

U.P. RC&D Council Meeting Minutes – December 19, 2022

Executive Board Members Participating Virtually: Bill Rice-Dickinson CD, Erin Daines - MSUE, Jen Ricker-Feak – Iron Baraga CD, Ashley Reitter-Schoolcraft CD, Amber Butterfield – Dickinson CD, Teri Grout-Rock River Township Supervisor, Renee Leow – Marquette County Citizen, Nick Cassel & Sydney Hank-UP RC&D Council staff

Others Participating Virtually: Theresa Nelson – Delta County, Barb Kramer – Dickinson County, Gretchen Janssen – Houghton County, Mike McCarthy – Chippewa Luce Mackinac CD, Jeff Carlson – Menominee County

Call to Order: The meeting was called to order at 10:01 am (EDT) by Chairperson Rice.

Approval of Agenda: A motion was made by Daines, supported by Leow to approve the agenda as presented. Motion passed.

Public Comments: Jeff Carlson from Menominee County introduced himself to the UPRCD board and partners, and mentioned he looked forward to getting involved.

Approval of Previous Meeting Minutes: A motion was made by Grout, supported by Leow to approve the minutes of the previous meeting on September 20, 2022 with no changes. Motion passed.

Financial Reports: The Executive Director (ED) presented the Balance Sheet as of December 15, 2022 and the Profit and Loss statements for the period January 1, 2017 through December 15, 2022, a quarterly Profit and Loss statement from October 1, 2022 through December 15, 2022 and for the January 1 through December 15, 2022 period. The combined balance in all accounts as of December 15, 2022 was \$72,356.16. The ED reviewed several purchases made during the previous quarter including those for ACH monthly fees, and operation costs such as phone and rent. An additional item that was noted was the removal of Cassel's salary on the UPRCD books, effective 10/3/2022, he is covered 100% by MSU Extension. The ED reminded the board these dollars are the un-restricted monies not tied to any grant. He then referenced two documents 1) ACH documentation and 2) Scans of all receipts for purchases made with the un-restricted dollars. This documentation is provided to the Executive Board per the approved bylaws. A motion was made by Grout, supported by Daines to place the financial reports on file. Motion carried.

Business:

- **Board Member Elections:** Two Executive Board Member terms were up, Ricker-Feak and Daines. Both sought re-election. Two non-Executive Board Member individuals, Tiffany Escherich and Mike McCarthy sought election. Due to the capacity of the UPRCD Executive Board maximum, which is 9 members, all who sought the positions were unanimously nominated for 3 year terms. Chairperson Rice gauged meeting participants for any additional nominees. There were none. A motion by Grout was made to accept Ricker-Feak, Daines, Escherich, and McCarthy as Executive Board Members. Leow seconded the motion. Motion passed. In December 2023, Rice and Leow board terms will expire.
- **FY2023 UPRCD Budget:** Cassel provided a proposed FY23' draft budget for the unrestricted funds of UPRCD. He incorporated suggested items such money for legal fees and miscellaneous supplies. He reviewed the sources of revenue as well as estimated expenses. Ricker-Feak recommended the addition of a new expense line item for document review with a cost of \$2000, with a assumption of legal and CPA fees to review MSUE documentation. A motion was made by Ricker-Feak to approve the FY 23' budget, seconded by Butterfield. Motion passed.
- **UPRCD/MSUE collaboration/Personnel Committee Updates:** Daines provided an update on the UPRCD/MSUE collaborative partnership position. Effective Oct. 3rd Cassel became a full time MSU Extension Employee utilizing the partnership outlined in the UPRCD/MSUE MOU. Rice mentioned to the Executive Board and other partners that the Personnel Committee are meeting to discuss several finance actions needing to take place regarding UPRCD specific grants and MSUE salaried dollars. The committee will bring the findings to the Executive Board as a whole, as it pertains to Cassel's position and a work agreement.
- **UPRCD Annual Newsletter:** Cassel and Hank informed the board of a plan to revitalize the UPRCD Annual Newsletter, which Rutkowski had carried out years back, but it waned to the sidelines. Hank will be leading the charge, utilizing Cassel for guidance. It will be a great platform to highlight the work UPRCD accomplishes, in addition to spotlighting UP partners. Leow commended the effort and the newsletter, and mentioned it was a great

idea. She mentioned this document should then be dispersed to County staff and utilized and additional justification for financial support.

