

**Friends of the Little Miami State Park
General Board Meeting 1/10/2024
MS Teams Video Conference
Meeting Agenda & Presentation_Minutes**

Minutes

Motions

Actions

AGENDA / STRATEGIC PLAN.

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

Call to Order: Dick Feldmann

Introduction of Board:

Dick Feldmann	President
Ron Gorley	Vice President
Becky Retzer	Treasurer
Bill Brown	Secretary
Larry Bloomfield	Member at Large
Bruce Cortright	Member at Large
Fritz Buschmann	Member at Large
Rick Forrester	
Mike Norman	ODNR
Casey Marcum	ODNR

Introduction of Members and Guests:

Approval of Minutes: Bill Brown

- November Board Meeting, distributed November 28th.
- **MOTION: Bill made a motion to approve Nov. 8th minutes.**
- **Dick seconded**
- **Motion Approved**

Treasurer's Report, Becky Retzer

FLMSP CASH ON HAND	10/31/23	12/31/23	
Unrestricted	149,277	178,135	28,858
Restricted	16,707	24,026	7,319
Memorial Benches	6,707	4,026	-2,681
Pavement Fund	0	10,000	10,000
Grandin Rest & Info Station	10,000	10,000	-
Reserved	259	259	-
Pollinator Garden	259	259	-
Savings Account	42,539	42,547	8
CD(s)	81,853	82,459	606
Receivables	0	199	199
Total	166,243	202,420	36,177

P&L Comparison	YTD 12/2022	YTD 12/2023
Revenue	84,805	119,602
Expenses	52,254	70,319
Net Operating Revenue	32,551	49,283

Treasurer Narrative, Becky Retzer

- Financials emailed to Board on 01/07/2024
- Year-end reports will be sent to the Board later in January for review and approval. Once approved will give to accountant.
- **CD's** - 30,000 matures 2/27/2024 4.86% 7 months
50,000 matures 7/3/2024 3.92% 15 months
Propose we open another 50,000 CD @ 4.86% for 7 months

MOTION: Becky made a motion to move \$50,000 from savings and checking to a 7 month CD @ 4.86% .

Ron seconded

Motion approved

Upcoming expenses for January-February

- Navigate Tomorrow – Annual Web Hosting 1/1 – have not received invoice.
- Philadelphia Insurance - \$300 (covers volunteers) – Discussion on coverage (Fritz)
- Constant Contact up to \$110.00 per month – motion to approve monthly charge.
- IRS Mileage Rate \$.67 up 1.5 from last year. Effective Jan. 1, 2024.

MOTION: Becky made a motion to approve mileage rates for 2024 for personal vehicles per the following table.

Dick seconded

Motion approved

<i>Mileage Rates for 2024:</i>	
\$0.67/mile	Max. rate for driving personal vehicle along or between points on trail.
\$0.77/mile	Max. rate for driving personal vehicle while pulling or hauling material or equipment on the trail (to include hauling equipment to/from the equipment storage facility) for purpose of maintaining the trail.

MOTION: Becky made a motion to approve spending \$110 per month for Constant Contact
Dick seconded
Motion approved

Status of New Chart of Accounts, Becky Retzer

ODNR, Mike Norman, Casey Marcum

Staff

- Casey is on her own till spring.

Middletown Rd. bridge (MM 16.5)

- Contract for bridge reclamation awarded.
- Work will start this spring.
- Part of RFP is that we will reclaim the boards for future fence repair.
- Steel plates are holding up well.

O'Bannon bridge (MM 41.5)

- Bridge is closed as of October 3.
- **May 2024 scheduled completion.**
- **Mike is researching outdoor furniture for the area and will work with Dick to coordinate.**



Trail slip at I-71 Jeremiah Morrow Bridge (MM 22.1)

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

- Trying to resolve a requirement for a detour during the work where no appropriate detour is available.

Trail slip at Glendale-Milford Rd (MM 50)

- Investigating taking on leveling the blacktop as a joint park staff and FLMSP volunteer project.

