Executive Committee Meeting
March 18, 2015
River Raisin Watershed Council Office
302 Springbrook Ave, Suite 102
Adrian, MI 49221

1. Roll Call
Chairman May called the meeting to order at 3:05 PM.
Executive Committee Members Present: Steve May, Laurie Johncox, John Calhoun, Hedi Kaufman, David Hoffman
Executive Committee Members Absent: Evan Pratt
Executive Committee Members Attending via Teleconference (not included in quorum): Sybil Kolon, Harry Sheehan (Washtenaw County Alternate)
Others Present: Carley Kratz (Program Director), George Service (Village of Clinton), Larry Felpausch (Monroe County Alternate), John Chandler (Summerfield Township Supervisor)
Dale Wagenknecht (Summerfield Township), Bob Jenson (Village of Brooklyn), Matt Konieczki (RRWC Adrian College Intern)

2. Approval February 18, 2015 Executive Committee Minutes
Calhoun made a motion to approve the minutes as presented, supported by Hoffman. **Motion carried by voice vote.**

3. Approval of Agenda
May noted that a few members needed to leave within an hour for other commitments, and suggested moving the discussion of the proposed bylaw amendments and spring meeting up in the agenda, following the Treasurer’s Report. Johncox made a motion to approve the agenda as amended, supported by Calhoun. **Motion carried by voice vote.**

4. Treasurer’s Report
a. 2015 Budget to Date & Bank Statements
   Handouts were provided including the Treasurer’s Report, monthly bank statement, and the 2015 budget to date. Kratz noted that the 2015 projected budget amounts for the grant revenue needed to be amended to reflect an increase of the grant educational brochure category from $500 to $750, to align with the amounts in the contract. Calhoun made a motion to amend the 2015 budget as suggested, supported by Johncox. **Motion carried by voice vote.** Kratz noted that the 2015 budget to date included $13,338 in municipality membership dues, $348.97 in individual membership dues, $200 in corporate sponsorships, and $20 from the sale of apparel. The total revenue to date was $13,906.97. Expenditures included $1,000 for printing of T-shirts and hats, $1,075 for the yearly audit, and $73.58 for printing of brochures. Expenses totaled $2,148.58. The bank account balance was $31,923.10 as of March 18th. Hoffman made a motion to approve the budget and Treasurer’s Report as presented, supported by Johncox. **Motion carried by voice vote.**
b. **Approve Disbursement for Outstanding Bills**
Disbursements were approved in the amount of $250 to Lenawee County for 2015 fair booth rental and $423.20 to Lenawee County Printing for postage, printing of Farmer’s Advisory Committee Brochures, and 2015 RRWC Brochures. Calhoun made a motion to approve disbursements totaling $673.20, supported by Johncox. **Motion carried by voice vote.**

5. **Old Business**

a. **Spring Meeting**
Kratz noted that the speakers for the spring meeting and meeting room arrangements had been made. Calhoun made a motion to pre-approve expenses of up to $300 for room rental at Cabela's and up to $500 for food expenses for the spring meeting, supported by Johncox. **Motion carried by voice vote.**

b. **Proposed Bylaw Amendments**
There was a discussion about the proposed amendments to the bylaws in preparation for presentation at the spring meeting on April 22nd. It was noted that Kratz should email out the meeting announcement, including a copy of the proposed changes by March 22nd, in addition to mailing a paper copy to all clerks. Kratz was also directed to prepare slides of the proposed changes to ease presentation at the Spring Meeting. May noted that he had changed the formatting of the numbering of the sections throughout the document to improve readability and clarity. Changes were made to include “Executive/Program Director” to incorporate Kratz's current title throughout the document. The dates of the previous versions and currently approved version were changed in anticipation of changes being adopted on April 22nd. The counties with over 15% of the their area in the watershed are now named (Lenawee, Washtenaw, Monroe). It was noted that a conflict of interest statement has not yet been produced, so language was modified to indicate that any board member who may have a conflict of interest should state that conflict verbally and abstain from voting on that particular matter, should a conflict of interest arise. The language regarding membership on the Executive Committee was changed to be in-line with state statute, including election to the Executive Committee each year at the spring meeting. A section was added to allow Executive Committee members participating by teleconference or video conference to count towards quorum. A section was added to allow the Executive Committee to temporarily adopt a budget for next fiscal year in case there is not a quorum at the fall meeting. In this case the yearly budget would be approved at the spring meeting of delegates the next year. A yearly instead of bi-yearly audit was proposed to ensure eligibility for all funding opportunities. Kaufman made a motion to present the proposed bylaw amendments at the spring meeting, supported by Calhoun. **Motion carried by voice vote.**

c. **Dues Structure Exploration Committee Update**
Kaufman noted that it would be beneficial to send out a certificate of appreciation to any corporate sponsors. Hoffman noted that requesting that clerks read any dues notice letter into board meeting minutes may ensure proper communication. May made a motion recommending that the 2015 and 2016 dues structure remain the same, allowing ample time for communication of any potential changes to all municipal government members. Proposed changes could be voted on at the...
2016 fall meeting. This motion was supported by Calhoun. **Motion carried by voice vote.**

d. **Nominations to Executive Committee**
   There was a discussion regarding election of RRWC delegates to the Executive Committee in preparation for the spring meeting. Two votes will take place; one nominating delegates to the Executive Committee, and the second to elect officer positions on the Executive Committee. Johncox made a motion the Executive Committee nominate the current members in the same officer positions, with other nominations being accepted from the floor. This motion was supported by Calhoun. **Motion carried by voice vote.**

