



**RIVER RAISIN WATERSHED COUNCIL**

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**River Raisin Watershed Council  
Executive Committee Meeting Minutes  
June 21, 2022 - 10:30 AM  
Via Zoom/Brooklyn Sportsman's Club**

**1. Roll Call**

Chairman Sheehan called the meeting to order at 10:39 a.m. following technical difficulties.

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

Executive Committee members absent: Dave Hoffman, Trudi Cooper

Others present: Stephen May – RRWC Executive Director, Meija Knafel – RRWC Outreach Coordinator, Gerald Schorin (Zoom) -Development Director, Lydia Lopez - Water Stewardship Coordinator, Isabelle Uganski - Intern, Chris French - Intern, Grant Brent Shea (Zoom) - Auditor, Dick Micka (Zoom) - Delegate, Sabrina Gross (Zoom) - Pittsfield Charter Township, Brad Benzing (Zoom)

**2. Approval of Agenda - June 21, 2022**

Motion by Calhoun, second by Kittredge to approve the agenda after adding the Manchester Kayak Canoe Race to old business and final posters from poster contest to treasurer's report 3.d. **MOTION CARRIED BY VOICE VOTE.**

**3. Approval of Minutes - May 17, 2021**

a. Motion by Sheehan, second by Bolton. **MOTION CARRIED BY VOICE VOTE.**

**4. Treasurer's Report**

- a. The Treasurer's Report for the period May 1, 2022 – May 31, 2022 was distributed and reviewed by May. At Premier Bank: Revenue – **\$5**; Expenses - **\$0**; Balance to date: **\$13,528.42**. At County National we had a Revenue - **\$14,284.83**; Disbursements - **\$18,668.42**; Balance to date - **\$48,618.83**. Motion by Calhoun, second by Bolton to accept and file the Treasurer's Report. **MOTION CARRIED BY VOICE VOTE**
- b. 2022 Budget - Report on file
  - i. May reviewed the budget to date
- c. Approve Disbursements for Outstanding Bills: May reviewed the monthly expense report. Motion by Sheehan, second by Kittredge, to authorize payment of these bills with the addition of \$1,000 each to cover the awards for Discover the Raisin and the Poster Contest, bringing the total payment of bills to \$11,176.84. **MOTION CARRIED BY VOICE VOTE**
- d. 2021 Audit

- i. Brent Shea reviewed the audit. No significant concerns were identified. Motion by Bolton, second by Calhoun to accept and file the 2021 Audit.

**MOTION CARRIED BY VOICE VOTE**

**5. Public Comments**

- a. Sabrina Gross from Pittsfield Charter Township introduced herself and is excited to be present. The RRWC 9-90 from 2020 still needs to be posted to the website for public use.
- b. Dick Micka works with Gary Kirsch at ITC and is one the board for the Detroit International Wildlife Refuge. There's a new transmission line coming from ITC, and MDOT is making a new interchange (to replace exit 14; start date for programming is 2024, and build is 2028) near the wildlife refuge along the River Raisin.

**6. Executive Director Updates**

- a. Updated giving:
  - i. 53 municipal memberships
  - ii. 6 corporate memberships
  - iii. 17 individual memberships
- b. Watershed Support Grant (EGLE)
  - i. Report invoice should be going out in July
- c. Upper Wolf Creek Watershed Management Grant
  - i. Two Quality Assurance Project Plans (QAPP's) for agriculture survey and sampling completed
  - ii. Level sensors are installed to monitor flow
  - iii. 4 rounds of water sampling from staff, interns from RRWC and Siena Heights University, and residents completed
- d. Brooklyn Dam Removal/New Grant Proposal
  - i. Application is due and will be sent in on July 1
  - ii. Tour completed today with Dan Ross, property owner, the morning of 6/21
- e. University of Maryland - Watershed Report Card
  - i. Ongoing, but deliverables should become available in 2023
- f. Network for Good - Update
  - i. Still populating
  - ii. June bulletin went out, July planned to be sent out the first week of July
- g. Development Committee - Update
  - i. See 12
- h. Corporate Development Sub-Committee - Update
  - i. See 12
- i. IRS Mileage Update
  - i. Increasing by 5 cents per mile

