

**MINUTES OF THE
PROFESSIONAL LAND SURVEYORS OF OHIO
EXECUTIVE COMMITTEE MEETING**

Location: **COLUMBUS STATE COMMUNITY COLLEGE, NESTOR HALL, SEMINAR "B"**
Date: **FRIDAY, NOVEMBER 12, 2010, 6:00 P.M.**

ALL REPORTS WERE TO HAVE BEEN SUBMITTED IN WRITING

- 1.0 Call to Order & Devotions of Rion Myers
 - *President Myers called the meeting to order at 6:11 pm.*
 - *President Myers led the attendees in devotions.*
- 1.1 Pledge of Allegiance
 - *President Myers led the attendees in the Pledge of Allegiance.*
- 1.2 Introduction of Visitors of Rion Myers
 - *There were no visitors.*
- 1.3 Seating of Alternate Chapter Delegates (written authorization necessary)
 - *Beth Pearson, Chapter President, attended to represent the Western Reserve Chapter and James Myers the Treaty Lands Chapter. Existing Alternate Delegates present were Lynn Snyder, Mohican-Killbuck Valley Chapter and Andy Shahan, Miami Valley Chapter.*
- 1.4 Determination of Quorum (over ½ of 28 member Executive Committee)
 - *Roll Call was taken. 4 of 6 Officers, 9 of 20 Delegates, and 2 Immediate Past Presidents were present at the beginning of the meeting. (Chapters not represented after four late arrivals were Congress Lands, Firelands, Muskingum Valley, Northwest Ohio, Scioto Valley, Thomas Hutchins and University of Akron. Past Presidents in attendance were Paul Dinan and Brad Kramer.)*
 - *Assistant Executive Director Jones was present. Executive Director Gilpin and NSPS Governor Akins were in Orlando for the NSPS Conference.*
 - *It was determined that there was a quorum.*
- 1.5 Agenda Changes
 - *No agenda changes were made.*
- 2.0 Acceptance of Secretary's Minutes for October, 2010 of Don Pickenpaugh
 - ***A motion to accept the minutes for October, 2010 was made by Bob Heidkamp and seconded by Al Smith. Motion was approved by voice vote.***
- 3.0 Treasurer's Report for August, September and October, 2010 of Dana Parsell
 - *A corrected copy of the July, 2010 Treasurer's Report was distributed. Barb explained that a transfer from savings to checking of \$15,000.00 to cover Fall Seminar expenses (pending dues receipts) does not fall under a budgeted item in QuickBooks, so that transaction was not shown. A similar transfer from checking to savings will appear after the Fall Seminar. The transfer was noted in a summary box on the report.*
 - *Copies of the August and September Treasurer's Report were distributed.*
 - *Dana noted dues are coming in, and asked for further comments.*
 - *The October report did not quite get finished in time for the meeting.*
 - *Favorable comments were made on the readability of the report and its showing the percent spent for the fiscal year.*
 - *Some Trig-Star donations have been received. Delegates should remind Chapters if necessary.*
 - *Barb mentioned some Trig-Star donations were received before the new fiscal year began. Barb continues to build the new system, given the challenges of changes in fiscal year and software.*
 - *Rion accepted the Treasurer's Report for July, 2010 (corrected), August, 2010 and September, 2010, subject to audit.*

4.0 Unfinished Business

4.1 Surveyor of the Past Plaques - Barb Jones

- *Barb has been in email contact with Jeff Lee and he assured us plaques will be ready when needed. There are no plaques in inventory.*

4.2 Website Proposal ó Melinda Gilpin

- *Rion referred to notes from Melinda stating the "Find a Surveyor" feature is now online. A large button appears on the home page over the opening images.*
- *The Jeff Lucas articles are up and running. The Board's thinking, though not a formal rule, is that three hours of online coursework is a good limit. These are discounted rates for PLSO members.*
- *Online registration for the 2011 Annual Conference is being worked on.*

4.3 Soil Scientists Issues ó Dean Frederick

- *Rion relayed that a meeting is coming up December 2. Brad plans to attend.*
- *PLSO's attendance at a recent fundraiser for Senator Neihaus (who may become President of the Senate) prompted action to be taken that resulted in a positive response from the Ohio Department of Health.*
- *The change in State administration may result in personnel changes at ODH.*

