



Working together, restoring the river

James W. Ridgway, P.E.  
Executive Director

## EXECUTIVE COMMITTEE MEETING SUMMARY

Thursday, March 29, 2012, 1:30 p.m.  
Farmington Hills City Hall Community Room  
31555 W. Eleven Mile Rd., Farmington Hills

1. **Welcome** – Gary Mekjian, Chair

2. **Roll Call of Members**

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

ARC Executive Committee			Attended Meeting
<b>Officers</b>			
<b>Chair</b>	Gary Mekjian	Farmington Hills	Y
<b>Vice-Chair</b>	Kevin Buford	Westland	Y
<b>Treasurer</b>	Don Rohraff	Livonia	Y
<b>Past Chair</b>	Tim Faas	Canton Twp.	Y
<b>Counties</b>			
<b>Oakland Co. – Rep.</b>	John McCulloch	OCWRC	N
<b>Oakland Co. – Alt.</b>	Jim Wineka	OCWRC	Y
<b>Oakland Co. – Alt.</b>	Joseph Colaianne	OCWRC	N
<b>Washtenaw Co.- Rep.</b>	Janis Bobrin	WCWRC	Y
<b>Washtenaw Co.- Alt.</b>	VACANT	WCWRC	
<b>Wayne Co. - Rep.</b>	Kelly Cave	WCDPS	Y
<b>Wayne Co. - Alt.</b>	Noel Mullett	WCDPS	N
<b>SWAGs</b>			
<b>Main 1 &amp; 2 - Rep.</b>	Brandy Siedlaczek	Southfield	N
<b>Main 1 &amp; 2 - Alt.</b>	Wayne Domine	Bloomfield Township	Y
<b>Main 3 &amp; 4 - Rep.</b>	Jim Murray	Dearborn	N
<b>Main 3 &amp; 4 - Alt.</b>	VACANT		
<b>Upper - Rep.</b>	Karen Mondora	Farmington Hills	Y
<b>Upper - Alt.</b>	Kevin Maillard	Livonia	N
<b>Middle 1 - Rep.</b>	Tom Casari	Northville Township	Y
<b>Middle 1 - Alt.</b>	Aaron Staup	Novi	Y
<b>Middle 3 - Rep.</b>	Jack Barnes	Garden City	Y
<b>Middle 3 - Alt.</b>	VACANT		
<b>Lower 1 - Rep.</b>	Bob Belair	Canton Township	Y
<b>Lower 1 - Alt.</b>	VACANT		
<b>Lower 2 - Rep.</b>	Ramzi El-Gharib	Wayne	Y
<b>Lower 2 - Alt.</b>	Tom Wilson	Romulus	N

**Others Present:** Jim Ridgway, Executive Director; Annette DeMaria; Zachare Ball, and Chris O'Meara, ECT Staff

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

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

Kelly Cave requested that an action item be added to the Organization Committee to recommend to the Full ARC the appointment of new members to the Organization Committee.

### **4. Summary of October 25, 2011 Executive Committee Meeting**

The motion was made by Kevin Buford to accept the October 25, 2011 meeting summary. The motion was seconded by Karen Mondora. Motion passed.

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

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

#### **Great Lakes Restoration Initiative (GLRI)**

##### GLRI 1 (Transforming the Rouge)

- A contractor was selected last fall for the Wayne County Parks project (Lola Valley and Lower Rouge). Herbicide was applied to the project areas and all the grow zones were planted except for Lola Valley Park due to flooding.
- Valley Woods Wetland (Southfield): Phragmites removal is occurring this month, and a prescribed burn will be conducted this week or next week
- Detroit Parks, Rouge Park and Eliza Howell Park Grow Zones: Prescribed burns for the end of March, first week in April. Seeding will be done by volunteers.
- The Pre-Monitoring benthics surveys were completed in 2011. The first post monitoring sampling was held in January, 2012.
- The fifth quarterly report was submitted to GLNPO on January 15, 2012.

##### GLRI 2 (Danvers Pond Dam Removal, Farmington Hills)

- Construction work is out for bid with proposals due April 10, 2012.

#### **Rouge Round X**

##### RPO 1

##### Rouge Green Corridor Urban Habitat Improvement

- The riparian buffer development at sites in Beverly Hills, Southfield and Birmingham will be in May, 2012.

#### **SPAC 3: Developing a Coordinated Effort to Address Rouge AOC BUIs in the Upper Subwatershed**

- This grant is completed and the final report is being written.

#### **NOAA Fisheries Grant - Wayne Road Dam Removal:**

- The Construction RFP was advertised this week and bids are due at the end of April. A public meeting will be held on April 26, 2012 at the Wayne Public Library.

