

Minutes of the Regular Meeting of the Alger Conservation District Board

Tuesday, ~~December 14th~~, 2021 at 6:00 pm **JANUARY 11, 2022**

MSU Research and Extension Center, Chatham, MI

The regular meeting of ACD was held on the above date. The meeting was called to order at 6:00 by Chairman Highlen. Board members present at roll call: John Highlen, Diane Kay-Hougaboom, Mike Saberniak. Board members absent: Liz Wiener, Rowan Bunce. Staff present: Teri Grout, Matt Watkeys, Christy Foye. Staff absent: Kelly Sippl, Misa Cady, Sara Kelso, Holly Wendrick, Landen Tetil.

Guests: Rachael Guth-MDARD Regional Rep, Mickey Rondeau

Public comment: None.

Motion to accept agenda by Kay-Hougaboom; Saberniak seconded; MCUC.

Motion to approve minutes of the December 2021 regular meeting by Saberniak; seconded by Kay-Hougaboom; MCUC.

STAFF REPORTS: Written reports reviewed by board, highlighted by staff present.

- a. NRCS DC: Written report received.
- b. NRCS SC: Written report received.
- c. FAP FORESTER: Written report received.
- d. ED: Grout highlighted written report.
- e. DM: Watkeys highlighted written report.
- f. CONSERVATION PROGRAM COORDINATOR: Foye highlighted written report.
- g. MDARD: Guth highlighted written report.
- h. PRODUCE SAFETY: Written report received.
- i. MAEAP: No report received.

MEETING REPORTS: Highlen reported he and Michael Paling, American Bird Conservancy forester, walked Highlen's property in planning for a Bird Habitat workshop for July/August 2022. Watkeys had a meeting with Erin Satchell, MAEAP verifier.

Old Business:

- a. INVASIVE SPECIES PROGRAM:
RC&D: Nothing to report.
DISTRICT: Grout reported getting permissions and planning outreach. Grout said that now is a good time to revise and list job postings for seasonal positions for the 2022 field season. Grout asked the board for ideas on job posting platforms and outreach. Highlen said he could reach out to Lake State and Michigan Tech; Kay-Hougaboom said she could reach out to U of M.
- b. MISG/LAKE-TO-LAKE CISMA:
HWA: Watkeys reported that surveys started in December in Schoolcraft County and that they are going well.
MISG 2019 Survey & Treatment: Nothing to report.
MISG Knotweed: Watkeys reported that Foye is working on JK monitoring spreadsheets.
- c. SOGL 2019 – On hold until stream monitoring in the spring. There is some money left for gravel pit and road-stream crossing treatments.
- d. NEW GRANTS & FUNDING UPDATE: Watkeys reported that the Au Train Lake Fish Sticks project final proposal will be submitted on 1/21 and that he received plenty of letters of support. Watkeys said that he is waiting to hear about a PIRO contract, MISGP 2022 funding and Clean Boats, Clean Waters funding. Grout and Watkeys have been working on a Scrap Tire grant based on last years' but are having issues finding licensed haulers and processors. GAD is no longer providing this service and Watkeys has spent a lot of time calling around the UP and even downstate looking for anyone to fill this roll.
- e. DISTRICT EVENTS AND WORKSHOPS– Watkeys reported that all events are lined up and reviewed and that the ABC Workshop at Highlen's will be sometime in July or early August.

- f. DISTRICT STRATEGY – COMMUNICATIONS COMMITTEE – Watkeys would like to put together a committee of 2 or 3 board members for district outreach and communications. Will be revisited when all board members are present.

New Business:

- a. APPROVE NRCS CONSERVATION STEWARDSHIP PROGRAM CONTRACTS – Tabled until next meeting.
- b. PLANNING FOR FY22 ANNUAL MEETING, MOOSE LODGE, MUNISING AND COVID – Watkeys reported that he has been in contact with the Moose Lodge regarding the annual meeting scheduled for Thursday, March 31st. He composed and submitted a letter, including annual meeting details as required by the lodge. The Moose Lodge also required a member's sponsorship to use the space and Watkeys secured said sponsorship through Alger County Commissioner, Esley Mettson. Watkeys will also attend the monthly Moose Lodge meeting on 1/12. Watkeys said he has secured Heather Shaw, Biologist with the Ruffed Grouse Society, as the presenter. Watkeys also said that in the case of high covid numbers, cancellation will be no problem.
- c. VACATION AND COMP TIME, WORK AGREEMENT CHANGES – Watkeys has been reviewing vacation/comp/sick time policies of other Michigan CD's and would like ACD's to be more consistent to those policies. Board and staff had a discussion regarding capping employee vacation (annual leave) and sick time, rather than the current policy of accruing with no cap. Highlen explained that this is to cover the district from any large accrual payouts in the future that could be detrimental to ACD. The discussion is tabled until the full board is present to decide. Watkeys explained another change in policy; employees will accrue sick time and vacation time based on hours worked in a pay period, not total hours in a pay period. Sick and vacation time used, and paid holidays will not count towards sick and vacation time accrued. This is effective immediately.
- d. ACD BANK ACCOUNT RELOCATIONS – Watkeys proposed moving ACD bank accounts to Munising. He talked to Embers Credit Union and they would need meeting minutes and all signatories to sign off for an account transfer. Saberniak mentioned that Embers lack some professionalism with business in his personal experience. Kay-Hougaboom recommended People's Bank. Watkeys will get info on different banking options and present to the board at the next meeting when the entire board is present.
- e. APPROVE DISTRICT VEHICLE PURCHASE – Watkeys presented to the board pricing quotes and photos for two 4-door crew cab trucks w/toppers and a work van with partition as well as ACD logo printing for the vehicle. Watkeys noted that he is leaning toward purchasing a truck rather than a work van – easier to haul chemicals, backpack sprayers and more room for field crew + 4WD. He registered and obtained a fleet discount of \$8000 off the price of the trucks. Highlen asked where the money would come from and what position that puts ACD in financially. Watkeys replied that it would come out of district operations funds and that the vehicle would be paid upon receipt, which would likely be May or June and there would be millage funds by that time. A motion was made by Kay-Hougaboom to approve the purchase of a 4WD pick-up truck for \$39,000; seconded by Saberniak. Roll call: Kay-Hougaboom: yes; Saberniak: yes; Highlen: yes; MCUC. Rondeau recommends getting permission to park a district vehicle at the courthouse from Bryan Hill.

ACCEPT TREASURERS REPORT/PAY BILLS: Motion to accept Treasurers Report and pay bills made by Kay-Hougaboom; seconded by Saberniak; MCUC.

CORRESPONDENCE: Watkeys passed around correspondence.

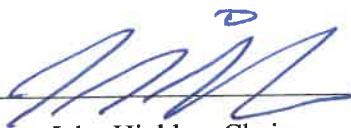
PUBLIC COMMENT: Rondeau asked about the guest speaker for the annual meeting and commented on employee PTO and sick time.

Motion made by Kay-Hougaboom; seconded by Saberniak to adjourn at 7:41pm; MCUC.

Submitted by Matt Watkeys, District Manager

These Minutes are subject to approval until signed below.

APPROVED: _____



John Highlen, Chairman

OR

Rowan Bunce, Secretary

Date: _____

2-8-22