4.4 Statue of Limitations - Rose Coors

- *No report.*

4.5 Proposed Budget for Fiscal Year 2011-2012

- *Paul explained the budget was reviewed at the October meeting, and copies were included in packets for tonight's meeting.*
- ***Dave Bodo moved to accept the proposed budget for Fiscal Year 2011-2012 as presented at the Executive Committee meeting October 7, 2010. A second was provided by Bryan Ellis.***
- *Rion asked if Chapters had any feedback; there were no responses from the Delegates.*
- *Brad noted that Workshops are expected to provide a new source of income.*
- *An increase in postage rates was anticipated at the time the budget was formulated.*
- *Office laptops are aging, slow and in need of replacement. There are no desktop computers; both laptops tie to the server.*
- *Costs for the OSN are expected to decrease as more members accept the online version and distribution to other surveying societies goes digital.*
- *An item is being developed for Chapter handouts for special occasions.*
- ***The motion to accept the proposed budget for Fiscal Year 2011-2012 passed by unanimous voice vote.***
- *Rion thanked Paul for his time and effort.*

4.6 Legal Description Question

- *A concern of the Board is that they are seeing boundary descriptions tied to GPS monument coordinates, lacking calls to existing boundaries or centerlines along the way. Board member Bert Dawson has asked for PLSO input.*
- *Rion noted the language in the Minimum Standards is clear. More in-depth discussion will take place at the January meeting, as Bob Akins is at the NSPS Conference now.*
- *Paul mentioned the Board likes to see hardcopy examples.*
- *Rion asked the Delegates to discuss this at the Chapter meetings and forward examples they may be aware of.*

5.0 New Business

5.1 New Members - Bob Akins

- *Barb presented one name for consideration for Associate status. There were no candidates for the Professional, Affiliate or Student categories.*
1 Associate - Joshua Truxall, Tuscarawas Valley

Motion to Accept the New Associate Member by Paul Dinan

Second by Rose Coors
Motion passed by Unanimous Voice Vote of the Attendees

- Barb referred to one candidate for consideration of Reinstatement.
1 Reinstatement - Ralph C. Reed, Miami Valley

Motion to Accept the Reinstatement of one Former Member by Rose Coors
Second by Paul Dinan
Motion passed by Unanimous Voice Vote of the Attendees

- 5.2 Request for Support of FIG Congress Representative
- A letter was received from Daniel Helmricks, US representative for Young Surveyors of FIG, to assist with expenses of attending the 2011 Conference in Morocco in May, 2011.
 - A suggestion was made to make a contribution in the \$200-\$250 range as a gesture of support toward a \$5200 cost which could come from inter-association funds.
 - Some members seemed uneasy about approving the request as this is the first time this type of request has been received, and suggested giving preference to assisting future Ohio surveyors.
 - Concerns were expressed about by-passing NSPS, as the request came directly from the individual. A suggestion of a pledge was made until such time the trip would become definite.
 - Rion tabled any action to the January meeting to allow for more fact checking and thought.

6.0 Inter-Association Delegates

6.1 CEAO - Dean Ringle

- Not in attendance and No Report.

6.2 ODOT - Jim Kenyon

- Not in attendance and No Report.

6.3 State Board of Registration - Melinda Gilpin

- Biennial licensure renewal needs legislative approval to become effective in 2011 for 2012 licensure. The renewal process will not be split into two years. Thirty hours of CPD will be needed every two years.
- Copies were distributed of new Board CPD offerings for seminars, conferences and workshops. One was offered November 5 in Chillicothe.
- Rion mentioned these would be great for Chapter level events, and would be no charge as they are provided by State employees.

6.4 OGRIP - Stu Davis

- Not in attendance and No Report.

7.0 Committee Reports

7.1 Special Committees

7.11 Political Action ó Dean Frederick

- Barb reported the Political Action Fund balance at the beginning of October stood at \$3,227.85. There was no activity for the month; balance remains the same.

7.12 Standards - Brad Kramer

7.121 Preservation of Centerline and Right-of-Way Monumentations

- Nothing to add at this time.

7.122 Minimum Standards for Plat Revisions

- As a sidebar, Rion urged we keep on top of the status of the revised definition of surveying. Brad will check with Melinda and John Greenhalge. Brad said preservation of railroad monumentation is at top dead center and needs attention. Ohio rules review is every five years and it was thought the last review was in 2008, making the next review in 2013.

