

CLARE CONSERVATION DISTRICT

Clare County Courthouse Meeting Room B
Board Meeting Minutes
December 17, 2008

CD Directors Present: Sandy Duggan, Larry Gross, Jamie Lipovsky

CD Directors Absent: Bobbie Schunk, Dee Beavers

Others Present: Kurt Krug, Kristina Sigafoose, Gary Bucklin

Board Meeting called to order at 4:31 p.m. by Chairman Larry Gross.

Additions/Deletions to Agenda: Kristina amended the agenda by removing two items on the agenda.

Motion made by LIPOVSKY to approve agenda. **Seconded by DUGGAN.**
YEAS: Gross, Lipovsky, Duggan **NAYS:** None. **ABSENT:** Schunk, Beavers
- Agenda Approved.

Approval of Minutes:

Motion made by DUGGAN to approve October 8, 2008 Meeting Minutes read by Kristina Sigafoose.
Seconded by LIPOVSKY
YEAS: Gross, Lipovsky, Duggan **NAYS:** None. **ABSENT:** Schunk, Beavers
- December Meeting Minutes Approved.

Approval of Financial Statements:

Motion made by LIPOVSKY to approve all Financial Reports, Financial Information, bills that were paid.
Seconded by DUGGAN.
YEAS: Gross, Lipovsky, Duggan **NAYS:** None. **ABSENT:** Schunk, Beavers
- November Financial Reports and paid bills Approved.

TECHNICIAN AND DEPARTMENT REPORTS

NRCS, Jim laquinta: Not present, very short report provided. The month was spent working on the national audit.

Groundwater Stewardship Program Technician, Kurt Krug: Garry Wiley verification complete for crop assist. Tom Young is waiting until early spring for livestock assist. Kurt attended the SWCS annual meeting. Kurt is okay with hours. He expended about 13 hours leaving 321 for the year.

Soil Erosion, Stephen Conroy: Not present. Provided lists of permits and things are still very slow.

Forester, Gary Bucklin: Present and advised that he is now working as an independent. Provided status of all jobs he is working on. We discussed that he would remain working with us. See Old Business.

Administrator, Kristina Sigafoose: Advised of things that she is still working on. Discussed the annual conference that was attended.

PUBLIC COMMENT: None.

OLD BUSINESS

- * **Annual conference** – Kristina and Larry both attended. Kristina felt that it was extremely beneficial especially since this is the first year. She learned a lot and had the opportunity to meet a lot of people.
- * **Winter Newsletter** – Kristina discussed the printing quotes she had received and requested that SJ Conroy be able to help with the mailing to cut costs of having MMI handle this. Articles that had been provided and typed were available for proofreading. It is starting to come together.
- * **QuickBooks Update** – Still plugging along. The 06-07 CPA review has been completed. We are waiting on the journal entries to be verified and then everything can be clean numbers for the 07-08 year. Colleen will have to do the first bank reconciliation and the then rest will have to be done. The 07-08 CPA review is scheduled for January.
- * **Forestry Contract with Missaukee** – Missaukee has decided to cancel any contracts for forestry with all counties. Gary is no longer working directly for Missaukee. He has been laid off. There was a lot of discussion at this time regarding what Gary was working on what is going on in the government and what he can still do for our district. It was decided that we still wanted to work with Gary so a Motion was made. For Tree Marking the district will receive \$5 per acre. Other Forestry work, Gary will be paid 70% and the district will receive 30%. Gary will handle the billing and receipt of funds and will forward the percentage to the district.

Motion was made to continue working with Gary Bucklin for forestry services in Clare County as an independent Contractor on a Commission Basis.

**Motion made by DUGGAN.
YEAS: Gross, Lipovsky, Duggan**

**Motion Seconded by LIPOVSKY.
NAYS: None. ABSENT: Schunk, Beavers
- Motion to continued work agreement Approved.**

NEW BUSINESS

- * **Mass mailing** – As stated above, it was discussed to have SJ Conroy help with the mass mailing instead of sending it to MMI.
- * **Printing Quotes** – As stated above, we will not change anything from last year and will have Clare Print & Pulp do the printing as last year. No motion needed because nothing changed.
- * **Director's Elections** – Kristina provided everyone a copy of the rules for conducting an election. It was discussed that an ad/notice would be placed in local papers stating that the district was looking for board members. A draft of the notice was provided to proofread. It was discussed that Scott Taylor was interested and he would be contacted to see if that was still true.

EXTENDED PUBLIC COMMENT: None.

Motion to adjourn:

**Motion made by LIPOVSKY to adjourn.
YEAS: Gross, Lipovsky, Duggan**

**Motion Seconded by DUGGAN.
NAYS: None. ABSENT: Schunk, Beavers
- Motion to adjourn Approved.**

Meeting Adjourned at approximately 5:50 p.m. Next meeting will be held on January 14, 2009 at 4:30 p.m.