



Working together, restoring the river

James W. Ridgway, P.E.
Executive Director

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
Inkster
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
Van Buren Twp.
Walled Lake
Washtenaw County
Wayne
Wayne County
Wayne County Airport Authority
Westland
Wixom

MEETING SUMMARY
ALLIANCE OF ROUGE COMMUNITIES
October 26, 2010, 1:30 p.m. – 3:30 p.m.
Redford Township District Library

1. Welcome (Gary Mekjian, Chair)

- a. Roll Call /Determination of Quorum** - Roll call was taken. The 22 members listed below were in attendance, which was sufficient for a quorum.

ARC Member	Attended Y/N	ARC Member	Attended Y/N
Auburn Hills	N	Novi	N
Beverly Hills	Y	Oakland County	Y
Bingham Farms	Y	Oak Park	N
Birmingham	Y	Orchard Lake	N
Bloomfield Hills	N	Plymouth	N
Bloomfield Twp.	Y	Plymouth Twp.	Y
Canton Twp.	Y	Pontiac	N
Commerce Twp.	N	Redford Twp.	Y
Dearborn	N	Rochester Hills	Y
Dearborn Heights	Y	Romulus	N
Farmington	Y	Southfield	Y
Farmington Hills	N	Troy	N
Franklin	Y	Van Buren Twp.	Y
Garden City	N	Walled Lake	Y
Henry Ford Community College	Y	Washtenaw County	Y
Inkster	N	Wayne	N
Lathrup Village	Y	Wayne County	Y
Livonia	Y	Wayne County Airport Authority	N
Melvindale	N	Westland	Y
Northville	Y	Wixom	N
Northville Twp.	N		

b. Introductions of ARC guests

G. Mekjian asked all guests in attendance to introduce themselves.

c. Additions or Changes to the Draft Meeting Agenda

There were no additions or changes made to the draft meeting agenda.

d. Approval of September 9, 2010 Meeting Summary

A motion was made by Paul Smith, Farmington, to approve the September 9, 2010 meeting summary. It was seconded by Meghan Bonfiglio, Washtenaw County, and passed unanimously.

Cooperating Partners:

Cranbrook Institute of Science
Friends of the Rouge
Southeastern Oakland County Water Authority
Wayne State University

2. Treasurers/Finance Committee Report (Dan Swallow, Treasurer)

a. 2010 Budget Status Report

Dan Swallow reviewed the vendor payments report, checkbook summary and the accounts receivable report.

b. 2010 Budget Amendments

Zachare Ball gave a summary of the SPAC grant and reviewed the Finance Committee's 2010 budget amendment request to add the SPAC grant received that was summarized under the Executive Director's report. The total grant amount is \$22,205.43. No match is required. Forty percent of the grant (\$8,882) will be sent to the ARC in October, 2010. The remaining grant funds will be sent in 2011. This amendment provides for the 2010 grant payment and represents an increase to the overall ARC budget of \$8,882.

D. Swallow reviewed the Finance Committee's 2010 budget amendment to OC3 – Accounting and Legal Services, increasing the budget from \$5,000 to \$10,100. This amendment will cover unanticipated accounting services that were not budgeted for in 2010. These include assistance from the accountant in preparing the required policies, procedures, accounting manual and the Office of Management and Budget questionnaire as requirements of the EPA GLRI grant. The accountant also met with the Executive Committee and ARC staff on the GLRI requirements. This amendment also covers the additional research and time spent on the ARCs initial audit for fiscal year 2009. Finally, this amendment covers additional research and communications with Wayne County in preparation of Form 990 for the ARC taxes.

The motion was made by Roger Moore, Rochester Hills, to approve the 2010 budget amendments as presented by the Finance Committee. The motion was seconded by Patrick Sullivan, Northville, and passed unanimously.

c. 2011 Budget Requests

Z. Ball reviewed the 2011 budget requests on behalf of Dan Swallow, Treasurer. Both the PIE and Technical Committee were asked by the Finance Committee to bring their budgets in below the ARC dues that are anticipated for 2011. Both committees reduced their budgets nearly 20% to meet this request.

