



DELTA CONSERVATION DISTRICT

6822 US HIGHWAY 2, 41, and M35 - GLADSTONE, MI 49837
(906) 553-7700

BOARD MEETING MINUTES

January 11th, 2023

The meeting was called to order at 6:10 P.M. on January 11th, 2023 at the County Service Center 2920 College Ave., Escanaba, MI, 49829, by Delta Conservation District CEO, Rory Mattson.

Directors Present: Dan McNamee, David Nelson & Jim Yoder

Staff Present: Rory Mattson, Holly Moss & Makhayla LaButte

Additions to Agenda: New Business – Attorney Hire

Special Order of Business:

Election of Chair – Conservation District CEO Rory Mattson opened the nominations for Chairperson. Nelson nominated Jim Yoder as Chair. There were no other nominations. Yoder unanimously elected board chair.

Election of Vice Chair – Yoder opened the nominations for Vice Chair. Yoder nominated Dan McNamee as Vice-Chair. There were no other nominations. McNamee unanimously elected as Vice Chair.

Election of Treasurer – Yoder opened the nominations for Treasurer. Nelson nominated Russ Ross as Treasurer. There were no other nominations. Ross unanimously elected as Treasurer.

Appointment of Bob VanDamme (board vacancy) – McNamee motioned to appoint Robert VanDamme to the Conservation District Board; Nelson seconded; motion carried.

Approval of Minutes: Nelson motioned to approve the December meeting minutes with the word change under New Business B, change Maturity to Maternity; McNamee second; motion carried.

Approval of Treasurer Reports: Nelson motioned to approve the December Treasurer report; McNamee second; motion carried.

County Commissioner Report: Commissioner Barron gave verbal county updates.

Board Member Reports: None

CEO Report and Updates: Mattson gave verbal updates.

Old Business:

- A. **Remove Petersen & Update Signatures for Bank Accounts** – Nelson motioned to take Petersen off bank account and update signature cards; McNamee second; motion carried.
- B. **Shades for Chamber Building** – McNamee motioned to contract with Carpet and Drapery Shop to order and install shades at the Chamber of Commerce Building for \$1,604.46; Nelson second; motioned carried.
- C. **Schoolcraft FAP Agreement** – Nelson motioned to approve the Memorandum of Understanding between Schoolcraft CD and Delta CD with the approved changes; McNamee seconded. Motion carried.

- D. **Update Policy on Maternity Leave** – McNamee motion to update the Conservation District Policy Maternity Leave to Parental Leave. Paternal leave benefits allow full-time employees to take up to **12 weeks of paid leave** immediately after birth or adoption to allow needed time together at home with a new child. Accumulated sick leave can not be used for parental leave; Nelson seconded; motion carried.
- E. **Extension of CEO Contract** – Nelson motioned to extend the CEO Contract that will be retroactive from October 1st, 2022 and expire on March 31st, 2023 with a roll call vote: Nelson – Yes; McNamee – Yes; Yoder – Yes. Motion carried.
- F. **FOIA Appeal** – McNamee motion to approve the FOIA Appeal to review meeting minutes from 2002 – 2022 with a fee of \$30 if paid in full; Nelson seconded; motion carried.
- G. **Hiring of New Manager Position** – the plan is to have a new manager hired by April 1st.

New Business:

- A. **Approval Bills & Expenditures** – McNamee motioned to approve the payment of bills and expenditures; Nelson second; motion carried.
- B. **Attorney Hire** – Nelson motioned to hire a firm for questions pertaining to Michigan Constitutional Financial Requirements, open meetings act, FOIA, etc. with attorney fees limited to up to \$5,000; McNamee seconded; motion carried.

Staff Correspondence, MDARD Partner Report and NRCS Correspondence: All included in board member packet.

General Public Comment – None

Board Member Comments - None

Adjourned - *Adjourned at 7:29 P.M.*

Respectfully submitted by Holly Moss

These minutes were approved on February 8th, 2023.