- **2023 Meeting Dates & Format:** An effort was made to schedule the years worth of board meetings, with the following date/times were decided on:

- **March 21, 2023 @ 10:00am Eastern - Virtual**
- **June 20, 2023 @ 10:00am Eastern – Virtual/In-Person (to be discussed)**
- **September 19, 2023 @ 10:00am Eastern – Virtual/In-Person (to be discussed)**
- **December 19, 2023 @ 10:00am Eastern – Virtual**

- **UPDATE ON CURRENT PROJECTS AND PROJECT FUNDS**

EPA GLRI – Expanding Phragmites management in Michigan’s Upper Peninsula

Agreement Amount \$663,655 Match Commitment \$0.00

Project Dates: January 6, 2022 to April 30, 2024 (*will be extended through fall 2024 due to delayed start*)

Partners – DNR, Dickinson, Iron/Baraga, Marquette, Chippewa/Luce/Mackinac Conservation Districts, Michigan Tech and their associated CISMAs

Remaining funds **\$523,894.77**

NFWF SOGL – Life After Phragmites: Wetland Restoration & Landowner Stewardship in Michigan’s UP and Northeastern Wisconsin

Agreement Amount \$150,000 Match Commitment \$150,000 (reduced to \$66,035.26 due to COVID)

Project Dates: August 2019 to December 31, 2021 (Received extension to June 30, 2023)

Partners - Marquette, Alger, Dickinson, Schoolcraft & Chippewa Luce Mackinac CDs, GLIFWC, WIDNR, Marinette Co.

Remaining funds **\$26,331.04**

MISGP – Upper Peninsula European frog-bit detection initiative

Agreement Amount \$239,100 Match Commitment \$37,400

Project Dates: April 30, 2021 to April 30, 2023

Partners – Dickinson, Iron/Baraga, Marquette, Chippewa/Luce/Mackinac Conservation Districts, Michigan Tech and their associated CISMAs

Remaining funds **\$60,789.63**

DNR Fisheries Habitat Grant Program – Tahquamenon River road stream crossing inventory update

Agreement Amount \$62,400 Match Commitment \$6,900

Project Dates: July 16, 2021 to Oct. 7, 2023 (*extension to accommodate DNR Fisheries Biologist extra request – prioritize work*)

Partners – DNR Fisheries Division, DNR Forest Resources Division, Bay Mills Indian Community, LSSU Center for Freshwater Research and Education, Chippewa/Luce County Road Commissions, Hiawatha National Forest

Remaining funds **\$17,367.64** – *will be doing reimbursement request after Dec. 30 (appx. \$15,000)*

DNR Fisheries Habitat Grant Program – Au Train Lake Cooperative Habitat Enhancement Initiative

Agreement Amount \$89,200.00 Match Commitment \$22,500

Project Dates: August 2, 2022 to Oct. 6, 2023

Partners – DNR Fisheries Division, Alger Conservation District, Michigan United Conservation Clubs (MUCC), Hiawatha National Forest

Remaining funds **\$86,601.03**

Hiawatha National Forest PA – Sharptails and Pollinator Habitat Enhancement

Agreement Amount \$67,000.00 Match Commitment \$17,617.60

Project Dates: August 11, 2022 to Dec. 31, 2024

Partners – Hiawatha National Forest, Sault Tribe, Michigan Sharp-tailed Grouse Association

Remaining funds **\$67,000.00**

GLRI CWMA – Managing non-native Phragmites across the Hiawatha National Forest

Agreement Amount \$55,138.00 Match Commitment \$15,163.20

Project Dates: August 24, 2022 to Mar. 31, 2025

Partners – Hiawatha National Forest, Three Shores CISMA, Lake to Lake CISMA

Remaining funds **\$55,138.00**

Partner Updates: Daines mentioned MSUE has been seeking to fill a Forestry position to be placed in Alger County

and they are wrapping up the hiring process..

Future Meeting Dates: March 21·2023 @ 10:00am - Virtual

Adjournment: Motion was made by Daines, supported by Leow to adjourn the meeting at 11:15am. Motion passed.

Upper Peninsula

*Resource Conservation
and Development Council*