

**Friends of the Little Miami State Park
General Board Meeting 02/12/2020
Loveland City Hall
120 W Loveland Ave, Loveland, OH 45140
Meeting Minutes**

Board Action – Green

Board Motion - Blue

Call to Order: Steve Murphy

Introduction of Members and Guests: Steve Murphy

Board Members Present: Steve Murphy, Dick Feldmann, Tom McCray, Becky Retzer

Board Members Excused: Ron Gorley, Bruce Cortright, Rick Forrester

Guests: Don Hahn, Kyle Ranck (ODNR), Jim Mason, Lee Hite (Heritage at Miami Bluffs), John Strauss (Heritage at Miami Bluffs) Dale Schulze (Heritage at Miami Bluffs, Nick Montjoy, John Telintelo, Ed Fisher, Linda Buschmann, Tony Blizniak

Approval of Minutes from 11/13/2019: Becky Retzer

Becky motioned to approve 11/13/2019 minutes. Dick seconded. Approved

Treasurer's Report - Dick Feldmann (5 min)

Cash on Hand:	12/31/2019	12/31/2018
Restricted	\$1,350.00	\$2,000.00
Temp Restricted	11,583.63	17,159.59
Operating Account	26,698.21	15,876.38
Savings Account	42,297.64	52,194.61
Receivables	0	57.31
Total	\$68,128.60	\$68,995.85

12/31/2019 Treasurer Narrative: Dick Feldmann

Sent out final 2019 accounting.

Dick motioned to approve the 2019 final report. Tom seconded. Approved

Dick Feldmann

- Atlantic Casualty Insurance General Liability Policy expires 1/21/2020 \$3,000.00
- CPA Bob Staun to complete form 990 and state filing \$750.00
 - **Dick motioned to hire Bob Staun at \$750. Steve seconded. Approved**

Bruce Cortright

- Combi blower (1 * \$130) \$130.00
- Tabled for President's vote to make sure what type blower Bruce wants

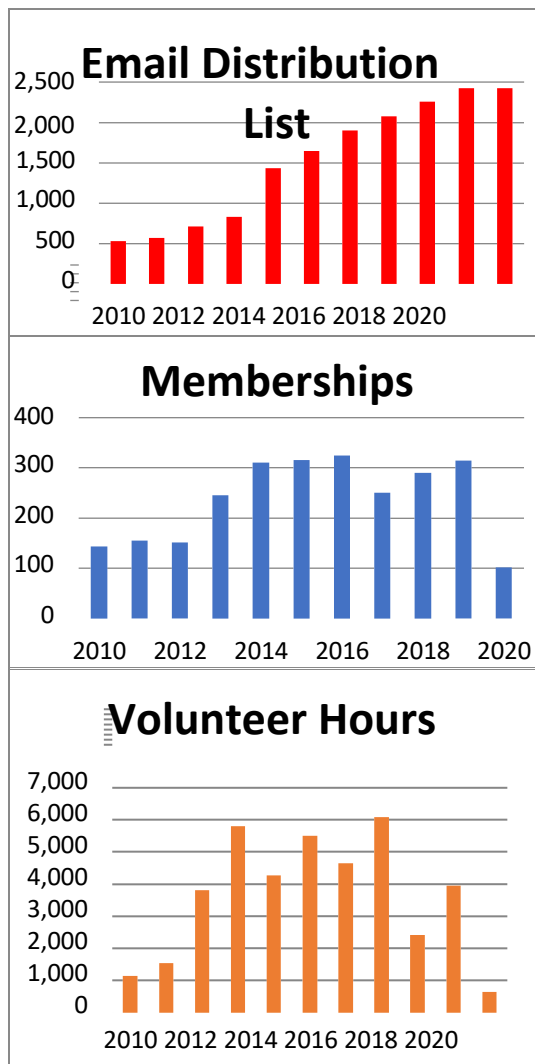
Becky Retzer

- Nov 19, 2019 email
 - Corwin Shelter Permitting Expenses \$1,595.00
 - \$50.00
- Jan 14, 2020 email
 - Memorial Benches \$2,133.00
 - Mary Effler

