



James W. Ridgway, P.E.  
Executive Director

- Auburn Hills
- Beverly Hills
- Bingham Farms
- Birmingham
- Bloomfield Hills
- Bloomfield Twp.
- Canton Twp.
- Commerce Twp.
- Dearborn Heights
- Farmington
- Farmington Hills
- Franklin
- Garden City
- Henry Ford College
- Inkster
- Lathrup Village
- Livonia
- Melvindale
- Northville
- Northville Twp.
- Novi
- Oak Park
- Oakland County
- Orchard Lake
- Plymouth
- Plymouth Twp.
- Redford Twp.
- Rochester Hills
- Romulus
- Southfield
- Troy
- University of Michigan-Dearborn
- Van Buren Twp.
- Walled Lake
- Washtenaw County
- Wayne
- Wayne County
- Wayne County Airport Authority
- West Bloomfield Twp.
- Westland
- Wixom
- Cooperating Partners:
- Cranbrook Institute of Science
- Friends of the Rouge
- Rouge River Advisory Council
- Southeastern Oakland County Water Authority
- The Henry Ford
- Wayne State University

## DRAFT EXECUTIVE COMMITTEE MEETING SUMMARY

November 8, 2017, 2:00 p.m.  
Southfield Parks & Rec. Bldg., 26000 Evergreen

**1. Welcome** – Brandy Siedlaczek, Chair

**2. Roll Call of Members**

ECT took roll call of members and others in attendance. A quorum was present.

<i>ARC Executive Committee</i>			<i>Attended Meeting</i>
<b>Officers</b>			
<b>Chair</b>	Brandy Siedlaczek	Southfield	Y
<b>Vice-Chair</b>	Doug Moore	Livonia	Y
<b>Treasurer</b>	Jill Rickard	Northville Twp.	Y
<b>Past Chair</b>	Gary Mekjian	Farmington Hills	N
<b>Counties</b>			
<b>Oakland Co. – Rep.</b>	Jim Nash	OCWRC	N
<b>Oakland Co. – Alt.</b>	Jim Wineka, Jacy Garrison	OCWRC	Y-JG
<b>Washtenaw Co.- Rep.</b>	Evan Pratt	WCWRC	N
<b>Washtenaw Co.- Alt.</b>	Heather Rice	WCWRC	N
<b>Wayne Co. - Rep.</b>	Noel Mullett	WCDPS	Y
<b>Wayne Co. - Alt.</b>	Vacant	WCDPS	N
<b>SWAGs</b>			
<b>Main 1 &amp; 2 - Rep.</b>	Charles Markus	Bloomfield Township	Y
<b>Main 1 &amp; 2 - Alt.</b>	Olivia Olsztyn-Budry	Bloomfield Township	N
<b>Main 3 &amp; 4 - Rep.</b>	VACANT		
<b>Main 3 &amp; 4 - Alt.</b>	VACANT		
<b>Upper - Rep.</b>	Karen Mondora	Farmington Hills	N
<b>Upper - Alt.</b>	Doug Moore/Trisha Dotson	Livonia	Y
<b>Middle 1 - Rep.</b>	Tom Casari	Northville Township	N
<b>Middle 1 - Alt.</b>	Aaron Staup	Novi	N
<b>Middle 3 - Rep.</b>	Kevin Roney	Garden City	N
<b>Middle 3 - Alt.</b>	VACANT		
<b>Lower 1 - Rep.</b>	Bob Belair	Canton Township	N
<b>Lower 1 - Alt.</b>	VACANT		
<b>Lower 2 - Rep.</b>	Ramzi El-Gharib/Mike Buiten	Wayne	N
<b>Lower 2 - Alt.</b>	Roberto Scappaticci	Romulus	N

**Others Present:** Annette DeMaria, John O’Meara, Jim Ridgway and Chris O’Meara, ECT Staff

### **3. Additions or Changes to Draft Agenda**

There were no additions or changes to the agenda.