Oregonia Project

- **Waiting for release of funds by state to begin project**
- **Thanked FLMSP for stepping up and helping with installation of steel plates as a temporary fix.**

Casey Activity Report

- **Pulled 150 fence posts and filled holes**
- **FLMSP Thu. crew helped take fence down**
- **Cleared and chipped honeysuckle at Stubbs Mills Rd.**
- **Talked to two other state parks about Grassflap mower attachments.**
- **Dick will send a link to board members for the attachments.**
- **Mower attachments should be shipped to Dick's home address when they are ordered.**

MOTION: Dick made a motion to approve not to exceed \$900 for the purchase of two Grassflap mower attachments for ODNr mowers.

Bruce seconded

Motion approved

FLMSP ADMINISTRATIVE BUSINESS

Insurance Renewal, Fritz Buschmann

- GC 21 44 – Limitation of Coverage to Designated Premises or Project

POLICY NUMBER: B010792

COMMERCIAL GENERAL LIABILITY
CG 21 44 07 98

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

LIMITATION OF COVERAGE TO DESIGNATED PREMISES OR PROJECT

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Premises:
Project: Club activities for basic upkeep of trails - trimming branches, clearing debris including grass, weeds, & overgrown plants, picking up trash, mowing, and maintenance of benches/gazebos.

(If no entry appears above, information required to complete this endorsement will be shown in the Declarations as applicable to this endorsement.)

This insurance applies only to "bodily injury", "property damage", "personal and advertising injury" and medical expenses arising out of:

1. The ownership, maintenance or use of the premises shown in the Schedule and operations necessary or incidental to those premises; or
2. The project shown in the Schedule.

- Following addendum to GC 21 44 provided to agent and underwriter:
- **Past, Present & Future Activities of the Friends of the Little Miami State Park**
 - Past & Present Activities
 - Installation and Maintenance of Signs
 - Installation and Maintenance of Information Kiosks
 - Installation and Maintenance of Gazebo Picnic shelter
 - Installation and Maintenance of Benches
 - Installation and Maintenance of Fences
 - Blacktop root bump grinding
 - Trail blowing of leaves and tree litter
 - Pavement maintenance with crack fill and asphalt patch
 - Installation and Maintenance of prairie gardens
 - Restored railroad track sign tower
 - Stump removal
 - Tree planting
 - Invasive plant removal
 - Trash pickup and removal
 - Tree trimming
 - Cut back plants/weeds near trail edges
 - Downed tree removal
 - Contracting for Portable toilets along trail supplied by Rumpke
 - Grass cutting
 - Food provided at volunteer picnics or the membership donor annual meeting
 - Media outreach includes newsletter, Facebook posts and information kiosk
 - Future Activities
 - Possible Building construction (tool storage building)
 - Structure construction: Information kiosks, picnic shelter. Planned future structures include information kiosk and picnic shelter or gazebo at Grandin Road
- Results
 - Underwriter accepted list EXCEPT:

- Underwriter rejected our building of buildings. We will “need to hire somebody to construct any buildings.”
- Definition of “Authorized” or “Approved” Volunteer
 - “A person who completes all ODNR and FLMSF forms, waivers, agreements and releases prior to volunteering for the FLMSF and has completed required training for the activity being performed.”
- Fritz discussed the equipment, auto, liability and umbrella policy that renews on January 21. Fritz and Dick sent a list of the FLMSF’s work, projects and activities to the insurance company. The insurance company accepted all of these activities except for the construction of buildings. The policy will not cover construction of a building. Construction of a kiosk and a gazebo are acceptable. As a reminder, the insurance does not cover cutting down trees.
- Fritz also discussed the Accident Insurance policy that renews on January 21. The policy covers “All authorized volunteers of the policyholder.” Dick, Becky and Fritz proposed that we define an authorized volunteer as “A person who completes all ODNR and FLMSF forms, waivers, agreements and releases prior to volunteering for the FLMSF and has completed required training for the activity being performed.”
- Dick suggested compiling a list of volunteers who completed training on chainsaws, the bump grinder, blower, DR mower and the tractor. Some training, such as on the chainsaw, are more formal than on the tractor, for example.

ACTION: Fritz will ask Linda about blower training. Ron will check on training for the DR mower. Bill will check on the bump grinder training.

ACTION: Rick Forrester asked questions on the Accident Policy coverage. Fritz will respond to those questions.

