



DELTA CONSERVATION DISTRICT

6822 US HIGHWAY 2, 41, and M35 - GLADSTONE, MI 49837

(906) 553-7700

BOARD MEETING MINUTES

SEPTEMBER 27, 2023

meeting was called to order at 2:05 P.M. on July 25, 2023, at the Pioneer Park Pavilion., 6822 US Hwy 2 41 M35, Gladstone, MI 49838, by Delta Conservation District Chair Joe Kaplan

AGENDA

Call Meeting to Order 2:05pm

Directors Roll Call: Kaplan, Brockman, Segorski, VandeWater - Present; Ross - Absent.

Staff Present: Mattson & Wery

Additions to Agenda; none

Conflict of Interest Disclosures; None

Approval of Minutes:

June 20, 2023; Segorski motioned to accept Meeting Minutes as amended, seconded by VandeWater, motioned carried.

July 19, 2023; Motioned by Brockman, second by Segorski to approve the meeting minutes as amended. Motion carried.

July 25, 2023 (Special Board Meeting); Motioned by Brockman, second Segorski, motion carried.

August 23, 2023; Motioned by Segorski, second by VandeWater, to accept minutes as amended by Kaplan. Kaplan read changes to Establish New Committees, New Committees Continued, Personnel Policy Changes, and Easement Agreement Cornell Forest. Roll Call: Kaplan-Yes; Segorski-Yes; VandeWater-Yes; Brockman-Yes.

August 29 (amended to correct from August 23 to August 29, 2023), 2023; Kaplan compared versions under Personnel (Standing Committee Report); Temporary Administrative Assistant Position; Segorski motioned, VandeWater second, to accept amended version of minutes, Roll Call; Kaplan-Yes, Segorski-Yes, VandeWater-Yes; Brockman-Yes.

Approval Treasurers Report (August); Kaplan asked questions regarding seasonal staff in Park, deposits for pavilion rental, lodging, office, etc. Motion by Segorski, second by VandeWater to approve the August Treasurers report. Motion carried.

Segorski motion; Kaplan will work with Mattson to transfer account information and passwords to Kaplan, who will hold certifications, for online services/subscription including Microsoft 365, QuickBooks, GoDaddy (DCD domain), second VandeWater. Roll Call, Motion carried unanimously.

County Commissioner/Liaison Report: Commissioner Barron relayed that the contract to put in water and electric for the cabins at Pioneer Trail Park. The Board passed a budget.

Board Member Reports: accidentally skipped – see Board Member Comments.

MDARD Report or Correspondence: Report will be available on 9/28/2023. Timely information; four employees at the NRCS Office may be impacted by a possible Federal Government shutdown. Rory provided a contingency plan. CTAI employees will be the most impacted. All MDARD FY23 grants are due October 5, 2023. FY24 MDARD grants will be out for an eSignature by mid-October. An MOU partnership between the CD, NRCS, and NRCS – comments are due back by Oct. 13, 2023 to the MACD with the MOU will come back to the District for signature. The Conservation District Employees of Michigan have put together an insurance package for DC employees beginning with health insurance (interest by the District is due on 9/28/2023). Mattson indicated current staff are not interested in this offering but he would follow up and express the District's interest in offering. The new retention schedule (FOIA) for Conservation Districts is now available and will be followed up with MDARD training.

NRCS Report or Correspondence: n/a

Staff Correspondence: none

Manager Report & Updates: none

Public Hearing: FY-2024 CD Budget/Appropriations Act: Mattson provided copies of the FY24 Budget and FY24 Appropriations Act.

Hearing Open with Roll Call Vote; Kaplan-Yes; Segorski – Yes; VandeWater-Yes; Brockman-Yes.

Former Chair Jim Yoder asked why if there are equal amounts of Revenue and an equal amount of Expenditures why does the fund balance decrease by \$129,000 and that the accounting to reflect that should be done some other way. Rory explained this is the way the MDARD wanted it reflected in this manner. Yoder responded there should be a balance sheet and a separate profit and loss and not combine them together as presented.

Sean McAdams; Indicated this is not proper accounting and the budget should reflect a net loss.

Public Hearing on the Budget and Appropriation Act was concluded by Roll call: Kaplan-Yes; Segorski – Yes; VandeWater-Yes; Brockman-Yes.

Unfinished Business

B. Streichert Land-Use Agreement. Kaplan read an Indemnification Clause to the short-term agreement to lease District property east of the Ford River in Cornell Township to Scott Streichert for \$1500 through the hunting season. Brockman moved to approve the Land-Use Agreement. Brockman motioned to approve the Land-Use Agreement, second by Segorski. Roll Call; Kaplan-yes; Segorski-yes; VandeWater-yes; Brockman-Yes. Motion carried.

there is documentation that Mattson worked during his reported vacation time, second by Segorski. Roll call; Kaplan-Yes; Segorski-Yes; VandeWater-Yes; Brockman-Abstain.

G. Motion to Authorize Personnel Committee; Manager to Finalize Employee Work Agreements for FY-2024. Guth indicated this may no longer be a requirement of MDARD grants. Brockman motioned to finalize work agreements for FY24, second by VandeWater. Motion carried.

