



**Black River Advisory Committee**  
Lorain County Conservation District | Facilitating Organization  
blackriveraoc@gmail.com  
(440) 406-3365

**BRAC QUARTERLY MEETING | Tuesday, February 11th, 2025 @ 2:00 PM**  
**Location:** Lorain County Public Health Building, 9880 Murray Ridge Rd., Elyria, OH 44035

or join via Zoom: <https://us06web.zoom.us/j/3316376366?omn=81281134145>  
Meeting ID: 331 637 6366

---

## **Agenda**

---

- ❖ **Welcome / Call to Order / Introductions** Time:
- ❖ **Kim Brewster-Shefelton to host 319 planning meeting (30 minutes)**
- ❖ **Fiscal Report(s)**: See attachments (*pages 7-9*)

Motion to accept: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_

Discussion: \_\_\_\_\_

- ❖ **Old Business**
  - Approval of BRAC meeting minutes from November 12, 2024
  - Follow-up with William Brion from Lorain High School – visit/tour?
  - Status of GeoPools & Hot Waters docks

Motion to accept: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_

Discussion: \_\_\_\_\_

- ❖ **New Business**
  - Review/certify voting members list (*attached - page 3*)
  - Review by-laws (*attached – pages 4-6*)
  - [Cleveland Metroparks Tree Selector Tool](#)
    - Please take [their Qualtrics user survey](#) to provide valuable feedback
  - Advertising – BRAC ad in Chronicle Telegram TV book
  - [Vermilion River Watershed Open House](#) – we **need volunteers** to table at this event on Saturday, April 26<sup>th</sup>, 11am – 3pm
  - [2025 National Watershed & Stormwater Conference](#), April 8-10 in San Juan, Puerto Rico.  
The theme for 2025: “Collaboration for Successful Watershed Stewardship”

Motion to accept: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_

Discussion: \_\_\_\_\_

❖ **Black River Watershed Project Updates**

- County
- City

Discussion: \_\_\_\_\_

❖ **Ohio AOC Program Updates & Announcements**

- Ohio AOC Summit to take place Tuesday, April 1, 2025
  - Location: Amy H. Levin Learning Center, Lorain, Ohio 44055
  - Required: BRAC Chair, co-chair, & facilitator

Discussion: \_\_\_\_\_

❖ **Federal AOC Program Updates & Announcements**

- [Federal judge temporarily blocks Trump administration freeze on federal grants and loans](#) – Associated Press article 1.29.2025

❖ **Announcements | Other Business**

- Please contact [Keely Davidson-Bennett](#) if you'd like to discuss ideas or request assistance for any of the following grant opportunities (For some of these programs, 2025 is the last year of BIL funding):

**PLEASE NOTE: Some of these programs may be on hold. Please check the status before applying.**

- [Summary of FEMA Hazard Mitigation Assistance \(HMA\) Programs](#)
- [319 and Other Non-Point Source Grants](#) - Request for Proposals for FFY2025 Section 319 Funding – Due February 28, 2025
- [Rehabilitation of High Hazard Potential Dams](#) - January
- [Flood Mitigation Assistance Grants & Building Resilient Infrastructure & Communities](#)
- [Habitat Restoration Under the Bipartisan Infrastructure Law and Inflation Reduction Act](#) which includes: **\*All NOAA programs are awaiting guidance.** Phone call with Rina Studds 2/5/25. Contact [rina.studds@noaa.gov](mailto:rina.studds@noaa.gov) with questions.
  - [Restoring Fish Passage through Barrier Removal](#) – February
  - [Transformational Habitat Restoration and Coastal Resilience Grants](#) - April
- ~~Great Lakes/Lake Erie Environmental Justice Grant~~ – **POSTPONED UNTIL FURTHER NOTICE**
- [National Coastal Resilience Fund](#) - April
- [Coastal Habitat Restoration and Resilience Grants for Tribes and Underserved Communities](#) May
- NOAA Coastal Zone Management Program BIL Competition – spring / summer ([Coastal Zone Management Program Funded Projects](#))
- [Brownfields Cleanup Grants](#) – November
- [National Fish Passage Program](#) – November | U.S. Fish & Wildlife Service)
- Other learning opportunities: [River Network Events & Learning Sessions](#)

❖ **Adjournment:** Motion to adjourn: \_\_\_\_\_ / 2<sup>nd</sup> : \_\_\_\_\_

- Next BRAC meeting:



**Black River Advisory Committee**  
 Lorain County Conservation District | Facilitating Organization  
 blackriveraoc@gmail.com  
 (440) 406-3365

## BRAC Voting Members

**Government:**

Don Romancak - chair		Lyn Ickes	Lorain County Community Develop.
Tom Brown		Tiffany McClelland	Lorain Port & Finance Authority
Kate Golden			City of Lorain
Mike Jindra	11/24	Duane Cribley	Lorain County Public Health
Jennifer Bracken			Lorain County Metro Parks

**Business:**

Jennifer Scott-Wasilk			Sandstone EHS Services, LLC

**Non-Profit:**

Max Schaefer			Main Street Lorain
Julie Mackey			OSU Extension Lorain County
Matt Nahorn		Diane Nahorn	The New Indian Ridge Museum / Beaver Creek Watershed
Kate Pilacky			Western Reserve Land Conservancy

**General Public:**

Marijoy Halitzka		City of Lorain landowner & farmer	
John Sabo		Retired from LCPH	
Steve Holland		ODNR employee but no room on Gov. roster	

Updated Jan. 2025

*Black River Advisory Committee*  
*Membership, Roles, Bylaws, & Participation Expectations*

*Introduction*

We, the Black River Advisory Committee (BRAC), in cooperation with the Black River Facilitating Organization (BRFO), were established to provide state and federal agencies local stakeholder input into the Area of Concern Program and Remedial Action Planning processes. We, together with the agencies, seek to determine the status of the Beneficial Use Impairments identified for the Black River, with the ultimate goals of removing those impairments and delisting the Area of Concern (AOC). We seek to establish and maintain a broad based and balanced group of stakeholders. We expect all members to respect other's opinions. We expect the chairperson to provide balanced leadership with mutual respect and ensure that everyone's voice is heard. All members must strive to develop the partnerships needed to move restoration work forward to meet our ultimate goal of delisting the Area of Concern. Through this document, we have formalized the existing committee's membership, roles, bylaws, and participation expectations.

*Statement of Purpose*

As members of the BRAC our goal is to encourage stewardship of our valuable natural resource: The Black River. The stated goal of the BRAC will be to identify and focus priorities within the Black River Area of Concern; to this end, the BRAC shall support those agencies involved in activities of restoration, remediation of beneficial use impairments, facilitation of public outreach activities/events, and education of all those within the Black River Watershed.

*Membership*

The BRAC is composed of a voting Executive Committee and non-voting members.

*Executive Committee*

The BRAC will accept nominations for the Executive Committee, including new and renewing members, for a period of 4 weeks prior to voting on Committee membership each year at the July meeting. Appointments will be for two-year terms commencing in August of each year. The Executive Committee directors have different overlapping, multi-year terms, so that not all of the directors' terms expire in the same year. Any BRAC vacancies will be filled via a nomination and voting process by the Committee within one quarter of the vacancy occurring or the position will be left open until the following July nomination/voting period. Executive Committee members shall serve staggered terms to balance continuity with new perspective.

*Black River Advisory Committee  
Membership, Roles, Bylaws, & Participation Expectations*

**Membership Duties**

1. Attend and participate in 75% of regular meetings
2. Participate in BRAC events and outreach activities
3. Provide state and federal agencies local perspectives and written feedback on BRAC documents and AOC issues as needed.
4. Be a conduit for local stakeholder views
5. Be an ambassador for the AOC

In order to ensure representation of all interests, category representation of voting members should be as follows:

<u>Voting Membership Goal</u>	<u>Minimum</u>	<u>Category Representation</u>
5	3	Government Representatives
5	3	Citizen/At Large Representative
<u>5</u>	3	Business Representatives
15 Total Voting Members		

The BRAC Committee officers are included as representatives of a category; however the Chair of the meeting does not vote, except to break a tie.

