

**SUMMARY OF MINUTES
BOARD OF DIRECTORS
MUSKINGUM WATERSHED CONSERVANCY DISTRICT
Held at the MWCD Annex Building
May 17, 2019, 9:00 a.m.**

A meeting of the Board of Directors of the Muskingum Watershed Conservancy District was held at the MWCD Annex Building, 2050 Reiser Avenue SE, New Philadelphia, Ohio, on Friday, May 17, 2019, 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: Mr. Gresh, Ms. Limbach, Mr. Maupin, Mr. Moorehead, and Mr. Sprang.

Mr. Moorehead, President of the Board of Directors, presided.

Present from MWCD staff were Scott Barnhart, Adria Bergeron, Mary Burley, Jim Crandall, Jim Cugliari, Lynn Gilland, Scott Heller, Brad Janssen, Karen Miller, Jonathan Mizer, John Olivier, Jim Pringle, Mike Rekstis, Boris Slogar, Mark Swiger and Nate Wilson.

2. INTRODUCTION OF VISITORS AND PUBLIC COMMENT

Also in attendance for all or portions of this meeting were: Ken Ricker and Kathy McBride (*ms Consultants*); Terry Fercana (*Environmental Design Group*); Bruce Robinson (*MWCD Development Advisory Committee*); Sean Logan (*Woolpert*); Chad Amos (*Ohio Department of Agriculture*); and J.D. Long (*Harrison News Herald*).

3. APPROVAL OF MINUTES

On motion by Ms. Limbach, seconded by Mr. Sprang, the minutes of the April 26, 2019, meeting of the Board of Directors were approved.

4. FINANCIAL

Mr. Crandall presented the financial report for the four-month period ending April 30, 2019 (copy on file). Total base operating income was \$12,641,983 compared to \$7,844,181 in 2018.

Total operational revenue through April 2019 is \$17.4 million, up 37% over the prior year.

- Oil and gas month to date revenue was \$4.1 million and \$11.3 million year to date (63% over prior year and 68% of budget). The oil and gas revenue for the month includes \$2.3 million received for the bonus consideration on the Seneca lease.
- Park revenue is \$3.5 million year to date, 5% over last year and 52% of budget. Most of the revenue at this point of the year is camping, which is at 63% of the budgeted amount through April.
- Non-park revenue is \$1.9 million year to date, 3% over the prior year. Marina revenue is up 5% over the prior year, carried by the MWCD operated marinas, all of which are up over the prior year (except for Piedmont). Cottage revenue is up 4% over the prior year.

Total operational expenses through April is \$4.7 million. Operational expenses are relatively flat year over year and within the expected percentage of budget.

Other Income and Expense

- Interest revenue (below operational income) is up 30% over the prior year and is at 69% of budget.
- Capital improvement expenses are down from 2018. Park master plan expenses through April are \$8.2 million. Significant projects are in process at all parks.

Maintenance Assessment Income and Expense

- Maintenance Assessment revenue is \$3.5 million through April. All counties have submitted the first half settlements.
- Maintenance Assessment expenses are up 9% over the prior year. The most significant maintenance assessment expenses are a shoreline project at Atwood.

Overall, the District is in a good financial position through April relative to budget and the prior year.

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

5. PAYMENT OF BILLS

On motion by Mr. Gresh, seconded by Mr. Sprang, the report of the payment of bills for the period ending April 30, 2019, was approved as presented.

6. BUSINESS

6.01a LEASE TRANSACTIONS

On motion by Mr. Sprang, seconded by Ms. Limbach, 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 ATWOOD AREA FALL FESTIVAL AGREEMENT

On motion by Ms. Limbach, seconded by Mr. Gresh, an agreement the Atwood Area Fall Festival Committee, as recommended and set forth in the above memorandum, was approved.

6.01c LAND ACQUISITION – ATWOOD LAKE

On motion by Mr. Gresh, seconded by Ms. Limbach, purchase of a 150-acre tract located at Atwood Reservoir at a cost of \$544,500, and a budget adjustment in the amount \$575,000, as recommended and set forth in the above-reference memorandum, were approved.

