



CLINTON CONSERVATION DISTRICT

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MINUTES BOARD OF DIRECTORS MEETING

Tuesday, September 28th, 2021 8:30 am
Motz County Park, 4630 N. Dewitt Road, St Johns MI 48879

Directors Present:

Andrea Polverento, Chair
Jim Graham, Vice-chair
Elaine Brown, Treasurer
John Schulz
Gary Boersen

Staff Present:

Kelcie Sweeney
Katie Hafner
Adelyn Geissel
Cheyanne Boucher
Eric Bak
Jill Detwiler
Joe Woodruff, NRCS District Conservationist

Others Present:

Kyle Thornton, Parks & Greenspace Coordinator
Jack Knorek, MI Dept Agriculture & Rural Development

THE MEETING WAS CALLED TO ORDER by A. Polverento at 8:37 AM.

APPROVAL OF AGENDA – *E. Brown made a motion to approve agenda as presented. G. Boersen supported the motion. Motion carried.*

PUBLIC HEARING ON FISCAL YEAR 2022 BUDGET – *A. Polverento opened the public hearing on the FY 2022 Appropriations Act at 8:39am. No public comments were received. A. Polverento closed the public hearing at 8:40am.*

APPROVAL OF MINUTES – Regular Meeting Minutes, August 2021 – *J. Graham moved to approve the regular meeting minutes as presented. J. Schulz supported the motion. Motion carried.*

FINANCIAL REPORTS

1. Balance Sheet, Profit and Loss Statements; August and YTD, August Transactions; Check Detail and Credit Card Detail (paid) – **ACTION ITEM**
2. Approval of Expense Checks, September payables – **ACTION ITEM**

E. Brown moved to approve Financial Reports 1. and 2. as presented. G. Boersen supported the motion. Motion carried.

OTHER AGENCY – *J. Knorek provided an update on FY2022 grant agreements; documents will be available for signature on October 8. K. Thornton provided an update on the Clinton Lakes park improvement project and indicated that the grant application to obtain property for a park on Pratt Road is looking positive.*

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

MACD UPDATE – *E. Brown announced that the MACD Annual Conference scheduled November 8-10 would be virtual, and the Annual Meeting has been rescheduled to December 2nd from 9-12noon. The state's FY2022 budget has been signed and includes the \$3 million ask for Michigan conservation districts. This equates to around \$40,000 per conservation district and will be provided in the form of grant agreements with MDARD. NACD offers a health insurance policy for staff and boards of member districts, E. Brown will look into the option and report back next month.*

NEW BUSINESS

1. FY 2022 Appropriations Act - *Motion made by E. Brown seconded by J. Schulz to adopt the FY 2022 Appropriations Act. A roll call vote was taken: J. Graham - aye, G. Boersen - aye, A. Polverento - aye, E. Brown - aye, J. Schulz – aye. Motion carried.*
2. FY 2022 CTAI Grant - **ACTION ITEM** -
3. FY 2022 MAEAP Grant - **ACTION ITEM** -
4. FY 2022 Program Assistant Grant 1 - **ACTION ITEM** -
5. FY 2022 Program Assistant Grant 2 - **ACTION ITEM** – *Draft MDARD grant documents and grant awards were reviewed. J. Graham made a motion to authorize Board Chair to sign grant agreement documents, New Business 2.-4., when available. G. Boersen supported the motion. Motion carried.*
6. Personnel Policy Updates– **ACTION ITEM** – *G. Boersen made a motion to approve the Personnel Policy as amended. J. Graham supported the motion. Motion carried.*
7. Board By-laws – *Presented for review and discussion at October 2021 regular meeting.*

OLD BUSINESS

1. 2021 Meeting Calendar – **ACTION ITEM** – *E. Brown made a motion to change the December regular meeting date to December 14th to avoid the holiday week. J Schulz supported the motion. Motion carried.*
2. COVID-19 Policy – *The board discussed the needed updates to the COVID-19 policy and the recent development of federal requirements related to the pandemic.*
3. Strategic Plan – *G. Boersen and K. Sweeney provided an update on progress of drafting strategic plan.*

CORRESPONDENCE – *None.*

NEXT MEETING – *Tuesday, October 26, 2021 at 8:30AM*

ADJOURNMENT– *Meeting was adjourned at 10:00 AM.*

Respectfully Submitted: _____

Kelcie Sweeney
Kelcie Sweeney, Executive Director

Approved Date: 10/26/21

Signature: _____

Title: _____

Frances Polverento
chair