



**RIVER RAISIN WATERSHED COUNCIL**

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**River Raisin Watershed Council  
Executive Committee Meeting Minutes**

**March 15, 2022 - 10:30 AM**

**Via Zoom/320 Springbrook Avenue, Suite 102 Meeting Room  
Adrian MI 49221**

**1. Roll Call**

Chairman Calhoun called the meeting to order at 10:34 AM.

Executive Committee members present: Phil Kittredge, Harry Sheehan, Sybil Kolon, KZ Bolton, Trudi Cooper

Executive Committee members absent: Dave Hoffman

Others present: Stephen May – RRWC Executive Director, Meija Knafl (Zoom) – RRWC Outreach Coordinator, Gerald Schorin - Development Director, Lydia Lopez - Water Stewardship Coordinator, Angel Hoffman (Zoom), Dick Micka (Zoom), Brad Benzing - Hillsdale (Zoom), Jody Dalberg - Somerset Township (Zoom), Dan Gallager - Napoleon (Zoom)

**2. Approval of Agenda -March 15, 2022**

Motion by Cooper, second by Kittredge to approve the agenda with the addition of the Manchester Kayak Canoe Race under Old Business and Nominating Committee under New Business and the \$25,000 money from Erb under new business, and a note about Staff in New Business **MOTION CARRIED BY VOICE VOTE.**

**3. Approval of Minutes - February 22, 2021**

a. Motion by Kolon to table the February Meeting Minutes until next month, second by Kittredge. **MOTION CARRIED BY VOICE VOTE.**

**4. Treasurer's Report**

- a. The Treasurer's Report for the period February 1, 2022 – February 28, 2022 was distributed and reviewed by May. Revenue – **\$47.28**; Expenses - **\$0.0**; Balance to date: **\$8,639.31** at Premier Bank. For County National we had a Revenue - **\$17,445.00**; Disbursements - **\$4,265.11**; Balance to date - **\$52,195.52**. Motion by Bolton, second by Kittredge to accept and file the Treasurer's Report. **MOTION CARRIED BY VOICE VOTE**
- b. 2021 Audit - Update
  - i. RRWC documents are in.
  - ii. Shea Consulting did the 1099 Tax info
- c. Approve Disbursements for Outstanding Bills: New bills reported February 23, 2022 – March 15, 2022; Gerald Schorin Wages Reimbursement EGLE - \$3,333.00; Meija Knafl Mileage Reimbursement - \$25.98; Lydia Lopez Reimbursement FLG - \$109.19; Lydia Lopez Mileage Reimbursement - \$13.27; Shea Tax Consulting - \$60.0; Premier Bank Zoom Subscription Bank Transfer - \$15.89; CNB Zoom Subscription - \$60.0;

Lenawee County Printing and Purchasing - \$18.49; Total - \$3,635.82. Motion by Cooper, second by Bolton to authorize payment of these bills. **MOTION CARRIED BY VOICE VOTE**

- d. 2022 Budget
  - i. Revenue: \$300,986; expenses: \$300,986.00
  - ii. Requested a support of \$30,000 general operating support from the Erb Family Foundation

**5. Public Comments**

- a. Dick Micka says Dan Kennedy is now a manager for Detroit River National Wildlife Refuge. Also, the State of the Great lakes Report calls for the MI Natural Resources Trust Fund to create a wetland, and the DNR has started that project in upper reaches of the watershed.
- b. River Raisin Livery owner Charles Haddix passed away. He was a long standing member of the River Raisin Watershed Council, and served many years as a member. He will be missed.

**6. Executive Director Updates**

- a. Updated giving:
  - i. 42 municipal memberships
  - ii. 1 corporate memberships
  - iii. 4 individual memberships
- b. Watershed Support Grant
  - i. 6 months in at present. Currently waiting for reimbursement for 2nd quarter
- c. Upper Wolf Creek Watershed Management Grant
  - i. Working with Limnotech, sampling procedures being documented, Conservation Districts to do agricultural surveys
- d. Water School
  - i. Bill final report to completely reimburse our \$2500 in funds left
- e. Brooklyn Dam Removal/New Grant Proposal
  - i. No further news from last month
- f. University of Maryland - Watershed Report Card
  - i. Indicators and what they mean are currently being discussed. Next steps for the University of Maryland will be to gather data from suggested sources
- g. RRWC Banking - Update
  - i. Moving to County National
- h. Hoyden website review
  - i. Review coming in later this week and early next week; will be making recommendations; will be staying with Wix.com, but increasing donation focus overall for the organization
- i. SOGS
  - i. Submitted
- j. 2022 Consumers Energy Planet Foundation Grant Request
  - i. Denied, but can apply again next year!
- k. Erb - General Operating Support - 2022
  - i. Got support of \$25,000 annually for the next 3 years, retroactively starting Jan 1

