

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

**ANTRIM CONSERVATION DISTRICT**  
**BOARD OF DIRECTORS SPECIAL MEETING**  
February 12th, 1:30pm 7915 Cameron Street, Central Lake, MI 49622  
**MEETING MINUTES**

**Call meeting to order by Chairperson at: 1:31pm**

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

**Partners/Public:** Jarris Rubingh, Jim School, Eric Douglas

**ACD Staff:** Mike Meriwether, Zander LaPointe, Wade Foster

**Agenda Review and Approval:** *motion by Kathleen Peterson second by Kelly Doyle , motion carries 4-0*

**Public Comment:** Jarris Rubingh received a message about the microgreens class that we ACD hosted on 1/31, a woman texted and called the ACD office and received no answer. Referencing the Executive Director job description, Jarris recommends that board amend and include working with board chairperson regarding district strategies.

**Information and Correspondence:** engagement letter from Lindsay Raymond of DAR Law in Traverse City, position description for ACD office & program assistant

**New/Current Business:**

ACD Attorney Representation

*Motion made by Randy Johnson to hire Lindsay Raymond of DAR law based on terms agreed upon in her engagement letter, Second by Kathleen Peterson. Roll Call vote - Johnson - yes, Doyle - Yes, Wolff - yes, Peterson - yes Motion Carries 4-0*

*Motion made by Kathleen Peterson to have Chairperson Wolff correspond with Lindsay Raymond as our attorney, second by Randy Johnson. Motion carries 4-0*

ACD Management Liability Coverage

2006 Ford F150 taken off of auto insurance policy. Look back into board minutes when we sold that truck to Mike Meriwether. Two other policies are coming due April 1st.

*Motion made by Randy Johnson to accept the Management Liability Coverage quote presented by Fischer Insurance for an annual premium of \$1869 and have the board chair sign the contract, second by Kathleen Peterson. Roll call vote Johnson - yes, Doyle - yes, Wolff - yes, Peterson - yes. Motion carries 4-0*

Position Description for Office and Program Assistant

Adrienne Wolff to meet with Zander LaPointe to revise position description to present to the board during our February 25th regularly scheduled board meeting.

Interim Executive Director Workload Strategy

*Motion made by Adrienne Wolff to appoint Mike Meriwether to assume Executive Director position duties and other duties as requested in order to keep the conservation district functioning in the absence of current Executive Director. Second by Randy Johnson. Motion carries 4-0*

**Old Business/Updates:**

Bellaire Conservation Club - Stover Road Facility

Mike Meriwether will look into the cost of floor stain to refinish the floor along with Eric Douglas a good faith effort to work on past maintenance

ACD Lease at 7915 Cameron Street

ACD to move contents out of fourth office space, consolidate into renting only three office spaces from Chris Corbett.

**Next Board Meeting Date:** February 25, 2026

*Motion to adjourn at 3:28 by Adrienne Wolff second by Kathleen Peterson motion carries 4-0.*