



St. Joseph County Conservation District  
693 E. Main Street  
Centreville, MI 49032  
(269) 467-6336 x5

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Board Meeting, and Annual Budget Hearing  
Minutes for September 17, 2025

3:30 pm Call to Order by Board Chair

**Directors Present:**

Chad Clark, Chair

Dan Blasius, Vice Chair

Carol Higgins, Member

**Director Absent**

Todd Hironimus, Treasurer

Mike Sherman, Member

**Associate Board Members:**

Howard Avildsen

**Staff Present:**

Carolyn Grace

Shaun Grace

Eric Pretzlav

**Introductions / Visitors:**

Charles Ronk, and Lyndon Kelley

**Public Comment: Howard Avilsen, Assoc board member**

**Additions / Deletions to Agenda:** Higgins motioned to accept the agenda. Blasius second, motion passed.

**BUDGET HEARING OPENED at 3:35pm**

Grace presented the board with the budget for FY26 with Appropriation Act to be discussed and signed. Blasius made the motion to move \$326.00 from Printing and Publishing line to make a balanced budget to be passed. Higgins supported. A role call vote was made. Clark, Aye, Higgins, Aye, and Blasius Aye. Motion passed and the budget hearing closed at 3:54pm

**Approval of August Board Minutes:** Blasius motioned to approve the August Board Minutes as they stand, Higgins second, Motion carried.

**Treasurer Report:** Hironimus absent, so Clark and Grace explained the financials. Blasius motioned to accept the treasurer report to be placed on file, Higgins second. Motion passed

**Correspondence Reports:**

- **Administrator:** Written.
- **CTAI Conservationist** written
- **CTAI:** Written.
- **CISMA:** Spoken. S. Grace explained his site visits, road commission work and his other activities.
- **EGLE:** Written
- **MDARD:** Written.
- **NRCS:** Charles Ronk asked the board before the start of the meeting to complete a survey with a ranking chart. The board discussed questions and completed the survey. Papers were returned to Ronk, and he will compile and send them onto the state area 3 office.
- **Board:** Higgins attended a state council meeting, and she noted that the state budget has not passed at this time and so grants that may be signed will be moving forward after the budget is passed.

**Old Business:**

- **Conflict of Interest:** None.
- **Budget Appropriation Act:** Signed and Grace will send to the county.
- **Board Elements:** The board gave their final approval of the elements and Grace will send to Knorek

**New Business:**

- **Appropriation Letter:** Grace will complete the letter and send it to the County Commissioners after the September Budget Hearing tonight.
- **Bank Signature Change:** Higgins made a motion to remove Howard Avildsen from the signing of checks. He further motioned to add Dan Blasius as the new vice chair and signer. Blasius second, motion passed.
- **Begin Work Plan for FY26:** Grace explained that the annual plan of work will be discussed at the next board meeting, and the board should start thinking about what they may want to add to that plan. Higgins and Blasius would like to bring back the Farm to Table event, and possible golf outing.
- **Calendar of Events:** Grace will have that for the board at the next meeting.

**PA116:** Fanning Farms

**Adjournment:** Higgins motioned to adjourn at 4:39 pm, Blasius second, Motion carried.

**Next Meeting:** October 15, 2025, will be held at the St. Joseph County Conservation District Offices at 3:00pm.

**Board Chair Signature:**



**Date:**

