Location: Traverse City Governmental Center, Commission Chambers
400 Boardman Avenue
Traverse City, MI 49684

Boardman River Dams Implementation Team

- Grand Traverse County
- Traverse City Light and Power Department
- Michigan Hydro Relicensing Coalition
- Michigan Department of Natural Resources
- Grand Traverse Conservation District (Ex officio)
- Rotary Camps and Services (Ex officio)
- Grand Traverse County Road Commission (Ex officio)

- City of Traverse City
- Grand Traverse Band of Ottawa and Chippewa Indians
- US Fish and Wildlife Service
- Michigan Department of Environmental Quality
- Conservation Resource Alliance (Ex officio)
- Watershed Center Grand Traverse Bay (Ex officio)
- Charter Township of Garfield (Ex officio)

APPROVED Meeting Minutes

Date: August 15, 2013
Facilitator: Frank Dituri, Grand Traverse Band of Ottawa and Chippewa Indians
Notes: Nate Winkler, Conservation Resource Alliance

IT Members Present:
- Nate Winkler, Kim Balke, Amy Beyer (Conservation Resource Alliance)
- Frank Dituri, Brett Fessel (Grand Traverse Band of Ottawa and Chippewa Indians)
- Dean Bott, Dave Benda (Grand Traverse County)
- Rick Westerhof (US Fish and Wildlife Service)
- Tree Sturman (Grand Traverse Conservation District)
- Jered Ottenwess, Lauren Trible-Laucht (City of Traverse City)
- Andy Knott (Watershed Center Grand Traverse Bay)
- Jim Cook, Jim Johnson (Grand Traverse County Road Commission)
- Todd Kalish (Michigan Department of Natural Resources)

IT Members Absent:
- Rotary Camps and Services
- Traverse City Light and Power Department
- Charter Township of Garfield
- Michigan Hydro Relicensing Coalition
- Michigan Department of Environmental Quality
1. **Introductions** – Introductions were made by those in attendance.

2. **Public comment** – None

3. **Miscellaneous**

   **Agenda deletions/additions** – None

   **Review and potential approval of the July IT meeting minutes** – Approved with no discussion - Winkler did have comments come in prior to the meeting, approved minutes will subsequently be distributed reflecting those comments

   **Action items from July IT meeting** – All accounted for (two total)

4. **CRA 2nd Quarter DRAFT Report: report/decision (CRA)** - Approved with no discussion

5. **CRA 2nd Quarter Invoice: decision (CRA)** - Approved with no discussion

6. **AMEC update: report and discussion** - Sandra Sroonian noted the following related to the Brown Bridge project;
   - “as-built” survey has been completed by Gourdie-Fraser, undergoing QA/QC
   - Seeding of access road complete
   - The County soil erosion permit has been closed out, final inspection scheduled for August 22
   - Beyer noted the need to acquire a soil erosion permit for on-going maintenance
   - “Notice of Violation” work to begin the following week, including old Garfield Road bridge abutment removal

7. **Army Corps/URS update: report** – Troy Naperala reported the following;
   - URS and Army Corps to convene a meeting to discuss comments received as a result of the Agency Technical Review (ATR) process to evaluate the Environmental Assessment (EA) and Detailed Project Report (DPR)-subsequent to attending to comments from the Corps, the documents will be forwarded on for divisional review
   - Balke inquired of Naperala if the cost share formula was still 35/65 - Naperala indicated that it is likely to be closer to 50/50 (non-federal sponsor/federal sponsor)
   - The contract template (IT/City Brown Bridge project) provided to URS has been forwarded to their legal team for review
• A scope of work development meeting was held the prior Wednesday at URS. The meeting resulted in establishing a rough idea of the “what and when” and was based on AMEC’s proposed scope of work for the Brown Bridge project. Representatives of the Grand Traverse Band, CRA, and URS (including Interfluve) were in attendance.

