

Reno Beach / Howard Farms Conservancy District

Regular Meeting

Minutes of Regular Meeting January 10, 2022

At 7:00, Miss Fleitz turned the meeting over to the secretary for the election of officers. Mr. Hoff made a motion to elect the officers as follows:

Mr. Shepherd-Chairman, Miss Fleitz – Vice-chairman, Mr. Hoff – alternate

Mr. Shepherd seconded the motion.

Vote followed: Miss Fleitz, yes Mr. Shepherd, yes Mr. Hoff, yes

Motion carried

Meeting was turned over to Mr. Shepherd who called the meeting to order at 7:04 pm.

Members present: Christine Fleitz, Adam Hoff, Elvis Shepherd

Also present: Sandra Lytten, James Boothby, Mark Sattler, Tony Parsiliti

Present by video: Attorney Howard Herschman

Mr. Hoff motioned to accept the “Motion to levy the maintenance assessment for 2022” in the sum of \$75,000.00.

Miss Fleitz seconded the motion.

Mr. Hoff asked to have a discussion before taking a vote. Mr. Hoff asked if the motion should be done earlier in the year. Miss Fleitz told him that we have always voted on the resolution and motion during the January meeting but we can look at a change for next year if needed.

Vote followed: Miss Fleitz, yes Mr. Shepherd, yes Mr. Hoff, yes

Motion carried

Mr. Hoff motioned to accept the “Resolution to levy the maintenance assessment for 2022” in the sum of \$75,000.00.

Miss Fleitz seconded the motion.

Vote followed: Miss Fleitz, yes Mr. Shepherd, yes Mr. Hoff, yes

Motion carried

The minutes from the November 8, 2021 meeting were e-mailed to each director for review.

Mr. Shepherd asked if there were any corrections or additions to the minutes from the November 8, 2021 meeting. There were none.

Mr. Hoff motioned to approve the minutes.

Mr. Shepherd seconded the motion.

Vote followed: Miss Fleitz, yes Mr. Shepherd, yes Mr. Hoff, yes

Motion carried

Mr. Shepherd asked for the reading of the treasurer report. Report was read.

Mr. Shepherd asked if there were any corrections or additions to the treasurer report. The liabilities needed corrected to add \$4,900.00 for TAS to make repairs to the East pumping station.

Mr. Hoff motioned to accept the treasurer report with corrections.

Miss Fleitz seconded the motion.

Vote followed: Miss Fleitz, yes Mr. Shepherd, yes Mr. Hoff, yes

Motion carried

Mr. Shepherd asked if there were any bills to be paid.

Yes, there are bills that require payment.

Miss Fleitz motioned to pay the bills.

Mr. Hoff seconded the motion.

Vote followed: Miss Fleitz, yes Mr. Shepherd, yes Mr. Hoff, yes

Motion carried

List of warrants to follow.

Correspondence

Mr. Hoff received a correspondence from Bob Remmers about Mr. Ansted wanting permits to build at 11013 Dyke Rd, no permit is needed he just needs to stay out of the slope when building. Miss Fleitz has spoken with both Mr. Ansted and Mr. Remmers and asked to be kept informed of any conversation that Mr. Shepherd has with either gentleman. Mr. Shepherd asked Miss Fleitz for an update of those conversations. Miss Fleitz shared that she spoke with Mr. Ansted about the toe. Miss Fleitz said that she would take Mr. Shepherd with her and they can measure and give Mr. Ansted an estimate of where the toe is. Mr. Shepherd asked if the site plans that were provided show the toe and Miss Fleitz said that it should. Mr. Shepherd stated that if the site plan shows the toe, is it necessary to go to the site to do measurements. Miss Fleitz stated that if Mr. Ansted were to ask, then yes, she will go and would like one of the other directors to go with her to determine and mark where the toe is located. Miss Fleitz just wants to make sure more than one director is going to the site if one of them were to be called.

