RIVER RAISIN WATERSHED COUNCIL
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River Raisin Watershed Council
Executive Committee Meeting Minutes
August 19, 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 am.

Executive Committee members present: Harry Sheehan, John Calhoun, Mike Ayre, Phil Kittredge, Stella Kirby, Sybil Kolon arrived at 10:19 am.

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 - RRWC Administrative Assistant, Timothy Miles - Dundee Township Representative (Virtual), Sara Ladd - Lodi Township (Virtual), Matt Knoblauch - Blissfield Township Representative

1. **Approval of Agenda - August 19, 2025**
   a. Motion by Calhoun, second by Ayre, to approve the August 17, 2025 agenda. **MOTION CARRIED BY VOICE VOTE.**
2. **Approval of Minutes - July 15, 2025**
   a. Motion by Calhoun, second by Ayre, to approve the July 15, 2025 Minutes with the addition of "Marcus McNamara" to "Others present". **MOTION CARRIED BY VOICE VOTE.**
3. **Treasurer's Report**
   a. The Treasurer's Report for the period August 1 - August 31, 2025 was distributed and reviewed by Ayre. At WesBanco: Revenue – **$360.71**; Disbursements -**$4,413.84**; balance: **$10,123.16**. At County National, Revenue - **$30.00**; Disbursements - **$4,108.29**; balance - **$1,849.73**. The Treasurer's report was received and filed.
   b. Approve Disbursements for Outstanding Bills - Report on File. Dennis reviewed the check detail for bills in the amount of **$1,976.71**. Motion by Calhoun, second by Kirby, to pay these invoices. **MOTION CARRIED BY VOICE VOTE**
   c. Ayre explained that changes were needed to the administration of the RRWC credit cards, which Calhoun is currently handling. Motion by Ayre that Ayre, as Treasurer, take over administration of the Elan Financial Services credit cards through WesBanco and County National banks, and that active users of the credit cards are Dennis and Lopez, second by Kirby. **MOTION CARRIED BY VOICE VOTE.**

4. **Public Comment**
   a. None.
5. **Business**
   a. Donor letters
      i. Two versions drafted by Ayre. One version of the letter is to solicit donations from delegates. The second letter is an example letter to send to potential corporate organizations.
   b. TSN Conference Presentation Idea
      i. Dr Carley Kratz has signed up to assist in giving a presentation for RRWC at the Stewardship Network Conference in January. The presentation is titled “Reimagining Our Dam Story: the Removal of the Brooklyn Dam in the River Raisin”. The executive committee is in full support. They ask that Kratz and Lopez come back with a budget that can be approved next month.
6. **Executive Director Updates**
   a. 2025 Membership Updates
      i. We currently have sixteen individual members and three corporate sponsors and most of the municipal dues have come in.
      ii. The Erb Foundation has paid for Dennis to take part in a 12–month fundraising program put on by Bonterra, called Jump Start, to help expand our expertise in raising funds. He has meetings set up in the next week with potential corporate donors.
   b. Brooklyn Dam Removal Update
      i. The Fish and Wildlife Services grant was extended to September 2026. RRWC just received a check from EGLE for $56,000 to reimburse Niswander. The hydraulic modeling analysis has been completed. A community meeting is expected to be held in Brooklyn in the fall. The bidding process to perform the work will begin after the permit is issued. Construction could start in the spring.
7. **Water Stewardship Coordinator - Updates**
   a. EGLE Equity and Engagement
      i. We are working through the creation of ten flyers as a grant requirement. Benny is doing a great job with the flyers! These flyers will then be translated into Spanish to expand our education across languages.
   b. Monroe Environmental Grant
      i. This is wrapped up and the grant report is in the works.
   c. Farmer Led Group
      i. Melissa Harris has left FLG. We submitted a grant for $750,000 to NFWF in partnership with ECT and Monroe and Lenawee Conservation District to write this grant. It would fund a part time person for RRWC to coordinate the Farmer Led Group.
   d. Events
      i. Mushrooms September 10th
      ii. Anniversary Paddle September 13th
      iii. Fall Plant Sale September 26th
      iv. Monarchs and Milkweed Watercoloring August 22nd

e. *Grants in Queue*
    i. NFWF Conservation Partners - See discussion under 7.c.i.
    ii. NFWF Sustain the Great Lakes - We wrote a $275,000 grant to fund a full - time individual who will handle Master Rain Gardener programs and Native Plant Sale Events/Plant Swaps.
    iii. Wolf Creek Watershed Management Implementation Plan - $120,000 grant to fund implementation practices as a part of the management plan and part-time position to oversee the project itself.
    iv. Consumers Energy Foundation - Dennis is going to submit a grant for up to $50,000 that can cover operational expenses.

8. **Administrative - Update**
    a. Woith has created five of the ten flyer series for EGLE Equity grant.
    b. Woith created the Sponsor Us flyer that will be used to gain interest in corporate sponsorships for our Fall Native Plant Sale.

9. **Committee Reports** -
    a. Administrative - Kolon met with Dennis. Kolon informed the group that she is in her sixth term as secretary and will not be able to serve as secretary next year, per our bylaws. Kolon is willing to continue serving on the executive committee, depending on who will be the secretary.
    b. Dennis and Kolon discussed that the by-laws should be updated to remove the ability to have a quorum with remote meetings. Remote meetings were allowed for during the Covid 19 pandemic, but that has been changed.
    c. Pat Vailliencourt, David Rhoads and Bob Jenson will be asked to be the nominating committee for executive committee members.
    d. Discussion about the fall meeting. The dates proposed are Oct. 28 or 29. Staff will verify the location and send out a save the date note.

10. **Public Comment - 3 Minutes** -
    a. Sara Ladd - Lodi Township: She has concerns about two developments in Lodi township that will discharge treated waste to the Rouse Drain. Ladd mentioned concerns about the possible removal of the Mill Pond Dam in Saline and wants to know if RRWC would provide information to the public about dam removal. Sheehan explained there are several concerns regarding the RRWC taking positions on such issues. Sheehan offered to talk to her separately as he has involvement with the Lodi project and is familiar with the Saline dam.
    b. Timothy Miles - Dundee Township Representative: Dennis and Miles had a conversation and were able to raise funds of $5,000 to reimburse people who worked on removing a large log jam on Bixby Creek before it empties into the River Raisin. Kolon made a motion to accept the donation from Holsum toward the project, which will be passed through the RRWC to reimburse expenses related to the log jam near Dundee Log Jam. Second by Kirby. **MOTION CARRIED BY VOICE VOTE.**
    c. Kolon mentioned a note she had received from Jan Godek, supervisor for Lodi Township, regarding wetland mitigation required, likely for the same project Ladd discussed. Godek was hoping the wetland mitigation would be done nearby, but the only one available in the River Raisin is far south in the watershed. Kolon asked if RRWC might look into the issue.

11. Adjournment

Motion by Calhoun, second by Kittredge, to adjourn at 11:26 a.m. **MOTION CARRIED BY VOICE VOTE.**

12. Sheehan reopened the meeting at 11:27 to allow Dennis to offer a final piece of business. The utility bill for the month has not been received, as happened last month, so we need to approve that payment as part of our rent. Motion by Sheehan, second by Ayre, to authorize up to $150 to pay the utilities, along with $550 for rent for the month.

13. Adjournment

Motion by Calhoun, second by Ayre, to adjourn the meeting at 11:28 a.m. **MOTION CARRIED BY VOICE VOTE.**

Next Meeting

Executive Committee - September 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: September 12, 2025

APPROVED:

Secretary: Sybil Kolon

Date: September 16, 2025