



Dickinson Conservation District

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Dickinson Conservation District BOARD OF DIRECTORS MEETING

Thursday April 15, 2021 | 5:00 pm (CT)
VIA: Zoom

MINUTES

Date Approved: _____ Signed By: _____

- 1) WELCOME/CALL TO ORDER: Secretary, Kurt Lehmann, called the meeting to order at 5:05 pm. Board members in attendance were Sarah Blanzky, Sue Pope, and Bill Rice (5:20 pm). Board member absent was Mark Rossato. Also, in attendance was Lindsay Peterson (WRISC), Amy Walker (FAP), and Rachael Guth (MDARD). K. Lehmann called in from Brighton, MI. B. Rice called in from Kingsford, MI. S. Pope called in from Iron Mountain, MI. S. Blanzky called in from Iron Mountain, MI.
- 2) APPROVAL OF AGENDA: S. Blanzky moved to accept the meeting agenda as presented, with the addition of Truck Purchase as line item 6b., and Summer Conference as line item 7c. S. Pope supported. Motion carried.
- 3) PUBLIC COMMENT: None
- 4) APPOINT TREASURER'S POSITION: S. Pope nominated S. Blanzky for the Treasurer's position. B. Rice called for other nominations. K. Lehmann supported. Motion carried.
- 5) CONSENT AGENDA: The consent agenda, containing the following items, was presented. S. Pope moved to accept the consent agenda as presented. S. Blanzky supported. Motion carried.
 - a) Meeting Minutes of March 18, 2021
- 6) OLD BUSINESS:
 - a. WRISC Memorandum of Understanding: A. Butterfield thanked the Board for looking over the WRISC MOU and asked if they had any questions. K. Lehmann stated that he thought that work needed to be done to the Master Agreement between WRISC and DCD but that he thought that the MOU should be signed. K. Lehmann motioned. S. Pope supported. Motion carried.

Promoting Responsible Natural Resource Management



- b. Truck Purchase: A. Butterfield inquired whether a vehicle of interest needed to be approved by the Board prior to purchase, or if the staff was able to make that purchase between board meetings. B. Rice stated that he trusted the purchase of a vehicle to be done by the staff and that because the Board voted the purchase of vehicle that extended to the actual purchase.

7) NEW BUSINESS

a. Forester Credit Card: A. Butterfield informed the Board that A. Walker would need a credit card to make purchases as a part of her grant. She stated that previous foresters had gotten a credit card with a \$300 limit and that any larger purchases would be done through her (Butterfield) card. The Board agreed that the credit card fell in line with the Forester position.

b. HWA Extension Amendment: A. Butterfield alerted the Board that an extension for the MISG HWA subcontract, through Alger Conservation District, had been applied for due to the pause in funding during 2020. She also stated that the extension had been accepted and that this grant was now due to end in 2022. K. Lehmann motioned to approve the signing of the HWA extension. S. Blanzzy supported. Motion carried.

c. Summer Conference: A. Butterfield notified the Board that the MACD Conference was set to be virtual and held June 7-8, 2021. She asked the Board to notify her if they wish to attend and whether the Board would like her to sign them up for the conference.

8) REPORTS:

a) Finance Committee Report:

a. Approval of Treasurer's Report: The Board reviewed the financial documents presented from March. S. Pope moved to place the Treasurer's Report on file. S. Blanzzy supported. Motion carried.

b. Approval of Bills: A. Butterfield apologized for not distributing the Check Register to the Board prior to the board meeting. B. Rice requested that the current Check Register be with the next board meeting documents. A. Butterfield ensured that it would.

b) Administrative Report:

a. Grants Update: A. Butterfield updated the Board that she had just completed the reporting on all grant projects and was currently waiting for reimbursements. She stated that all grants were on track.

b. Sales/Projects: Spring Tree Sale: A. Butterfield stated that the sale is wrapping up and that she would have the time slots for volunteers completed by the following week. She also spoke that the DCD stands to make a profit from the sale. She concluded the update by asking S. Blanzzy if Verso was willing to donate PPE for the sale. S. Blanzzy stated she would be in contact the following day.



c) Partner Reports:

- a. FAP: A. Walker spoke on her site visits, assisting with tree sale, and the chainsaw training. K. Lehmann inquired about A. Walkers metrics and addressed the line items that were marked as “needs attention.” A. Walker stated that she believed that her metrics were okay and that a lot of them were due to seasonal work. She believed that with spring arriving, these line items would be accomplished.
- b. NRCS: None
- c. WRISC: L. Peterson stated that she has her deliverables and yearly goals set and will send them to the DCD Board after the WRISC Board has had a chance to review them. She also informed the Board that the summer staff had been hired and that WRISC was busy gearing up for the field season.
- d. MDARD: R. Guth informed the Board that State of Michigan employees were still working from home, and after a look at the footprint was done, it was being looked at that MDARD would be transitioned to working from home permanently. She also gave an update that an accounting firm had been hired to assist members of MACD. She concluded her update by informing the Board on several of the topics that were going to be at the MACD Summer Conference.

9) MEETING REPORTS: B. Rice spoke about his MACD meeting

10) RESOURCE ISSUES: None

11) BOARD PRIVILEGE: S. Blanzky acknowledged the hard work done for a successful tree sale. S. Pope inquired about her schedule for tree sale volunteering. A. Butterfield stated that she would like to have her at the Fairgrounds for the afternoon shift on Thursday.

12) ADJOURN: Next meeting May 20, 2021 @ 5pm. K. Lehmann moved to adjourn the meeting at 5:56 pm. S. Blanzky supported. Motion carried, meeting adjourned.

Minutes compiled and submitted by A. Butterfield.

