

**SUMMARY OF MINUTES  
BOARD OF DIRECTORS  
MUSKINGUM WATERSHED CONSERVANCY DISTRICT  
Held at the MWCD Annex Building  
October 18, 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, October 18, 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.

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

Present from MWCD staff were Scott Barnhart, Donnie Borland, Mary Burley, Jim Crandall, Jim Cugliari, John Hoopingarner, Brad Janssen, Dan Mager, Karen Miller, Jonathan Mizer, Jim Pringle, Clayton Rico, Deana Shrumpp, Boris Slogar, and Nate Wilson.

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

Also in attendance for all or portions of this meeting were: Joe Leslie (*Vice President of Real Estate, Western Reserve Land Conservancy*); Terry Fercana (*Environmental Design Group*); Karen Horvath and Cheryl Hashimoto (*Seneca campers*) and J.D. Long (*Harrison News Herald*).

Ms. Horvath and Ms. Hashimoto addressed the Board with their concerns about improvements being made at the Seneca Marina Point campgrounds and the condition of same. Mr. Mager then met with them to further discuss details of their concerns.

**3. APPROVAL OF MINUTES**

On motion by Mr. Sprang, seconded by Mr. Gresh, the minutes of the September 20, 2019, meetings of the Board of Directors were approved.

**4. FINANCIAL**

Mr. Cugliari presented the financial report for the nine-month period ending September 30, 2019. Total Base Operating Income was \$15,533,999 compared to \$8,652,713 in 2018.

Total operating revenue is \$27,775,155 which is 98% of budget and compares to \$20,818,485 in 2018.

- General Administrative/Support revenue is at \$640,108 year-to-date and 72% of budget. Currently Interest Income is the major revenue line item and is 66.40% of budget.
- Parks revenue is \$6,137,049 year-to-date, 4% above 2018 and 91% of budget. Park Camping revenue is \$5,177,175 or 96.50% of budget or up 5% from 2018.
- Non-Park revenue is \$5,081,130 year-to-date, 3% above 2018 and 87% of budget.

Total operating expenses are \$12,241,156 or 71% of budget and up 1% from 2018.

- Capital Improvement expenses are \$1,546,719 or 31% of budget and down 23% from 2018.
- Park Master Play is \$26,314,910 or 73% of budget and up 7% from 2018.
- Maintenance Assessment Fund revenues are \$7,067,706 which includes a shoreline grant in the amount of \$1,110,383. Total collections are currently \$5,797,187 with one county yet to report.

Maintenance Assessment Fund expenses are \$3,598,376 or 35% of budget.

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

## **5. PAYMENT OF BILLS**

On motion by Mr. Moorehead, seconded by Mr. Maupin, the report of the payment of bills for the period ending September 30, 2019, was approved as presented.

## **6. BUSINESS**

### **6.01a LEASE TRANSACTIONS**

On motion by Mr. Sprang, 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.

### **EXECUTIVE SESSION**

On motion by Mr. Sprang, seconded by Mr. Gresh, the Board of Directors entered executive session at 9:35 a.m. to discuss matters related to ORC §121.22 G) (2). On roll call: Mr. Gresh-yes; Ms. Limbach-yes; Mr. Maupin-yes; and Mr. Moorehead-yes. The executive session ended at 10:05 a.m.

### **6.01b POTENTIAL LAND ACQUISITION – WILLS CREEK**

Mr. Leslie was available to answer questions and concerns of the Board regarding the subject property.

On motion by Mr. Moorehead, seconded by Mr. Gresh, based upon a recommendation from the MWCD Board of Appraisers, the transfer of a grant from the Coshocton City and County Park District to MWCD and subsequent acquisition of 1,827 acres of property located in Coshocton County, as recommended and set forth in the above memorandum, were approved contingent upon the successful negotiation and approval of the grant transfer and a conservation easement, and upon review and approval of all other associated documents by MWCD staff and legal counsel.

### **6.02a INVOICES PRIOR TO PURCHASE ORDERS**

On motion by Mr. Sprang, 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 BUDGET ADJUSTMENTS**

On motion by Mr. Sprang, seconded by Mr. Maupin, third quarter budget adjustments, as recommended and set forth in the above memorandum, were approved.

**6.02c USE OF CREDIT CARDS QUARTERLY REVIEW**

On motion by Mr. Moorehead, seconded by Mr. Maupin, a “Use of Credit Cards” report for the third quarter of 2019, as recommended and set forth in the above memorandum, was approved.

**6.02d 2020 BUDGET**

A discussion relative to the preliminary preparations for the 2020 budget took place.

**6.03a HUMAN RESOURCES SUMMARY**

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

**6.04a PURCHASE OF BOAT DOCKS – REQUEST TO ADVERTISE AND AWARD**

On motion by Mr. Gresh, seconded by Mr. Sprang, advertisement for bids and purchase boat docks for Seneca Marina Point Campground Redevelopment and the Tappan Marina fuel dock, as recommended and set forth in the above memorandum, was authorized.

