

Minutes of the Regular Meeting of the Alger Conservation District Board

Tuesday, October 12th, 2021 at 6:15 pm

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 6:15 by Chairman Highlen. Board members present at roll call: John Highlen, Rowan Bunce, Mike Saberniak Diane Kay-Hougaboom. Board members absent: Liz Wiener. Staff present: Teri Grout, Matt Watkeys, ~~Christy Foye~~, Misa Cady, Kelly Sippl. Staff absent: Holly Wendrick, Landen Tetil, Christy Foye.

ABSENT. SARA KELSO
-PRESENT.

Public comment: None.

Motion to accept agenda by Wiener; Bunce seconded; MCUC.

Motion to approve minutes of the August 2021 regular meeting by Bunce; seconded by Wiener; MCUC.

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

- a. NRCS DC: Cady highlighted written report.
- b. NRCS SC: Sippl highlighted written report.
- c. FAP FORESTER: Watkeys highlighted written report.
- d. ED: Grout highlighted written report.
- e. CONSERVATION PROGRAM COORDINATOR: Written report received.
- f. MDARD Regional Rep report/talking points: Guth provided update.
- g. PRODUCE SAFETY: No report received.
- h. MAEAP: No report received.

MEETING REPORTS: Watkeys and Kelso attended the quarterly UP Habitat Workgroup Meeting in Ishpeming.

Old Business:

- a. INVASIVE SPECIES PROGRAM:
RC&D: Grout reported that phragmites treatment is ongoing and that RC&D has more contract work available for District.
DISTRICT: Nothing currently being treated.
- b. MISG/LAKE-TO-LAKE CISMA:
HWA: Grout and Watkeys had a meeting with Elise Desjarlais/ L2L CISMA Coordinator, to discuss next year's CORE Funding application.
MISG 2019 Survey & Treatment: Nothing new
MISG Knotweed: Grout reported that staff is currently treating knotweed and that Grout will send a crew up for a few days and redistribute grant funds from KISMA's subaward to the district.
- c. SOGL 2019 – Grout reported that the bill from Road Commission has been received and that she has sent in a pay request to SOGL.
- d. FISHERIES HABITAT GRANT(FHG) – Grout said the King Road project is completed and looks great and she has received a \$75,000 advance. Highlen reported the neighbors and adjacent property owners were very happy with the project, and macroinvertebrate sampling counts were much improved
- e. NEW GRANTS & FUNDING UPDATE: PIRO is considering a larger contract for 2022, to be determined by February 2022; 2021 MISGP grant proposals are due on November 1st; Grout, Watkeys, and Desjarlais had a meeting to discuss projects under CORE funding category.
- f. DISTRICT EVENTS AND WORKSHOPS– None right now. Highlen mentioned trying to figure out which workshops and outreach would be best moving forward to provide needed and requested information and trainings to Alger County residents that are not grant funded. The Resource Assessment will go a long way to helping with those decisions and planning.
- g. RESOURCE ASSESSMENT OUTREACH/SURVEY – Deadline for completion will be July 7th, 2022, to meet requirements of MDARD CD Operations Grant.

New Business:

- a. DRAFT ANNUAL PLAN OF WORK: Watkeys put this together last week during training, received NRCS updates on 10-12. Still waiting on Produce Safety and MAEAP updates. Draft plan approved conditionally
- b. APPROVE ALGER ROAD COMMISSION PAYMENTS: Motion to accept by Kay-Hougaboom; seconded by Bunce, MCUC. To be paid once reimbursements are received.
- c. NRCS CSP CUSTOMER CONTRACT REVIEW AND APPROVAL: One contract for supplemental plantings of trees and shrubs, and habitat brush piles was approved and signed.
- d. REVISED WORK AGREEMENT FOR ED: Need to remove SNOW DAY from header. Motion to approve by Saberniak; seconded by Bunce; MCUC.
- e. WATKEYS EMPLOYMENT CONTRACT AND BENEFIT DISCUSSION: Grout suggested benefits beginning sooner than indicated in the draft, Kay-Hougaboom and Bunce discussed striking "Probationary Period" from contract since Watkeys has been an employee of CDs for almost 10 years. Health stipend approved at 15% of salary and beginning pay period ending 10-24-21. Motion made by Bunce; seconded by Kay-Hougaboom; MCUC upon providing clean copy to sign.
- f. STATE OPERATIONS FUNDING REQUIREMENTS AND APPROVAL: Guth reported that Operations Grant is identical to other MDARD grants for continuity, and that the funding received lots of legislative support. \$40,000 is the minimum award based on participation from other CDs, broken into 5 payments of \$8,000, with the first payment being an up-front award. Funds are hoped to be leveraged for match in other grant applications, and to show leverage for CDs locally. Templates will be given to ensure uniformity across State. Motion to accept made by Kay-Hougaboom; seconded by Bunce; MCUC.
- g. FY2021 BUDGET ADJUSTMENTS: Motion to approve made by Bunce; seconded by Kay-Hougaboom; MCUC.
- h. BUDGET ADJUSTMENT REQUEST, WATKEYS SAF DUES: Watkeys reported receiving bill for 2022 Society of American Forester membership dues, membership benefits include ease of applying for Continuing Education Credits to provide to attendees of Trainings and Workshops for Professionals and local contractors. Motion made to approve \$105 budget adjustment by Saberniak; seconded by Bunce; MCUC.
- i. ADD DISTRICT MANAGER TO ALL CREDIT UNION ACCOUNTS: Motion made to approve Watkeys being added to all District Credit Union Accounts by Kay-Hougaboom; seconded by Bunce; MCUC.
- j. PLANNING FOR FY22 ANNUAL MEETING: Saberniak agreed to be appointed until March meeting but will not seek an additional term. Motion to appoint from November 2021 to March 2022 made by Kay-Hougaboom; seconded by Bunce; MCUC.
- k. BOARD PACKET FINANCIALS: Highlen expressed concern of receiving financial documents to soon before meeting to review. Goal is to provide financials to board on the Friday before scheduled board meetings. Will talk to auditors about checks and balances best practices.

ACCEPT TREASURERS REPORT/PAY BILLS: Nothing out of the ordinary. Motion to approve the Treasurers report was made by Bunce; Kay-Hougaboom seconded; MCUC.

CORRESPONDENCE: Watkeys passed out correspondence. Received and entered into records.

PUBLIC COMMENT: Guth mentioned MAEAP Advisory Committee meeting to be held on October 18th at Bay College, Escanaba. Kelso mentioned FAP Advisory Committee meeting for October 26th at Bay College, Iron Mountain, with a virtual attendance option.

Motion to adjourn made by Kay-Hougaboom; seconded by Sabernaik at 8:03pm; MCUC.

Submitted by Teri Grout, Executive Director

These Minutes are subject to approval until signed below.

APPROVED: _____



John Highlen, Chairman

OR

Rowan Bunce, Secretary

Date: 11/9/21