The PIE Committee 2011 budget includes:

- (PIE 1) The Green Infrastructure Activities task budget remains the same and will provide for the design and plant materials for 8-10 grow zones in the watershed; four workshops; rain barrel sales and education and buying trees for new participating Green Schools.
- (PIE 2) The Public Education Materials task has a minor budget for printed materials, but will primarily support the purchase and distribution of seedlings at local events, such as HHW collection days and water festivals.
- (PIE 3) The Website Maintenance task budget increased slightly and supports design, writing and maintenance fees for the ARC website.
- (PIE 4) Watershed Stewardship and Reporting supports Friends of the Rouge conducting grow zone maintenance workshops, native plant workshops for homeowners, promoting an Adopt a Grow Zone program and participation in community events to promote watershed stewardship.

The Technical Committee 2011 budget includes:

- (TC1) The Rouge River Watershed Monitoring Activities task budget continues work performed last year to address the 5-year monitoring plan for the Rouge River. Activities include continuous stream flow, DO and temperature monitoring; continued work on a geomorphological assessment for the watershed and a summary report of the monitoring data from the previous year. The annual macroinvertebrate monitoring will also be completed by FOTR, but it will be funded by another grant.
- (TC2) The Storm Water Reporting System: Operation and Maintenance task completes a stream-lined, easy web-based mechanism for Phase II permit reporting to the Michigan Department of Natural Resources and Environment (MDNRE). The 2011 effort will include the following: member assistance in system use, maintenance, system modifications and administration of the system.
- (TC3) The IDEP Investigations and Training task continues field investigations in priority areas, IDEP training for municipal staff and allows for collaboration with MDNRE with the hope of obtaining E. coli monitoring assistance to narrow down the priority areas. TC3 allows the ARC to address illicit discharges on a watershed-wide basis, which is far more productive than working on a community by community basis.
- (TC4) The Compliance Initiatives task provides ARC members with resources to aid them in permit compliance. Activities will include continued development and refinement of a Collaborative Action Plan/SWPPI, assistance for ARC members that will be audited by the DNRE (including gathering information from project partners and collaboration with SEMCOG), and assistance in developing the SWMP and SWPPP required by ARC members holding a jurisdictional permit (including collaboration with SEMCOG).

The Organization Committee 2011 budget includes:

(OC1)The proposed 2011 Executive Director Services included an increase of about 6% because of overhead adjustments and slight salary increases. However, the Organization Committee recommended that the 2011 ED Services budget remain at the 2010 amount of \$159,771 plus \$10,000 for pursuing grant opportunities for a total of \$169,771, but that the ED staff provide the level of service represented by the original proposed 2011 budget of \$178,803.

- The 2011 increase is \$9,032 over the 2010 ED Services Budget.
- The ED staff proposes to use the \$9,032 to provide some match for ARC grant funded projects, specifically:
 - \$6,693 to provide grant management for the RPO Round X Wayne Road Dam Design project.
 - \$2,339 to provide grant management for the RPO Round X Rouge Green Corridor Urban Habitat Improvement project.

This funding will reduce the amount of ARC dues needed to match the Round X projects, and falls within services typically provided by ED staff.

The Finance Committee 2011 budget includes:

- (FC1)Account services to do the annual audit for 2010 for the ARC along with the annual tax return. These funds will also be used for any potential legal tasks related to the ARC in 2011. This budget item will be paid with 100% ARC dues
- (FC2)The ARC Bylaws require that the ARC have insurance. The insurance is needed to protect the directors and officers (and any other ARC member) against claims filed against them as executives of the organization.

Z. Ball gave a brief overview of the GLRI, Rouge Round X and SPAC grants. Jim Ridgway, Executive Director, stated that these will better position the ARC for future funding once the Rouge grant is gone. The ARC staff are working on finding funding sources for the day-to-day operations of the ARC.

Hae-Jin Yoon, MDNRE, asked about the reduction in the Technical Committees budget for IDEP. Annette DeMaria stated that the reductions will be in the number and amount that the ARC and counties contribute to the communities IDEP programs. J. Wineka said that this program has been very successful and they will continue looking in the problem areas. D. Swallow stated that if the Technical Committee needs more money in 2011 for this program they can easily come to the Finance Committee with a budget amendment.