**6.04b EAGLE VIEW/PICTOMETRY OBLIQUE AERIAL IMAGERY**

On motion by Mr. Gresh, seconded by Mr. Sprang, a contract with EagleView for Oblique Aerial Imagery in the amount of \$154,595, as recommended and set forth in the above memorandum, was approved.

**6.04c DISTRICT WIDE RESTROOM CONSTRUCTION – ROMTEC BUILDING PURCHASE**

On motion Mr. Sprang, seconded by Mr. Gresh, purchase of Romtec restrooms through the BuyBoard Cooperative Purchasing Pricing, as recommended and set forth in the above memorandum, was authorized.

**6.04d TAPPAN MARINA FUEL SYSTEM IMPROVEMENTS – REQUEST TO BID AND AWARD**

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

**6.04e ENGINEERING EQUIPMENT PURCHASE**

On motion by Mr. Sprang, seconded by Mr. Gresh, purchase of equipment to help improve and maintain cottage area roadways and roadside vegetation, as recommended and set forth in the above memorandum, was authorized. Mr. Moorehead-abstain.

**6.05 CONFLICT OF INTEREST FORMS AND POLICY**

Mr. Sprang requested additional revisions to this policy, therefore, it will be brought back to the Board for consideration in November.

**6.06 PWM GRANT – STARK PARKS DENSHIRE PROPERTY, NIMISILA CREEK PRESERVE**

On motion by Mr. Moorehead, seconded by Mr. Sprang, award of a Partners in Watershed Management grant in the amount of \$150,000 for the Stark Parks Denshire Property at Nimisila Creek Preserve, as recommended and set forth in the above memorandum, was approved.

**6.07 OTHER BUSINESS**

No other business at this time.

**7. REPORTS**

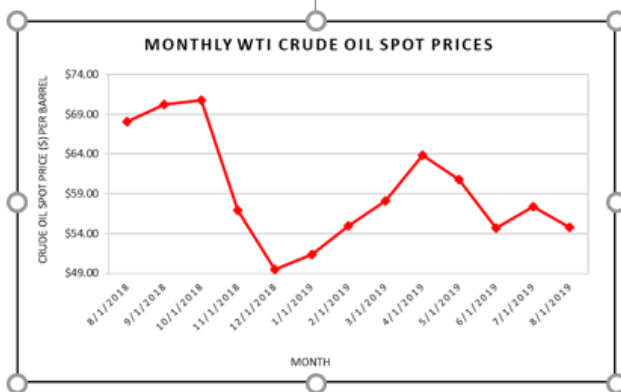
**7.01 UTICA ROYALTY REVENUE REPORT**

Utica royalty revenue is currently generated by 81 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.

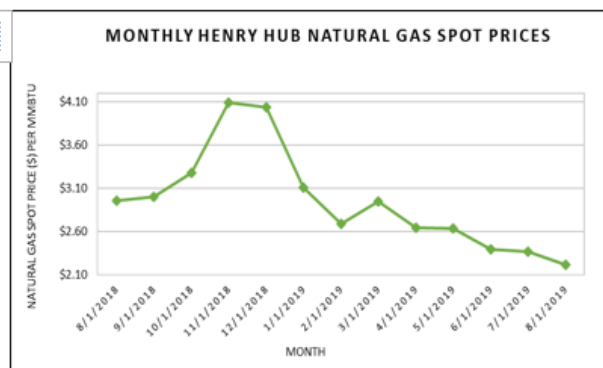
Utica royalties for September 2019 totaled \$ 1.02 million (\$ 1,022,864.06), which was a 26% decrease from the previous month of August 2019 of \$1.28 million (\$ 1,289,061.99).

The U.S. Energy Information Administration Prices Reports<sup>1</sup> ( 2019):

- o The WTI Crude Oil Spot Price<sup>2</sup> for August 2019: **\$54.81** per barrel



- o The Henry Hub Natural Gas Spot Price for August 2019: **\$2.22** per MMBT



<sup>1</sup> Source: U.S. Energy Information Administration (10/7/ 2019)

<sup>2</sup> 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.

<sup>3</sup> 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.

## 7.02 CONSERVATION REPORT

On October 5, forestry staff attended a walnut management class. Walnut plantations of 6, 10, 36 and 52 years in age were observed. The class discussed and demonstrated plantation design, tree spacing, direct seeding, terminal and correcting thinning as well as natural tree management and several other topics. The class was held at a private Tree Farm near Cincinnati. The information gathered will be utilized in future reforestation projects.

