



**RIVER RAISIN WATERSHED COUNCIL**

320 Springbrook Avenue, Suite 102

Adrian, MI 49221

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

**June 15, 2021 - 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 10:30 AM.

Executive Committee members present: John Calhoun, Harry Sheehan, Sybil Kolon, KZ Bolton (Zoom), Phil Kittredge (arrived late), and Trudi Cooper

Executive Committee members absent: David Hoffman

Others present: Stephen May – RRWC Executive Director, Meija Knafl – RRWC Outreach Coordinator, Lydia Lopez - RRWC Water Stewardship Coordinator, Faith Scheffler - RRWC Intern, Jacob Mann, Jan Godek - Lodi Township

**2. Approval of Agenda - June 15, 2021**

Motion by Cooper, second by Kolon, to add the Manchester Area River Marker Project to old business. **MOTION CARRIED BY VOICE VOTE**

Motion by Cooper, second by Kolon to also add discussion with Jan Godek from Lodi Township about a letter of support concerning wastewater development to new business, and staff discussion under section E. **MOTION CARRIED BY VOICE VOTE**

**3. Approval of Minutes - May 18, 2021**

Motion by Kolon, second by Bolton, to approve May 18 Meeting Minutes with amendment to E.6.iii as presented by Kolon; "to: 1. Support the River Raisin Upper Watershed Stream Restoration and Connectivity Project and: 2. Serve as administrator of the USFWS, National Fish Passage Grant as outlined in the handout dated May 18, 2021". **MOTION CARRIED BY VOICE VOTE.**

**4. Treasurer's Report**

- a. The Treasurer's Report for the period May 1, 2021 – May 31, 2021 was distributed and reviewed by May. Revenue – **\$9,780.50** - Expenses - **\$14,267** – Balance to date: **\$77,970.28**. Motion by Kolon, second by Cooper to accept and file the May Treasurer's Report. **MOTION CARRIED BY VOICE VOTE**
- b. 2021 Budget YTD – revenue: \$54,443.94; expenditures: \$37,924.23.
- c. Approve Disbursements for Outstanding Bills: New bills reported May 19, 2021 – June 15, 2021: Meija Knafl: Mileage Reimbursement RRWC - \$162.91; Premier Bank - \$995.80; Lenawee County Printing - \$77.33; Lenawee County Wages - \$13,031.61 Total of \$14,267.65. Motion by Kittredge, second by Kolon to authorize payment of these bills. **MOTION CARRIED BY VOICE VOTE**

## **5. Public Comments**

Jacob Mann is an Eagle Scout Candidate from Manchester who is working on a River Marker Project from Fellows Bridge to the Main Street Bridge in Manchester. He plans to begin installation once it is approved by the scout board in Ann Arbor.

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

- a. Membership updates:
  - i. Membership – 52 municipalities, 8 individual, 3 corporate memberships.
- b. Upper River Raisin Aquatic Connectivity Project at the Brooklyn Dam
  - i. Chris Frieburger from Niswander Environmental LLC met with the Village of Brooklyn
  - ii. Grant has been submitted and accepted
- c. Watershed Report Card
  - i. Funded through Erb family foundation, contracts currently being signed with multiple groups including the University of Maryland and some other watersheds
- d. Water School Update
  - i. We plan to host Yousef Rabhi, Sarah Lightner, Bronna Kahle in September and October for Water School via Zoom
- e. Kayak Raffle
  - i. Check and application have gone in for the raffle license

## **7. Outreach Updates**

- a. Kayak Raffle
  - i. Donation requests have gone to the Tecumseh Paddle Company, and will also go to Cabela's in Dundee.
- b. Completed events
  - i. Two tree planting events in partnership with Washtenaw County in May were a great success, with over 20 participants
  - ii. Saline Nature Walks also going well, with a dozen participants at the last event
  - iii. Conservation Stewards Program is going well, and we are partnered with the Catie Wytychak from the Washtenaw County Water Resource Commissioner's Office
  - iv. Met with Bill Schnieder from Wildtype and Siena Heights students to discuss outreach work at Loch Erin
  - v. Our trapping program with JLW Cisma found no invasive crayfish in Burr Ponds Park in Adrian!
  - vi. River Clean Up at Evans Creekshed on May 10 went very well, and the Speedway Staff would like to do another event in the autumn potentially
  - vii. Spoke to the Adrian Morning Rotary
- c. Upcoming Events
  - i. River Clean-Up in Monroe with Monroe COTE partners on July 17
  - ii. Sterling State Park Beach Clean Up on Saturday June 19
  - iii. Boat Wash at Hayes State Park with MSU Mobile Boat Wash Station on June 20
  - iv. Camp Programs for Saline Parks and Rec on Monday July 12 in the morning and the afternoon

- v. Camp programs for Budding Naturalists from July 19 to the 22
- vi. River Clean-Up in Blissfield on June 26
- vii. We plan to attend the Lenawee County Fair from July 25 to the 31
- viii. We plan to attend the Blissfield River Raisin Festival from July 8 through the 10
- d. Online presence and social media
  - i. New website is live!
    - 1. Would like to add Board Bios to the website
  - ii. Cross-posting with Farmer Led Working Group, Saline Parks and Rec, and River Raisin Institute

## **8. Programs/Partnership Updates**

- 9. Watershed Report Card
  - a. Funded through Erb family foundation, contracts currently being signed with multiple groups including the University of Maryland and some other watersheds

## **10. Committee Reports**

Outreach – Worked on donation request language, and are currently looking into new SWAG options. Also set a timeline for the autumn Streamlines Newsletter.

Technical – Website to be updated with board bios.

Development – None.

Administrative – None.

Financial – None.

## **11. Old Business**

- a. GRCC MOU has been signed
- b. Wolf Creek Watershed Management Plan will have further updates at the next meeting
- c. EGLE Watershed Council grant has been approved funding for a Marketing and Development position whose goal is to secure more corporate and individual memberships.
  - i. Motion by Sheehan, second by Bolton, to authorize Calhoun to sign grant contract, as well as develop and post job description for Marketing and Development position. **MOTION CARRIED BY VOICE VOTE**

## **12. New Business**

- a. Lodi Township is currently considering a new private development which plans to install a wastewater system, and would like the watershed council to consider weighing in on how safe for water quality this development may be.
  - i. Motion by Sheehan, second by Bolton, that May assist the Lodi Township supervisor in developing basic requirements and suggestions for private wastewater treatment plans to be suggested via public comment. **MOTION CARRIED BY VOICE VOTE**
- b. Motion by Calhoun, second by Kittredge, to provide a 5% raise at three months for administrative staff based on exceeding the expectations of the board, with the next salary review in 12 months, and offering a stipend to the intern at the end of the internship. All discussion of staff performance was held after staff had left the room. **MOTION CARRIED BY VOICE VOTE**

## **13. Next Meeting - July 13, 2021 from 10:30 AM – 12:00 PM**

In person at 320 Springbrook Avenue Suite 102 Meeting Room, Adrian MI 49221

**14. Adjournment**

Motion by Kittredge, seconded by Sheehan to adjourn at 12:22 PM. **MOTION CARRIED BY VOICE VOTE**

Respectfully submitted by Meija Knafel - Outreach Coordinator - July 1, 2021

Date: \_\_\_\_\_

Secretary: \_\_\_\_\_