



**RIVER RAISIN WATERSHED COUNCIL**

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**River Raisin Watershed Council  
Executive Committee Meeting Minutes  
April 18, 2023 - 10:30 a.m.  
Via Zoom/804 N. Evans St  
Tecumseh, MI 49286**

**Roll Call**

Chair Harry Sheehan called the meeting to order at 10:31 a.m.

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

Executive Committee members absent: Dave Hoffman.

Others present: Stephen May – RRWC Executive Director, Meija Knafl – RRWC Outreach Coordinator, Lydia Lopez - RRWC Water Stewardship Coordinator, Benny Woith - RRWC Administrative Coordinator, Sabrina Gross - Pittsfield Representative (Zoom), Greg Moore - Monroe Commissioner (Zoom), Sylvia Kay - Resident (Zoom)

**1. Approval of Agenda - April 18, 2023**

- a. Kolon requested to add to Old Business: Manchester Canoe Race and Legacy Preserve and add the meeting in Bridgewater to Outreach. Knafl to add item 8. C. regarding the Village of Blissfield. Motion by Cooper, second by Kittredge, to approve the April 18, 2023 Agenda as amended. **MOTION CARRIED BY VOICE VOTE.**

**2. Approval of Minutes - March 21, 2023**

- a. Motion by Calhoun, second by Kolon, to approve the March 21, 2023 Meeting Minutes as presented. **MOTION CARRIED BY VOICE VOTE.**

**3. Treasurer's Report**

- a. The Treasurer's Report for the period March 1, 2023 - March 31, 2023 was distributed and reviewed by Bolton. At Premier Bank: Revenue – **\$667.79**; Expenses - **\$0.00**; Balance to date: **\$15,292.36**. At County National: Revenue - **\$6,624.00**; Disbursements - **\$3,093.93**; Balance to date - **\$90,960.81** . 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 - Updated report on File: May added **invoice** to County Fair Board fair booth. May reviewed the monthly expense report to the total of **\$29,969.81**. Motion by Cooper, second by Kittredge, to authorize payment of these bills to the total of **\$29,969.81**. **MOTION CARRIED BY VOICE VOTE**
- c. RRWC 2023 YTD - Report on file

- d. 2022 Audit - May indicated the audit should be ready by next month, once the auditors share their findings, which will be distributed through PDF and will include a 10 minute meeting from auditors during the next Executive Meeting.

#### **4. Public Comments (3) Minutes**

- a. No public comment.

#### **5. New Business**

- a. Strategic Planning - Erb Grant - \$50,000 - Update
  - i. Decision by Erb is expected in early May. Steve May stated we are looking at hiring a marketing consultant with the grant money to manage the process.
- b. Nominating Committee - Appointments
  - i. May indicated that Bob Jenson is able to be on the nominating committee, which will propose nominations at the spring Semi-Annual meeting. Nominations will also be accepted from the floor.
- c. Staff - Isabelle Uganski
  - i. Uganski is leaving RRWC for Summer in three weeks. Also, stated that social media is up 400% and has been increasing daily with likes and followers. Uganski would like to work remotely for 10 hours a week and we will compensate accordingly. Motion by Calhoun to maintain Uganski at up to 10 hours a week, second by Sheehan. **MOTION CARRIED BY VOICE VOTE**
- d. Internship(s)
  - i. Three applications have been received so far for the intern position. May contacted Ben Ernst at Ann Arbor Spark and we are on a waiting list to be approved for hiring.
- e. Lenawee County Fair - Update
  - i. May stated our booth will be located in the Merchant's building in a high traffic area. Fair will be July 23rd to the 29th.

#### **6. Old Business**

- a. Brooklyn Dam -
  - i. May stated that the dam was previously submitted on the historical registry by Dan Ross and will now need to be de-registered before progress can be made on dam removal. We are hopeful the dewatering can be done this year. Construction may not be completed until 2025.
  - ii. Contract with Dan Ross not yet complete.
  - iii. A new grant has been submitted to the dam safety unit at EGLE.
- b. SSP Leasing/Gravel Pit Operation - Upper Wolf Creek
  - i. Kittredge stated the moratorium by the township is still in place. They received a draft new ordinance and the township will review and hold a public meeting. SSP has filed a lawsuit to use the existing ordinance since the application was filed before the moratorium.
  - ii. Knafl went to the "Citizens Protect Irish Hills" meeting to speak regarding the values and functions of wetlands, and why they're important.
- c. 2023 Semi-Annual Spring Delegate Meeting Location - April 27, 2023 - 5:30pm-8pm, AJ Smith Recreation Center - RRWC Tecumseh Office - Update
  - i. Dr. Carley Kratz will provide an update on our Adopt-a-Stream program.
  - ii. We will provide food before the meeting.
- d. AmeriCorps Team - The pre-application is due May 2, 2023

