

U.P. RC&D Council Meeting Minutes - March 05, 2021

Board Members and Staff Participating in Meeting: All participated via ZOOM video conference

Executive Board Members Participating by Teleconference: Howard Haulotte-Delta County Citizen, Bill Rice-Dickinson CD, Teri Grout-Alger CD, Jim German-Chippewa County, Jen Ricker-Feak – Iron Baraga CD, Nick Cassel-UP RC&D Council staff

Others Participating in Person or by Teleconference: Bernie Lang-Menominee County, Amber Butterfield-Dickinson CD, Barb Kramer-Dickinson County, Ashley Reitter-Schoolcraft CD, Ron Zalinski – Gogebic Co., George Peck – Gogebic Co., Jim Berns – Gogebic Co.

Call to Order: The meeting was called to order at 10:05 am (Eastern) by Chairperson Rice.

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

Executive Board Positions: Chairperson Rice reminded the Executive Board and UPRCD partners this was the re-organizational meeting where elected board members decided upon positions. No change in director personnel occurred. Bill Rice was re-elected as Chair, motioned by Haulotte, 2nd by German, motion carried. Jen Ricker-Feak was re-elected as Vice Chair, motioned by Grout, 2nd by German, motion carried. Renee Leow was re-elected as Treasurer/Secretary, motioned by German, 2nd by Grout, motion carried.

Public Comments: n/a

Approval of Previous Meeting Minutes: A motion was made by German, supported by Grout to approve the minutes of the previous meeting of December 04, 2020 with no changes. Motion passed.

Financial Reports: The Executive Director (ED) presented the Balance Sheet as of February 24, 2021 and the Profit and Loss statements for the period January 1, 2014 through February 24, 2021 and for the January through February 24, 2021 period. The combined balance in all accounts as of February 24, 2021 was \$57,847.27.81. ED reviewed several noteworthy expenses to the UP Council account, including a \$15.00 LARA fee associated with a Certificate of Good Standing required for SAM/CAGE updates. \$127.19 for antivirus software, and \$74.19 for Microsoft Office software. And \$1000.00 for the UPRCD commercial liability insurance. Cassel reviewed the multi-year P&L which provides a more accurate picture of income and expenditures for many of the grant-funded projects which are multi-year in nature. He noted one subaward check had not been distributed to ACD, and he had not processed 4th Quarter reimbursements yet. These will decrease the UPRCD balance, but then increase upon receiving reimbursement funds from grantors. A motion was made by German, supported by Grout to place the financial reports on file. Motion passed.

Business:

- **County dues update:** The ED informed the Executive Board and all partners that the County Dues request letter was sent out in the mail February 24 to all 15 UP Counties. He reminded all on the call of the slight revision to the letter, making it easy for the County Commissioners to quickly see what UPRCD does and why we are asking for the \$350. These revisions included removal of text and included more bullet points. German and Ricker-Feak both mentioned they really like and appreciate the new format, and it should help County Commissioners “get right to the point”.
- **UPRCD 990:** Cassel informed the board he has begun to work with Gloria LaPointe, CPA, on carrying out the annual 990 tax return. LaPointe has been the one who has taken care of the Councils taxes in the past, and she has agreed to continue. Cassel will update the board as updates are available, and the 990 is ready to review and approve.
- **New Tahquamenon River Road Stream Crossing Inventory proposal:** Cassel informed the Council he'd been working on a new proposal for the DNR Fisheries Habitat Grant Program. The project would consist of hiring a technician to perform road stream crossing inventory on 82+ sites across the Tahquamenon River watershed. The estimated award amount would be \$62,425.00, with \$6,950.00 being provided through local match, with a project

