

# DICKINSON CONSERVATION DISTRICT BOARD MEETING

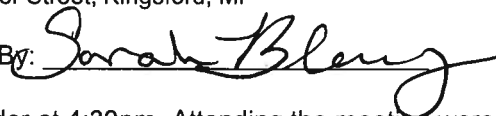
Minutes

January 15, 2019

USDA Service Center~ 420 N. Hooper Street, Kingsford, MI

Date Approved: 2/21/19

Signed By:



1. **Call to order:** Chairman Peterson called the meeting to order at 4:30pm. Attending the meeting were Board Directors: Pat Peterson, Bill Rice, Kristen Gendron, Sarah Blanz, and Sue Pope (arrived 5:09). Also, in attendance were Amanda Nelson, Lindsay Peterson, and Tom Berndt (NRCS).
2. **Approval of Agenda:** Rice moved and Blanz supported the Agenda as presented. Motion carried.
3. **Public Comment:** N/A
4. **Consent Agenda:** The Consent Agenda included the following items: Minutes of 12/13/18 Mtg; General Operations Report, Food Technician, and MAEAP report for November 2018. Moved by Gendron and Rice supported. Motion moved.

## Old Business

5. *Components of Governance:* N/A
6. *Annual Meeting:* Nelson handed out the detail agenda to the Directors. She asked that all Directors be at West Campus for 8 a.m. to help set up before the meeting.

## New Business:

7. *Lake Antoine's Old Faceful:* Nelson told the board that she has been talking with Ann Hruska about the potential to help Lake Antoine's Park Board to restore Old Faceful. After some discussion, Nelson will not pursue this further.

## REPORTS

### 8. **Finance Report:**

- a. Finance Committee: Finance Committee has thoroughly reviewed all financials from the previous month.
  - b. *Treasurer's Report:* The YRD Profit and loss by Class, Summary Balance Sheet, and Reconciliation Summary for December were presented. The reconciled checking balance was \$93,222.07 from 12/31/18. The average pay roll for the past month was \$4,244.88. Motion to put financials on record Rice moved and Gendron supported. Motion carried.
  - c. *Bills* of totaling \$350.00 were submitted for approval at this meeting, as well as a report on all payrolls, taxes, and other bills paid since the last meeting. Expenses in past month included (some paid prior to meeting): Visa bills for Nelson \$1,263.61 and savings deposit \$250. After reviewing the bills and payments. Rice moved and Blanz supported approval of the bills as presented. Motion carried.
  - d. Budget adjustment: See Attached. Motion to accept the presented budget adjustments. Blanz moved and Gendron supported. Motion carried.
9. **Personnel Committee Report:** P. Peterson informed the Board that she will be moving forward with reviewing the District Manager. She also noted, that the Personnel Committee is learning as they go.
  10. **Fundraiser Committee:** L. Peterson gave a verbal update on the Fundraiser Committee. She is planning on a small poster board at the Annual Meeting to accept donations for the District and will try to schedule a meeting soon.
  11. **AD Hoc Millage Committee Report:** N/A
  12. **Administrative & Grants Update:**
    - a. *Grants update:* Nelson gave a verbal grant and handed out grant's spreadsheet. Nelson noted that she cannot request reimbursement for any federal grants until the government opens again. At this moment, WRISC and DCD are doing okay with money that is in the checking but will have to reevaluate if we cannot get those grants reimbursed soon. MEF 16 Strike Team was extended until the end of February. GLRI

Boatwash 17-Pa is closed and no fund will be drawn from it anymore.

- b. *Sales*: Spring Tree Sale is underway and we have been received orders consistently. Nelson has received many phone calls for order forms to be mailed to new customers.
- c. *Pesticide Applicator Business*: N/A

**13. Partner Reports:**

- a. *FAP*: The district is still in search for a FAP Forester and not much activity has been happening on that grant. See attached report.
- b. *NRCS*: Berndt gave verbal report. Berndt informed DCD Directors that many applications that have been submitted for funding ended up being mailed back to the applicants since funding is frozen for the time being. He has been working with the Iron Mountain High School and the Slagle Farm on a grant to improve farm practices.
- c. *WRISC*: L.Peterson and staff have finished entering end of the year data for all five counties. She has finished the Annual Report for WRISC. She also has been on many MISG Core Team conference calls to talk about Wild Parsnip and how to manage it.
- d. *MDARD*: See attached.

**14. Meeting Reports:**

- a. *County Board meeting*: Rice attended the County Board Meeting and invited the counsel to DCD's Annual Meeting.
- b. *Dickinson County Solid Waste Management Authority Meeting*: Nelson and Rice attended. As of right now, Eagle River is accepting all the GAD's recycling.

**RESOURCE ISSUES/DIRECTOR'S PRIVILEGE:**

**Adjournment:** The meeting was adjourned at 6:45 pm. The next regular meeting date of the Dickinson CD Board will be held February 19, 2019 at 4:30pm at the USDA Service Center. Moved by Gendron, supported by Rice to adjourn the Board Meeting. Motion carried.

Respectfully submitted,



Amanda Nelson, District Manager

DICKINSON  
CONSERVATION DISTRICT

69<sup>th</sup> ANNUAL MEETING

Minutes

January 19, 2019

Bay West College, Fornetti Hall, US Hwy 2, Iron Mountain, MI

Date Approved: \_\_\_\_\_ Signed By: \_\_\_\_\_

Chairman P. Peterson called the meeting to order at 9:05 am. Attending the meeting were Board Directors: Bill Rice, Sue Pope, Pat Peterson, Kristen Gendron and Sarah Blanz. Also in attendance: Amanda Nelson (District Manager), Lindsay Peterson (WRISC Coordinator), Amber Butterfield (WRISC Project Coord), Kyle Hafeman (Conservation Project Leader,) Tom Berndt, (NRCS); and 40 additional honored guests, exhibitors, and presenters.

**Agenda:** The agenda stood, with one correct Hiring Lawrence Sobson as FAP Forester. The agenda was publicly published and distributed at the meeting. *(Correction)*

**Staff Updates:** Five minute updates on 2018 activities were given by Amanda Nelson (general District activities and Forestry Assistance Program), and Lindsay Peterson (WRISC).

**Annual Report:** Amanda Nelson presented the annual report and election nominee introductions. The FY 18 Dickinson Conservation District Annual Report was published as both a special one page display in the Advertiser as well as a color publication distributed to all attendees. Included in the report: FY 2018 Financial Statement showing ending fund balance of \$72,421, election information and candidate bios, 2018 Awardees, review of District projects and activities, staff information and contacts, annual meeting agenda, sponsor and volunteer recognition, and tree sale info.

