Meeting Minutes
For the regular meeting of the Alger Conservation District Board
Tuesday, August 11th, 2026, 5:00 pm, located at MSU Research and Extension Center, Chatham
Minutes prepared by Hilary Ludecke

Call to order: Chairman Bunce called the meeting to order at 5:02 PM
Board members present: Hampton Waring, Hans Ericksen, Hilary Ludecke, Rowan Bunce
Board members absent: Charles Todd, Barb Isom, MacKenzie Guzman-Martinez, Laurie Leppanen
Staff present: Eryn Grupido, Lani Moleski, Jacklyn Whitcomb **Staff absent:** none
Guests: Misa Cady, Sarah Kelso

Public comment - Chairman Bunce reported that Rock River Township expressed that they are glad that we have the scrap tire grant again this year.

Correspondence - Grupido passed around current correspondence, including the MSUe newsletter, MACD annual fees, MiForests magazine, etc. Grupido referenced correspondence from the IRS regarding the Form 941 for 2023 that indicated processing of our submitted documents would take about 60 days.

Approve agenda - Added under new business "Hiring Recommendation for New District Manager". Motion by Waring to approve agenda as amended, seconded by Ludecke. All in favor, agenda approved with amendments.

Approve minutes from July 14th, 2026 regular meeting. - Edits needed include (1.) in the Call to Order line, "special" changed to "regular", (2.) staff present remove "Helena Moleski", (3.) staff absent add "Helena Moleski", correct spelling of "Whitcomb", (4.) under board and staff reports, remove "none", (5.) New Business item "c", correct spelling of "***c***iting" and "Rach***a***el". Motion by Ericksen to approve minutes as amended, seconded by Ludecke. All in favor, minutes approved with amendments.

Approve minutes from August 4th, 2026 special meeting. - Edits needed (1.) on the first line, change "AGENDA" to "Meeting Minutes", (2.) under new business, Hiring decisions, 2nd to last line, change date to "8/14/26". Motion by Waring to approve minutes as amended, seconded by Ludecke. All in favor, minutes approved with amendments.

Board and Staff Reports: reviewed written reports

NRCS SC: Received - Cady highlighted customer gratitude and positive comments regarding the Regenerative Ag Tour on 7/28 & 7/29, EQUIP grant awards included 8 Alger County plans totalling $62,000 awarded to private landowners, the EQUIP Conservation Plans were distributed among the ACD Board members to be signed.
CTAI Conserv: Received
FAP FORESTER: Received - Kelso mentioned that many of her site appointments for the past month have been cancelled due to air quality issues or storms. She mentioned an upcoming meeting she has with the new Munising City Manager regarding a forest management plan for the Munising Overlook property.
L2L CISMA: Received
ACD DD: Vacant
ACD DM (EG): Received - Grupido discussed the need to adjust plans during the Coast Guard Point Treatment work due to wildfire smoke/air quality issues, mentioning that district employees returned to the site to complete work after the smoke cleared. She highlighted the great outreach opportunities at the Alger County Fair and the Regen Ag Event, thanked Hampton and Charlie for working the table at the fair. Grupido also stated that she had met with the Munising City Manager and reiterated that ACD will continue to look for new grant opportunities to partner with the city in the future relating to culvert repair, etc.
ACD DC (HM): Received
MDARD: Received
CTAP: Received
PRODUCE SAFETY: Received
ABC FORESTER: Received

Meeting Reports: none

Old Business:
a. Policy: Clocking In & Clocking Out for Hourly Employees - In light of the readjustment of staff titles, many of the recently rewritten policies refer to "District Director" instead of "District Manager". To avoid confusion, a motion was made by Ludecke to allow Grupido to auto-change all references to "District Director" to

"District Manager". The motion was seconded by Ericksen, all voted in favor, and the motion carries. The Board reviewed the proposed language for policy 3.3.2 - Time Sheets/Pay Periods. Adjustments proposed include creating an URL Appendix for the cross-referenced items that are linked within the policy language, the language of the last paragraph beginning with "Full time employees" change to "All Employees will be required to disclose a preferred method of payment, either direct deposit or physical paycheck." Approval of the new policy with the proposed changes was moved by Ludecke, seconded by Ericksen. All in favor, policy accepted.

b. FY27-28 Budget & Staff Goals - The budget was reviewed in detail at the last regular meeting, with minor changes recommended. The recommended changes are reflected on the current proposed budget. Motion to accept the balanced budget for FY 27-28 made by Ludecke, seconded by Waring. All in favor, motion carries.

New Business:

a. Conservation Plans (Misa Cady) - 8 EQUIP Conservation Plans were approved and signed by ACD Board members.
b. Student Internship Program - Burt Schools has contacted ACD to inquire about placement of a high school intern through MARESA. The possibility of placing 2 student interns with the district starting in January. More details about the program and the District's responsibilities are needed. Topic is tabled for future review.
c. Hiring Recommendation for New District Manager - After interviewing her prior to this meeting, Chairman Bunce and Vice Chairman Waring recommended Grupido officially be hired for the District Manager position. Motion to accept this recommendation and hire Grupido made by Ludecke, seconded by Ericksen. All in favor, motion passes.
d. Staff Reviews - Individual staff reviews were conducted privately by board members. Board and manager assessments were combined and signed by Chairman Bunce.

Accept Treasury Report; pay bills: motion made by Waring to accept the treasury report and pay the bills, seconded by Ludecke. All in favor, motion carried.

Public comment: Waring brought up prior discussions regarding changing the name of the Chatham Community Garden, Grupido mentioned that she will be out of the office for the remainder of the week for personal reasons.

Adjourn: Motion to adjourn by Waring, seconded by Ericksen. All in favor; meeting adjourned 7:13 PM.

NEXT REGULAR MEETING: Tuesday, September 8th, 2026, at 5:00 pm

APPROVED: _____ **DATE:** 8/11/2026

Rowan Bunce, Chairman OR Hampton Waring, Vice President