K. Cave talked briefly about a citizen, Mr. Brock, who was protesting the Wayne Road Dam Removal project. After communication from Wayne County explaining the benefits of the project he has since rescinded his protest.

K. Cave also mentioned some ideas that Representative McNamara has for the Wayne Road Dam Restoration area including a zip line park.

#### **MDEQ Monitoring Grant:**

This grant is for ARC staff to conduct water quality monitoring from the fall, 2011 to winter, 2013 in the Upper and Main 1-2 *E. coli* priority areas to narrow down sewage discharges during dry weather conditions.

- The QAPP was approved this week and a kick-off meeting was held with Southfield and OCWRC. The initial sample locations have been selected and field work will start within the next couple of weeks, weather permitting.

**U.S. Forestry/GLRI 2011:**

The ARC was approved for a \$374,980 grant from the U.S. Forestry Service through the State of Michigan to purchase and plant 2,000 trees in the Rouge River Watershed in partnership with Wayne County and several ARC member communities. ARC staff is currently developing draft IAAs for the communities and preparing for a conference call with participating ARC members for next week. The table to the right shows the breakdown of communities that requested trees.

U. S. Forestry Grant	
ARC Member	# of Trees
Bingham Farms	20
Bloomfield Hills	50
Bloomfield Twp.	25
Canton Township	200
Lathrup Village	40
Livonia	105
Plymouth Twp.	150
Redford Township	25
Rochester Hills	50
Southfield	100
Walled Lake	10
Wayne	200
Westland	125
Wayne County	900
<b>Total:</b>	<b>2,000</b>

**Outstanding Grant Applications:**

NOAA Fisheries Grant/GLRI:

The ARC in partnership with Wayne County, UM-D and the Henry Ford Estate submitted a \$350,000 grant application to NOAA for a grant to pay for the design of a fish passage at Henry Ford Estate Dam. NOAA will notify successful applicants in May. K. Cave added that Wayne County continues to work with the partners and owners of Henry Ford Estate on this important project.

Public Advisory Council/Great Lakes Commission:

The ARC and the Rouge RAP Advisory Council (RRAC) submitted a \$50,000 grant application to the Great Lakes Commission to facilitate RRAC meetings; create an RRAC web page on the ARC website; update the Rouge Report Cards for each subwatershed, and create a Lower Rouge Delisting Strategy.

J. Ridgway expressed the importance of continuing to work with RRAC for future GLRI funding opportunities. J. Ridgway felt that future funding would continue to be for improvements to habitat. It seems that the RFPs are different from year to year. He also stated that the GLRI may come from the state as they try to have better coordination.

**b. Watershed Management Plan Update**

Zachare Ball reported that she spoke with Tracy Kecskemeti, MDEQ, about the revised WMP. Tracy said that MDEQ has finished its review of the ARC’s revisions to the WMP. She is preparing a letter to the ARC outlining MDEQ’s comments. In general, MDEQ agrees with the ARC’s four priority pollutants (E. coli, TSS, Nutrients and Volume) and thinks we did a good job of outlining the critical areas for those pollutants in the watershed. MDEQ will ask that we do a better job of linking projects to pollutant critical areas. We also need to prioritize the list of “wish list” projects and describe them better. She would like to meet with a group of ARC staff and members to discuss MDEQ’s comments. It was suggested that attendees should be: Jim Ridgway, Annette DeMaria, Zachare Ball, Karen Mondora, Brandy Siedlaczek and Gary Mekjian and/or other officers.

**c. EPA GLNPO Legacy Project**

Any further refinements on the Legacy Act work plan and budget development are on hold until some administrative issues are hammered out. ED staff determined that no money exchanges hands between the EPA and the ARC to complete the work. Instead, the EPA supplies the contractor

support for any work funded by EPA, and the ARC would supply contractors for the ARC-funded portion of the work. The ARC was not planning to provide cash or in-kind match. The other project partners were not planning to provide cash match either as it wasn't necessary. The ARC needs to determine how ARC administrative costs would be funded. The ED is working on ideas on how this can be accomplished. Meanwhile, a list of matching projects has been gathered from the project partners. This list needs to be presented to EPA to get their buy-in on the match. The ED is working on the strategy to complete this, as well.

**d. Contested Case**

J. Ridgway reported that he did not have any new information. K. Cave stated that the 2008 permit was withdrawn and that some things that were contested actually went back to the previous permit. Headley is still proceeding through the Riverview case. The rest is still being discussed and moving forward.

