

**Friends of the Little Miami State Park
Online General Board Meeting 06-10-2020
Meeting Minutes**

Call to Order: Steve Murphy

Introduction of Members and Guests: Steve Murphy (5 min)

Board Members: Steve Murphy, Ron Gorley, Dick Feldmann, Bruce Cortright, Rick Forrester, Becky Retzer

Guests: Don Schweitzer

Approval of Minutes from 05-13-2020: Becky Retzer

Becky motioned to approve the Minutes from 5-13-2020. Ron Seconded Approved

Treasurer's Reports- Dick Feldmann (5 min)

Cash on Hand:	04/30/2020	5/31/2020	Change +/-
Unrestricted	\$35,849	\$34,805	(1,044)
Restricted	9,589	9,589	0
Safety	7,826	7,826	
Memorial bench install	1,207	1,207	
Trail maintenance	556	556	
Reserved	5,302	7,052	+1,750
Pollinator garden program	1,350	1,350	
CPA Bob Staum	750	750	
Corwin Shelter	2,202	2,202	
Spring Valley crosswalks & signs	1,000	1,000	
Rt. 123 crosswalk	0	1,750	
Operating Account	8,416	9,059	+643
Savings Account	42,325	42,331	+6
Receivables	00	56	+56
Total	\$50,741	\$51,446	+705

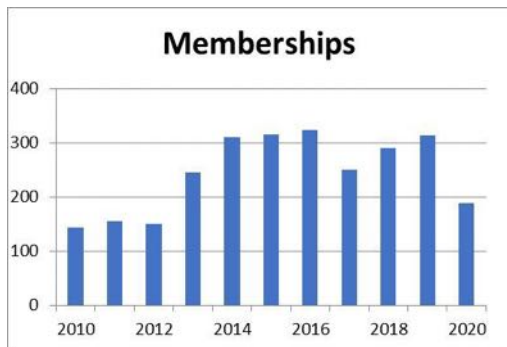
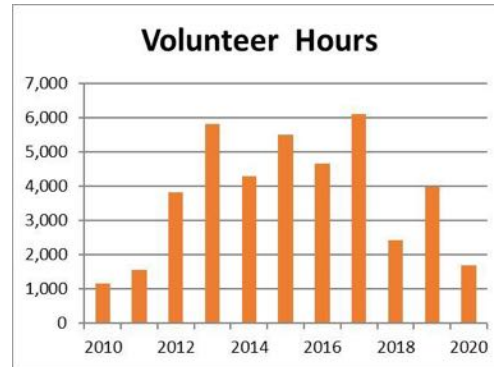
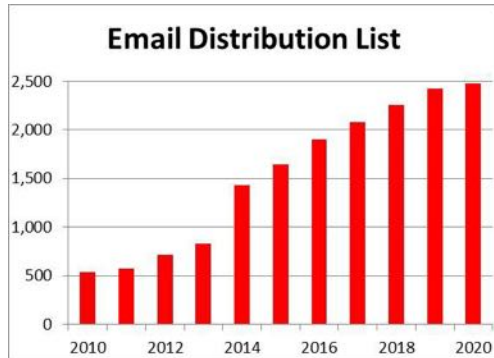
No changes to restricted funds this month. Up about \$705.

Treasurer Narrative: Dick Feldmann

- Financial Statement for May sent to Board on June 7th.
- State Charitable Registration for 2019 completed.
- Federal 990 is still being processed.
- Major Income items: Nothing to Report.
- Expense items approved and paid: Nothing to Report

Metrics: Steve Murphy (5 min)