**7. Outreach Coordinator - Updates**

- a. Lake Erie Water Festival 5/17/22
- b. Adrian Noon Rotary Presentation 5/19/22
- c. Environmental Career Day 5/24 & 5/25/22
- d. Loch Erin Water Sampling 5/24 & 5/25/22
- e. Saline Nature Walk 5/26/22
- f. Nan Weston Site Visit for MI Master Naturalist 6/1/22
- g. FLG Video 6/2/22

- h. Petersburg Log Jam Monitoring 6/3/22
- i. WCCD Native Plant Expo 6/4/22
- j. Site Visit to Document Log Jams in Manchester 6/8/22
- k. MI Master Naturalist Class 6/12/22
- l. Loch Erin Water Sampling 6/14 & 6/15/22
- m. Electrofishing 6/15/22
- n. Invasive Spp. Management Training 6/22/22
- o. Library Program in Blissfield 6/23/22
- p. Saline Nature Walk 6/23/22
- q. Blissfield River Raisin Festival 7/8 & 7/9 & 7/10/22
- r. Future partnerships with Civitan!

### **8. Water Stewardship Coordinator - Updates**

- a. Lopez reported there will be five winners of the poster contest, who will receive \$200 each.
  - i. Pre-K to 1st: Jaxxon Cissney, Malachi Theisen & Bennett Seipelt (Lion Cubs Pack 547)
  - ii. 2nd to 4th: Piper Chamberlein (Onsted Elementary)
  - iii. 5th to 7th: Meigha Sackett (Tecumseh Middle School)
  - iv. 8th to 10th: Allison Bowles (Clinton High School)
  - v. 11th & 12th: Autumn Cuthbert (Tecumseh High School)
- b. Lopez reported that only four applications were received for Discover the Raisin contest. It was agreed to increase the award from \$200 to \$250.

### **9. Development Director - Updates**

- a. Sheehan indicated Schorin will depart at the end of June. Schorin reported the Erb Grant was extended by 6 months, so we are now seeking sales and event help in the Adrian area.
- b. Challenges in moving from public fund to sponsor fund, and will take some time. "Solicitation, cultivation, stewardship." Plan moving forward should continue to involve corporate support.
  - i. Development plan should be redistributed in the final form

### **10. Programs/Partnership Updates**

- a. JLW CISMA Strategic Planning Meeting 5/26/22

### **11. Committee Reports**

Outreach – None.

Technical – None.

Development – None.

Administrative – None.

Financial – None.

### **12. New Business**

- a. LISD Sponsorship
  - i. Motion by Calhoun and second by Sheehan to become a sponsor of LISD CSF,  
**MOTION CARRIED BY VOICE VOTE**
- b. Internship - New interns being trained by Knafel and Lopez. They are doing a great job.
  - i. STEM monies to pay for interns, they will complete the forms online
- c. Staff - Update

- i. Knafl and Lopez departed during this discussion. Motion by Sheehan, second by Kittredge, to increase the pay of Knafl and Lopez by 5%. **MOTION CARRIED BY VOICE VOTE**
- d. Additional Administration Staff - Update
  - i. To be tabled for next month's meeting.

**13. Old Business**

- a. Americorps - Update
  - i. Application has been submitted, expecting decision in July.
- b. RRWC Alternate Office Site - Update
  - i. Waiting on contract from Tecumseh Parks and Recreation

**14. Next Meeting - July 19th, 2021 from 10:30 AM – 12:00 PM - Location TBD**

**15. Adjournment**

Motion by Sheehan, seconded by Calhoun to adjourn at 12:13 p.m. **MOTION CARRIED BY VOICE VOTE**

Respectfully submitted by Meija Knafl - Outreach Coordinator

Date: 7/15/22

Secretary:

