

U.P. RC&D Council Minutes
UP RC&D Council Annual Meeting – December 14, 2018

Board Members and Staff Present: Bill Rice-Dickinson CD, Howard Haulotte-Delta County Citizen, Jason Schnorr-UPRC&D staff, and Darcy Rutkowski-UP RC&D Council Executive Director

Board Members Participating by Teleconference: Renee Leow-Marquette County Citizen, John Malnar - Delta County Citizen, Jen Ricker-Iron/Baraga CD Administrator

Others Present or participating by teleconference: Theresa Nelson-Delta County Board of Commissioners, Bernie Lang-Menominee County Board of Commissioners, and Gretchen Janssen-Houghton County Board of Commissioners, Teri Grout-Alger CD Ex. Director, and Amanda Nelson-Dickinson CD District Manager

Call to Order: The meeting was called to order at 10:00 am by Chairperson Rice.

Approval of Agenda: Rutkowski asked that “Conflict of Interest Forms” be added to the agenda under business items. A motion was made by Malnar, seconded by Haulotte to approve the agenda with that addition. Motion passed.

Public Comment: None

Approval of Previous Meeting Minutes: A motion was made by Malnar, seconded by Haulotte to approve the minutes of the previous meeting. Motion passed.

Financial Reports: The Executive Director (ED) presented the Balance Sheet for November 30, 2018 and the Profit and Loss statement for the period January 1, 2013 through November 30, 2018. The combined balance in all accounts as of November 30, 2018 was \$97,094.74. The multi-year P&L provides a more accurate picture of income and expenditures for many of the grant-funded projects which are multi-year in nature. A motion was made by Haulotte, supported by Malnar to place the financial reports on file. Motion passed.

Business Items:

Board Member Elections: Board terms are now expiring for John Malnar, Howard Haulotte, and Ally Dale. Both Malnar and Haulotte are willing to stand for re-election, but Dale declined the opportunity to be re-elected since she now lives out of state.

A motion was made by Jen Ricker, supported by Renee Leow to nominate John Malnar and Howard Haulotte to 3-year terms on the board. Motion passed unanimously. Other board members and the expiration dates of their terms are:

Expiring at the Annual Meeting in December 2019: Renee Leow and Jen Ricker

Expiring at the Annual Meeting in December 2020: Bill Rice and Jim German

We currently have 6 board members and our bylaws state that we should have 7, 9 or 11 board members and that a vacancy may be filled by appointment of the Chair with Board approval. Teri Grout was interested in being appointed to the board beginning on January 1, 2019. After obtaining approval from the board, chairman Rice appointed Grout to a 3-year term beginning on January 1, 2019.

Set 2019 Meeting Dates: Meeting dates for 2019 were set for March 15, June 7, September 6, and December 6.

Update on Council Employees: ED reported that as of January 1, 2019 both Jason Schnorr and Teri Grout will be laid off because the grant they were funded under will be spent down. If we receive the new MISGP grant we have applied for, we hope to re-hire Jason for the field season. ED put together a summary of remaining grant funds and unrestricted savings, and suggestions for how to move forward from this point:

UPRCD Outlook for 2019

At the end of 2018 we will have 3 remaining active grants:

USFS KISMA Project - \$1,531 remaining – covers just over a week's salary to assist KISMA Coordinator with Strategic Plan

NAWCA Project - \$412,261 remaining – mostly to be paid to DU for restoration work – budgeted up to \$5,000 for salary which covers about 4.5 weeks of time to complete all project deliverables and final report by 6/30/19

USFS Phrag Project - \$48,367 remaining – approximately \$5500 for salary which covers about 4.5 weeks – this assumes that the USFS completes their NEPA and we can actually do treatments in 2019. There is also about \$5000 remaining to pay a field tech

Total weeks of project work for Darcy = 10

If we receive the new MISGP phragmites grant we have applied for (\$191,600), this will cover another 10 weeks of Darcy's time for the next 2 years, and a part-time field tech as well. Most of these project funds will be sub-awarded to MCCD, ACD, and DCD, with a little to CLMCD. Funds are budgeted for travel, supplies, and treatment also.

Estimate that UPRCD will have approximately \$70,000 in savings at the end of 2018. This results from the indirect costs we have been able to capture on our last two grants (EPA phrag = \$43,128 and MISGP phrag = \$35,435). We have averaged a deficit of -\$7,680 for UP Council unrestricted expenses over the past 8 years (since we lost our connection with NRCS and had to move out of their office in June 2011). The total deficit during that time was \$61,440. However, we had \$63,349 in savings at that time, which has all been spent down to cover the deficit spending for the council. During this time period we have secured \$3,142,830 in grant funding and also contributed \$3,170,267 in matching funds for those grants. ED pointed out that if we do receive the new MISGP grant, we will need a lot of money in saving for cash flow purposes because we will need to pay sub-awards to partners and the MISGP payment reimbursement is extremely slow.

ED proposes that she work on the remaining grant funded projects and necessary Council business after the beginning of the year. After we find out if we were successful in securing new grant funds, we have a special meeting to approve a budget for unrestricted expenses for FY2019. If we are unsuccessful in receiving this new grant, we can discuss options at that point. One option would be to continue our phragmites management and spend down the funds (while continuing to look for new appropriate grants). She would like to work half-time in 2019 and realizes that this means less than half-time in the "non-field season" and almost full-time during the field season.

Update on Current Projects: ED provided a summary of all current grant-funded project activities. We are now spending down our MISGP Phragmites Project funds and they will be spent down prior to December 31, 2018.

Public Comment: Teri Grout reported that the Alger Conservation District is finishing up 2 MISGP grants. They have also applied for a new MISGP grant which if funded would allow them to survey for and educate landowners about Hemlock Woolly Adelgid. They would be sub-awarding funds to Three Shores Cisma and WRISC to do the survey work in their areas. Their district will begin receiving millage funding in 2020 which will provide a base level of funds to do some invasive species work. This is a 10-year millage so they will have stable funding for at least that amount of time. Jen Ricker reported that they have applied for an MISGP grant which would provide core funding for WePIC. Bill Rice reported that the Dickinson Conservation District's millage request failed but they have good funding with WRISC. They received two MEF grants, one for WRISC and one for the district.

Correspondence: None.

Adjournment: Motion was made by Leow, supported by Ricker to adjourn the meeting at 10:55 am. Motion passed.

I certify that these meeting minutes have been approved by a majority of the UP RC&D Council Board members:

Renee Leow, UP RC&D Council Secretary/Treasurer

Date