6.02a INVOICES PRIOR TO PURCHASE ORDERS

On motion by Mr. Sprang, seconded by Ms. Limbach, 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 2019 NATUREWORKS GRANT APPLICATIONS

On motion by Ms. Limbach, seconded by Mr. Maupin, resolutions of authorization for four (4) NatureWorks grant applications, as recommended and set forth in the above memorandum, were approved.

6.02c UNCLAIMED FUNDS – MASTER COMMISSIONER FUND

On motion by Mr. Sprang, seconded by Mr. Gresh, a recommendation to the Conservancy Court requesting approval to transmit funds to the Tuscarawas County Treasurer pursuant to R.C. 9.39, as recommended and set forth in the above memorandum, was approved.

6.03a HUMAN RESOURCES SUMMARY

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

6.04a ATWOOD ARROWHEAD COTTAGE AREA: PAVING BID AND AWARD RESULTS

At the March 2019 meeting, the Board authorized the bid and award of the Atwood Lake Arrowhead Cottage Area Paving Project. The engineer's estimate is \$90,000.00. Sealed bids were received on May 2, 2019, with the following results:

Company	Bid
North Star Asphalt, Inc., North Canton, Ohio	\$76,952.00
Barbicas Construction, Akron, Ohio	\$78,004.00
Central-Allied Enterprises, Inc., Canton, Ohio	\$79,107.00
Albatross Management, Lakeville, Ohio	\$82,522.00

The lowest bid was reviewed, references checked and the bid is deemed awardable.

A contract will be executed with North Star Asphalt, Inc. in the amount of \$76,952.00. This memo is provided for informational purposes only and no Board action is necessary.

6.04b PIEDMONT MARINA AND CAMPGROUND WATER TREATMENT PLANT AND SCADA IMPROVEMENT – REQUEST APPROVAL TO ADVERTISE AND AWARD

On motion by Mr. Maupin, seconded by Ms. Limbach, advertisement for bids and award of the Piedmont Marina and campground water treatment plant and SCADA improvement project, as recommended and set forth in the above memorandum, was authorized.

6.04c SENECA PARK SEWER SYSTEM SCADA – REQUEST TO BID AND AWARD

On motion by Ms. Limbach, seconded by Mr. Maupin, advertisement for bids and award of the Seneca Park Sewer System SCADA project, as recommended and set forth in the above memorandum, was authorized.

**6.04d SENECA TERMINAL PUMP STATION AND FORCE MAIN
FINAL PROJECT ACCOUNTING AND CHANGE ORDER RATIFICATION REQUEST**

On motion by Mr. Gresh, seconded by Mr. Maupin, execution of change orders for the Seneca terminal pump station and force main project, as recommended and set forth in the above memorandum, was ratified.

**6.04e TAPPAN PARK DEERSVILLE ROAD RV AND BOAT STORAGE LOT
REQUEST APPROVAL TO ADVERTISE AND AWARD**

On motion by Ms. Limbach, seconded by Mr. Gresh, advertisement for bids and award of the Tappan Park Deersville Road RV and boat storage lot project, as recommended and set forth in the above memorandum, was authorized.

**6.04f TAPPAN CAMPGROUND RENOVATION PHASE 2 SHOWERHOUSE
RATIFICATION OF ARCHITECTURAL CONTRACTS**

On motion by Mr. Sprang, seconded by Ms. Limbach, a contract with GPD Group for professional services for the Tappan campground renovation phase 2 showerhouse project, as recommended and set forth in the above memorandum, was ratified.

6.04g PURCHASE OF ADA ACCESSIBLE FISHING PIERS

On motion by Mr. Sprang, seconded by Ms. Limbach, award of a contract to American Muscle Docks for purchase of ADA accessible fishing piers in the amount of \$140,600, as recommended and set forth in the above memorandum, was approved.

6.04h MASTER PLAN PHASE 2 PRESENTATION

Mr. Barnhart and Mr. Slogar gave a presentation entitled “Investing in MWCD’s Facilities to serve the Public for the Next 50 Years,” (A copy of this presentation is on file.)

