

**Friends of the Little Miami State Park
General Board Meeting 3-8-2023
First Financial Bank, Mason, Ohio
Meeting Agenda & Presentation with minutes**

Minutes

Motions

Actions

AGENDA / STRATEGIC PLAN.

1. Introductions
2. Approval of Minutes
3. Treasurer's Report
4. ODNR Report
5. FLMSP Administrative Business
6. Volunteer Management
7. Condition & Drainage
8. Amenities/Convenience
9. Beauty
10. Safety
11. Outreach

Call to Order: Dick Feldmann

Introduction of Board:

Dick Feldmann	President	Present
Ron Gorley	Vice President	Present
Becky Retzer	Treasurer	Present
Bill Brown	Secretary	Present
Larry Bloomfield	Member at Large	
Bruce Cortright	Member at Large	Present
Fritz Buschmann	Member at Large	Present

Introduction Guests:

Mary Ann Wendeln	Books & Membership	Present
Holly King	FLMSP Hotline	Present
Mike Norman	ODNR	Present
Casey Marcum	ODNR	Present
Rick Forrester	Thur. Crew	Present

Approval of Minutes: Bill Brown

- February Board Meeting, distributed February 9th.

MOTION: Bill made a motion to approve amended Feb. 8th minutes as "rev1".

Dick seconded.

Motion approved.

Treasurer's Report: Becky Retzer

FLMSP CASH ON HAND	01/31/23	02/28/23	
Unrestricted	131,136	133,782	2,646
Restricted	18,444	19,364	920
Morrow Rest & Info Station	7,944	7,944	0
Grandin Rest & Info Station	10,000	10,000	0
Steve Murphy Memorial	500	1,420	920
Reserved	259	259	-
Pollinator Garden	259	259	-
Savings Account	102,500	102,506	6
Receivables	184	124	-60
Total	150,022	153,529	3,507

Treasurer Narrative: Becky Retzer

- Financial Statements for February sent to board on March 6th.
- Steve Murphy Memorials to date: 1,420
- Future Steve Murphy bequest from estate: 20,000
- 2022 Year-end to be finalized by 2/15/2023

Expenditures:

- Roxanna Storage – sent \$480.00 3/1 for 4 months
- UPS Store paid - \$300.00 in February
- Purchased GrantStation in February for 169.00

ACTION: Bill will contact grant writer volunteer in Louisville to see if they are still interested in helping.

- Board Motions

MOTION: Motion was made by Dick via email vote which passed on 2/16 to pay Tri-State Trails \$877.50 for upgrading the data logger transmitter on our permanent counter to 4g. Motion approved

- Constant Contact – monthly fee is now \$95.00

MOTION: Becky made a motion to increase the monthly amount from \$75 to \$95 /mth. Ron seconded. Motion approved.

- Rick: Is the data logger data analyzed? Dick will address this.

Metrics: Dick Feldmann

Metrics require rework.

ODNR, Mike Norman, Casey Marcum

Staffing

- Mike Norman, Park Manager
- Casey Marcum, Trail Maintenance Lead

Winter Maintenance

- Rocks at Rt. 350. Can rocks be moved by state to an area requested by Becky? Casey says she can and Becky will get with her.
- Culvert Clearing
- 300 posts removed- Casey
- Dead Tree removal

Senior Rd Culvert

- Culvert at Senior Road opened up by Casey and crew.
- Does the fence need to be replaced?
- Dug out but filled back in during the recent rainstorm.
- Township trustee was out there and said the landowner needs to clean it out. Casey will keep prompting the township to get the owner to do it.
- Trustee said it was an ongoing issue with the landowner.
- Ron: If FLMSPP had permission from the landowner, could we go on property to fix it?
- Mike: ODNR will not do the work on private land. Mike says they could possibly go to a township meeting.
- It will take an excavator to clean the area on private land.

Clearing of Berm and mower path

- Request volunteers start clearing the berm of tree litter in preparation for mowing season.
- ODNR starts mowing in April. They ask that FLMSPP crews start clearing the area to be mowed of sticks and debris.

Morgan Benches

- To be replaced with memorial benches.
- Current wood benches are rotting out.
- Ron: 8 people on the waiting list for memorial benches.
- 1 mile bench frequency is LMSP practice. Becky would like one at Oregonia.
- Ron could use Thu. crew help putting in benches.
- Next one will be in Morrow at the park.