### **4. Summary of July 12, 2017 Executive Committee Meeting**

The motion was made by Jill Rickard, Northville Twp., to accept the July 12, 2017 meeting summary. The motion was seconded by Doug Moore, Livonia, and passed unanimously.

### **5. Executive Director Report**

#### **a. Grant Status Report**

John O'Meara and Annette DeMaria, ARC Staff, gave the grant project status report.

### **ONGOING GRANTS**

#### **NOAA GLRI Habitat Restoration: Henry Ford Estate Dam Fish Passage (design)**

Completed and Final report approved.

#### **Collaborative Invasive Species Control in Rouge and Detroit River AOC**

The project is being led by Wayne County DPS. The ARC will be conducting a controlled burn of invasive species in Southfield during the month of November 2017.

#### **SAW Grant: Monitoring and Stormwater Management Planning**

##### Public Education

Collaborative PEP and PPP plans were approved on March 28, 2017

Completed the development of the Public Attitudes Survey (PAS). It will be distributed in mid-July and continue through the fall workshops. Dates have been scheduled for 2 workshops to promote the PAS October 26 in West Bloomfield Twp., Oakland County and October 11 in Canton Twp., Wayne County. Traveling display banners have been in Livonia, Redford Twp., Northville Twp., Westland and Canton Twp. Developed list of responsibilities by permittee-type.

##### IDEP

Collaborative IDEP Plan was approved by MDEQ on Sept 29, 2017. Developed list of responsibilities by permittee-type. Outfall GIS layer updated: Missing West Bloomfield Twp and Dearborn Hgts. Review of the IDEP methods of non-Rouge MS4s is in progress. Permit applications Municipal facility inspections – no requests to date. Marty Hedges is interim MDEQ MS4 coordinator for the Rouge. No feedback from MDEQ on the individual applications.

##### TMDL

Met with MDEQ in July 2017 to discuss their comments on the Plan. Prepare a written response and sent it on September 5, 2017.

##### Monitoring

Completed 20 weeks of E. coli and suspended solids sampling at 90 sites. Captured continuous dissolved oxygen and flow data at 6 sites. Completed 10 weeks of continuous dissolved oxygen monitoring at Meadowbrook Road. Summary report in progress. Distributed results of the E. coli sampling to ARC members on a periodic basis. Shared final results to FOTR for their use. Bacterial source tracking sampling – none to date.

##### Stormwater Financing

Met with pilot communities to review GIS and cost information. Began drafting report.

### **NOAA Regional Partnership**

This grant, administered by Friends of the Detroit River, is a partnership for conducting listed habitat projects within the Detroit and Rouge AOCs as determined by EPA and NOAA. There are no activities for the Rouge currently.

### **EPA Wayne County Rouge AOC Habitat Projects**

#### Henry Ford Estate Dam Fish Passage

Received Michigan SHPO clearance. Received MDEQ permit. Received T&E permit. Drafted Wayne County Contract Documents. Project advertised for Bid November 2017. Pre-Bid meeting scheduled for November 10, 2017. Bids due December 7, 2017.

#### Oxbow Phase III Implementation

Received USACE Section 408 clearance. Drafted Wayne County Contract Documents. Project advertised for Bid in October 2017. Pre-Bid meeting held November 1, 2017. Bids due December 5, 2017

### **MDEQ OGL Public Advisory Support**

Held RRAC meeting in October 2017.

### **GLRI USDA Forest Service**

The ARC was awarded the grant from the USDA Forest Service for trees to “Mitigate Emerald Ash Borer (EAB) Impacts. Contract agreements being completed. ARC staff will begin working with the 19 members that are participating this last quarter of 2017.

### **GRANTS SUBMITTED**

None at this time.