2024 Donor Campaign, Dick Feldmann

- Kicked off on Giving Tuesday, November 28, 2023
- Between 11/27/2023-1/3/2023, 120 donations came in.
- **Totaling \$44,519**

Grants, Becky Retzer

- Warren County Soil and Water Conservation District
- We were awarded up to \$10,000 (our proposal was for 8K)
- Begins 1/01/2024
- We have 2 years to complete
- Greenfield Farms to provide materials and finish the work other than possibly collaborating with S. Lebanon on use of equipment
- Grant includes signage and poster for Kiosk.

OUTREACH

Funding from Legislature, Ron Gorley

- For pavement replacement.
- Project funding request for \$296,500 has been submitted to Warren County Chamber Alliance
- Ron & Dick presented to chamber November 15th
- Warren County Chamber Alliance presented following to State Legislators:

Warren County priority projects for the State of Ohio's biennial Capital Budget:

Deerfield Township	Kings Mills Multi-Use Pathway Project	\$465,662
Friends of the Little Miami State Park	South Lebanon-to-Morrow Connector Repaving	\$296,500
City of Lebanon	Colonial Park East Welcome Center	\$700,000
City of Springboro	North Park Renovation & ADA Restroom	\$600,000
City of Franklin	Pedestrian Access to Dial Park	\$500,000
WCCC & Countryside YMCA	"Warren County Landmark Project" – Expanding Childcare Access	\$1,500,000
Hamilton Township	Marr Park Trails	\$152,000
City of Mason	Park Patron Services Facilities	\$500,000
City of Lebanon	Cincinnati Avenue Multi-Use Trail	\$700,000
Warren County Historical Society	Harmon Museum & Armstrong Center Modernization	\$454,875
Franklin Township	Woodhill Cemetery Columbarium	\$100,000
TOTAL		\$5,969,037

Projects to be considered for the One-Time Strategic Community Investment Fund:

Warren County Water & Sewer	Ion Exchange Improvements to Renneker Water System	\$2,000,000
Linder Center of Hope	"Transforming Hope" Facility Upgrades & Expansion	\$10,000,000
Warren County Park District	The Terrace at Aimco Lake	\$5,250,000
TOTAL		\$17,250,000

- Way Forward
 - Met with Senator Wilson December 7th at Golden Lamb. He recommended we hold off on raising of additional funds till after legislature sets the budget.
 - Planning a large dollar fund raising for summer 2024 for additional pavement funds from community.
 - FLMSF TrailMail list
 - Cincinnati Cycle Club membership
 - Trail Businesses
 - **Plan to begin a supplemental capital campaign in July 2024.**

Other Outreach, Dick Feldmann

- Miami Valley Regional Active Transportation Committee meeting 12/8/2023. Dick & Ron attended.
- King Ave. /Grandin Rd. bridge and bike trail tunnel ribbon cutting 12/19/23. Ron and Dick attended.

- Cincinnati Cycle Club Annual Banquet 2/4/2024. Dick Feldmann will support and staff a vendor's table.
- Tri-State Trails Regional Trail & Bikeway Committee meeting 1/26/2024. Ron will present King Avenue Bridge project, Loveland trail closure and closure and improvements in South Lebanon.
- Buckeye Trail, Ohio River Chapter Mid-Winter Trail Celebration 1/13/2024 at Cartridge Brewing. Dick will support.
- US Department of Transportation Volpe National Transportation System Center telecon discussing "Case Study Interview Request for the Ohio to Erie Trail". Dick will support.
- Heritage at Miami Bluffs Health and Wellness Fair 4/27/2024. Dick and Ken Speicher will support.

TRAIL CONDITION & DRAINAGE

King Ave/Grandin Rd/Peters Cartridge factory (MM 35.3)

- **Trail is open.**



- Future Amenities
 - Sign Tree
 - Information Kiosk
 - Picnic Shelter

- Benches
 - Will be meeting with Warren County Engineer to discuss underground utilities and where we can place these items.