**e. Detroit Water and Sewerage Department**

J. Ridgway informed the committee that he and Gary Mekjian have been communicating with DWSD in hopes of them joining the ARC. They have shown an interest and ARC Staff have forwarded them information on the ARC and its programs along with a membership dues invoice.

**6. Standing Committee Reports**

**a. Finance Committee**

2011 Draft Budget vs. Actual Report

D. Rohraff reviewed the draft report noting that all tasks were completed under budget. The final report will be distributed once the accountants audit is complete.

2011 ECT Contract Amendment

D. Rohraff reviewed the memo from ARC Staff regarding the budget adjustment for 2011 ARC PIE Committee activities. ARC staff requested a budget adjustment within the 2011 PIE Committee budget to transfer \$5,200 that was not expended from the Wayne County budget and \$2,240 that was not expended from the FOTR budget to cover the ARC staff variance in the PIE Committee budget. This will not require an increase in the overall ARC budget or the overall PIE Budget. It will require a contract amendment between the ARC and ECT to increase ECT's budget for 2011 by \$7,440. Two-thirds of the variance for ARC Staff in PIE1 was due to the rain barrel sales in 2011 and the remaining third of the variance was due to planning that had to begin in 2011 for workshops being held in early 2012. The motion was made by Ramzi El-Gharib to recommend to the Full ARC the approval of the 2011 ECT Contract Amendment as presented by the Finance Committee. The motion was seconded by Jim Wineka and passed unanimously.

A/R and A/P Reports

D. Rohraff reviewed the accounts receivable and accounts payable reports.

2012 Membership Dues

C. O'Meara reported that the first round of ARC Dues assessments went out in February and we have begun to receive checks. The next round will go out in May.

2012 Budget Amendment

D. Rohraff reviewed the 2012 Budget Amendment, FC Amendment 1. The ARC received a two-year \$374,980 grant from the U. S. Forest Service to replace 2,000 trees lost to Emerald Ash Borer. The ARC was awarded the funding in October, 2011, with activities beginning on January 1, 2012. This amendment adds the 2012 U. S. Forest Service 1 grant budget line to the 2012 ARC Budget with

funding anticipated for 2012 activities in the amount of \$187,490 with no match required. The remainder of the grant funds will be booked in the 2013 budget. Z. Ball stated all the paperwork as be completed to accept the grant and that the first conference call is scheduled with the communities participating for April 4. The motion was made by T. Faas to recommend to the Full ARC approval of the 2012 Budget Amendment adding the USDA Forest Service Grant as presented by the Finance Committee. The motion was seconded by K. Buford and passed unanimously.

#### 2012 ECT Contract Amendment

D. Rohraff reviewed the contract amendment which adds the USDA Forest Service Grant to the current ECT contract with the ARC. Tasks include project oversight, team meetings and planning, documentation of tree purchase and installation and grant management and final report preparation. The motion was made by Kevin Buford to recommend to the Full ARC the approval of the 2012 ECT Contract Amendment adding the USDA Forest Service Grant as presented by the Finance Committee. The motion was seconded by Jack Barnes and passed unanimously.

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

##### New Members to Organization Committee

K. Cave informed the committee that Meghan Bonfiglio has left Washtenaw County and will no longer be serving on the Organization Committee. She noted that Meghan was a wonderful addition to the Organization Committee and put many hours into the revisions to the Bylaws. The Organization Committee would like the Executive Committee to appoint two new members, Tim Faas and Kathy Hagaman, to the committee. The motion was made by D. Rohraff to appoint Tim Faas and Kathy Hagaman to the Organization Committee. The motion was seconded by Wayne Domine and passed unanimously.

##### Revisions to ARC Bylaws

K. Cave gave an update on the revisions to the Bylaws. One of the major items the committee is updating is not requiring members to take the bylaws back to their governing body when revisions are made to. The ARC could amend them in the future. There was discussion that the only time bylaws would be required to go back to the governing body is when a change was made to how the dues are calculated. In which case it would go to the governing body and would require 50% approval.

K. Cave reviewed the draft options for the Executive Committee makeup to possibly streamline the meetings. There was some discussion regarding the size being too large for quorum purposes and also the redundancy of meetings. Staff stated that there has never been a meeting called because there was not a quorum. One option included county representation along with the ARC officers (7 member), another option kept the Executive Committee the same as it is currently (14 member) and the third was the same as what we currently have but with less SWAG representation (10 member). W. Domine felt strongly that we should continue to have SWAG representation on the Executive Committee since they are the ones that started the ARC. After discussion a vote was taken which was split down the middle of which option to go with. K. Cave suggested that the issue be brought to the Full ARC for discussion and vote. All agreed.