The motion was made by Paul St. Henry, Livonia, to approve the 2011 Proposed Budget as presented by the Finance Committee. The motion was seconded by Wayne Domine, Bloomfield Twp., and passed unanimously.

G. Mekjian expressed his thanks to the Finance Committee and ARC Staff who worked diligently to get the 2011 budget where it is today.

3. Executive Director Report (Jim Ridgway)

J. Ridgway gave a brief summary of where the contested case is at. He expects slow progress with court dates possibly in April. J. Ridgway stated that the one thing we don't want is for the permit process to end up with the EPA, we want it to remain with the state.

4. Standing Committee Reports (Gary Mekjian)

a. Organization Committee (K. Cave and J. Seymour, Co-chairs)

i. ARC Purchasing Policy Revision

Noel Mullett reported for Kelly Cave and reviewed the revision to the Purchasing Policy which includes the GLRI required text regarding the determination of debarment or suspension status before awarding of contracts.

The motion was made by P. St. Henry, Livonia, to approve the amended Purchasing Policy to include the excluded parties language as presented. The motion was seconded by R. Moore, Rochester Hills, and passed unanimously.

N. Mullett stated that the Organization Committee will focus on revising the ARC Bylaws along with the Strategic Plan in 2011. The Organization Committee has also been asked to research instituting legal documents to maintain the grow zones paid

for by an ARC grant. G. Mekjian reminded the communities that once the bylaws are revised, they will need to go back to our governing bodies for adoption.

D. Swallow officially resigned from the Organization Committee with his appointment to ARC Treasurer. If anyone would like to get involved with the Organization Committee please let Chris O'Meara know.

b. PIE Committee (Brandy Siedlaczek, Chair)

Brandy Siedlaczek reported that the PIE Committee held another rain barrel sale in Troy on September 18 and sold 760 rain barrels. A portion of sales will be contributed to the ARC Foundation by the vendor. The committee gave away 1,000 Norway Spruce tree seedlings at the Wayne County HHW event on August 28 at Westland Mall and another 500 seedlings at the rain barrel event in Troy. Another 75 more mature trees will be distributed to the 75 new schools enrolled in the Green Schools Program in Wayne and Oakland counties.

c. Technical Committee (Gary Zorza, Vice Chair)

A. DeMaria reported for Gary Zorza that the 2009 RRMAR was released and is on the ARC website. The report shows improvement in the E. coli in the Middle Rouge with concentrations going down. She stated that the web-based reporting system should be ready in January. She also informed the ARC that money was budgeted to assist communities prepare for their audits in partnership with SEMCOG. J. Ridgway asked H. Yoon if there is a list of which communities will be audited next. She responded that the list is not public but that Inskter and Lincoln Park are next. M. Bonfiglio stated that she sits on the MS4 Implementation Team which includes members from both the state and stakeholders. She also stated that the MDNRE is scheduled to speak at the MWEA conference in Lansing.

5. Rouge Program Office Report (Kelly Cave, Wayne County)

Noel Mullett reported for Kelly Cave. He shared with the ARC the recent Detroit Free Press Shining Light Award given to Ed Bagale of UofM-Dearborn for his service to the Rouge over the years. He also stated that Wayne County is starting to put together the Rouge Project Annual Progress Report for 2010 and asked that communities forward their success stories to Kelly Cave as soon as possible. N. Mullett also said that they have their interim annual report done for those communities that have a November compliance date. J. Wineka, Oakland County, said that they also have their report done. Both will be available on the ARC website.

6. Opportunity for Public Comment

Sally Petrella, FOTR, reminded the group that they are having a fundraiser on 11/7 at the Liberty Street in Plymouth. The FOTR annual meeting will be held 11/30 at the Glenn Oaks Golf Course with dinner prior and Steve Chester as the key note speaker. She said that they will be hosting a grow zone maintenance workshop on 11/11. She shared with the group some initial results of the October 16 bug hunt which included 26 sites and found new bugs in both Southfield and Farmington Hills.

8. Summary of Actions of Full Alliance (Chris O'Meara, ARC staff)

- The September 9, 2010 Full ARC Meeting Summary was approved.
- The 2010 ARC budget amendments were approved.