Time-lapse tracking of bridge repair, Bill Brown

- Three camera posts and supporting web page ordered. Awaiting arrival.
- O'Bannon Creek bridge.
- Time stamped photos of status/progress.
- Create link on our web site to photos.
- **Two timelapse stations installed and available on the Chronolog website.**
- **One at O'Bannon Bridge project and the other at Mile 39 pollinator garden.**
- **Links to sites will be provided in Trailmail article Bill will send to Janet by Sat. and on the FLMSP website.**
- **City of Loveland may also use the FLMSP Chronolog links in their communications.**
- **The installation site for the last station will be determined after further board discussion and input.**

O'Bannon bridge (MM 41.5)

- Bridge is closed as of October 3.

Middletown Rd. bridge (MM 16.5)

- Contract for bridge reclamation awarded.
- Work will start this spring.
- Part of RFP is that we will reclaim the boards for future fence repair.
- Steel plates are holding up well.

Drainage, Dick Feldmann

- Tom McCray and Casey Marcum met and surveyed trail drainage issues.
Working up a plan.

Future, Dick Feldmann

- Foster Old 3C Highway.
 - Warren County upgrade to Bear Run Lift Station, Fosters Lift Station and the sewer line between the lift stations that runs on the side of the Old 3C Highway bridge.
 - This will include a replacement of the sewer line that crosses under the trail at Fosters.
 - Project is in the environmental impact study phase.
- Route 48 bridge over Little Miami River
 - In planning & community outreach stage.
- Sewer Project, South Lebanon
 - Ron and Dick Met with Jerry Haddix, City Administrator, City of South Lebanon.
 - Project involves new sewer lines from Lebanon Wastewater Treatment Plant on Mason Morrow Millgrove Rd. across river at Lebanon Countryside Trail, into S Lebanon. It then will continue back to State Park and up the bike trail shy of a mile.
 - South of Main St., route will go under bike trail several times.
 - North of Main St., route will be directly under bike trail for 0.9 mile.

- Project in the budget phase but goal is for construction to start in 2024 and run through 2025. Bike trail closure still to be scheduled out.
- ODNR Native Plant green house.

VOLUNTEER MANAGEMENT

Holiday Gift, Linda Buschmann

- Partner with Corporate LaRosa's
 - Provide each active volunteer a large 2 topping pizza
- 90 Gift certificates sent out early December to volunteers who are active volunteers (see definition above).

Proposed Future Volunteer Events, Dick Feldmann

- Individual team events
 - 2023: South Trail blowers: \$50
 - 2024: Provide \$100 budget to each of the 11 project teams.
- Spring Volunteer pizza party
 - 2023: The Monkey Bar: \$403
 - 2024: Budget \$500
- Summer Volunteer cookout
 - 2023: Morrow: \$315
 - 2024: Budget \$500
- Fall Volunteer picnic
 - 2023: Morgan campground
 - Gifts from in-kind donations: \$2,419
 - Picnic expenses: \$321
 - 2024: Budget \$500
- Winter Volunteer gift
 - 2023:
 - Gifts from in-kind donations: \$619
 - 90 LaRosa's gift certificate, value \$18.99: \$985.40
 - 2024: Budget \$1200
- Volunteer birthday card
 - 2024: Budget \$100

Thanks

- **Linda Buschmann** for putting together the volunteer events and getting the in-kind donations.
- **Becky Retzer** for implementing and managing the Vogistics volunteer management software and in-processing new volunteers.
- **Don Schweitzer** for managing the ODNR volunteer agreements.

Motion to approve a total yearly dollar amount for Volunteer Appreciation was tabled until Feb. board meeting.

AMENITIES/CONVENIENCE

Park Entry Signs, Dick Feldmann

- Finally finished cataloging pictorial sign inventory.
- Proposing new signage at all entry points.
- Trail has
 - 33 Major Intersections – Require full sign tree in each direction.
 - 11 Minor Intersections – Requires just the Park sign in each direction
 - 2 Terminations – Already has a large park sign but needs the trail and rules signs only in one direction.
- Signs needed
 - 88 New LMSP park signs
 - 70 Route signs
 - 25 Street signs to replace missing street signs
 - 67 New Rules Signs
- Cost ROM
 - 250 signs
 - 30" Stop Sign from web ~\$45 each
 - **ROM \$11,250**
- Recommend Phased approach
 - Phase 1. Replace State Park signs
 - ROM: \$4,000
 - See if we can save some money by having our volunteers cut the signs to shape.
 - Keep the old signs to use as material for the rule signs.