7.123 GPS Standards ó Jim Kenyon

- *No report at this time. Jim will be working on this.*
- 7.124 FEMA Flood Mapping
 - *Brad noted web sites show the DFIRM status.*
 - *Don mentioned Melinda is planning a Seminar in St. Clairsville for April 8 with Alicia Silverio of ODNR addressing this topic.*
 - *Comments were made concerning a recent change to the LOMA form.*
 - *Barb noted a new FEMA Chat Room link is on the PLSO web site for flood mapping concerns.*
- 7.13 State Line - Dean Ringle
 - *Not in attendance and No Report.*
 - *Bob Heidkamp provided an update on the IN-OH monument.*
 - *There are three monuments on the Ohio-Indiana line. Two are in Hamilton County, with one of those at State Route 50 and State Line Road.*
 - *This 5,000 pound, 9 foot high sandstone monument has been knocked over six times in the past ten years.*
 - *A meeting took place Monday with representatives from Dearborn and Hamilton Counties, INDOT, ODOT and Dean Ringle.*
 - *Dearborn and Hamilton Counties are trying to create a turn lane behind the monument island so the monument can be kept in its original location.*
 - *ODOT agreed to install delineators to alert truckers of the monument.*
 - *Dean, Bob and Ted Hubbard walked the site; Dean is pushing ODOT for a Jersey barrier.*
- 7.14 Historic Review ó Mike Besch
 - *Not in attendance and No Report.*
- 7.2 Newsletter Editor ó PLSO Staff
 - *Melinda left word the OSN went to print and the online version is on the web.*
 - *A special edition will be produced in December to promote the Annual Conference.*
- 7.3 NSPS Governor - Robert Akins
 - *Not in attendance and No Report.*
- 7.31 Trig-Star ó Pat Leonhardt
 - *Not in attendance; Written Report Submitted.*
- 7.32 CST Coordinator - Pat Leonhardt
 - *Not in attendance; Written Report Submitted.*
- 7.33 Geocaching Coordinator - Robert Akins
 - *Word from Bob is there is No Report this month.*
- 7.4 Standing Committees
 - 7.41 Program ó Dean Frederick
 - *Rion relayed updates from Melinda in Dean's absence.*
 - 7.411 Annual Conference Updates
 - 2011 - Cleveland Chapter ó 2/9-2/12 - John Hoy, Chapter Conference Chair
 - *More details will be in the December OSN.*
 - *George said things are all set, they have a great facility, and hope all will attend.*
 - 2012 - Central Ohio Chapter ó Kevin Stacy, Chapter Conference Chair
 - *Melinda and Kevin met at the end of October; program is taking shape.*
 - 2013 - Cincinnati & Southwest Chapter ó Rose Coors, Chapter Conference Co-Chair
 - *Rose said the final contract with the Sharonville Convention Center has been sent to Melinda for signatures.*
 - *The renovated hotel now has a waterpark.*
 - 7.412 Fall Seminar Updates
 - 2010 - Firelands Chapter at Kalahari Resort, Sandusky - 10/7-10/8 ó Phil Rosebeck, Chapter Seminar Chair

- *The Fall Seminar was well attended. Many positive responses were received. Special thanks go to members of the Firelands Chapter for making it a success.*
- *Barb said all bills have been paid in November. About 250 attended, and PLSO should realize a profit of around \$20,000.00.*
- 2011 - Tuscarawas Valley Chapter - Bob Akins
 - *Dave reported that working on the speaking schedule continues and they are getting bio's.*
- 2012 - Toledo Chapter ó Pat Leonhardt
 - *Committee chairs plan to meet Monday prior to the Chapter meeting.*
- One-day Seminars
 - *The one-day Seminar in Chillicothe November 5 had 62 attendees.*
 - *Expenses totaled \$2,452.83 and income \$4,575.00, yielding a profit of \$2,122.17.*
 - *The goal is to have four of these a year.*
 - *The registration deadline is approaching for the upcoming December 10 Seminar in Marion, for which 34 are registered to date.*
 - *Over 30% of registrations are being made online. The process is being refined as we gain more experience with this option.*
- 7.42 Membership - Bob Akins
 - *Not in attendance and No Report.*
- 7.43 Interprofessional Affairs - A. J. Myers
 - *Rion mentioned the meeting is taking place in Florida now to vote on the new ALTA standards. They will be effective February 23, 2011.*
 - *Rion asked the Delegates to relay this information to the Chapters. Notable changes in Table A, 6(a) and 6(b) include insurers being required to get zoning information to the surveyor.*
 - *Brad remarked on offsite utilities and professional liability insurance, Items 20 and 21. George mentioned the offsite item is a big factor in pricing services.*
 - *A complete copy is to be emailed to the Executive Committee members.*
- 7.44 Education ó Dean Frederick
 - *Not in attendance and no report.*
- 7.45 Legislation - A. J. Myers
 - *Not in attendance and no report.*
- 7.46 Finance - Paul Dinan
 - *Barb handed out a new form to be used by Chapters to report to PLSO payments made to speakers. This is a follow-up from the October EC meeting. A 1099 needs to be issued for those earning an aggregate of \$600 or more per year under the PLSO umbrella.*
 - *The form also includes an area for reporting sales of items. A check for county sales tax is to be sent to PLSO two times a year - January 1 and July 1 - regardless of amount.*
 - *The form is being sent to Chapter Treasurers.*
 - *Barb added that payments for services, such as charges paid to a copying service, must also be reported.*
- 7.47 Past Presidents Council ó Dean Frederick
 - *Rion mentioned that there were insufficient agenda items to warrant a meeting, so the Past Presidents meeting is canceled for 2010.*
- 7.48 Scholarship ó Rocky Lomano
 - *Not in attendance; Report Submitted.*
 - *Alex Cherchian, Leica sales rep, is offering to donate 4% of his commission from any sales made in upcoming months to the PLSO Scholarship Fund.*
 - *They will receive a free one-page ad in the upcoming OSN Special Edition.*
 - *The Firelands Chapter paid for five students to attend the Fall Seminar. The*

