



Outdoor Recreation Council of Appalachia

Jessie Powers, Executive Director
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Proudly managing the [Baileys Trail System](#) in Athens County, Ohio

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Meeting Minutes February 28, 2022, 1:00pm

Prepared by Elle Dickerman, elle.baileystrails@gmail.com

ORCA Board Members Present: ORCA Chair City of Athens Mayor Steve Patterson, ORCA Vice Chair Village of Chauncey Mayor Amy Renner, York Township Trustee President Tim Warren, Buchtel Council member Jay Kline, Athens County Commissioner Lenny Eliason, (Not present: Nelsonville City Manager Scott Frank)

Others Present: Jessie Powers, Elle Dickerman, Sky Pettey, Will Drabold, Andy Kostival, Michael Moulton, Dawn McCarthy

- **Meeting Agenda**
 - Approve Agenda
 - Approve January 18, 2022 Meeting Minutes
 - Financial Report
 - ORCA Board Member & Partner Updates
 - Legal Update
 - Social Media Report
 - Director's Report
 - Public Comments
 - Other
 - Adjourn

(Motion to Approve Agenda: Tim Warren, Second: Jay Kline; *Approved*)

(Motion to Approve Minutes from Jan. 18, 2022: Tim Warren, Second: Jay Kline; *Approved*)

- **Financial Report, Executive Director Jessie Powers**
 - Balance: \$31,032
 - Received a \$2,500 donation from Barb and Tom Kostohryz
 - Reimbursement request:
 - Jessie Powers for postage: \$8.67
 - Elle Dickerman for mileage: \$205.63

(Motion to Approve reimbursement: Jay Kline, Second: Tim Warren; *Approved*)

(Motion to Approve Financial Report: Jay Kline, Second: Tim Warren; *Approved*)

- **ORCA Board Member & Partner Updates**



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- Sunday Creek Horizons, Andy Kostival
 - Sunday Creek Horizons is thankful to have the opportunity to work with ORCA and the Baileys project.
 - Sunday Creek Horizons helped to work with legislature for the \$2MM state investment in the trail system
 - Celebration of State Support Event in Chauncey last summer, along with other work, has assisted Sunday Creek Horizons to solidify ORCA as an entity in the region
 - In conversations with Gail Mansion, DeWine's administration, state and local groups, Sunday Creek Horizons has been evangelizing ORCA as leading the charge in the region
 - We believe in ORCA's mission and are excited to continue promoting ORCA's mission and vision
 - Sunday Creek Horizons is eager to continue working with Jessie & ORCA – through securing additional state and federal dollars, expanding ORCA's geographic footprint, and offering general support for the Board and Staff

- Sunday Creek Horizons, Will Drabold
 - Sunday Creek Horizons views this project and outdoor recreation's impact on the region as a massive opportunity for the region
 - There is massive potential for opportunities to connect and develop the poorest communities in Ohio
 - We are working to grow ORCA in the minds of people at the state and federal level
 - Sunday Creek Horizons hopes to continue working for ORCA to help forward its mission

- Mayor Amy Renner, as ORCA is aiming to increase its membership, can Sunday Creek Horizons help with this?

- Sunday Creek Horizons, Will Drabold
 - We put out a timeline in November for ORCA's expansion
 - However, the organization is not currently positioned to offer services to new members
 - This timeline was put on hold for the staffing request outcome
 - A staff expansion is the approach to take to secure future funding for the region
 - In the meantime, they have been communicating with Jessie regarding communities and counties we wish to approach
 - If funding is available, we will begin working for additional members
 - Washington county is interested in becoming a member, however ORCA does not have the staff capacity currently

- Jessie Powers, we have had conversations with target areas, once we know our capacity moving forwards, we will be able to pursue these opportunities. However, with ORCA's current staff we do not have the capacity to offer services to new members.



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- Sunday Creek Horizons, Will Drabold
 - Our services regarding the capital budget and expansion have been on hold pending information on staff request, and we did not invoice ORCA for February.
- **Legal Update**
- Sky Pettey, Lavelle and Associates
 - Has made a few changes for procurement policy drafted by Jessie
 - Emailed Jessie a few changes, with those changes it should be good to go
 - Can continue looking at contract forms for the next board meeting to come up with a bank of forms for us to use
 - Looked at procurement contract for phase 4 construction, looked good and compliant for legal requirements
 - Trademark update: at the last meeting, I recommended that the Baileys Trail System logo and name should be trademarked. This is simple process going forwards, request authorization from the board to do the online process to apply; pay for some amount of filing fees to apply for the trademark

(Motion to authorize application for a trademark for the Baileys Trail System logo and name as well as to pay filing fees for trademark: Steve Patterson, Second, Tim Warren, *Approved*)

- **Social Media Report**

Skipping Social Media Report this month for time purposes.

- **Director's Report, Jessie Powers**

- Buchtel Snow Fork Trailhead Update

- Grant was submitted EDA travel and tourism funding for the Buchtel Snow Fork Trailhead
- The total cost of the trailhead will be over \$2.5 MM.
- After submitting, we received an email from the EDA stating that they are no longer accepting applications, and they received 6 times the amount of requests as funds available.

- Revenue Generating Streams

- ~\$4,681 Merchandise Sold

- Progressing in obtaining the grant agreement for the ARC power grant –The Governor's Office of Appalachia has agreed to serve as the project's Basic Agency.

