupin, seconded by Mr. Sprang, the report of the payment of bills for the period ending July 31, 2020, for the Chippewa Subdistrict, was approved as presented.



#### **9. EXECUTIVE SESSION**

On motion by Ms. Limbach, seconded by Mr. Sprang, the Board of Directors entered executive session at 10:53 a.m. to discuss matters related to ORC §121.22 (G) (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 11:40 a.m.

#### **10. ADJOURN**

There being no further business, on motion by Mr. Moorehead, seconded by Mr. Maupin, the meeting of the Board of Directors was adjourned. The next regularly scheduled meeting is Friday, September 18, 2020, at 9:00 a.m.

*08.28.2020, km*  
*Approved 09.18.2020*