



River Raisin  
WATERSHED COUNCIL

## RIVER RAISIN WATERSHED COUNCIL

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River Raisin Watershed Council  
Executive Committee Meeting Minutes  
January 19, 2021 – 10:30 AM  
Zoom Meeting due to Covid-19

1. **Roll Call**

Chairman Calhoun called the meeting to order at 10:30 AM.

Executive Committee Members Present: John Calhoun, Sybil Kolon, KZ Bolton, Harry Sheehan, Phil Kittredge, John Chandler and David Hoffman.

Executive Committee Members Absent: None

Others Present: Stephen May – RRWC Executive Director, Trudi Cooper, Sharon Township representative. Dick Mika

2. **Approval of Jan. 19, 2021 Agenda**

a. Motion by Bolton, second by Hoffman to approve Jan, 19, 2021 agenda. **Motion carried by voice vote.**

3. **Approval of Dec. 15, 2020 Executive Committee Meeting Minutes**

a. Proposed amendments, in 4.a., the motion was seconded by Bolton, not Hoffman; in 4.c., the budget adjustment was to wages and professional services. Motion by Hoffman, second by Kolon to approve the Dec. 15, 2020 meeting minutes as amended. **Motion carried by voice vote.**

4. **Treasurer's Report**

- a. The Treasurer's Report for the Dec. 1, 2020 – Dec. 31, 2020 was distributed and reviewed by Bolton. Revenue – \$1,350.67- Expenses - \$100.63– Balance to date: **\$61,450.57**. Motion by Bolton second by Kittredge to accept and file the Dec. Treasurer's Report. **Motion carried by voice vote.**
- b. 2020 Budget YTD – revenue: \$99,397.27; expenditures: \$91,298.88. New budget adjustments were made from December board action at the request of the Lenawee County Drain Commissioner's office - \$1,880.46 to \$3,359.39
- c. The new adjustments made to balance final 2020 budget; increase wages by \$3,305.22 and increase professional services by \$54.17. Total adjustment of \$3,359.39 will be taken from reserve funds line item.

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- d. Approve Disbursements for Outstanding Bills: New bills reported Dec. 16, 2020 – Jan. 19, 2021: Exponent (outreach position ad) \$32.30; Premiere Bank Visa (Bio-Quip, Zoom) \$95.81; Lenawee County (wages) \$22,470.26; Lenawee County (printing, postage) \$84.92. **Total of \$22,683.29.** Motion by Bolton, second by Kittredge to authorize payment of these bills. **Motion carried by voice vote.**

**5. Public Comment: None**

**6. Executive Director Updates (See Report – on file)**

- a. Report /Membership updates – We have received only a few so far.
- b. Mailed 2021 RRWC dues packets to municipalities: Dec. 28.
- c. Working on year-end financials for 2020 audit. May will deliver final 2020 documents to auditor on Monday.
- d. Year-end report for 2<sup>nd</sup> year Erb Foundation – Submitted application for second year of general operating support of \$10,000
- e. Conference call – Melissa Damaschke – RRWC year-end call – General update.
- f. Conference Call – Lori Phalen – Erb Grant – Received second year of funding for farmer led group for \$62,010
- g. Conference Call – FLG – MAEAP Tech & CD District Managers – General discussion about continued partnering.
- h. 2020 – year-end receipts for giving – May will mail out acknowledgement of donations on Thursday.
- i. Interactive Map – WWRC – Update – The intern who was working on the map with Washtenaw County is done with her internship. Sheehan indicates there will be another intern.
- j. Newly available grant - Development committee looking into applying for funds from EGLE for watershed councils. We may apply for part time development staff to raise funds to increase capacity. Due February 16. Kolon made a motion to support the grant application with the understanding that the executive committee will contact their legislators to promote the application; Sheehan to provide bullet points. Second by Sheehan. **Motion carried by voice vote.** Bolton suggested RRWC also send a letter to the legislators.

**7. Outreach Coordinator Updates**

- a. Two resumes received. May has put an ad in the Brooklyn Exponent and additional postings will be made. One applicant is still in college. We would consider starting her as an intern.

**8. Programs/Partnership Updates**

- a. Erb Grant – See above. MAEAP Tech positions turn over frequently. There is little time to establish relationships with farmers.

**9. Committee Reports**

Calhoun requested that for next meeting each committee should recap what each committee needs in the coming year. May will send out a list of current committee members.

Outreach – None.

Technical – None.

Development – None.

Administrative – None

Financial – None

**10. Old Business**

- a. Audit 2020 – see above
- b. Outreach Coordinator Position – see above

**11. New Business - None****12. Public Comments:**

- a. Dick Micka – The River Raisin AOC Public Advisory Council and Commission on the Environment are working with students at the University of Michigan who have done a plan for the River Raisin to be used after the project is delisted. They meet monthly on the second Thursday of the month at 7 pm. The Port of Monroe has increased its use considerably. They will deepen the harbor to 21 feet. The dredge material is used to create more wetlands nearby.

**13. Next Meeting – Feb 16, 2021 10:30 am on Zoom.****14. Adjournment**

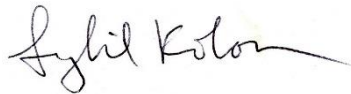
- a. Motion by Kittredge, second by Hoffman to adjourn meeting at 11:21 am. **Motion carried by voice vote.**

Respectfully submitted by Sybil Kolon, Secretary, Feb. 11, 2021

**Approval of Minutes**

**Date:** 2/16/2021

**Secretary:**



**Sybil Kolon**