

# MINUTES

## KALKASKA CONSERVATION DISTRICT BOARD OF DIRECTOR'S ANNUAL MEETING and ELECTION OF DIRECTORS October 15, 2019

501 N Cedar St., Kalkaska MI, 49646

The Election of Directors began at 5:30 pm.

The Election of Directors closed at 6:30 pm.

The meeting was called to order by Chair Moses at 7:00 p.m.

### Attending Directors and Staff:

Sam Fahl, Director  
Dawn Moses, Chair Director  
Carol Hart, Secretary/Treasurer  
John Roberts, Director  
Dennis Iott, Director  
Renee Penny, Conservation Specialist  
Leigh Ngirarsaol, County Commissioner  
Mark Randolph, District Manager  
Larry Czelusta, FAP Forester

Also in attendance: Bill and Mary, Danielle, Bonnie, Tony, Cameron Penny, Cyndie Roach

### Not in attendance:

Jim Pawlowicz, MDARD  
Marilyn Shy, Communications and Outreach Coordinator  
Jodi Dehate, MAEAP Technician  
Megan Sebright, Soil Conservationist – USDA/NRCS

Public Comment: Mr. Bill \_\_\_\_\_ indicated he had met Mr. Randolph and Ms. Penny at the KCD office and both were helpful.

Compliments: none.

Disclosure of Conflict of Interest: none

Guest Speaker, Cyndie Roach, of the Grand Traverse Butterfly House shared her experience with Neonicotinoid insecticides.

Acceptance of Minutes: The board reviewed the September 17, 2019 meeting minutes; after review, Chair Moses declared them approved as presented.

Treasurer's Report and Payment of Bills: Motion by Iott, supported by Hart to accept the Treasurers Report for August, 2019 and to authorize payment of bills for September, 2019, in the amount of \$4,269.74. Motion passed.

Staff Reports:

Mr. Czelusta submitted a written report of accomplishments through September.

Ms. Dehate submitted a written report of accomplishments through September.

Mr. Randolph presented a written report to the board on ongoing and upcoming District projects.

Commissioner Update: none.

MACD Update: none, as it was accidentally omitted from agenda

Business:

Motion by Fahl, supported by Roberts, to authorize Ms. Hart to engage an auditor for FY2019. Passed.

Natural River Applications: none.

Correspondence: Mr. Randolph shared that Mr. W. Wininger sent a letter of interest to volunteer for the District to help with outreach.

Meeting adjourned at 7:50 p.m. by the Chair.

Minutes Respectfully Submitted,

Mark Randolph, Recorder

# MINUTES

## KALKASKA CONSERVATION DISTRICT BOARD OF DIRECTOR'S ORGANIZATIONAL and BUSINESS MEETING November 19, 2019

406 S Cedar St., Suite A, Kalkaska MI, 49646

The meeting was called to order by Chair Moses at 6:30 p.m.

Attending Directors and Staff:

Dawn Moses, Chair Director  
Carol Hart, Secretary/Treasurer  
Dennis Iott, Director  
John Roberts, Director  
Renee Penny, Conservation Specialist  
Mark Randolph, District Manager

Also in attendance: none

Not in attendance:

Sam Fahl, Director  
Leigh Ngirarsaol, County Commissioner  
Jim Pawlowicz, MDARD  
Marilyn Shy, Communications and Outreach Coordinator  
Larry Czelusta, FAP Forester  
Jodi Dehate, MAEAP Technician  
Megan Sebright, Soil Conservationist – USDA/NRCS

Public Comment: none.

Compliments: Ms. Hart to Mr. Randolph for organizing the Envirothon fund raising event at the MACD annual meeting and conference. Ms. Moses to MACD for hosting the informational conference.

Disclosure of Conflict of Interest: none

Approval of Minutes: The board reviewed the October 15, 2019 meeting minutes; after review, Chair Moses declared them approved as presented.

Treasurer's Report and Payment of Bills: Motion by Hart, supported by Iott to pay MACD dues at the Silver, \$650 level. Passed. Motion by Roberts, supported by Hart, to accept the Treasurers Report for October, 2019 and to authorize payment of bills for November, 2019. Motion passed.