**6.04i TAPPAN MARINA SUPPORT FACILITIES GRADING IMPROVEMENTS
REQUEST TO ADVERTISE AND AWARD**

On motion by Ms. Limbach, seconded by Mr. Gresh, advertisement for bids and award of a contract for the Tappan Marina support facilities grading improvements project, as recommended and set forth in the above memorandum, was authorized.

**6.04j TAPPAN MARINA RENOVATION AND SITE IMPROVEMENTS
REQUEST APPROVAL TO ADVERTISE AND AWARD**

On motion by Mr. Sprang, seconded by Ms. Limbach, advertisement for bids and award of a contract for the Tappan Marina renovation and site improvements project, as recommended and set forth in the above memorandum, was authorized

6.05 COOPERATIVE WORK AGREEMENT – ODA DIVISION OF SOIL AND WATER CONSERVATION

Chad Amos addressed the Board regarding the cover crop program stating that this program is unique in the state of Ohio. There is a similar program in northwest Ohio but the cost share ratio is not as favorable to the landowner. In 2019, 25,000 acres were planted in cover crops at a total cost of \$345,000; there were 10 projects under livestock exclusion fencing at a total cost of \$25,000; \$20,000 was expended in education and outreach; and 20 acres were planted as critical area seedings at a cost of \$10,000.

On motion by Ms. Limbach, seconded by Mr. Gresh, a two-year cooperative work agreement between the MWCD and Ohio Department of Agriculture Division of Soil and Water Conservation, as recommended and set forth in the above memorandum, was approved.

6.06 COOPERATIVE WORK AGREEMENT – ODA DIVISION OF SOIL AND WATER CONSERVATION 2019 WORK PLAN

On motion by Mr. Gresh, seconded by Mr. Sprang, the 2019 Work Plan relative to the cooperative work agreement between the MWCD and Ohio Department of Agriculture Division of Soil and Water Conservation, as recommended and set forth in the above memorandum, was approved.

6.07 BOARD OF APPRAISERS RECOMMENDATION FOR APPOINTMENT

On motion by Ms. Limbach, seconded by Mr. Gresh, a recommendation to the Conservancy Court for appointment of Tracy L. Reiss to the MWCD Board of Appraisers was approved.

6.08 ELECTION OF OFFICERS

The following elections occurred:

- On motion by Mr. Maupin, seconded by Mr. Sprang, Ms. Limbach was elected President and Mr. Gresh was elected Vice-President.
- On motion by Mr. Sprang, seconded by Mr. Gresh, Mr. Hoopingarner and Mr. Cugliari were reappointed Secretary and Treasurer of the Board, respectively.

6.09 OTHER BUSINESS

INTERNET SERVICE UPGRADE – REVISION TO CHARLES MILL PARK SPECTRUM CONTRACT

On motion by Mr. Gresh, seconded by Ms. Limbach, an extension of the term of the contract with Spectrum for the Charles Mill Park upgraded high speed internet service to the park from 5 years to 7 years, as recommended and set forth in the above memorandum, was approved.

7. REPORTS

7.01 MARINAS REPORT

Reservoir levels are finally at summer pool at Seneca, allowing marina staff to complete dock installations.

Kent and Cindy Murray’s “Latitude 40 Restaurant at Tappan Lake Marina” has had a very successful first month of operation. Nothing but positive comments have been received from the public.

Designs related to the master plan for Tappan Lake Marina will be presented at this month’s Board Meeting. Domokur Architects have done a great job with site planning and building design. We are excited and truly feel that the marina will be a showcase for MWCD and the Tappan Lake community.

Work on the Seneca Dockside Restaurant’s new ice cream parlor is wrapping up with sales expected to begin later this month.

