

MINUTES

KALKASKA CONSERVATION DISTRICT BOARD OF DIRECTOR'S REGULAR BUSINESS MEETING September 25, 2023

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

The meeting was called to order by Chair Moses at 5:01 p.m.
A quorum was present.

Attending Directors and Staff:

Dawn Moses, Chair
Olivia Cotton, Director
Carol Hart, Secretary/Treasurer
Jim Pawlowicz, MDARD
Mark Randolph, District Manager

Also in attendance: Mark Gilson

Not in attendance:

Sam Fahl, Director
Dennis Iott, Director
Larry Czelusta, FAP Forester
Robert Baldwin, commissioner liaison
Monica Caster, District Conservationist – USDA/NRCS
Renee Penny, Conservation Specialist
Sarah Schroeder, Community Outreach Specialist

Public Comment: none

Compliments: Ms. Hart to Ms. Penny for hosting the biochar workshop at her farm, where she is “walking the walk” implementing soil improvement practices; also, to Mr. Fahl for installing and educating the public about forestry at the Adams Road property. Mr. Randolph to Mr. Gilson for his dedication and effort to water the KART trail trees. Ms. Moses to Mr. Gilson for submitting his first grant to a local foundation on behalf of Friends of Conservation.

Disclosure of Conflict of Interest: none

PUBLIC HEARING

Chair Dawn M Moses called to order the public hearing for the proposed FY24 budget at 5:05 pm.
Mr. Randolph gave a brief overview of the proposed budget.

There was no public comment.

Chair Moses closed the public hearing at 5:11 pm

Chair Moses reconvened the regular business meeting at 5:11 pm

Motion by Hart, supported by Cotton, to adopt the proposed FY24 budget. Motion carried.

Motion by Hart, seconded by Cotton, to adopt the proposed resolution and General Appropriations Act, which includes the approved 2024 budget by reference.

Ayes: Hart, Cotton, Moses.

Nays: none

Absent: Fahl, Iott

Chair Dawn M Moses declared the resolution adopted.

Copy of resolution and appropriations act attached to these minutes as appendix A.

Approval of Minutes: Board approved the August 21, 2023 regular meeting minutes as corrected (KFM bills were paid, there was no credit card balance). Motion by Cotton, supported by Hart. Passed.

Treasurer's Report and Payment of Bills: Motion by Hart, supported by Cotton to accept the Treasurers Report for August, 2023, and to authorize payment of bills for September, 2023, in the amount of \$1,147.79, credit card payment of \$584.95 and KFM credit card in the amount of \$35.57; Motion carried.

Commissioner Update: Mr. Baldwin was unable to attend the meeting.

Business: The board reviewed two applications for conservation grants. One application was deemed incomplete and staff will request a more detailed budget.

Moved by Hart to approve the Krause reforestation grant request for \$6,510.00; supported by Cotton. Motion carried.

Mr. Randolph shared the Village manager's request we propose a detailed plan for our lease of the snow packers clubhouse property on Island Lake Rd.

Staff Reports:

Mr. Czelusta provided a written report.

Ms. Schroeder provided a written report including pictures of her work with school groups and education events.

Mr. Pawlowicz provided helpful information and perspective to the board as well as his written report for August.

Farmers Market: The summer market season is winding down with fewer vegetables, vendors, and shoppers, but it is still a decent weekly event.

Friends of Conservation Update: Friends are in the sweet sixteen final applicants for a grant to support e-waste recycling.

Grants Report: FY24 tire recycling grant has been submitted for \$12,000 and includes a tire collection event with Clearwater Township during their spring trash collection day the first weekend in May, 2024 in addition to our mid-July event. Clearwater and Kalkaska Townships are the two most densely populated townships in the district, and together account for the vast majority of tires (and HHW) we collect each year.

MACD Update: MACD sought input from Region 3 regarding a proposed change in membership rates. The board did not have a strong opinion as we pay the higher level of support as it is.

Natural River Applications: none

Correspondence: The North Country Trail Association requested we renew our membership (approved with the August bill payments).

Meeting adjourned at 6:56 p.m.

Minutes respectfully submitted,
Mark Randolph, Recorder

APENDIX A

GENERAL APPROPRIATIONS ACT Kalkaska Conservation District Fiscal Year 2024 (Oct 1, 2023 – Sept 30, 2024)

A resolution to establish a general appropriations act for the Kalkaska Conservation District; to define the powers and duties of the Kalkaska Conservation District Staff and Board of Directors in relation to the administration of the budget.

The Kalkaska Conservation District Board of Directors resolves:

SECTION 1: Title

This resolution shall be known as the Kalkaska Conservation District General Appropriations Act.

SECTION 2: Chief Administrative Officer

The District Manager shall be the Chief Administrative Officer and shall perform the duties of the Chief Administrative Officer enumerated in this act.

Section 3: Fiscal Officer

The Board Treasurer shall be the Fiscal Officer and shall perform the duties of the Fiscal Officer enumerated in this act.

SECTION 4: Public Hearing on the Budget

Pursuant to MCLA 141.412; MCLA 141.413, notice of a public hearing on the proposed budget was published in a newspaper of general circulation on 8-31-2023 and a public hearing on the proposed budget was held on 9-18-2023.

SECTION 5: Estimated Revenues

Estimated district general fund revenues for fiscal year 2024, shall total **\$ 319,830**.

SECTION 6: Estimated Expenditures

Estimated district general fund expenditures for fiscal year 2024, shall total **\$ 319,565**

SECTION 7: Adoption of Budget by Reference

The general fund budget of the Kalkaska Conservation District is hereby adopted by reference, with revenues and activity expenditures as indicated in Sections 5 and 6 of this act.

SECTION 8: Appropriation not a Mandate to Spend

Appropriations will be deemed maximum authorizations to incur expenditures. The Chief Administrative Officer or Fiscal Officer shall exercise supervision and control to ensure that expenditures are within appropriations and shall not issue any payments for expenditures that exceed appropriations.