Appointment to board: Motion to appoint Sam Fahl to the vacant board seat; by Roberts, supported by Hart. Passed.

Election of Officers: Mr. Randolph assumed control of the meeting for the purpose of electing officers. Slate of Moses, Chair; Roberts, Vice Chair; and Hart, Secretary/Treasurer nominated. Motion to close nominations by Iott, supported by Hart. Passed. Motion to elect slate by Hart, supported by Roberts. Passed  
Chair Moses resumed control of the meeting.

Staff Reports:

Mr. Czelusta submitted a written report of accomplishments through October.

Ms. Dehate submitted a written report of accomplishments through October.

Ms. Penny submitted a written report on projects she completed and is working on.

Mr. Randolph presented a written report to the board on ongoing and upcoming District projects.

The board will hold a special planning meeting in January.

Commissioner Update: none.

MACD Update: Ms. Hart reported on actions taken at the MACD Annual Meeting held in conjunction with the MACD Fall Conference in October.

Business:

The board discussed the need to support factual information when hosting or supporting events and/or speakers.

2019 General Appropriations Act: Motion to adopt by resolution the 2019 General Appropriations Act as presented, by Roberts, supported by Iott. Ayes: Hart, Iott, Moses, Roberts. Nays: None.

Absent: Fahl. Chair Moses declared the resolution adopted.

Natural River Applications: UM2019010V. Mr. Randolph shared the desire of the applicant to build a bridge over the North Branch of the Manistee River in violation of Natural River Zoning. No compelling reason for the proposed violation was given in the application.

Correspondence: NACD sent a request for dues. No action taken.

Meeting adjourned at 8:03 p.m. by the Chair.

Minutes Respectfully Submitted,

Mark Randolph, Recorder

# MINUTES

## KALKASKA CONSERVATION DISTRICT BOARD OF DIRECTOR'S REGULAR BUSINESS MEETING December 17, 2019

406 S Cedar St., Suite A, Kalkaska MI, 49646

The meeting was called to order by Chair Moses at 6:31 p.m.

Attending Directors and Staff:

Dawn Moses, Chair  
Carol Hart, Secretary/Treasurer  
John Roberts, Director  
Renee Penny, Conservation Specialist  
Mark Randolph, District Manager  
Leigh Ngirarsaol, County Commissioner

Also in attendance: Matthew Dunham

Not in attendance:

Sam Fahl, Director  
Dennis Iott, Director  
Jim Pawlowicz, MDARD  
Marilyn Shy, Communications and Outreach Coordinator  
Larry Czelusta, FAP Forester  
Jodi Dehate, MAEAP Technician  
Megan Sebright, Soil Conservationist – USDA/NRCS

Public Comment: none.

Compliments: Ms. Hart to Ms. Penny for stepping in to host the Christmas party on short notice. Mr. Randolph to Ms. Penny for her outstanding productivity getting 2020 projects lined up early.

Disclosure of Conflict of Interest: none

Approval of Minutes: The board reviewed the November 19, 2019 meeting minutes; after review, Chair Moses declared them approved as presented.

Treasurer's Report and Payment of Bills: Motion by Roberts, supported by Hart, to accept the Treasurers Report for November, 2019. Motion passed. Motion by Roberts, supported by Hart, to authorize payment of bills for December, 2019 in the amount of \$2,248.61. Motion passed.

Staff Reports:

Mr. Czelusta submitted a written report of accomplishments through November.  
Ms. Dehate submitted a written report of accomplishments through November.  
Ms. Penny submitted a written report on projects she completed and is working on.

Mr. Randolph presented a written report to the board on ongoing and upcoming District projects.

Commissioner Update: 2020 county budget is close to completion; it includes \$5,000 for the Rugg Pond sediment study.

MACD Update: Ms. Hart reported that the latest State budget decreased funding for MAEAP and FAP by \$200,000, but that MDARD would make up the shortfall for those programs.

