Reno Beach / Howard Farms Conservancy District

Regular Meeting

Minutes of Regular Meeting March 13, 2023

At 7:00, Mr. Shepherd called the meeting to order.

Members present: Christine Fleitz, Adam Hoff, Elvis Shepherd

Also present: James Boothby, Tony Parasiliti, Mark Sattler

Present by video: John Hoopingarner, Deb Tefft, Lora (did not give last name)

Minutes

The minutes from the January 9, 2023 meeting were e-mailed to each director for review.

Mr. Shepherd asked if there were any corrections or additions to the minutes from the January 9, 2023 meeting. There were a few corrections and additions. The final copy will be emailed to the directors for their signature of approval.

Mr. Shepherd motioned to approve the minutes with those corrections by email.

Mr. Hoff seconded the motion.

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

Motion carried

Treasurer Report

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

Miss Hoff motioned to approve the report as read.

Mr. Fleitz seconded the motion.

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

Motion carried

Warrants

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

Yes, there are bills that require payment.

Miss Fleitz motioned to approve the warrants.

Mr. Hoff seconded the motion.

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

Motion carried

List of warrants to follow.

Correspondence

The secretary reported that she received the first half tax check of 2023 from the Lucas County Auditor's office in the amount of $38,228.89.

Secretary Report

Secretary explained that she put the current 2023 expenditure sheet under the secretary report tab.

Miss Fleitz motioned to approve the secretary report.

Mr. Hoff seconded the motion.

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

Motion carried

Legal Counsel Report

Mr. Hoopingarner has concerns about preparing an official plan. It needs to be a top priority in the next couple of months. Mr. Hoopingarner stated that the plan would have to be approved and adopted by the board and adopted by the court. Mr. Hoopingarner would like to have a meeting with the judge appointed by the court, so he has a clear path and that we are fully trying to comply with the law. The annual report is being reviewed and getting ready to send to the court. Mr. Hoopingarner said the final report will be sent back to the conservancy district for approval. Mr. Hoopingarner stated that most of the information we already have is a good basis for the official plan.

Mr. Hoff asked Mr. Hoopingarner, as part of the official plan, do we need to generate cost estimates with benefit to cost ratios? Mr. Hoopingarner answered that ideally the conservancy board would work with the board of appraisers to generate those cost estimates, these estimates are not needed at the moment. The official plan should come first.

Mr. Shepherd asked if this plan is part of the Ohio Revised Code 6101? Mr. Hoopingarner replied that it is. Mr. Shepherd then asked if a first draft of the plan could be completed by the July meeting, if that would be enough time? Mr. Hoopingarner said that should be enough time and would be sufficient.

JTWP Emergency Director Report

Mr. Parasiliti said they are ready to install the water gauges. He said they are reviewing training with their EMA. He said the fire department has been exercising their emergency plan and will be monitored by FEMA. He has a team that is looking at measurements and drone photos preparing for a possible flood event. He will keep the conservancy district notified of these exercises and will also contact residents if needed. Mr. Shepherd said he is working on a donation for the material to install the water staff gauges.

Mr. Shepherd also went over the EAP, a code yellow is an alert at 576' which is a flag to take notice and contact Chief Parasiliti, once it reaches 578' Chief Parasiliti will notify the EMA. Chief Parasiliti will be the one to call for an evacuation if necessary.

Committee Reports / Old Business

Update of business plan work session – Mr. Hoopingarner provided the update in the legal counsel report. The conservancy board needs to appoint a board of appraisers. Those board of appraisers should Ideally live in the district but need to at least live in Lucas County. Mr. Hoopingarner states a member of the board of appraisers should have a strong real estate, banking, accounting and/or business background.

Mr. Hoff asked Mr. Hoopingarner if he could send the conservancy district board members an example of what they should be looking for and/or advertising for in a board of appraiser appointee. Mr. Hoopingarner said that he will send them something as a guide to go by.

New Business

Mr. Hoff explained that he is working with trustee Mark Sattler to use the Lake Erie Commission (LEC) Coastal Resiliency Grant and hired the engineering firm CEC out of Toledo. Mr. Shepherd asked if there is anything the conservancy district needs to do on their end. Mr. Hoff said that it is the responsibility of the township trustees, but that he is working with them to keep the conservancy board involved. There is no cost for Mr. Hoff's involvement. Mr. Shepherd said that he didn't know if the conservancy board had to approve anything before the trustees could move forward. Mr. Hoff said that in the future there will be public meetings. Mr. Hoff said that he will be sending CEC the drone survey for their use. Mr. Shepherd asked if Mr. Hoff knew when we would get any information about low areas. Mr. Hoff is not sure how long that will take.

Chief Parasiliti asked if the conservancy district board will be requesting any grant monies in the future, and will they be using the township SAMS or DUNNS? Mr. Hoff answered that the conservancy board has its own EIN, and we are a separate agent of the state.