- ORCA Membership / Staff Expansion

- Steve Patterson & Jessie Powers met with the county commissioners on February



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8th and provided an initial overview of the staffing request

- Created and shared a follow-up document to spell out the benefits of ORCA
- Will be speaking with the commissioners at 10:45am tomorrow (March 1), tomorrow is the deadline for their decision for providing ORCA with ARPA funds for staff positions.
- Tomorrow, will be talking more about the recreation development opportunities in Athens County, which ORCA can lead. Received feedback County Commissioners may not realize additional recreation opportunities outside of the Baileys Trail System. Received no feedback from Athens County Commissioners other than to share previous documents with the Athens County Planning Director, which was completed.
- Pending favorable decision, requesting board authority to create position descriptions and advertising

(Motion to allow Jessie to create and post job descriptions pending funding approval: Tim Warren, Second: Steve Patterson, *Approved*)

- Jessie Powers, pending favorable decision, we will also need a hiring committee.
- Mayor Steve Patterson, I will serve on the hiring committee.
- Trail Crew Leader Training, Jessie Powers
 - This weekend, the trail designers are hosting a training, which ORCA will be funding with grant funds
 - There will be 30 participants in the training
- ORCA's Audit is scheduled for March 8th
- Jessie Powers, need a board decision on how ORCA will move forwards with Sunday Creek Horizons. We have others in the region who have shown interest in ORCA's services:
 - Moonville Rail Trail – interested in pursuing the capital budget request
 - Historic Harmar Bridge Group- interested in ORCA's model/ ability to secure large scale public investments
 - This interest in the regional recreation development is a good indicator of the need for services

(Motion to pay January invoice for Sunday Creek Horizons Motion -Tim Warren, Second Steve Patterson, *Approved*)

- Athens County Commissioner Lenny Eliason, it is important to outline what are expectations are for Sunday Creek Horizons, we should use them on specific projects and asks rather than a general consulting position. Right now, it seems like we are becoming an arm of Sunday Creek Horizons, that is not our position as they are a client and should be used appropriately.
- Jessie Powers, we are using them appropriately, their valuable relationships at the



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state and federal level provide something we don't have and haven't had in this region.

- Lenny Eliason, we are not in a position to be paying a monthly retainer, we should pay with a specific ask.
- Jessie Powers, we have been paying them throughout the winter with the idea of putting together a capital project request for additional projects as a service to new members. However, ORCA's lack of staff to service new members has put on hold advancement of any capital requests and addition of new members.
- Will Drabold, we at Sunday creek have been working directly with the Executive Director of ORCA focused on specific tasks. We have not been paid in the past months as our work has been put on hold due to the pending staff decision. When discussing the benefits of ORCA we always lead with the fact that we are working on behalf of the Outdoor Recreation Council of Appalachia. Over the past year, ORCA has paid Sunday Creek Horizons \$63,000 and received \$3.5 million in funding.
- Mayor Amy Renner, we are not questioning the amount of work that Sunday Creek Horizons have put in, more so we are concerned about the financial outlook of ORCA.
- Will Drabold, the state has shown an interest in councils of governments and nonprofits in the region, we have potential to obtain funding in next year's state operating budget. Our goal will be to position this organization as the regional public leader in outdoor recreation development in the region, and to encourage a sustained focus on this region at the state level in the future along with pursuing an earmark in the state budget.
- Steve Patterson, we are concerned with the importance of growing ORCA's membership, is that something that Sunday Creek Horizons will help with?
- Will Drabold, we have had a plan to grow ORCA for the past 4 months now. To obtain money from the state budget requires a constant reminder of our projects and our goals. Legislators being aware of this organization is key to it receiving resources down the road. Our lobbying work keeps us in the minds of legislators. We are focusing on being in the room and being at the table as historically this region is not. We have put ORCA at the table and continue to do so.
- Jessie Powers, we can afford to pay Sunday Creek Horizons, and need to send an invoice for membership dues.
- County Commissioner Lenny Eliason, I would like to see specifics outlined in a contract for Sunday Creek Horizons' scope of work for March.



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- Will Drabold, we could draw up a contract. However, we would like to know the county's decision on ORCA's ARPA request for staff expansion tomorrow, prior to developing a contract.
- Jessie Powers, we need a record retention policy. Pending Sky's legal advice, we will need to adopt an ORCA procurement and record retention policy.

(Motion to create record retention and procurement policies based on ORCA legal council's advice: Tim Warren, Second: Steve Patterson)

- Jessie Powers, Does ORCA need board authorization to send 2022 invoices for membership.
- Amy Renner, no.
- Other Updates, Jessie Powers
 - Please be aware Wayne National Forest is doing prescribed burns in the area
 - Elle Dickerman Joe Crowley and Peter Kotses presented at the Adventure Summit in Dayton, Ohio on the Baileys Project
 - ORCA has a new informational map brochure and flyers
 - Will be sharing brochures with the convention & visitors bureau
- Jay Kline, are there any updates regarding the Buchtel Trailhead?
- Jessie Powers, no update yet, we will follow up with the EDA to see what they have to say
- Construction Updates, Jessie Powers
 - Put out an RFP for construction management services for mountain bike trails, received proposal from Applied Trails Research.
 - In the process of finalizing contract templates with ORCA Legal Counsel.
 - Received RFP for SE Ohio from Scott Linnenburger of Kay-Linn Enterprises for the Appalachian Regional Commission POWER Grant supported 7-county recreation assessment (Southeast Ohio Regional Outdoor Recreation Assets Inventory and Development Plan), which has done this work around the country.
- **Public Comments**
 - Michael Moulton, Baileys Basecamp is concerned about the speed limit on West Bailey Road
 - Mayor Amy Renner, that is within Dover Township

(Motion to Adjourn: Jay Kline, Second: Steve Patterson, *Approved*)

Meeting Adjourned at 2:00pm



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