Five members representing each category is the goal. It is recommended that none of the categories have fewer than three voting members. Category memberships are defined as:

**Government Members:** Representatives of counties, cities, townships, villages, public school districts, public universities, and special districts and authorities.

**Citizens:** Concerned citizens

**Business Members:** Representatives of industry, commerce, business, and other organizations.

Individual members may be represented by predetermined alternates, who will have voting privileges. (See Voting Section)

The BRAC non-voting Ex-Officio members may include, but are not limited to: Fish and Wildlife Service, Ohio EPA, and US EPA; a representative of Ohio DNR, and a representative of the Ohio Lake Erie Commission, as follows:

<u>Ex-Officio Membership Goal</u>	<u>Ex-Officio Members</u>
1	Fish and Wildlife Service
1	Ohio EPA
1	US EPA
1	Ohio DNR
1	Ohio Lake Erie Commission

Additional non-voting members

Officers: Any voting BRAC member is eligible to be an officer.

*Black River Advisory Committee*  
*Membership, Roles, Bylaws, & Participation Expectations*

**APPOINTMENT OF OFFICERS**

The BRAC will make nominations for the Chair and Vice Chair positions when those positions are open due to expiring terms or departure from that office. The BRAC will vote on the Chair and Vice Chair. The positions will be filled for a staggered two-year term.

The BRAC will make nominations for the position of Liaison who will serve as the official contact person with Facilitating Organization. This appointment will be as a non-voting member of the BRAC although the opinion of this member will be equal to the ex-officio members.

**Sub Committees**

Sub-committee may be appointed as necessary. Their findings will be presented as warranted at the next scheduled meeting. Sub-committee members need not be voting members. Sub-committees will schedule their own meetings and be held to the same standards as the BRAC.

**Voting**

The BRAC is divided into voting and non-voting members. Any decision must be approved by a majority of the voting quorum. Individual members may be represented by predetermined alternates (proxy), who will have voting privileges. Alternates must be assigned in writing prior to the meeting to vote. Individuals, including BRAC members, may serve as only ONE proxy.

**Quorum**

A quorum shall consist of 50% plus one current BRAC voting member.

**Meetings**

The Black River Advisory Committee Chair shall schedule meetings quarterly or more frequently as needed.

The Chair shall prepare the agenda and make certain that the members have the needed material a minimum of seven days before prior to the scheduled meeting.

Robert's Rules will be the meeting format. The meetings will be held in accordance with [Ohio's Sunshine Laws](#).


**Amendments**

These Bylaws may be repealed, replaced, amended, or revised at any regular meeting of the BRAC by a simple majority vote.

## Quarterly FISCAL REPORT

Report Period (Dates)	October 1, 2024 – December 31, 2024
Project Name	Black River AOC Facilitating Organizational Support
Project Number	LORSWCD2-FDERIE22
Project Sponsor	Lorain Soil & Water Conservation District
Address	42110 Russia Rd., Elyria, OH 44035

By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).

Fiscal Agent Signature	Signed by Board Chair 1.15.25 Date: January 14, 2025		
Program Signature	 Date: January 13, 2025		
<b>Itemized Expenditures</b>		<b>Federal</b>	<b>Match</b>
Personnel	\$	1236.38	
Fringe	\$	215.75	
Travel	\$		
Equipment	\$		
Supplies	\$		
Subcontractual	\$	1075.20	
Other	\$	7.47	
Cost Share	\$		
Indirect (If negotiated)	\$		
Total Funds Expended This Quarter	\$	2,534.80	0.00
Total Interest Earned	\$		

Comments (Fiscal): Expenses incurred during this reporting period were salary & fringe for Patti Donnellan only (Lynne Parsh did not incur any time during this reporting period); monthly Zoom invoices for hybrid meeting capabilities (Other = \$2.49 x 3); Emerge, Inc. for annual website hosting fee (\$576.00) & Chronicle-Telegram advertising (Subcontractual \$499.20)