- i. Knafl has compiled information in a tracking document about logjams and such for projects.
- e. FLG Group - Project Manager Update
  - i. Melissa Harris was offered the position as the project manager under a 3 year contract. She can use our Tecumseh office as a location when she is in the area.
- f. Manchester Canoe Race - May 21 -
  - i. Manchester schools will provide the required insurance, so it won't be through RRWC this year.
  - ii. RRWC will have a booth.
- g. Legacy Preserve -
  - i. Kolon stated that Legacy received the grant RRWC supported for \$150,000 for the preservation of a natural area but nothing will start until early next year.

## **7. Executive Director Updates**

- a. Report/Calendar/2023 Membership Updates:
  - i. 48 municipal members have paid dues to date. Waiting for 4 more. Kolon suggested Knafl should go to a Saline Township board meeting to let them know about the work RRWC does, since they have not been a member. Knafl is willing to do that.
  - ii. 3 corporations to date
  - iii. 10 individual members to date
- b. Outreach/Expansion Support Grant Updates
  - i. \$6,000 remains. We have an extension for 6 months.
- c. Brooklyn Dam Removal/New Grant Proposal - Update
  - i. See 6.a.
- d. Base of Operations - Update
  - i. \$3,000 remains from the grant. We may seek an extension and reapply for the next round of the grant as well.

## **8. Outreach Coordinator - Updates**

- a. Upper Wolf Creek Watershed Management Grant - Update
  - i. The grant will be completed this year. Begin sampling shortly and hopefully have an assistant of interns.
- b. University of Maryland - Watershed Report Card - Update
  - i. Knafl received email from them about CSOs and SSOs, in which there was no data for the River Raisin from where they were drawing from. They will want some photographs and writing for the document this Summer or Autumn.
- c. City of Blissfield -
  - i. Having erosion problems at park. Chris Frieburger providing guidance on grant opportunities to help with this problem and possible dam removal funds for their dam. Meija will be out in Blissfield tonight.
- d. Bridgewater township land preservation meeting -
  - i. Kolon presented for RRWC due to Knafl having another obligation on April 17. Other conservation groups also presented, as with the previous meeting in Manchester. The meeting was well attended and information was well received. Kolon noted that Bridgewater township has a farmland preservation committee and we should get them involved in the farmer-led group.

**9. Water Stewardship Coordinator - Updates**

- a. Lopez is planning for a half-day kids camp once a week in the summer and came with interactive items for lectures to be presented. Currently working on timing and such and will post on social media to inquire about the best days and times for parents.
- b. Poster Contest and Discover the Raisin deadlines extended to May 11th.

**10. Administrative Coordinator/Assistant - Updates**

- a. Finishing up the newsletter before the Semi-Annual meeting. Waiting on Knafl, Kolon and Chris Frieburger for articles.
- b. Created flier for Semi-Annual Meeting and updated website with RSVP page for Semi-Annual Meeting.
- c. RedBubble account created by Woith that is no cost to RRWC and provides more products and items for interested parties. When a product sells, part of that profit goes to RRWC. Woith created some unique graphics representing the river. Motion by Sheehan to proceed with RedBubble account and selling of items created by Woith, second by Cooper. **MOTION CARRIED BY VOICE VOTE**

**11. Programs/Partnership Updates**

- a. ERB Grant - Farmer Led Watershed Conservation - Update
  - i. See 5.a and 6.e.

**12. Committee Reports**

Outreach – This committee or a sub-committee should start planning for the 50th anniversary in 2024. Knafl, Cooper and Kolon willing to serve.

Technical – None.

Development – None.

Administrative – None.

Financial – None.

**13. Public Comment - 3 Minutes**

None.

**14. Next Meeting**

- a. **Executive Committee - May 16, 2023 - 10:30 a.m. - 12 p.m. - Tecumseh Office**

**15. Adjournment**

Motion by Sheehan, seconded by Cooper to adjourn at 12:05 p.m. **MOTION CARRIED BY VOICE VOTE.**

Respectfully submitted by Benny Woith - Administrative Coordinator

Date: 5/16/2023

Secretary:  Date: 5/16/2023