Reno Beach / Howard Farms Conservancy District

Regular Meeting

Minutes of Regular Meeting July 10, 2023

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

Members present: Holly Szuch, Adam Hoff, Elvis Shepherd

Also present: John Hoopingarner, James Boothby

Election of Officers

Mr. Hoff nominated Mr. Shepherd as Chairman, Mr. Hoff as Vice Chairman and Mrs. Szuch as Alternate.

Mr. Hoff motioned to approve the nominations.

Mrs. Szuch seconded the motion.

Vote followed: Mr. Shepherd, yes Mr. Hoff, yes Mrs. Szuch, yes

Motion carried

Minutes

The minutes from the May 8, 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 May 8, 2023 meeting. There were a few corrections. The corrected minutes were emailed to the board members and placed in their meeting packets.

Mr. Hoff motioned to approve the minutes with those corrections.

Mr. Shepherd seconded the motion.

Vote followed: Mr. Shepherd, yes Mr. Hoff, yes Mrs. Szuch, abstain

Motion carried

Treasurer Report

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

Mr. Hoff motioned to approve the report as read.

Mrs. Szuch seconded the motion.

Vote followed: Mr. Shepherd, yes Mr. Hoff, yes Mrs. Szuch, yes

Motion carried

Warrants

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

Yes, there are bills that require payment.

Mr. Hoff mentioned that the reimbursement check to him was listed as the wrong amount.

Mrs. Szuch motioned to approve the warrants with corrected warrant amount of $265.20.

Mr. Shepherd seconded the motion.

Vote followed: Mr. Shepherd, yes Mr. Hoff, abstain Mrs. Szuch, yes

Motion carried

List of warrants to follow.

Secretary Report

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

Mr. Hoff motioned to approve the report as read.

Mr. Shepherd seconded the motion.

Vote followed: Mr. Shepherd, yes Mr. Hoff, yes Mrs. Szuch, yes

Motion carried

Legal Counsel Report

Mr. Hoopingarner welcomed the new director. Mr. Hoopingarner has been working on the annual report and will get signatures at this meeting. Mr. Hoopingarner stated that Mr. Shepherd asked for a list of items needed for the official plan. Mr. Shepherd introduced and welcomed Mrs. Szuch as our new director. Mrs. Szuch, Mrs. Schmitz, and Mr. Hoopingarner each told a little bit about themselves. Mr. Shepherd explained the vision of the Conservancy District. The first half of the official plan is the history of the district. The second half, which is the engineering survey and areas of concern, is more in depth. We can take care of the vegetation on the USACE levee and the stormwater pumps with the current annual assessments, but future projects are going to need grants to help cover the costs.

JTWP Emergency Director Report

Mr. Parasiliti was not present at the meeting to give his report.

Dike Maintenance Report

Mr. Shepherd and Mrs. Szuch drove the dike and saw 6 areas of vegetation on the dike that need spraying and trimming. Some residents are piling sticks and brush on or near the dike. Mr. Shepherd asked Mrs. Szuch if she would head the dike vegetation management project. Mr. Hoff mentioned that in the fall a tree on the dike in Howard Farms will need to be cut down and removed, leaving the root system intact. Mrs. Szuch has been in contact with Roy Bomyea and has been updated on the vegetation removal. Mrs. Szuch asked if Mr. Bomyea needs the residents' permission in writing to clean those 6 areas. Mr. Hoopingarner said Mr. Bomyea has the right to be on the dike to maintain the dike on behalf of the Conservancy District. Mrs. Szuch asked when the deadline is for total kill of vegetation. Mr. Shepherd and Mr. Hoff both replied September. Mr. Hoff stated there is a dead ash tree at the end of LaFontaine that will need to be removed in October, but to leave the root structure.

Committee Reports / Old Business

Resiliency Grant – Mr. Hoff passed out maps created by CEC to show areas of concern. CEC did a survey and assessment of the dike. They recorded any deficiencies. The maps show the deficiencies that were found.

Pump station report - Mr. Hoff explained how we hired TAS to perform semi-annual inspections on the pump stations. Mr. Hoff will contact TAS to get a quote for the repairs from the Army Corp of Engineers. Mr. Hoff would then like to talk to the Army Corp of Engineers to ask what exactly is required right now.

Mr. Hoff brought up asking TAS again about the radar systems being installed. Mr. Shepherd agrees that we should have an automated system at the pumps. Mrs. Szuch mentioned the catwalk and the wooden box for a step at the Cooley station does need to be addressed. Mr. Shepherd asked about the benefit of the radar over the float system. Mrs. Szuch asked if the two pumps at the Cooley station con be controlled with one system. Mr. Hoff wants to talk to TAS about the different options and get quotes for those options. Mr. Shepherd would like Mr. Hoff to get quotes from TAS and others to update the Cooley station and the repair the catwalk.

Engineering SOQ's - Mr. Hoff talked about having an engineer on staff as an "at need" basis. Mr. Hoff recommended going with CEC. Mr. Shepherd agreed that he would like to go with CEC as well.

Mr. Shepherd made a motion to hire CEC as our general engineering firm.

Mr. Hoff seconded the motion.

Vote followed: Mr. Shepherd, yes Mr. Hoff, yes Mrs. Szuch, abstain

Motion carried

Mr. Hoff as an initial contract from CEC that he will give to Mr. Hoopingarner to look over.

