



**RIVER RAISIN WATERSHED COUNCIL**

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**River Raisin Watershed Council  
Executive Committee Meeting Minutes  
September 17, 2024 - 12:00 p.m.  
Via Google Meet/Tecumseh Office  
(804 North Evans Street)**

**Roll Call**

Chair Harry Sheehan called the meeting to order at 12:20 p.m.

Executive Committee members present: Harry Sheehan, Sybil Kolon, John Calhoun, KZ Bolton

Executive Committee members absent: Dave Hoffman, Trudi Cooper, Phil Kittredge

Others present: Stephen May – RRWC Executive Director, Meija Knafel – RRWC Outreach Coordinator, Lydia Lopez - Water Stewardship Coordinator, Benny Woith - RRWC Administrative Coordinator (Virtual), Stella Kirby - Petersburg

**1. Approval of Agenda - September 17, 2024**

- a. Motion by Kolon, second by Calhoun, to approve the September 17, 2024 Agenda as presented.  
**MOTION CARRIED BY VOICE VOTE.**

**2. Approval of Minutes - July 15 and August 20, 2024**

- a. Motion by Kolon, second by Bolton, to approve the July 15, 2024 Minutes as presented.  
**MOTION CARRIED BY VOICE VOTE.**
- b. Amendments were suggested: 9.a.i. should read: "Lopez noted that we met our numbers for tree planting and submitted the quarterly report." 10.a.i. should read: "Woith found we could have the same website subscription with Wix through TechSoup and reduce the cost for a two year subscription from \$696 to \$61. Motion by Calhoun, second by Sheehan, to purchase our website subscription through TechSoup for \$61 for two years. " 10.a.ii. Should read: "Woith had checked the figures and explained that the actual total cost of a subscription through TechSoup would be \$270 for two years. Motion by Calhoun, second by Sheehan, to amend the prior motion to purchase our Wix website subscription through TechSoup for \$270 for two years." Motion by Calhoun, second by Sheehan, to approve the August 20, 2024 Minutes with the suggested amendments. **MOTION CARRIED BY VOICE VOTE.**

**3. Treasurer's Report**

- a. The Treasurer's Report for the period August 1, 2024 - August 30, 2024 was distributed and reviewed by May. At Premier Bank: Revenue – **\$23.79**; Expenses - **\$20,992.02**; Balance: **\$17,224.94**. At County National: Revenue - **\$12,796.25**; Disbursements - **\$6,065.32**; balance to date - **\$35,848.92**. Motion by Calhoun, second by Bolton, to accept and file the Treasurer's Report. **MOTION CARRIED BY VOICE VOTE**

- b. Approve Disbursements for Outstanding Bills - Report on File: reviewed the monthly expense report to the total of **\$44,760.01**, including wages. Motion by Calhoun, second by Bolton, to authorize payment of these bills to the total of **\$44,760.01**. **MOTION CARRIED BY VOICE VOTE**
- c. Budget - Year to Date for January through August was reviewed by May.

#### 4. Public Comment

- a. None

#### 5. New Business

- a. By-Laws - Update - Kolon
  - i. Motion by Kolon, second by Sheehan, to put the by-law changes in front of the membership at the next meeting. **MOTION CARRIED BY VOICE VOTE.**
- b. Semi-Annual Delegate Meeting - October 22, 23, or 24, 2024 - Location and Time - TBD
  - i. Currently considering the evening Wednesday October 23, 2024 at either Hidden Lake Gardens or Carpenter Farms. Staff to follow-up and report back at the next meeting.
- c. Steve May had just received Trudi Cooper's resignation from the executive committee. Discussion. Stella Kirby is the City of Petersburg's representative to the RRWC, is eligible and willing to serve on the EC. Motion by Sheehan, second by Kolon, to accept Cooper's resignation and appoint Stella Kirby to fill the vacancy. **MOTION CARRIED BY VOICE VOTE**
- d. Chair Sheehan had to depart at 1:10 p.m. Vice chair John Calhoun took over the meeting. A quorum was still present with the appointment of Kirby to the EC.