- Robert & Barbara Osher Family Foundation
- Jan 14, 2020 email
 - Stop & Line Stencils from A&A Safety \$360.00
- Jan 26, 2020 e-mail
 - Removal of 2 Sycamore Trees by Shawnee Tree Service \$800.00

Metrics: Steve Murphy (5 min)

	<u>Nov 13</u>	<u>Feb 12</u>	<u>+/-</u>
Email Distribution List:	2,426	2,428	+2
Memberships:	314	102	-226
Same time last year:	5	66	+61
End of year 2018:	318	88	-207
Volunteer Hours:	3,956	640	-3,316
Facebook "Likes":	1,332	1,338	+6
Facebook "Followers"	1,412	1,423	+11
Twitter followers:	51	51	+0



1. Strategic Plan.

1. Safety
2. Condition & Drainage
3. Volunteer Management
4. Amenities/Convenience
5. Beauty

2. ODNR

- From the desk of Melissa Clark – reported by Kyle Ranck
 - We've had the flail mower out on the trail in several segments.
From Morrow to Ft. Ancient to be done – weather permitting
 - Request assistance in the spring clearing berms prior to mowing. A lot of debris down so far this winter.
Mowing should begin in April
 - Tree blitzes will take place on the trail starting the 18th at Fosters and March 16th south of Morrow in preparation for the upcoming projects.
MM16 large amount of dead trees (per Tom) Also MM10 large dead tree.
Casey is working on trees in the Morrow area where the pavement will be replaced and near the Foster's slipped.
- From FLMSP.
 - 45.9 replace Beech Run Bridge.
ODNR is aware of this. On their list and will need capital funds. ODNR Capital funds talks are taking place now.
 - Tom McCray. Mini excavator plans.
From previous discussions on the need to clear culverts.
 - There is a concentration of dead trees south of Corwin i.e. 50+ dead trees in about 3/4 mile span.
 - There is a broken signpost in Morrow at Front St. This request was passed on to Kyle.
 - Open Issue: Why the Little Miami Canoe driveway has 2 new STOP signs when at best it should be a YIELD or STOP for them.
- Short-term.
 - Storm debris at MM 18.3 reported by Michael Hayden. The following report is from Tom McCray. "ODNR attacked this location back on June 27 and 28 in their first go-round with the excavator. Kyle probably pulled on the order of a dozen truckloads of debris out from both the up and down stream sides of this bridge. He was not able to get under the bridge and thus left a lot of debris. The debris up against and under the bridge needed manual attention and was indicated on the drainage tracker spreadsheet that I provided to ODNR before their run with the excavator in August

This location is a chronic problem and I remove rocks and woody material from the bridge and the debris catcher a few times a year in hopes that the big storms will cause less problem. Doesn't always matter though.

I have not been by that area in several weeks and it appears from Michael's pics that the clog has gotten a lot worse. It will take a lot of manual work."

Per Tom this should be taken off the agenda

- Improve railroad crossing at Loveland - worst bump on whole Trail - Dave Kennedy (administrator) is aware.
- Mark street intersection on Broadway in Loveland - Dave Kennedy (administrator) is aware.
- Moss. Spray a bleach solution on moss that is on Trail in hopes of diminishing its presence - now dormant - will try next summer (Jim Mason). Don Hahn has already tested glyphosate, vinegar and WetandFoget with no success. I have read that baking soda kills moss but have not tested it.

Tom is going to try a Copper Sulfate solution

- Where berm has grown over Trail, ask ODNR or FLMSF to use a wire brush on a Bobcat to push back - have not raised issue. (Melissa/Kyle or Bruce Cortright/Mike Dresch)
- Mark street intersections in Spring Valley at Main and Bellbrook - (Dick Feldmann).
- Fix signpost at Main St., Morrow (Melissa/Kyle)
- Medium-term.
 - Install 3-season drinking fountain at S. Lebanon trailhead - Jerry Haddix (administrator) is aware.
 - Install 3-season drinking fountain at Milford trailhead - Lisa Evans (Council member) is aware.
 - After installing Corwin shelter, improve parking area by adding 20 more spaces south of bathroom - have not raised issue yet with ODNR (Melissa) - am waiting until shelter is completed. (Melissa Clark/Kyle)
 - Upcoming ODNR Projects. There are a couple of upcoming ODOT projects on bridges over the trail that will potentially effect users.
- Long-term.
 - The paving project (Morrow-south) is out for bid. We will have to wait for bids to come in to see how far the \$200k will go.

Morrow is trying to raise funding for the bridge

Per Ron Gorley: MM 28.0. South of Morrow paving: Pre-bid meeting took place 11/8, waiting on bids to come in. This is the use of Community Based Capital.

"The project is going to the Controlling Board (CB) on 2/24. I will be the

Project Manager (PM) since this is an in-kind replacement of pavement. The request for release is for the entire \$200,000 as we plan on utilizing the entire amount for paving approximately 2 miles starting at the tree line in the southern vicinity of Morrow and moving south. The project will likely commence in early April and is targeted for completion in May. The contractor's schedule will be forthcoming after CB approval and contract execution." Phil Miller

- **Foster's Slips**

Kyle reported that prebid meeting tomorrow. Closing bids have to be done this month. Will also be completed 2020. Some of the issues are from culverts. Coming from Capital funds (emergency) He will be taking down trees in the area soon.

Kyle to contact Janet Slater to put information about free firewood that will be available at Foster's and Morrow.

3. Front Page --- Above the Fold.

- Annual Meeting. When and where? Officer recommendations? Board member recommendations? Topics? Accomplishments. Plans

At our May 5, 2019 Board meeting the following slate of candidates were put forward and approved:

- | | | |
|------------------------------------|-------------|------|
| • Steve Murphy, President | 2-year term | 2021 |
| • Ron Gorley, Vice President | 2-year term | 2021 |
| • Dick Feldmann, Treasurer | 2-year term | 2021 |
| • Becky Retzer, Secretary | 1-year term | 2020 |
| • Bruce Cortright, Member at Large | 2-year term | 2021 |
| • Rick Forrester, Member at Large | 1-year term | 2020 |
| • Tom McCray, Member at Large | 1-year term | 2020 |

So there are 3 Board members up for reelection in 2020 and 4 in 2021.

Tom McCray stated that he will not be running for a new term.

- Membership Drive. Our "Did you forget" membership drive netted us 88 memberships during the month of December. When should we do the next "regular" membership drive?

Consensus was to reach out again in April when sun comes out.

- Funding.

- Community Based Capital. Ron Gorley

Ron Gorley had a meeting with Phil Miller of ODNR October 9, 2019. Ron will report on that meeting. FLMSF's two top priorities for community-based capital are fixing the drainage north of Oregonia and the drainage north of Grandin Rd

- Grants. Becky Retzer.
 - No updates
- Pipe Safes.
 - Since last meeting we had two additional Pipe Safes vandalized. Thanks to Bruce Cortright we have a plan to make repairs although Dick Feldmann recommends we only repair the pipe safe at Fosters and pass on those at St Rt 350.
 - Install pipe safe in Spring Valley?
 - Install pipe safe in South Lebanon?
- Trail Safety.
 - ODNR has committed to have their fall tree cutting crew address the sight lines at: 350 (Ft. Ancient/Morgans), Wilmington, Wards Corner, Strout and Oregonia.
Not done – per Kyle will be taken care of in next couple of months.
 - Re-Paint the “STOP” signage on Trail at intersections. Next spring/summer (Bruce Cortright/Don Mills)
- Fences. Rich Easterly
- Invasive Control. Jim Mason
- Trail Surface
 - Open Issue: How to address the cracks from MM 3.3 to MM 6.1. This area should be a candidate for the next re-pave after Morrow.
Per Dick could probably hold off for a couple of years. Needs to be properly patch. Cold patch?
 - 10 bags of cold patch that ODNR could supply through Waynesville Hardware and Don Mills would pick up.
 - 10 gallons of crack fill - same as above.
 - Scarify bumps under Don Hahn’s leadership. (Don Hahn)
No plans yet but on his radar.
 - Crack fill Track next spring/summer. (Don Mills)
 - Use cold patching to fill dips in trail surface—Don Hahn has marked those between Loveland and Morrow with understanding they would be filled this year.
- Paving. Ron Gorley
 - MM 3.3 to MM 6.1. This area should be a candidate for the next re-pave after Morrow.

- Corwin Shelter. Tom McCray/Dick Feldmann (15 minutes).

Tom reviewed the below budget and timeline. Per the recommendation of Melissa we applied for an occupancy permit. Tom has filled out, with on-line help, our end of the application and has been waiting for Melissa (Park Manager) to fill out and submit their part in order to apply for the permit. FLMSF does not want to invest any more monies into this project with our verification that ODNR that they will cooperate.

There is also concern regarding the complexity and required accuracy of the concrete work. There is little or no ability to compensate or adjust for concrete errors when erecting the steel frame.

Tom Fromholdt will be contacted to ask for an estimate of the cost of the concrete work.

Tom McCray/Dick Feldmann will coordinate a meeting with Melissa and Kyle.

Corwin Shelter Budget

Original proposed shelter

Model #: SLF-G1628-04 16' x 28' steel frame gable shelter.	\$14,655
Engineering Changes and Other Costs	
Metal Roofing	\$700
Foundation templates, HDG anchor bolts, etal	\$600
Village of Corwin Zoning Permit	\$50
Signed Engineering site drawings (Jones)	gratis to \$1,000
Ohio Department of Commerce building permit	\$400
Installation	ODNR equipment and labor
Rental of extra deep (6 foot) auger attachment	unknown
Concrete and delivery, apx 5 yards	apx \$750
Rental of material lift device (needed?)	unknown
Current Total	\$17,405
Village of Corwin (October 14 Village Council mtg)	\$7,500
Friends of the Little Miami State Park	\$9,905

Corwin Shelter Schedule

Village of Corwin approved support to project	October 14, 2019
ODNR LMSP tentative agreement to handle installation	October 21, 2019
Corwin Zoning Permit	
Application and payment submitted	November 14-25, 2019
Permit approved	December 9, 2019
Signed shelter plans from RCP	
Ordered and 10% payment (\$1,595.50)	November 25- Dec 11, 2019
Received	December 20, 2019
Emailed to FLMSF and ODNR for review and approval	January 2, 2020
OUPS underground utility inspection	January 17, 2020
No utility issues	

Site Plan

Jones-Warner Consultants, Inc. in Franklin initial contact	Dec. 2, 2019
Met with Shawn Campbell to discuss requirements	January 29, 2020
Received preliminary drawing for approval	Feb 10, 2020
Received PE stamped final drawing	February 11, 2020
Building permit from Dept. of Commerce	
2-3 weeks	
Initiated on-line application with DOC assistance	Feb 10, 2020
Shelter fabrication by RCP	
20% down required	
6 weeks for fabrication	
1 week for delivery	
Foundation work on site	
Can be done in parallel with RCP shelter fabrication	
Department of Commerce foundation inspections	
Construction of shelter on site	
Department of Commerce building inspections	
Occupancy permit from Department of Commerce	

