

Reno Beach / Howard Farms Conservancy District

Regular Meeting

Minutes of Regular Meeting November 11, 2024

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

Members present: Holly Szuch, Adam Hoff, Elvis Shepherd

**Minutes**

The minutes from the September 9, 2024 meeting were e-mailed to each director for review.

Mr. Shepherd asked if there were any corrections or additions to the minutes from the September 9, 2024 meeting. There were no corrections or additions needed.

Mr. Hoff motioned to approve the minutes.

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's report. Report was read.

Discussion related to TAS invoicing for pump inspections. Mr. Hoff to contact TAS to request additional information.

Mrs. Szuch motioned to approve the report as read.

Mr. Hoff 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.

Discussion related to Toledo Edison charges for Toulon Pumping Station being too high and request to have actual reading completed. Secretary to contact First Energy to request meter reading.

Mrs. Szuch motioned to approve the warrants in the amount of \$9,881.72.

Mr. Shepherd seconded the motion.

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

Motion carried

List of warrants to follow.

### **Secretary Report**

The secretary put the 2024 expenditure sheet and the temporary appropriation under the secretary report tab. Discussion of Temporary Appropriations to confirm remaining expenses and current account balances. Need to follow up with Mr. Hoopingarner regarding legal counsel invoicing. Mr. Shepherd to review 2025 permanent appropriations and will provide recommendations for adjustments.

Mr. Hoff motioned to approve the secretary report.

Mrs. Szuch seconded the motion.

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

Motion carried

### **Correspondence**

Mr. Shepherd stated that he spoke with Mr. Bomyea and the cutting of trees is complete. Mr. Bomyea will have the invoice sent to the Jerusalem Township Trustees. Need to send tree clearing photos and pump inspection reports to USACE.

### **Legal Counsel Report**

Mr. Hoopingarner was not present. Board of Appraisers public notice was posted in the Suburban Press. Mr. Shepherd stated that in January we will need to make a request to remove the current board of appraisers, but we will need to get more information from Mr. Hoopingarner about the process. Mr. Hoff suggested the board members reach out directly to individuals and the past and/or current board of appraiser members to see if they are interested in continuing their involvement. Mr. Shepherd and Mrs. Szuch said that we need to get with Mr. Hoopingarner first.

### **JTWP Emergency Director Report**

Mr. Parasiliti was not present, and no report was given.

### **Committee Reports / Old Business**

Website update tabled. Mr. Hoff is trying to get administrative rights for our domain name set up for District. Mr. Hoff has been keeping the website up to date.

Mr. Hoff is going to clean up the handwritten TAS report to send to USACE. Mr. Hoff also talked about the Buckeye Pump report. Mr. Hoff was pleased with their service and report; all pumps were greased and oil changed at Marais Auxiliary Station; however, they did not pull the pumps. Buckeye Pumps did run a meggers test requested by USACE that TAS was unable to do. The East pumps are showing some issues. Buckeye suggested keeping the East pumps until failure and then replace, Mr. Hoff suggested having Buckeye Pump look at the pumps annually. Mr. Hoff will follow up with Buckeye Pumps and with TAS and bring the information back for the January meeting.

### **New Business**

#### **Lake Erie Ohio Communities and Coastal Resilience 2024 Grant**

Mr. Hoff said the grant application has been submitted. Emails have been going back and forth with questions. If a grant is awarded, we will need a Quality Assurance Plan. Mr. Hoff said that we should have a verbal decision in December. Funding may be available in February if awarded. Can start quality-based selection process for consultant prior to formal award.

Wet well chamber cleanout – Mr. Hoff said that Buckeye Pumps tested the Toulon pump, and it had a lot of muck. Mr. Hoff would like to have the wet well chamber cleaned out.

Mr. Hoff motioned to have the Toulon pump wet well chamber cleaned out by Lucas County Engineer's office at a cost not to exceed \$1,500.00.

Mrs. Szuch seconded the motion.

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

Motion carried

Mr. Hoff mentioned that in the past, Jason Doktor explained that the conservancy district should conduct out-fall inspections every four to five years. Mr. Hoff mentioned that last time CAM Tech conducted the test at no charge. Mr. Hoff said he will check into having it done again for next year.

Mr. Shepherd opened the meeting for general discussion.

Mr. Hoff stated that he did have a very good conversation with Mark Wolf and that Mr. Wolf submitted a letter for the Lake Erie Coastal Resilience Grant.

Mr. Shepherd requested to change the date of the January 2025 meeting from January 13<sup>th</sup> to January 6<sup>th</sup>.

Mr. Shepherd made a motion to change the date of the January 13<sup>th</sup> meeting to January 6, 2025, as a one-time change only.

Mrs. Szuch seconded the motion.

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

Motion carried

Adjournment: There being no further business, Mr. Hoff moved to adjourn the regular meeting. Mrs. Szuch second the motion. There were no objections, the motion carried at 8:07 pm.

