Reno Beach / Howard Farms Conservancy District

Regular Meeting

Minutes of Regular Meeting September 11, 2023

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

Members present: Holly Szuch, Adam Hoff, Elvis Shepherd

Also present: John Hoopingarner, Aaron Gray

Minutes

The minutes from the July 10, 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 July 10, 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.

Mrs. Szuch seconded the motion.

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

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.

Mrs. Szuch motioned to approve the warrants with corrections to the cash account and banking balance.

Mr. Hoff seconded the motion.

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

Motion carried

List of warrants to follow.

408 Submission

An email was received from Jason Doktor asking for the board's approval of a 408 permit for a resident to build a stairway.

Mr. Shepherd asked Mr. Hoopingarner what the correct procedure or process is if the board is asked for their approval of a 408 permit. Mr. Hoopingarner stated that an email reply is sufficient. Mr. Hoopingarner also stated that it should be brought in front of the board at the regular meetings and voted on before sending the reply email. Upon approval, Mr. Shepherd will send an email stating that the Conservancy District Board is in approval of the Myer 408 permit pending the Army Corp of Engineers approval.

Mr. Hoff made a motion to accept the 408 permit for the Myer property.

Mr. Shepherd seconded the motion.

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

Motion carried

Secretary Report

The secretary explained that she put the current 2023 expenditure sheet under the secretary report tab. The secretary also included the tax assessment sheet for the 2nd half of 2023.

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

Legal Counsel Report

Mr. Hoopingarner has been working on the annual assessment report and will be meeting with the auditor's office 9/12/23. Mr. Hoopingarner stated that he also met with Judge Mandros.

Mr. Shepherd passed out a copy of the official plan that is in progress. Discussion on content for the Official Plan, including confirming that the benefit-to-cost ratio exceeds 1.0. Will need to obtain the appraised value of properties within the District.

Mr. Hoopingarner said that we need to have a board of appraisers in place very soon. The appraisers are to be appointed by the Conservancy Board. Appraisers should be familiar with the area and real estate values and uses, but do not need to be professional appraisers. Mr. Shepherd asked if past minutes may show prior board of appraiser appointments; secretary to review files and confirm.

The prior board of appraisers will be released upon the new appraisers being appointed. There should be staggered terms set up for each of the three appraisers. Mr. Hoopingarner will put together a preliminary plan and scope of work for the board of appraisers. Mr. Hoopingarner suggested the Conservancy Board attempt to find candidates and appoint three appraisers at the November meeting.

Mr. Hoff would like to arrange for a work session in October to review draft Official Plan. Mr. Hoff also suggested starting monthly meetings while putting together the Official Plan starting in Q2 2024..

JTWP Emergency Director Report

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

Dike Maintenance Report

Mrs. Szuch and Mr. Bomyea did some more spraying around the canal and the 2 residences. Army Corp has requested removal of dead ash trees along Wards Canal levee. Mr. Hoff said that we should get quotes to cut down the dead ash tree along the ditch in Howard Farms this coming winter. Mrs. Szuch agreed and will get quotes for the tree removal. All work by Mr. Bomyea needs to be completed prior to USACE inspection on September 26.

Mr. Hoff said he will follow up with David Bench, trustee, about the culvert cleaning.

Committee Reports / Old Business

Resiliency Grant – Mr. Hoff stated that CEC is still modeling. Mr. Hoff and Mr. Sattler have a review meeting on September 25th to review the rough draft. The final report should be ready by the end of the year and presented to the board at the beginning of next year.

Official Plan discussion occurred with legal counsel report. Work session dates to be defined.

CEC proposal for engineering services – Mr. Hoff passed out the final proposal from CEC for engineering services. The agreement puts them on call. There is no charge for them until the board contacts them and provides and engineer on staff, per code requirements. Mrs. Szuch asked if CEC would provide video inspection of the pipes, as required by Army Corp. Mr. Hoff indicated that CEC does not provide that service. Mr. Shepherd asked if there was a dollar per hour table listed. There is one included in the handout. If and/or when the need for assistance grows, additional negotiations may be needed to the terms and conditions.

