



RIVER RAISIN WATERSHED COUNCIL

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**River Raisin Watershed Council
Executive Committee Meeting Minutes
January 20, 2026 - 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 10:03 a.m.

Executive Committee members present: Harry Sheehan, Stella Kirby, Phil Kittredge, Matt Knoblauch, Mike Ayre, Robert Clark

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), Ivy McClelland - Administrative Assistant, Morgan Ringel - RRWC Volunteer Coordinator (Virtual), Tim Miles - Dundee Township Representative (Virtual), John Calhoun, Sybil Kolon (Virtual)
Sheehan welcomes the new executive committee members Matt Knoblauch and Robert Clark and recognizes the appointments of Stella Kirby as Vice Chair and Phil Kittredge as Secretary..

1. Approval of Agenda - January 20, 2026

- a. With addition of Niswander Design Bid to Business 5.a. Motion by Ayre, second by Kirby, to approve the January 20, 2026 Agenda as presented. **MOTION CARRIED BY VOICE VOTE.**

2. Approval of Minutes - December 16, 2025

- a. Motion by Kirby, second by Ayre, to approve the December 16, 2025 Minutes as presented. **MOTION CARRIED BY VOICE VOTE.**

3. Treasurer's Report

- a. Ayre brought to the attention of the board WesBanco's maintenance fee and suggested the board discuss the benefit. After consideration, the board decided to terminate the WesBanco account and open appropriate additional accounts with County National Bank. The board also indicated the number and purpose of the new County National accounts be left to the discretion of the Treasurer (Mike Ayre) and Executive Director (Sean Dennis). There was a brief discussion regarding changing credit cards to County National also. Subsequently Ayre added with new Executive Committee members taking office in January 2026, it will be necessary to add Stella Kirby, Vice Chair, to the bank accounts as an approved signer and remove John Calhoun, who held that role previously.
- b. The Treasurer's Report for the period December 1 - December 31, 2025 was reviewed by Ayre. At Wesbanco Bank: Revenue – **\$6916.28**; Disbursements - **\$5040.75**; balance: **\$3515.77**. At County

National, Revenue - **\$2527.76**; Disbursements - **\$4571.56**; balance: **\$32,808.91**. The Treasurer's report was received and filed.

- c. Expected/Estimated Revenue for 2026 was reviewed by Ayre.
- d. Dennis discussed a meeting with the Erb Foundation to establish a reserve fund to aid us in "smoothing" the finances of the organization. Erb is willing to provide \$155,000.00 to establish the reserve provided there is an appropriate reserve fund policy establishing conditions for replenishment. Dennis and Ayre to develop an appropriate policy and set up appropriate accounts with County National Bank for the reserve fund.
- e. Approve Disbursements for Outstanding Bills - Dennis reviewed the January check detail/ bills totalling **\$3633.49**, but lacking the monthly Verizon bill. Motion by Kittredge, second by Kirby, to pay these invoices, and allowing up to \$50.00 for the Verizon bill. **MOTION CARRIED BY VOICE VOTE**

4. Public Comment

- a. Sybil Kolon, Rep from Manchester Twp - Talked about a gravel pit application that was reviewed by Norvell of 625 acres by Watkins State Park including water foul refuge. Kolon is president of the newly formed Irish Hills Concerned Citizens group and is active in the Watkins Lake Friends group. On January 24th at 10am Welwise Center in Brooklyn, this group will have a presentation with 3 speakers to present information about the proposal.
- b. Tim Miles, Dundee Township Representative - Thanked Dennis and Council for Amwise Donation for the logjam removal. Kolon commented it was a very good story regarding pulling the right people together and using the RRWC as a pass through to accomplish a desired activity. She indicated she would try to document the story.

5. Business -

- a. Brooklyn Dam Removal Update
 - i. Sheehan reported that we are finished with permitting. SHPO approval should be soon Also reports that the road is a separate issue to be handled by the Jackson County Road Commission.
 - ii. This project does not require competitive bidding.
 - iii. The final stream path is to be engineered and reviewed by EGLE.
 - iv. Niswander made a presentation for the Design Bid on the Brooklyn Dam.
 - 1. Losee would be Project Manager and recommends the use of contractor Wildland Construction from North Carolina to perform the work. Niswander has worked with this company regularly and has found them to perform quickly and usually under the cost estimate.
 - 2. Niswander would have a representative onsite at least every other day to review progress.
 - 3. Will provide a timeline, regular update meetings and participate in a public meeting.
 - 4. Concern was expressed about insurance coverage to protect the owner and RRWC as well as village and property owners. Sheehan to follow up.
 - 5. Nooney dam is a separate project targeted for 2027

6. The board requested Niswander submit a formal proposal for the board's consideration.

6. Executive Director Updates

- a. 2025 Membership and Updates
 - i. We've received 90% of municipality dues. (Hillsdale has removed themselves, Frenchtown Township is in progress)
 - ii. \$3,900 from individual donors for 2025.

Water Stewardship Coordinator - Updates

Grant Updates:

- i. EGLE Equity and Engagement - This grant is now closed.
- ii. Farmer - Led Group
 1. This month will be the end of "extra" time put towards FLG. The current group is at a standstill, and our part in the group is unclear.
- iii. Grants in Queue
 1. NFWF Conservation Partners - we did not receive this grant.
 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.
 4. EGLE Watershed Council Support Grant - We submitted a proposal in December to expand our relations with municipalities. Waiting to hear a response.
- iv. Events:
 1. RECAP - Owl Prowl, December 20th, Adrian MI
 - a. Great event. Full sessions and great responses.
 2. Stewardship Network Conference - January 22nd - 23rd
 3. Voice of Agriculture Conference - January 23rd - 24th
 4. Native plant Sale - May 29th in the afternoon
 - a. Matt Knoblauch offered his volunteering.
 5. Volunteer Kickoff Meeting - January 29th at 5pm at the AJ Smith Rec Center

7. Administrative - Update

- a. As of January 1st, Woith has taken over the social media from Administrative Assistant Ivy McClelland and created a lot of interest in the new Book Club.
- b. Woith in the process of planning for the new Native Plant Sale by creating the flyer and updating the website. May 29th is the tentative plant sale date.
- c. Woith is currently working on the 2025 Annual Report.

8. Committee Reports

- a. Sheehan to set up a meeting for reviewing by-laws.

9. Public Comment - 3 Minutes - None.

10. Adjournment

Motion by Ayre, second by Kittredge, to adjourn at 12:00 p.m. **MOTION CARRIED BY VOICE VOTE.**

Next Meeting

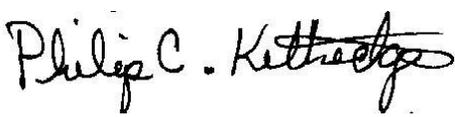
Executive Committee - February 17, 2026 - 10:00 a.m. - 804 N. Evans Street; Tecumseh MI 49286

Action Items for Next Meeting

Respectfully submitted by Phil Kittredge - Secretary
with support of Benny Woith and Lydia Lopez

Date: February 10, 2026

APPROVED:

Secretary: 

Date: February 17, 2026