- The 2011 ARC budget was approved
- The amendment to the ARC Purchasing Policy to include the determination of debarment or suspension status was approved.

9. Upcoming Meeting Schedule (C. O'Meara)

- PIE Committee Meeting, October 28, 2010 at 1:30 p.m., Wayne County Commerce Court Offices
- Technical Committee Meeting, October 25, 2010 at 10:00 a.m., Southfield Parks and Recreation, Room 221
- Organization Committee Meeting, November 3, 2010 at 1:30 p.m., Conference Room "A", first floor, Public Services Building at the City of Southfield Municipal Complex

10. Other Business

G. Mekjian stated that the financing will continue to be tight and the Executive Committee will be focusing on fundraising in the future and stressing the benefits that the ARC has to offer its members. He talked about the many people have put a lot of years into this group.

G. Mekjian informed the group that he will be accepting a position in Farmington Hills and will start on November 8. His role with the ARC will not change.

11. Adjourn

The motion was made by K. Buford, Westland, to adjourn the meeting. The motion was seconded by Wayne Domine, Bloomfield Twp. and passed unanimously.

Alliance of Rouge Communities Attendance List

Meeting Date: 10/26/10

Name	Community	Attended	Initials
	Redford Township	<input type="checkbox"/>	
Ball Zachare	ECT	<input checked="" type="checkbox"/>	
Barnes Jack	Garden City	<input type="checkbox"/>	
Barrett Robert	Oak Park	<input type="checkbox"/>	
Baumgarten Matt	Lathrup Village	<input type="checkbox"/>	
Belair Bob	Canton Township	<input checked="" type="checkbox"/>	
Beyer Lori	Washtenaw County Road Commis	<input type="checkbox"/>	
Bobrin Janis	Washtenaw County	<input type="checkbox"/>	
Bona John	Wayne County Airport Authority	<input type="checkbox"/>	
Bonfiglio Meghan	Washtenaw County Water Resour	<input checked="" type="checkbox"/>	
Borton Cory	HRC	<input type="checkbox"/>	
Brooks Dan	Dearborn Heights	<input checked="" type="checkbox"/>	
Buford Kevin	Westland	<input type="checkbox"/>	
Buiten Mike	Wayne	<input type="checkbox"/>	
Cave Kelly	WCDPS	<input type="checkbox"/>	
Coburn Brian	Novi	<input type="checkbox"/>	
Colaianne Joe	Oakland County	<input type="checkbox"/>	
Cousino Brendon	Birmingham	<input type="checkbox"/>	
Cravens Jay	Bloomfield Hills	<input type="checkbox"/>	
Cureton Lloyd	Walled Lake	<input type="checkbox"/>	
Davis Paul	Rochester Hills	<input type="checkbox"/>	
DeMaria Annette	ECT	<input checked="" type="checkbox"/>	
Dombrowski Tony	Pontiac	<input type="checkbox"/>	
Domine Wayne	Bloomfield Township	<input checked="" type="checkbox"/>	
El-Gharib Ramzi	Wayne	<input type="checkbox"/>	
Faas Tim	Canton Township	<input type="checkbox"/>	