Business:

The board will hold a special planning meeting for land acquisition priorities and parameters prior to the regular meeting January 21.

Natural River Applications: none.

Correspondence: none.

Meeting adjourned at 7:29 p.m. by the Chair.

Minutes Respectfully Submitted,

Mark Randolph, Recorder

# MINUTES

## KALKASKA CONSERVATION DISTRICT BOARD OF DIRECTOR'S REGULAR BUSINESS MEETING

January 21, 2020

406 S Cedar St., Suite A, Kalkaska MI, 49646

The meeting was called to order by Chair Moses at 6:30 p.m.

Attending Directors and Staff:

Dawn Moses, Chair  
Carol Hart, Secretary/Treasurer  
Sam Fahl, Director  
John Roberts, Director  
Renee Penny, Conservation Specialist  
Mark Randolph, District Manager  
Leigh Ngirarsaol, County Commissioner  
Monica Caster, Soil Conservationist – USDA/NRCS

Also in attendance: none

Not in attendance:

Dennis Iott, Director  
Jim Pawlowicz, MDARD  
Marilyn Shy, Communications and Outreach Coordinator  
Larry Czelusta, FAP Forester  
Jodi Dehate, MAEAP Technician

Public Comment: none.

Compliments: Mr. Randolph to Ms. Penny for outstanding productivity and organization. Ms. Moses to Ms. Penny for designing the outstanding tree sale brochure. Mr. Roberts to Ms. Penny for creating an outstanding line-up of presenters for the library conservation series.

Disclosure of Conflict of Interest: none

Approval of Minutes: The board reviewed the December 17, 2019 meeting minutes; after review, Chair Moses declared them approved as presented.

Treasurer's Report and Payment of Bills: Motion by Roberts, supported by Hart, to accept the Treasurers Report for December, 2019. Motion passed. Motion by Hart, supported by Fahl, to authorize payment of bills for January, 2020 in the amount of \$1,157.33. Motion passed.

Staff Reports:

Mr. Czelusta submitted a written report of accomplishments through December.  
Ms. Dehate submitted a written report of accomplishments through December.

Ms. Penny reported on projects she completed and is working on.

Mr. Randolph reported to the board on ongoing and upcoming District projects.

Commissioner Update: The board chair is looking to finish appointments to the Rugg Pond steering committee.

MACD Update: none.

Business: The board decided to hold its annual meeting and election of directors on October 2, 2020.

Natural River Applications: none.

Correspondence: NACD dues request. No action taken.

Meeting adjourned at 7:28 p.m. by the Chair.

Minutes Respectfully Submitted,

Mark Randolph, Recorder



# MINUTES

## KALKASKA CONSERVATION DISTRICT BOARD OF DIRECTOR'S SPECIAL MEETING

January 21, 2020

406 S Cedar St., Suite A, Kalkaska MI, 49646

The meeting was called to order by the district manager at 5:00 p.m.

Attending Directors and Staff:

Dawn Moses, Chair  
Carol Hart, Secretary/Treasurer  
Sam Fahl, Director  
John Roberts, Director  
Renee Penny, Conservation Specialist  
Mark Randolph, District Manager  
Leigh Ngirarsaol, County Commissioner  
Monica Caster, Soil Conservationist – USDA/NRCS

Also in attendance: Bethany Prykucki, MSU-E facilitator

Not in attendance:

Dennis Iott, Director  
Jim Pawlowicz, MDARD  
Marilyn Shy, Communications and Outreach Coordinator  
Larry Czelusta, FAP Forester  
Jodi Dehate, MAEAP Technician

Public Comment: none.

The board discussed priorities and criteria for possible future real property acquisitions. Key criteria discussed include financial sustainability of the acquisition, and appropriate visibility, among others. Three different kinds of real property were discussed in relation to our mission, being office space, equipment storage, and forested acreage. Each would require different criteria.

No action was taken.

Meeting adjourned at 6:00 p.m. by the Chair.

