

**BLANCHARD RIVER WATERSHED PARTNERSHP
MEETING MINUTES
2/24/10**

Present: Martin, Kozlowski, Allen, Benroth, Brugeman, Connour, Creswell, Schroder, Greeno and Switzer
Guests: Robert McCall, Joe Worden, and Nick Powell (Neodox)

Agenda additions: Under new business add River Watch and at the end add Adjournment. Brugeman made a motion; seconded by Allen to accept the agenda with the additions. Motion passed.

Brugeman made a motion: seconded by Allen to approve the minutes from the 1/6/10 meeting. Motion passed.

The Blanchard Valley Flood Mitigation group will be holding a meeting with community officials on Mar. 9th at 6:30 p.m. at Owens Community College.

Coordinator Comments

See report.

- A. Watershed Action Plan-The Outlet/Lye Creek
Had a meeting with Matt Atkins, ODNR on Mar. 25th to clarify suggestions on the plan. We were informed that the implementation portion must be written in detail.
- B. Watershed Action Plan-Riley Creek
Because of the additional work to expand the implementation portion the projected completion date has moved from Jan. 2011 to Dec. 2011.
- C. Landowners-Riley Creek
All landowners have been identified. Putnam County does not have their records on-line so 80% of the landowners had to be identified through court records at the Court House. Printed letters with return envelopes will be going out at the end of this week.
- D. Sub-watershed Representatives and Township Trustee Contact
The Coordinator needs to make presentations to each set of Township Trustees. To do this he needs the name and contact information of the Chair to set up these presentations. He is asking that each sub-watershed representative, look over the list and make corrections and return to him.
- E. Ohio Department of Health Grant
Each watershed will need to write their own grant application instead of a combined one. We are not an endorsed watershed so we are ineligible.

Treasurer's Report

The monthly statement was passed out along with the status of the grants. Martin indicated that he needs to order (2) units from Carolina Biological.

Martin had large laminated maps created of the problem sites from The Outlet/Lye Creek so that plans could be written upon concerning recommended remedial actions and be reviewed with the Flood Mitigation Group and the Army Corp. of Engineers.

Kozlowski discussed the shortage for the coordinator salary. He suggested that we use the remainder of the 2009 Western Lake Erie Basin Grant and the remainder of the 2009 Community Foundation Grant

and the 2010 Community Foundation Grant. A motion was made by Allen; seconded by Brugeman to use the above referenced grants to aid in funding the coordinator's salary. Motion passed.

Committee Reports

- A. Reviewed the list of Goals from the 2009 Annual Meeting.
 - 1. A monthly item of interest should be placed on our website for stakeholder education.
 - 2. We need someone to organize the presentations at the local county fairs. Benroth volunteered.
 - 3. We have plans for (4) cleanups this year and we need someone to organize them. Connour volunteered. Putnam County will have one in June this year.
 - 4. To assist with some of our objectives, McCall stated that we should meet with the Blanchard Valley Green Coalition. They are holding a meeting on Mar. 24th at 7:00 pm at the University of Findlay.
- B. Martin will email a list of the current Committees, their chair and who is on them to all members.
- C. Committee meetings have diminished considerably; we need to get them motivated again. They need to determine a strategic plan, coordination of items with other committees and devise a list of administrative duties.

Old Business

A. Website

Powell is working on the site. We have been emailed the opening page for review. The upper portion has drop downs for easy navigation. New pages can be added easily. The picture at the top can be different for each page. The footer contains variables and links. The right column has add-ons and the center is the body of the page. There is a discussion board and a photo gallery. To update or change anything just requires simple manipulation from behind the scenes.

Powell will create a "How To" document for use. He will also provide hands-on training to manipulate the site. To update the site, one just logs on to the backend. There is not external software.

He has created "eye appeal" for the opening page. He made the frame work easy to use and update.

Pictures are hard to copy write but it can be done with a watermark. Don't know if it's really needed.

Intranet is possible. There would be no additional monthly cost. It would require a password section. But is this a feature we need or want? It was thought it might be useful for internal communication. Much discussion followed. Couldn't email be our form of internal communication? It was determined that maybe the Steering Committee could have access to forms and power point presentation this way. We need to create a list of items that we would want accessible to only the Steering Committee.