The improved floatation on launch ramp boarding docks has presented us with an unforeseen challenge. Several boaters using the Leesville South Fork public ramp called to let us know that now that our docks float higher, it can make it more difficult for them to get out of their boat and onto the boarding dock. We discussed the situation with Marc Hannah, American Muscle Docks, manufacturer of the South Fork docks. Marc quickly designed a prototype dock section with a notch in the side allowing for the installation of steps. The prototype, (*see attached photo – copy on file*) was recently delivered and will be installed shortly. If we receive positive comments, this new dock could be installed at all our ramps, enhancing the boating experience for our visitors.

Clendening Lake Marina received a major upgrade with the paving of the campground’s roads. Related drainage projects, including new culverts, were completed last fall, in anticipation of this project. Pictures of the newly paved roads are attached (*copy on file*).

MWCD staff will be meeting with Ohio Clean Marina representatives to discuss ways to facilitate the recycling of shrink-wrap materials at all our marinas. Thousands of boats in the Watershed are shrink-wrapped each year, producing massive amounts of waste ending up in area landfills. The material can be recycled however, and MWCD may be able to play a role in helping make that happen, District-wide.

7.02 UTICA ROYALTY REVENUE REPORT

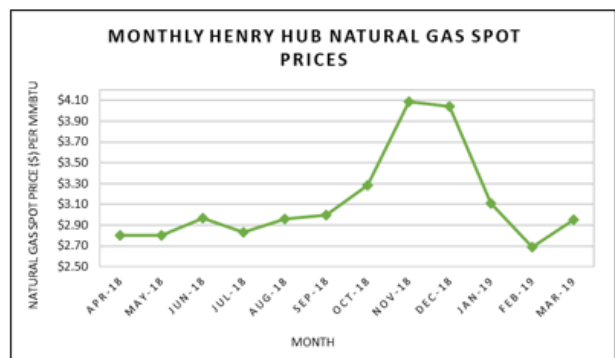
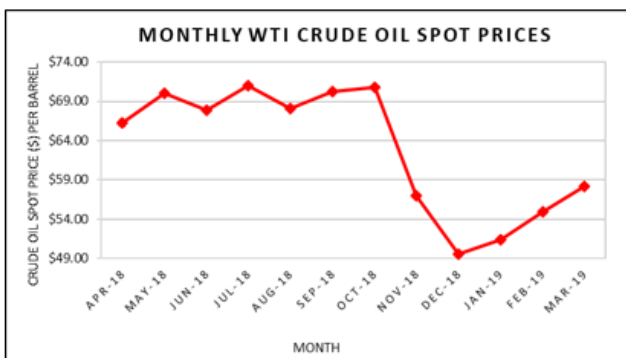
Utica royalty revenue is currently generated by 75 producing wells at Clendening, Seneca, and Leesville reservoirs. A breakdown of the currently producing wells by operator and reservoir, along with the monthly royalty revenue can be seen on the attached page.

Utica royalties for April 2019 totaled \$1,697,158.33 resulting in a 22% decline from March 2019 which totaled \$2,174,282.01.

The U.S. Energy Information Administration Prices Reports¹ (March 2019):

- The WTI Crude Oil Spot Price² for March 2019: **\$58.15** per barrel

- The Henry Hub Natural Gas Spot Price for March 2019: **\$2.95** per MMBTU



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 CONSERVATION REPORT

On April 23, 2019, Conservation staff had the opportunity to present to an Environmental Science class at Kent State University at Tuscarawas. The class of approximately 32 students under the guidance of Dr. Jeremy L. Green, Ph.D., Associate Professor of Geology, received an overview of “real world” pollution problems and issues taking place within the Muskingum River Watershed. After an overview of the MWCD and our multiple partnerships, pollution and remediation efforts were discussed. Pollution topics included: hydrogen sulfide, nutrient loading, harmful algal blooms, erosion and sediment, storm water runoff, wastewater, pathogens, geese control, tire clean-up, hazardous waste, invasive species, and industrial waste. Remediation topics included: dam retro-fitting, satellite imagery monitoring, Tappan Lake Nutrient Reduction Initiative, cover crops, livestock exclusion, waste water plant upgrades, geese population control, shoreline stabilization, dredging, tire and hazardous waste clean-up, emergency spill response, education, and the MWCD Partners in Watershed Management program. The students were engaged and interactive throughout the class and feedback was very positive.

