



Antrim Conservation District  
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## **ANTRIM CONSERVATION DISTRICT BOARD OF DIRECTORS MEETING** ***APPROVED MINUTES for January 16, 2023 4:00pm***

**Call meeting to order by Chairman** at 4:05pm

**Attendance Board/Partners/Staff/Public** K. Williams, A. Wolff, M. Caster, M. Zelenak, B. Smith, J. Helwig, Z. Gosnell, L. Eggeman, C. McSweeney-Steffes arrival 4:10pm

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

**Public Comment** Anna Hall introduced herself as the Parks Director for Antrim county

**Partner Report:** MDARD written report submitted; MAEAP written report submitted; Food Safety written report submitted; NRCS M. Caster reports the ABC Forester has moved on from the NRCS office and a new hire will occur, provided letter to send to William Elder of the NRCS; CAKE L. Eggeman reports HWA season is beginning including surveying, education, and outreach efforts, provided grant updates for new vehicle, seasonal hires upcoming after job description legal reviews; AC BOC J. Helwig reports the BOC has held organizational meeting for 2023

**Approval of Previous Minutes** *motion by Gosnell, second by McSweeney-Steffes, motion carries 4-0*

**Financial Review and Requests:** Approval to pay December bills *motion by McSweeney-Steffes, second by Johnson, motion carries 4-0*

**Grant Updates:** CAKE Grant Updates to be given in person, Story Trail project with Bellaire Library in progress

**Staff and Committee Reports:** Forestry written report submitted; Soil Erosion written report submitted; Executive Director oral report given. *Motion to accept staff and committee reports by McSweeney-Steffes second by Smith motion carries 4-0*

**New Business:** Resume committee meetings quarterly for all at minimum; Board MDARD Elements discussion to be held with each board member throughout the year; Dole Foundation \$10,000 for Morhmann Park contiguous property is submitted; CAKE MOU draft to review with HR attorney; Compost sock distribution research ongoing, ideal to secure product for spring availability; Office assistant will be working remote for February and March; Approval of budgeted staff raise & bonus; Mr. Abdeen Jabara will be donating \$5000 for a honorarium program for special forestry influencers; 2023 Tree Sale pick up dates April 21 and 22

## **Old Business**

IT service provider change update: Affinity for emergency, PC Docs for maintenance and potential cloud migration; Greenhouse and storage building purchase and installation: research in progress; Portable Boat Washing Station: quote incoming; HR Updates continue: CAKE review in progress; 2022 Audit to begin: agreement with Tobin complete, 2022 info to send pending Accounting Services year end completion; Soil Erosion Intern Program: Williams & Zelenak continue to develop, goal to begin interview process first of April; County wide mailer: coordinate with tree sale to send out first of March; Christmas Tree Recycling: small amount of trees received, favorable public response, will continue program and research multiple use ideas for the trees.

**Roundtable:** Johnson informs attendees of the closure of the Green for Life (American Waste) transfer station closure