**Awards:** Two awards were presented: Conservation Leadership Award to William D Harris for his service to educating our youth in conservation practices; Conservation Stewardship to Northwoods Beekeepers for his service to the district.

**Volunteer Recognition:**

Over 30 volunteers were recognized for a combined contribution of approx. 500 hrs in 2018.

**Keynote Speaker:** Bill Scullon who was speaking about UP Deer Health with emphasis on Chronic Wasting Disease.

**Displays:** A number of table displays were set up at the meeting, including: Dickinson CD, Forestry Assistance Program, Wild Rivers Invasive Species Coalition, Bee Keepers Association, Wilson Creek, MSU, and Verso Paper.

**Election:**

The physical election concluded at 11:30 a.m. Nominees included William Rice, Sarah Blanz and Sue Pope. A total of 22 ballots were cast and the results announced at 11:45 a.m. Election results were as follows: Rice (22 votes), Blanz (22 Votes) and Pope (22 votes). Rice and Pope will retain their board seat and serve another four-year term. Blanz was ~~nominate~~ *elected* for a two-year term.

**Hiring:** Motion to hire Lawrence Sobson as DCD's FAP Forester. Rice moved and Pop supported.

**Refreshments:** Light brunch items including, sandwiches, fruit and bagels were offered.

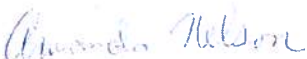
**Meeting Expenses:** \$1,014.81 (\$280 room rental, \$287.8 food, \$447.01 other)

**Meeting Income:** \$350

**Net Meeting Cost:** \$(664.81)

**Adjournment:** The formal Annual Meeting was adjourned at noon, motion by Blanz and supported by Gendron. Motion carried. People continued to visit for a while, and the building was exited by 12:30 pm.

Respectfully submitted,



Amanda Nelson, District Manager

**DICKINSON CONSERVATION WORK SHOP**  
**Minutes**  
**January 25, 2019**  
USDA Service Center~ 420 N. Hooper Street, Kingsford, MI

Date Approved: \_\_\_\_\_ Signed By: \_\_\_\_\_

Chairman Peterson called the meeting to order at 4:31 pm. Attending the meeting were Board Directors: Pat Peterson, Bill Rice, Kristen Gendron, and Sarah Blanzly. Also in attendance: Amanda Nelson (District Manager) and Lindsay Peterson.

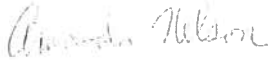
**Public Comment:** None.

**Discussion Items:**

1. Fixing District Vehicles: After reviewing the presented vehicle quote and requesting an oil change, Blanzly moved and Gendron supported to fix the Ford. Motion carried.

**Adjournment:** The meeting was adjourned at 4:34 pm.

Respectfully submitted,



Amanda Nelson

**Dickinson Conservation District Use This One**  
**Balance Sheet**  
 As of December 31, 2018

	Dec 31, 18
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
000-001 · FNB Checking	77,965.52
000-002 · Savings FNB	13,385.91
000-003 · Paypal	1,670.64
000-006 · Petty Cash Fund	200.00
<b>Total Checking/Savings</b>	93,222.07
<b>Accounts Receivable</b>	
018-044 · Accounts Receivable	495.18
<b>Total Accounts Receivable</b>	495.18
<b>Other Current Assets</b>	
000-123 · Prepaid Expenses	390.00
<b>Total Other Current Assets</b>	390.00
<b>Total Current Assets</b>	94,107.25
<b>TOTAL ASSETS</b>	<b>94,107.25</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Credit Cards</b>	
202-203 · Credit Cards	
202-207 · 3901 VISA (Amanda)	2,045.07
<b>Total 202-203 · Credit Cards</b>	2,045.07
<b>Total Credit Cards</b>	2,045.07
<b>Other Current Liabilities</b>	
000-231 · Payroll Liabilities	
000-232 · Fed & Fica Payable	2,227.79
000-235 · MI Withholding Tax Payable	1,291.35
000-237 · Worker's Compensation	-319.68
000-238 · MESC Tax Payable	465.24
000-241 · Accrued Payroll	1,798.88
<b>Total 000-231 · Payroll Liabilities</b>	5,463.58
200-240 · Sales Tax Payable	206.12
300-339 · Deferred Revenue	11,766.71
<b>Total Other Current Liabilities</b>	17,436.41
<b>Total Current Liabilities</b>	19,481.48
<b>Total Liabilities</b>	19,481.48
<b>Equity</b>	
000-005 · Investment Account	-11,766.71
000-393 · Fund Balance	135,614.63
Net Income	-49,222.15
<b>Total Equity</b>	74,625.77
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>94,107.25</b>

1:03 PM  
01/07/19

**Dickinson Conservation District Use This One  
Reconciliation Summary  
000-003 · Paypal, Period Ending 12/31/2018**

	<u>Dec 31, 18</u>
Beginning Balance	1,924.01
Cleared Transactions	
Checks and Payments - 8 items	-535.07
Deposits and Credits - 3 items	452.14
Total Cleared Transactions	<u>-82.93</u>
Cleared Balance	<u>1,841.08</u>
Uncleared Transactions	
Checks and Payments - 3 items	-270.44
Total Uncleared Transactions	<u>-270.44</u>
Register Balance as of 12/31/2018	<u>1,570.64</u>
New Transactions	
Deposits and Credits - 3 items	1,415.00
Total New Transactions	<u>1,415.00</u>
Ending Balance	

10:29 AM  
01/09/19

**Dickinson Conservation District Use This One  
Reconciliation Summary  
000-001 · FNB Checking, Period Ending 12/31/2018**

	<u>Dec 31, 18</u>
Beginning Balance	88,827.88
Cleared Transactions	
Checks and Payments - 19 items	-24,113.70
Deposits and Credits - 27 items	18,216.84
Total Cleared Transactions	<u>-5,896.86</u>
Cleared Balance	<u>82,931.02</u>
Uncleared Transactions	
Checks and Payments - 8 items	-5,978.14
Total Uncleared Transactions	<u>-5,978.14</u>
Register Balance as of 12/31/2018	<u>76,952.88</u>
New Transactions	
Checks and Payments - 7 items	-5,982.68
Deposits and Credits - 3 items	1,503.50
Total New Transactions	<u>-4,479.18</u>
Ending Balance	<u>72,473.70</u>

9:10 AM

01/02/19

**Dickinson Conservation District Use This One**  
**Reconciliation Summary**  
**000-002 · Savings FNB, Period Ending 12/31/2018**

