

Minutes of the Regular Meeting of the Alger Conservation District Board

Tuesday, April 12th, 2022 at 6:00 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 6:04 by Chairman Highlen. Board members present at roll call: John Highlen, Liz Wiener, Rowan Bunce, Diane Kay-Hougaboom, James DeDecker. Staff present: Matt Watkeys, Kelly Sippl, Misa Cady, Sara Kelso. Staff absent: Landen Tetil, Holly Moss, Christy Foye (excused for attendance at Munising Farmer's Market Spring Meeting).

Guests: Rachael Guth, MDARD Partner, and Hans Eriksen.

Public comment: Diane Kay-Hougaboom announced her Board Resignation effective immediately due to not being a resident of Alger County anymore to pursue Delta County Prosecutor Election. Introductions by Hans Eriksen and announcement of his intention to accept appointment to the Board to replace Kay-Hougaboom.

Correspondence: Watkeys passed around correspondence.

Motion to accept agenda as written by Wiener, seconded by Bunce; MCUC

Motion to approve minutes of the March 12th, 2022 regular meeting by Bunce, seconded by Wiener; MCUC

Staff Reports: Written reports reviewed by board.

- a. NRCS DC: Cady reported all EQIP applications for the year have been packaged and sent on for pre-approval at State level, with an increase in available funding pool categories.
- b. NRCS SC: Sippl expanded with approximate numbers of applications for Alger Co.
- c. FAP FORESTER: Kelso mentioned workshops presented and upcoming
- d. DM: Watkeys discussed meetings with Lyme Timber and Delta CD about DNR Trust Fund land acquisition grant possibilities.
- e. CONSERVATION PROGRAM COORDINATOR: Written report received.
- f. MDARD: Written report received.
- g. PRODUC SAFETY: Written report received.
- h. MAEAP: No report received.

Old Business:

- a. INTRODUCTIONS AND EXPECTATIONS – ELISE DESJARLAIS, 121 CISMA: Desjarlais not present, Watkeys provided brief explanation of CISMAS and the partnership with ACD.
 1. MISG/L2L CISMA Invasive Projects: Watkeys provided upcoming partnership work project possibilities.
 2. MISGP Core 2022 Funding for Au Train and Grand Marais: Watkeys provided news of funding for Objective 1 of 2022 MISG Program to target invasives and sensitive dune complex areas in and around Coast Guard Point in Grand Marais and the Au Train dune complex, with some expansion of monitoring along Au Train river watershed.
- b. MISG Japanese Knotweed Grant: Watkeys provided update on work needed for summer 2022, along with issues on last year's treatments and needed certifications.
- c. SOGL 2019: Watkeys provided update on culvert replacements with ACRC, one payment made, one payment remaining upon FHG Grant reporting, and summer 2022 work for monitoring and treatments of road stream crossings in Alger County.
- d. NEW GRANTS AND FUNDING UPDATE: Watkeys mentioned that we are still waiting on announcement of Urban Ag. Grant, and UP SF&WF Grant for Chatham Village property. DHIPI Grant awarded by DNR, to be reviewed during later New Business.
- e. ANNUAL BANQUET RECAP: Watkeys provided profit from ticket sales and silent auction items, expenses for Moose Lodge facilities and food, as well as advertisement. Brief discussion ensued about future Banquet plans.
- f. MICORD STREAM MONITORING FOR SUMMER 2022: On hold until word received of funding for continuation grant for supplies. Highlen will reach out to Jeff and start potential coordination of events for 2022.
- g. VEHICLE USE POLICY: Presented to board as amended from last meeting.
- h. PERSONNEL POLICY, SECTION 3: Presented to board for review.

- i. PERSONNEL COMMITTEE DISCUSSIONS, CONT.: Wiener presented suggested resolution with retired ED for vacation liabilities. Time that was built into grants and account policies were questioned. Compromise presented by Hougaboom with brief discussion. Agreement document will be developed and presented to Board for next meeting.