Minutes Respectfully Submitted,

Mark Randolph, Recorder

# MINUTES

## KALKASKA CONSERVATION DISTRICT BOARD OF DIRECTOR'S REGULAR BUSINESS MEETING February 18, 2020

406 S Cedar St., Suite A, Kalkaska MI, 49646

The meeting was called to order by Chair Moses at 6:35 p.m.

Attending Directors and Staff:

Dawn Moses, Chair  
Carol Hart, Secretary/Treasurer  
Sam Fahl, Director  
John Roberts, Director  
Renee Penny, Conservation Specialist  
Mark Randolph, District Manager  
Leigh Ngirarsaol, County Commissioner  
Monica Caster, Soil Conservationist – USDA/NRCS

Also in attendance: none

Not in attendance:

Dennis Iott, Director  
Jim Pawlowicz, MDARD  
Marilyn Shy, Communications and Outreach Coordinator  
Larry Czelusta, FAP Forester  
Jodi Dehate, MAEAP Technician

Public Comment: none.

Compliments: Ms Moses to Ms Penny for producing attractive annual report.

Disclosure of Conflict of Interest: none

Approval of Minutes: The board reviewed the January 21, 2020 special meeting minutes, and the January 21, 2020 regular business meeting minutes; after review, Chair Moses declared them approved as presented.

Treasurer's Report and Payment of Bills: Motion by Fahl, supported by Hart, to accept the Treasurers Report for January, 2020, and payment of bills for February, 2020 in the amount of \$219.84 Motion passed.

Staff Reports:

Mr. Czelusta - no report given  
Ms. Dehate - no report given  
Ms. Penny provided a written report on projects underway.

Mr. Randolph reported to the board on ongoing and upcoming District projects.

Commissioner Update: The board chair is looking to finish appointments to the Rugg Pond steering committee, and the Kaliseum committee is making progress.

MACD Update: State Council meeting in March, Ms Hart is seeking topics of interest to Districts in Region 3.

Business: The board discussed Friends of Conservation status, accepted the annual plan of work, and discussed the prerequisites for real property acquisition. The manager and Treasurer presented the FY 2019 Audited financial statements to the board, highlighting no deficiencies were found.

Natural River Applications: none.

Correspondence: none.

Meeting adjourned at 7:49 p.m. by the Chair.

Minutes Respectfully Submitted,

Mark Randolph, Recorder

# MINUTES

## KALKASKA CONSERVATION DISTRICT BOARD OF DIRECTOR'S REGULAR BUSINESS MEETING March 17, 2020

406 S Cedar St., Suite A, Kalkaska MI, 49646

The meeting was called to order by Chair Moses at 6:30 p.m.

Attending Directors and Staff:

Dawn Moses, Chair  
Dennis Iott, Director  
John Roberts, Director  
Mark Randolph, District Manager

Also in attendance: none

Not in attendance:

Carol Hart, Secretary/Treasurer  
Sam Fahl, Director  
Renee Penny, Conservation Specialist  
Leigh Ngirarsaol, County Commissioner  
Monica Caster, Soil Conservationist – USDA/NRCS  
Jim Pawlowicz, MDARD  
Marilyn Shy, Communications and Outreach Coordinator  
Larry Czelusta, FAP Forester  
Jodi Dehate, MAEAP Technician

Public Comment: none.

Compliments: Ms Moses to Ms Penny for producing and distributing attractive tree sale flyer.

Disclosure of Conflict of Interest: none

Approval of Minutes: The board reviewed the February 18, 2020 regular business meeting minutes; after review, Chair Moses declared them approved as presented.

Treasurer's Report and Payment of Bills: Motion by Iott, supported by Roberts, to accept the Treasurers Report for February, 2020, and payment of bills for March, 2020 in the amount of \$2,339.65 Motion passed.

Staff Reports:

Mr. Czelusta - written report reviewed  
Ms. Dehate - written report reviewed  
Ms. Penny - written report reviewed.

Mr. Randolph reported to the board on landowner forums held in February in addition to written report.

Commissioner Update: none

MACD Update: none

Business: The board discussed Friends of Conservation; agreed office staffing would follow Health Department and CDC guidelines.

Natural River Applications: none.

Correspondence: none.

