Antrim Conservation District
7915 Cameron Street, Central Lake, MI 49622
PO Box 1006, Bellaire, MI 49615
231-533-8363

ANTRIM CONSERVATION DISTRICT
BOARD OF DIRECTORS MEETING

May 27th, 2026 3:00pm 7915 Cameron Street, Central Lake, MI 49622

Call meeting to order by Chairperson at: 3:02pm by Adrienne Wolff

Attendance ACD Board: Adrienne Wolff, Kelly Doyle, Randy Johnson, Bryan Smith, Kathleen Peterson

Partners/Public: Jarris Rubingh, Jim Pawlowicz, Paul Sak, Nancy Brown and Stacy Sollenberger of Torch Conservation Center

ACD Staff: Mike Meriwether, Wade Foster, Zander LaPointe, Katie Gray

Agenda Review and Approval:

Late additions to the agenda:
- Discussion about Additional Compensation for Chairperson for Jan, Feb, and March of 2026.
- Potential sale of ACD 2018 Trax vehicle

Motion to approve agenda with the additions listed by Kathleen Peterson, second by Randy Johnson. Motion carries 5-0.

Public Comment:
Jarris Rubingh: Bovine tuberculosis has been discovered in Charlevoix county, affecting other area farms. A 10-mile circle is being drawn for testing local herds. Testing is same DNA for TB found in deer; extra deer tags are being made available in the area.

Information and Correspondence: April 17 2026 correspondence from Antrim County Administrator Jeremy Scott, May 15 2026 correspondence from Antrim County Commissioner Jarris Rubingh, May 8 2026 letter of Intent from Wade Foster, May 21 2026 correspondence from ACD Administration Committee.

Staff, Partner, and Committee Reports: Staff written reports submitted: CAKE CISMA, Administration & Forestry, Office & Program Assistant Partner written reports submitted: MDARD, Conservation Technical Assistance Program (CTAP).

Motion by Randy Johnson to accept monthly staff, partner & committee reports. Second by Adrienne Wolff. Motion carries 5-0.

Approval of Board Meeting Minutes for April 15, 2026: *Motion by Randy Johnson, second by Kathleen Peterson to accept April 15, 2026 meeting minutes. Motion carries 5-0.*

Approval of Board Special Meeting Minutes for April 22, 2026: *Motion by Adrienne Wolff, second by Randy Johnson to accept April 22, 2026 special meeting minutes. Motion carries 5-0.*

Approval of Board Special Meeting Minutes for May 13, 2026: *Motion by Randy Johnson, second by Bryan Smith to accept May 13, 2026 special meeting minutes. Motion carries 5-0.*

Financial Review and Requests:
5/5/26 Statement from attorney Lindsay Raymond offered to Board for review.

Motion by Kelly Doyle to approve payment for $150 to Lindsay Raymond at LAR Law. Second by Kathleen Person. Roll call: Smith: yes. Johnson: yes. Peterson: yes. Doyle: yes. Wolff: yes. Motion carries 5-0.

Motion made by Randy Johnson to approve the financials for April 2026. Second by Kathleen Peterson. Motion carries 5-0.

New Business:

Outreach Collaboration with Torch Conservation Center
- Proposal for ACD to assist with funding outreach expenses for TCC's Shoreline Erosion Education Project for May 2026. $1,057 requested from ACD's 2026 Outreach Millage to cover expenses.
- Proposal for ACD to assist funding support for TCC's Watershed Ambassador Project. $2,210 requested for non-salary expenses from ACD's 2026 Outreach Millage.

Motion by Randy Johnson to approve $1,057 for mailer outreach expenses for TCC Shoreline Erosion Project. Second by Kathleen Peterson. Roll call: Smith: yes. Johnson: yes. Peterson: yes. Doyle: yes. Wolff: yes. Motion carries 5-0.

Motion by Bryan Smith to approve $2,210 for TCC Watershed Ambassador Project, to include ACD collaboration for outreach surrounding European frog-bit & HWA, as well as boat-washing event assistance. Second by Randy Johnson. Roll call: Smith: yes. Johnson: yes. Peterson: yes. Doyle: yes. Wolff: yes. Motion carries 5-0.