Forestry Specialist, Kaylynn Kotlar, gave a presentation at the Paul Bunyan show near Cambridge, Ohio, regarding tree identification. The presentation was designed to give participants a hands-on approach to the identification of some of Ohio's most common trees by giving them tips and tricks to identify these trees.

On September 9, conservation staff took a field trip to the Holmes County airport to meet with the Holmes Soil and Water Conservation District and view their 2019 aerial cover crop seeding. Holmes SWCD indicated they would aerial seed thousands of acres utilizing this successful application method. A total of 3 airplanes were active from dawn to dusk. The seed mix was comprised of barley and rye. MWCD and Holmes SWCD staff agreed to have a follow-up field trip to view the seeded fields and see how successful the application was.

On October 8, conservation staff attended The Ohio State University Environmental Professionals Network program titled: "Controlling Nutrient Runoff and Protecting Water Quality: Ohio's Latest Programs and Policies". Moderated by Dr. Cathann A. Kress, Vice President for agricultural administration and Dean of The Ohio State University College of Food, Agriculture, and Environmental Sciences, a panel of leaders representing Ohio's environmental and natural resource agencies discussed water quality in Ohio: is it improving? What is Ohio doing to ensure increased control of nutrient runoff? What are Ohio's state and non-governmental agencies doing to synthesize their work in nutrient management? Panelists included: Dorothy Pelanda, Director of the Ohio Department of Agriculture; Mary Mertz, Director of the Ohio Department of Natural Resources; and Laurie A. Stevenson, Director of the Ohio Environmental Protection Agency.

On October 14, MWCD hosted the Lake Keeper Appreciation luncheon at the Atwood Lake Welcome Center. This successful partnership with the Ohio Lake Management Society (OLMS) Citizen Lake Awareness and Monitoring (CLAM) has been ongoing for many years. Throughout the recreation season each citizen lake keeper is responsible for monitoring and testing the water quality at MWCD lakes/beaches, with lab results being reported. Water quality parameters monitored include: transparency, temperature, dissolved oxygen, total nutrients, chlorophyll, and Harmful Algal Bloom (HAB) toxins.

## 7.03 ENGINEERING REPORT

Mr. Slogar distributed and reviewed a report entitled "Park Master Plan Program, 3<sup>rd</sup> Quarter 2019, Report to Board of Directors."

### PROJECTS IN DESIGN

- Charles Mill Lake Main Campground Redevelopment - Phase 3
- Pleasant Hill New Camp Area G Campground
- Pleasant Hill Horse Camp Electric Upgrade
- Seneca Lake Marina Point Campground – Phase 2

## PROJECTS UNDER CONSTRUCTION

- **Atwood Camp Area 4 Restroom Improvement:** Bids for the project were opened on August 28, and the project was awarded to Tucson Inc. on September 3. The project involves installation of a new CXT restroom with four family restrooms and construction of a pump station and sanitary force main sewer. A pre-construction meeting was held October 16 with work to commence in Fall 2019. Substantial completion is scheduled for March 2020.
- **Atwood Lake Main Campground Improvements - Phase 2:** The project is currently being advertised for bids. A pre-bid meeting was held on October 9. Bids will be opened October 24. Substantial completion is scheduled for October 2020.
- **Charles Mill Lake Park Main Campground Redevelopment – Phase 2:** Restroom renovation continues. Concrete RV pads are being poured and the roadway is being prepped. This project involves the reconstruction of the existing middle section of the campground with 66 full-hookup RV campsites with gravel pads, 9 tent sites, renovations to the existing restroom/shower building, and a new prefabricated CXT restroom/shower building. Substantial completion is scheduled for November 2019.
- **Piedmont Campground Redevelopment Phase 2:** All sanitary sewer main is installed. Sanitary laterals are complete and storm sewer installation is nearly complete. Water line installation is complete. Pads are graded and approximately 50% are ready for concrete. Electrical work is 50% complete. Sanitary force main is installed and sanitary wet well is set with the valve vault to be set next. Substantial completion is scheduled for December 2019.
- **Piedmont Water Storage and Distribution Improvements:** New waterline flushing and chlorination is complete. The water tank has been installed. Electrical connections are underway. Final grading is needed at the tank site. Substantial completion is scheduled for October 2019.
- **Pleasant Hill Cabins Phase 1:** Cabins 8, 9 and 10 are complete. Cabin No. 2, installing kitchen/bathroom countertops and handrails. Cabin No. 3, installing interior trim. Cabin No. 4, installation of metal roof, windows and doors is complete; installing loft sub-floor and staining exterior. Cabin No. 5, stained exterior and working on interior framing and electrical rough-in. Cabin No. 6, completed interior staining. Cabin No. 7, completed exterior staining and installing 1x6 pine interior. Contractor is also working on final grading all cabin sites for seeding. Substantial completion is scheduled for February 2020.
- **Pleasant Hill: Campground Redevelopment Phase 2:** All 46 campsites in Areas A and B are complete with utilities, concrete pads and asphalt pavement in place. Contractor is finishing landscape plantings in Area B and repair of West Loop Road. Substantial completion scheduled for November 2019.
- **Seneca Lake Marina Point Campground Redevelopment Phase 1:** Concrete RV pads are being poured. Electrical wiring is being pulled. Base is being placed in the roadways. Topsoil is being placed. The picnic shelter is complete. The project will provide 98 seasonal RV sites with full utility hook-ups, a new prefabricated CXT restroom and shower building, playground, basketball court, and picnic shelter. Substantial completion is scheduled for December 2019.
- **Tappan Lake Park Campground Renovation – Phase 2:** Waterline installation is complete. Underground electric is complete. Concrete pads are complete. The asphalt base course is complete. Topsoil and mulch beds being placed. The new playground has been installed. The prototype restroom construction continues. The timber trusses and roof is complete. Substantial completion is scheduled for November 2019.
- **Tappan Marina Support Facilities Grading:** The project is substantially complete. A field change is being considered for seawall modifications located between the marina building and the lake.
- **Tappan Lake Park Deersville Ridge Road RV and Boat Storage Lot:** Major earthwork activities are complete. The parking lot is at final plan grade. All drainage devices are installed. Curb installation, final grade approvals, and completion of the soil embankment being constructed to screen the site from State Route 250 is needed. A field change is being considered to improve the final parking lot slope. Substantial completion is scheduled for October 2019.

