



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

DRAFT EXECUTIVE COMMITTEE MEETING SUMMARY

June 20, 2018, 11:30 a.m.
Community Room, Lathrup Village

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

2. **Roll Call of Members**

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

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

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

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

3. Additions or Changes to Draft Agenda

There were no additions or changes to the agenda.

4. Summary of April 19, 2018 Executive Committee Meeting

The motion was made by Jacy Garrison, Oakland County, to accept the April 19, 2018 meeting summary. The motion was seconded by Doug Moore, Livonia, and passed unanimously.

5. Executive Director Report

a. Grant Status Report

Annette DeMaria, ARC Staff, requested that the grant status report be skipped and given at the Full ARC meeting which is scheduled to immediately follow the Executive Committee meeting.

6. Standing Committee Reports

a. Finance Committee

A/P, A/R Report - 2018 Membership Dues

Chris O'Meara reported that all dues invoices have been mailed with the second set sent out in early June. She reported that all payables have been paid to date and receivables are coming in which include dues payments and grant reimbursements.

SAW Funding

John O'Meara reviewed the Friends of the Rouge volunteer time that was not eligible for reimbursement through the SAW grant and needs to be paid back to the State. ARC staff have prepared a list of these costs that have been submitted to MDEQ for their approval of the amount. Once this is confirmed ARC Staff will withhold the amount from the next reimbursement request to pay back the money to the SAW. J. O'Meara reported that the SAW contract was not very clear in the wording on what could be used as matching funds, as volunteer time is eligible on other grants. ARC staff is recommending that ARC communities submit their time spent on SAW activities to go towards the ARC's portion of the match moving forward. The SAW match can include expended costs by member communities. It is important to know that this issue, in addition to the past Wayne County overhead charges, is recognized by the State as an error and not an issue of non-compliance. This is important for the ARC accountants to document as the ARC moves forward with new grant applications.

2018 ARC Budget Adjustment

J. O'Meara reviewed the adjustment to the budget to move the remaining required SAW match and the amount needed to pay back the costs associated with the volunteer time. This adjustment transfers budget from OC1, FC1 & 2, PIE 1 & 2 and TC2, 3 & 4 to a new line item. The PIE2 and TC activities in this adjustment are the permit cycle activities and can be completed in future years of the 5-year permit cycle. The PIE1 and OC reduction includes Executive Director staff time that ECT has committed to providing the same service at the reduced budget.

The motion was made by Doug Moore, Livonia, to recommend to the Full ARC the approval of the 2018 Budget Adjustment reducing or freezing activities under OC1, FC1, FC2, PIE1, PIE2 ad TC2-4 to accommodate the required SAW match. The motion was seconded by Jacy Garrison and passed unanimously.

County Contributions

ARC staff was asked by the officers to review the in-kind services being provided by the counties to determine if these obligations were being fulfilled. Annette DeMaria reviewed the ARC policy for Measuring In-kind Contributions of Counties. The policy does give a formula for the ARC to assess a

monetary amount for dues if in-kind services cannot be provided. Both Oakland and Washtenaw County representatives stated that the monetary dues would be difficult, and they felt that their existing efforts (such as holding the Water Festival and hosting IDEP training) were satisfying the in-kind services requirement. In the early years during the Rouge grant in-kind services by the County's was common as they were more involved in the operations of the ARC. ARC Staff will work with the County's to look at what current or additional activities can be used toward meeting the Collaborative PEP (or other aspects of the ARC's scope of work).

RFP for 2019 ED Services

John O'Meara reviewed the draft of the RFQ for the 2019 ED Services along with the costing sheets that will be used. The RFQ will include operational activities along with the estimated hours, and PIE/Technical activities on both an annual and 5-year cycle. The review committee will consist of the ARC Chair (Brandy Siedlaczek), Vice Chair (Doug Moore), Past Chair (Karen Mondora serving for Gary Mekjian), Treasurer (Jill Rickard) and one each from Wayne County (Bob Belair), Oakland County (Charles Markus) and Washtenaw County (Heather Rice).

2019 Dues Increase

There was a discussion on whether the Executive Committee still felt that there should be a 2% dues increase beginning in 2019 and the committee agreed that this motion should still go to the Full ARC.

b. Organization Committee

There was nothing new to report.

c. PIE (Public Involvement and Education) Committee

Charles Markus reported that we have restocked the pet waste containers, clips, several public ed printed materials, and posters. There were also black eyed susan seeds left from last year so those are being offered for spring/summer with no additional cost to members. The ARC banners have started making the rounds of the watershed with an email going out to reserve it for the 2-week period.

d. Technical Committee

Karen Mondora reported that updates were reviewed for the IDEP Plan and an IDEP training was held April 12 with 58 attendees (40 were ARC members). IDEP screening is going on. Training in October 2018 is being hosted by SEMCOG and will include pollution prevention and good housekeeping best practices and IDEP investigation.

Annette DeMaria discussed the permit comments that communities received from the MDEQ. An extension was received by all communities with a new date of a response by July 13. ARC Staff will be meeting with all permit communities over the next several weeks to review the response to the MDEQ comments.

e. Nomination Committee

Chris O'Meara informed the Committee that Bob Belair volunteered to chair the Nomination Committee for the 2019-2020 officer positions.

7. Report from Counties

The county reports were not given due to time constraints, but they will be given at the Full ARC meeting (held immediately after the EC meeting).

8. Summary of Executive Committee Actions

- The motion was approved to accept the April 19, 2018 meeting summary.
- The motion was approved to forward to the Full ARC the 2018 budget adjustment reducing or freezing activities under OC1, FC1 & 2, PIE1 & 2, and TC 2-4 to accommodate the required SAW match and repayment.

10. Upcoming Meeting(s)

- Full ARC Meeting, June 20, 1:30 p.m. – 3:30 p.m., in Lathrup Village.

11. Adjourn

The motion to adjourn the meeting was made by Charles Markus, Bloomfield Twp., and seconded by Doug Moore, Livonia. The motion passed.

ARC Executive Committee Attendance List

Meeting Date: 6/20/18

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

Meeting Date: 6/20/18

<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 checked="" type="checkbox"/>	<u>MP</u>
Rice	Heather	Washtenaw County Water Resour	<input checked="" type="checkbox"/>	<u>HR</u>
Rickard	Jill	Northville Township	<input 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"/>	<u>BS</u>
Smrtka	Barb	Farmington Hills	<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"/>	_____