#### 6. Old Business

- a. None

#### 7. Executive Director Updates

- a. 2024 Membership Updates:
  - i. To date there are 54 municipal members, 5 corporate sponsors, and 16 individual members.
- b. Brooklyn Dam Removal/New Grant Proposal MDNR - Contact - Update
  - i. First draw has been made on \$2.5 million.
  - ii. DNR is currently working with staff to settle the disbursement schedule.
  - iii. The Fish and Wildlife Service grant has been extended to next year.
- c. ReLeaf Michigan - Update
  - i. Waiting on contracts to become available
- d. Watershed Planning Meeting - EGLE Grant - Update RRWC Plan
  - i. To be covered under 8.c.

#### 8. Outreach Coordinator - Updates

- a. RRWC Strategic Planning Grant - Update
  - i. Met this morning with Motil. Next two meetings will determine whether the grant finishes this year, or is extended through the first quarter of 2025.
- b. Upper Wolf Creek Watershed Management Plan Grant - Update
  - i. Waiting to hear from EGLE
- c. Saline River and Macon Creek Watershed Management Plan - Update
  - i. Knafl submitted with support from Derek Schlea at LimnoTech.
- d. FLG - Summer Workshop - Comments

- i. Final comments are in, and we are moving on to planning the winter meeting.
- e. Camp Liberty - Update
  - i. Met in person to discuss potential future partnership opportunities. Lopez to attend the November meeting.

**9. Water Stewardship Coordinator - Updates**

- a. Forests to MI Faucets - Update
  - i. Lopez reported that we have met our requirement for our tree planting agreement
- b. River Raisin Nature Exploration Programs Project - Update
  - i. Finishing the spend down and completing final report
- c. Expanding Public Engagement Activities and Equity Grant - Update
  - i. Awarded!
- d. EGLE Watershed Grant 2024/2025 - Update
  - i. Covered under 8.c.
- e. RRWC 50th Gala - 9/14/24 - Adrian College
  - i. Completed this last Saturday, well attended with 56 individuals.

**10. Administrative - Update**

- a. Staff
  - i. Knafl announced her resignation as the Outreach Coordinator for RRWC as of Sept. 27, and expressed her deep love for the organization and her thankfulness for all the opportunities the group has presented over these years.
- b. May announced that he will also be retiring as the Executive Director at the end of the year. The administration Committee will meet to discuss posting these positions.
- c. Administrative Coordinator Update
  - i. Woith has updated the website subscription as approved last month.
  - ii. Woith has updated the Farmer Led Group
  - iii. Woith is also preparing the Autumn Newsletter. Knafl to contribute an article.

**11. Programs/Partnership Updates**

- a. Erb Grant - Farmer Led Watershed Conservation/GOS 2025 - Update
  - i. Finishing out year two and moving into year three of the FLG grant
  - ii. May to complete the application for Erb general operating support, which may increase.

**12. Committee Reports**

- Outreach – None
- Technical – None
- Development – None
- Administrative – Will be meeting on Friday 9/20
- Financial – None

**13. Public Comment - 3 Minutes**

- a. None

**14. Next Meeting**

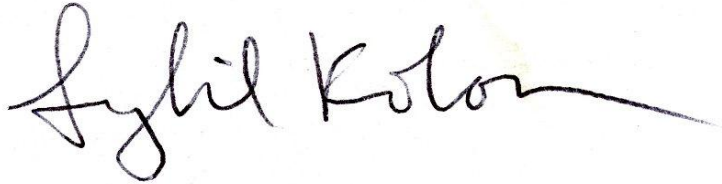
- a. Executive Committee - October 15, 2024 - 10:30 a.m. to 12:00 p.m. - 804 N. Evans Street Tecumseh MI 49286

**15. Adjournment**

Motion by Bolton, seconded by Kirby, to adjourn at 1:27 p.m. **MOTION CARRIED BY VOICE VOTE.**

Respectfully submitted by Meija Knafl - Outreach Coordinator

Date: 10/12/24

A handwritten signature in black ink that reads "Sybil Kolon". The signature is written in a cursive style with a long horizontal flourish extending to the right.

Secretary:

Date: 10/15/24