

MEETING MINUTES

For the regular meeting of the Alger Conservation District Board

Monday, November 10th, 2025, 5:00 pm, located at MSU Research and Extension Center, Chatham

Call to order: On the above date, Chairperson Rowan Bunce called ACD's regular meeting to order at 5:04 p.m.

Board members present: Rowan Bunce, Hans Eriksen, Charlie Todd

Board members absent: James DeDecker, Hilary Ludecke

Associate board members present: None

Associate board members absent: Barb Isom

Staff present: Alex Kolton, Eryn Grupido, Helena Moleski

Staff absent: Misa Cady, Sara Kelso, Rachel Guth, Elise Desjarlais, Amy Frye, Landen Tetil, and Holly Wendrick-Moss.

Guests: None

Public comment: None

Correspondence: UPLC Newsletter (looks great!)

Approve agenda

Motion by Todd, seconded by Eriksen to approve the agenda. All in favor; motion carried.

Approve minutes of October 14th, 2025, regular meeting

Motion by Eriksen, seconded by Todd to approve previous minutes as presented. All in favor; motion carried.

Board and Staff Reports: review written reports

Written reports were reviewed by the board and highlighted by staff.

NRCS SC: Not Received (furloughed)

FAP FORESTER: Received

L2L CISMA: Received

ACD DD (AK): Received.

Kolton highlighted the status of grant reimbursements with a keynote that EGLE reimbursed the waste facility our tires were recycled at instead of reimbursing us. He has engaged the facility and they will be sending the payment to us soon.

ACD DC (EG): Received.

Grupido highlighted the help of the student volunteers from St. Norberts was a success for us hosting volunteer groups and announced the denial of the Stanley Smith Horticultural Trust Fund Grant application. They will be seeking other opportunities to complete that project.

ACD JR DC (HM): Received.

Moleski announced the district's intentions to submit for the Fish Habitat Grant available with the DNR in order to assist with launching the Lake Monitoring Program. She has stated that the application is going well so far and that we have the support of our DNR Fisheries Biologist.

MDARD: Received

MAEAP: Received

PRODUCE SAFETY: Received late with a note to highlight that their role has been approved for another year.

Meeting Reports: None.

Old Business:

- a. D&O Liability Insurance (Joe will be on call at 5:15pm)
Insurance Agent Joe Fischer called in to explain liability policy information in further detail. Discussion followed the call over which policies were best suited to the district board. Further discussion will be revisited when the full board is present to join in.
- b. Wilderness First Responder Course - amended
An instructor has been identified that can host a course for our team and partners in the UP (location TBD). This has decreased the cost significantly and removed the need for the previously approved funding. Training will be held in January and/or February based on demand.
- c. Staff Organization and Succession Planning: Review work docs and budget
Per the last meeting, work contracts were updated to reflect changes that would support successional planning. This includes fast tracking the probationary period for Coordinator Moleski as she has completed time with the District previously and a change of role for Coordinator Grupido to District Manager with a change to pay and benefits. Finally the budget was updated to display these changes and include additional funds to the truck maintenance line based on the required maintenance this past year.

Motion by Todd, seconded by Eriksen to fast track Coordinator Moleski's probationary period to complete on the date of January 1st. All in favor; Motion carried.

Motion by Eriksen, seconded by Todd to approve the change of role, salary, and benefits of Coordinator Grupido to District Manager starting November 24th, 2025. All in favor; Motion carried.

New Business:

- a. Electronic signatures after approved motions for Board Directors
Signatures will be used solely for the purpose of documents that do not need a 'wet' sign and only if there is approval by board.

Motion by Todd, seconded by Eriksen to approve the use of electronic signatures for nonlegal documentation. All in favor; Motion carried.
- b. Damaged Culvert, City of Munising, 1977 partner project
Discussed a call from the City of Munising; Board requested Kolton to gather more information and report back next month.
- c. Policy Review: Mileage Reimbursement
Discussion to update and clarify policy wording. Staff will update in office for the next meeting.
- d. Tree Sale 2026 - Pick up day will be Saturday, May 9th
Kolton announced Tree Sale date.
- e. 2026 Board Elections - DeDecker nomination due January 9th
DeDecker is absent for update. Will update by January.
- f. Community Promotion: Supporting Local Needs By Building Capacity
Kolton proposed partnering with Altran to provide free rides to food pantries within the county to help meet resident needs til the end of the calendar or until the funds run out. Requested to allocate a portion of the appropriated budget from community promotion to a rideshare fund.

Motion by Todd, seconded by Eriksen to approve reallocation of funds to support rides to and from participating food pantries. All in favor; Motion carried.

Accept Treasury Report; pay bills

Motion by Todd, seconded by Eriksen to accept treasury report and pay bills as presented. Motion carried; Bills paid.

Public comment

Moleski presented a framed award for the student that led the Burt Township School District DHIPI Project this past season; they will be invited to the annual meeting to present it.

Adjourn

Motion by Eriksen, seconded by Todd, to adjourn at 7:15 pm. All in favor; motion carried.

NEXT REGULAR MEETING: Tuesday, December 9th at 5:00 pm

Grupido has transcribed these minutes.

Submitted by James Dedecker | Minutes are subject to approval until signed below

APPROVED: 

DATE: 12/09/2025

Rowan Bunce, Chairman

OR

Hilary Ludecke, Vice President