## ERIE22 REQUEST FOR PAYMENT

<b>1. Project Number:</b> LORSWCD2-FDERIE22	<b>4. Payment Number:</b> <div style="text-align: center; font-size: 1.5em;">3</div>															
<b>2. Subgrantee Name &amp; Address:</b>  Lorain Soil & Water Conservation District 42110 Russia Rd. Elyria, OH 44035-6813	<b>5. Total GLRI Funds Awarded: \$64,600</b>															
	<b>6. Period Covered by this Request:</b> From (month/day/year) To (month/day/year)  October 1, 2024 – December 31, 2024															
<b>3. Contact:</b> Patti Donnellan, District Administrator																
<b>7. Cash on Hand/Reimbursement Request:</b> <table style="width: 100%; border: none;"> <tr> <td style="width: 5%;">a.</td> <td style="width: 85%;">Total Payments Received</td> <td style="width: 10%; text-align: right;">\$ 10,908.53</td> </tr> <tr> <td>b.</td> <td>Total Expenditures thru end of most recent reporting period</td> <td style="text-align: right;">\$ 13,443.33</td> </tr> <tr> <td>c.</td> <td>Cash on hand (7a minus 7b)</td> <td style="text-align: right; color: red;">\$ (2,534.80)</td> </tr> <tr> <td>d.</td> <td><b>Total Funds reimbursement requested</b></td> <td style="text-align: right;"><b>\$ 2534.80</b></td> </tr> <tr> <td>e.</td> <td></td> <td></td> </tr> </table>		a.	Total Payments Received	\$ 10,908.53	b.	Total Expenditures thru end of most recent reporting period	\$ 13,443.33	c.	Cash on hand (7a minus 7b)	\$ (2,534.80)	d.	<b>Total Funds reimbursement requested</b>	<b>\$ 2534.80</b>	e.		
a.	Total Payments Received	\$ 10,908.53														
b.	Total Expenditures thru end of most recent reporting period	\$ 13,443.33														
c.	Cash on hand (7a minus 7b)	\$ (2,534.80)														
d.	<b>Total Funds reimbursement requested</b>	<b>\$ 2534.80</b>														
e.																
<b>8. Payment Funding Request:</b> <table style="width: 100%; border: none;"> <tr> <td style="width: 5%;">a.</td> <td style="width: 85%;">Estimate of Cash needed for next quarter</td> <td style="width: 10%; text-align: right;">\$ 0</td> </tr> <tr> <td>b.</td> <td>Cash on hand (line 7c)</td> <td style="text-align: right;">\$ 0</td> </tr> <tr> <td>c.</td> <td><b>Total Funding Requested (8a minus 8b)</b></td> <td style="text-align: right;"><b>\$ 0</b></td> </tr> </table>		a.	Estimate of Cash needed for next quarter	\$ 0	b.	Cash on hand (line 7c)	\$ 0	c.	<b>Total Funding Requested (8a minus 8b)</b>	<b>\$ 0</b>						
a.	Estimate of Cash needed for next quarter	\$ 0														
b.	Cash on hand (line 7c)	\$ 0														
c.	<b>Total Funding Requested (8a minus 8b)</b>	<b>\$ 0</b>														
<b>9. Description of Expenditures:</b> Expenses incurred during this reporting period were salary & fringe for Patti Donnellan only (Lynne Parsh did not incur any time during this reporting period), monthly Zoom invoices for hybrid meeting capabilities (Other = \$2.49 x 3), Emerge, Inc. for annual website hosting fee (\$576.00) & Chronicle-Telegram advertising (Subcontractual \$499.20)																
<b>10. Certification:</b>  <p style="margin: 0;">I certify that, to the best of my knowledge and belief, the information on this report is correct and that all expenditures and payments requested are valid and consistent with the grant conditions and that the amount requested is not in excess of current needs and will be expended within 90 days of receipt.</p> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="width: 45%;"> <p style="margin: 0;">Signature: </p> <p style="margin: 0;">Typed Name: Patricia A. Donnellan</p> <p style="margin: 0;">Typed Title: District Administrator, Lorain Soil &amp; Water Conservation District Facilitator, Black River AOC Advisory Committee</p> </div> <div style="width: 45%;"> <p style="margin: 0;">Date: January 13, 2025</p> <p style="margin: 0;">Phone: 440.406.3365</p> </div> </div>																