Mr. Shepherd received an email from Paul Ackerman stating the he has been sick and work will be postponed until spring. He will be back from Florida in April.

Mr. Hoff received an email from Bill Harbert of the plan commission letting us know there was a request to replat properties along Wards canal. Miss Fleitz will check with Mr. Gradel about the property splits because as far as she knows Mr. Gradel is not aware of any property change other than what is being given to Jeff Herr. Miss Fleitz asked if there is a concern from Bill that the conservancy board should be aware of. Mr. Hoff stated that it looks like the property is directly along the canal. The request was from January 12, 2020. The planning was being done by David Bench.

Secretary Report

Secretary had nothing to report.

Mr. Shepherd did a walk of the dike in December and saw the repairs that were made and said that everything looked good except for a hole by the Cooley pump. The woodchuck holes by Rialto Road were filled and less activity is being seen from the woodchucks.

Legal Report

Mr. Herschman stated he had nothing new to contribute. He has listened to the motions and everything is fine. He will send in the annual report when he gets our information. Mr. Hoff asked about the information that was forwarded to him about the agreement for Ottawa Hills. Mr. Herschman will have to look at it again. Mr. Herschman asked if there is anything specific, he should look back at? Mr. Hoff said he would bring it up later in the meeting.

Mr. Hoff asked if we would get a copy of the annual report before it is submitted? The secretary will send the information to the attorney's office, they will prepare report to send to the court.

Mr. Hoff brought forward in the November meeting that Matt Poole from Lucas County will provide an assessment of general information for the perimeter of the conservancy district. Drone image data and process that data for an amount not to exceed \$4918.00. Miss Fleitz had a question of why are we doing the entire perimeter and not just the two canals and lake front, why the south boundary? Mr. Hoff stated the 100-year flood elevation is higher than the lands within the levee and the levees have some low points such as along Howard Road. The parks put a new dike on east side of Howard Road. Mr. Hoff said the survey will provide us with good information for any future projects. Mr. Shepherd asked how much it would be to hire a contractor come in to do a survey and Mr. Hoff said it could be tens of thousands of dollars. Mr. Hoff said two other firms would not even quote the project. Mr. Shepherd asked about the 250-foot swath. Mr. Shepherd stated with an active status for the dike and the survey the board could have a chance to work with NFIP which is the National Flood Insurance Program.

Mr. Hoff made a motion to accept the proposal to have Matt Poole with Lucas County do a drone survey of the entire boundary, not to exceed \$4,918.00 from the proposal dated 11/05/2021.

Mr. Shepherd seconded the motion

Vote followed: Miss Fleitz, no Mr. Shepherd, yes Mr. Hoff, yes

Motion carried

Mr. Hoff asked Attorney Howard Herschman to look into the agreement for Ottawa Hills. Mr. Herschman replied that he would get right on it.

Committee Reports / Old Business

Miss Fleitz gave an update about the levee repair and foundation removal done by Gradel company. The job has been completed and everything is great.

The records retention and location were tabled at the November meeting and Mr. Shepherd suggested to table it again until the March meeting.

Mr. Shepherd gave an update on the emergency action plan. Mr. Shepherd read a letter from Chief Parsiliti. Mr. Shepherd asked if board is ready to move forward with the EAP.

Mr. Hoff made a motion accept the emergency action plan as a draft document, knowing changes may be made in the future.

Miss Fleitz seconded the motion.

Vote followed: Miss Fleitz, yes Mr. Shepherd, yes Mr. Hoff, yes

Motion carried

Mr. Hoff gave an update of the website. Mr. Hoff stated that the website is up and running. Mr. Hoff will be working with Fallout hosting to finalize the last of the details. Mr. Hoff asked if anyone has accessed the site. Mr. Sattler stated that the township has a link at the bottom of their webpage to access the Conservancy site.