**DREDGING PROGRAM**

- **Seneca Lake:** Design of the large settling basin at the peninsula DMRA site is complete, and plans have been submitted to ODNR for approval. Construction will begin once the ODNR permit is received, which is expected to be fall of 2019. Dredging work will begin once construction of the basin is complete.
- **Leesville Lake:** Two small dredging projects will be completed during this winter’s drawdown. The first project at Palermo Boat Club will be completed by Jim Romig Excavating and the second project at Hensel’s Landing Dock Association will be completed by MWCD’s Engineering Department heavy equipment crew.

**SHORELINE PROGRAM**

- Leesville Lake – Camp NEOSA / Falcon Camp – will advertise for bids in October.
- Piedmont Lake – Reynolds Road Cottage Area – will advertise for bids in October.
- Seneca Lake – Churchman Point: will be constructed by MWCD’s Engineering Department heavy equipment crew.

**U.S. ARMY CORPS OF ENGINEERS PROJECTS/PROGRAMS**

**Mohawk Dam**

- The Project Partnering Agreement was sent to the Assistant Secretary of the Army office on September 23 with a request to delegate approval authority for future agreements to HQ USACE. USACE received bids for the seepage collector system extension but will not award until the agreement is in place.

**Zoar Levee**

- The request for contract has been sent to Huntington District Contracting.
- Results of the archeological survey were provided to USACE. There are remnants of an old barn buried beneath the parking lot. The survey was discussed with the Mayor of Zoar and the project will avoid that area.

**Hydrogen Sulfide Levels**

- With the dry weather, lake levels are down and hydrogen sulfide levels are elevated above the 5 parts per million threshold. Notices will be going out to the public. There was a fish kill reported at Tappan. Operations has adjusted the outflows to increase dissolved oxygen levels.

**7.05 IMMEDIATE OR PENDING LITIGATION**

No report.

**8. SUBDISTRICTS**

**8.01 PAYMENT OF BILLS – CHIPPEWA SUBDISTRICT**

On motion by Mr. Sprang, seconded by Mr. Moorehead, the report of the payment of bills for the period ending September 30, 2019, for the Chippewa Subdistrict, was approved as presented.

**8.02 CHIPPEWA SUBDISTRICT – POSITION DESCRIPTION REVISION: PROJECT COORDINATOR**

On motion by Mr. Sprang, seconded by Mr. Maupin, changes to the position description for the Project Coordinator at Chippewa Subdistrict, as recommended and set forth in the above memorandum, was approved.

#### 9. EXECUTIVE SESSION

On motion by Mr. Sprang, seconded by Mr. Gresh, the Board of Directors entered executive session at 12:02 p.m. to discuss matters related to ORC §121.22 (G) (1) [Employment) and (2). On roll call: Mr. Gresh-yes; Ms. Limbach-yes; Mr. Maupin-yes; and Mr. Moorehead-yes. (*Mr. Sprang was out of the room at the time of the roll call vote.*) The executive session ended at 1:39 p.m.

#### 10. ADJOURN

There being no further business, on motion by Mr. Moorehead, seconded by Mr. Sprang, the meeting of the Board of Directors was adjourned. The next regularly scheduled meeting is Friday, November 22, 2019, at 9:00 a.m. at the MWCD Annex Building.

*10.18.2019,km*

*Approved 11.22.2019*