



St, Joseph County Conservation District  
693 E. Main Street  
October 19, 2022  
Centreville, MI 49032  
(269)467-6336 x5

---

October 19, 2022 Board Minutes

6:00 Call to order by Howard Avildsen

**Directors Present:**

Howard Avildsen, Board chair  
Dan Blasius, Vice chair  
Carol Higgins  
Todd Hironimus  
Chad Clark, Treasurer

**Introductions/Visitors:** Nelson Evers, Associate board member

**Additions or Deletions to agenda:** Higgins motioned to approve the agenda as presented with one addition for CTAI grant approval. Clark second, motion passed.

**Public Comment:** None

**Approval of September board meeting and Budget hearing Minutes.:** Higgins motioned to accept September Clark second. Motion passed.

**Treasurer Report:** Higgins motioned to approve to place on file the September financials, Clark second, motion passed.

**Correspondence Reports:**

**Administrator:** spoken/written

**MAEAP:** none. Interviews at the end of October and into November

**NRCS:** none. The acting Kalamazoo DC was reassigned to Kalamazoo only, Acting DC is Marcus Reynolds from Branch County.

**CISMA:** written

**MDARD:** written. Grant information added

**CTAI:** written

**Board:** Higgins explained about the state meeting with the MACD council. Adding from last month numbers that included low and high average employee counts for NRCS. Gary Lee hopes to increase the NRCS to 200 employees soon. However, the starting pay is \$19.00 an hour. Also spoke about the Region 8 meeting in Branch County at River bend park. It was good to hear about each of the 6 Districts represented. The guest speaker was a forager and very interesting.

**Old Business:**

- **Conflict of interest:**
- **Audit update:** Audit will start November 10<sup>th</sup> with several phone calls, emails and passing off binders and QuickBooks to Gabridge and Co, Grace then met in person to finalize the paperwork portion of the audit on November 25<sup>th</sup>. Final report and invoice will be sent to the District in late January or early February.

**New Business:**

- **MACD Conference:** After board discussion, Higgins motioned to support the approval of Shaun Grace to attend the conference in Carolyn's absence.
- **CTAI Grant:** Avildsen and Grace signed the CTAI contract for FY23. Grace explained some of the grant language to the board and suggested to move \$80.00 from the admin line to the CTAI wages line. Clark motioned with this movement a \$1.00 raise for Ashley Waltke for the upcoming year, effective Immediately. Blasius second motion passed. Grace will adjust the wages.
- **Watershed Management Academy:** Clark motioned if S. Grace and Justin Norgan are awarded the scholarships, then mileage and food will be covered by the CD. Blasius second. Motion passes
- **Budget Amendments:** Grace explained that she has not had time to complete the needed adjustments, however a final budget amendment will be presented at the next board meeting.

*fix  
Blasius  
second  
motion  
passed  
[Signature]*

**PA116:** none

**Adjournment:** Clark motioned to adjourn at 7:16 pm Higgins second. Motion passed

**Next Meeting:** November 21, 2022 at 6pm at the St. Joseph County Conservation District Offices.

22 (S)

**Board Chair Signature:** *Howard Avildsen*

**Date** *Nov. 22, 2022*