Pump station hydrants -Mr. Shepherd said there was an issue with getting water by the fire department during a recent fire in the township. Mr. Hoff said that he talked with Chief Parasiliti before the meeting and that there are examples of dry hydrants that can be connected at our pump station areas. Chief Parasiliti is going to get proposals for the conservancy district to consider.

Pump Station Monitor Control System – Mr. Hoff stated that because of the concerns about the pumps on February 27, he came out and looked at them to make sure they were working, and the Toulon pump had been set on manual. Mr. Hoff changed it to the automatic setting. Mr. Hoff came out again with TAS two days later to check the pumps again. The pumps were all working fine at that point. Mr. Hoff suggested that a monitoring light be installed and that it comes on green when the pump is running, or red if the pump is having issues and is not running correctly. Mr. Hoff has an initial estimate of $1,700.00 per pump for the signal lights. Mr. Shepherd suggested that we hold off and do some more research and get other cost estimates before making a motion to vote. The East Ave pump is a backup pump and is not run consistently. Chief Parasiliti also stated, along with Miss Fleitz, that we had a rain event, not a flood event at that time. Chief Parasiliti mentioned that Seaman Road still floods, and he would like to have a WENS alert put out when that happens so the residents know not to drive in that direction. Mr. Shepherd asked Chief Parasiliti if information could be put out on WENS to let residents know when we are having a rain event and not a flood event if this happens again. Chief Parasiliti said that the trustees will be the ones to do that in the future. Chief Parasiliti said he can also designate someone on the fire department to add alerts to WENS. Chief Parasiliti asked how often the tractor driven pump gets run to make sure it is working. Miss Fleitz said she knew of one time in the past few years. Mr. Shepherd asked Chief Parasiliti and Mr. Hoff how often they think the pump should be tested. Mr. Hoff answered semi-annually. Chief Parasiliti said he could ask Kevin from the township maintenance to take the tractor up and start the pump.

Jason Doktor and James Rogers, from the Army Corp of Engineers, came out and wanted to see the three pumping stations. Mr. Doktor will then give the conservancy board a list of recommendations. Mr. Hoff thinks we should look at the recommendations and maybe share the information with TAS if needed.

Vegetation maintenance proposals – Lee Boothby gave a quote of $42,500. Roy Bomyea gave a quote of $27,000.00 which included spraying the top of the dike instead of mowing.

Mr. Hoff motioned to approve granting the contract for mowing and spraying the dike to Roy Bomyea in the amount of $27,000.00.

Mr. Shepherd seconded the motion.

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

Motion carried

Mr. Hoff mentioned that the locks at the pump stations may need to be rekeyed or replaced, since someone had changed the pump to the manual setting. After discussion, Mr. Shepherd suggested that they wait but keep an eye on the locks to make sure no one is messing with them before changing everything.

Mr. Hoff received statements of qualifications from four engineering services, Bergmann Associates, Civil & Environmental Consultants Inc, Environmental Design Group, and Stantec. The conservancy is required to have an engineer available on an as needed basis. Mr. Hoff stated that he would like to table the discussion until Mr. Shepherd and Miss Fleitz have a chance to look at all the candidates and give feedback on each of the engineering firms at the May meeting.

Mr. Hoff mentioned the Statewide Storm Water Conference to be held in Sandusky at Kalahari on May 10,11,12. The cost is $225.00 in person and $150.00 virtually.

Mr. Hoff motioned to approve Mr. Shepherd attending the Storm Water Conference in person at a cost of $225.00.

Miss Fleitz seconded the motion.

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

Motion carried

Mr. Shepherd opened the meeting for general discussion.

Mr. Boothby asked Chief Parasiliti about the water measurements of 576' and 578'. Mr. Boothby stated that if the chief waits until the water measures 578' it will be too late to call for an alert, the area will already be flooded. Mr. Shepherd answered that at 576' the alert has already been sent and that all eyes will be watching for flooding and an evacuation can be called at any time after 576' but for sure by 578'.

Miss Fleitz asked Mr. Sattler if she could put the garbage out of the pump wells into the dumpster at the township hall. Mr. Sattler said that she can use the dumpster for that garbage. Mr. Shepherd said that he would volunteer and possibly get a volunteer group together to clean up the area around the pump stations and dike areas.

Mr. Hoff asked the secretary to have the minutes typed and emailed to the directors for review within a couple weeks of the meeting. She responded that she could do that. Mr. Shepherd asked that the secretary do that moving forward as well.

Mr. Sattler asked about the ownership of the property at the East and Corduroy beach access. Mr. Shepherd explained that it is deeded to the residents of the area. Mr. Sattler then asked if a group of volunteers could go there and clean up the area. Mr. Shepherd stated that he thought it was a good idea and that Mr. Sattler could ask the residents and possibly get a group of residents together to do that.

Adjournment: There being no further business, Mr. Hoff moved to adjourn the regular meeting. Miss Fleitz seconded the motion. There were no objections, the motion carried at 8:35 pm.

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Elvis Shepherd, Chairman

Christine Fleitz, Alternate

Adam Hoff, Vice-Chairman

Christine Schmitz, Secretary/Treasurer