Benches, Ron Gorley

(Notes submitted by Ron Gorley)

- In 2023 we installed four benches and repaired one more that a Sycamore tree landed on.
- One additional bench was received, but we ran out of time to install before the holidays. Weather permitting, we will install it later in January. Otherwise, we will need to wait until March.
- Three more benches are on order and will be delivered in March. They will be installed in March and April, weather permitting.
- We also have the bench that was moved from Grandin Road during construction. Will reinstall it once overall plans for the trailhead are known.
- No other benches in the queue. Six locations available - all between Morrow and Corwin.

BEAUTY

Pollinator Gardens, Becky Retzer, Rick Forrester

- MM 19.9 Oregonia Pollinator Prairie
 - Rethinking about planting seeds again - looking into an educational garden area that would represent what native Americans would be using for medicinal, dyes, food.
- MM 39.1 under power lines doing well
- New area at MM 38.5.
 - See Excel spreadsheet "Fosters Prairie Projects"

	Project FLMSP - 004
Date of Request	10/1/23
Project Name:	Fosters Prairies Under Power Lines
Description of Proposed Work:	Create two native Ohio priaries on Duke Energy and Cincinnati & Hamilton County (Camp Butterworth (Girl Scouts)) right-of-ways south of Fosters at approximately the 38.5 mile-marker. River side of trail only. Herbicide, then rototill area, re-herbicide, re-rototill, plant native Ohio wildflowers and grasses.
Site of Proposed Project:	Mile marker: 38.25 (North) and 38.35(South), GPS coordinates: See Platt maps Nearest cross street: Old 3C Highway
Project Timeline	10/2023-6/2024
Group or Division Making Request:	Beautification and Prairie Committee
Person Making Request:	Pat Coyle and Rick Forrester
Contact Info	Pat Coyle patcoyle@tds.net Rick forrester forrester.rj54@gmail.com
ODNR Contacts	Mike Norman Casey marcum Caden Sauerbrey
Contact Info	mike.norman@dnr.ohio.gov casey.marcum@dnr.ohio.gov caden.sauerbrey@dnr.ohio.gov
Estimated Total Work Hours to complete project	250 hours
Approximate Costs-Materials	\$1500 for seed (unless Duke will supply), \$100 herbicide, \$100 info signs (Do Not Mow, Native Prairie Installation), \$100 concrete with posts and signs, \$200 straw bales to cover seed, \$1500 for outdoor information prairie sign
Approximate Cost - Rental Equip	\$500 farm tractor with rototilling attachment
Approximate Cost - food, gas, other	\$100 for water and snacks
Total Cost: ODNR/FLMSP	FLMSP \$3500, ODNR \$100
Equipment Needs	rototiller, rakes, shovels, seed spreader
Ancillary Equipment	2-cycle gas, first aid kit, personal protective equipment (ear protection, gloves), wheelbarrow, manual post hole digger, sledge hammer
Boundaries? Adjacent land owner issues?	Project is on two Duke Energy power line rights-of-way. One parcel of land is owned by Duke Energy and an the other by the Cincinnati & Hamilton County Girl Scouts Camp Butterworth. The Little Miami State Park bisects both right of ways and is 66 feet wide. Only the river-side of right aways will be seeded and maintained.

Any potential issues?	Can ODNR supply seeds they use and bushes? Need Duke Energy permission. Can they buy the seeds for us? Is this a public relation positive for them? Need to cut prairie every two years to eliminate trees and reencourage native plants. Johnson grass serious threat to prairie.
Approved/Modified/Rejected (ODNR) Name and Date	
Completion Date, Issues	

Travertine Fen, Dick Feldmann

- Austin Miller, Birdsong Landscapes, is working to eliminate invasive species.
- Casey and Dick met with Austin 1/10/2024 to discuss boundary between trail and fen.

SAFETY

FUTURE GENERAL BOARD MEETINGS

February General Board Meeting will be Wednesday February 14th, 7:00-8:30 PM on MS Teams.

Dick made a motion to adjourn

Bill seconded

meeting adjourned