



Dickinson Conservation District

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Dickinson Conservation District BOARD OF DIRECTORS MEETING

Thursday June 17, 2021 | 5:00 pm (CT)

MINUTES

Date Approved: _____ Signed By: _____

1) WELCOME/CALL TO ORDER: Chairman, Bill Rice, called the meeting to order at 5:03 pm. Board members in attendance were Sarah Blanzky, Mark Rossato, Kurt Lehmann, and Sue Pope. Also, in attendance was Lindsay Peterson (WRISC), Amber Butterfield (DCD), Dana Nelson (WRISC), Michael Paling (ABC), and Rachael Guth (MDARD) via phone.

2) APPROVAL OF AGENDA: S. Pope moved to accept the meeting agenda as presented, with the addition of Truck Repair as line item 5d., and Letters to Legislator as line item 5e. S. Blanzky supported. Motion carried.

3) PUBLIC COMMENT: None

4) CONSENT AGENDA: The consent agenda, containing the following items, was presented. M. Rossato moved to accept the consent agenda as presented. K. Lehmann supported. Motion carried.

a) Meeting Minutes of May 20, 2021

5) NEW BUSINESS:

a1. Job description, requirements, and compensation alignment: Go to closed session according to the Open Meetings Act to discuss personnel organization/restructuring and wage considerations. Roll Call Vote: Rice aye, Lehmann aye, Rossato aye, Pope aye, and Blanzky aye. Time: 5:12 PM

a2: Return to open session at 5:36 PM. Motion by S. Blanzky to approve the proposed personnel organization/restructuring package as presented. M. Rossato supported. Motion carried.

b. Project Manager Hire: A. Butterfield spoke that with the DCD looking to grow its impacts within the community that she would like to hire another staff member to handle outreach and education. D. Nelson introduced herself to the Board and gave her background and qualifications. K. Lehmann

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asked that a job description and funding source be presented to the Board for further discussion and decision. A. Butterfield agreed that she would provide that to the Board.

c. MDARD Operation Reviews: R. Guth gave an update on the new Operation Reviews that were being conducted by MDARD. B. Rice requested that the review be handled between R. Guth and A. Butterfield. A. Butterfield alerted R. Guth that she will reach out to set dates for the reviews.

d. Trucks: A. Butterfield stated that the newly purchased truck needed the rear brakes fixed and there had been discussion on where to have this work done. She also stated that the A/C compressor on the other full-sized truck needed repairing. After further discussion K. Lehmann moved to have both trucks repaired by an auto body shop. M. Rossato supported. Motion carried.

e. Letter to Legislator: B. Rice spoke that the DCD Board of Directors should sign the pre-approved letter to their legislators regarding the stable funding for the conservation districts in Michigan. After further discussion the Board agreed that they would send a letter in support of the DCD.

6) OLD BUSINESS

a. Loyal to Local: A. Butterfield notified the Board that the renewal to be a part of the Loyal to Local program was due. K. Lehman moved to renew the membership with Loyal to Local. S. Pope supported. Motion carried.

b. Office Signage: A. Butterfield provided the quote for the redoing the office sign. A discussion was had about the future of DCD and WRISC within the building, and their intent to explore funding for a larger facility. A. Butterfield agreed to speak with T. Berndt about the details of the sign and report back to the Board.

c. Budget Update: The Board reviewed the budget update as presented. A. Butterfield spoke on several line items to wrap up the discussion.

7) REPORTS:

a) Finance Committee Report:

a. Approval of Treasurer's Report: The Board reviewed the financial documents presented from April. M. Rossato moved to place the Treasurer's Report on file. K. Lehmann supported. Motion carried.

b. Approval of Bills: A. Butterfield explained why the Bills were not available to be reviewed. She expressed her apologies and that she would have them available at the July meeting.

b) Administrative Report:

a. Grants Update: The Board reviewed the grant update and A. Butterfield explained that they were getting ready to start their reporting for this quarter. L. Peterson notified the Board that if they wanted further updates, they could visit the WRISC website.



- b. Sales/Projects: Spring Tree Sale: A. Butterfield gave the final net income regarding their Spring Tree Sale. She also stated that they were currently hosting their Native Wildflower Sale.

c) Partner Reports:

- a. FAP: None
- b. NRCS: M. Paling updated that NRCS was currently wrapping up this year's applications.
- c. WRISC: L. Peterson notified the Board to the current accomplishments and status of the Summer Crew. She also informed them that WRISC was beginning the work to update their Strategic Management Plan.
- d. MDARD: The Board reviewed the monthly report provided by R. Guth

8) MEETING REPORTS: None

9) RESOURCE ISSUES: None

10) BOARD PRIVILEGE: S. Pope and S. Blanzly thanked the Personnel Committee for their work on the job descriptions and compensation. M. Rossato expressed that he likes the idea of an education and outreach position but stressed that a job description needs to be developed and presented as well as grant funding.

11) ADJOURN: Next meeting July 15, 2021 @ 5pm. S. Blanzly moved to adjourn the meeting at 6:39 pm. K. Lehmann supported. Motion carried, meeting adjourned.

Minutes compiled and submitted by A. Butterfield.