Meeting adjourned at 7:17 p.m. by the Chair.

Minutes Respectfully Submitted,

Mark Randolph, Recorder

# MINUTES

## KALKASKA CONSERVATION DISTRICT BOARD OF DIRECTOR'S REGULAR BUSINESS MEETING March 17, 2020

### By Zoom Video Conference

The meeting was called to order by Chair Moses at 6:34 p.m.

Attending Directors and Staff:

Dawn Moses, Chair  
Carol Hart, Secretary/Treasurer  
Dennis Iott, Director  
Sam Fahl, Director  
John Roberts, Director  
Renee Penny, Conservation Specialist  
Mark Randolph, District Manager

Also in attendance: none

Not in attendance:

Leigh Ngirarsaol, County Commissioner  
Monica Caster, Soil Conservationist – USDA/NRCS  
Jim Pawlowicz, MDARD  
Marilyn Shy, Communications and Outreach Coordinator  
Larry Czelusta, FAP Forester  
Jodi Dehate, MAEAP Technician

Public Comment: none.

Compliments: Mr Randolph to Ms Penny for organizing the seedling sale. Ms. Moses to Mr. Roberts for providing technical expertise for the Zoom meeting.

Disclosure of Conflict of Interest: none

Approval of Minutes: The board reviewed the March 17, 2020 regular business meeting minutes; after review, Chair Moses declared them approved as presented.

Treasurer's Report and Payment of Bills: Motion by Fahl, supported by Hart, to accept the Treasurers Report for March, 2020, and payment of bills for April, 2020 in the amount of \$5,661.03 Motion passed.

Staff Reports:

Mr. Czelusta - written report reviewed  
Ms. Dehate - written report reviewed

Ms. Penny - written report reviewed.  
Mr. Randolph written report reviewed.

Commissioner Update: none

MACD Update: The MACD Summer Conference has been canceled; MACD received a COVID-19 Small Business Loan to support operations.

Business: The board discussed Friends of Conservation; The board directed Mr. Randolph to draft a letter in support of emergency funding for CDs; Antrim CD requested financial support to help CAKE operate an additional 6 weeks. Motion by Roberts, supported by Iott, to provide up to \$2,250 for CAKE operations. Passed. A budget amendment will be considered at the following board meeting May 19, 2020.

Natural River Applications: none.

Correspondence: none.

Meeting adjourned at 7:55 p.m. by the Chair.

Minutes Respectfully Submitted,

Mark Randolph, Recorder

# MINUTES

## KALKASKA CONSERVATION DISTRICT BOARD OF DIRECTOR'S REGULAR BUSINESS MEETING May 19, 2020

### By Zoom Video Conference

The meeting was called to order by Chair Moses at 6:35 p.m.

Attending Directors and Staff:

Dawn Moses, Chair  
Carol Hart, Secretary/Treasurer  
Dennis Iott, Director  
John Roberts, Director  
Renee Penny, Conservation Specialist  
Mark Randolph, District Manager

Also in attendance: none

Not in attendance:

Sam Fahl, Director  
Leigh Ngirarsaol, County Commissioner  
Monica Caster, Soil Conservationist – USDA/NRCS  
Jim Pawlowicz, MDARD  
Marilyn Shy, Communications and Outreach Coordinator  
Larry Czelusta, FAP Forester  
Jodi Dehate, MAEAP Technician

Public Comment: none.

Compliments: Mr Randolph to Ms Penny for a successful first farmers market opening. Ms. Moses to Ms Hart for getting her video working for the meeting.

Disclosure of Conflict of Interest: none

Approval of Minutes: The board reviewed the April 21, 2020 regular business meeting minutes; after review, Chair Moses declared them approved as corrected (incorrect date).

Treasurer's Report and Payment of Bills: Motion by Hart, supported by Roberts, to accept the Treasurers Report for April, 2020, and payment of bills for May, 2020 in the amount of \$2,494.14 Motion passed.

Staff Reports:

Mr. Czelusta - written report reviewed  
Ms. Dehate - written report reviewed



Ms. Penny - written report reviewed.  
Mr. Randolph - written report reviewed.

