



RIVER RAISIN WATERSHED COUNCIL

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**River Raisin Watershed Council
Executive Committee Meeting Minutes
November 18, 2025 - 10:00 a.m.
RRWC Tecumseh Office - AJ Smith House
804 North Evans Street, Tecumseh MI 49286
In Person/Google Meet/Conference Call**

Roll Call

Chair Harry Sheehan called the meeting to order at 10:01 a.m.

Executive Committee members present: Harry Sheehan, Sybil Kolon, John Calhoun, Mike Ayre, Stella Kirby, Phil Kittredge.

Executive Committee members absent: Dave Hoffman.

Others present: Sean Dennis – RRWC Executive Director, Lydia Lopez - RRWC Water Stewardship Coordinator, Benny Woith - RRWC Administrative Coordinator (Virtual), Matt Knoblauch - Blissfield Township Representative, Tim Miles - Dundee Township Representative (virtual), Pam Ackerman - London Township (virtual)

1. Approval of Agenda - November 18, 2025

- a. Motion by Calhoun, second by Ayre, to approve the November 18, 2025 agenda to move Public Comment after Approval of Agenda. **MOTION CARRIED BY VOICE VOTE.** The agenda was later amended. Motion by Ayre, second by Calhoun, to add appointment of at large Executive Committee members as 5.b. and appointment of officers of the Executive Committee as 5.c. **MOTION CARRIED BY VOICE VOTE.**

2. Public Comment

- a. None.

3. Approval of Minutes - October 21, 2025

- a. Motion by Kittredge, second by Kirby, to approve the October 21, 2025 Minutes as presented. **MOTION CARRIED BY VOICE VOTE.**

4. Treasurer's Report

- a. The Treasurer's Report for the period October 1 - October 31, 2025 was reviewed by Ayre. The balance at County National bank is \$20,304.65. The balance at WesBanco is \$2,150.46. Discussion of year-end gift giving. We plan to reach out to our representatives and other contacts for Giving Tuesday. Woith maintains the contacts in separate groups, a total of about 2,000 addresses. Woith updates them regularly to keep them up to date. The Treasurer's report was received and filed.
- b. Approve Disbursements for Outstanding Bills - Report on File. Dennis reviewed the check detail for bills, which included an updated invoice from Perry ProTech of \$40.36 for the copier, bringing the amount of the bills to **\$2,771.70**. Motion by Sheehan, second by Calhoun, to pay these

invoices. **MOTION CARRIED BY VOICE VOTE** Ayre reported finding incorrect email addresses for representatives and asked the rest of the EC to report any updates to Woith.

5. Business

- a. Annual Meeting Review and Next Steps
 - i. The meeting went well but did not reach a quorum. The committee discussed possible bylaw changes, more engagement with representatives and better locations for the next meeting to make sure a quorum is reached to conduct business.
 - ii. Per Kolon, because there was not a quorum at the Annual Meeting, the EC needs to fill the two open positions by December that will occur in January due to Calhoun and Kolon stepping down from the EC.
- b. Approval of Executive Committee
 - i. Motion by Ayre, second by Calhoun, to appoint Robert Clark, City of Monroe; Matt Knoblauch, Blissfield Township; Phil Kittredge, Cambridge Township and Stella Kirby, City of Petersburg as at-large members of the EC for 2026. **MOTION CARRIED BY VOICE VOTE**
- c. Approval of Officers
 - i. Motion by Calhoun, second by Kolon, to appoint Harry Sheehan as chair, Stella Kirby as Vice Chair, Mike Ayre as Treasurer, and Phil Kittredge as Secretary for 2026. **MOTION CARRIED BY VOICE VOTE**
- d. Approval of Budget
 - i. Motion by Kittredge, second by Ayre, to approve the 2026 budget as presented at annual meeting. **MOTION CARRIED BY VOICE VOTE**
- e. Approval of Changes to Credit Cards
 - i. Motion by Ayre, second by Sheenan, to update the signature cards to remove Calhoun and add Kirby, effective January 1. **MOTION CARRIED BY VOICE VOTE**

6. Executive Director Updates

- a. 2025 Membership Updates
 - i. Dennis reported earlier under the Treasurer's report that we currently have 49 municipal members with at least one more expected. We currently have 42 individual members and one corporate member.
- b. Brooklyn Dam Removal Update
 - i. Dennis provided an update of the project status. The permit application was submitted a second time to EGLE. The hydraulic modeling for the project was completed. Additional information was required and has been submitted by Niswander. Still planning for summer 2026 construction.
 - ii. Sheehan provided additional information. We will meet with Niswander in January to finalize the bid process for construction of the remainder of the project. We still don't know if EGLE will hold a public meeting. Niswander is coordinating with the Village of Brooklyn to have a public meeting before any public hearing, but more information is needed before it can be scheduled. The planned replacement of the Mill Street bridge is a factor in our project schedule but is being managed by the road commission and MDOT.

c. Monroe Dam Removal Update

- i. No update.

7. Water Stewardship Coordinator - Updates

a. Grant Updates:

- i. EGLE Equity and Engagement
- ii. Saline - Macon Grant
- iii. Farmer - Led Group
- iv. Grants in Queue
 1. NFWF Conservation Partners - waiting to hear back
 2. Wolf Creek Watershed Management Implementation Plan - Continuing to work on submitting a proposal for this plan; the requested funding is expected to be about \$300,000.
 3. Regen Ag Farmer Network RFP - Going to work with local FLG partners to create a proposal for this grant.

v. Events:

1. Fall Forest Adventure: From Bare Trees to Living Soil on November 23rd, Taylor Road Park in Tipton, 11 am
2. Owl Prowl on December 20th, Stubnitz Center in Adrian, starting at 4 pm

8. Administrative - Update

- a. Woith working on FLG website updates, a flyer and new handbook for the group.
- b. Woith created a new RRWC Pledge page on the website that people can sign and will be updated by Woith. Will be made public soon with our Giving Tuesday Campaign.
- c. Woith created some new graphics for RRWC merchandise and we received our first order on our Printful shop page, which was made public on the website about a month ago.

9. Committee Reports - None**10. Public Comment - 3 Minutes - None****11. Adjournment**

Motion by Kittredge, second by Calhoun, to adjourn at 11:08 a.m. **MOTION CARRIED BY VOICE VOTE.**

Next Meeting

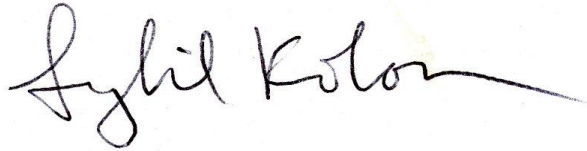
Executive Committee - December 16, 2025 - 10:00 a.m. - 804 N. Evans Street Tecumseh MI 49286

Action Items for Next Meeting

Respectfully submitted by Sybil Kolon - Secretary

Date: Dec. 12, 2025

APPROVED:

A handwritten signature in black ink, reading "Sybil Kolor". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Secretary:

Date: Dec. 16, 2025