

EMMET CONSERVATION DISTRICT
MINUTES
Regular Meeting
January 5, 2010

The Board Meeting was called to order at 9:00 a.m. at 3434 M-119, Harbor Springs.

Present: Russell LaBeau, John Casto, Jane Mooradian, Jane Rye and Marcus Kurburski
Absent: None

Also present: Nancy Salar- administrator, Cydney Steeb- program coordinator, Jim Palowicz- MDA, Bill Borgeld and Steve Migda

Steve Migda was sworn in as the Districts first associate director.

The minutes for December were presented:

MOTION: John Casto **SECOND:** Jane Rye

To approve the December meeting minutes.

Motion Passed.

OFFICERS REPORTS

Russell LaBeau, Chair welcomed Steve as our new associate director to the district. He thanked Jane Mooradian for hosting the December meeting at her house.

Casto, Treasurer stated he would be out of town for the February meeting.

The December Treasurer's report was presented

MOTION: John Casto **SECOND:** Jane Mooradian

To approve financial report as submitted

Payment of Bills

MOTION: Jane Rye **SECOND:** Jane Mooradian

To approve payment of bills as submitted.

Motion Passed.

VISITORS- Jim Palowicz, Michigan Department of Agriculture

Palowicz attended the Michigan Association of Conservation Districts annual meeting in Mount Pleasant and shared some of the information gathered there with the board. Though there is currently no operational grant funding for the districts MDA is requesting the districts stay in good standing in order to be ready for future grants. There are eleven (11) items they request each district continue to do. They are as follows; 1) district is in compliance with the Conservation District Law 2) a resource assessment will be conducted at least once every year 3) an annual plan of work will be developed or revised every year 4) a regular schedule of board meetings will be posted and adhered to. Minutes and treasurers reports of board meetings will be posted, including special meetings, will be sent to MDA after approval 5) a GAAS audit is to occur at a minimum of once every two years. 6) an appropriations act will be passed each fiscal year 7) annual meetings and elections will be held as needed. The CD's must comply with the Conservation District Law 8) an annual report will be produced 9) an accomplishment report will be submitted 10) office hours are to be posted at the District's entrance, and any signs and answering machine messages will accurately reflect the hours of operation 11) appropriate signage using the District or MACD logo is to be utilized. Signage must be consistent with local ordinances.

Jim provided handouts on Farm Bill Opportunities for Forest Landowners and Using Marketing and Media Relations to Showcase Districts that were presented at the MACD annual meeting.

DISTRICT CONSERVATIONIST- see report

PROGRAM COORDINATOR

Cydney presented a draft of a new mission statement for the District. She felt the old statement did not accurately reflect what the District was about. After discussion of the wording of the proposed new mission statement the results are "Our mission as stewards of the environment is to improve the quality of life for the residents of Emmet County, by protecting and conserving our natural resources, promoting sound sustainable agricultural practices, and providing educational opportunities for the community."

MOTION: Jane Rye **SECOND:** Jane Mooradian

To approve the new mission statement.

Motion passed.

Cydney was directed by the board to review the District vision statement as well and present a proposal for changes if any to the board at the February meeting.

Cydney presented an example of plant a tree card in your name to the board. People could purchase a card and have a tree planted in someone's honor. The trees would be planted on public land in Emmet County. This idea is similar as to having a star named after someone. The plan is to initially plant the trees at the fairgrounds. The wording was vague so as to encompass all happy occasions. The card will be printed on recycled paper with soy based ink so the cards will be environmentally friendly. The cost of producing the cards is approximately \$1.50 each. Cydney will provide the photography for the cards. It was suggested that a second type of card be produced as well to reflect in memory of occasions. The availability of the cards would be promoted through the District website, tree sale order forms, booths at events such as the fair and garden exp, and possibly a mass email. Russ stated he would like to discuss the idea with the county commissioners before we promote planting trees on public land. Russ will contact his districts commissioner, Les Atchison. John Casto volunteered to speak with Lori Gaetano-Mier, Emmet County Parks & Rec Director to confirm that it would be okay to plant the trees on county property.

MOTION: Jane Rye **SECOND:** Jane Mooradian

To approve the printing of 50 cards for in honor of special occasions and 50 cards in memory off occasions.

Motion passed.

A pollinator workshop is being planned for spring when bees will be active. The USDA office has been contacted and will provide a presentation on pollinator programs offered through their office. Bill Borgeld will present information on the WHIP program and how it relates to pollinators. Also a local bee keeper will speak on honeybee issues.

A sign for the raingarden has been mocked up and taken to a graphic design company in Boyne City. This company was chosen because they have done outdoor signs for Emmet County. The price of producing the sign will include posts and installation of the sign. The sign will also have a place to store the raingarden brochures and make them available to visitors to the garden.

