

The New Garden Township Open Space Review Board met **January 15, 2013** at the Township Building. Present were Chairman Gary Bell, Rich Chadwick, Ben Marsden, Don Peters, Christopher Robinson, Mary Sproat and Erin Lee. Patty Body was our guest.

The minutes of the last meeting were approved with additions.

Treasurer- Gary reported a balances of \$ 3,243,713.57 available for open space protection . December transactions included purchase of the Hendrickson property and the Christie Property conservation easement . Chris noted that we have \$400,000 in the 2013 Township budget for items for which we cannot use the tax money. Gary will inquire.

Grant coordinator - Township invoice and settlement sheet are needed for the White Clay Creek Grant to reimburse the Township for the Hendrickson property. An appraisal will be needed when we apply for a County grant; the County will reimburse up to half. Erin will order an appraisal.

Planning commission - There was no December meeting.

Old Business - Trails - the brochures have been printed.

2012 Annual Report - Don is not sure whether the BOS have seen it. The Township secretary is no longer an employee, so we will have to ask the Township Manager, who is now half time.

Board vacancy - Three possible candidates were identified for Chris to approach about interest in serving, including David Rickerman, Michael Flanagan, and Laurie Flanagan.

Hendrickson purchase - Settlement was done and the house needs to be winterized.

Township Manager Spence Andress has been informed and said he would do it.

Christie easement - Erin turned over the Township file for the easement, including the settlement sheet, to Gary.

House Bill - Rep. Chris Ross plans to reintroduce it in the next legislative session.

Open Space file - Mary will contact Spence about when to go into the office to set up a file drawer for our minutes and other documents.

Planning Commission - Gary will attend.

New Business - Accounting system for grant funds and reimbursement procedure - we need to tighten up the procedure for reimbursements so as to know current totals and balances. Gary distributed a draft "Reimbursement Request" to be turned in to the OSRB Treasurer, who will keep balances, and be able to account for all funds. The OSRB members agreed to use the form. The form can also be used for financial contributions made that do not require reimbursement.

Delineation of responsibilities between OSRB and Friends of the Trails - The relationship between the two groups needs to be in writing. Members will begin to think about this activity so that it can be pursued at a future meeting.

Contract with NLT - Gary has proposal to give to Spence.

Election of Officers - Chair - Gary Bell; Vice Chair - Rich Chadwick; Secretary - Mary Sproat; Treasurer - Ben Marsden; Grant coordinator - Don Peters; Liaison to Friends of Trails and to Planning Commission and Trailmaster - Chris Robiinson.

Sharing minutes with Planning Commission - Gary will get email address for secretary. Chris will attend.

Patty asked about an updated map of easements. The Board agreed that this should be done annually. She also asked about the possibility of easing part of the airport.

Chris pointed out the Exceptional Natural Areas. She noted that the 2012 minutes are not on the website; Mary will send them to Chris.