Commissioner Update: none

MACD Update: The MACD Summer Conference is not canceled, but will be held virtually; MDARD employees are working 4 days per week.

Business: Motion by Iott, supported by Roberts, to adopt the new credit card policy as presented, to supersede the existing policy. Passed. Motion by Hart, supported by Roberts, to adopt the revised FY2020 budget as presented. Passed. Motion by Iott, supported by Roberts to adopt the Resolution to amend the Kalkaska Conservation District 2020 Appropriations Act to reflect amended budget. Ayes: Hart, Iott, Moses, Roberts. Nays: none. Absent: Fahl. Chair Moses declared the Resolution adopted.

Natural River Applications: Two in Garfield Township. Both look like reasonable variances on paper. Staff will visit sites before meeting.

Correspondence: none.

Meeting adjourned at 7:58 p.m. by the Chair.

Minutes Respectfully Submitted,

Mark Randolph, Recorder

# MINUTES

## KALKASKA CONSERVATION DISTRICT BOARD OF DIRECTOR'S REGULAR BUSINESS MEETING June 16, 2020

### By Zoom Video Conference

The meeting was called to order by Chair Moses at 6:53 p.m.

Attending Directors and Staff:

Dawn Moses, Chair  
Carol Hart, Secretary/Treasurer  
Monica Caster, Soil Conservationist – USDA/NRCS  
Jim Pawlowicz, MDARD  
John Roberts, Director  
Renee Penny, Conservation Specialist  
Mark Randolph, District Manager

Also in attendance: none

Not in attendance:

Dennis Iott, Director  
Sam Fahl, Director  
Leigh Ngirarsaol, County Commissioner  
Marilyn Shy, Communications and Outreach Coordinator  
Larry Czelusta, FAP Forester  
Jodi Dehate, MAEAP Technician

Public Comment: none.

Compliments: Ms. Hart to Mr. Roberts for getting MICLASS information to the board.

Disclosure of Conflict of Interest: none

Approval of Minutes: The board reviewed the May 19, 2020 regular business meeting minutes; after review, Chair Moses declared them approved as presented.

Treasurer's Report and Payment of Bills: Motion by Hart, supported by Roberts, to accept the Treasurers Report for May, 2020, and payment of bills for June, 2020 in the amount of \$453.35  
Motion passed.

Staff Reports:

Ms. Caster gave a verbal report of site visits and applications for programs.

Czelusta and Dehate provided written reports of activities in May.

Mr. Pawlowicz informed the board that MDARD is working on a COVID-19 reopening template for districts to use, and that some districts are looking to MERS to provide employee benefits.

Ms. Penny shared progress on ongoing projects.

Mr. Randolph provided a written report highlighting actions needed by the board.

Commissioner Update: Ms. Ngirarsaol asked Mr. Randolph to share that the commissioners are concerned about reduced income from the State, and will be looking at all budgets closely.

MACD Update: Ms. Hart reported that MACD will hold its annual meeting this fall, with the format to be determined.

Business: Motion to adopt resolution to obtain a corporate credit card with a \$2000.00 limit from Forest Area Federal Credit Union; by Hart, supported by Roberts. Ayes: Hart, Roberts, Moses. Nays: none. Absent: Fahl, Iott. The chair declared the Resolution adopted.

Motion to adopt the Kalkaska Conservation District COVID-19 reopening document as presented; by Hart, supported by Roberts. Motion Passed.

Motion to adopt resolution to join Michigan CLASS (Cooperative Liquid Assets Security System) as presented; by Roberts, supported by Hart; Ayes: Hart, Roberts, Moses. Nays: none. Absent: Fahl, Iott. The Chair declared the resolution Adopted.

Motion to authorize the District manager to enter into the agreement to test Rugg Pond sediments, and amend the budget and appropriations act to reflect the \$20,000 donation and \$20,000 expense; by Hart, supported by Roberts. Ayes: Hart, Roberts, Moses. Nays: none. Absent: Fahl, Iott. The chair declared the resolution adopted.

