

**Duck and Otter Creeks Partnership, Inc.  
Toledo-Lucas County Public Library  
3340 Dustin Road, Oregon, OH 43616  
January 15, 2009  
1:00 p.m.**

**Attendees:** Landon Eenigenburg, ARCADIS (representing CSX); Sue Horvath, Citizen; Susan Richards, Envirosafe Services; Neal Thurber, BP Husky; Mike Darr, BP Remediation; Paul Fletcher, Jones & Henry Engineers; Elaine Moore, Sunoco; Cliff Fleener, Pilkinton; Sandy Bihn, WLEA; Frank Reynolds, OFPA; Debbie Dunn, Buckeye Pipeline; Nick Frosini, Buckeye Pipeline; Lynn Ackerson, Ohio EPA

**Staff:** Becky Simpson, Executive Director.

**Agenda Items:**

**1. Approval of minutes**

A motion to approve the November 20 minutes was made by Susan Richards, with support by Neal Thurber. No changes were made to the minutes. All were in favor.

**2. Risk Assessment Update**

Becky Simpson gave an update on the Risk Assessments. Tetra Tech has completed the Ecological and Human Health Risk Assessment reports. These reports can be viewed at:

<https://partners.ttemi.com/sites/duckandottercreeks>. The board at Partners from Clean Streams still needs to approve the final reports at their board meeting at the end of the month. Once done, hard copies will be distributed to the Partnership.

**3. Wetland Project Update**

The Partnership has requested and received an extension in the grant until August 2009. This extension was needed to pour the pervious concrete pathway, which cannot be done in the cold weather. The wording for the signs is being finalized and will be ordered along with the benches this winter. We are hoping to finish this project up in the spring.

**4. Industry Workgroup Update**

Neal Thurber gave an update on the industry workgroup. The industry workgroup has met twice in the last month. One of the meetings was with representatives from the USEPA to discuss the possibility of implementing a project through the Great Lakes Legacy Act (GLLA). The meeting went well and at this time the industry group is finalizing a letter of intent to go and seek funding through GLLA. Although this letter has no legal standing, it is a powerful step towards this process. They hope to have all the signatures soon from the participating organizations and will submit it, with the next step being the application to USEPA for additional funding through GLLA. The USEPA said they could begin collecting data for the data gap analysis during the summer of 2009, if all the appropriate paper work is complete this spring.

As discussed during our last meeting, the industry group can proceed with a GLLA project in three steps. These steps are:

1. Additional study for data gaps
2. Feasibility study
3. Remediation

At this time, they are looking at applying for Phase I funding. In order to proceed, the industry group is going to assign a project manager to be the liaison between the industry group and the USEPA. At this time, the industry group is reviewing resumes and will be holding interviews this

winter/spring. If the industry group does move forward with a GLLA project, then it was discussed that the DOCP can act as the clearing house for community concerns as well as helping with the funding applications to free up more time for the GLLA project manager. Because the industry group is moving forward in a voluntary manner, the cost to them will be 35% and the USEPA will pick up 65% for Phase I.

### **5. Director's Report**

Newsletter – Becky finished and has mailed the first quarterly newsletter. The newsletter was mailed to all riparian residents (220) on the Duck and Otter Creeks, as well as to all members. Since this is a quarterly newsletter, the next one will be sent out in April/May. Becky asked anyone that would like to write an article to please contact her.

ODNR Grant – Although we are no longer under this grant, the ODNR did agree to reimburse us for our administration time through October 31, 2008. Becky is working on all the forms needed to finalize the grant. Once submitted, the Partnership will receive another \$11,668.

Lutheran Homes Project – To limit the amount of stormwater created by our project at Lutheran Homes, the Partnership agreed to install a pervious concrete pathway to connect all the gardens. The estimate for this pathway came in at \$2,000 over our budget. The partnership contacted Lutheran Homes, and they agreed to donate the \$2,000 so the pervious pathway can be installed.

Watershed Management Plan (WMP) – Although the Partnership is no longer under a grant that would require us to complete our WMP, Becky explained to the group that it is still important to complete to become eligible for some grants that require this document. Becky and Paul Fletcher will be attending the Maumee RAP Summit towards the end of February and working towards finishing our WMP.

### **6. Financial Report and Updated Budget**

Sandy passed around the 2009 Budget. With the termination of the ODNR grant, the Partnership is going to have to raise \$15,000 more in 2009 to keep an Executive Director at  $\frac{3}{4}$  time. One suggestion was to send out a second “sponsorship” dues letter to all members in August, so all members would essentially pay twice. It was discussed that our finances as well as how to make up this shortfall will be a topic during our March meeting. Paul Fletcher made a motion to approve the budget, with a correction to change the amount in Wetland Project in 2009 to \$20,694. Support was given by Susan Richards, all were in favor.

### **7. Open Announcements**

#### **8. Next meetings**

- Full Board: March 19, 2009 – 2:00 pm location to be determined
- Steering Committee: time and location to be determined

Respectfully Submitted,  
Becky Simpson