

**Presque Isle Conservation District**  
658 S. Bradley Hwy  
Rogers City, MI 49779  
Phone 989-734-4000

**District Board Meeting Minutes**

**Meeting Date: 8 October 2019**

The annual meeting of the Directors of Presque Isle Conservation District (PICD) was held at the Presque Isle Conservation District office in Rogers City and called to order at 7:32 p.m. on Tuesday 8 October 2019 by Chairperson Gary Shepherd.

**Directors Present:** Gary Shepherd, Leann Hopp, Katherine Wilbur, Ralph Viegelahn  
**Others Present:** Valerie Meharg (manager), Brittany VanderWall (forester)  
**Not Present:**

**Approval of Minutes:** Katherine W. made motion to approve meeting minutes from 20 August 2019. 2<sup>nd</sup> by Leann H. All 'ayes'.

**Consent Calendar:** Payments due for September and October were presented with no change. Motion by Katherine W. to approve the September and October payments, 2<sup>nd</sup> by Ralph Viegelahn. All 'ayes'. Bills to be paid for August included the following:

- Payroll & Taxes (both months)
- Frontier (both months)
- PI Cnty Treasurer (both month's rent)
- Thunder Bay Accounting (both months)
- Pine Lumber (posts)
- Evergreen Nursery (fall deposit)
- Valerie Meharg (postage reimbursement)
- PAC Sanitation (clean up day)
- Adams Co. Nursery (spring fruit deposit)
- PI Newspapers (HAP & tree sale)
- SOME CPA's (GAAS Audit)
- Valerie Meharg (staff mileage, tree sale mileage, HAP wages & mileage)
- Brittany VanderWall (mileage and CF dues)
- Katherine Wilbur (HAP wages & mileage)

**Employee Hours and Expenses:** Timesheets approved by Katherine W.

**Financial Report:** Financial reports for August were presented to the Board. Motion by Katherine W. to receive and file August financial report, 2<sup>nd</sup> by Leann H. All 'ayes'.

Financial reports for September were presented to the Board. Motion by Katherine W. to receive and file September financial report, 2<sup>nd</sup> by Leann H. All 'ayes'.

**New Business:**

- Luke Jakey Eagle Scout Project- Board reviewed official project proposal. Motion by Ralph V. to approve proposal and spending for materials cost. 2<sup>nd</sup> by Leann H. All 'ayes'.
- FY20 Manager's work agreement- Motion by Katherine W. to accept, 2<sup>nd</sup> by Ralph V. All 'ayes'.
- FY20 Forester's work agreement- Motion by Katherine W. to accept, 2<sup>nd</sup> by Leann H. All 'ayes'.
- FY20 Budget public comment- no members of the public present for comment.
- FY20 Budget- Motion by Ralph V. to adopt budget, 2<sup>nd</sup> by Katherine W. All 'ayes'.

- FY20 General Appropriations Act- Motion by Katherine W. to adopt, 2<sup>nd</sup> by Ralph Viegelahn. All 'ayes'.
- FY20 FAP Grant- Motion by Katherine W. to accept grant language from MDARD, 2<sup>nd</sup> by Leann H. All 'ayes'. Official copies signed by Chairman Gary Shepherd.

**Old Business:**

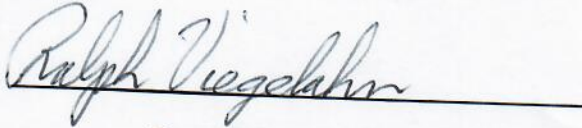
- Trout River Dam repairs/grants- manager Valerie M. updates that a meeting will be scheduled soon for district staff/directors, USFW, and DNR to discuss options.

**Staff Reports:**

- Director's Reports: Chairman Gary Shepherd encouraged all directors and staff to keep recruiting for new board members.
- Manager's report: Manager gave updates on fall tree sale, scrap tire grant submission, and upcoming vacation.
- Forester's report: Forester gave highlights for FY19.
- NRCS report: None

**Discussion:** None

**Adjourned:** Katherine W. made the motion to adjourn. 2<sup>nd</sup> by Ralph V. All 'ayes'. Meeting adjourned at 8:55 p.m.



Gary Shepherd, Chairman  
RALPH VIEGELAHN

These minutes stand to be  
approved.  
Submitted by Valerie Meharg  
Next Meeting: 19 November 2019