Mr. Hoff requested to go back to talk about the East pumping station. Mr. Shepherd agreed to go back to the topic of the pumping stations. Mr. Hoff stated he asked TAS about the larger amperage draw at the East station and TAS stated the is probably a blockage. Mr. Shepherd would also like to get quotes from TAS and others to update the East station, to keep that station in compliance.

Website and hosting transfer - Mr. Hoff spoke about Fallout Hosting having sold the company and that Mr. Hoff reached out to Neon goldfish to maintain the conservancy website and email addresses. Neon Goldfish gave a quote of $50 per month for hosting, with assistance charged by the hour at $125.00. The initial installation of the Office 365 with our emails has been done at a cost of $250.00.

Mr. Hoff made a motion to pay Neon Goldfish annually for the $600 web hosting and pay the $250 email platform setup.

Mr. Shepherd seconded the motion.

Vote followed: Mr. Shepherd, yes Mr. Hoff, yes Mrs. Szuch, yes

Motion carried

408 communication and education – Mr. Shepherd put together a "frequently asked questions" list to be mailed out to property owners on the dike. The owners must have a site plan and an approved 408 permit form from the Army Corp of Engineers for any type of building or additions such as landscaping on the dike. The letter was approved by Mr. Hoopingarner and the Army Corp of Engineers.

Mr. Shepherd made a motion to adopt the "Frequently asked questions" and the Reno Beach / Howard Farms Conservancy District logo which was shown to the board as option 2.

Mrs. Szuch seconded the motion.

Vote followed: Mr. Shepherd, yes Mr. Hoff, yes Mrs. Szuch, yes

Motion carried

New Business

Annual report – Mr. Hoopingarner has the annual report ready and if there are no questions, the signature page can be signed.

Mr. Hoff motioned to accept the annual report to be presented to the court of common pleas.

Mr. Shepherd seconded the motion.

Vote followed: Mr. Shepherd, yes Mr. Hoff, yes Mrs. Szuch, yes

Motion carried

ODOT letter of new funding program – Mr. Hoff stated that this fund is for recreational use and is not something we would use. Mr. Shepherd said that we may be able to use these funds for signage or a way to block the dike from automobiles driving on the dike. Mr. Hoopingarner said he would be willing to look at it further.

1993 RBHFCD Court document review – Mr. Shepherd passed out a document stating that the RBHFCD office is located at 9501 Jerusalem Rd. Curtice, Ohio 43412. The secretary will start making these address changes and the filing cabinets will be moved to the township hall.

Mr. Hoff had questions about the pumping information that was turned in by Ms. Fleitz. Ms. Fleitz had a spreadsheet she filled out with the water being pumped out and reported to ODNR.

The secretary will change signers on the bank accounts and get credit cards for everyone.

Mr. Shepherd opened the meeting for general discussion.

There were no questions.

Adjournment: There being no further business, Mrs. Szuch moved to adjourn the regular meeting. Mr. Hoff seconded the motion. There were no objections, the motion carried at 9:21 pm.

Warrants

Date	Check #	Description	Amount
7/10/23	6404	1A4B- Spectrum, internet and phone	99.98
7/10/23	6405	1A4A- Toledo Edison, Cooley Rd	818.03
7/10/23	6406	1A4A- Toledo Edison, Dyke Rd	71.10
7/10/23	6407	1A4A- Toledo Edison, Toulon Rd	401.82
7/10/23	6408	1A2- Christine Schmitz, wages	442.75
7/10/23	6409	1A3A- Ohio Public Employee Retirement System	120.00
7/10/23	6410	1A1- Elvis Shepherd, directors fee	83.33
7/10/23	6411	1A1- Adam Hoff, directors fee	83.33
7/10/23	6412	1A1- Holly Szuch, directors fee	83.33
7/10/23	6413	1A3B – United States Treasury	43.50
7/10/23	6414	1A8C – Treasurer of Lucas County	144.16
7/10/23	6415	VOID	
7/16/23	6416	1A8F – Adam Hoff, reimbursement	265.20
7/16/23	6417	1A5B – Kenneth C Wolf	172.68
7/16/23	6418	1A6A - CNA Surety	126.00
7/16/23	6419	1A5F – TAS, Inc	4,246.02
7/16/23	6420	VOID	
7/16/23	6421	1A5F – TAS, Inc	966.00
7/16/23	6422	1A8F – Ohio Dept of Job and Family Services	47.27
7/16/23	6423	1A4B- Spectrum, internet and phone	99.98
8/14/23	6424	1A4A- Toledo Edison, Cooley Rd	1,207.76
8/14/23	6425	1A4A- Toledo Edison, Dyke Rd	148.71
8/14/23	6426	1A4A- Toledo Edison, Toulon Rd	448.14
8/14/23	6427	1A2- Christine Schmitz, wages	442.75
8/14/23	6428	1A3A- Ohio Public Employee Retirement System	120.00
8/14/23	6429	1A9 – John M Hoopingarner	2,275.00
8/14/23	6430	1A6B – United States Liability Insurance Company	935.00
8/14/23	6431	1A11 – Supplies	130.63
		Total	14,022.47

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Elvis Shepherd, Chairman

Holly Szuch, Alternate

Adam Hoff, Vice-Chairman

Christine Schmitz, Secretary/Treasurer