



**DELTA  
CONSERVATION  
DISTRICT**

**Board Meeting Minutes**

**Date:** 9/24/2025 5:30 – 8:00pm

**Location:** Delta County Service Center - Board Room 2950 College Ave, Escanaba 49829

**Staff Attendees:** Taylor Shay

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**Roles:** Facilitator: Chair of the board      Scribe: District Manager

**Call Meeting to Order:**

- *A meeting of the Delta Conservation District Board was called to order at 5:33 p.m. on September 24, 2025, at the Delta County Service Center, Board Rm, 2950 College Ave, Escanaba, MI 49829 by Chairman St. Vincent*

**Pledge of Allegiance**

**Role call:** St. Vincent. Kaplan, Mason, VandeWater PRESENT

**Additions & Approval of Agenda:**

- Additions - none.
- Kaplan *motioned to approve the agenda, Mason second, motion carried.*

**Conflict of Interest Disclosure:** None.

**Public Comment on Agenda Items (3-minute limit):**

- None.

**Approval of Meeting Minutes - August 13 2025 Regular Board Meeting:**

- Kaplan *motioned to approve August 13, 2025 meeting minutes, Vandewater second; motion carried.*
- **September 11 2025 Regular Board Meeting:**  
Mason *motioned to approve September 11, 2025 meeting minutes, kaplansecond; motion carried.*

**Reports:**

- Treasurers Report - mason - balance sheet is good, reduction in fund balance because we have grant expenses which will correct itself once it is billed. Other revenue that may have to be reversed due to corrections of tax expenses. Recapped Budget to actuals. Reports are in good standing. Kaplan *motioned to approved report, St. vincent seconded, motion carried.*
- Committee Reports
  - Personnel - none
  - Property and Equipment - conversation with insurance company - gather market costs for insurance coverage. Discussion on location to sell the trailer. Want quotes on locations.
  - Records - none
  - Finance - none
- Staff Reports

- Manager Report - Manager Shay gave updates on current district happenings such as outreach opportunities with the Gladstone farmers market and downtown day, Dendrology and careers presentation to the Agriscience class at the Gladstone HS, new partnerships with local organizations and information from the UP regional training for districts.
- Employee Hours and Expenses - all hours were approved by District manager Shay and Chairman St. Vincent. No discussion.
- FAP, CTAP, CTAI - District manager Shay highlighted a few aspects of the staff reports, questions about current number of referrals on the FAP grant, discussion on how to improve outcomes in the future.
- MDARD Report - Rachel Guth, as written.
- NRCS Report - Mike Van Wyk gave NRCS updates and insight on possible federal shutdown.
- Commissioner / Liaison Report - attended annual meeting, county level has budget passed waiting to see state budget. Have not heard from state reps on updates. MDARD update on what the possible budget cuts will look like.

### **Public Hearing - Fiscal Year 2026 District Budget Hearing**

- Opened at: 6:08 pm
  - Public Comment Period (3- minute limit): None
  - Amendments: None
  - Motion to Adopt FY26 Budget
    - Motion: mason
    - Second: kaplan
    - Vote: Mason, St. Vincent, Kaplan, Vandewater AYE
  - Motion to Adopt FY26 Appropriations Act
    - Motion: kaplan
    - Second: st vincent
    - Vote: Mason, St. Vincent, Kaplan, Vandewater AYE
- Closed at: mason motion to close 6:20 Vandewater Seconds
- Vote: Mason, St. Vincent, Kaplan, Vandewater AYE

### **Unfinished Business:**

- Holly Moss DLA - waiting on info - tabled until ready
- FY26 MACD Membership Renewal - tabled until next meeting
- Legal Requirements Element Fiscal Year 2025 - *Kaplan motioned to have DM Shay resolve element with MDARD, Mason seconded, motion passes*

### **New Business:**

- Payment of Bills
  - *Kaplan Motioned to approve payment of the bills, Vandewater seconds, no discussion, motion passes.*
- Reorganization of Board Roles
  - Chair Nomination: Adrienne Vote: unanimous accept kaplan - 2nd glen motion passes
  - Secretary - glenn
  - Treasurer mike
  - Vice chair - kathy
  -
- Reorganization of Board Committees
  - Property And equipment - Segorski & Vandewater

- Personnel - St. Vincent & Vandewater
- Policy & Governance - Kaplan & Mason
- Finance & Audit - Segorski & Mason

*Kaplan motioned to accept committees as written, Vandewater seconds, motion passes*

- Approval of Annual Business Plan
  - *Kaplan motioned to approve the FY26 Annual Business Plan, St. Vincent seconds, motion passes.*
- FY26 Board Meeting Schedule and Annual Meeting Date Draft Approval
  - Mason motioned to approve Board meeting Schedule, Kaplan Seconds
  - Mason amend motion to include annual meeting date
    - Mason, St. Vincent, Kaplan, Vandewater AYE
- Employee handbook - discussion and tabled for next meeting

**General Public Comment (3-minute limit):**

- None

**Board Member Comments:**

- Kaplan thanks Taylor for great first solo meeting and Mike for attending
- Glenn encourages the district to continue moving forward

**Adjourn:** *Kaplan motioned at 7:31 p.m. to adjourn the meeting, St. Vincent second, motion carried.*

*Respectfully submitted by Adrienne St. Vincent. Youtube link to video:*

<https://www.youtube.com/@DeltaConservationDistrict>

Meeting Minutes approved on October 8 2025. {Any amendments in red}

*Adrienne St. Vincent, Chair for Glenn Vandewater* Glenn Vandewater, Secretary