Bridge Paving Sign

- Out of date phone number
- Someone called in and complained that the number was not correct. It is Ceasar Creek Park.

ACTION: Becky and Dick will contact the print shop and pursue labeling with the correct number. #ONDR / FLMSPP hotline / Park number.



Purchase of two chain saws for Casey and team

- Stihl MS 261 C-M 20 w/ M-Tronic technology and 18in bar and chain – \$648
- Stihl MS 201 T C-M 14 w/ top handle, M-Tronic and 14in bar & chain – \$738
- From Miami Valley Power Equipment in Corwin

MOTION: Ron made a motion, not to exceed \$700, to purchase two (14" bar 170 and 18" bar 250 or 261 or similar) chainsaws.

Dick Seconded

Motion approved: Vote: (6) Yes and (0) No

MOTION: Bruce made a motion to spend \$400 for one Stihl 16" blade and supporting equipment from Loveland Equipment.

Dick seconded.

Motion approved.

Morrow trees

- Mike indicated that additional trees are scheduled for removal in Morrow. Because trees are into power lines, working with AES Ohio.
- Leave trees alone for now. They are in the powerlines.

King Ave/Grandin Rd/Peters Cartridge factory

- Trail Closure at Peters Cartridge
- From Warren County website:

“Anticipated Construction Duration: March 2022 – December 2023”

“Trail Impacts:

A portion of the Little Miami Scenic Bike Trail at the Grandin Road crossing is currently closed and will remain closed into 2023. The Peters Cartridge Factory Apartments and Cartridge Brewing can still be accessed from the southwest on the trail. It is hopeful the trail will be open for the late summer and fall seasons in 2023 with the exception of a few closures for construction of the relocated trail to the existing trail and demolition of the existing bridge.”

This paragraph has been stripped from latest Warren County Engineer web site.

O’Bannon bridge

- From ODNR Little Miami State Park web site:
“O’Bannon Creek Bridge Closure: The O’Bannon Creek Bridge will be temporarily closed starting March 6th. It will open again at the end of March then close again from May to October. There is no designated detour.”
- Mike: Beautification may be needed around the bridge and FLMSP may be able to help since project prices have increased and the original project budget will not allow the state to fund it.



Trail slip South of Isaac Walton

- No change

Trail slip at MM 22, 171 Jeremiah Morrow Bridge

- No change
- Mike, ODNR Engineers and ODOT continuing discussions a long-term solution to correct the issue.

Mike other topics:

- ONDR bringing in a college intern. Naturalist, bike safety focused.
- Beech Road culvert work over next couple days.
- Former Govr. wife Hope Taft leading signage effort with ODOT and ODNR for scenic river signage for the 50 Year National Scenic River Anniversary.
- Little Miami Watershed Festival June 10th. FLMSF invited.

Staffing update:

- 2 open interview sessions to higher 9 additional maint. and retail positions. More may be hired for LMSP. People can be moved from other parks to support trail work when needed. Casey is another set of eyes in the trail to identify what is needed from ODNR for the trail.
- ODNR employees who operate equipment are trained thoroughly and Mike signs off on them personally. Employee safety is Mike's responsibility. Bruce: Sometimes professional tree service needs to be called in. Mike and Casey agree with that.
- Crews are cutting trees under power lines along the trail near Duke Energy Foster Substation.
- Rick: Trail slippage topic: Mike says if anything that impacts the river to fix a slippage, it needs several Little Miami River sign offs.
- Mandy is in training this week.
- Rick is looking to get some more bird boxes from ODNR.

Volunteer shirts

- No change
- Available to all individuals signing 2-year agreement
- Must order for specific person
- Need to capture shirt size

FLMSF ADMINISTRATIVE BUSINESS

Special Report – FLMSF Hot Line, Ron Gorley and Holly King

Current Process:

- Originally set up by volunteer Tony Blizniak approximately 10 years ago
- Utilizes Google Voice with the phone number 513-212-6958
- Callers can call or text (including photos)
- 2022 usage – 325 calls or texts
- Types of calls this past year
 - Tree down
 - Other safety concern (i.e., pavement or fence condition)
 - Trail closure information
 - Animals, alive and dead found on the trail

- Vagrancy
- Graffiti
- Four current operators – Bruce Cortright, Dick Feldmann, Ron Gorley, Holly King
- Operators always let the caller leave a message, so we have a record
- Any operator can respond to the caller and initiate the remedy to the situation
- Casey: Can she be contacted about the tree down if it is not addressed so ODNR can take care of it? There was one north of Grandin that someone said they would do, but it was not completed.

