OTTAWA CONSERVATION DISTRICT

Your Land, Your Water, Your Michigan

OTTAWA CONSERVATION DISTRICT

Agenda
Regular Meeting, USDA Service Center, Grand Haven MI
7pm, Tuesday April 5th, 2022

Attendance:
Lexie Kasper, Administrative Specialist
Benjamin Jordan, Watershed Technician
Mathew Hehl, Director (Elected as Chairman effective April 5)
Tim Van Dyke, Vice Chairman
Douglas Grotenrath, Treasurer
Callie Melton, Director
Rivka Hodgkinson, Director
Roger A. Bergman, Ottawa County Commissioner

CALL TO ORDER: 7:00

- **Invocation:** Mathew Hehl

REVIEW AND APPROVAL OF MINUTES

- **Motion to approve the minutes:** Mathew Hehl **Second/Support:** Callie Melton **Vote:** Passes

PUBLIC COMMENT

- Public attendee Dave Barnowski wished to speak and expressed his interest to learn more about the district and our activities throughout the county, as he has been asked in the past to support candidacies for the OCD board.
- Several other members of the public spoke via zoom to express their support for Callie Melton as a potential nominee for Vice Chairman.

ELECTION OF OFFICERS

- Discussion on separating the role of secretary/treasurer. Callie Melton and Rivka Hodgkinson raised the possibility of separating the roles due to recent issues with the minutes. Callie Melton felt that this would be a good idea due to recent disagreements about the accuracy of meeting minutes. Rivka suggested separating the duties for a lower time commitment and cooperation. Separating the positions would allow a board member to oversee meeting minutes prior to reviewing/approving them at the next meeting. Doug Grotenrath suggested that this change was unnecessary as the entire board gets to review and vote on minutes during board meetings.
    - **Motion to keep positions combined**: Matthew Hehl **Support**: Doug Grotenrath **Vote**: Passes

- Chair nomination
    - **Motion to nominate Mathew Helh**: Doug Grotenrath **Support**: Matthew Hehl **Vote**: Doug votes yes. Matt votes yes. Rivka votes yes. Callie votes yes. Tim votes yes. Motion carries.
- Vice Chairman nomination
    - **Motion to nominate Callie Melton**: Rivka Hodgkinson **Support**: Callie Melton
    - **Motion to nominate Tim VanDyke**: Doug Grotenrath **Support**: Mathew Hehl
    - Vote: Callie votes for Callie. Rivka votes for Callie. Mathew votes for Tim. Doug votes for Tim, Tim votes for Tim. Motion for Tim VanDyke as Vice Chairman carries.
- Nomination for Treasurer/secretary
    - **Motion to nominate Doug Grotenrath**: Matthew Hehl **Support**: Tim VanDyke **Vote**: Rivka votes yes. Callie votes yes. TIm votes yes. Doug votes yes. Motion carries
- Mathew Hehl assumes chair position for the remainder of the meeting.

STAFF AND PARTNERING AGENCY REPORTS

Megan Boos, Executive Director- Report
Lexie Kasper, Administrative Specialist – Report
Keely Dunham-Adkins- WM CISMA Coordinator- Report
Natalie Bekins- Invasive Species Project Coordinator - Report
Caryn Dawson- MAEAP Technician - Report
Forest Pest Technicians-Report - Report
Ben Jordan, Conservation Technician- Report
Sarah Bowman, Watershed Technician-Report
Alex Svoboda, RCPP Project Manager-Report
Kyle Hildebrandt, Soil Conservation Technician-Report
Ben Savoie, Forester-Report
MDARD-Report

Program Highlight: RCPP

Sarah gives an introduction to the RCPP program. This initiative is funded by USDA/NRCS and works similarly with EQIP. Localizes funding specifically to Ottawa county and watersheds in neighboring counties. Applicants no longer have to compete state wide or regionally for EQIP funding for practices. She also mentions the number of partners who will participate in various ways. Objectives are to protect water quality and quantity, habitat, and farmland preservation. Mention of surface water impairments and groundwater issues. District provides technical assistance and cost share (through USDA), conservation planning, outreach and education.

Tim VanDyke asks what the conservation district's role is if the program is federal/NRCS. Sara explains that the OCD is expanding NRCS capacity to enroll participants, outreach and education, reaching out to producers, etc.

Mathew Hehl asks the time frame and Sarah mentions that the project is 3.5 million dollars (7 million including match) and runs through 2026.

Tim VanDyke asks what happens if funds aren't used. Sarah responds that there is a lot of interest in the program, applications are coming in, and we expect to easily use funds.

OLD BUSINESS

- June Celebration- Location Update
    - Tentative date: June 14.
    - Discussion on event. Megan and Ben might not be present at the event so additional help may be needed. Sponsors to cover the cost of food would be welcome & some discussion was had about whether or not we should charge for an event like this. Formation of a committee to plan the event was discussed and approved.
    - Rivka and Callie volunteered to be on the committee with Lexie to plan the event.
    - **Motion to approve June 14th**: Callie Melton **Supported**: Rivka **Vote**: Passes
- Strategic Planning: Planning date for April 21st at 1:00pm at the OCD office
    - Will meet with the facilitator from 1pm to 4pm. Lexie printed out a paper copy. Currently invited includes the board, Megan, Ben, Lexie, Keely, Natalie, key stakeholders including Roger Bergman, Lester, Dave.
    - Other potential attendees were discussed including Joe Bush, Rebecca Huttenga, Jack Knorek. Roger Berman mentioned that Becky and Jason Shamblin, and Matt Fenske would be great additions.

NEW BUSINESS

- **Financial:**
    - **Financial:**
        - March bank reconciliations and bill payment**:** *See financial packet for our profit & loss, balance sheet, and account reconciliations. (Vote)*
            - **Motion to pay the bills**: Tim VanDyke **Support**: Callie **Vote**: Passes
        - Audit- Information
            - **Motion to accept audit**: Doug Grotenrath **Support**: Tim VanDyke **Vote**: Passes
        - OCD request for contract revision- Information
            - Info was in the board packet. Money received from the County was dependent on NOT receiving funds from the state. All districts are now receiving some state funds (1 year), but Megan proposes to ask the county to continue receiving full county funding.
        - Upgrading vehicles- Doug Grotenrath - Information

- Some of the vehicles need to be replaced for safety and reliability reasons. Small/medium size truck for crews. Doug mentions that he has been searching for used trucks - purchasing as opposed to leasing.

- **Work Agreements for Strike Team**- (Vote)
  - 4 new work agreements for seasonal staff - Invasives crew funded through CISMA
  - **Motion to accept all strike team work agreements**: Callie Melton **Support:** TIm VanDyke **Vote:** Passes

- **Grants**
  - **Pending:**
    - Bass River Deer Creek (BRDC) Restoration Project Phase 4
    - Midwest Cover Crop Initiative, National Fish and Wildlife Foundation (NFWF)
  - **Preparing:**
    - Invited back for a full proposal for a Sustain our Great Lakes Grant (SOGL) for invasive species management
  - **Executing:**
    - Michigan Invasive Species Grant Program (MISGP) Core and Project Funding
    - United States Forest Service (USFS) Invasive Species Management Funds
    - Good Neighbor Authority (GNA) 22 Invasive Species Management Funds
  - Motion to add agenda item to discuss strategic planning: Doug Support: Callie Vote: pass
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CORRESPONDENCE:
PA 116: N/A
ADJOURN – **Motion to adjourn:** Matt Hehl **Support:** Doug **Vote:** Passes
next meeting: May 3rd, 2022