On May 14, we will launch a new educational program to encourage exploration of local watersheds as a system, while increasing environmental literacy, and meeting curriculum learning standards. The MWCD's Meaningful Watershed Educational Experience is a comprehensive environmental education program, intended for seventh graders, that combines in-class projects with field exploration. It is richly structured, and based on high quality instructional design. Experiences include activities where questions, problems, and issues are investigated by the collection and analysis of data, both mathematical and qualitative. The students will also be involved in project-oriented experiences that involve restoration, monitoring, and protection projects that are problem solving in nature, and involve many investigative skills, while they contributing to the health of our watersheds.

We are getting ready for our recreational season water quality monitoring. We have hired a new intern, reviewed our CLAM monitoring program for 2019, and have started new partnerships for various special research projects.

The Water Quality and Forestry Coordinators will be presenting about MWCD conservation projects at the NRCS's Area III Conservation Partnership Meeting on May 8.

Conservation staff members met with representatives from the Ohio Department of Natural Resources (ODNR), Division of Mineral Resource Management on May 2 to view the Linton Road acid mine drainage (AMD) reclamation project at Wills Creek. This passive reclamation project was completed 16 years ago on MWCD property to improve the water quality of a tributary of Wills Creek that was impacted by drainage from an underground mine. The project was jointly funded 75% / 25% by the U.S. Army Corps of Engineers (USACE) and ODNR, and consisted of regrading and capping 14 acres of coal refuse, and constructing a settling pond and two wetland treatment cells. The project was successful, but is now in need of maintenance to function properly. This site visit was a first step to determine the current condition of the project and to begin to formulate a maintenance plan.

A fair amount of trash has accumulated around MWCD lands and the Forestry crew worked diligently to try and clean up a few of these areas. Beach city and Atwood have been a current focal point of the clean ups. In three days of clean up, the forestry staff was able to remove 15 bags of trash, 7 mattresses, lots of old carpeting and 55 gallons of antifreeze and used motor oil. MWCD rangers have been notified and are actively monitoring the areas. The rangers have installed signage and trail cameras to hopefully discourage dumping and catch the bad players in the act.

7.04 ENGINEERING REPORT

Projects in Design

- Atwood Lake Main Campground Improvements - Phase 2
- Atwood Lake Camp Area 4 Restroom Improvements
- Charles Mill Lake Main Campground Redevelopment - Phase 3
- Pleasant Hill New Camp Area G Campground
- Seneca Lake Marina Point Campground – Phase 2

Projects Under Construction

- **Charles Mill Lake Park Main Campground Redevelopment – Phase 2:** Topsoil has been stripped and the temporary underground electric has been installed. Sanitary sewer installation is beginning. This project involves the reconstruction of the existing middle section of the campground with 66 full-hookup RV campsites with gravel pads, nine tent sites, renovations to the existing restroom/shower building, and a new pre-fab CXT restroom/shower building. Substantial completion is scheduled for October 2019.
- **Piedmont Campground Redevelopment - Phase 2:** Bids were opened May 10, 2019. The apparent low bidder is Tucson, Inc. A pre-construction meeting will be scheduled to determine when construction will begin.
- **Piedmont Water Storage and Distribution Improvements:** Waterline installation is approximately 80% complete. Per change order, the contractor is installing the permanent (bin style) retaining wall starting the week of May 13. The tank pad construction and tank installation will proceed upon completion of the wall. Substantial completion has been extended until July 2019.
- **Pleasant Hill Cabins Phase 1:** Foundations are complete for all ten cabins. The first three cabins are dried-in with metal roofs, windows and doors installed. Electrical, mechanical and plumbing rough-ins and installation of interior tongue and groove pine on walls and ceiling is underway. Stacking of logs, framing and roofing is underway on the next three cabins. Substantial completion is scheduled for February 2020.
- **Pleasant Hill Campground Redevelopment Phase 2:** Site clearing and demolition is finished and grading operations are nearly complete. Underground storm and sanitary sewer installations are underway. Base course paving of the west loop road extension to the marina parking lot has been completed and allows Area C and D campers to bypass the construction zone. Substantial completion scheduled for November 2019.
- **Seneca Parkside Central and Woodlands Campgrounds:** Paving is being performed along with final restoration. The shower house is completed. Paving throughout the project is complete and final landscaping and restoration is taking place. The project is scheduled for substantial completion this month.
- **Seneca Marina Point Campground Redevelopment Phase 1:** Underground utilities are being installed. The picnic shelter is nearly complete. The project will provide 98 seasonal RV sites with full utility hook-ups, a new CXT restroom and shower building, playground, basketball court, and picnic shelter. Substantial completion is scheduled for November 2019.
- **Tappan Park Campground Renovation – Phase 2:** Asphalt paving is complete for the road around existing Area 1 and is open to traffic. The lower half of the concrete box culvert replacement is set, and traffic is diverted. Final sanitary sewer connection to the main lift station should occur the week of May 21st.

