

**ESSEX COUNTY SOIL AND WATER CONSERVATION DISTRICT  
REGULAR BOARD OF DIRECTORS MEETING  
MINUTES  
April 15<sup>th</sup>, 2021**

Meeting was called to order at 7:35 a.m. by Chairman Tyler at the Westport Town Hall.

Attendance: Board members - Ike Tyler, Ben Leerkes, Anna Reynolds, Jim Monty, Dave Blades called in to the meeting; SWCD - Alice Halloran, Lois Sayward, Daniel Berheide, Harleigh Green; NRCS - Allie Holmes; NYSSWCC - Ryan Cunningham; Essex County Farm Bureau President - Jeff Leavitt.

**MOTION** to accept the March 8<sup>th</sup>, 2021 minutes was made by Leerkes, seconded by Reynolds, and carried.

**Correspondence** – International Paper, NYSACD, Town of Minerva.

**Chairman’s Update** – No update. Chairman Tyler offered the floor to Jeff Leavitt. Jeff was opposed to the district purchasing a 7’ no till drill for the farmers in Essex County. He said he contacted some farmers in the area that felt the 12’ drill would be more beneficial for their operations. The larger drill is harder to move around the county. Ike had also heard from two farmers requesting the larger drill. After a lengthy discussion, it was decided to go out to bid for the purchase of a 12’ no-till drill. **MOTION** was made by Monty to go out to bid for a 12’ no-till drill, seconded by Leerkes, and carried.

**Secretary Update (Lois)** - was reviewed by the Board (Appendix 1)  
**MOTION** to accept the April update was made by Leerkes, seconded by Monty, and carried.

**District Manager Update (Alice)** - was reviewed by the Board (Appendix 2)  
**MOTION** to accept the April update was made by Reynolds, seconded by Leerkes, and carried.

**Technician Update (Daniel)** - Daniel gave a verbal report.

**Technician Update (Joe)** - was reviewed by the Board (Appendix 3)  
**MOTION** to accept the April update was made by Leerkes, seconded by Monty, and carried.

**OLD BUSINESS**

- **Employer Health Emergency Plan** – The Employer Health Emergency was sent out to review prior to the meeting. **MOTION** to approve the Employer Health Emergency Plan was made by Monty, seconded by Leerkes, and carried.
- **Director Training** – The annual director training will be presented to the board following the meeting. State Aid to Districts will be the topic.
- **Hydroseeders** - The new hydroseeders from the Lake Champlain Basin grant are scheduled to be delivered at the end of the month. The invoice for the task has been submitted to the Basin Program. A new checking account will be set up for the grant.

**NEW BUSINESS**

- **No Till Drill Bids** - Tabled. Discussed earlier in the meeting.

- **Computer for Lois** - The Essex County IT Department submitted specs to meet Lois's computer needs. The specs were sent to the board to review prior to the meeting. The computer would be purchased through the state contract. **MOTION** to proceed with purchasing a new computer through the state contract was made by Monty, seconded by Leerkes, and carried.
- **Truck** - The ½ ton truck is due to be replaced this year. Alice spoke to local dealers in town, and was notified there will be delays in ordering vehicles due to shortages. The bid specs were sent out to the directors to look at and make suggestions prior to the meeting. **Motion** made by Monty to get the bid out as soon as possible for a new ½ ton truck, seconded by Leerkes, and carried.
- **Tin Pan Alley Bid Request** - The Tin Pan Alley bid request is out and will be awarded at the May meeting. The pre-bid meeting will be held April 21<sup>st</sup> at 9:00. Ben stated stormwater rules have changed. No more grandfathering.
- **Overlook Bid Request** - The Overlook bid request is out and will be awarded at the May meeting. The pre-bid meeting will be held April 23<sup>rd</sup>.
- **Refund Checks** - Lois would like permission to send out refund checks to tree and shrub customers who are not going to be able to get their orders fulfilled. **Motion** to send out refund checks to tree and shrub customers was made by Leerkes, seconded by Reynolds, and carried.
- **Frank Bratt Scholarship** – Franklin County Soil and Water Conservation District is asking for donations towards the Frank Bratt Education Scholarship. They are requesting \$25.00 from the Districts. **MOTION** to approve a \$25.00 donation towards the Frank Bratt Scholarship was made by Leerkes, seconded by Reynolds, and carried.
- **Solar Farms** – A discussion on Solar Farms was held. It was agreed good farm land should be kept in use as farm land.

### OTHER

Alice welcomed Harleigh back as an intern.

### DISTRICT TREASURER

- A. Financial reports were presented to the Directors (Appendix 4)  
**MOTION** by to accept the April report as presented was made by Leerkes, seconded by Reynolds, and carried.
- B. Bills due for payment were presented to the Board for approval. (Appendix 5)  
**MOTION** to accept the March bills for approval, and pay as such was made by Monty, seconded by Reynolds, and carried.

### COOPERATING AGENCIES

NRCS Report - Allie was present to give a report.

NYSSWCC – (Appendix 6) Ryan was also present to give his report.

**MOTION** to adjourn the meeting at 8:28 a.m. was made by Leerkes, seconded by Reynolds, and carried.

State Aid to Districts training was presented by Ryan to the directors.

**Next Meeting – May 20<sup>th</sup>, 2021 @ 7:30 a.m.**

Attachments:   Appendix 1 - Secretary Update (Lois)  
                  Appendix 2 - District Manager Update (Alice)  
                  Appendix 3 - Technician Update (Joe)  
                  Appendix 4 - Financial Report  
                  Appendix 5 - Bills  
                  Appendix 6 - NYSSWCC

Submitted by:

Lois Sayward  
Secretary to the Board