

Honey Creek Watershed Association
 HCWA Board of Directors Meeting *Minutes*
 July 10, 2008
 2:30pm –4:00pm

1. Roll call- Amy Holden, Mo Eichman, Leigh Ann Gerardi, Cory Kinnison, Russ Bergman (also from Huber Heights) Scott Myers, Kreig Smail and Ron Jackson who also took minutes.

2. Report of Minutes –

A. Mo asked for a motion to approve May’s minutes as *June was not an official meeting*, Scott so moved and Amy seconded. MCU.

3. Fiscal Report- (May-July) Leigh Ann Gerardi

A. **Checking Account Report** - Beginning balance in May \$7981.09

DEPOSITS:

5-23-08	Cash and checks	Duck Race ticket money at watershed festival	\$476
5-23-08	Check from Amy Holden	Donation money from Hotdog stand at watershed festival	\$635
5-23-08	Scott Wahl	Individual membership	\$10
6-6-08	SWCD/319 grant funds account	Reimbursement for paying May’s cell phone bill.	\$63.62
7-2-08	Cash	50/50 raffle at Annual Membership Banquet	\$24
7-2-08	Cash	Door prize raffle at Annual Membership Banquet	\$13
7-2-08	Ken Barr	2008 membership paid at Annual Membership Banquet	\$10
7-2-08	Jerry Gracie	2008 membership paid at Annual Membership Banquet	\$10
7-2-08	Ruth Safreed	2008 membership paid at Annual Membership Banquet	\$75

TOTAL DEPOSITS:

\$1316.62

WITHDRAWALS:

CHECK #	DATE	DESCRIPTION	AMOUNT
143	5-20-08	AT&T Cell phone bill	\$63.62
144	5-22-08	Aileron for site tour and luncheon	\$12.00
145	5-28-08	Holly Weatherhead for all duck race and hotdog stand supplies for watershed festival	\$631.44
146	6-6-08	Mo Eichman – pop for watershed festival	\$102.41
147	6-5-08	Leigh Ann Gerardi- Mileage & meals for stream training in OSU extension (Hocking Hills, OH)	\$239.69
148	6-9-08	Miami Co. Sanitary Egr. Dept. “Go Systems Training”	\$120.00
149	6-9-08	Columbus Zoo – animal show for festival	\$550.00

150	6-26-08	Honey Creek Catering for Membership Banquet	\$225.00
151	6-28-08	Leigh Ann Gerardi for Membership Banquet supplies	\$15.57
152	6-28-08	Leigh Ann Gerardi for Elizabeth Twp. Community Center for room rental for Membership banquet	\$50.00
153	7-10-08	Miami Co. Farm Bureau for sponsor Banners for WaterFest	87.33
154	7-10-08	"Rockin' with Rowlands" WaterFest entertainment	\$350.00

TOTAL WITHDRAWALS: \$2447.06

Ending Balance in July \$7385.19

B. Miami SWCD / HCWA (Special Fund) Report- Beginning balance \$42,063.39

Deposits- None

Withdrawals - None Ending Balance \$42,063.39

Summary of Both Accounts-

Account	Amount
HCWA Checking Account	\$7385.19
Miami SWCD / HCWA Account	\$42,063.39

Total HCWA Funds \$49,448.58

C. 319 Grant Account -- Beginning balance \$17,215.65

WITHDRAWALS:

DESCRIPTION	AMOUNT
Pay-in from 319 account to Miami SWCD for Leigh Ann's Salary and FB Jan-April 2008 5-22-08	\$8216.46
Cell phone bill reimbursement to HCWA for paying May's bill 5-28-08	63.40
Alloway invoice for water sample analysis taken on 4-19-08 6-11-08	\$162.00
June's Cell phone bill has (7-16-08)	\$63.42

TOTAL WITHDRAWALS: \$8,505.28

Ending Balance \$8,710.37

Mo asked for a motion to approve May's account expenses, Ron so moved and Scott seconded. MCU. Mo asked for a motion to approve June's account expenses, Amy so moved and Ron seconded. MCU.

4. Report of Officers and Director

A. OEPA 319 grant Project Update

a. Bi-annual Report

Leigh Ann stated that she had received an extension until August 15 for her Jan-June Bi-annual Technical and Fiscal Reports.

b. SWPPP is now completed by Lawhon & Assoc.

Nicole Lashley from L&A reported to Leigh Ann that the updates on the SWPPP have been completed. She is now working on the Nationwide 27 permit and should be done by the end of July. Leigh Ann gave Scott a copy of the SWPPP (paper and electronic copies) to take back to the park district.

c. Meeting with Kleenco and Lawhon & Assoc.