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	<u>Dec 31, 18</u>
<b>Beginning Balance</b>	12,381.03
<b>Cleared Transactions</b>	
<b>Deposits and Credits - 4 items</b>	<u>1,004.88</u>
<b>Total Cleared Transactions</b>	<u>1,004.88</u>
<b>Cleared Balance</b>	<b><u>13,385.91</u></b>
<b>Register Balance as of 12/31/2018</b>	13,385.91
<b>Ending Balance</b>	13,385.91

✓ AH 1/2/19

# Dickinson Conservation District Use This One

## Profit & Loss by Class

### October through December 2018

	Total Other Revenue (281)	285 Total District Operations	286 Pesticide Applicator Prog	UPRCD/ Misc Grants	289 WRISC Sales	Calendar		300 MEF- 17-53 Strike Team II
						Fall Books Sale	Spring Tree Sale	
<b>Ordinary Income/Expense</b>								
<b>Income</b>								
281-000 · District Operations Income	0.00	55.13	0.00	0.00	0.00	0.00	0.00	0.00
289-000 · WRISC Income	0.00	0.00	0.00	77.59	450.00	0.00	0.00	0.00
290-100 · Other Revenue	2,500.00	2,500.00	0.00	250.00	0.00	4.00	0.00	4.00
294-000 · Sales	0.00	0.00	0.00	0.00	1,372.95	28.30	3,003.87	4,405.12
<b>Total Income</b>	<b>2,500.00</b>	<b>2,555.13</b>	<b>0.00</b>	<b>327.59</b>	<b>450.00</b>	<b>1,376.95</b>	<b>28.30</b>	<b>3,003.87</b>
<b>Gross Profit</b>	<b>2,500.00</b>	<b>2,555.13</b>	<b>0.00</b>	<b>327.59</b>	<b>450.00</b>	<b>1,376.95</b>	<b>28.30</b>	<b>3,003.87</b>
<b>Expense</b>								
281-001 · District Operations Expense	115.97	13,892.28	14.54	2.54	2.90	0.00	0.00	51.93
285-100 · Pesticide Applicator Expenses	0.00	0.00	206.00	0.00	0.00	0.00	0.00	0.00
290-002 · Other Service & Charges Control	1,434.46	1,449.46	0.00	31.50	36.00	0.00	0.00	0.00
294-001 · Sales Expense	0.00	415.82	0.00	0.00	0.00	14.50	0.00	5,452.50
300-100 · MEF 17-53 Strike Team II	0.00	0.00	0.00	0.00	0.00	0.00	0.00	11,739.57
520-200 · FAP Forester Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
530-300 · MISGP IS16-1005	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
540-600 · WDNR WMA 17-0004 PFGP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
550-500 · WMA - Phragmites	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
700-100 · GLRI-EPA	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
710-200 · GLRI_PCG	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
720-300 · GLRI-NNIS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
730-400 · GLRI-17-PA-Boatwash Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
750-500 · GLRI 18-PA-Boatwash	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Expense</b>	<b>1,550.43</b>	<b>15,757.56</b>	<b>220.54</b>	<b>34.04</b>	<b>38.90</b>	<b>14.50</b>	<b>0.00</b>	<b>5,504.43</b>
<b>Net Ordinary Income</b>	<b>949.57</b>	<b>-13,202.43</b>	<b>-220.54</b>	<b>293.55</b>	<b>411.10</b>	<b>1,362.45</b>	<b>28.30</b>	<b>-2,500.56</b>
<b>Net Income</b>	<b>949.57</b>	<b>-13,202.43</b>	<b>-220.54</b>	<b>293.55</b>	<b>411.10</b>	<b>1,362.45</b>	<b>28.30</b>	<b>-1,109.81</b>
								<b>-12,801.80</b>



Dickinson Conservation District Use This One  
Profit & Loss by Class  
October through December 2018

	52U	530 MISG	540 WDNR	550 WMA	700 GLRI	710 GLRI	720 GLRI	730 GLRI	750 GLRI	TOTAL
	Forestry	Assistance Program	WMA 17-0004	Phragmites	EPA	PCG	NNIS	17-PA	18-PA	
Ordinary Income/Expense										
Income										
281-000 · District Operations Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	55.13
289-000 · WRISC Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	527.59
290-100 · Other Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,754.00
294-000 · Sales	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,405.12
Total Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,741.84
Gross Profit	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,741.84
Expense										
281-001 · District Operations Expense	278.19	418.15	131.16	80.75	285.75	13.06	146.53	40.49	24.46	16,444.96
285-100 · Pesticide Applicator Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	206.00
290-002 · Other Service & Charges Control	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,516.96
294-001 · Sales Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,882.82
300-100 · MEF 17-53 Strike Team II	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	11,739.57
520-200 · FAP Forester Expenses	3,579.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,579.25
530-300 · MISGP IS16-1005	0.00	4,813.95	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,813.95
540-600 · WDNR WMA 17-0004 PFGP	0.00	7.15	1,473.50	0.00	0.00	0.00	0.00	0.00	0.00	1,480.65
550-500 · WMA - Phragmites	0.00	0.00	0.00	734.50	0.00	0.00	0.00	0.00	0.00	734.50
700-100 · GLRI-EPA	0.00	0.00	0.00	0.00	4,839.90	0.00	0.00	0.00	0.00	4,839.90
710-200 · GLRI_PCG	0.00	0.00	0.00	0.00	0.00	704.00	0.00	0.00	0.00	704.00
720-300 · GLRI- NNIS	0.00	0.00	0.00	0.00	0.00	0.00	1,548.25	0.00	0.00	1,548.25
730-400 · GLRI-17-PA- Boatwash Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,153.81	0.00	3,153.81
750-500 · GLRI 18-PA-Boatwash	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	319.37	319.37
Total Expense	3,857.44	5,239.25	1,604.66	815.25	5,125.65	717.06	1,694.78	3,194.30	343.83	56,963.99
Net Ordinary Income	-3,857.44	-5,239.25	-1,604.66	-815.25	-5,125.65	-717.06	-1,694.78	-3,194.30	-343.83	-49,222.15
Net Income	-3,857.44	-5,239.25	-1,604.66	-815.25	-5,125.65	-717.06	-1,694.78	-3,194.30	-343.83	-49,222.15