Restroom/shower house foundation is complete. Plumbing installation under the floor slab is underway. Substantial completion is scheduled for November 2019.

- **Tappan Wastewater Treatment Plant and Main Lift Station Replacement:** Plant is fully operational. Old plant is fully demolished. AEP electric relocation work complete. Final seeding and mulching proceeding. Driveway installation proceeding. Main lift station permanent pumps are installed. Substantial completion is June 2019.

Dredging Program

- **Seneca Lake:** Design work continues for the additional settling basin at the peninsula DMRA site, and construction is planned to begin late spring of 2019. Additional dredging will then be completed later this summer, once construction of the basin is complete.

Shoreline Program

- **Atwood Lake Park Peninsula Shoreline Stabilization:** This project is nearly complete, as final restoration work was recently finished. A final walk through will be conducted and any remaining punch list items will be identified.
- **Projects in Design:** Leesville Lake – Camp NEOSA/Falcon Camp; Piedmont Lake – Reynolds Road Cottage Area; Seneca Lake – Churchman Point.

U.S. Army Corps of Engineers Projects/Programs

Mohawk Dam

- USACE completed the constructability evaluation and is awaiting results of a Value Engineering (VE) study.

Zoar Levee

- A meeting with two affected landowners will be held in June to discuss potential construction impacts to their properties. One landowner is private while the other is the State of Ohio.
- Archeological investigation to start in May.

Muskingum Section 729 Watershed Assessment

- Huntington staff are awaiting final approval of the report from HQ.

Operations Miscellaneous

- The portage at Massillon Levee along the Tuscarawas River will be closed until erosion control issues at the levee are resolved.

Summary of Piedmont Water Storage and Distribution System Change Orders

Mr. Slogar distributed a report of the change orders for the above-referenced project. No action was requested.

Summary of Seneca Marina Point Campground Redevelopment Phase 1 Change Orders

Mr. Slogar distributed a report of the change orders for the above-referenced project. No action was requested.

7.05 IMMEDIATE OR PENDING LITIGATION

No report.

8. SUBDISTRICTS

8.01 PAYMENT OF BILLS – CHIPPEWA SUBDISTRICT

On motion by Mr. Sprang, seconded by Ms. Limbach, the report of the payment of bills for the period ending April 30, 2019, 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 12:17 p.m. to discuss matters related to ORC §121.22 (G) (2). On roll call: Mr. Gresh-yes; Ms. Limbach-yes; Mr. Maupin-yes; Mr. Moorehead-yes; and Mr. Sprang-yes. The executive session ended at 12:55 p.m.

10. ADJOURN

There being no further business, on motion by Mr. Gresh, seconded by Ms. Limbach, the meeting of the Board of Directors was adjourned. The next regularly scheduled meeting is Friday, July 19, 2019, at 9:00 a.m. at the MWCD Annex Building.

The Conservancy Court will convene on Friday, June 7, 2019, at 11:00 a.m. at the Tuscarawas County Court House in New Philadelphia.

05.17.2019,km
Approved 07.19.2019