



# Alpena-Montmorency Conservation District

1900 M-32 W  
Alpena, MI 49707  
989-356-3596 ext. 108

## Meeting Minutes

### Thursday, August 17, 2023 Board Meeting (Alpena)

**Attendance:** Board Members: Chapman, Houston, and Lewis; Staff: Charles Doan, Greg Corace, Kaylie Landrum. The meeting was called to order at 5:02 PM by Chapman, Board Chair.

#### **Public Comment:**

#### **Approval of May 2023 meeting minutes:**

- Motion made by Houston to approve the July 20, 2023 meeting minutes, supported by Lewis, motion carried.

#### **Financial Report**

- Financial report submitted by DM. Motion to approve made by Lewis, supported by Houston. Roll Call vote: Ayes: Chapman, Houston, Lewis. Nays: None. Motion carried.

#### **Approval of Bills:**

- Lewis made motion to approve payment of Conservation District bills, second by Houston. Roll Call vote: Ayes: Chapman, Houston, Lewis. Nays: None. Motion carried.

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#### **Reports:**

- Written MDARD Partner report submitted, accepted. Christy Roman made comments about elections and records disposition.
- FAP written report submitted, accepted.
- MAEAP written report submitted, accepted.

#### **District Business:**

#### **OLD:**

- Administrative Assistant Position; DM relayed that a candidate was interviewed by DM and Skarbek with positive results. Motion made by Houston to offer the job to Hollie Fitzpatrick as part-time (20 hours per week) with starting hourly wage at \$15.50, supported by Lewis. Roll Call vote: Ayes: Chapman, Houston, Lewis. Nays: None. Motion carried.
- Annual Meeting/Election Notices; DM provided review of annual meeting date/time and election process and nomination procedures, discussion followed.

- Budget Process; DM provided an overview of the budget process in preparation for the budget hearing to take place during the September 2023 board meeting.

**NEW**

- Nomination of Steve Law for MACD Vice President  
Due to the lack of information about Mr. Law and his nomination, the issue was tabled.

**TASKS TO BE COMPLETED:**

FY 24 Line Item & Appropriations Budgets

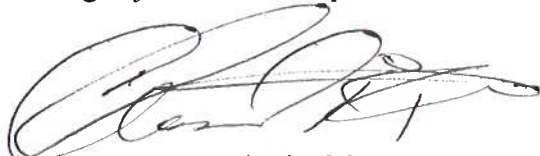
Fall Conifer Sale; the sale order form will be made available to the public by Sept 1.

Publish announcements for annual budget hearing and annual meeting/election in local papers

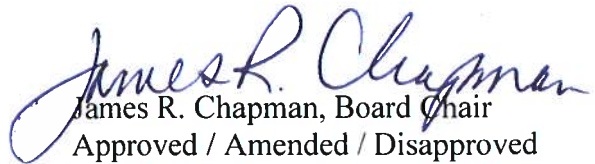
The next board meeting will be held on **Thursday, September 21<sup>st</sup>, 2023 at Brush Creek Mill at 5:00PM**

Motion to adjourn the meeting made by Houston, supported by Lewis, motion carried.

Meeting adjourned at 7:25pm.



Charles R. Doan, District Manager



James R. Chapman, Board Chair  
Approved / Amended / Disapproved