	<u>Apr 08</u>	<u>May 13</u>	<u>+/-</u>
Email Distribution List:	2,460	2,477	+17
Memberships:	174	188	+14
Same time last year:	123	191	+68
End of year 2019:	318	318	
Volunteer Hours:	1,483	1,693	+210
Facebook "Likes":	1,419	1,437	+18
Facebook "Followers"	1,534	1,534	+0
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.
 - ODNR responsibilities:
 - Respond to serious trail erosion issues, e.g. reroute
 - Capital funding
 - Repair and replace culverts. McCray's report.
 - Repaving. Repave from Hedges to Richland --- about 2 miles. Some systemic issues.
 - Maintain active and consistent presence at FLMP Board meetings
 - Law enforcement
 - Right-of-way enforcement
 - Seasonal mowing
 - Create and maintain drainage ditches. McCray's report.
 - Re-route Trail when trail erosion occurs
 - Remove large fallen trees
 - Supply State Park brochures. FLMSP can help.
 - Approve FLMSP activities
 - I71 Erosion. The last major project that could shut down the trail. Timing? Cost?
There are other areas that are also of concern.
 - Fosters. Ron Gorley
 - Completed



- Morrow. Ron Gorley

- Paving completed. Some berm work is needed because in some cases the trail surface is 5-6" above the berm



- Needs fixin. Ron Gorley. Intent is to fund the work to smooth the berm along the recent repaving section in the next budget so hopefully around August. The quote ODNR got for materials and installation was \$31k. Instead, they will get materials for about half that and have the South Construction crew spread and compact it.

May be done around August. Don Mills and Ron Gorley have approached Morrow and S. Lebanon to fix. Ron asked Melissa to call Jim Smith, Mayor of S. Lebanon to get permission to move the dirt onto the berm. (S. Lebanon has a lot of dirt they need to utilize). Hopefully we will hear within the next week or so.

- Ron Gorley. Regarding the flail mower..... ODNR in general, and Brian Miller in particular, are very sensitive to us mowing the trail. Mowing is a specific job in ODNR that is mentioned in their labor contracts.

I have an agreement with Melissa that when the trail gets too unruly and beyond mowing needs that we can bush hog the sides (with the tractor or the DR).

- ODNR Phone Call Notes. June 5, 2020. Ron Gorley. Melissa Clark, Bruce Cortright, Dick Feldmann, Ron Gorley

- ODNR labor constraints this year. Hiring has been delayed and the level reduced. This is unfortunate as both FLMSF and ODNR recognize the steady improvements to the trail over the past couple of years, significantly coming from increased ODNR staffing. Casey is now back. Randy is splitting time between Little Miami and Cowan.
- FLMSF has segment adopters who are not comfortable leading work groups yet. This is impacting the amount of AAT activity we're completing.
- 1.6 miles of new pavement south of Morrow looks great. Berm is high in some areas. Quotations have been requested from the original contractor and others to fill in with gravel. Ron will follow up with an email to Melissa asking Phil Miller to update us on status. FLMSF will repaint mile markers 29.0, 29.5 and 30.0. (See

notes above)

- Ron has the stencils and will paint the markers.
- The Fosters slip work is complete. New culvers, grading, repaving. Looks great.
- The Corwin rest room is likely to remain closed all year. Ohio Dept of Health guidelines require it to be cleaned and sanitized twice a day if it were to remain open. This is not possible.
- Fosters rest room is open. So far, no indication that additional portable rest rooms are necessary, even with additional trail traffic.
- Miamiport portable rest room toppled over again. FLMSF to look at concrete or pressure treated platform so it can rest on a level surface.
 - Bruce tried to level the ground and will try to pin down.
- Post and signs at Front St in Morrow need to be replaced (looks like a car ran into it). ODNR doesn't have replacement signs. If FLMSF wants to begin repairs, that is fine. Not an immediate project as we are short on AAT resources.
- Stop sign at Richland and Stop Ahead sign at Corwin have been stolen. Stop sign at Richland has been replaced from FLMSF stock. No replacement signs readily available for Corwin.
 - No signs in our caches. **Ron will follow up on signs ordered by ODNR in Fall of 2019**
- Mathers Slip and O'Bannon Creek bridge are on the list of major capital projects awaiting decision of state funding.
 - Community based grant request – should know later in July.
- Drainage issues: 1) failed culvert at 44.0 (Branch Hill) has been fenced off but still needs to be repaired. 2) north of 14.0 has been fine in 2020. 3) south of I-275 is still draining but will need to be dug out some point in the future.
- Proposal to install flashing stop signs at Fosters. Want this installed in 2020, prior to June 2021 closure of 3C highway bridge. Ron will place a flag in the ground where we want to install the southbound sign on the left hand side of the trail for Melissa and Kyle to assess.
 - No concerns from Melissa. May want to move stop sign to the left-hand side of the trail. Want to get in place in 2020.
 - **Dick requested a cost estimate/proposal as well as a cost differential of new vs. scratch/dent**
- Corwin shelter installation is delayed until at least the fall. Staffing level in general and the number of people together are both impediments. No ODNR objection if FLMSF wants to contract the installation.