Natural River Applications: none.

Correspondence: none.

Meeting adjourned at 8:15 p.m. by the Chair.

Minutes Respectfully Submitted,

Mark Randolph, Recorder

# MINUTES

## KALKASKA CONSERVATION DISTRICT BOARD OF DIRECTOR'S REGULAR BUSINESS MEETING July 21, 2020

Held at Mill Pond Park pavilion,  
Hyde St. Kalkaska MI 49646

The meeting was called to order by Chair Moses at 6:31 p.m.

Attending Directors and Staff:

Dawn Moses, Chair  
Carol Hart, Secretary/Treasurer  
Dennis Iott, Director  
Leigh Ngirarsaol, County Commissioner  
Renee Penny, Conservation Specialist  
Mark Randolph, District Manager

Also in attendance: none

Not in attendance:

Sam Fahl, Director  
John Roberts, Director  
Monica Caster, Soil Conservationist – USDA/NRCS  
Jim Pawlowicz, MDARD  
Marilyn Shy, Communications and Outreach Coordinator  
Larry Czelusta, FAP Forester  
Jodi Dehate, MAEAP Technician

Public Comment: none.

Compliments: Ms. Penny to all who attended township meetings.

Disclosure of Conflict of Interest: none

Approval of Minutes: The board reviewed the June 16, 2020 regular business meeting minutes; after review, Chair Moses declared them approved as presented.

Treasurer's Report and Payment of Bills: Motion by Hart, supported by Iott, to accept the Treasurers Report for June, 2020, and payment of bills for July, 2020 in the amount of \$915.12  
Motion passed.

Staff Reports:

Czelusta and Dehate provided written reports of activities in June.  
Ms. Penny shared progress on ongoing projects.

Mr. Randolph provided a written report highlighting actions needed by the board.

Commissioner Update: Ms. Ngirarsaol shared that a new fence has been installed along the KART trail and ball fields.

MACD Update: Ms. Hart reported that MACD will increase dues level dollar amounts in fy2022, Benzie CD will host the region 3 meeting at a date TBD, and the fall conference will be held virtually the week of December 14<sup>th</sup>. The MACD annual meeting and election of officers is still TBD.

Business: Motion to authorize the district manager to sign the MoU between the district and DDA for managing the farmers market; by Iott, supported by Hart. Motion passed.

The board reviewed the first draft fy2021 budget.

Motion to enroll in MICLASS and transfer \$70,000 from savings and the entire forestry fund balance to MICLASS; by Hart, supported by Iott. Ayes: Hart, Iott, Moses. Nays: none. Absent: Fahl, Roberts. Passed.

Natural River Applications: none.

Correspondence: none.

Meeting adjourned at 7:44 p.m. by the Chair.

Minutes Respectfully Submitted,

Mark Randolph, Recorder

# MINUTES

## KALKASKA CONSERVATION DISTRICT BOARD OF DIRECTOR'S REGULAR BUSINESS MEETING August 18, 2020

Held at Mill Pond Park pavilion,  
Hyde St. Kalkaska MI 49646

The meeting was called to order by Chair Moses at 6:30 p.m.

Attending Directors and Staff:

Dawn Moses, Chair  
Carol Hart, Secretary/Treasurer Sam Fahl, Director  
John Roberts, Director  
Monica Caster, Soil Conservationist – USDA/NRCS  
Renee Penny, Conservation Specialist  
Mark Randolph, District Manager

Also in attendance: none

Not in attendance:

Dennis Iott, Director  
Leigh Ngirarsaol, County Commissioner  
Jim Pawlowicz, MDARD  
Marilyn Shy, Communications and Outreach Coordinator  
Larry Czelusta, FAP Forester  
Jodi Dehate, MAEAP Technician

Public Comment: none.

Compliments: Ms. Moses to Ms. Penny for running a vibrant Farmers Market; Mr. Randolph to Ms. Hart and Ms. Moses for taking time to meet with Mr. Pawlowicz; Ms. Hart to all of the people involved in the millage passing, including all of the voters.

