

# Antrim Creek Natural Area Commission

Don Miles  
Douglas Seaney

Jarris Rubingh, Chairman

Carl Veenstra  
Lauri Grear

## ACNA Meeting Minutes

DATE 7/27/2022 at 7 PM held at the Antrim Creek Natural Area Schoolhouse

Members Present:

Members absent:;

Others present: James Hunter Antrim Co. Parks

1. **The meeting was called to order at 7 PM by Jarris Rubingh.**

2. **Public Comment**

None

**Approval of Meetings**

**Motion** by Miles, seconded by Seaney to approve the minutes from May 18, 2022 as amended.  
**Passed unanimously.**

Amendment of May 18 minutes involves changing the date at the very bottom of p. 2 to reflect 7/27/2022 as the next meeting date.

3. **Parks Director Update**

**Maintenance Update:**

Discussion on maintenance of ACNA to date & work needing to be completed.

**Trash Cans:**

These have been installed, working on logos now. Commission would like to know if the bear hunters association would also like to purchase half of the can for the new trailhead.

**Signage Update:**

Discussion on the email sent by Steve Lagerquist regarding the updates to the signs. Distributed to commissioners & asked them for feedback.

**Trail Expansion:**

New trailhead is complete & trail is 60% chipped. New trail looks very good & followed the same guidance of the previously finished trails.

**Draft of ACNA Schoolhouse Master Plan**

Was distributed to commissioners for their additions or recommendations to be completed prior to the next meeting so that the final plan may be approved at the next meeting.

Explained grant writing, need for forward thinking for how to access funds. Explained county process of asking for additional funds for grant matches & other places funding could be accessed for projects such as the Schoolhouse. General discussion ensued regarding funding sources.

4. **FY2023 Budget**

Budget discussion occurred regarding projects for next year. It was determined additional funds should be set aside in anticipation for Schoolhouse project for possible match or maintenance/repairs to be made in the form of \$10,000. The rest of the budget was to match FY22 so funds were available when needed.

**Motion** by **Miles** seconded by **Rubingh** for a FY23 budget of \$22,557 to be distributed as \$4,000 Operating Supplies, \$4,000 Contractual Services, \$4,500 Grounds Maintenance, \$5,000 Building Maintenance and \$5,000 Building Project (Schoolhouse). **Passed unanimously.**

5. **Various Matters**

**Private Donations**

\$100 donation received from Karen Jones in honor of the memory of long time commissioner & ACNA advocate Elizabeth Hoffman.

Future donations were asked to be responded to by Commissioner Lauri **Grear** who asked if she could write a personal letter to donors on behalf of the commission. Commission agreed this is how they would like to proceed. All future donations would preferably be put into ACNA fund and not earmarked so the most pressing maintenance or issue could have donated funds available for spending.

**Seaney** had two separate vendors out to review the foundation & roof of the school house for integrity & they are working on quotes to submit to Parks for review & possible BOC action.

6. **Public Comment**

Metal detecting- How to handle permission for metal detecting. Parks Director suggested he draft a permission slip & policy which would require someone with permission to have a set duration in writing & have the permission slip on them at any time they are using the ACNA for detecting. Parks Dept and ACNA Commission would have first right of refusal of any findings on the natural area.

**Adjourned at 828 PM by Rubingh**

*The next meeting is scheduled for September, 28<sup>th</sup> 2022 at 7PM to be held at the Antrim Creek Schoolhouse.*