- Spring Valley Rest and Information Center. Dick Feldmann (10 minutes)
 - This kiosk will be the same 6-panel style as the current kiosks in Loveland, Milford, South Lebanon, and Corwin.
 - Negotiations with Spring Valley's ACTS who own Founders Park.
 - We have \$2,100 in the bank for this kiosk --- the excess funding from the Simeon Copple Memorial fundraising.
 - George McGowan, Spring Valley ACTS has identified a contractor willing to do the concrete work for \$1,200.
 - Mr. James Shively has volunteered to build the kiosk and restroom fence as a volunteer project. Dick Feldmann and far north section volunteers will also provide labor. We are putting together a material list in February for a March start.
- Morrow Kiosk.
 - Becky Retzer is working with Carol Whitacre and head of improvement committee. Carol is currently on vacation and should respond to Becky's email. We have a proposal to provide a kiosk (our standard) and have Morrow reimburse when monies are available. Discussion as to whether Morrow wants to use the current structure. FLMSF did not want to provide monies for a temporary kiosk at this point.
- South Lebanon Kiosk
 - Mac has finished repairs. Becky has installed locks and some information in panels. Requested a new map from Melissa. Three brochure holders were lost during remodel.

- Volunteer Recruitment and Onboarding.
 - Linda Buschman. Perspective from a potential volunteer.
 - Communication an issue
 - Use the trail all the time and see need
 - Can use weedwacker, event planning, onboarding volunteers
 - “I’ve heard this complaint from other erstwhile volunteers before.” Don Mills
 - For volunteers on the trail what is the official “dress code” so that others using the trail recognize them as volunteers?
 - “This issue of onboarding new volunteers is becoming increasing difficult but very important to the continued existence of FLMSF. I plan to attend the February board meeting in Loveland and would be willing to add my thoughts.
 1. trail maintenance that volunteers need to do. This is due to our several years of bringing the trail condition under control. Also, ODNR has been applying additional resources to the trail so that volunteers are not needed as much.
 2. Some of us leaders, at least speaking for myself, are having trouble finding time and energy to do trail maintenance. As most of you know, I have to devote a lot of my time to taking care of my wife. Next month I will turn 77 and I just don’t have the energy and strength I had a few years ago.
 3. Finding new leaders is difficult. I have tried repeatedly to recruit volunteers to take on leadership, even simple tasks like leading a work session occasionally. If a willing leader steps forward, I would be very happy to assist them to the extent they want and I can do.
 4. If we have new volunteers interested in trail work, someone should be assigned to work with them to help them find a role that fits for them. If it’s trail maintenance, I would be willing work with that new person a few times to show them what can be done, how to do it, explain what we can and cannot do, introduce them to our tools, etc. I have experienced volunteering with an organization and then having nobody contacted me to do something; it was only after I talked with someone who volunteered with that organization and he explained that all I needed to do was show up for a work session (it was really that simple). The situation described below by Linda should not happen but I am not sure how to prevent it from happening but together we need to try.”
 - Don Hahn: “This is a **VERY** significant -- and seemingly chronic -- "weak point" in our organization -- and I predict it will eventually cost us dearly if we fail to fix it.” George Stockham
 - Volunteer pool North versus South
 - Need volunteer leaders to help. We need core people - possible kiosks? Community service hours – reforestation

Dick suggested we find a volunteer to “own” a volunteer list

Becky and Steve will look into software/programs, methodology of volunteer record
Record keeping, onboarding and retention and report at the March board meeting.