#### **b. Rouge River Watershed Council (RRWC) update**

The committee discussed the proposed merger with the ARC and FOTR and chose to discontinue the proposed merger. It was determined that the merger would preclude the communities ability to take advantage of all funding opportunities. The access to most forms of public funding (of which the ARC has benefitted) the board must be controlled by municipal employees/officials. The proposed merger sought a Board representing the public, businesses and municipalities. Thus, the lawyers have suggested there will still need to be two separate entities. Given the current FOTR staffing mix, the new entity(ies) would likely need to hire a consultant to perform most of the permit required services. After much discussion, it was felt that these issues would prevent ARC from getting more benefit from their member dues. The Executive Committee requested that ARC staff and Karen Mondora prepare a memo to the Full ARC summarizing the decision not to continue with the merger at this time. The ARC will continue to look for opportunities to partner and/or contract with Friends of the Rouge moving forward.

### **6. Standing Committee Reports**

#### **a. Finance Committee**

#### **A/R Report - 2017 Membership Dues**

Chris O’Meara reported that all ARC dues have been received.

#### **2016 Audit**

Chris O’Meara reviewed the 2016 Audit which showed no instances of noncompliance and no significant deficiencies relating to the audit of the financial statements. Chris O’Meara informed the committee that three instances were noted by the accountants where noncash donations received

by the ARC were not recorded in the accounting software (Quickbooks), but were reported to the granting agency. The accountants and ARC staff developed an additional internal control to prevent the omission of this in the future. The motion was made by Jacy Garrison, Oakland County, to forward the 2016 Audit to the Full ARC for acceptance. The motion was seconded by Noel Mullett, Wayne County and passed unanimously.

### **2017 Budget/Scope Amendment**

#### **FC5-SAW1 – Outfall Screening**

Annette DeMaria reviewed the amendment stating that ARC Staff will review available information and develop a list of priority outfalls that require sampling. This will include review of the 2017 monitoring data, outfall characteristics, proximity to recreation areas, history of the area, and the previous IDEP report for each community (see IDEP Plan, page 9). A list of priority outfalls will be developed for each community with the rationale for selection.

Each priority outfall will be inspected and sampled for E. coli according to the procedures outlined in Attachment C of the IDEP Plan. The resulting data will be analyzed, and suspicious discharges will be identified (see IDEP Plan, pages 9-10). A summary report will be developed for each community which identifies the outfalls screened, screening data, sampling results and suspicious discharges. In addition, a watershed-wide summary report will be prepared that identifies the suspicious outfalls across the watershed. For budgeting purposes, it is assumed that 450 outfalls will be screened and half of them will be discharging and subject to E. coli sampling.

This task uses current budgeted SAW grant funds and therefore does not increase the ARC's 2017 budget. However, there are only \$113,863 unallocated funds left in the SAW grant. Therefore, it is suggested that the budget (\$19,660) for municipal facility pollution prevention inspections be reallocated to this task. To date, no ARC member has requested these inspections. This reallocation will allow this task to be fully funded by the SAW grant and leave \$4,749 in unallocated SAW funds.

The motion was made by Jill Rickard, Northville Township, to forward to the Full ARC FC5 which uses unallocated SAW grant funds and reallocates budget from the SAW budget for municipal facility pollution prevention inspections for a total budget of \$128,774. The motion was seconded by Doug Moore, Livonia, and passed unanimously.

### **2013 ECT Contract Amendment**

#### **Revision to Appendix I – to include FC5**

John O'Meara reviewed the contract amendment which would add \$109,114 to include budget for the outfall screening (FC5-SAW1) under the ECT Services.

The motion was made by Charles Markus, Bloomfield Township, to forward to the Full ARC the revision to Appendix I to include FC5 – Outfall Screening. The motion was seconded by Jill Rickard, Northville Twp., and passed unanimously.

### **ARC General Budgeting and 2018 Budget Recommendations**

John O'Meara handed out and reviewed the ARC Budgeting Package. He explained that the ARC dues have stayed the same since inception in 2006 with one repropotion in 2015 because of the census update. The ARC's original budget was approximately \$520,000 with 50% of that paid by the Rouge Grant which has since gone away. The 2017 budget was \$311,000 from non-outside sources with \$263,730 collected in dues. Because of the new permit requirements there are additional activities required of ARC members.

