



TH
CLINTON CONSERVATION DISTRICT

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MINUTES
BOARD OF DIRECTORS MEETING
Tuesday, January 26, 2021 10:00 AM

Directors Present (physical location):

Andrea Polverento, Chair (*Watertown Twp. Clinton Co. MI*)
Jim Graham, Vice-chair (*Greenbush Twp. Clinton Co. MI*)
Elaine Brown, Treasurer (*Ovid Twp. Clinton Co. MI*)
John Schulz (*Ovid Twp. Clinton Co. MI*)
Gary Boersen (*Bath Twp. Clinton Co. MI*)

Staff Present:

Kelcie Sweeney
Seth Gibson
Rebekah Faivor
Katie Hafner
Eric Bak
Adelyn Geissel
Jessica Short
Cheyanne Boucher

NRCS Staff: Joe Woodruff, District Conservationist
Norlando Veals, Soil Conservation Technician

Others: Kurt Wolf, Farm Bill Biologist, Gratiot Conservation District
Jack Knorek, Michigan Dept Ag & Rural Development

THE ELECTRONIC/REMOTE MEETING WAS CALLED TO ORDER by Ms. Polverento at 10:03 AM.

THE VOTING BOARD MEMBERS STATED THEIR PHYSICAL LOCATION.

APPROVAL OF AGENDA – New Business Items 1, 2, & 4, were added to the agenda. *Ms. Brown made a motion to approve agenda as amended. Mr. Graham supported the motion. A roll call vote was taken: J. Schulz – aye, J. Graham – aye, A. Polverento – aye, G. Boersen – aye, E. Brown – aye. Motion carried.*

APPROVAL OF MINUTES – Regular Meeting Minutes, December 2020 – *Ms. Brown moved to approve the December meeting minutes as presented. Mr. Boersen supported the motion. A roll call vote was taken: E. Brown – aye, J. Graham – aye, G. Boersen – aye, J. Schulz – aye, A. Polverento – aye. Motion carried.*

FINANCIAL REPORTS

1. Balance Sheet; Profit and Loss Statements, December and YTD; December Transactions; Check Detail and Credit Card Detail (paid) – **ACTION ITEM**
2. Approval of Expense Checks, January payables – **ACTION ITEM**
Ms. Brown moved to approve Financial Reports 1.- 2. as presented. Mr. Graham supported the motion. A roll call vote was taken: A. Polverento – aye, E. Brown – aye, G. Boersen – aye, J. Schulz – aye, J. Graham – aye. Motion carried.

OTHER AGENCY – *Mr. Knorek provided a status update on FY2021 Q1 reimbursements and on the new bi-annual Regional Coordinator/District Manager visits.*

Mr. Wolf indicated that he was back full time as of 12/16 and is working on alleviating the CRP workload in Clinton County. Mr. Wolf has also started helping plan out the remaining habitat grant work in Clinton for 2021.

STAFF REPORTS – *NRCS and staff provided written and verbal reports.*

MACD UPDATE – *Ms. Brown reported that a new MACD Executive Director has been hired and that he is scheduling meet & greets with CDs. Dan Moilanen is motivated and has lots of policy experience. MACD received their last PPP loan to help cover payroll expenses. Ms. Brown and the MACD board are continuing to work in Area 4 through a TA grant with NACD to explore the connection between CSP and MAEAP.*

NEW BUSINESS

1. Board per diems – **ACTION ITEM** – *Mr. Boersen motioned to provide board member per diems and mileage as expense reimbursements. Mr. Schulz supported the motion. A roll call vote was taken: G. Boersen – aye, J. Graham – aye, E. Brown – aye, A. Polverento – aye, J. Schulz – aye. Motion carried.*
2. Online Bill Pay – **ACTION ITEM** – *Ms. Brown made a motion to authorize Executive Director to establish a list of long-term, regular vendors for online bill pay. Mr. Schulz supported the motion. A roll call vote was taken: J. Graham – aye, A. Polverento – aye, G. Boersen – aye, J. Schulz – aye, E. Brown – aye. Motion carried.*
3. Long-term Plan – *The board discussed strategic planning at the conclusion of the Resource Assessment survey, a potential millage proposal and the establishment of a Strategic Planning sub-committee.*
4. Staffing – *The board advised the Executive Director to move forward with replacing bookkeeping position with contractor hired by Ingham Conservation District at 10-15 hours per week. The Executive Director also proposed creating a part-time position to provide assistance with tree sale, watershed projects and other district programs as needed and as the budget allows. The position would account for approximately X hours per week and would be advertised internally for interest before posting externally to determine interest. The board advised the Executive Director to proceed with an internal posting. Executive Director to provide an update and an amended Appropriations Act for the February meeting.*
5. **OLD BUSINESS**
 1. 2021 Natural Resource Assessment – **ACTION ITEM** – *Ms. Brown made a motion to adopt the 2021 Natural Resource Assessment document as presented and authorize Executive Director to implement online version and promote via newsletter, website social media and other forms as available. Mr. Graham supported the motion. A roll call vote was taken: A Polverento – aye, G Boersen – aye, J Graham – aye, E Brown – aye, J Schulz – aye. Motion carried.*
 2. FY21 Business Plan – *Ms. Sweeney and Ms. Polverento will provide a draft for review and adoption at the February meeting.*

3. 2021 Spring Tree Sale – *Delivery fee of \$5-10 donation or a tiered system will be implemented to offset costs.*

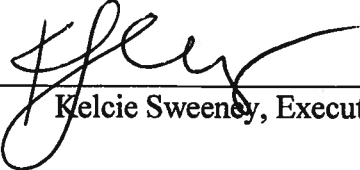
CORRESPONDENCE

1. PA116 #2021-1&2: Duplain Twp. Section 22&23, Kevin L. & Pamela B. Nash

NEXT MEETING – Tuesday, February 23, 2021 at 10:00 AM

ADJOURNMENT– *Mr. Graham made a motion to adjourn. Ms. Polverento supported the motion. Meeting was adjourned at 11:35AM.*

Respectfully Submitted:



Kelcie Sweeney, Executive Director

Approved Date:

2/23/21

Signature:



Title:

Chair