Mr. Hoff made a motion to accept CEC general engineering services proposal submitted August 31,2023.

Mrs. Szuch seconded the motion.

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

Motion carried

Website updates / revisions - Mr. Hoff asked for feedback on the website so he can let NeonGoldfish know of any changes the board would like to make. Mr. Hoff will ask NeonGoldfish to make some changes to the banner and add the Conservancy logo.

408 letters to property owners – Mr. Shepherd asked the secretary if the letters had been mailed out to the property owners on the dike. The secretary responded that she is still working on sending those out. Mr. Hoff suggested asking the auditor for a list with addresses and property valuations.

TAS Pump station report - Mr. Hoff stated that TAS is still on track with the radar systems being installed and may have opportunity to save some cost. They will use a NEMA 4X (highest rating) enclosure. TAS is ordering parts and is on schedule to start in approximately 6-8 weeks from authorization.

New Business

Cooley Pump Station – Mrs. Szuch introduced Aaron Gray from Ground Works Excavating. Mr. Gray presented his scope of work and gave an estimate to the board members, including recommendations for issues identified at the site. His total quote for all items was $44,750.00. Mr. Hoff referenced quotes provided by Gradel and Unilliance and Cam-Tech declined to submit a proposal for similar scopes of work.

Mr. Hoff motioned to accept the proposals from Ground Works Excavating for line 1 for $18,200 and line 3 for $2,400, for a total not to exceed $20,600.

Line 1-Remove all debris from the main inlet channel and both debris screens - Remove pump and debris from pump structure. Vac truck for pump structure. Remove Damaged Catwalk from inlet channel. Replace pump and test run for correct operation.

Line 3-Re Rock south side of inlet structure to eliminate current erosion issues. "Type D Riprap" Labor and material.

Mrs. Szuch seconded the motion.

Vote followed: Mr. Shepherd, no Mr. Hoff, yes Mrs. Szuch, yes

Motion carried

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. Shepherd seconded the motion. There were no objections, the motion carried at 8:25 pm.

Warrants

Date	Check #	Description	Amount
9/11/23	6432	1A4B- Spectrum, internet and phone	109.98
9/11/23	6433	1A4A- Toledo Edison, Cooley Rd	600.02
9/11/23	6434	1A4A- Toledo Edison, Dyke Rd	70.20
9/11/23	6435	1A4A- Toledo Edison, Toulon Rd	256.96
9/11/23	6436	1A2- Christine Schmitz, wages	442.75
9/11/23	6437	1A3A- Ohio Public Employee Retirement System	120.00
9/11/23	6438	1A1- Holly Szuch, directors fee	83.33
9/11/23	6439	1A1- Adam Hoff, directors fee	83.33
9/11/23	6440	1A1- Elvis Shepherd, directors fee	83.33
9/11/23	6441	1A11 – Croghan Colonial Bank, supplies	421.54
9/11/23	6442	1A8A – Suburban/Metro Press, engineer ad	49.88
10/9/23	6443	1A4B- Spectrum, internet and phone	109.98
10/9/23	6444	1A4A- Toledo Edison, Cooley Rd	363.75
10/9/23	6445	1A4A- Toledo Edison, Dyke Rd	72.85
10/9/23	6446	1A4A- Toledo Edison, Toulon Rd	477.74
10/9/23	6447	1A2- Christine Schmitz, wages	442.75
10/9/23	6448	1A3A- Ohio Public Employee Retirement System	120.00
10/9/23	6449	1A3B- United States Treasury, 941 Q3	43.50
10/9/23	6450	1A11-Croghan Colonial Bank, supplies	75.39
10/9/23	6451	1A5G- Ground Works Excavating, ditch maintenance	20,600.00
10/9/23	6452	1A8F- NeonGoldfish, quarterly web hosting	150.00
10/9/23	6453	1A12A-Bomyea's Lawn & Snow Removal	29,000.00
		Total	53,777.28

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Elvis Shepherd, Chairman

Holly Szuch, Alternate

Adam Hoff, Vice-Chairman

Christine Schmitz, Secretary/Treasurer