A proposed 5-year budget and scope of work were handed out to the committee for discussion. It is based on: the new permit requirements as outlined in the final Collaborative PEP, PPP, IDEP and TMDL (draft) plans and updated community operational needs. The detailed costs were discussed and analyzed. Once the Collaborative TMDL plan is approved, the 5-year budget will be revised to reflect the final TMDL requirements. We also expect to have a clearer picture of the long-term ARC community costs at the end of 2018 once the Executive Director Services contract is renewed. John O'Meara stated that the ARC will continue to look at management actions to help with costs such as grant funding, negotiations on next permit, and limiting operational services. He reviewed the projected annual budget which could range from \$349,686 to \$441,675 depending on the amount of activities planned. The committee discussed and reviewed various scenarios and decided to suggest a 20% increase in member dues for 2018 with the potential for cost-of-living increases thereafter. With this scenario the anticipated 2018 dues would be \$316,476 which remains below the low-end estimate but the committee found it an acceptable first step. The committee also discussed the possibility for a cost-of-living increases at 2-3% annually moving forward. These changes would result in achieving the low-end estimate of ongoing costs within 5 years.

The motion was made by Jill Rickard, Northville Twp., to recommend to the Full ARC a dues increase of 20% in 2018. The motion was seconded by Charles Markus, Bloomfield Twp. and passed unanimously.

#### **ECT Request for Contract Extension**

John O'Meara presented the request to extend ECT's contract through 12/31/18. Acceptance would result in a final, one-year extension under the existing contract after which the Executive Director Services contract would need to be re-solicited. The motion was made by Jill Rickard, Northville Twp., to extend ECT's contract through 12/31/18. The motion was seconded by Doug Moore, Livonia, and passed unanimously.

#### **b. Organization Committee**

Nothing to report.

#### **c. PIE (Public Involvement and Education) Committee**

Charles Markus reported that the tree seedlings were a success and finished up distribution this fall. Native plants seeds will be available this coming spring. ARC Staff will end the year with designing the new homeowner's brochure which will be printed in early 2018. We will also have a newsletter article written before the end of the year to go in community's newsletters and social media outlets.

The tree saplings are to be discontinued in 2018 as they will not go towards meeting our permit requirements. The U of M Water Table will be replacing the tree saplings in 2018 and will meet permit activities under the workshops. The workshops that the ARC held in 2017 were not well attended so the classroom involvement will guarantee our minimum attendee requirement under the Collaborative PEP. The PIE Committee is also planning to do a webinar in 2018 to see if we can get more attendees and a different age group. The traveling banners will continue in 2018.

A reminder to ARC member communities to like/share/follow the ARC on Facebook. These will be used in reporting activities on the Collaborative PEP.

#### **d. Technical Committee**

Annette DeMaria reported, on behalf of Karen Mondora, that dye testing activities are in progress in the City of Plymouth and one illicit connection has been discovered to date. At least two more illicit connections are expected based on field observations. Investigation in Bloomfield Twp. have yet to

reveal any additional illicit connections. In Southfield, the Fracassi Drain is being televised and a list of homes needing dye testing is being developed.

IDEP Investigator training was held in Clinton Twp in October and 63 people attended.

ARC Staff had some discussions with MDEQ on the TMDL Collaborative Plan. MDEQ is still requesting a second round of sampling which ED staff believes is unnecessary. A written response from MDEQ is expected soon.

## **7. Report from Counties**

Jacy Garrison, Oakland County, reported that the County's Stormwater Standards are close to being approved but they don't know when it will be available. They continue to coordinate with Macomb and Wayne County.

Noel Mullett, Wayne County, had nothing to report.