Disclosure of Conflict of Interest: none

Approval of Minutes: The board reviewed the July 21, 2020 regular business meeting minutes; after review, Chair Moses declared them approved as presented.

Treasurer's Report and Payment of Bills: Motion by Fahl, supported by Roberts, to accept the Treasurers Report for July, 2020, and payment of bills for August, 2020 in the amount of \$23,012.76 Motion passed.

Staff Reports:

Ms. Caster presented two conservation plans to the board for review and signature.

Czelusta and Dehate provided written reports of activities in June.  
Ms. Penny shared progress on ongoing projects.  
Mr. Randolph updated the board on the Rugg Pond sediment study.

Commissioner Update: Ms. Ngirarsaol was absent, but emailed her congratulations to the board for the millage renewal.

MACD Update: Ms. Hart reported that the District 3 meeting will be held via zoom in September.

Business: Motion to publish the draft 2020 budget for the purpose of holding the public hearing at the September board meeting; by Roberts, supported by Hart. Motion passed.

Natural River Applications: TU's application for in-stream habitat structures on the Manistee River will be reviewed August 26. Motion by Fahl, supported by Hart, to direct the Manager to send in a letter of support for the project.

Correspondence: none.

Meeting adjourned at 7:48 p.m. by the Chair.

Minutes Respectfully Submitted,

Mark Randolph, Recorder

# MINUTES

## KALKASKA CONSERVATION DISTRICT BOARD OF DIRECTOR'S REGULAR BUSINESS MEETING September 15, 2020

406 S Cedar St., Suite A, Kalkaska MI, 49646

The meeting was called to order by Vice Chair Roberts at 6:32 p.m.

Attending Directors and Staff:

Sam Fahl, Director  
Carol Hart, Secretary/Treasurer  
John Roberts, Vice Chair  
Renee Penny, Conservation Specialist  
Larry Czelusta, FAP Forester (by telephone)  
Monica Caster, District Conservationist – USDA/NRCS

Also in attendance: none

Not in attendance:

Dawn Moses, Chair  
Dennis Iott, Director  
Leigh Ngirarsaol, County Commissioner  
Mark Randolph, District Manager  
Jim Pawlowicz, MDARD  
Marilyn Shy, Communications and Outreach Coordinator  
Jodi Dehate, MAEAP Technician

Public Comment: none.

Compliments: none.

Disclosure of Conflict of Interest: none

Public Hearing: Vice Chair Roberts called the public hearing for the FY 2021 budget to order at 6:41 p.m. The board discussed the proposed final draft budget.

Vice Chair Roberts closed the public hearing at 6:48 p.m.

Motion to adopt the proposed final draft budget; by Fahl, supported by Hart. Passed.

Motion to adopt the FY 2021 Kalkaska Conservation District Appropriations Act; by Fahl, supported by Hart. Vice Chair Roberts conducted a roll call vote. Ayes: Fahl, Hart, Roberts. Nays: none.

Absent: Moses, Iott. Vice Chair Roberts declared the resolution adopted.

Approval of Minutes: Motion to approve the August 18, 2020 minutes as presented; by Fahl, supported by Hart. Motion passed.



Treasurer's Report and Payment of Bills: Motion by Hart, supported by Fahl to accept the Treasurers Report for August, 2020 and to authorize payment of bills for September, 2020, in the amount of \$18,439.86. Motion passed.

Staff Reports:

Mr. Czelusta submitted a written report of accomplishments through August.  
Ms. Dehate submitted a written report of accomplishments through August.  
Ms. Penny updated the board on current projects.

Commissioner Update: none.

MACD Update: Ms. Hart reported on the Region 3 meeting to be held via zoom next week on September 24<sup>th</sup>, and the State Council also meets next week.

Business:

Friends of Conservation working toward establishing 501(c)(3) status.  
The board reviewed the strategic plan with regard to AmeriCorps member.

Natural River Applications: none.

Correspondence: none

Meeting adjourned at 7:28 p.m. Motion by Fahl, supported by Hart. Passed

Minutes Respectfully Submitted,

Renee Penny, Recorder