Thanks to TCC for hosting the ACD Native Plant Sale: June 19th-20th (Fri/Sat) from 11-4pm.

ACD Volunteer Base
ACD is seeking volunteers on an ongoing basis, notably for cleanups at recycling stations. Education/ Outreach committee is set to consider recruitment options (Adopt-A-Site or spring cleanup crews).

ACD Mobile Boat Washing Station
Currently evaluating July and August boat-washing event options in Antrim DNR Forest Land.

Polling Officials for ACD Annual Meeting
2 non-ACD affiliated volunteers requested to tabulate ballots at the 2026 Annual Meeting Board Election.

2026 Conservation Steward Award
Unanimous decision to nominate Doug Bedell as 2026 ACD Conservation Steward of the Year.

Old/Ongoing/Unfinished Business

ACD Executive Director Position
Motion by Adrienne Wolff to hire Wade Foster for the Executive Director position effective July 1st at the starting salary $57,000. Second by Randy Johnson. Roll Call: Smith: yes. Johnson: yes. Peterson: yes. Doyle: yes. Wolff: yes. Motion carries 5-0.

ACD Annual Meeting
- Elections to be held on July 22nd at 3:00pm, Cameron Street Building: 7915 Cameron Street, Central Lake.

- Notice of Annual Meeting & Elections will be advertised in the May 28th, 2026 publication of the Antrim Review.
- Absentee Ballots will be made available for pickup in our office starting June 1st, 2026. To obtain an absentee ballot, please visit www.AntrimCD.com, email AntrimCD@macd.org or call the Antrim Conservation District (231-533-8363, ext 1) during regular business hours.
- Chapter 7 of MDARD CD operations manual further defines election parameters.

There are four (4) Director positions available:
1- One (1) Director position is available for 3 years. Candidates:
Kelly Doyle
Jesse Anderson
2 - One (1) Director position is available for 4 years. Candidates:
Adrienne Wolff
James Michanowicz
3 - Two (2) Director positions are available for 2 years. Candidates:
Kathleen Peterson
Heidi Shaffer
Patricia Wiltse
Amy Drake
Bryan Smith

Credit Card
- Draft ACD Credit Card Policy in board packet for review.

Motion by Adrienne Wolff to accept ACD Credit Card Policy with noted amendments. Second Kathleen Peterson. Motion carries 5-0.

MDARD Elements
- Legal Element
- Annual Meeting Element

MDARD required Elements to be completed completed by September. Recommendation made to consider as a part of board training post-election.

County Recycling - Meriwether waiting updates from Mancelona and Ellsworth for further fencing decisions.

Forestry Program
- Brochure of ACD Properties in the works
- Long-term policies for properties and management are recommended consideration by Board.
  - Conservation easements, land use, etc.

Grant: MDARD - Conservation Technical Assistance Program
- Partnering with Grand Traverse Conservation District to be included in their proposed service area. ACD Letter of Support included in board packet for review.
- Application Deadline: June 5th, 2026

Motion by Bryan Smith to accept the letter of support to MDARD for GTCD collaboration with CTAP. Second Kathleen Peterson. Motion carries 5-0.

General Discussion & Director Reports

Administration Committee - Smith, Wolff, Foster, Meriwether
- Internal hiring process for Executive Director - interview conducted with applicant Wade Foster on 5/19/26. Committee recommendation made to Board.

Building & Properties Committee - Wolff, Johnson, Meriwether

-New roofing currently in process at Stover Road site (J&J Roofing).
-Floors were re-tested with no lead discovered; coordinating with BCC to re-seal the floor.

Education & Outreach - Doyle, Peterson, Gray
- Associate board member search to be considered concurrent upcoming annual elections.

Discussion about Compensation for Chair of moved for Jan, Feb and March.
- Additional compensation for Chairperson proposed was declined. No action taken.

Sale of 2018 Trax ACD vehicle
- Vehicle previously used primarily for soil erosion; consideration of future vehicle sale pending summer adjustments to field needs. No action taken.

Next Board Meeting Date: June 24th, 2026 at 3pm

Motion to adjourn at 5:20 pm by Randy Johnson, second by Kathleen Peterson. Motion carries 5-0.

Minutes Approved By Secretary: Kelly D _____ *Date:* 6/24/26