



RIVER RAISIN WATERSHED COUNCIL

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**River Raisin Watershed Council
Executive Committee Meeting Minutes
August 22, 2023 - 10:30 a.m.
Via Google Meet/804 N. Evans St
Tecumseh, MI 49286**

Roll Call

Vice Chair John Colhoun called the meeting to order at 10:36 a.m.

Executive Committee members present: John Calhoun, Sybil Kolon (virtual), Phil Kittredge, Harry Sheehan, Trudi Cooper, KZ Bolton,

Executive Committee members absent: Dave Hoffman, Trudi Cooper, Harry Sheenan

Others present: Stephen May – RRWC Executive Director, Meija Knafl – RRWC Outreach Coordinator, Lydia Lopez - RRWC Water Stewardship Coordinator, Benny Woith - RRWC Administrative Coordinator (virtual), Stella Kirby - (City of Petersburg, Delegate), Mike Leonard, Pam Ackerman (Township of London - alternate (virtual))

1. Approval of Agenda - August 22, 2023

- a. Motion by Bolton, second by Calhoun, to approve the August 22nd, 2023 Agenda as presented.
MOTION CARRIED BY VOICE VOTE.

2. Approval of Minutes - July 18, 2023

- a. Motion by Bolton, second by Calhoun, to approve the July 18th, 2023 Minutes as presented.
MOTION CARRIED BY VOICE VOTE.

3. Treasurer's Report

- a. The Treasurer's Report for the period June 1, 2023 - June 30, 2023 was distributed and reviewed by May. At Premier Bank: Revenue – **\$23.79**; Expenses - **\$15,000.00**; Balance to date: **\$51,678.81**. At County National: Revenue - **\$15,731.00**; Disbursements - **\$44,102.15**; Balance to date - **\$12,845.51**. Motion by Bolton, second by Kittredge to accept and file the Treasurer's Report. **MOTION CARRIED BY VOICE VOTE**
- b. Approve Disbursements for Outstanding Bills - Updated report on File: May reviewed the monthly expense report to the total of **\$5,057.78**. Motion by Cooper, second by Kittredge, to authorize payment of these bills to the total of **\$5,057.78**. **MOTION CARRIED BY VOICE VOTE**
- c. RRWC 2023 YTD - Report on file

4. Public Comments (3) Minutes

- a. Mike Leonard, clean up the Mill Pond and make it kayakable from Devil's Lake up through Mill Pond, would like to address issues that are ongoing and do some restoration. Knafel to share relevant resources to assist in their efforts.

5. New Business

- a. RRWC Strategic Planning Grant - RFP - Update
 - i. Proposal was sent to 3 different companies, 1st - did not respond, 2nd - will be unable because of family emergencies, 3rd - Parallel Solutions sent proposal back to us. Price would be \$39,800. They were recommended by Friends of Detroit. Motion by Kolon, second by Bolton to tentatively agree to proposal pending approval by Sheehan and May. **MOTION CARRIED BY VOICE VOTE.**
- b. Log Jam - Removal Requests - Technical Committee
 - i. Multiple requests have come in regarding a large log jam in Dundee. May has recommended that the Technical Committee get together to make a plan in the removal of Log Jams.
 - 1. Wetlands permit will be required

6. Old Business

- a. Brooklyn Dam - Update
 - i. Temporary drawdown has begun. A gauge can be viewed on the RRWC Brooklyn Connectivity Project webpage
- b. Letter to City of Tecumseh - AJ Smith Building Rental
 - i. May talked with Dan Swallow. Proposed a two year agreement for \$550 a month, as well as two Boy Scout groups being allowed access to the building, starting October 1. Motion by Calhoun, second by Bolton to accept the rental proposal. **MOTION CARRIED BY VOICE**
- c. AmeriCorps Team - Update
 - i. Grant Proposal was approved but there has been a shortage of teams due to low interest and applications so we do not expect to get a crew this year.
- d. FLG Summer Conference - Update
 - i. Event took place July 20 at Paragon Farm. Good turn out due to successful mailer campaign