Miss Fleitz made a motion pay for the website for the full year at a cost of \$120.00

Mr. Shepherd seconded the motion.

Vote followed: Miss Fleitz, yes Mr. Shepherd, yes Mr. Hoff, yes

Motion carried

Mr. Shepherd asked the secretary to contact Mr. Sattler about adding our meeting information on the Jerusalem Township Government Facebook page.

Old Business

Pumping station reports

Mr. Hoff gave an update stating that TAS is shorthanded due to COVID with the employees. Mr. Hoff will follow up with Mr. Susor from TAS to see when work will resume. Miss Fleitz stated that the Ward's pump has been down for over a year, so the sooner the better. Miss Fleitz said that she received a call from the park stating that residents were complaining about the water, so she ran the pumps. Miss Fleitz asked Mr. Shepherd to send her an email notifying her when he goes out of town so she knows to run the pumps, so she doesn't get another call from the park.

Miss Fleitz asked to discuss the East pump station. Miss Fleitz stated that it would not be a good idea to use an automatic pumping system to blow out the pipe. It does need to run periodically but not on an automatic setting.

Also, when someone opened the door at the Cooley control panel, the handle was bent and is now not working. Mr. Hoff will talk to Mr. Susor from TAS about his crew and getting the handle repaired.

New Business

2022 permanent appropriation was discussed. Mr. Shepherd suggested changing the category 1A5F from ditch project to ditch maintenance. Miss Fleitz mentioned to the board that a temporary appropriation should have been done in November, to discuss these changes, but that Mr. Shepherd didn't think it was needed at that time.

Mr. Shepherd made a motion to move \$15,000.00 from category 1A12A dike maintenance to 1A5F pump maintenance. 1A12A will have a new balance of \$45,000.00 and 1A5F will have a new balance of \$17,000.00.

Miss Fleitz seconded the motion.

Vote followed: Miss Fleitz, yes Mr. Shepherd, yes Mr. Hoff, yes

Motion carried

Miss Fleitz mentioned that the board needed to vote on monies that were moved between categories to pay Gradel Company for maintenance that was done to the dike.

Mr. Hoff made a motion to move \$11,500.00 from category 1A5C, maintenance emergency, to 1A12A, dike maintenance.

Miss Fleitz seconded the motion.

Vote followed: Miss Fleitz, yes Mr. Shepherd, yes Mr. Hoff, yes

Motion carried

Mr. Shepherd mentioned that the Army Corp of Engineers seminar is still scheduled for March, but we do not have specific dates yet.

Mr. Hoff spoke about the bylaws. He would like to update and make them clearer and more formalized. Mr. Hoff will bring the updates to the March meeting.

Mr. Shepherd opened the meeting for general discussion.

Mark Sattler had a question about the drone survey and how far that would cover. Miss Fleitz answered that it would cover the conservancy district area only, not the full township or any non-project areas. Mr. Sattler would like to have the entire dike system drone surveyed and would like the information to contact the engineer's office, so the trustees may have the rest of the area surveyed. Mr. Hoff agreed to give Mr. Sattler the contact information so he could reach out to the county himself.

Miss Fleitz mentioned again to have Mr. Shepherd contact her when he will be leaving to go out of town, just so she is aware in case any issues arise.

Adjournment: There being no further business, Miss Fleitz moved to adjourn the meeting. Mr. Hoff seconded the motion. There were no objections, the motion carried at 8:32 pm.

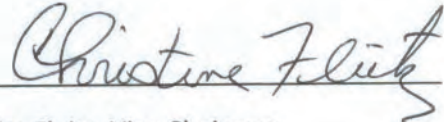
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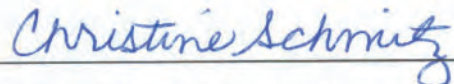
Mr. Shepherd, Chairman



Miss Fleitz, Vice Chairman



Mr. Hoff, Alternate



Christine Schmitz, Secretary/Treasurer