



RIVER RAISIN WATERSHED COUNCIL

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**River Raisin Watershed Council
Executive Committee Meeting Minutes
April 19, 2022 - 10:30 AM**

**Via Zoom/A.J. Smith Recreation Center, 810 N. Evans St.
Tecumseh MI 49286**

1. Roll Call

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

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

Executive Committee members absent: Dave Hoffman

Others present: Stephen May – RRWC Executive Director, Gerald Schorin -Development Director, Lydia Lopez - Water Stewardship Coordinator, Brad Benzing – Hillsdale County (Zoom)

2. Approval of Agenda – April 19, 2022

Motion by Cooper, second by Bolton to approve the agenda with the addition of the AmeriCorps and available space grant under New Business and Hane Hwy under Old Business. **MOTION CARRIED BY VOICE VOTE.**

3. Approval of Minutes – February 22 and March 15, 2022

- a. Motion by Sheehan to approve the February and March Meeting Minutes as presented, second by Kittredge. **MOTION CARRIED BY VOICE VOTE.**

4. Treasurer’s Report – Reports on File

- a. The Treasurer’s Reports for the period March 1, 2022 – March 31, 2022 were distributed and reviewed by Bolton. The balance in the Premier account is \$8,623.42 and the balance in the County national account is \$72,790.73. Motion by Bolton, second by Cooper, to receive and file the Treasurer’s Reports as submitted. **MOTION CARRIED BY VOICE VOTE**
- b. Approve Disbursements for Outstanding Bills: May reviewed the Monthly Expense Report. Motion by Bolton, second by Kolon to authorize payment of bills in the amount of \$30,368.14. **MOTION CARRIED BY VOICE VOTE**
- c. Limnotech has requested reimbursement for the Upper Wolf Creek grant, which has been in place since October 2021. Motion by Bolton to authorize payment of invoices as they are received within the terms of the grant, as previously approved. **MOTION CARRIED BY VOICE VOTE.** May will handle these invoices going forward as received.
- d. 2022 Budget – Report on File
May reviewed the budget to date.
- e. 2021 Audit – May indicated we should have the final audit next month.

5. Public Comments - None

6. Executive Director Updates

- a. Updated giving:
 - i. 49 municipal memberships
 - ii. 4 corporate memberships
 - iii. 8 individual memberships
- b. Watershed Support Grant
 - i. Sheehan handling details on the Development Director grant.
- c. Upper Wolf Creek Watershed Management Grant
 - i. In process, outstanding invoices will be paid.
- d. Water School
 - i. Reimbursement in the final stages
- e. Brooklyn Dam Removal/New Grant Proposal
 - i. We just learned about approval of the grant of over \$800,000 from the U.S. Fish & Wildlife Service to continue the process for eventual dam removal. RRWC will administer the grant.
- f. University of Maryland - Watershed Report Card
 - i. Monthly meetings continue.
- g. RRWC Banking - Update
 - i. The move to County National is still in process, will close Premier Bank account soon.

7. Outreach Coordinator - Updates

- a. Lopez reviewed many recent and upcoming activities by Knafel, who could not be present. The Lifelong Learning classes have been very well received.

8. Water Stewardship Coordinator - Updates

- i. Lopez reported on the progress of the Discover the Raisin and Poster contests. There is quite a bit of interest.
- ii. One application has been received for the internship. Faith Scheffler is expected to return in the summer as an intern for the Farmer Led group.
- iii. Lopez is working on updates to the website as recommended by Hoyden

9. Development Director - Updates

- a. Network for Good - Update
 - i. Schorin has drafted a fundraising letter to begin outreach to our supporters.
- b. Corporate Development Sub-Committee
 - i. There are currently seven members and they will be meeting next week.
- c. Schorin continues to explore groups and individuals to assist with development.

10. Programs/Partnership Updates

- a. ERB Grant - Farmer-Led Watershed Conservation
 - i. May reported he has submitted reimbursement requests for tasks accomplished.

11. Committee Reports

Administrative – May suggested we consider changes to the bylaws relating to term limits and election of officers.

12. New Business

- a. Semi-Annual Meeting
 - i. Tuesday April 26 from 6 - 8 p.m.; location has been changed to Hidden Lake Gardens.
- b. Artalicious Art Fair
 - i. Annual event in Adrian on Sept. 16 and 17.
- c. AmeriCorps
 - i. Initial concept application is due May 3. Motion by Sheehan to apply for AmeriCorps staff to do log jam removal and other tasks for Sept. 16 to Oct 9, second by Cooper. **MOTION CARRIED BY VOICE VOTE**
- d. Available Space Grant
 - i. We have received a grant for over \$14,000 to move to and outfit new office space. Additional funds would be needed. There have been two tours of the office space next to the AJ Smith Recreation Center through Tecumseh Parks and Recreation. It is adequate for our needs and has space for our regular meetings. The rent for the entire building would be \$500-700 per month. Other locations can be considered. We intend to maintain the office at the Drain Commission. Motion by Cooper to accept the grant to put it toward establishing a new office, with details to be recommended by the Administrative Committee to the Executive Committee, second by Bolton. **MOTION CARRIED BY VOICE VOTE**

13. Old Business

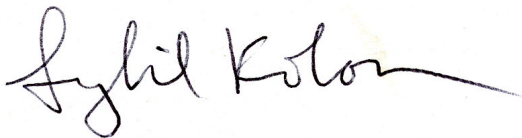
- a. Manchester Kayak and Canoe Race
Kolon reported the DNR Marine Permit has been received and details on the insurance are being worked out. The race is May 15.
- b. Hane Highway Easement – Kolon has drafted a letter to the property owner about the transfer of the conservation easement from the Raisin Valley Land Trust. Upon finalizing it will be signed by the RRWC and RVLTL and delivered to the property owner with copies of the recorded documents.
- c. One thousand of our maps have been made and will be received on Friday. May requested approval to pay the invoice of \$1,200. Motion by Kittredge to approve payment of the invoice of \$1,200 for the maps, second by Bolton. **MOTION CARRIED BY VOICE VOTE**

14. Next Meeting – May 17, 2021 from 10:30 AM – 12:00 PM

15. Adjournment

Motion by Bolton, seconded by Sheehan to adjourn at 11:51 p.m. **MOTION CARRIED BY VOICE VOTE**

Respectfully submitted by Sybil Kolon - Secretary - 5/10/22



Secretary:

Date: 5/10/22