ACTION: Ron will include Casey on “tree down” text communications so she knows what is and isn’t completed.

ACTION: Ron will send an email to all chainsaw crew saying that Casey will be included on tree down communications.

Current Status:

- Recently, we have had periodic issues with Google Voice
 - Operators have been dropped from the service
 - A setting inexplicably gets turned off that drops our outgoing message

Proposal:

- Explore an alternative to Google Voice
- “Open Phone” is a candidate but is not fully vetted
- Looks to have all the features from Google Voice that we utilize
- Seven-day free trial for us to evaluate
- If desired, ongoing cost is \$13 per month (\$156 annually)
- After trial, we can port our existing phone number to the new service

Trail Counter Program, Ron Gorley

- Final count for 2022 is 1,347,325 person visits
Down from 2020 and 2021 COVID impacted counts
- Permanent counter
Upgrade from 3G to 4G cell service \$835 – approved by board e-mail vote.
Counter will be moved from North of Loveland to South of Loveland
- Tri-State Trails quote for trail counting in 2023 - \$3500
This will include our annual membership in Tri-State Trails

MOTION: Ron made a motion to pay Tri-State Trails \$3500 for trail counting in 2023.

Dick seconded.

Motion approved.

Chronolog Timelapse System, Bill Brown

- Explain the system
- Show existing examples
- Discuss potential uses and sites on the trail

ACTION: Bill will forward the presentation and more information to Mike for ODNR legal counsel review. Add O’Bannon bridge as a potential location.

GoPro Trail Recording, Rick Forrester

- Ron: Can we do a Gopro video of the entire trail for reference. Sentinel or other volunteers to do it for us. Or the blowing crew.

Annual Meeting, Dick Feldmann

- Need to schedule for May and plan event.
- Do we want to go back to Waldschmidt House? Board likes that site.
- Need expenses covered by donations. Several board members agreed to fund it.
- 35 people attended last year.

Board Membership, Dick Feldmann

- June 2022
 - Dick Feldmann, President 2022-2023 - Will serve 2 more years
 - Steve Murphy, VicePresident 2022-2024
 - Ron Gorley agreed to be acting VicePresident until May 2023
 - Ron is willing to continue serving out Steve's term. But he is often out of town.

MOTION: Dick made a motion for Ron to fulfill Steve's term.

Fritz seconded.

Motion approved.

- Bill Brown, Secretary 2022-2024
- Becky Retzer, Treasurer 2022-2023 - Will serve 2 more years
- Bruce Cortright 2021-2023 - Will serve 2 more years
- Larry Bloomfield 2022-2024
- Fritz Buschmann 2022-2024

Membership Management

- Membership Management
- Set up Quick Books to support these functions
 - Successfully supporting donation receipt generation.
 - Already cloud based.
 - Working on upgrade plan

Records Retention, Becky Retzer

- Becky is working on updates to files that can be electronically saved versus boxes of hard copies. Currently cleaning out some old files.

VOLUNTEER MANAGEMENT

Spring Volunteer Event, Linda Buschmann

- Pizza Party
- Fritz reported for Linda:
- Proposing volunteer appreciation on April 23rd or 30th at The Monkey Bar.
- 30 volunteers might show up.
- Waiting to hear back from Monkey Bar.
- 13" Pizzas, Drinks, \$300
- We may possibly ask a speaker to attend.

Volgistics, Becky Retzer, Fritz Buschmann

- Fritz Buschmann has updated the 2022 hours from the website into Volgistics.
 - Total hours for 2022:
- Fritz is currently contacting volunteers who have no hours listed and/or ODNR forms (A-G)
- Goal is to contact all volunteers in database by end of March and delete those who are no longer interested.
- Goal to get a volunteer initial contact policy in place.
 - Currently John Biederman is using Volgistics to contact those who submit an on-line application.
 - Need to follow up with a phone call and to encourage ODNR forms to be completed.

ODNR Volunteer Agreement, Dick Feldmann, Becky Retzer

- New Volunteer Agreements (Liability adverse)
- Motor Vehicle Accident Liability Insurance Coverage Form (???)
- Ohio Parke and Watercraft Volunteer Handbook, 2021

ACTION: Mike will review FLMSF folder to see if all volunteers need to fill out new forms or are existing signed forms good for the two years they currently cover. i.e. New volunteers will begin signing the new forms.

