



# MINUTES

Montcalm Conservation District Board Meeting  
USDA Service Center, 77 S. State St., Stanton, MI 48888  
Special Board Meeting  
February 28, 2024, 3:00 p.m.

- I. **Call to Order:** Meeting called to order by Welder at 3:00 p.m.
  - I. **Directors Present:** Welder, Noll, Sabin, Wyckoff
  - II. **Absent:** Mark
  - III. **Staff Present:** Hayes, Silveus, Snow
  - IV. **Other:** Assoc. Director J. Johansen, Assoc. Director S. Aagaard
- II. **Pledge of Allegiance**
- III. **Public Comment:** Welder stated MCD's mission and noted that, though absent, Chris Mark has stated he is fully in favor of the day's decisions
- IV. **Recognition of Guest(s):** N/A
- V. **Approval of Agenda:** Motion by Noll to approve agenda as presented, seconded by Wyckoff. Ayes: All. Motion carried.
- VI. **Old Business:**
  - a. **District Manager Transition**
    - i. **Timetable:** Snow is putting things together and will assist weekly through the month of March. Wyckoff noted that the tree sale info is most important to be handed off.
    - ii. **Accounting Functions:** Snow stated there will be an in-house transfer of documentation to Baker and that Baker is open to accommodating the district's needs both now and in future. Welder noted that we could slowly bring back accounting functions as time goes on. Snow said the \$1,625 quote received includes infrastructure and staff time. Noll stated we should move forward with Baker and keep eyes open for other opportunities in the future. Motion by Noll to accept Baker's offer, seconded by Wyckoff. Ayes: All. Motion carried.
    - iii. **Accumulated Leave:** Snow provided monetary calculations for accumulated annual and sick leave. Motion by Wyckoff to accept numbers as presented, seconded by Sabin. Ayes: All. Motion carried.
- VII. **New Business:**
  - a. **District Manager Staffing:** Snow's retirement effective March 1. Motion by Wyckoff to hire Alyssa Silveus as new District Manager at \$22.00 per hour, seconded by Sabin. Roll call vote: Welder: yes. Noll: yes. Sabin: yes. Wyckoff: yes. Motion carried. Alyssa accepted the offer. Motion by Wyckoff to absolve hiring committee, seconded by Sabin. Ayes: All. Motion carried.
  - b. **Flat River Watershed Council Kayak-A-Thon:** Wyckoff stated the event will be held in Six Lakes. FRWC does not have insurance and are inquiring about insurance and liability if MCD were to host the event. Snow stated we could potentially use a special events policy with choice of an additional special medical policy. Our insurance company will be sending an application and stated the policy should be less than \$1,000. Aagaard suggested a partnership with



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Master Gardeners and said she would look into it. Chairman Welder mentioned Newwaygo Insurance as a possibility. For QAS on March 2, Hayes can create a "coming soon" flyer.

- c. **Resource Recovery:** Sabin noted we have 120 days before the resource recovery contract with the county is severed due to money issues. The last date of the contract is Friday, June 28, 2024. Sabin stated if money comes back to the Materials Management Committee, there is a chance in future years for the contract to come back. Snow and Silveus will look into the date that the electronics container ends. Welder and Sabin agree paying rent for the container to be housed on the property will no longer be necessary. The Scrap Tire Grant was just signed in the district's name. Snow will look into having it changed to the county.

**VIII. Public Comment:** Wyckoff asked about the status of a forester. Snow explained communications with 3 potential candidates awaiting SAF status. Snow noted she will ensure Silveus knows all ins and outs before interviews. Sabin noted a conversation he had about MAEAP changes. Johansen stated he spoke with Cody and was very impressed. Snow was asked to attend the end of the March board meeting. Snow said she would be present.

**IX. Adjournment:** Motion by Wyckoff to adjourn meeting, seconded by Sabin. Ayes: All. Motion carried. Chairman Welder declared meeting adjourned at 3:47 p.m.

MINUTES APPROVED:

MCD \_\_\_\_\_

Date \_\_\_\_\_

3-12-24