H. Motion to Authorize Manager to Handle Year-End Items and Business.

I. Motion to Authorize Chairman/Treasure & Manager to Approve & Accept MDARD FY-2024 Grants. Brockman motioned to authorize Chair, Treasurer, and manager to approve and accept MDARD FY24 grants with Segorski authorize to sign for the grants, second by VandeWater. Roll Call; Kaplan-yes; Segorski-yes; VandeWater-yes; Brockman-Yes. Motion carried.

J. Approve FY-2023 Budget Amendments as presented. Segorski motioned to accept FY-2023 Budget Amendments as presented, second by Brockman. Roll Call; Kaplan-yes; Segorski-yes; VandeWater-yes; Brockman-Yes. Motion carried.

K. Motion to Authorize Chairman/Treasurer; Manager to transfer budget line items to balance the final FY-2023 budget within guidelines to comply with State/Federal Statues and conform with the Uniform Budgeting Act. Segorski motioned to authorize Chairman, Treasurer, and Manager to transfer budget line items to balance the final FY-2023 budget within guidelines to comply with State/Federal Statues and conform with the Uniform Budgeting Act, second by VandeWater. Roll Call; Kaplan-yes; Segorski-yes; VandeWater-yes; Brockman-Yes. Motion carried.

L. Motion to Authorize Chairman/Treasurer and Manager to pay all end-of-the-year bills, balance all accounts and finalize all financial obligations with employees. Segorski motioned to authorize Chairman, Treasurer, and Manager to pay all end-of-the-year bills, balance all accounts and finalize all financial obligations with employees. Roll Call; Kaplan-yes; Segorski-yes; VandeWater-yes; Brockman-Yes. Motion carried.

M. Motion to Authorize Chairman/Treasurer and Manager to make yearly additions or subtractions renewal of District CD's upon maturity dates. Segorski motioned to table, second by Brockman. Roll Call; Kaplan-yes; Segorski-yes; VandeWater-yes; Brockman-Yes. Motion carried.

N. Motion to Authorize Chairman, Treasurer, and Manager to approve and sign checks during FY-2024. Kaplan motioned to authorize, in order of preference, Chair, Treasurer, and Vice Chair, to approve and sign checks during FY-2024 with checks countersigned, second by Brockman. Roll Call; Kaplan-yes; Segorski-yes; VandeWater-yes; Brockman-Yes. Motion carried.

O. Motion to adopt the FY-2024 Delta CD Business Plan as presented with any amendments to reflect board action taken at the 9/27/2023; Motioned by Segorski, second by Brockman to accept FY-2024 Delta CD Business Plan as presented. Motion carried.

P. Motion to Adopt FY-2024 Parks Budget as presented with any amendments to reflect board action taken at the 9/27/2023 meeting. Inadvertently missed.

Q. Motion to Adopt FY-2024 District Budget as presented with any amendments to reflect board action taken at the 9/27/2023 meeting. Extensive discussion. Budget was extensively amended - details to

and wasn't handled in the best of manners and for that he offered an apology. Brockman expressed support with Segorski's comments.

Kaplan reported that Rory provided him a letter from Terry Burkhart, District Council, on September 18, 2023. The letter was dated September 1, 2023 indicating that Burkhart and his firm were resigning immediately as council for the District. Kaplan followed up regarding questions on recent FOIA policy work and request for a copy of all records in his possession related to District business. Mr. Burkhart indicated he would make a list of all files in his possession early this week. Based on recommendations, Kaplan contact Mr. Frank Zappa a municipal attorney based in MQT. At this time Mr. Zappa regrettably declined to represent the District due to other work obligation. However, he indicated we could revisit our situation later in the year, if warranted.

I spoke with Karen Barreth at Fischer Insurance and forwarded an application to quote us for optional Director and Officers Liability, Employment Practices Liability, Fiduciary Liability and Crime insurance. Ms. Fischer indicated that D&O and Employment Practices Liability are the most common packages.

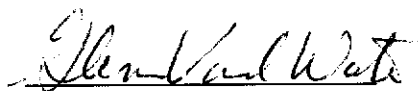
As Kaplan was researching all deeds associated with the DCD, he discovered that on 12 September, 2023, that Chair Moyle and Rory modified the easement agreement that the County passed on August 15 2023. He reported this finding at the last county commission meeting under general public comment as Rory represented the District and the County when he was negotiating the Natural Resource Trust Fund land purchase for the County. We are still waiting for a response from the AG's office, they are reviewing the matter. This was discussed by some of the County Board members as there was a response from the Michigan Department that indicated such action that reduces or diminishes the rights of the public on that property may considered a breach of the project agreement. Kaplan thanked the public for their comments and sitting through a marathon meeting.

Rory indicated he will be on vacation for the next two days he will prepare everything needed for the MDARD. Kaplan offered his assistance to Mattson including finalizing meeting minutes.

Adjourn: Motioned by Segorski, second by Brockman to adjourn the meeting at approximately 6:40pm.

These draft minutes prepared by Kaplan on September 29, 2023.

Meeting Minutes approved with corrections on 11/13, 2023



Glenn Vandewater, Secretary