6. **Set Schedule for Future Meeting**
   All future Executive Committee meetings will be held at 3 PM on the third Wednesday of the month, unless otherwise noted. Meetings will be held at the RRWC office in Adrian from May to September. Meetings from November to March will be held in an alternative location to the northeast, which will be determined. No Executive Committee meetings will be held in April or October, due to the semi-annual meeting.

7. **Adjournment**
   Calhoun made a motion to adjourn the meeting at 4:17 PM, supported by Johncox. **Motion carried by voice vote.** Discussion continued after Calhoun and Johncox left.

8. **Program Director’s Report**
   A handout was provided in advance of the meeting including all of the Program Director’s activities in late February and early March. Kratz is working on finalizing the five year Adopt-A-Stream report to be summarized at the Spring Meeting, in addition to the Spring Newsletter.
   a. **Funding Updates**
      The MDARD WLEB RCPP proposal was funded and will provide funding for conservation practices to private landowners. The DEQ NPS proposal funding will likely be announced in the late summer or fall of 2015. The Stewardship Network’s (TSN) GLRI proposal was funded, with a subaward to the RRWC for education and outreach. The MISGP application through the DNR, in partnership with TSN, was not funded. It was not possible to apply for funding for cleanups for the 2015 fiscal year from MiCorp/DEQ. This situation will be remedied in future years by having yearly instead of biyearly audits. ITC Energy is interested in providing corporate sponsorship for 2015 projects.
   
b. **Membership Updates**
      Kratz provided a handout of all municipalities that have joined to date, and noted that 43 out of the 63 municipalities have joined. The prints donated by Gregg Perez are helping to raise individual memberships, as evidenced at the Quiet Waters Symposium.
8. Partnership Updates
   a. Farmers Advisory Committee
      The RRWC helped to host a meeting on a Pay-for-Performance as a part of the GLRI funding through TSN on March 5th. This project will provide incentive payments to farmers for implementing BMPs. More brochures were printed to be distributed by the Lenawee County Conservation District and other partners throughout the summer. The Tall Ship Sail and Stone Lab Tour event dates are now set and on the website. A Farmer’s Advisory Committee Luncheon meeting was held in Dundee on March 17th.
   b. TSN Grand Raisin Cluster
      Kratz noted that she met with The Stewardship Network Grand Raisin Cluster on March 11th. The GLRI project was discussed in detail. TSN will be highlighted in the RRWC Spring Newsletter. She will be co-leading a botany walk at the Bridgewater Township Washtenaw County Parks Preserves on May 24th. She is also helping to make arrangements for the June 19th mini-conference at the LISD Center for a Sustainable Future.
   c. Upcoming Events
      Kratz noted several upcoming events listed on the handout including dates for Adopt-A-Stream activities for April 18th, May 2nd and May 9th. The Spring Meeting will be on April 22nd at Cabela’s. The Monroe Earth Expo will feature the new Ward’s Stormwater Model on April 25th. The Lake Erie Water Festival for Monroe area 6th graders will be on May 21st.

7. Committee Reports
   Outreach: A meeting was held to discuss preparations for the spring meeting and spring newsletter.
   Technical: No meetings were held.
   Development: No meetings were held.
   Administrative: No meetings were held. Amendments to the bylaws will be voted on at the Spring 2015 meeting, and need to be sent out by March 22nd. Nominations to the Executive Committee will also be voted on at the meeting.
   Financial: No report other than the Treasurer’s report.

8. Old Business Discussion Continued
   a. Summerfield Township Proposed Injection Well
      Summerfield Township Supervisor, John Chandler stated that the EPA will likely hold a public hearing the week of May 18th, although the date has yet to be scheduled. There is concern in the community about this injection well due to a large number of private drinking water wells in the area and the underlying karst geology of the area. Chandler also expressed concern regarding the spread of biosolids on agricultural fields in Summerfield Township, against a local ordinance. Kratz stated that she has been consulting with a local geology professor regarding the potential for contamination from the injection site, given the karst geology, and would ask for his opinion about biosolid application.
b. Red Mill Pond Park
May stated that discussions continue on the possibility of a new public park in Tecumseh near Red Mill Pond. This park would offer excellent access to the river for paddlers and other outdoor enthusiasts. There seems to be broad community support for such a park in this particular location.

Respectfully submitted by Carley Kratz
RRWC Program Director
May 6, 2015

Approval of Minutes

Date: ______________________

Secretary: Hedi Kaufman

Signature:________________________