3. FLMSF.

- Trail Traffic. Up 98% over 2019.
 - March 18 through April 8th up 98%.
- Annual Meeting. When and where? Officer recommendations? Board member recommendations? Topics? Plans.

At our May 5, 2019 Board meeting the following slate of candidates will be 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
- Open, Member at Large 1-year term 2020

- ï Tom McCray is not standing for reelection.
 - ï Let's put November in the block for the Annual Meeting
Ron - Dwight declined - Tim Hughes- has not responded.

- ï **Becky will ask Janet to include need for interim Board Member in the next trail mail.**

- Miscellaneous

- The dead tree concentration south of Corwin. 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.

- Short-term.

- 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 WetandForget with no success
 - Jim Mason will try next summer – now dormant.
 - 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)
 - **Bruce will try to scrap with bucket. Need to know mile markers.**
 - Fix signpost at Main St., Morrow (Melissa/Kyle)

- Medium-term.

- Install 3-season drinking fountain at S. Lebanon trailhead - Jerry Haddix (administrator) is aware. **Owner?**
 - Install 3-season drinking fountain at Milford trailhead - Lisa Evans (Council member) is aware. **There is no water at Milford trail head?**
 - Water: Milford owns all the way up to the trail. Our property jets out after the train station.
 - Upcoming ODNR Projects. There are a couple of upcoming ODOT projects on bridges over the trail that will potentially effect users.

4. Organization/Relationships.

5. Events

- Helmet Day. Don Hahn.

Location: The event will be held at the small gazebo in Nesbit Park just north of Little Miami Inc. headquarters (about 50 yards south of the public restrooms).

Training: We need to attend a brief training session by Dawne Gardner from Children's. That is scheduled for noon on June 26

Advertising: Children's Hospital with whom we are partnering will help us get word out about this event.

- June TrailMail
- Send to Loveland Herald & Cincinnati Enquirer (Loveland area edition) - need volunteer to do. The June TrailMail soon to be published will provide notice about this.
- Signage: We need signs along the trail to direct people to the give away. I am thinking of one next to the trail near the gazebo, one or two to hang on the gazebo, maybe one for check-in and for a separate area for helmet fitting. Also, we could have a sign along trail at Harrison (south of Little Miami Inc.) and at our kiosk near restrooms.

Covid-19: Box of masks for us volunteers to wear and give to anyone who wants one. Will also bring a pump bottle of hand sanitizer and a canister of disinfectant wipes. But if you have your own mask, sanitizer and/or wipes, please bring that. I think we should wear masks since we will be in close contact with people as we hand out helmets and separately help fit them and provide some basic bicycle safety tips. We should post a couple of signs saying something like "Please respect social distancing (6 feet

Times: TrailMail notice will say that the event will run from 10:00 am until 2:00 pm (or we run out of helmets). Since there are 8 volunteers we could have two shifts, 10-12 and 12-2. Having 8 of us for the entire time is not necessary. I would like at least 3 of you at each shift. Let me know which shift you would prefer--copy others so all know.

Backup Date: If steady rain is likely on the 27th or we have other reasons to cancel that day, we should delay our event. July 25 is our backup date. We can also use the backup date to hand out any left over helmets.

- Membership Drive. When should we do the next "regular" membership drive?

We will contact Janet re. putting in an article in our Trail Mail

- Counters. Ron Gorley.

At the April board meeting, we discussed the counting program. As a reminder, we voted to continue with Tri-State Trails to continue the counting program in 2020 (data collection and reporting) for \$2,500.

Ron highlighted the benefits of replacing our permanent counter at Loveland, with one that sends data out daily at a one-time cost of around \$2,500. There was general agreement that this made sense. Our cost will be \$2,735 for the counter.

Ron has an invoice from Tri-State Trails as well as the quotation for the counter from Eco-Counter. On that quotation, the cost of the counter is \$3,865. The \$1,130 differential will be paid by Tri-State Trails. They will pay for the annual cellular data transmission cost as well as an upgrade feature Ron was unwilling to pay for - the ability to discern right-to-left from left-to-right traffic.

- Wade wants to distinguish left to right from right to left - will pay for cellular data and directional add ons -
- Warranty- rates for 10 years (battery) One-time Capital expenditure not annual.
- Dick asked what the status of our 2019 count - our number will be between 1.25 and 1.51 million. They put a counter just north and south of the Lebanon trail - this counter needs to come out (near Lebanon Spur) Ron feels good about releasing the monies - the invoice will be for 2020.

Ron moved to fund \$2,735 for the Eco-Counter permanent counter to supplement the previously approved \$2,500 for Tri-State Trails to collect and report the data. The invoice total for these two items is \$5,235. As part of this motion, I further stipulate that a payment check be withheld until FLMSF receives and approves the results of the 2019 count. Dick seconded the motion to fund the Eco-Counter. Approved.

6. Trail Safety

- Intersections Safety. Don Mills.

- Laddering: Don Mills.

There are 49 intersections in our 50 miles.

16 intersections do not warrant markings because of little traffic conflict.

33 intersections have been marked in the last year.

7 intersections will be marked as “improved” in the near future.

- 3 at Loveland that Kennedy will do, 1 at Morrow that A & A will do, 1 at Terrace Park that will be done late summer, 2 at Wards Corner & Bridge that Clermont County will do
 - From Loveland south - painted by a professional is in really good shape

- Morrow.

Carol will coordinate with A & A Safety (bid below) the marking of ST. RT. 123 and will have Morrow's Maintenance department install the bike signs on the roadway. Per FLMSF Board approval last month, FLMSF reimburse Morrow for 50% of the cost. Prior Board approval on 5/18 up to \$1750.00

- Signage.

- 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. Kyle will report on this.
 - Re-Paint the “STOP” signage on Trail at intersections. Next spring/summer (Bruce

Cortright).

- Re-paint Mile Markers.

- Bruce has inherited the painting tasks here on out. He has the stencils and whatever paint was left.
- We have been using Rustoleum gloss white oil based paint from Home Depot or Lowes.
- Greene County Engineers use a product from Sherwin Williams or Kleem for painting road intersections.
- ODOT has a road paint #643 and #642 that is also a possibility - probably can get that from A & A

- St Rt 123.

- Loveland. Dave Kennedy is going to take care of the 3 intersections in Loveland in June, as is Terrace Park.

- From Loveland south - painted by a professional is in really good shape

- Clermont County is addressing Wards Corner, Branch Hill and Bridge; they only want to have rungs; Don Mills has been trying to convince them to have similar one to everybody else, but it's their call. Clermont is going to add some solar flashing lights at Bridge and Wards Corner and possibly Branch Hill. Timing is unknown, but funding is available.

- Trail Sentinel Program. Don Hahn

- Trail Blowing. I am asking for your help in identifying volunteers with an interest in helping to blow the trail this season. Those who helped last year are not able to continue. If you have an interest or know anyone with a hitch on their vehicle and an interest in helping to keep our trail clear of debris, please have them contact me. Thanks for any assistance you may be able to give. Here's to a great year on the trail. Pete Hostetter 614-312-6717
 - Should we put in Trail Mail?
 - Trail Blowing calendar is set up to function properly.