Chapter is going to roll the remainder of their scholarship funds into the State PLSO Scholarship Fund.

- *OSU Chapter members are now civil majors. Cory asked if PLSO could amend the rules to include such students for consideration of scholarship monies.*
- *Rion said there needs to be a meeting with those involved. Anticipated input for tonight's meeting did not materialize.*

7.49 Scholarship Fund Board ó Frank Snyder

- *Not in attendance and no report.*

7.50 Management Review ó Rion Myers

- *No report.*

8.0 Chapter Delegate Reports

8.1 ASKEGA Chapter ó Jim Donathan

- *Written Report Submitted.*

8.2 Central Ohio Chapter ó Brian Bingham

- *Written Report Submitted.*

8.3 Cincinnati Chapter - Bob Heidkamp

- *Written Report Submitted.*

- *Bob mentioned the Chapter will have a two hour tree ID CPD Saturday, November 13 at 10 AM at the Cincinnati Zoo - no monkeying around! (Appropriate groans echoed throughout the room.)*

8.4 Cleveland Chapter ó George Hofmann

- *Written Report Submitted.*

- *George was asked by the Chapter to express a concern with the proposed FY12 budget. The Chapter felt that due to the economic climate, granting raises is not a good thing.*

8.5 Congress Lands Chapter - Isaac King

- *Not in attendance and No Report.*

8.6 Firelands Chapter ó Tim Riley

- *Not in attendance and No Report.*

8.7 Miami Valley Chapter ó Andy Shahan

- *Written Report Submitted for the July meeting; Written Report will be submitted for the September meeting.*

- *Andy reiterated the concern of several Chapter members about the Chapter not being in the rotation of hosting the Annual Conference.*

- *Rion admitted the prior decision of a Cleveland-Columbus-Cincinnati rotation needs to be reconsidered. Rion plans to attend a Chapter meeting.*

- *A provision to revisit the rotation is in the original decision. It takes time to change as planning and facility procurement is a 2-3 year process.*

- *The Chapter is concerned about a revenue stream to sustain their scholarship fund.*

- *The Chapter is also considering taking over the Tripod Open Golf Outing in this regard.*

8.8 Mohican-Killbuck Valley Chapter ó Lynn Snyder

- *Written Report Submitted.*

- *Tom Bacon of Topcon did an imaging, total station, and Wi-Fi remote presentation.*

- *They have about a \$2,000.00 balance which could be used for a Chapter seminar.*

- *Discussion took place about establishing a baseline.*

8.9 Muskingum Valley Chapter ó Rob Lowe

- *Not in attendance and No Written Report Submitted.*

8.10 Northwest Ohio Chapter -

- *Written Report Submitted.*

8.11 Ohio State University Student Chapter ó Cody Beucler

- *No Written Report Submitted.*

- *The Chapter is meeting monthly, with Woolpert attending this coming Tuesday.*

- *ECouncil donates for Annual Conference attendance.*

- *There is discussion about 12-15 volunteering for Habitat for Humanity to raise visibility.*