**7. Outreach Coordinator - Updates**

- a. Michigan Vernal Pool Patrol is currently underway!
- b. Master Rain Gardener Class is underway
- c. Saline Nature Walk series to begin on March 24th, in further partnership with the Pittsfield Parks and Recreation
- d. Lenawee Lifelong Learners to begin April 5th
- e. Wildflower Walk with Macon Garden Club on April 30th
- f. Adopt-A-Stream to take place the last weekend in April, date still to be settled
- g. Watershed Report Card meetings wrapping up on March 18th
- h. Intermunicipal Group Meeting Presentation March 18th

#### **8. Water Stewardship Coordinator - Updates**

- a. Poster Contest
  - i. All ages
  - ii. Due mid-May
  - iii. Motion by Kolon, second by Bolton to raise the prize level to \$100 to winner and \$100 for the winner's school, (not to exceed \$1000) a t-shirt, give a membership, stickers, certificate. **MOTION CARRIED BY VOICE VOTE**
- b. Discover the Raisin
  - i. 5 \$200 prizes, ITC not currently a sponsor, replace with recognition for Erb Family Foundation

#### **9. Development Director - Updates**

- a. 2022 - Consumer Energy - Planet Award - Update
  - i. Will keep applying in future years
  - ii. Meet with MACD and MAEAP to discuss project scope and focus
  - iii. Motion by Sheehan second by Kittredge to take application to the Porter Foundation in Ann Arbor for an appropriately scaled back amount ~\$25000. **MOTION CARRIED BY VOICE VOTE**
  - iv. There is also an ask in to the La-Z-Boy Foundation
- b. Network for Good - Update
  - i. Currently scheduling a training
  - ii. Pulling together email lists to upload to database
  - iii. We need more email addresses; can Network for Good do that? Can Wix.com?
- c. Corporate Development Sub-Committee
  - i. Letters going out
  - ii. Members providing lists of names to contact from local groups
  - iii. March 25th at 9 a.m. is next meeting time

#### **10. Programs/Partnership Updates**

- a. ERB Grant - Farmer-Led Watershed Conservation
  - i. Summer Semi-Annual Meeting on Monday, June 13th from 8 a.m. to noon

#### **11. Committee Reports**

Outreach – Motion by Sheehan to spend up to \$10 second by Cooper to get emails/support based on recommendations by Hoyden.

Technical – Web hosting and clean-up.

Development – Porter Grant to be applied for

Administrative – None.

Financial – None.

## **12. New Business**

- a. Semi-Annual Meeting
  - i. Tuesday April 26th from 6 - 8 p.m. at Lenawee Tech Center.
- b. Nominating Committee
  - i. Check by-laws for term limits on committee members.
  - ii. Motion by Kolon, second by Kittrege to keep the same Nominating Committee as from 2021 and 2020. **MOTION CARRIED BY VOICE VOTE**
- c. Erb Family Foundation - General Operating Support
  - i. Admin support needed! Maybe a new staff member?
- d. Staff
  - i. Motion by Cooper second by Bolton to seasonally increase Lydia Lopez' (Water Stewardship Coordinator) hours. **MOTION CARRIED BY VOICE VOTE**
  - ii. Intern positions! Create an intern job posting. Motion by Kolon, second by Kittredge to host no more than 2 interns this summer. **MOTION CARRIED BY VOICE VOTE**

## **13. Old Business**

- a. Manchester Kayak and Canoe Race
  - i. Manchester Masons still considering sponsorship.

## **14. Next Meeting -April 19th, 2021 from 10:30 AM – 12:00 PM**

## **15. Adjournment**

Motion by Bolton, seconded by Cooper to adjourn at 12:10 p.m. **MOTION CARRIED BY VOICE VOTE**

Respectfully submitted by Meija Knafel - Outreach Coordinator - 3/22/22

Date: 3/22/22

Secretary:

