



Antrim Conservation District  
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## **ANTRIM CONSERVATION DISTRICT BOARD OF DIRECTORS MEETING DRAFT MEETING MINUTES for April 24, 2024 3pm**

**Call meeting to order by Treasurer Adrienne Wolff at 3:08pm**

**Attendance Board/Partners/Staff/Public**

**Board Members Present** Adrienne Wolff, Kathleen Peterson, Randy Johnson, Bryan Smith absent

**Staff:** Melissa Zelenak

**Partners:** written reports submitted

**Agenda Review and Approval:** *motion by Wolff, second by Johnson, motion carries 3-0*

**Public Comment:** no public attendance

**Correspondence:** Letters of Interest for Board Vacancy, the board appreciates the interest and requests advice from MDARD rep before filing vacancy in May

**Staff, Partner, and Committee Reports:** Staff written reports submitted: Soil Erosion, Forestry, Program Coordinator, Executive Director. MDARD written report submitted, MAEAP written report submitted, Food Safety written report submitted, NRCS TBD. *Motion by Peterson, second by Johnson, to accept monthly reports, motions carries 3-0.*

**Approval of March 27, 2024 Board Meeting Minutes and Public Hearing Minutes,** *motion by Johnson, second by Peterson, motion carries 3-0*

**Financial Review and Requests:** *Motion to approve the financials for March 2024 by Wolff, second by Johnson, roll call: Peterson-Yes, Wolff-Yes, Johnson-Yes, motion carries 3-0.*

**Grant Updates:** 2024 MDARD Ops Grant in progress, see Program Coordinator for CAKE Grant Status, EGLE/TRP Grant in progress

**New Business:** Accept resignation of Zach Gosnell, due to new baby arrival and time constraints, *motion by Wolff, second by Peterson, motion carries 3-0.* Approve Alexander LaPointe \$400 per month in lieu of insurance, *motion by Johnson, second by Peterson, roll call: Peterson-Yes, Wolff-Yes, Johnson-Yes, motion carries 3-0.* Approve dental and vision insurance for part time employee, Ron Oyer, *motion by Wolff, second by Peterson, roll call: Peterson-Yes, Wolff-Yes, Johnson-Yes, motion carries 3-0.*

Nominate Adrienne Wolff as Vice-Chair, *motion by Peterson, second by Johnson, motion carries 3-0.*  
Update Personnel Manual to include “Annually” under Section K, “Transfer of Vacation or Sick Leave”,  
*motion by Peterson, second by Wolff, motion carries 3-0.*

**Old Business/Updates:** Annual Report presentation to BOC scheduled for June 20, 2024

**Roundtable:** Johnson inquired regarding Marine Boat Wrap Recycling, Zelenak reports the ACD is a drop off spot for boat wrap and that she and the new staff/MI Green Communities Coordinator will be contacting local marinas to support their recycling efforts and encourage them to become drop off sites or to send people to the ACD to collect.

**Upcoming:** Zelenak attending Michigan Recycling Conference week of April 29.

*Motion to adjourn by Wolff, second by, Peterson, motion carries 3-0.*