It was determined that if accessing forms etc. was the intent, we could use Google.docs. It is a free application for nonprofits. We could use it for our reference library also. This could speed up relaying information that Martin has or others that the Steering Committee could have use

for. It would alleviate an email with and attachment, which takes time from someone's busy schedule to send.

Who would have access to control the website? There could be different levels of privileges. Your logon status would determine the level you could work with. In this way, each Committee Chair could update and change his own section but no others. This would allow limited access. It was found that most preferred to let only specific individuals access behind the scenes. Not all Chairs wanted manipulation powers. A motion was made by Switzer; seconded by Benroth to form a Committee of three to be in charge of the website. The Committee would be Joe Worden, Switzer and Martin. Motion passed.

What else is needed to finish up the site? Neodox needs to transfer all our data and our picture gallery. Powell estimates that the timeline for implementation will be the end of next week with the 2nd week in March set aside for training. The goal is to be total on-line and up and running by April.

A motion was made by Allen; seconded by Switzer to accept the website design. Motion passed.

Do we own www.blanchardriver.org and .com? Yes, we own both domain names.

McCall will set up "Google.docs" and train us.

B. Grants

There have been (2) grants submitted to help pay for our Coordinator in 2011.

1. ODNR- Coastal Management
2. Great Lakes Restoration Initiative

Other grants that may be available for sedimentation remediation and restoration projects are:

1. River Watch through Miller/Coors Building Company- turned down.
2. Great Lakes Basin
3. Freshwater Futures
4. YSI Grant
5. In May or June there may be another ODNR grant coming out.

C. We need to create a corporate sponsor list. Switzer reminded us that OEC recommends working on corporate funding in the latter part of the year. It was suggested that someone from United Way or the Arts Partnership give us a 30 minute presentation on what we need to do and to go about implanting such a task successfully. McCall will look into setting up the presentation.

D. 319 Grant

At our next meeting we need to work on the RFP for 319 Grants. We need to complete the implementation plan for The Outlet/Lye Creek to be eligible.

E. Restoration/Sediment Removal at Riverside Dam

We need to get ourselves positioned to apply for big grants to undertake such a project. Randy Tucker from Streamside Systems will be doing sediment removal on Lake St. Mary's. It may be possible to get usable data to help our request to use them on the Riverside Dam project.

- F. Discussion took place on using our large laminated maps to delineate areas for CREP and Wetlands Restoration projects.

New Business

- A. River Watch
River Watch will be hosting their annual rally in May of 2010 in Utah. Do we wish to send someone? The one attended was several years ago by Switzer. They have provided some interesting information but the rally is costly. It was stated that we need to concentrate on corporate fund raising and other things. We are scrabbling for funding to pay Martin. At this time there are not enough funds to use this way.
- B. Clean-up Dates
Connour volunteered to lead the effort in organizing them.
 - 1. Putnam County will be having one in June.
 - 2. Pat Westrick of Marathon asked to be kept in the loop to assist with one in Findlay. One will be organized with The University of Findlay Freshman Service Day. Connour will need to get together with all parties for dates and locations.
 - 3. The University of Findlay's Wilderness Club cleans a special section in the Spring and Fall.
 - 4. Benroth needs to check on arranging a cleanup in Bluffton. When she perused the Big Riley last year, no area need cleaned, but it was recommended that maybe a section of the Little Riley would be by the campus or the Big Riley out of the corporation.
- C. In-Kind Log
Please use logs and turn in quarterly. These figures are needed for in-kind contributions for grants. Include travel expenses and mileage when applicable.
- D. River Network
Must become a member to apply for grants.
- E. Facebook
See handout for sample. At one time Facebook was recommended for intranet use. We have decided to use Goggle.doc instead. If we ever decide to use Facebook for anything, Switzer has volunteered to operate it. Besides implementing Google.docs we have handouts, the newsletter and our website to distribute information.

Other

- 1. OEC lobby day is coming up. We are a member if anyone wishes to attend. OEC will be sponsoring their next meeting at Riverbend.
- 2. April 17, 2010 will be Prescription Drug/Mercury Collection Day in Findlay at the Municipal Building from 9am to noon.

Adjournment

Benroth made a motion; seconded by Allen to adjourn. Motion passed.