- **Volunteer Recognition.** Becky Retzer
 - Plagues are being finalized and will be ordered, installed by mid-March
- Ray Jacobson.
 - Fence team founder
 - “No job ever too hard to tackle”
 - Never missed a good cup of coffee or political discussion
- Corwin Kiosk. Simeon Copple
- Loveland Kiosk. Steve Murphy
- Milford Kiosk. Mary Brown
- South Lebanon Kiosk. Tejas Dinesh
- Reforestation. Rick Forrester (tabled)
- Pollinator: Site was treated for weeds last fall. Want to plant this winter after first big snow, but weather dependent. Becky will be working with an Eagle Scout referral for signage or small kiosk for the area.
- Kiosks/Benches.
 - Kiosk/bench “acknowledgement” versus “advertising”.
 - Per Kyle acknowledgements are okay.
 - Can the donor consider the entire amount a “donation”
- Kiosk Content (Don Mills)
 - Is 4 the number of pamphlet holders we want in our kiosks?
 - What should the content of each of these 4 pamphlet holders be?
 - Do we have adequate supply of pamphlets? If not what \$\$\$ should we approve?
 - **Kiosk Takeaways.** With 7 information centers and 28 pamphlet holders (including Spring Valley) we will use a minimum of 5,000 Little Miami Tri-folds pamphlets next year. The content is well expressed and useful to our million plus Trail users.
 - The Ohio To Erie trifold is not as functional but does inform the Trail user as to the possibilities of bike travel within the State.

A small quantity of Park maps/brochures have been ordered, no ETA. The Division waits until they have a large enough print order to get the best pricing. Hopefully early spring.
- Bridges.
 - Bridge north of Beech Street needs to be replaced.
 - ODNR or FLMSP?

- Culverts/Drainage
 - MM 14.0 North of Corwin. Mud washing over trail. Stays wet for weeks.
 - MM 44.0. Bruce Cortright. Failed culvert. ODNR is aware.
 - South of I275 bridge. Culverts that need to be dug out have been marked.
- Graffiti.
 - Paint over?
 - Commission “street art” to cover?
- Calendar.
 - May 2020 helmet giveaway. Don Hahn
 - Spring 2020 repave 2 miles south of Morrow.
 - Spring 2020-Fall 2021 SR 48 and US 22:
Trail will remain open during construction. However, occasional flagging operations may be necessary.
Temporary construction fence will be installed along construction boundaries to protect the park and users.
Signage will be installed to alert trail users of the construction activity.
 - August 2021 thru December 31, 2022 King Avenue Bridge.
 - Spring 2023 for approximately 5 months US 42
The proposed project will require the construction of a protective shed with lighting over the Little Miami Scenic Trail to protect Trail users. The project will also require six short term closures for access to the bridge for demolition, erection of new beams, and protection during deck pouring to protect the Trail users.

Daytime closures during weekdays for demolition. Two closures lasting approximately 1 week each (5 days) and maybe as long as 3 months apart.

Daytime closures during weekdays for erection of bridge beams. Two closures lasting 2 days each and maybe as long as 3 months apart. It may be possible to complete this work at night.

Daytime closures during weekdays for pouring on the concrete bridge deck. Two closures lasting approximately 1 week each (5 days) at separate times

4. Events/Outreach

- Counters. Ron Gorley. We have the Counter Reports from TriState Trails.

2016 1,217,677

2017 1,302,600

2018 1,010,056

2019

5. Trail Safety

- **Intersections Safety.** Don Mills.
 - **Laddering:**

There are 49 intersections in our 50 miles.
16 intersections do not warrant markings because of little traffic conflict.
24 intersections have been marked in the last year.
7 intersections will be marked in the near future.

 - 2 intersections have not received approval for marking from the governmental “owner”, e.g. Spring Valley. Dick Feldman and I will continue to work with Spring Valley in an attempt to improve safety in their Village.
 - **Lines of Sight:** There are 5-6 intersections where ODNR’s chainsaw crew can open up better visibility for bikers & motorists, i.e. Strout North East, Wilmington North West and South West, 350 North East and North West, Wards Corner South East. Melissa Clark “The 4 intersections needing cut back for sight lines are already on our maintenance plan for fall.”
 - **Corwin Ave.** Thanks to good information secured by an A & A employee (Steven - project manager) about a tar and chip of Corwin Ave I am postponing the Corwin Ave laddering until I talk to The Mayor and find out what Corwin’s plans are for re-pave.
- **Trail Sentinel Program.** Don Hahn
 - Don Hahn reports that there are currently 15 Trail Sentinels who have volunteered.
 - Don has one unclaimed vest. Can order more depending on demand.