Meeting Date: 10/26/10

Name	Community	Attended	Initials	
Fannon	Richard	Commerce Township	<input type="checkbox"/>	
Fellrath	Patrick	Plymouth Township	<input checked="" type="checkbox"/>	PF
Gallogly	James	Northville	<input checked="" type="checkbox"/>	JG
Gigliotti	Allen	Henry Ford Community College	<input checked="" type="checkbox"/>	TAG
Greco	Sam	Henry Ford Community College	<input type="checkbox"/>	
Gruzowski	Laura	Village of Beverly Hills	<input type="checkbox"/>	
Gruzowski	Laura	Village of Franklin	<input type="checkbox"/>	
Gruzowski	Laura	Bloomfield Hills	<input type="checkbox"/>	
Guest	Connie	Commerce Township	<input type="checkbox"/>	
Gushman	Kevin	Farmington	<input type="checkbox"/>	
Hagaman	Kathryn	Bingham Farms	<input checked="" type="checkbox"/>	KH
Harnos	Brian	Westland	<input type="checkbox"/>	
Harvey	Dave	Garden City	<input type="checkbox"/>	
Howell	Michael	Wixom	<input type="checkbox"/>	
Johnson	Ron	Inkster	<input type="checkbox"/>	
Keenan	Shawn	Auburn Hills	<input type="checkbox"/>	
Keough	Shawn	Plymouth	<input type="checkbox"/>	
Ketai	Don	Bingham Farms	<input type="checkbox"/>	
Knepper	Todd	Van Buren Township	<input type="checkbox"/>	
Kramarz	Kristina	Dearborn Heights	<input type="checkbox"/>	
Lakhani	Muzaffar	Inkster	<input type="checkbox"/>	
LaManes	Paul	Melvindale	<input type="checkbox"/>	
Lawson	Jennifer	ECT	<input type="checkbox"/>	
Maillard	Kevin	Livonia	<input type="checkbox"/>	
McCallum	Gerry	Orchard Lake Village	<input type="checkbox"/>	
McCulloch	John	Oakland County	<input type="checkbox"/>	
McGill	Lisa	Walled Lake	<input checked="" type="checkbox"/>	LM

Meeting Date: 10/26/10

Name	Community	Attended	Initials
Mekjian Gary	Southfield	<input type="checkbox"/>	
Melchert Ron	Auburn Hills	<input type="checkbox"/>	
Meszler Tom	Village of Beverly Hills	<input type="checkbox"/>	
Moore Roger	Rochester Hills	<input checked="" type="checkbox"/>	WR
Moeller Baumgarten Jeff Matthew	Lathrup Village	<input checked="" type="checkbox"/>	MS
Mullett Noel	WCDPS	<input checked="" type="checkbox"/>	NM
Murray Jim	Dearborn	<input type="checkbox"/>	
O'Meara Paul	Birmingham	<input type="checkbox"/>	
Overholt Green Janet	Orchard Lake Village	<input type="checkbox"/>	
Puuri Steve	Washtenaw County Road Commis	<input type="checkbox"/>	
Rickard Jill	Northville Township	<input type="checkbox"/>	
Ridgway Jim	ECT	<input type="checkbox"/>	
Schneck Allen	Pontiac	<input type="checkbox"/>	
Schueller Derrick	Romulus	<input type="checkbox"/>	
Selmi John	Redford Township	<input checked="" type="checkbox"/>	R
Siedlaczek Brandy	Southfield	<input checked="" type="checkbox"/>	BS
Sincock Paul	Plymouth	<input type="checkbox"/>	
Smith Paul	Farmington	<input checked="" type="checkbox"/>	PES
St. Henry Paul	Livonia	<input checked="" type="checkbox"/>	P.S.H.
Staup Aaron	Novi	<input type="checkbox"/>	
Stoppels Jon	Village of Franklin	<input type="checkbox"/>	
Sullivan Patrick	Northville	<input type="checkbox"/>	
Swallow Dan	Van Buren Township	<input checked="" type="checkbox"/>	DS
Szczygiel Larry	Dearborn	<input type="checkbox"/>	
Vandette Steven	Troy	<input type="checkbox"/>	
Wagoner Bryan	Wayne County Airport Authority*	<input type="checkbox"/>	
Weaver Don	Northville Township	<input type="checkbox"/>	

Meeting Date: 10/26/10

<i>Name</i>		<i>Community</i>	<i>Attended</i>	<i>Initials</i>
Wilson	Tom	Romulus	<input type="checkbox"/>	
Wineka	Jim	Oakland County	<input checked="" type="checkbox"/>	
Yee	Kevin	Oak Park	<input type="checkbox"/>	
Zorza	Gary	Farmington Hills	<input type="checkbox"/>	

Meeting Date: 10-26-10

Name	Community	Attended	Initials
Ralph Williams	LIVONIA	<input checked="" type="checkbox"/>	REW
Karen Mondora	OHM	<input checked="" type="checkbox"/>	KM
Aae: Tin Yoon	MDNRE	<input checked="" type="checkbox"/>	LY
Dima El-Gamal	Statt ec	<input type="checkbox"/>	
Sally Petrella	FOTR	<input checked="" type="checkbox"/>	SP
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