K. Cave reviewed the draft ARC Nondiscrimination Policy which came up as part of the Forest Service grant the ARC just received. The grant funding required the ARC to accept the policy and the Organization Committee felt it would be a good policy to have going forward. Janice Bobrin asked for further explanation from a lawyer on what "excluding conducted programs" meant. The committee agreed. The motion was made by Janice Bobrin, once clarification was received on the definition of "conducted programs", to recommend to the Full ARC the adoption of the ARC

Nondiscrimination in Programs and Activities Policy as presented by the Organization Committee. The motion was seconded by Aaron Staup and passed unanimously.

The Membership Policy was reviewed by K. Cave but any action was tabled until the revisions to the Bylaws and Executive Committee structure were complete.

K. Cave reviewed the request by the Rouge RAP Advisory Council to become a Cooperating Partner in the Arc. The motion was made by T. Faas to recommend to the Full ARC the approval of the Cooperating Partner request by RRAC. The motion was seconded by J. Wineka and passed unanimously.

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

Z. Ball reported for Brandy Siedlaczek stating that a golf course green infrastructure workshop was held in February. Rain barrel sales are planned for Livonia on April 21, Farmington Hills on June 16 and Lathrup Village on June 17. If any other communities are interested in hosting a rain barrel sale we have a new vendor that provides all aspects of the sale from online orders to staffing the event. Any communities interested should contact ARC Staff.

**d. Technical Committee**

Karen Mondora reported that there will be no ARC-funded USGS work this year. The monitoring database was successfully moved from CDM's serve to the ARC's server. The scope of work for WQ summary (mini-RRMAR) is being reviewed.

K. Mondora stated that the Wayne County scope of work has been prepared and will be reviewed by the Technical Committee in April. The Oakland County scope of work will be discussed at the Technical Committee meeting as well. They will also be discussing IDEP training.

K. Mondora informed the Committee that the Web-based Reporting System has been moved to ARC server was successful. The system release has been delayed due to lack of ability to reprogram the reporting system. Executive Director staff is currently testing the fix and if it is okay, then activity reassignments will be made (based on feedback from the members) and the system will be released for individual permittee reporting. The contractor still working on watershed-wide report. As a reminder, members should request that the MDEQ to move their annual report period to end on December 31 with their report due March 30.

A. DeMaria informed the Committee that the Detroit Water Agenda (Ken Cockrel's Green Task Force) should be available soon. It Outlines water resource BMPs focused on sustainable development practices with a focus on environmental justice, water affordability, conservation, storm water management, pollution prevention, etc.

**7. Report from WCDPS**

K. Cave stated that they are preparing the 2011 Rouge progress report and asked that communities forward their photos and success stories to Wayne County for inclusion in the report.

K. Cave informed the committee that the DEQ 205J grant was approved by the County to do Green Infrastructure planning in Wayne County. They will also be preparing a O&M manual.

K. Cave announced that another round of Rouge subgrants will be available this year to ARC communities, both sanitary and nonpoint.

## **8. Report from SWAGS**

There was nothing new to report.

## **9. Other Business**

It was announced that Janice Bobrin will be retiring this year. G. Mekjian thanked Janice for her many years of service to the community and to the ARC.

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

- The motion was made to accept the October 25, 2011, meeting summary.
- The motion was made to approve the 2011 ECT contract amendment as presented by the Finance Committee.
- The motion was made to approve the 2012 Budget Amendment to add the US Forest Service Grant as presented by the Finance Committee.
- The motion was made to approve the 2012 ECT contract amendment to include the US Forest Service Grant work as presented by the Finance Committee.
- The motion was made to appoint Tim Faas and Kathy Hagaman to the Organization Committee.
- The motion was made, upon clarification of the definition of “conducted programs”, to recommend to the Full ARC the adoption of the ARC Nondiscrimination in Programs and Activities Policy as presented by the Organization Committee.
- The motion was made to recommend to the Full ARC the approval of the Cooperating Partner request by RRAC.

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

- Technical Committee Meeting, April 12, 1:30 p.m. - 3:30 p.m., Farmington Hills City Hall
- Full ARC Meeting, April 17, 1:30 p.m. – 3:30 p.m., Chestnut Room, Summit on the Park, Canton
- ARC Rain Barrel/Compost Bin sale, April 21, 9 a.m. - 2 p.m., 33000 Civic Center Dr., Livonia
- PIE Committee Meeting, June 12, 2012, 1:00 p.m., Riet Schumack's house

## **11. Adjourn**

The motion to adjourn the meeting was made by T. Faas and seconded by K. Mondora. The motion passed.