8. **Update regarding Dan Kelly bank: discussion/decision (CRA/IT)**- Dituri led the discussion which included a summary of the issue to date. The crux of the situation is related to the ability to contract with entities in an efficient and diligent manner to accomplish work like the bank stabilization at Mr. Kelly’s. While a contract exists with AMEC, one does not with the Conservation District and to develop one that is protective of the IT would be time and cost prohibitive.

A proposition was made by Tree Sturman that he would confab with his staff to find out what the exact scope of the project is and cost. Additionally, the District will ascertain exactly what it is that Mr. Kelly would like to see done on his property-Sturman indicated that he and his staff would advance the issue from there.

Further discussion resulted in a recommendation by Balke to form a technical committee to consider future issues similar to that at Mr. Kelly’s for other sites on the Boardman River. A recommendation was made by Knott to accommodate that through the Bottomlands Committee.

9. **Draft fiduciary agreement: discussion/decision (IT)** - Beyer inquired of Benda on the status of the draft fiduciary agreement submitted to the County. Benda replied it was into their legal department for review. Beyer suggested IT consent to move forward subject to legal counsel approval.

10. **CRA proposed scope of services “Modification #4”: report and discussion (CRA/IT)**- Beyer reviewed for the IT the proposed scope of services modification (copy of which was distributed during the meeting) in response to uptick in work related to the Cass Road bridge. Beyer subsequently solicited feedback from the team.

Dituri suggested that it would be beneficial to have a more tangible accounting of how each component of the effort is being compensated. Beyer responded that could be accommodated easily and committed to following up on Dituri’s suggestion. Modification was approved contingent on task level detail being provided.
11. Chairperson evaluation and recommendation: discussion/decision (CRA)- Beyer directed the team’s attention to the chairperson evaluation summary in the meeting packet while also reviewing the notes taken during the evaluation process. In summary, there was a strong recommendation to keep Dituri in place as Chair if he and the Grand Traverse Band were willing and able to spare him in that capacity. To that end, pending approval of the Grand Traverse Band, Dituri would remain Chair.

12. Cass Road/Boardman dam update: report and discussion (CRA/Road Commission) - Winkler inquired of Benda and Cook of status of Road Commission/County agreement. The following were noted:
   - Was going before the County Ways and Means committee the following Wednesday at 7:00 p.m.
   - County Road Commission was taking the issue up that evening (August 15)
   - Pending Road Commission approval, would be taken up by County Commission for approval

13. Fundraising updates: discussion (CRA/Road Commission) – The following was noted;
   - The Frey Foundation grant has been extended (Benda)
   - The Great Lakes Fishery Trust float/tour of the project was reviewed (Beyer/Winkler)

14. Communications update: report (CRA)
   - An overview of the “Re-opening” event to be held at Brown Bridge the following day was given by those that were involved in the planning process
   - Andy Selle was in the process of refining the sediment power point presentation
   - A reminder was noted regarding presentations needing to be made to various stakeholder groups in the watershed/region

15. Open forum: (IT)-It was noted that TCL&P and Rotary had requested to be removed from the IT due to there being no further reason to be party. CRA committed to investigate process for doing this.

   Westerhof inquired as to ownership of equipment at Sabin dam/powerhouse-depending on what equipment, Charles Peterson and the County.

16. Meeting Closing:

   Public Comment- None
Next Meeting Agenda Item Suggestions - None

Action Items:

- CRA to investigate process for removing an entity from the IT
- Beyer to revise scope of services with each task item associated with a level of effort
- Naperala to inquire of the City’s attorney an opinion of contract language
- Naperala to obtain and provide “best guess” date for release of Environmental Assessment (draft)
- Sturman to discuss Dan Kelly project with Largent-provide recommendation to proceed
- City and County to finalize CRA fiduciary agreement
- Dituri to facilitate Grand Traverse Band review of fiduciary agreement and to let Beyer know status/decision
- Dituri/Fessell to firm up Tribal funding amount for inclusion by Beyer into project budget for reporting