Dickinson CD 2018-19

Key	YTD
	New Budget
	Changes

ACT #	ACCOUNT	FY 19 Budget	Year to Date 12/31/2018	FY 19 Budget Adjustments	Differences
<b>INCOME</b>					
281-000	District Income				
281-664	Interest Income	\$ 40.00	\$ 55.13	\$ 116.00	\$ 76.00
281-695	Fundraising Committee	\$ 600.00	\$ -	\$ 600.00	\$ -
285-000	Pesticide Application Income	\$ 10,000.00	\$ -	\$ 12,000.00	\$ 2,000.00
289-000	WRISC Income				
289-002	WRISC Donations Income	\$ 200.00	\$ 450.00	\$ 500.00	\$ 300.00
290-000	Other Revenue				
290-110	Contractual	\$ 6,000.00	\$ 50.00	\$ 6,000.00	\$ -
290-500	Donations to District	\$ 400.00	\$ 4.00	\$ 400.00	\$ -
290-600	Miscellaneous Grant Income	\$ 3,000.00	\$ 2,831.80	\$ 3,000.00	\$ -
294-000	Sales				
294-099	Inhouse Sales	\$ 500.00	\$ 22.64	\$ 500.00	\$ -
294-199	Calendar Income	\$ 5,500.00	\$ 1,346.31	\$ 3,000.00	\$ (2,500.00)
294-299	Spring Tree Sale Income	\$ 86,177.00	\$ 3,007.87	\$ 91,000.00	\$ 4,823.00
294-399	Fall Tree Sale Income	\$ 5,500.00	\$ 28.30	\$ 5,500.00	\$ -
294-499	Wildflower Sale Income	\$ 3,078.00	\$ -	\$ 3,159.00	\$ 81.00
300-099	MEF 17-53 Strike Team II Income	\$ 15,000.00		\$ 24,000.00	\$ 9,000.00
310-099	MEF 19-57 CCC Income			\$ 45,000.00	\$ 45,000.00
320-099	MEF 19-58 Stream Monitoring			\$ 10,000.00	\$ 10,000.00
510-099	DNR Deer Habitat Grant Income				\$ -
520-199	FAP Forestry Income	\$ 70,500.00		\$ 68,000.00	\$ (2,500.00)
530-299	MDNR MISG IS16-1005 Income	\$ 45,000.00		\$ 45,000.00	\$ -
531-299	MDNR MISG Phrag Income			\$ 20,000.00	\$ 20,000.00
532-299	MDNR MISG HWA			\$ 14,000.00	\$ 14,000.00
540-599	WMA 17-0004 PFGP Income	\$ 7,000.00		\$ 7,000.00	\$ -
550-499	WDNR Phragmites Income			\$ 4,500.00	\$ 4,500.00
700-099	GLRI-EPA Income	\$ 32,000.00		\$ 32,000.00	\$ -
710-199	GLRI PCG Income	\$ 7,000.00		\$ 7,000.00	\$ -
720-299	GLRI NNIS Income	\$ 6,400.00		\$ 6,400.00	\$ -
730-399	GLRI 17-PA Boatwash Income	\$ 10,000.00		\$ 10,000.00	\$ -
750-499	GLRI 18-PA Boatwash Income	\$ 15,000.00		\$ 20,000.00	\$ 5,000.00
<b>INCOME</b>					
	Balance Carry Over				
	Subtotal	\$ 328,895.00		\$ 438,675.00	\$ 109,780.00
<b>EXPENSE</b>					
ACT #	ACCOUNT	FY 19 Budget			
281-001	District Operation Expense				
281-701	Personnel Services Control				
281-702	Admin Wages	\$ 28,000.00	\$ 4,531.75	\$ 28,000.00	\$ -
281-703	Admin Sick	\$ 440.00	\$ -	\$ 440.00	\$ -
281-704	Admin Vacation	\$ 720.00	\$ 96.00	\$ 720.00	\$ -
281-710	Workers Compensation	\$ 2,000.00	\$ 133.92	\$ 2,000.00	\$ -
281-711	FICA Employer Payroll Expense	\$ 12,000.00	\$ 2,562.69	\$ 12,000.00	\$ -
281-712	Unemployment Tax	\$ 4,500.00	\$ 465.24	\$ 4,500.00	\$ -
281-772	Supplies Control				\$ -
281-750	Office Supplies	\$ 600.00	\$ 22.00	\$ 600.00	\$ -
281-751	Field Supplies	\$ 200.00		\$ 200.00	\$ -
281-752	Postage	\$ 500.00		\$ 500.00	\$ -
281-773	Accounting & Outside Service	\$ 1,000.00	\$ 38.16	\$ 600.00	\$ (400.00)
281-774	Audit	\$ 6,000.00	\$ 5,250.00	\$ 7,000.00	\$ 1,000.00
281-775	Advertising & Marketing	\$ 500.00	\$ -	\$ 500.00	\$ -
281-776	Bank Services Charges	\$ 350.00	\$ 9.22	\$ 350.00	\$ -
281-777	Board/Annual Meeting Expense	\$ 700.00		\$ 700.00	\$ -
281-778	Bonding & Insurance	\$ 500.00		\$ 500.00	\$ -
281-779	Cleaning/ Maintenance	\$ 600.00	\$ 87.25	\$ 600.00	\$ -
281-780	Direct Deposit Payroll	\$ 375.00		\$ 375.00	\$ -
281-781	Dues & Fees	\$ 1,000.00	\$ 700.00	\$ 900.00	\$ (100.00)
281-782	Education & Demonstration	\$ 100.00	\$ 1,364.00	\$ 100.00	\$ -
281-784	Equipment/Vehicle Expense	\$ 5,000.00		\$ 7,000.00	\$ 2,000.00
281-785	PayPal Fees	\$ 5.00		\$ 5.00	\$ -
281-786	Printing & Publishing	\$ 400.00		\$ 400.00	\$ -
281-787	Rent Expense	\$ 840.00	\$ 100.00	\$ 840.00	\$ -