7. Executive Director Updates

- a. Report/Calendar/2023 Membership Updates:
 - i. 54 municipal members
 - ii. 5 corporations to date
 - iii. 20 individual members to date
- b. Motion by Calhoun, second by Kittredge to change Executive Meeting time to 10 a.m. **MOTION CARRIED BY VOICE**
- c. Lenawee County Fair - Update
 - i. Made \$566 in raffle tickets but spent \$852.
 - ii. Not as much traffic as expected in the Merchant's Building. Will discuss different strategies, possibly combine event prizes or have smaller prizes at next year's event
- d. Outreach/Expansion Support Grant - Update

- i. Received final payment of \$8,907, which closes account.
- e. Base of Operations - Update
 - i. Comcast to install better internet. \$2,000 cost will be covered by grant

8. Outreach Coordinator - Updates

- a. Upper Wolf Creek Watershed Management Grant - Update - Invoice Processing
 - i. Recent meeting with Lenawee County Health Department and Lenawee County Drain Commissioner's Office to share project update well received, with potential future partnership opportunities for outreach and education activities
- b. University of Maryland - Watershed Report Card - Update
 - i. Report Card drafts to become available for wider review from the board within the next several weeks. Tentative launch date of October 26 set for event on Belle Isle
- c. Great Lakes Restoration Celebration - Update
 - i. Final draft slides completed and submitted to organizers. Knafel, Lopez, and Kolon to be in attendance

9. Water Stewardship Coordinator - Updates

- a. Internships -
 - i. Andrew Mullens and Alyiah Fife have completed their Summer Internships. Isabelle Uganski is back in town and Lopez and Knafel will meet with her this week.
- b. Garden for Wildlife - Grant
 - i. Received 800 native plants, Lopez to work with Sarah Gilmore for placement sites
 - 1. Will be used as a outreach opportunity
- c. Forest to Faucets - Update
 - i. None.
- d. River Raisin Exploration Programs Project - Update
 - i. Starts October 1st. \$40,000 grant.
- e. Future Classes for Lopez to attend
 - i. Understanding A ??? Blooms - Class in Toledo, Ohio, \$50 attendance fee. Has been approved to attend
 - ii. Master Composter Class - 7 weeks and \$70 including certificate. Lopez would like to attend and has been approved.

10. Administrative Coordinator/Assistant - Updates

- a. Woith met Maria Rising from Michigan company, *Mr. Mocks Hammocks*, at the Lenawee Fair who shared interest in contributing to non-profits. She would like to have a video chat but Woith has been unable to schedule one with her and wondered if someone else would be able to. Woith will send info to Knafel.
- b. Woith let RRWC know that some weeks might have more hours than approved (5-10 hours), for when she will be working on the Newsletter, etc. Motion by Calhoun, second by Kittredge for Woith not to exceed 40 hours a month. **MOTION CARRIED BY VOICE**

11. Programs/Partnership Updates

- a. ERB Grant - Farmer-Led Watershed Conservation - FLG
 - i. See Summer Meeting Notes 6.d.

12. Committee Reports

Outreach – Meeting was canceled and to be rescheduled.

Technical – None.

Development – None.

Administrative – Semi-Annual Meeting scheduled for October 19. Knafel to inquire about speaker and venue at River Raisin National Battlefield.

Financial – Financial budget will be due 30 days before the semi-annual meeting.

13. Public Comment - 3 Minutes

None.

14. Next Meeting

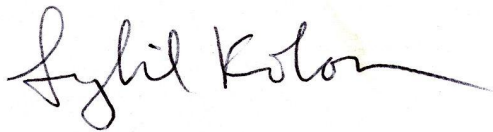
- a. **Executive Committee - September 19th, 2023 - 10 a.m. - 12 p.m. - Tecumseh Office**

15. Adjournment

Motion by Kittredge, seconded by Bolton to adjourn at 11:54 a.m. **MOTION CARRIED BY VOICE VOTE.**

Respectfully submitted by Meija Knafel - Outreach Coordinator

Date: 7/26/2023



Secretary:

Date: 09/19/23