June 19th Leigh Ann, Mo, Kreig and Nicole met to discuss the updates and progress of the stream restoration project. OEPA said that we are to follow the contracting protocol of Miami SWCD for our stream restoration project, and SWCD requires that if a project is valued at \$25,000 or above, the contract is to be bid publicly. Kreig stated he does not think the construction part of the stream restoration will cost over \$25,000 and wondered if we could sub-contract the engineering for the project. This would save time by not having to go through the bidding process. Leigh Ann had already asked OEPA and we are not permitted to break the project up into parts, as Martha thinks that this would cause problems for us if we were audited. Later that day Leigh Ann, Nicole and two reps from Kleenco looked at the site. Jeff Moore from Kleenco said he would get Leigh Ann an estimate for the project by the following Monday.

d. Bidding process for contractor

Leigh Ann and Mo worked on creating the Request for Bids packet, as well as the legal add to advertise it in the Troy Daily News. The ad was submitted for two consecutive weeks (July 9th and July 16th). The due date for the contractor proposals is on August 1st. We are requiring all bidding contractors to attend a mandatory site tour that will be held on July 22, to see who is interested in bidding. We are scheduled to award the contract by August 22, and hope to begin construction by the beginning of September, 2008.

e. Summer date for public hearing

Leigh Ann said one of our project requirements for the 319 grant is to host a town hall meeting in Bethel Twp to discuss the project with the residents. August 21 at 1pm was suggested for meeting date and time. Leigh Ann will contact Hugh Trimble for public hearing details for this.

5. Report of Standing Committees –

Fundraising Committee

- a. September 19th "Honey Creek Watershed Golf Scramble" – Amy Holden passed out the latest flyer for the group to proof read. She also brought a list of potential sponsors that she is going to mail the flyers too for getting hole sponsors. She is planning on mailing over 200 flyers to the potential sponsors. She is also working on making an example sponsor sign to show them what their advertisement would look like. We have left over hot dogs, pulled pork, drinks and meat loaf if we want to use it for the scramble's lunch.
- b. 2008 Memberships – Leigh Ann stated that we have four memberships this month. Two were renewals from the Annual Banquet, one in the mail, and

Elizabeth Township renewed their membership at \$500. All memberships this month totaled \$595.

6. New Business

a. Future of the Watershed Festival 2009

Mo stated that the festival has gone well for the past 9 years but there is little room for growth at the festival's current location. Traffic safety, parking and flooding are also other limiting factors. Scott expressed that the park district is interested in creating an event that incorporated all local watersheds for a regional watershed event. This could possibly be held at Garbry Big Woods Reserve, as the park district will already have the tents and port-a-johns set up from their Hug the Earth festival. Details are still being formulated for this new event idea.

b. Vote on Board member renewals

Scott, Amy and Dawn are currently up for renewal this year. This issue is tabled until August.

c. GMR Canoe Clean Up- (added addendum from Leigh Ann)

Leigh Ann reported that the clean up went very well and 24 people attended.

7. Old Business

a. June 28th "Annual Banquet"

Leigh Ann stated that this year's banquet was unsuccessful. The attendance was very low. However Hugh Trimble gave a wonderful presentation. Upon review, the board felt that switching the time of day and year, as well as the day of the week that banquet was held on probably played a large role in the low attendance. It was agreed to return to the original scheduling of the banquet for 2009.

b. OEPA 2009 Watershed Coordinator Grant

Mo, Holly, Ron and Leigh Ann are writing different sections of the grant to get it done in time. It is due on August 1st.

c. Honey Creek Stream Team

Leigh Ann said the June 24th training was cancelled due to last minute scheduling conflicts of the team members. She will reschedule the meeting at a later date.

d. NAWCA Grant

Leigh Ann reported that we are no longer applying for this grant due to the change of no longer being able to use the Park District's properties as in-kind matches for the grant. She received an email from the grant writer from B-W Greenway stating that some of the other grant partners had pulled out of the grant as well.

8. Miscellaneous

- a. Mo spoke with Cory regarding giving a presentation to Huber Height's City Council at one of their workshops. Leigh Ann will call Cory or Russ to schedule this.

10. Discussion

11. Adjournment

Mo asked for a motion to adjourn, Amy so moved and Scott seconded. MCU.

**Next Board Meeting:
August 14, 2008
2:30pm-4:00pm at Sullivan Rd.**