281-789	Telephone & Internet	\$ 900.00	\$ 368.15	\$ 900.00	\$ -
281-791	Training, Travel, Mileage	\$ 600.00	\$ 461.58	\$ 600.00	\$ -
281-792	Web Site Expenses	\$ 20.00	\$ 300.00	\$ 300.00	\$ 280.00
281-795	Fundraising Committee Expenses	\$ 45.00	\$ -	\$ 45.00	\$ -
					\$ -
					\$ -
					\$ -
285-100	Pesticide Applicator Expense				\$ -
285-210	Wages	\$ 5,000.00	\$ 106.00	\$ 5,000.00	\$ -
285-220	License & Insurance	\$ 1,800.00	\$ 100.00	\$ 1,800.00	\$ -
285-230	Materials	\$ 1,000.00	\$ -	\$ 1,000.00	\$ -
285-240	Mileage	\$ 1,000.00	\$ -	\$ 1,000.00	\$ -
					\$ -
289-100	WRISC Expenses				\$ -
289-003	WRISC Donation Expense	\$ 100.00	\$ -	\$ 100.00	\$ -
					\$ -
290-001	Other Services & Charges Expense				\$ -
290-001	Miscellaneous Grant Expense	\$ 1,000.00	\$ 67.50	\$ 3,000.00	\$ 2,000.00
290-009	Contractual Expense	\$ 2,000.00	\$ 1,516.96	\$ 2,000.00	\$ -
					\$ -
294-001	Sales Expense				\$ -
294-100	In-house Sales Expense	\$ 200.00	\$ 14.50	\$ 200.00	\$ -
294-200	Calendar Sales Expense	\$ 2,500.00		\$ 2,500.00	\$ -
294-300	Spring Tree Sale Expense	\$ 45,000.00	\$ 4,621.82	\$ 45,000.00	\$ -
294-400	Fall Tree Sale Expense	\$ 2,500.00	\$ 1,246.50	\$ 2,500.00	\$ -
294-500	Wildflower Sale Expense	\$ 2,000.00	\$ -	\$ 2,000.00	\$ -
					\$ -
300-100	MEF Strike Team II Expense	\$ 15,000.00	\$ 11,739.57	\$ 24,000.00	\$ 9,000.00
310-111	MEF 19-57 CCC Expense		\$ -	\$ 45,000.00	\$ 45,000.00
320-120	MEF 19-58 Stream Monitoring Expense		\$ -	\$ 10,000.00	\$ 10,000.00
510-100	DNR Deer Grant Expense		\$ -		\$ -
520-200	FAP Forester Expense	\$ 70,500.00	\$ 3,579.25	\$ 68,000.00	\$ (2,500.00)
530-300	MISG IS16-1005 Expense	\$ 35,000.00	\$ 4,813.95	\$ 35,000.00	\$ -
531-300	MDNR MISG Phrag Expense			\$ 20,000.00	\$ 20,000.00
532-300	MDNR MISG HWA Expense			\$ 14,000.00	\$ 14,000.00
540-600	WDNR WMA 17-0004 PFGP Expense	\$ 6,000.00	\$ 1,480.65	\$ 6,000.00	\$ -
550-500	WMA Phragmites Expense		\$ 734.50	\$ 4,500.00	\$ 4,500.00
700-100	GLRI-EPA Expense	\$ 32,000.00	\$ 4,839.90	\$ 32,000.00	\$ -
710-200	GLRI-PCG Expense	\$ 7,000.00	\$ 704.00	\$ 7,000.00	\$ -
720-300	GLRI-NNIS Expense	\$ 6,400.00	\$ 1,548.25	\$ 6,400.00	\$ -
730-400	GLRI-17PA Boatwash Expense	\$ 10,000.00	\$ 3,153.81	\$ 10,000.00	\$ -
750-500	GLRI 18PA Boatwash Expense	\$ 15,000.00	\$ 319.37	\$ 20,000.00	\$ 5,000.00
					\$ -
	Total Expenses	\$ 281,235.00		\$ 438,675.00	
					\$ -
	Fund Balance				



# General Operations Report

Submitted by: Amanda Nelson & staff

## December 2018 Board Meeting

- Conducted General Accounting (Payroll, deposits, expense, bank reconciliation, PayPal reconciliation, etc..)
- Annual Meeting
  - Amanda and Ann have been working on vendors list for Annual Meeting.
  - Worked on Annual report (articles, accomplishments, pictures, etc...)
- FAP:
  - Amanda attended FAP conference call on December 11
  - Reviewed all applicants for forester position
  - Wrote FAP job posting for the Iron Mountain Daily newspaper
- Tree Sale
  - Volunteers labeled Spring Tree Sale order form and newsletter
  - The order form was mailed on December 27.
  - Amanda created a radio ad for Tree Sale which will run Jan – April 2019.
- Amanda attended the GLTPA Board meeting on December 5, 2018 in Rhinelander Wisconsin. She was nominated as a Director of the Board.
- On December 13, 2018 Amanda drove to Marquette to update Linkpass. This will correct all email issues that have been happening.
- Amanda attended UPRC&D board meeting through conference call on December 14, 2018
- Submitted MEF 17-53 extension until Feb 28, 2019
- ON December 18, 2018, Amanda had quarterly review for FAP forester and district operations with Racheal Guth, MDARD.
- December 26, 2018, Amanda had a meeting with Claude Siders about the Northwoods Beekeepers association. They discuss opportunities for both organizations to help each other. Siders wanted the District to become Bee inspectors. Nelson needs to talk to MDARD before moving forward.
- December 12, 2018 Amanda met with the Personnel Committee at Storehiem's restaurant at 8:30 am for an annual review.
- December 19, 2018 Amanda and Bill rice attended the Dickinson County Solid Waste Management Authority Meeting at 11:00 am at the Dickinson County Solid Waste Processing Facility.
- WRISC Board meeting was December 5<sup>th</sup>, 2018

<b>Table 1. Forestry</b>	<b>December</b>	<b>YTD</b>	<b>Goal</b>	<b>Progress to Date</b>	<b>NOTES</b>
Landowner site visits	0	0	65	0%	
Number of Qualified Forest Program Enrollments	0	0	25	0%	
Number of forestry outreach events	0	0	8	0%	
Media occurrences	0	0	10	0%	
<b>Table 2. Invasive Species</b>					
PAB Contracts	0	0	3	0%	
PAB Treated Acres	0	0	25	0%	
PAB Outreach	0	0	2	0%	
Continued WRISC Partnership	0	0	0	#DIV/0!	
Attend WRISC Board Meetings	0	0	6	0%	
Participate in WRISC Committees	0	0	6	0%	
<b>Table 3. Recycling</b>					
Attend Solid Waste Authority Meetings	1	1	6	17%	
Recycling Outreach	0	0	2	0%	
<b>Table 4. Protect Soil and Water resources in Ag Settings</b>					
MAEAP Farm Certifications	0	0	2	0%	
MAEAP Outreach	0	0	1	0%	
<b>Table 5. Reforestation and Native Plant Restoration</b>					
Number of trees and shrubs sold	0	30	100000	0%	
Number of mailings	1	1	3	33%	
Number of Facebook posts	1	1	5	20%	
Number of Volunteers	5	5	10	50%	
Number Wildflowers sold	0	0	500	0%	
Number of customers	0	0	600	0%	
<b>Table 6. Education Youth</b>					
Conduct Norway Myr Field trips	0	0	1	0%	
Number of students NMF Trip	0	0	50	0%	
Conduct Norway Summer School trip	0	0	1	0%	
Number of students NSS Trip	0	0	50	0%	
Number of High School Environmental Science field trips	0	0	4	0%	
Number of classroom education events	0	0	2	0%	
<b>Table 7. Adult Education</b>					
Conduct public workshops	0	0	2	0%	
Newsletters	1	1	4	25%	
Annual Meeting	0	0	1	0%	
Number attending Annual Meeting	0	0	60	0%	
Number of Booths at Annual Meeting	0	0	5	0%	
Number of Walk-in customers	20	32	100	32%	
Number of phone calls	39	108	200	54%	
Number of Website hits	6695	12998	4000	325%	
Number of Facebook posts	2	5	12	42%	
Number of Facebook Reached	2052	3094	4000	77%	
Number of Facebook Likes Total	6	9	400	2%	
Number of Newspaper Articles	3	4	2	200%	
Photo contest entries	0	0	50	0%	
Fundraising Committee Events	0	0	3	0%	
Fundraising Volunteers	0	0	25	0%	
Fundraising Participants	0	0	50	0%	
<b>Table 8. Watershed Protection</b>					
Lake site visits	0	0	2	0%	
Farm Bill referrals	0	0	2	0%	
DEQ Certificate of Coverage Permit	1	1	1	100%	
CLMP Water sample - Drop off	0	0	2	0%	
Benthic monitoring surveys	0	0	2	0%	
Number of Stream Temp Monitoring Sites	0	0	4	0%	