6. Trail Condition

- Bruce Cortright. All, wonderful news, Ernst Concrete has asked US Lawns to move out of their building at the cement plant by April. I just talked to Jason and he said we are still good to keep our equipment in the building after US Lawns leaves.

7. Amenities.

- Summary



RestAndInformationCenters.xlsx

- Spring Valley kiosk and port-o-let. Dick Feldmann
 - ACTS owns Founders Park. George McGowan attended the last Spring Valley ACTS meeting and introduced the ideas I had given him previously.

ACTS is positively inclined to letting us put an information kiosk in Founders Park.
ACTS is positively inclined to paying for an upgrade to the kiosk of three additional display cases for Spring Valley’s use \$525.

Dick Feldmann’s goal is to pour a 5’x5’ concrete slab and build a 3-sided enclosure using prefab fencing from Home Depot for the portable restroom to mask its

appearance and get it to stand upright, but Dick suspects that ACTS isn't willing to pay the \$750.

George is going to set up a meeting for the two of us I to meet with the ACTS leadership at Founders Park. So, we're seeing good progress, but more to come.

- Spring Valley ACTS has approved putting the kiosk at Founders Park.
- Spring Valley ACTS is all but approved adding three additional displays on the back side for their use. We just need to get them a price for the three additional panels \$175 each or \$525 for all three.
- They really liked the approach of their panels facing north and ours facing south. That sold it.
- Pipe safe at Founders Park is approved.
- They want to move the portable restroom (as do I) to get it away from a memorial tree.
- George is going to get me the contact information for Greene Foundation for asking for a grant for the restroom pad and enclosure.

8. Miscellaneous Projects Needing Capital and/or Labor

- **Benches.**
 - Liz Lamar and Ron Gorley surveyed every existing bench on the trail, complete with location, condition and photograph. First priority is to install benches where none exist. (We have three potential donors right now). Second priority is to repair or replace existing benches. We'll work on a report for the board after I return to town in a couple of weeks.
- **Port-o-let Enclosures.**
 - Our current specifications: 3-sided, no roof, no door, 6' tall, 6" clearance under walls.
 - Locations: Miamiville, Oregonia, Spring Valley.
 - One potential solution: <https://www.homedepot.com/p/Outdoor-Essentials-6-ft-x-6-ft-Pressure-Treated-Cedar-Tone-Moulded-Wood-Fence-Panel-Kit-162523/204146019>

9. Meeting Schedule.

Feb 12, 2020	Loveland City Hall, 120 W Loveland Ave, Loveland, OH 45140
Mar 11, 2020	Wayne Township Administration Building, 6050 N Clarksville Road, Waynesville, OH 45068
Apr 8, 2020	Loveland City Hall, 120 W Loveland Ave, Loveland, OH 45140
May 3, 2020	Annual Meeting
May 13, 2020	Wayne Township Administration Building, 6050 N Clarksville Road, Waynesville, OH 45068
Jun 10, 2020	Loveland City Hall, 120 W Loveland Ave, Loveland, OH 45140
Jul 8, 2020	Wayne Township Administration Building, 6050 N Clarksville Road, Waynesville, OH 45068
Aug 12, 2020	Loveland City Hall, 120 W Loveland Ave, Loveland, OH 45140
Sep 9, 2020	Wayne Township Administration Building, 6050 N Clarksville Road, Waynesville, OH 45068
Oct 14, 2020	Loveland City Hall, 120 W Loveland Ave, Loveland, OH 45140
Nov 11, 2020	Wayne Township Administration Building, 6050 N Clarksville Road, Waynesville, OH 45068