CORRESPONDENCE

NACD invoice for membership dues for 2010 was received. There are no funds allotted in the budget this year for paying NACD dues. The latest issue of Land & Water magazine was received and is available in the District office. A copy of the Charlevoix CD newsletter was received.

OLD BUSINESS

Nancy stated she spoke with Jim Cusenza, Hill Schroderus & Co. this past month. He agrees the District does not need an audit from a CPA this year due to the lack of funds and recommends the District perform a GAAS audit the following year.

The Department of Environmental Quality has invited the District to participate in a partnership between the DEQ and other conservation districts located within counties with designated critical dune areas. The District would assist in providing information and making recommendations to the DEQ and property owners regarding impacts to vegetation resulting from proposed uses in critical dune areas. All districts participating in the partnership would charge the property owner a \$250 fee for a site review. Nancy does not recommend the District participate in this partnership. The critical dune areas in Emmet County are regulated by Emmet County not DEQ. Currently Nancy is the critical dune enforcement officer. It would not appear appropriate for the County to charge a fee for a critical dune permit and then require the property owner to pay another fee for the district to review the same site. It was decided by the board not to participate in the proposed partnership with the DEQ at this time.

Marcus stated he could not find his notes on who rented the no till drill this past season. He will continue to look for them and provide them to the administrator when located. Bill notified the board that Tim VanKalker was interested in purchasing the no till drill from the District. Jane R. concerned if the no till drill was sold and rented out by someone else the cost would be cost prohibitive for local residents. Russ concerned the directors may be held liable if someone is hurt while using or transporting the no till drill. The no till drill contract was updated within the last few years, but it was not been used this year. At this time no one is sure of what maintenance needs to be done on the drill. Russ suggested that Van Kalker be approached with the idea of storing & maintaining the no till drill for the district in exchange for the use of the no till drill. The District would pay for any parts that were required to fix the drill. The drill could then be rented out to others. Jim P. stated because the board is a government entity that if they wished to sell the no till drill they would have to advertise it was available for sale. Cydney recommended that if the drill is rented out in the future a cleaning deposit be required so that if it is not returned clean and in good condition the deposit would not be returned. The board requested Bill speak with VanKalker to see if he would be interested in storing and maintaining the no till drill for the District.

Dirk Shorter and Andre Kitscher are considered potential associate directors. Marcus will speak with Shorter and Russ will speak with Kitscher to see if either would be interested. A welcome letter was signed by all and will be mailed to Steve M.

NEW BUSINESS

The DVD "Dirt the Movie" is now available for purchase. The cost to purchase a DVD licensed for public viewing will be \$100. This will include 50 postcards, 3 mini posters and 50 stickers to be used in promotion of any planned showing. Nancy has not been able to reach Craig who is charge of organizing movies shown through the Petoskey library in the old Carnigie building. Cydney and Nancy met with staff for the Crooked Tree Arts Center to see about showing the movie there. The cost would be around \$250 plus a technician may need to be hired operate the equipment to show the movie. Russ recommended the movie be purchased and then the board could work out the details of where the movie would be shown.

MOTION: Jane Rye SECOND: John Casto

To purchase the DVD of the "Dirt the Movie"

Motion passed.

Nancy notified the board that Tip of the Mitt Watershed Council requested the District hold a grant received from the Department of Environmental Quality to produce a shoreline stabilization DVD. A government entity is required to hold the funds for the project. Tip of the Mitt offered the District

\$500 to cover administrative fees. Nancy agreed to the arrangement based on emails shared with Tip of the Mitt and Russ due to the limited time in which a decision needed to be made. Nancy stated there should be no direct cost to the district due to the fact the County pays for her time. The District is responsible only for holding the funds. The Tip of the Mitt will be responsible for all reporting. Some concern was expressed by board members as to the length of time the grant will need to be held and what other costs may arise. There was discussion that if a similar opportunity comes up in the future a higher administrative fee should be charged.

Nancy shared with the board a flyer of a Cheboygan conservation district big tree contest held in 2008 & 2009. This may be a fun contest the District could duplicate for Emmet County to increase awareness of the district. The board was favorable to the idea and directed staff to pursue the idea further.

The Little Traverse Home Builders Association will be holding their annual Home Show in the Spring and are currently looking for vendors. The fee for a nonmember to have a booth is \$625. The board chose not to have a booth at the Home Show due to the high cost of a vendor booth.

The next regular scheduled meeting will be February 2, 2010, at 3434 M-119, Harbor springs, in the lower level conference room, at 9:00 a.m.

No further business:

Meeting adjourned 11:00 a.m.

Respectfully submitted by; Nancy Salar, administrator

Date approved 2-2-10

Jane Moradian, Secretary