## Forestry Assistance Program Metrics

Table 1. Required Metrics*	December	QTD	YTD	Goal	Progress to Date	Status	Forester's Notes
Landowner site visits	0	0	0	65	0%	Needs Attention	
Landowner site visits - Acres	0	0	0	2000	0%	Needs Attention	
Qualified Forest Program Enrollment Verifications	0	0	0	25	0%	Needs Attention	
Qualified Forest Program Enrollment Verifications - Acres	0	0	0	4000	0%	Needs Attention	
MAEAP Forest, Wetlands, and Habitat assessments	0	0	0	2	0%	Needs Attention	
MAEAP Forest, Wetlands, and Habitat assessments - Acres	0	0	0	40	0%	Needs Attention	
Referrals, Total Private Sector	0	1	1	25	4%	Needs Attention	
Referrals, Total Private Sector - Acres	0	40	40	500	8%	Needs Attention	
Referrals, Total Public Sector	0	0	0	25	0%	Needs Attention	
Referrals, Total Public Sector - Acres	0	0	0	500	0%	Needs Attention	
Referrals, Management plans	0	0	0	20	0%	Needs Attention	
Referrals, Management plans - Acres	0	0	0	400	0%	Needs Attention	
Referrals, Timber Harvests	0	0	0	10	0%	Needs Attention	
Referrals, Timber Harvests - Acres	0	0	0	200	0%	Needs Attention	
Referrals, Timber Harvests - Estimated volume (cords)	0	0	0	4000	0%	Needs Attention	
Referrals, Timber Harvests - Estimated volume (MBF)	0	0	0	75	0%	Needs Attention	
Number of forestry outreach events conducted/presented	0	0	0	4	0%	Needs Attention	
Outreach event attendance	0	0	0	350	0%	Needs Attention	
Media occurrences (newsprint, web, radio, tv, etc)	1	2	2	10	20%	Needs Attention	
American Tree Farm System Inspections	0	0	0	2	0%	Needs Attention	

\*This data will be compiled statewide and regionally. This data is required to be reported.

**REMEMBER TO COMPLETE YOUR GIS THIS MONTH!**

Table 2. Optional Metrics**	December	QTD	YTD	Goal	Progress to Date	Status	Forester's Notes
Number of contacts	3	6	6	350	2%	Needs Attention	
Landowner follow-ups	0	0	0	350	0%	Needs Attention	
Landowner follow-ups - Acres	0	0	0	2000	0%	Needs Attention	
Web site hits	51	144	144	4000	4%	Needs Attention	
Mailings	1	1	1	2	50%	On Track	
Number of forestry demonstration sites	0	0	0	1	0%	Needs Attention	
Advisory Committee Meetings	0	0	0	1	0%	Needs Attention	
Continuing education attendance - Hours	0	0	0	25	0%	Needs Attention	
MAEAP Forest, Wetlands, and Habitat verifications	0	0	0	2	0%	Needs Attention	
Referrals, cost-share programs	0	0	0	15	0%	Needs Attention	
Referrals, cost-share programs - Acres	0	0	0	150	0%	Needs Attention	
Referrals, Forest Stewardship Plans	0	0	0	5	0%	Needs Attention	
Referrals, Forest Stewardship Plans - Acres	0	0	0	100	0%	Needs Attention	
Referrals, Tree Farm Plans	0	0	0	1	0%	Needs Attention	
Referrals, Tree Farm Plans - Acres	0	0	0	20	0%	Needs Attention	
Referrals, NRCS CAP 106 Plans	0	0	0	10	0%	Needs Attention	
Referrals, NRCS CAP 106 Plans - Acres	0	0	0	200	0%	Needs Attention	
Number all other conservation plans	0	0	0	1	0%	Needs Attention	
Acreage other conservation plans	0	0	0	20	0%	Needs Attention	
Total value of tree sales	0	0	0	0	#DIV/0!	No Goal	
Number of trees and shrubs sold	0	0	0	0	#DIV/0!	No Goal	
Tree and shrub plantings - Sites	0	0	0	0	#DIV/0!	No Goal	
Tree and shrub plantings - Acres	0	0	0	0	#DIV/0!	No Goal	
Wildlife food plot plantings - Sites	0	0	0	0	#DIV/0!	No Goal	
Wildlife food plot plantings - Acres	0	0	0	0	#DIV/0!	No Goal	

\*\*This data will not be compiled statewide. Rather, it is for local use only.



## **Produce Safety Technician Staff Report**

**Landen Tetil**

**December 2018**

### **Trainings/Workshops**

- Webinar: "Understanding FSMA Produce Safety Rule: For Exempt Produce Farms" by Produce Safety Alliance. 12/10
- Webinars on biocontrol in greenhouses by e-GRO (electronic grower resources online) 12/18

### **Meetings/Outreach**

- Great Lakes Fruit & Veg Expo, Grand Rapids. 12/4 – 12/6
- Produce Safety Advisory Meeting to set FY19 goals. Please see attached goal sheet. 12/7
- Regional coordinator quarterly meeting with Rachael and Jaimi. 12/7
- Western UP Food Systems Council Meeting in L'Anse. Made lots of great connections! 12/13
- Produce Safety Alliance Trainer conference call. 12/14
- Produce Safety Risk Assessment conference call. 12/19
- Taste the Local Difference planning meeting for Local Food Fest. 12/19
- Produce Safety Technician planning conference call. 12/20

### **Farm Contact**

- Targeted mailings to advertise the PSA grower trainings that will be held in Stephenson and St. Ignace to UP growers.
- Farm referral from Taste the Local Difference for a farm in Houghton.