7. Trail Culverts/Drainage



- This was caused by the auto shop taking down a large limb and leaving it in the culvert.
- The county has been made aware that the culvert needs to be enlarged.
- Ron hopes a drainage survey - check email from Don
- **Beech St**
Ron Gorley. Beech Rd...the township has completed a drainage survey and sent to ODNR with recommendations for culvert replacement. ODNR is currently reviewing.

Jeff Wright. Miami Township Service Director John Musselman is going to contact ODNR to see if they have issues with us planning a project to replace the existing pipe with a larger diameter pipe and if they need to review a plan that we would execute. So that we do not cause a new problem on a downstream property owner John is also reaching out to a local civil engineering firm to have the problem evaluated and consider if there are any unintended consequences from replacing the current pipe with a larger diameter

8. Trail Condition



- **DR String Mower**
 Bruce will finish using string mower soon.
- **Stabilizations.** ODNR.
 - TRAIL EROSIONS AT I-71.
- **Bumps, Crack-filling.**
 - Don Mills & Don Hahn are going to work on crack- filling tomorrow
- **Graffiti.**
 - Dan Berling seems to be winning the battle at Little Miami Bridge

9. Amenities

Kiosks:

- Spring Valley. Dick Feldmann. Waiting on zoning clearance. Dick Feldmann and north volunteer Jim Shively will do the construction.
 - Dick working on zoning.
 - Estimated to around \$1,000
 -
- Morrow. Becky Retzer - talked to Carol first of week - project will be part of part revitalization most likely several months in future. Carol will keep in touch with Becky to discuss ODNR & FLMSF needs.
- State Route 350 Kiosk: No funding available.

- Milford Kiosk: Recruited new volunteer Teresa Silvers.
- Meeting with other kiosks volunteers to give new maps from Melissa, FLMSP posters, hotline cards, FLMSP brochures, OTET brochures.
 - Should Kiosk “owners” be responsible for filling brochures.
 - Becky is getting extra set of keys made for Milford, Loveland & S. Lebanon kiosks.
- Kiosk Content.
 - Updated FLMSP brochure -
 - OTET brochure (have plenty available - do not need additional boxes until next season)
 - ODNR maps (only about 200 left) Per Melissa the order has not come in and with COVID-19 not sure what the ETA is.
 - Designing cost effective map to be funded by FLMSP

Spring Valley port-o-let. Dick Feldmann

- Planning for a 5'x5' concrete slab and a 3-sided enclosure using prefab fencing from Home Depot for the portable restroom to mask its appearance and get it to stand upright. Spring Valley ACTS also wants a sidewalk leading to the portable restroom.
 - George McGowan has identified a cement contractor to do the slab and sidewalk work.
 - May have contractor to do the sidewalk and portlet restroom pad

Benches - Ron Gorley

- 4 donated benches
 - Dr. Osher – Miamiville
 - Liz received an email from Dr. Osher asking about adding another bench. The next most southern location is at Stubbs Mill.
 - Effer – Grandin (installed)
 - Carol Hayes - Lebanon spur (installed)
 - Vesper – Avoca Park (Installed)
- EADS installed a new bench in Loveland

ArGis – Dick Feldmann

- Dick ordered the program that will allow design of maps on iCloud for \$100 per year. May be solution to designing our own Trail Map.

10. Funding

- Grants. Becky Retzer.
 - Grant Station - subscription has expired
 - Wrote request for Tom McCray for \$250.00 towards a Stihl HT103 pole pruner \$600. Will research for one other grant to send proposal for this item
- Pipe Safes.
 - Install pipe safe in Spring Valley?