Warrants

Date	Check #	Description	Amount
11/11/24	EFT	1A4B- Spectrum, internet and phone	126.93
11/11/24	EFT	1A4A- Toledo Edison, Cooley Rd	68.25
11/11/24	EFT	1A4A- Toledo Edison, Dyke Rd	132.64
11/11/24	EFT	1A4A- Toledo Edison, Toulon Rd	389.69
11/11/24	6549	1A2- Christine Schmitz, wages	442.75
11/11/24	6550	1A3A- Ohio Public Employee Retirement System	120.00
11/11/24	EFT	1A12A- Bomyea's Lawn & Snow, dike maint.	4,125.00
11/11/24	6551	1A5F- TAS, Inc	1,357.47
11/11/24	6542	1A5F- Buckeye Pump, pump maint.	2,869.00
11/11/24	6553	1A2- Holly Szuch, director fee	83.33
11/11/24	6554	1A2- Adam Hoff, director fee	83.33
11/11/24	6555	1A2- Elvis Shepherd, director fee	83.33
Total			9,881.72

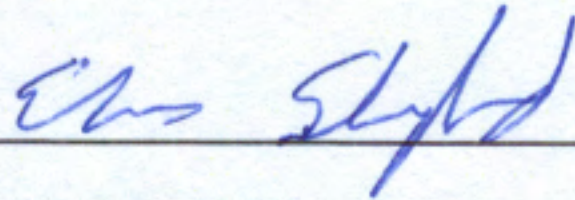
Warrants

Date	Check #	Description	Amount
12/1/24	EFT	1A8F- Dept of Job & Family Services, unemployment	155.37
12/1/24	EFT	1A4B- Spectrum, internet and phone	117.98
12/9/24	EFT	1A4A- Toledo Edison, Cooley Rd	68.46
12/11/24	EFT	1A4A- Toledo Edison, Dyke Rd	0.87
12/11/24	EFT	1A4A- Toledo Edison, Toulon Rd	418.18
12/11/24	6557	1A2- Christine Schmitz, wages	442.75
12/11/24	6558	1A3A- Ohio Public Employee Retirement System	120.00
12/11/24	EFT	1A12A- Bomyea's Lawn & Snow, dike maint.	4,125.00
12/15/24	EFT	1A8F- Ohio Dept of Job & Family Services, unemployment	1.24
12/15/24	EFT	1A7A- Ohio Bureau of Workers Compensation	119.00
12/2/24	EFT	1A9A/B- John Hoopingarner, legal counsel	5,005.00
12/6/24	EFT	1A8A- Suburban/Metro Press, media	187.05
12/6/24	EFT	1A5F- Lucas County Engineers Office	1,500.00
Total			12,260.90

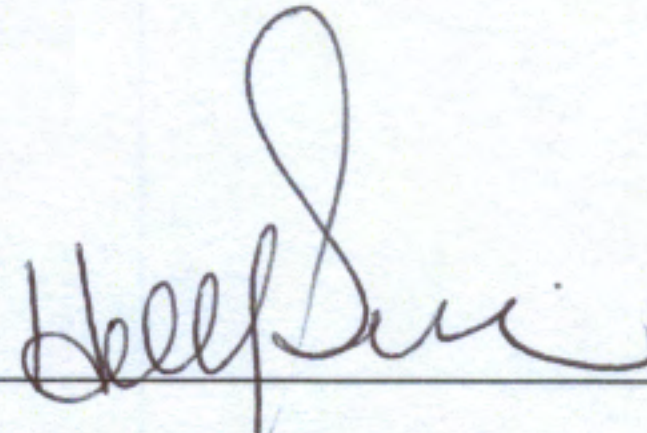
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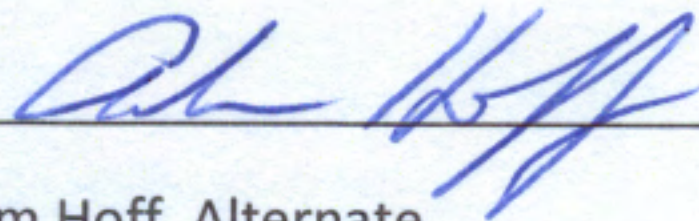
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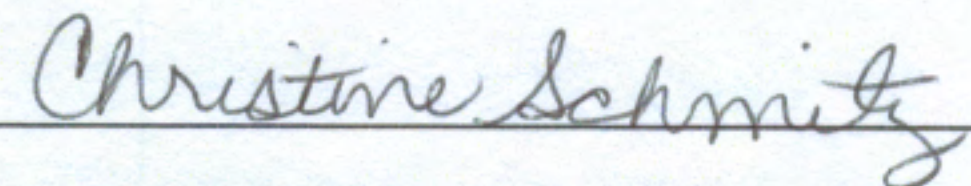
Elvis Shepherd, Chairman



Holly Szuch, Vice-Chairman



Adam Hoff, Alternate



Christine Schmitz, Secretary/Treasurer