### **Other**

- Merry Christmas!





# MAEAP TECHNICAL ASSISTANCE

Fiscal Year 2019 – November/December

Technician: Holly Moss – Delta Conservation District

Assessments Per County									Total Assessments (Goal 70)		Total Risk Deductions (Goal 225)			
County	Farmstead		Cropping		Livestock		FWH		Ag 45	FWH 25	Ag	FWH		
	Goal	Actual	Goal	Actual	Goal	Actual	Goal	Actual						
Alger	3		5		2		-	3		3	2			
Delta	2	1	2	2	2	1	13		4		2			
Dickinson	3	1	3	1	3	1	-		3		2			
Marquette	1		2		1		-	3		3				
Menominee	4		5		4		-							
Schoolcraft	1		1		1		12							
<i>*Goals only set for Delta and Schoolcraft Counties for FWH. Other counties can be done. FWH = Forest, Wetland, &amp; Habitat</i>									<i>Sub -Total:</i>		7	6	6	
<i>*Pending Risk Reduction: 20 (In Progress)</i>									<b>Total:</b>		<b>13</b>		<b>6</b>	

MAEAP Verification Goal Per County									Total Verifications			
County	Farmstead		Cropping		Livestock		FWH		Ag 20	FWH 25		
	Goal	Actual	Goal	Actual	Goal	Actual	Goal	Actual				
Alger	1	1	2	1	1	1	-		3			
Delta	1	2	1	1	1		13		3			
Dickinson	2		2		2		-					
Marquette	1		1		1		-	2		2		
Menominee	2		2		2		-					
Schoolcraft	1		1		1		12					
<i>*Goals only set for Delta and Schoolcraft Counties on FWH. Can still do other Counties.</i>									<i>Sub -Total:</i>		6	2
									<b>Total:</b>		<b>8</b>	

MAEAP Cost-share \$3,000.00 Spent as 1/07/19: \$0

MAEAP FIELD DAY EVENT: TBD \*

Phase 1 Events: U.P. 2019 Crop Nutrient Management Program, Silvopasture Tran the Trainer Introductory Program in Alger, Ag for Tomorrow Conference (Pending) in Delta, and more TBD.

Well Water Screening: TBD

MDARD Well Monitoring Program: TBD

Right to Farm Complaints Assistance: None

Trainings: Will be attending a Silvopasture training towards end of January at UPREC.

Meetings:

Pending MAEAPs: Alger – 2 FWH (will do in spring).

Projects:

- EQUIP Grazing Plan down in the Garden Peninsula, Delta County. Waiting on Engineer to provide drawing and info.
- Continue to assist with a SARE project on a manure composting facility and the setback requirements in Dickinson County. Got Tom Berndt involved with project as well.





GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF AGRICULTURE  
AND RURAL DEVELOPMENT

GARY MCDOWELL  
DIRECTOR

## Rachael Guth

### MDARD Partner Report - January 2019

- Governor Gretchen Whitmer appointed Gary McDowell to serve as the new director of MDARD beginning in January 1, 2019. Prior to becoming Director, Mr. McDowell served three terms in the Michigan House of Representatives from 2005-2010. Mr. McDowell was born and raised on a farm in Rudyard, Michigan. He owns and operates a family business with his brothers, McDowell Brothers Farm and McDowell Hay Incorporated, and brokers hay sales from the eastern Upper Peninsula to markets around the nation. He is the oldest of 10 children. Prior to serving in the legislature, McDowell was a member of the Chippewa County Board of Commissioners for 22 years. Gary was also a United Parcel Service delivery driver for 30 years and was a volunteer firefighter and emergency medical technician for 18 years. Mr. McDowell attended Lake Superior State University. He and his wife, Carrie, have three daughters.
- Prior to his departure, Governor Rick Snyder appointed two new Commissioners to the Michigan Commission of Agriculture and Rural Development. Patti Bergdahl of Skandia and Charlie Meintz of Stephenson will both serve on the commission beginning January 1, 2019 until December 31, 2022.
  - Patti Bergdahl is Office Manager of Bergdahl's, Inc., a family-owned outdoor power farm equipment business located in Skandia, Michigan. She and her family also operate a dairy farm. She is a member of her Farm Bureau Board and Zoning Board of Appeals, as well as Chairman of the Township Planning Commission.
  - Charlie Meintz is owner of Pleasant View Dairy Farm, a centennial farm in Stephenson, Michigan. The farm also grows grain and hay for its own cows, as well as for sale. He is a Menominee County Board Commissioner and previously served as its Chair, is a member of the Farm First Board, and currently is working with Michigan State University on a corn trial plot on his farm.

The Michigan Commission of Agriculture and Rural Development has the responsibility to recommend, and in some cases determine, policy on food, agricultural, and rural development issues. The Commission is a bipartisan body of five citizens appointed by the Governor.

- The deadline to submit Employee Development Plans for grant employees has been extended. The templates, intended to provide MDARD with better information on the

training needs of conservation district staff and help identify any barriers to trainings, are coming out later than expected. We have extended the due date so that first quarter grant payments will not be held up. Please contact your Regional Coordinator with questions.

