

ANTRIM CONSERVATION DISTRICT BOARD OF DIRECTORS MEETING

Approved Minutes for April 20, 2022 4pm

Call meeting to order by Vice Chairman at 4:02pm

Attendance Board/Partners/Staff/Public: Zach Gosnell, Caitlyn McSweeney-Steffes, Adrienne Wolff, Randy Johnson, Jim Pawlowicz/MDARD, Monica Caster/NRCS, Jason Helwig/ACBOC, Melissa Zelenak, Mike Meriwether, Heidi Shaffer, and Kyle Williams.

Agenda Review and Approval *motion by Steffes second by Wolff motion carries 4-0*

Public Comment no public comment at this time

Partner Report: MDARD, MAEAP, NRCS, CAKE, AC BOC

Approval of Minutes *motion by Wolff second by Steffes motion carries 4-0*

Financial Review and Requests: incoming for approval next meeting

Grant Updates

To submit/submitted:

Great Lakes Energy People Fund Grant, Ellsworth River Project, \$1075 MZ-Spearing

MAEAP Communications Workgroup Grant, \$1500-MZ, May 16 deadline

GTB 2% Tribal funds, CAKE/ACD shared vehicle, \$20,000-LBE, June 1 deadline

Dole Community Foundation, composting training and autism trail development, \$3000,
May 1 deadline

To Accept:

CAKE-ACD Fiduciary Charlevoix Community Foundation Purple Loosestrife, *motion by Johnson second by Steffes motion carries 4-0*

GRNA-ACD Fiduciary MiStream start up monitoring program, *motion by Wolff, second by Johnson, motion carries 4-0*

Ongoing:

MiStream ACD, \$5000-KW, undetermined

MDARD Grant Status/Deadlines

April 7, July 7, and Oct 5 Quarterly Tracking Report

July 7 Summary of Conservation Needs Assessment

Oct 5 Annual Business Plan for 2021

Consent Agenda/Accept Reports

Staff reports: ED, Forestry, Soil Erosion

Committee Reports: *Finance, Personnel, & Policy*: Personnel manual under review to bring to May BOD meeting for approval; Soil Erosion & Fine Escalation Policies under review to bring to May BOD meeting for approval and then submittal to the AC BOC; Grant policy in development; reformatting staff time sheets; Meriwether interim supervisor payment; FP&P Chairman role per personnel manual. *Education & Outreach*: ACD Farmer's Resource Fair Day; "Consciousness about Conservation" Teens Multimedia Contest; Event calendar development; Board Training with MDARD

New Business/Info

Pay increase for recycling/maintenance staff, motion by Gosnell to increase hourly wage for Ron Oyer to \$18 commencing next pay period, second by Johnson, roll call: *Gosnell-yes, Steffes-yes, Johnson-yes and Wolff-yes, motion carries 4-0*

New Soil Erosion Officer, letter of offer for Williams with pay increase to be reviewed by the FP&P committee for recommendation at May 2022 board meeting

New Volunteer Release and Waiver of Liability form approved with correction

Research to begin ACD soil testing program by Williams

Board discussion regarding staff attendance at board meetings, if staff turns in a written report they may be excused from attending board meetings unless the board has questions to address at the board meeting

Old Business

Staffing changes: Shaffer resignation acceptance and Office & Program Assistant job posted

CAKE-ACD MOU in development by CAKE Coordinator

Meeting adjourned 4:51pm