- *OSU Chapter members are now civil majors as there is no longer a geomatics program. Many desire dual registration.*
 - *The Chapter invited Rion, Rocky, Dean and Melinda to a meeting at the end of the school year.*
 - *Rion noted there needs to be consistency between PLSO's stance for supporting dual registration for County Engineers and supporting students whose intention is to become dual registered.*
 - *Rion said there needs to be a meeting with Dean and Adam, as a request had been made to the Chapter for a draft proposal. Other institutions such as Ohio Northern and OU should be included who have a survey minor along with a civil program.*
 - *Rion recommended contact by the end of the month as time for next year's scholarship consideration is rapidly approaching.*
- 8.12 Ohio Valley Chapter ó Al Smith
- *Written Report Submitted.*
- 8.13 Scioto Valley Chapter ó George Seymour
- *Not in attendance and No Written Report Submitted.*
- 8.14 Southwestern Chapter - Rose Coors
- *Written Report Submitted.*
 - *The Chapter will have an eight hour seminar December 13 in Owensville on local survey knowledge, how towns are laid out and anomalies for each.*
 - *They will have a Christmas party December 2.*
- 8.15 The Thomas Hutchins Chapter - John Francis
- *Not in Attendance and No Written Report Submitted.*
- 8.16 The University of Akron Student Chapter ó Matt Hildebrandt
- *Not in Attendance and No Written Report Submitted.*
- 8.17 Toledo Chapter ó Bryan Ellis
- *Written Report Submitted.*
- 8.18 Treaty Lands Chapter ó James Myers
- *No Written Report Submitted.*
 - *The Chapter met October 14 with 9 attending and featured a one hour CPD on surveying Northwest Ohio.*
- 8.19 Tuscarawas Valley Chapter ó Dave Bodo
- *Written Report Submitted.*
 - *The Chapter discussed a desire to see survey requirements and land transfer policies standardized across the counties.*
 - *EC consensus was that while this would be much desired, the reality is this is not likely to happen as each county interprets standards differently.*
- 8.20 Western Reserve Chapter ó Beth Pearson
- *Written Report Submitted.*
 - *There will be a one hour CPD Wednesday in the Akron area on computer safety.*
- 9.0 President-Elect's Report ó Brett Tieben
- *Brett attended the Congress Lands Chapter meeting Thursday. Mike McClain, PS, of the Morrow County Engineer's office is retiring and was honored for 41.2 years of service.*
 - *It is time for Chapters to submit Surveyor of the Past and Surveyor of the Year nominees to PLSO. Submittals will be forwarded to Brett, and voting will be at the January meeting.*
 - *It appears a nomination of a group or department as opposed to an individual does not meet the requirements for Surveyor of the Year.*
- 10.0 PLSO Staff Report ó Melinda Gilpin and Barb Jones
- *Barb referred to notes from Melinda who listed the following items worked on since the last meeting:*
 - *Completed evaluation compilations for the Fall Seminar. Barb sent out thank you letters, certificates of instruction and evaluations to the speakers.*

- *Working on 2011 Annual Conference items as well as for 2012.*
- *Working on contract review for 2013-2016 and awaiting word from committees.*
- *Prepared for and staffed the November 5 Seminar in Chillicothe.*
- *Completed the Autumn 2010 OSN and preparing the December edition.*
- *Preparing for the December 10 Seminar in Marion.*
- *Attended a PAC fundraising event.*
- *Monitored Ohio Department of Health issue and Board of Registration activities.*
- *Finalized the partnership with Jeff Lucas for online CPD's (now online).*
- *Attended a four hour phone conference with the Department of Health Rules Advisory Board. The sound quality was terrible, with much of the communication being unintelligible. Moving the meeting from the downtown office to a facility lacking digital communication capabilities in an attempt to circumvent security and parking issues contributed to the sound problem.*
- *Plans to attend the December 2 ODH meeting in person.*
- *Barb listed her activities, including:*
 - *Getting the QuickBooks data up-to-date.*
 - *Assisting in support work for the two Seminars.*
 - *Continuing to perform web site updates. Comments about the web site are welcomed.*

11.0 ~~President's~~ Report of Rion Myers

- *Rion urged Committee Chairs to review and/or draft the guidelines for each Committee.*
- *He would like to see guidelines solidified by January.*
- *Some Committees have had no guidelines, and this step will create a consistency for all Committees that will be helpful for future Committee Chairs.*

12.0 Adjourn

- *Meeting adjourned at 8:03 PM after a motion by Rose Coors and second by Al Smith.*

November 12, 2010 Minutes respectfully submitted by Donald E. Pickenpaugh, P.S., PLSO Executive Secretary, 2010.