TRAIL CONDITION & DRAINAGE

Trail Surface Tools, Bruce Cortright

- Trail Scarifier is working well
- Wire Brush Assembly
 - Addition to Scarifier to treat moss and grass intrusion on the trail.
 - Quote from Patriot Equipment: \$1,035 + \$45 shipping - \$1,080
 - **Table the brush assembly attachment purchase.**

Trail Work, Rick Forrester

- Black top patch
- Black top patch purchase \$675

MOTION: Rick made a motion to buy blacktop patch not to exceed \$675.

(Note: After the meeting, it was pointed out that Rick is not a Board Member. Checking bylaws to see who can make and vote on Motions. Just Board Members or quests)

Dick seconded.

Motion approved.

AMENITIES/CONVENIENCE

Corwin Kiosk, Dick Feldmann, Becky Retzer

- New doors installed on kiosk

- Kiosk populated with LMSP Presentation materials.

Morrow, Dick Feldmann, Becky Retzer

- Rest and information station going into Phegley Park in 2023 paid for by Appletree Pet Clinic.
- Status – kiosk & bench
 - Bench has arrived and will be installed this spring.
 - Three-sided building has been removed and disposed of.
 - Worked to remove slab and foundation. Turned out to be much larger than expected.
 - !!! After we got this far, and thanks to Chris Boerup's effort, the Village of Morrow finished removing the slab for us. !!!



- Status – trees
 - Becky will schedule within next 2 weeks Greenfield Farms to visit site to submit a plan for pollinator garden in front of station and for suggestions for tree planting along trail where trees have been or will be removed.

Portable Restrooms, Dick Feldmann

- Transition to summer schedule will be on March 31st. Portable restrooms will be removed as soon as the summer restrooms are operational.

Beauty

Pollinator Gardens, Becky Retzer, Rick Forrester

- MM 19.9 Oregonia has been seeded.
- MM 39 under power lines was seeded March 2nd

Park Entry Signs, Dick Feldmann

- Proposing new signage at all entry points.
- See Presentation
- Currently surveying every intersection (46 intersections, two set of entry signs at each intersection) and creating a pictorial inventory of the signs at the intersections. When finished, will add to FLMSF google drive.

SAFETY

Helmet Giveaway, Becky Retzer

- Rick Forrester gave 2 referrals. Becky contacted both – one because of upcoming wife's surgery cannot lead. The other Becky has not heard back from. The deadline for the free helmets was 3/4/2023.
- Canceled for 2023

OUTREACH

Greene County Parks and Trails Sentinel Program, Dick Feldmann

- Saturday February 25th
- Dick Feldmann attended and presented #ODNR and FLMSF Hot Line contact information.
- Picked up Greene County Trail issue contact information and provided to our Hot Line team.
- Greene County Parks and Trails developing a campground at Caesar Ford Park, along the bike route to Jamestown.
- Jamestown bike route is being extended to Washington Courthouse. This connects with the Paint Creek recreational trail to Chillicothe.

Ohio Trails Advocacy Day, Ron Gorley, Dick Feldmann

- March 29th, Ohio Statehouse, Columbus
- Ron and Dick to attend.

50th Anniversary of the National Scenic River designation of the Little Miami River,

Dick Feldmann

- June 10th, Washington Mill Park, Bellbrook, Ohio
- Dick Feldmann will be supporting ODNR display table with Mike Norman

FUTURE GENERAL BOARD MEETINGS

April General Board Meeting will be Wednesday April 12th, 7:00-8:30 PM on MS Teams.

May Meeting will be Annual General Membership Meeting in lieu of board meeting.

MOTION: Dick made a motion to adjourn.

Ron seconded.

Meeting adjourned.

Addendum:

Several motions were made after the March 8th Board meeting via email. Motions were voted on by members via email and listed here for the record:

MOTION: Dick made a motion to approve 7 seats or \$210 to purchase the web based Diversity and Inclusion Training course program. The 7 board members should complete the course in order to refresh our understanding of workplace discrimination and our commitment to non-discrimination.

No second. Board members agreed on motion via their vote.

Motion approved by members via email vote.

MOTION: Becky made a motion that we allocate \$1,363.70 for the printing of 5,000 brochures. Ron seconded.

Motion approved by members via email vote.