



RIVER RAISIN WATERSHED COUNCIL

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**River Raisin Watershed Council
Executive Committee Meeting Minutes
April 15, 2024 - 9:30 a.m.
Via Google Meet/Tecumseh Office
(804 North Evans Street)**

Roll Call

Chair Harry Sheehan called the meeting to order at 9:34 a.m.

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

Executive Committee members absent: Dave Hoffman, Trudi Cooper

Others present: Stephen May – RRWC Executive Director, Meija Knafl – RRWC Outreach Coordinator, Benny Woith - RRWC Administrative Coordinator, Mark Crane (Virtual) - Palmyra, Doug Ingles (Virtual) - Hillsdale County, Stella Kirby - Petersburg, Lydia Lopez - Water Stewardship Coordinator

1. Approval of Agenda - April 15, 2024

- a. Motion by Kittredge, second by Calhoun, to move item 13 to be item 5 and make everything else consecutive after that and to add “contacts” to business as 5.a., and to combine all business, and then approve the April 15, 2024 Agenda. **MOTION CARRIED BY VOICE VOTE.**

2. Approval of Minutes - March 19, 2024

- a. Motion by Kolon, second by Kittredge, to approve the March 19, 2024 Minutes as presented. **MOTION CARRIED BY VOICE VOTE**

3. Treasurer’s Report

- a. The Treasurer’s Report for the period March 1, 2024 - March 31, 2024 was distributed and reviewed by May. At Premier Bank: Revenue – **\$0.00**; Expenses - **\$803.22**; Balance to date: **\$45,812.32**. At County National: Revenue - **\$5,037.58**; Disbursements - **\$4,460.99**; balance to date - **\$8,258.38**. 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 **\$61,259.93**. Motion by Calhoun, second by Bolton, to authorize payment of these bills to the total of **\$61,259.93**. **MOTION CARRIED BY VOICE VOTE**
- c. Budget Year to Date for January through March

4. Public Comments (3) Minutes

None.

5. Administration

There was detailed discussion about expected cash flow for the rest of the year and the decision in March to hire a part time administrative assistant to replace Uganski and to

fill two internship positions. The ability of current staff to maintain the current level of outreach while not going over budget is a concern due to the delay in the Brooklyn connectivity project until 2025 which cannot be used to cover any staff time this year.

a. Part Time Position

- i. Motion by Calhoun, second by Bolton, to clarify that a filled part time position could be considered at this time amended to repeal the previous vote and confirm the vote from last month with the amendment to check each quarter to confirm continued financial viability. Roll call vote: Kittredge Yes, Calhoun yes, Bolton Yes, Sheehan No, Kolon No.

MOTION CARRIED BY ROLL CALL VOTE

b. Internships

- i. Motion by Bolton, second by Calhoun, to move ahead with hiring two interns while checking each quarter for continued financial viability, amended to be checked monthly for financial viability. Roll call vote: Kittredge No, Calhoun Yes, Bolton Yes, Sheehan No, Kolon Yes.

MOTION CARRIED BY ROLL CALL VOTE

6. Business

a. Contacts

- i. Kolon reported that the City of Manchester had a study done of the former Henry Ford dam at their offices which indicated significant work is needed for maintenance. The report also gave costs for dam removal. The city expects to take up to a year before any decisions are made.
- ii. Kolon reported that Sylvia Kay has been in touch with Camp Liberty, a camp for disabled veterans on the River Raisin in Norvell Township. Camp Liberty is interested in how RRWC can potentially partner on future endeavors.
- iii. Kolon reported that the Village of Brooklyn has convened a new Parks Board and is interested in getting RRWC input as it plans improvements to its parks on the River Raisin.
- iv. Kolon reported that Manchester Township potentially has up to \$10,000 of ARPA funds available for a River Clean-Up.

7. Executive Director Updates

a. Report/Calendar/2024 Membership Updates:

- i. To date there are 48 municipal members, 3 corporate sponsors, and 3 individual members. Municipal dues are still coming in.

b. RRWC Strategic Planning Grant - Update

- i. Motil coming on May 21.
- ii. Motil has completed roughly 40 interviews, and we will proceed onward to regional interviews.

c. Brooklyn Dam Removal/Contract - Update

- i. The 60% construction design will be submitted to EGLE with the permit application very soon. Review will take time but we can schedule the public meeting before receiving comments from EGLE.
- ii. Re-seeding efforts are proceeding successfully, and seed lists are available on the website.

8. Outreach Coordinator - Updates

- a. Upper Wolf Creek Watershed Management Plan Grant - Update
 - i. Final draft was submitted by LimnoTech to EGLE, with one additional addendum to include DNA samples.
 - ii. Next step is to begin pursuing 319 grants.
- b. University of Maryland - Watershed Report Card - Update
 - i. Release event is 4/16/24 at the Dossin Great Lakes Museum in Detroit.
- c. Semi Annual Meeting April 18, 2024 - Update
 - i. Bill Bray will be our speaker and is confirmed.
 - ii. Dr. Kratz would like a few minutes to present as well.
- d. Petersburg Report Out
 - i. Event went well with 32 participants total by the end of the program.

9. Water Stewardship Coordinator - Updates

- a. Forests to MI Faucets - Update
 - i. "Native Plants and Trees for Water Quality" campaign has kicked-off!
- b. River Raisin Nature Exploration Programs Project - Update
 - i. Foraging and Agriculture this month!
- c. RRWC 50th Gala - Adrian College
 - i. Adrian College Tobias Center is confirmed for September 14!
 - ii. Outreach Committee met 4/11/24 to discuss invitations and other details.

10. Administrative Coordinator/Assistant - Updates

- a. Woith finished the Spring Newsletter for the Semi Annual meeting.
- b. Woith also continues to update website, calendars, GiveButter etc. with new events that we are a part of.

11. Programs/Partnership Updates

- a. Erb Grant - Farmer Led Watershed Conservation - Update
 - i. Met 4/15/24 for monthly meeting, Knafl to meet with Interim Director Hodgkins later this week for partnership meeting.

12. Committee Reports

Outreach – Met 4/11/24 to discuss 50th Gala progress (see 9.c.)

Technical – None

Development – Knafl and Lopez to collaborate with this committee (May, Sheehan, Calhoun) to pursue additional development support.

Administrative – None

Financial – None

13. Public Comment - 3 Minutes

- a. Ingles thanked staff and board for their time and effort on discussions surrounding hiring PT staff and interns for the summer.

14. Next Meeting

- a. **Executive Committee - May 21, 2024 - 10 a.m. to 12 p.m. - 804 N. Evans Street Tecumseh MI 49286**

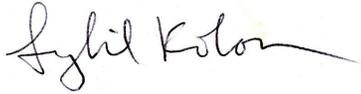
15. Adjournment

Motion by Kittredge, seconded by Calhoun, to adjourn at 11:38 a.m. **MOTION CARRIED BY VOICE VOTE.**

Respectfully submitted by Meija Knafel - Outreach Coordinator

Date: 4/15/2024

Secretary:

A handwritten signature in black ink that reads "Sybil Kolon". The signature is written in a cursive style with a long, sweeping underline.

Date: 5/21/2024