



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

Board Meeting Minutes for August 20, 2025

3:00 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
Ashley Waltke
Kaitlin Renchan
Eric Pretzlav
Mike Censke

Introductions / Visitors:

None

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

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

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

Correspondence Reports:

- **Administrator:** Written. Grace briefly gave an overview of the report, nothing to note.
- **CTAI Conservationist** written
- **CTAI:** Written. Waltke explained her board report and a discussion about not attending the MACD conference was had and she was granted the excused absence in December.
- **CISMA:** Written

- **EGLE:** Spoken Renehan explained her busy 4 grant schedule this past month. She hopes to focus only on data collection in the coming months
- **MDARD:** Written.
- **NRCS:** None.
- **Board:** none

Old Business:

- **Conflict of Interest:** None.
- **Budget Discussion.** Grace presented the 2025 proposed budget and a discussion was had about the negative budget and the misrepresentation of the previous year budget remainder. The 2026 budget was also discussed and a final appropriation act during the budget hearing in Sept will be made.
- **Grant update:** Renehan and Grace explained that the Wildlife habitat grant was not awarded.
- **HHW Volunteers** needed May 6 from 2-6 pm for Household hazardous waste day. A letter from the County was presented to the board. Decision to add the funds for compensation to District will be completed by Grace at the next payroll.

New Business:

- **Board Elements:** The present board members worked through the completion of the Board Governance Element. Next month we will complete it and send it to MDARD
- **Appropriation Letter:** Grace will complete the letter and send it to the County Commissioners after the September Budget Hearing.

PA116: none

Adjournment: Higgins motioned to adjourn at 4:29 pm, Blasius second, Motion carried.

Next Meeting: September 17, 2025 will be held at the St. Joseph County Conservation District Offices at 3:00pm.

Board Chair Signature: _____

Date: 9-17-25