



Eaton Conservation District

551 Courthouse Drive, Suite 3

Charlotte, Michigan 48813

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www.eatoncd.org

REGULAR BOARD MEETING, August 31, 2021

Chairman Raymond called the August 31, 2021 meeting of the Eaton Conservation District (ECD) to order at 6:12 pm. in the basement conference room at 551 Courthouse Dr., Charlotte, MI. 48813. Those present: Tom Raymond, Jim Droscha, Deb Montgomery. Absent: Holly Schaeffer. Others present: Sue Spagnuolo, Paul Malewski. Per conference call: Hannah Reynolds, Allison Kerr.

A motion was made and supported to approve the June meeting minutes. Motion carried.

A motion was made and supported to approve the financial reports (checking account statement) as printed. Motion carried.

Chairman Raymond opened the floor for public comment. There was no public comment

Business

A motion was made and supported to add a MAEAP special report to the agenda. Due to new FPAC covid guidelines and a possible exposure to covid in the office, staff are calling in with their board reports. Kerr announced she has accepted a new position with Auto Owners and her last day will be September 10. We will have a luncheon for her on the 10th. More details will be emailed next week. She will be missed and the board wished her well. Kerr proceeded to give her board report. Reynolds then gave her board report.

Spagnuolo updated the board on the workplace status. Due to a staff member possibly being exposed to covid, they volunteered to be tested and will quarantine until the test results are back. FPAC sent out an email today to limit office personnel to 25%. Spagnuolo will coordinate with Redder so 2-3 people are in at a time. Spagnuolo voiced her concern that she needs to work with Kerr this next week before she leaves.

Spagnuolo gave grant updates. The MRC grant with Resource Recovery has received one application for an appointment and another inquiry. ECD will continue to promote this agriculture plastic recycling program. Spagnuolo has events coming up in September for the *Eaton County Collaborative Stream Monitoring* Mi-Corp grant. Spagnuolo is participating in meetings with Mr. Dave Chapman on re-applying for the *NOAA B-WET Project Proposal* which is due Sept. 9, 2021. No new action on the MWSP website, but we are working on the Augmented Reality Sandbox with TCRPC. Spagnuolo announced the DNR Wildlife Habitat Grant application was accepted and the grant begins October 1, 2021 and ends October 2023. The draft project agreement has been sent out and needs to be signed and returned by 9/10/21. Discussion held. Droscha asked about hiring someone to run this grant. Spagnuolo explained the admin. fees on this grant is apx. \$750/year and that is not enough funding to hire someone. Most of the grant funds will be going toward wetland restoration and the planting of wildlife habitat. Spagnuolo will be administrating the grant. Spagnuolo emailed a request to post the MAEAP position on Monday, August 30th.

Spagnuolo updated the board on the 2021 Resource Assessment Survey. Spagnuolo will have the final draft by the end of September.

Spagnuolo updated the board about Field Day on Sept. 15 at Eaton Co. Fairgrounds. She has received to Sponsors, Eaton County Farm Bureau and Caledonia Farmers Elevator. Spagnuolo requested help from the board for the event and will send out specific details of what is needed next week. Some of the tasks are setting up the night before and registration.

Spagnuolo gave a brief overview of the timeline for elections in January at the annual meeting. Legal notifications need to go out late November/early December.

Spagnuolo addressed the budget for FY 22. A hard copy of the current years budget with notes on changes was referred to. Items mentioned were the addition of the \$89,000.00 Wildlife habitat grant (2 Yr.), the change in the MAEAP grant considering the new MAEAP tech, will probably be a level 1, and slight changes made in tree sale/native plant sale. Other additions will be the MiCorp grant (2 yr.) and it is not known yet what the CISMA funding will be. Spagnuolo has not received appropriation notification from the county, their budget hearing is in a couple weeks. She has not heard any new news concerning the one-time appropriation from the state.

Spagnuolo discussed the Quick Books situation that has been in progress since mid-July. The primary administrator email and password is not known and has kept her from being able to update information that Quick books is asking for. Spagnuolo is working with Transparent Bookkeeping, LLC. A certified QuickBooks bookkeeping advisor, on rectifying this situation. QuickBooks was 'frozen' today due to a QB's situation, hence the financial report was not able to be produced and the checking account statement was used.

Staff/Partner reports:

- Were given verbally by Reynolds, Kerr and Spagnuolo. Discussion held on the best way to contact schools for several of the grants including MADA, B-Wet, and MWSP. Mr. Malewski referred to Mr. Chris Rupp, the curriculum director for Eaton Rapids and Jen Grivens. Mr. Malewski also asked for field day flyers to take to Rick Novak's elevator in Eaton Rapids.
- There was no NRCS report
- An August and September MDARD report from Jack Knorek was included in the board meeting packet and a hard copy was available.

Correspondence: Reviewed and commented on by the board. Spagnuolo will send in the reports to Brandy Hatt.

- CU-9-21-7, Kyser
- CU-6-21-5, Hammond
- CU-7-02-4, Hamlin Township
- CU-9-21-6, Owens
- SPR-8-21-4, Wait (submitted 8/18/21)
- PA 116, Behrndt, Edward Jr.

Next meeting will be held September 28, 2021

Meeting adjourned at 7:54 pm.

Respectfully submitted,

Sue Spagnuolo
Executive Director