New Business:

- a. TREE SALE UPDATE: Watkeys presented current order totals and gross income for this year's Tree and Wildflower Sale.
- b. NEW DIRECTOR OATHS OF OFFICE ACCEPTANCE: Passed to Board for review.
- c. MDOT PERFORMANCE RESOLUTION FOR MUNICIPALITIES: Watkeys presented new Resolution needed by MDOT for permitting work on ROWs for 2022.
- d. REVISED FY2022 BUDGET: Watkeys presented draft budget amendments for remaining FY2022 months. Final amendments will be presented at next meeting.
- e. REVIEW AND APPROVE FY2022 DEER HABITAT IMPROVEMENT PROGRAM INITIATIVE AWARD: Watkeys provided overview of project locations and scope of work for this year. Motion to accept 2022 DHIPI Award by Bunce, seconded by Wiener; MCUC
- f. CLOSE ACD FORESTRY ASSISTANCE PROGRAM SAVINGS ACCOUNT (BALANCE OF \$529.94): Account not necessary and Watkeys has already transferred unrestricted funds except \$5.00 to keep account open until signed board minutes are presented to the Credit Union. Motion to close account by Wiener, seconded by Bunce; MCUC
- g. CLOSE DISTRICT DEBIT CARD CHECKING AND SAVINGS ACCOUNT TO BE COMBINED WITH DISTRICT SAVINGS AND CHECKING ACCOUNT. CREDIT UNION CAN ISSUE NEW DEBIT CARD ASSOCIATED WITH DISTRICT CHECKING, OTHER ACCOUNT IS REDUNDANT. APPLY FOR DEBIT CARD TIED TO DISTRICT CHECKING ACCOUNT: Account not necessary and actually creates additional work to transfer money when debit is used. Motion to close account made by Bunce, seconded by DeDecker; MCUC
- h. CLOSE TREE SALE SAVINGS ACCOUNT, UNRESTRICTED FUNDS USUALLY TRANSFERRED TO SAVINGS AFTER TREE SALE ANYWAY. CAN TRACK INCOME IN QB CLASSES REGARDLESS OF TREE SALE SAVINGS ACCOUNT: Account not necessary and creates additional work to transfer money into and out. Motion to close account made by Bunce, Seconded by Wiener; MCUC
- i. USE MCCD AND ACD JOINT STEWARDSHIP SAVINGS ACCOUNT FOR FAP PROGRAM, AS INTENDED (SARA KELSO COMPUTER REPLACEMENT): Account not necessary and has not been used in several years. MCCD will invoice ACD for balance of account to use for FAP Computer replacement, account will then be closed. Motion made by Wiener, seconded by Bunce; MCUC
- j. PETTY CASH POLICY: Watkeys presented new petty cash policy and discussion of past practices. Motion to accept made by Bunce, seconded by Wiener; MCUC
- k. BOARD REORGANIZATION: Hougaboom resignation accepted by Board with motion by Wiener (unenthusiastically), seconded by Bunce; MCUC. Motion made to appoint Eriksen for 1 year to be put to election for next years' cycle, full term expires in 2025, by Wiener, seconded by Bunce; MCUC. Reorganization of duties as: Highlen, Chair; Bunce, Vice-Chair; Wiener, Treasurer; DeDecker, Secretary; Eriksen, Director; Motion made by Wiener to accept reorganization, seconded by Bunce; MCUC. Watkeys brought up topic of payment for board members, discussion and decision made to re-evaluate topic after FY2022.

Accept Treasurer's Report/Pay Bills:

Hougaboom suggested revising term of Treasurer's to Treasury Report, as the Treasurer does not create reports. Motion to accept Treasury Report and Pay Bills made by Bunce, seconded by Wiener; MCUC

Public Comment: None

Motion made by Wiener to adjourn at 7:57 pm, seconded by Bunce; 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: 5/10/22