- Install pipe safe in South Lebanon/
- Pipe safe at Founder's Park is approved
 - We have two that need sandblasted @ \$100 each (estimate) – put on hold until the Fall
- ODNR. Ron Gorley

I had an impromptu meeting with Senator Steve Wilson yesterday when I saw him walking the trail as I was riding my bike in the opposite direction. He said he was having his staff send pictures of the Morrow repaving and the Fosters repair to FLMSF. I haven't seen them yet, so if anyone else does, please share.

We talked about the community based capital request FLMSF put in this year (drainage and grading work around Oregonia). I told him, that in light of the pandemic, I had not followed up with his office, anticipating a very constrained budget process. He advised me not to give up, that he is still pursuing this request.

He also said money for other trail improvements initiated by ODNR is in the works. This includes the engineering study for the bridge at O'Bannon Creek and work around I-275. Might be other work that he couldn't remember off hand. He said the money was budgeted already, but needs to go through an appropriation bill to finalize. That needs to take place by June 30. We'll know more in another six weeks.

11. Beauty

- Reforestation. Rick Forrester. Opening up the beautiful view at Spring Valley Nature Preserve is a good work project
 - Rick has about 30 trees left over from previous years that need to be planted.
 - Too much rain to work around schedule to rototill pollinator area
- Invasive Control. Jim Mason
- Pollinator: Becky Retzer.
 - a. Rick and Becky will work on getting area in Oregonian prepared for seed planting. Becky has the seed. There should be enough for another location
 - b. Becky is working with Amanda (Naturalist) to dig up some plants from Cowan Lake and to get seeds from Amanda.

12. Volunteer Recruitment, Onboarding, Recognition

- Volunteer Steering Committee. We now have a Volunteer Steering Committee that has been tasked with formalizing FLMSF's volunteer management, e.g. organization, software, training, etc.:
 - Becky Retzer, Chair
 - Dick Feldman, Co-chair
 - John Biederman
 - Ron Gorley
 - Don Schweitzer
 - Steve Murphy

- Janet Slater's Wisdom. It's important that the organization have an internal, comprehensive list of volunteer tasks so we know what's filled and what's not. But for getting potential volunteers involved for the first time, here are the kind of things I would ask (in the form of a checklist on paper or the website, or over the phone, or however you decide to do it):

- **Do you want to work out on the trail or at home?**
- Manual or mental work?
- Time you want to give: one day, once/week, once/month, occasionally when asked?
- What special skills or interests do you have that you'd like to share?

I'm sure there are other questions that would be helpful, but you get the idea. Bottom line: find a task to fit a volunteer, not a volunteer to fit a task (I'm talking general "I want to help somehow" volunteers, not special roles like legal).

I would also add to your internal, comprehensive list of tasks some additional info that would answer questions like the above, to aid in matching volunteers: (ex. scarifying bumps--2 or 3 days running, once/year; some strength required) (chainsaw--need training class; need is unpredictable) (fill kiosk--creative; on your own time, about 2-3 times/year).

- Volunteer Impact Software. Becky Retzer, Dick Feldmann
 - **\$388 for 100 volunteers**
 - A 30-day trial is scheduled to begin Saturday June 13
 - Committee has been meeting via zoom weekly
 - Demonstration of Volunteer Impact software Monday, June 8th
 - Committee is updating main volunteer categories with sub-categories and "job" descriptions for input into new software
 - Leads will be offered training via zoom on how to use software
- Recognition. Becky Retzer
 - Ray Jacobson - Need to coordinate installation and presentation of fence plaque as well as personal plaque (will be in by June 20th) Pictures and article for Trail Mail (July issue).

13. Calendar.

- Helmet Giveaway. June 27th 2020 helmet giveaway, training June 26th. Don Hahn
Rain date July 25th
- 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

14. Meeting Schedule.

- Future General Board Meetings will be online using ZOOM until the current COVID-19 restrictions are relaxed.

Jul 08, 2020

Aug. 12, 2020

Sep 09, 2020

Oct. 14, 2020

Nov 11, 2020

Annual Meeting Slated