## **8. Summary of Executive Committee Actions**

- The motion was approved to accept the July 12, 2017 meeting summary.
- The motion was approved to forward the 2016 Audit to the Full ARC for acceptance.
- The motion was approved to forward to the Full ARC FC5 – scope change to SAW1 Outfall Screening.
- The motion was approved to forward to the Full ARC the amendment revising ECT's 2013 contract Appendix I to include FC5.
- The motion was approved to forward to the Full ARC the 2018 Budget Recommendations and dues increase as presented by the Finance Committee.
- The motion was approved to forward to the Full ARC the recommendation to extend ECT's contract to 12/31/18.

## **10. Upcoming Meeting(s)**





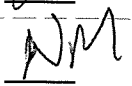
- Full ARC Meeting, November 21, 1:30 p.m. – 3:30 p.m., at the Summit on the Park in Canton.

## **11. Adjourn**

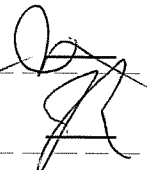

The motion to adjourn the meeting was made by Jill Rickard, Northville Twp., and seconded by Doug Moore, Livonia. The motion passed.

# ARC Executive Committee Attendance List

Meeting Date: 11 / 8 / 17

Name		Community	Attended	Initials
Belair	Bob	Canton Township	<input type="checkbox"/>	—
Buiten	Mike	Wayne	<input type="checkbox"/>	—
Casari	Tom	Northville Township	<input type="checkbox"/>	—
Cave	Kelly	WCDPS	<input type="checkbox"/>	—
DeMaria	Annette	ECT	<input checked="" type="checkbox"/>	
Dotson	Trisha	Livonia	<input type="checkbox"/>	—
Fellrath	Patrick	Plymouth Township	<input type="checkbox"/>	—
Garrison	Jacy	Oakland County	<input checked="" type="checkbox"/>	
Hysinger	Angela	Bloomfield Township	<input type="checkbox"/>	—
Markus	Charles	Bloomfield Township	<input checked="" type="checkbox"/>	
Mekjian	Gary	Farmington Hills	<input type="checkbox"/>	—
Melistas	George	Novi	<input type="checkbox"/>	—
Mondora	Karen	Farmington Hills	<input type="checkbox"/>	—
Moore	Doug	Livonia	<input checked="" type="checkbox"/>	
Mullett	Noel	WCDPS	<input checked="" type="checkbox"/>	
Nash	Jim	Oakland County	<input type="checkbox"/>	—
O'Meara	John	ECT	<input type="checkbox"/>	—

Meeting Date: 11/8/17

<i>Name</i>		<i>Community</i>	<i>Attended</i>	<i>Initials</i>
Pratt	Evan	Washtenaw County Water Resour	<input type="checkbox"/>	_____
Price	Meghan	ECT	<input type="checkbox"/>	_____
Rice	Heather	Washtenaw County Water Resour	<input type="checkbox"/>	_____
Rickard	Jill	Northville Township	<input checked="" type="checkbox"/>	
Ridgway	Jim	ECT	<input type="checkbox"/>	_____
Rohraff	Don	Livonia	<input type="checkbox"/>	_____
Roney	Kevin	Garden City	<input type="checkbox"/>	_____
Scappaticci	Roberto	Romulus	<input type="checkbox"/>	_____
Siedlaczek	Brandy	Southfield	<input checked="" type="checkbox"/>	
Smrtka	Barb	Farmington Hills	<input type="checkbox"/>	_____
Staup	Aaron	Novi	<input type="checkbox"/>	_____
Wilson	Tom	Livonia	<input type="checkbox"/>	_____
Wineka	Jim	Oakland County	<input type="checkbox"/>	_____
_____	_____	_____	<input type="checkbox"/>	_____
_____	_____	_____	<input type="checkbox"/>	_____
_____	_____	_____	<input type="checkbox"/>	_____
_____	_____	_____	<input type="checkbox"/>	_____
_____	_____	_____	<input type="checkbox"/>	_____