- Congratulations to Alger, Antrim, Barry, Chippewa Luce Mackinac, Genesee, Grand Traverse, Ingham, Iron Baraga, Marquette, Mecosta, Ottawa, Van Buren Conservation Districts who all received 2018 Michigan Invasive Species grant awards totaling nearly \$1.7 million. Conservation Districts received nearly half of the \$3.6 million total grant funds awarded this year!
- Congratulations to Lenawee Conservation District for receiving one of the six MDARD Fertilizer Research grants awarded in December. The grant, valued at over \$73,000, will explore innovative approaches to expand the adoption of best management practices.
- A request for proposals for 2019 Sustain our Great Lakes grants has been announced. The program will award grants in to improve and enhance: 1) stream and riparian habitat; 2) coastal wetland habitat; and 3) water quality in the Great Lakes and its tributaries. The submission deadline for pre-proposals is February 12, 2019. Details about this funding opportunity and additional application information is available at [www.nfwf.org/greatlakes](http://www.nfwf.org/greatlakes).
- NOAA is seeking proposals from non-federal partners for Great Lakes Restoration Initiative funding to help continue our work restoring Great Lakes coastal ecosystems. Up to \$5 million in awards will be provided through new multi-year regional partnerships in 2019. Proposals are due February 4, 2019. For more information, visit the [2019 Great Lakes Restoration Initiative funding opportunity](#).
- The Great Lakes Fishery Trust (GLFT) is now accepting proposals under its Habitat Protection and Restoration grant program. This request for proposals will be used for the disbursement of up to \$400,000 in grants in 2019. Due to limited funding, the GLFT will only consider project sites located: (a) Within the Lake Michigan basin, (b) In the state of Michigan within other Great Lakes basins (e.g., the Michigan shore of Lakes Erie, Huron, and Superior). For more information and to submit a proposal, visit the GLFT website at [www.glft.org](http://www.glft.org). Applications are due on or before 5:00 PM, Friday, February 22, 2019.
- The Michigan Department of Environmental Quality (MDEQ) and Great Lakes Commission are accepting proposals for Michigan's Volunteer River, Stream, and Creek Cleanup Program. These small grants provide local units of government with support to clean up Michigan rivers, streams, and creeks. A 25 percent minimum local match is required. The application deadline is February 11, 2019. The grant application package is available at <https://www.glc.org/work/VRSCCP/apply>

Type	Goal	Progress	% Complete	Grant	Start Date	End Date
<b>Education/Outreach</b>						
Brochures	1500		0%	MISGP	February 2017	December 2019
Conference Participation	2/yr		0%	MISGP	February 2017	December 2019
County Fair/Event Booths (5/yr)	5		0%	EPA	September 2017	October 2019
Educational Presentation	3/yr		0%	MISGP	February 2017	December 2019
Educational Presentations	4		0%	EPA	September 2017	October 2019
Maintain Website, FB	1/yr		0%	MISGP	February 2017	December 2019
Newsletters (3/yr)	3		0%	EPA; MISGP	Sep 2017, Feb 2017	Oct 2019, Dec 2019
Outreach Events	3/yr		0%	GLRI NNIS	May 2017	December 2019
Outreach Events	3/yr		0%	EPA	September 2017	October 2019
Press Releases/Articles (4/yr)	4		0%	EPA	September 2017	October 2019
Public Event Booth	4/yr		0%	MISGP	February 2017	December 2019
Trail Signage	10		0%	GLRI NNIS	May 2017	December 2019
Trail Signage	10		0%	EPA	September 2017	October 2019
Volunteer Workdays/Trainings	5 total		0%	MEF CCC	January 2019	December 2020
WRISC Annual Meeting (1/yr)	1		0%	ALL		
<b>Monitoring</b>						
AIS Surveys (river)	100 miles	34	34%	MISGP	February 2017	December 2019
Establish Monitoring Sites	6 (3 ais, 3 tis)		0%	MEF CCC	January 2019	December 2020
General Survey efforts	1		0%	MEF CCC	January 2019	December 2020
Inland Lake Surveys	500 acres		0%	EPA	September 2017	October 2019
Invasive reports	300		0%	EPA	September 2017	October 2019
Reports to MISIN	1/yr		0%	ALL		
Road/Stream Crossings	30	8	27%	EPA	September 2017	October 2019
Snapshot surveys	30	16	53%	GLRI NNIS	May 2017	December 2019
Snapshot surveys	25	15	60%	MISGP	February 2017	December 2019
Trail Surveys	100 miles	95	95%	GLRI NNIS	May 2017	December 2019
Trail Surveys	200 miles	34	17%	EPA	September 2017	October 2019
<b>Control</b>						
Control - DASH	10		0%	EPA	September 2017	October 2019
Control - Natural Areas	20	14.088	70%	EPA	September 2017	October 2019
Control - ORV Trails	80	54.432	68%	EPA	September 2017	October 2019
Control - Stream areas	10	2.526	25%	EPA	September 2017	October 2019
Raise PL biocontrol beetles	1/yr		0%	MEF CCC	January 2019	December 2020
Submit mgmt data to MISIN	1/yr		0%	ALL		
Treatment	150 acres/3 yrs	25.7	17%	MISGP	February 2017	December 2019
Treatment	50 acres/yr		0%	MEF CCC	January 2019	December 2020
Treatment (priority)	60 acres	43.83	73%	GLRI NNIS	May 2017	December 2019
<b>Organizational</b>						
Develop Online Volunteer Tracker	1 tracker, 250 hours/yr		0%	MEF CCC	January 2019	December 2020
Develop Volunteer Program	1		0%	MEF CCC	January 2019	December 2020
Recruit Partners	3/yr		0%	MISGP	February 2017	December 2019
Secure Crew Lead/PM	1/yr	1	100%	MEF CCC; GLRI NNIS	May 2017	Dec 2020, Dec 2019
Secure Strike Team	1/yr		0%	MEF CCC; GLRI NNIS	May 2017	Dec 2020, Dec 2019
Strategic Mgmt Plan	Updated for 2018-2022	1	100%	MISGP	February 2017	December 2019
<b>Boatwash</b>						
AIS Outreach Events	5		0%	CBCW		
Boater Contacts	2500		0%	CBCW		
CBCW Trainings	2		0%	CBCW		
<b>Other Projects</b>						
Complete DASH Construction	1		0%	EPA	September 2017	October 2019
County ROW Permitting	5		0%	General		May 2019
DEQ Permit and Reporting	2		0%	ALL		
Develop treatment signs	10		0%	General		
Landowner Management Guide	Complete, print at least 15		0%	WMA	June 2017	June 2019
Partnership Invites	Min. 20		0%	ALL		
PCG Billboards	5		0%	GLRI PCG	April 2018	April 2020
Pesticide Management Plan	1		0%	General		May 2019
Radio Ads	1		0%	GLRI PCG	April 2018	April 2020
State ROW Permitting	2		0%	General		May 2019
Survey plan for Florence Co Forest	1 survey plan (maps, narrative)		0%	WMA	June 2017	June 2019
Train Divers for DASH work	3	1	33%	EPA	September 2017	October 2019
Update Master Agreement with USFS	1		0%	GLRI		ASAP
WI Phrag Presentations	3		0%	WI Phrag	December 2018	March 2019
WI Phragmites Surveying	1700 miles		0%	WI Phrag	December 2018	March 2019
WI Reciprocity	3		0%	General		May 2019
Wrap Up MEF Strike Team II	1		0%	MEF Strike Team II	March 2017	March 2019
WRISC Branding	1		0%	General		February 2019